



**CITY OF VINCENT**

# **AGENDA**

## **Ordinary Council Meeting 4 April 2018**

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

**Len Kosova**  
**Chief Executive Officer**



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1. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name, address and Agenda Item number (if known).
2. Public speaking time will be strictly limited to three (3) minutes per member of the public.
3. Members of the public are encouraged to keep their questions/statements brief to enable everyone who desires to ask a question or make a statement to have the opportunity to do so.
4. Public speaking time is declared closed when there are no further members of the public who wish to speak.
5. Questions/statements are to be directed to the Presiding Member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a Council Member or City Employee.
6. Where the Presiding Member is of the opinion that a member of the public is making a statement at a Council meeting, that does not affect the City, he may ask the person speaking to promptly cease.
7. Questions/statements and any responses will be summarised and included in the Minutes of the Council meeting.
8. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
9. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the Local Government Act 1995 or the Freedom of Information (FOI) Act 1992. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

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## Order Of Business

1	Declaration of Opening / Acknowledgement of Country .....	7
2	Apologies / Members on Leave of Absence .....	7
3	(A) Public Question Time and Receiving of Public Statements .....	7
	(B) Response to Previous Public Questions Taken On Notice.....	7
4	Applications for Leave of Absence .....	7
5	The Receiving of Petitions, Deputations and Presentations .....	7
6	Confirmation of Minutes .....	7
7	Announcements by the Presiding Member (Without Discussion) .....	7
8	Declarations of Interest .....	7
9	Development Services .....	8
9.1	No. 209 (Lot: 213; D/P: 33158) Vincent Street, West Perth - Proposed Four Grouped Dwellings.....	8
9.2	No. 5 (Lot: 30; D/P: 1879) Turner Street, Highgate - Change of Use from Single House and Bed and Breakfast to Single House, Bed and Breakfast and Eating House .....	31
9.3	No. 14 (Lot: 1; SP: 12592) Orange Avenue, Perth - Second Storey Addition to Single House.....	44
9.4	No. 39a (Lot: 2; D/P: 63474) Knebworth Avenue, Perth - Proposed Extension to the Period of Approval: Proposed Construction of a Three-Storey Grouped Dwelling.....	62
9.5	No. 131 (Lot 282; D/P: 2503) Coogee Street, Mount Hawthorn - Proposed Carport and Awning Addition to Single House.....	93
9.6	North Perth Town Centre Parking - Six Month Review of Parking Restrictions .....	107
10	Engineering.....	126
	Nil	
11	Corporate Services.....	127
11.1	Lease of Leederville Oval by East Perth Football Club Inc & Subiaco Football Club Inc - request for waiver and write-off of fees and variation of leases .....	127
11.2	Investment Report as at 28 February 2018 .....	136
11.3	Review of Corporate Services Policies [ABSOLUTE MAJORITY DECISION REQUIRED] .....	146
11.4	Authorisation of Expenditure for the Period 2 February 2018 to 28 February 2018.....	200
11.5	Financial Statements as at 28 February 2018 .....	224
12	Community Engagement .....	313
12.1	Reallocation of Loftus Recreation Centre reserve funds [ABSOLUTE MAJORITY DECISION REQUIRED].....	313
12.2	Petition to Exclude Brisbane Terrace, Perth from New Parking Zone 7 - Parking Permits Policy No. 3.9.3.....	317
13	Chief Executive Officer .....	325
13.1	Information Bulletin .....	325
14	Motions of Which Previous Notice Has Been Given.....	347
14.1	Notice of Motion - Cr Loden - Action on Climate Change.....	347
15	Questions by Members of Which Due Notice Has Been Given (Without Discussion).....	351
	Nil	
16	Representation on Committees and Public Bodies.....	351

<b>17</b>	<b>Urgent Business .....</b>	<b>351</b>
	Nil	
<b>18</b>	<b>Confidential Items/Matters For Which The Meeting May Be Closed .....</b>	<b>352</b>
18.1	CONFIDENTIAL LATE REPORT: Proposed Amendment to Chief Executive Officers Employment Contract .....	352
<b>19</b>	<b>Closure .....</b>	<b>353</b>

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

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

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

Nil

**3 (A) PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS****(B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****4 APPLICATIONS FOR LEAVE OF ABSENCE****4.1 MAYOR COLE REQUESTED A LEAVE OF ABSENCE FROM 13 APRIL 2018 TO 22 APRIL 2018.****5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS****6 CONFIRMATION OF MINUTES**

Ordinary Meeting - 6 March 2018

Special Meeting - 27 March 2018

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

## 9 DEVELOPMENT SERVICES

**9.1 NO. 209 (LOT: 213; D/P: 33158) VINCENT STREET, WEST PERTH - PROPOSED FOUR GROUPED DWELLINGS**

**TRIM Ref:** D18/29443






**Author:** Emily Andrews, Urban Planner

**Authoriser:** John Corbellini, Director Development Services

**Ward:** South

**Precinct:** 5 – Cleaver

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Summary of Submissions [↓](#) 
4. Attachment 4 - Applicants Response to Submissions [↓](#) 
5. Attachment 5 - Determination Advice Notes [↓](#) 

### RECOMMENDATION:

That Council in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1, APPROVES the development application for Four Grouped Dwellings at No. 209 (Lot: 213; D/P: 33158) Vincent Street, West Perth in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5 and FORWARDS the application to the Western Australian Planning Commission for determination under the Metropolitan Region Scheme, as the recommendation provided by the Department of Planning, Lands and Heritage to not approve the access from Vincent Street is not supported for the reasons set out in this report:

#### 1. Boundary Walls

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall in a good and clean condition prior to occupation or use of the development. The finish of the walls are to be fully rendered or face brickwork to the satisfaction of the City;

#### 2. External Fixtures

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

#### 3. Stormwater

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

#### 4. Clothes Drying Facilities

All external clothes drying areas shall be adequately screened in accordance with State Planning Policy 3.1: Residential Design Codes prior to the use or occupation of the development and shall be completed to the satisfaction of the City;

#### 5. Car Parking and Access

5.1 The car parking and access areas shall be sealed, drained, paved and line marked in accordance with the approved plans and are to comply with the requirements of AS2890.1 prior to the occupation or use of the development;

- 5.2 Vehicle and pedestrian access points are required to match into existing footpath levels; and
- 5.3 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications; and
- 5.4 The area shown for manoeuvring in front of the proposed Units 1 and 2 shall remain unobstructed at all times.

**6. Right of Way Widening**

- 6.1 A 1.0 metre right of way setback area shall be maintained free of any buildings and structures for the length of the property that adjoins the right of way at all times to enable future right of way widening;
- 6.2 The 1.0 metre right of way setback area shall be sealed drained and graded to match into the level of the existing Right of Way; and
- 6.3 The 1.0 metre right of way setback area referred to in condition 6.1 above, shall be ceded free of cost to the City on subdivision or amalgamation of the land, including Built Strata subdivision;

**6. Acoustic Report**

An Acoustic Report in accordance with the City's Policy No. 7.5.21 – Sound Attenuation is to form part of the application for a Building Permit and shall be approved by the City prior to commencement of the development. All recommended measures in the report shall be undertaken in accordance with the report to the City's satisfaction, prior to the occupation or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

**7. Landscaping**

- 8.1 A detailed landscape and reticulation plan for the development site and adjoining road verge to the City's satisfaction is to be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:
  - 8.1.1 The location and type of existing and proposed trees and plants;
  - 8.1.2 Areas to be irrigated or reticulated; and
  - 8.1.3 The provision of eight percent Deep Soil Zone and at least 30 percent Canopy Coverage, as defined by the City's Policy No. 7.1.1 – Built Form;
- 8.2 All works shown in the plans as identified in Condition 8.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

**8. Schedule of External Finishes**

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

**9. General**

Conditions that 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.

#### PURPOSE OF REPORT:

To consider an application for development approval for Four Grouped Dwellings at No. 209 Vincent Street, West Perth

#### BACKGROUND:

<b>Landowner:</b>	Kenwin Projects Pty Ltd
<b>Applicant:</b>	Averna Pty Ltd T/A Averna Homes
<b>Date of Application:</b>	21 November 2017
<b>Zoning:</b>	MRS: Urban TPS1: Zone: Residential R Code: R80 TPS2: Zone: Residential R Code: R80
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Vacant
<b>Proposed Use Class:</b>	Grouped Dwelling
<b>Lot Area:</b>	643m <sup>2</sup>
<b>Right of Way (ROW):</b>	Florence Place to southern side of lot (3 metres wide)
<b>Heritage List:</b>	No

The subject site is bound by Vincent Street to the north and a ROW, being Florence Place, to the south. The site is currently vacant with the demolition of the original house occurring earlier this year. The site adjoins two storey grouped dwellings to the east and a single storey residential dwelling to the west. On the opposite side of Vincent Street is Beatty Park. A location plan is included as **Attachment 1**. The subject site and the immediate adjoining properties are zoned Residential with a density code of R80 and this is not contemplated to change under draft Town Planning Scheme No. 2 (TPS2). The site has been identified as a Residential Built Form Area subject to the City's Local Planning Policy No. 7.1.1 – Built Form.

The City received a development application seeking approval for the construction of four two storey grouped dwellings at the subject site on 23 November 2017. The application proposes two dwellings fronting Vincent Street and two dwellings fronting Florence Place, with common property located adjacent to Vincent Street to allow for vehicular access to Units 1 and 4 from a single crossover on Vincent Street. The applicant's development plans are included as **Attachment 2**.

#### DETAILS:

##### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Town Planning Scheme No. 1 (TPS1), the City's Policy No. 7.1.1 – Built Form and the State Government's Residential Design Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Density/Plot Ratio	✓	
Street Setback		✓
Lot Boundary Setbacks/Boundary Wall		✓
Building Height/Storeys		✓
Open Space	✓	
Outdoor Living Areas		✓
Landscaping		✓
Privacy	✓	
Parking & Access		✓
Solar Access	✓	

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Site Works/Retaining Walls		✓
Essential Facilities	✓	
External Fixtures	✓	
Street Surveillance	✓	
Setback to Right of Way		✓

### Detailed Assessment

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

Street Setback	
Deemed-to-Comply Standard	Proposal
<b>Built Form Policy Clause 5.2</b>	
Average of five adjoining properties: 4.92m	4.6m
Lot Boundary Setbacks / Boundary Wall	
Deemed-to-Comply Standard	Proposal
<b>Residential Design Codes (R-Codes) Clause 5.1.3</b>	
<u>Eastern Lot Boundary</u>	
Unit 1 Upper Floor setback of 2.1m	Unit 1 Upper Floor setback of 1.2m
Unit 2 Upper Floor setback of 2.1m	Unit 2 Upper Floor setback of 1.2m
<u>Western Lot Boundary</u>	
Unit 3 Upper Floor setback of 2.1m	Unit 3 Upper Floor setback of 1.2m
Unit 4 Upper Floor setback of 1.9m	Unit 4 Upper Floor setback of 1.2m
<b>Built Form Policy Clause 5.3</b>	
Boundary walls permitted to a maximum height of 3.5m and an average height of 3.0m	<u>Eastern Boundary</u> Unit 1 average boundary wall height of 3.2m  Unit 2 maximum and average boundary wall heights of 3.8m  <u>Western Boundary</u> Unit 3 average boundary wall height of 3.35m
Building Height	
Deemed-to-Comply Standard	Proposal
<b>Built Form Policy Clause 5.6</b>	
Two storeys with a maximum concealed roof height of 7.0m	Unit 1 and Unit 2 concealed roof height of 7.1m
Outdoor Living Areas	
Deemed-to-Comply Standard	Proposal
<b>R Codes Clause 5.3.1</b>	
Minimum dimension of 4.0m	Minimum dimension of 3.8m to all four units
Landscaping	
Deemed-to-Comply Standard	Proposal
<b>R Codes Clause 5.3.2</b>	

Maximum 50% hard surface in front setback area	15% of landscaping 85% of hard stand within the front setback area
<b>Parking and Access</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 5.3.5</b>	
Vehicle access from ROW	Vehicle access for Units 1 and 4 from primary street
<b>Site Works / Retaining Walls</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>R Codes Clause 5.3.7 and Clause 5.3.8</b>	
Fill and retaining walls up to 0.5m above natural ground level	Fill and retaining walls up to 0.6m above natural ground level on the eastern boundary
<b>Setback to ROW</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>Built Form Policy Clause 5.31</b>	
1.0m setback from ROW widening	0.3m setback from widening area to nib wall

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

#### CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days commencing on 7 February 2018 and concluding on 20 February 2018. Community consultation was undertaken by means of written notifications being sent to surrounding landowners within a 75 metre radius of the site, as shown in **Attachment 1** and a notice on the City's website. At the conclusion of the community consultation period, eight submissions were received by the City comprising of four letters of objections, two in support and two raising concerns.

The main issues raised as part of the consultation relate to:

- Reduced setbacks blocking access to natural light;
- Potential loss of privacy from the upper floor windows;
- The safety of vehicles due to access from Vincent Street and the proximity to the Charles and Vincent Street intersections, and also the access from Florence Place as it is narrow laneway;
- The landscaping proposed within the front setback being minimal; and
- The materials proposed should consider the surrounding developments.

A summary of the submissions and Administration's comments are included as **Attachment 3**. The applicant has also provided responses to the submissions, which is contained in **Attachment 4**.

#### Referral Authority responsible for Vincent Street - Department of Planning, Lands and Heritage:

In accordance with the WAPC's delegation to local governments for decisions under the Metropolitan Region Scheme (MRS) as the subject lot abuts Vincent Street which is a Category 2 Other Regional Road the application required referral to the Department of Planning Lands and Heritage (the Department) prior to determination. The City referred the application to the Department who advised that while they do not object to the development in principle they do not support the proposed access from Vincent Street as it does not minimise the number of crossovers to the Other Regional Road, does not rationalise existing access arrangements and is close to the Vincent Street and Charles Street intersection.

#### Design Advisory Committee (DAC):

Referred to DAC: No



**LEGAL/POLICY:**

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

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

It is noted that the landscaping provisions of the Built Form Policy requires the approval of the Western Australian Planning Commission (WAPC) and as a result the assessment will only have 'due regard' to these provisions.

**Draft Town Planning Scheme No. 2 (Draft TPS2)**

On 8 December 2017, the Acting Minister for Planning announced that the City's draft Town Planning Scheme No 2 (TPS2) was to be modified before final approval was to be granted. The schedule of modifications was confirmed in writing by officers at the Department. The Department also advised that the modifications to TPS2 would be required before the Acting Minister would finally grant approval to the Scheme. In this regard TPS2 should be given due regard as a seriously entertained planning proposal when determining this application. Generally the modified version of TPS2 does not impact on the subject property.

**Delegation to Determine Applications:**

The matter is being referred to Council as the proposal is for development classified 'Category 2' as the development incorporates four grouped dwellings.

As the subject lot abuts Vincent Street, which is a Category 2 Other Regional Road, the City only has delegation to determine the application under the MRS if it accepts the recommendations of the Department prior to determination. If the City does not accept the recommendations of the Department the City is required to forward the application to the WAPC for determination under the MRS along with the reasons why the recommendation is not acceptable to the City.

It should be noted that the City is still the responsible authority for determining the application under its local planning scheme, in this case TPS1, even if it does not accept the recommendations of the Department.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

**"Natural and Built Environment"**

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

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Street Setback

The application proposes a primary street setback of 4.6 metres in lieu of the deemed-to-comply standard set by the Built Form Policy of 4.92 metres, being the average of the five properties either side of the development. The subject site is located near the corner of Vincent and Charles Street and is alongside properties that have a lesser setback to the primary street, with the adjoining property to the east setback 2 metres from the front boundary and the property to the west having a carport structure at 1 metre from the front lot boundary. The development is adjacent to Vincent Street which is four lanes wide, with Beatty Park directly opposite. Given the adjoining setbacks and the surrounding locality, the development is not considered to have an adverse impact in terms of building bulk as viewed from the street.

The proposal incorporates a range of materials and finishes including red face brick and elements of render. The incorporation of the face brick element considers the existing developments along the streetscape and the proposed render is considered to add an element of contemporary architecture which is also seen in the existing dwellings to the east of the subject site. The applicant proposes to plant Jacaranda Trees and Chinese Tallow trees within the front setback area which at maturity will screen the development and reduce potential visual impact caused by the setback. Given this, the proposal is considered to be appropriate to the site context.

Parking and Access

The vehicle access to the subject site is from the primary street for Units 1 and 4 in lieu of the ROW, with vehicle access to Units 2 and 3 from the ROW. The primary street (Vincent Street) is a district distributor road and as such requires all vehicles to exit in forward gear. Access to Vincent Street has been designed to achieve this, with a common property paved access area incorporated into the front setback so that each dwelling can use this space to manoeuvre into forward gear when existing.

Vincent Street is a Category 2 Other Regional Road and as such required referral for comment by The Department. The Department did not support the access to Vincent Street as it does not align with the Department's internal Policy, *Development Control Policy 5.1- Regional Road (Vehicular Access)* (DC Policy 5.1), which seeks to minimise the number of crossovers to regional roads and rationalise existing access arrangements. The Department also cited the proximity of the proposed crossover from the Vincent Street and Charles Street intersection as another reason for not supporting the access.

DC Policy 5.1 outlines the following provisions to be considered in determining developments proposing access from regional roads:

- The effects of the development on traffic flow and safety, the character and function of the road, the volume and speed of traffic, the width of the carriageway and visibility; and
- The volume and type of traffic generated by the development.

DC Policy 5.1 identifies regional roads as principally being for traffic movement and having no vehicle access to or from abutting properties, however also notes that the traffic from residential properties attracts less volumes of traffic than commercial uses which are common along regional roads. DC Policy 5.1 recognises the continued growth of traffic in the metropolitan region and that the provision of access is not compatible with the requirement for vehicle movement, as traffic causes conflict and junctions and driveways contribute to delay and congestion as turning vehicles will slow and interrupt the free flow of traffic, in particular commercial developments which generate more turning traffic than residential developments.

Whilst DC Policy 5.1 intends to minimise and rationalise the number of crossovers to regional roads, the proposed crossover seeks to replace an existing crossover to be more centralised to allow both units to have access to the street, and does not propose any additional crossovers at the subject site. Whilst the crossover is 5.0 metres wide, the access has been designed to ensure that vehicles entering and exiting the site will be able to do so in a safe manner and have minimal impact on the safety of both vehicles on Vincent Street and that of pedestrians, particularly as vehicles are able to exit the subject site in forward gear.

The existing developments to the west of the subject site have vehicle crossovers to Vincent Street, with both having developed to the rear, which restricts any future access from the ROW for the developments fronting Vincent Street. As such these properties will continue to access Vincent Street in perpetuity and the proposed relocation of the crossover at the subject site to service only two grouped dwellings is not considered to have any significant impact on traffic flow, safety or the character of the road given this context.

The subject site is setback 45 metres from the Vincent Street and Charles Street intersection, and is adjacent to a median island which will restrict vehicles entering and exiting Vincent Street to left in left out. The restriction of a left in and left out to the subject site will ensure safety for vehicles travelling west along Vincent Street and the vehicles entering the street. The signal controlled intersection of Vincent Street and Charles Street will assist in providing clear visibility and will allow for vehicles to enter the street safely and have minimal impact on the oncoming traffic. The subject site contains two on site car bays, with adequate room for stopping and manoeuvring for vehicles to exit in forward gear. The number of cars proposed is not considered to be detrimental to the traffic flow of Vincent Street, nor significantly increase the volume of traffic.

Administration does not accept the recommendation of the Department to refuse the proposed access to Vincent Street and considers that the retention of one crossover in a consolidated arrangement is acceptable and will provide safe vehicle access to the site. As the City does not accept the Department's recommendations, it is recommended that the Council forward the application to the WAPC for determination under the MRS for the reasons set out above.

#### Lot Boundary Setbacks/ Boundary Walls

##### *Eastern Boundary*

The first floor of Units 1 and 2 propose a 1.2 metre setback to the eastern lot boundary in lieu of the required 2.1 metres. The reduced setback adjoins three two storey grouped dwellings to the east, which present boundary walls, side setback and outdoor living areas to this boundary. The proposed development does not include any major openings and therefore will not result in any overlooking into the adjoining properties. The proposal incorporates a range of finishes which is considered to reduce the perception of building bulk to the adjoining landowners. The orientation of the site ensures that the shadow cast on 21 June 2017 falls within the subject site and to the ROW and is consistent with the deemed-to-comply requirements.

The proposed boundary wall to Unit 1 on the eastern elevation of the subject site exceeds the average permitted height by 0.2 metres, and the boundary wall to Unit 2 on the eastern elevation exceeds the maximum height by 0.5 metres and the average by 0.8 metres. The proposed boundary walls abut adjoining boundary walls, side setback areas of the adjoining grouped dwellings to the east, as well as the length of the outdoor living area of the rear grouped dwelling to the east. The development provides contrasting materials and finishes to the external walls of the dwellings which will assist in mitigating the impact of building bulk to the adjoining properties. The proposed boundary walls will not result in significant overshadowing onto the adjoining properties as the orientation of the subject site will allow for the shadow to mainly be cast into the subject site and the ROW. The design allows the habitable areas of the dwelling, including the open space and the designated outdoor living area, to be open to direct sun and ventilation.

Given the above, the setbacks to the eastern boundary are considered to meet the design principles of the R Codes.

##### *Western Boundary*

The first floor of Units 3 and 4 propose a 1.2 metre setback to the eastern lot boundary in lieu of the required 2.1 metres for Unit 3, and 1.9 metres to Unit 4. This elevation does not include any major openings and therefore does not result in any overlooking into the adjoining properties. The proposal incorporates a range of finishes which is considered to reduce the perception of building bulk to the adjoining landowners. The orientation of the site ensures that the shadow cast on 21 June 2017 falls within the subject site and to the ROW.

The proposed boundary wall to Unit 3 on the western elevation of the subject site exceeds the average deemed-to-comply height by 0.35 metres. The boundary wall does not abut any major openings or active outdoor spaces of the adjoining property and is therefore considered to have minimal impact in terms of bulk. The proposed wall does not result in overshadowing onto the adjoining properties as the orientation of the subject site will allow for the shadow to be cast within the subject site and towards the ROW. The design allows the habitable areas of the dwelling, including the open space and the designated outdoor living area, to be fully open to direct sun and ventilation.

Given the above the setbacks to the western boundary are considered to meet the design principles of the R Codes.

#### Building Height and Site Works

Units 1 and 2 propose a maximum concealed roof height of 7.1 metres in lieu of the maximum 7.0 metres set as a deemed-to-comply standard under the City's Built Form Policy. The area above the deemed-to-comply height for Unit 1 is on the eastern portion of wall facing Vincent Street and is a result in the natural ground level of the site which gradually falls from the western to the eastern boundary. As viewed from the street, Unit 1 will be level with Unit 4 which is a maximum height of 7.0 metres, and as such is not considered to compromise overall streetscape. The portion of wall exceeding 7.0 metres in height for Unit 2 is located towards the middle of the property and will front the proposed dwellings on site and therefore will have little impact on the streetscape. Furthermore, Unit 2 is located behind Unit 1 and setback from the Vincent Street frontage.

The proposal does not result in any overlooking into the adjacent properties. The favourable orientation of the site ensures that the shadow cast from the properties fall within the subject site itself and onto the ROW.

The proposed development has incorporated a range of materials that includes brickwork and render. The materials and finishes of the development are considered to appropriately address the character of the site context and is complimentary to the existing developments. The increased height is also considered to be consistent with the established streetscapes in terms of height, with the development adjacent to two storey dwellings to the east of the site.

The development proposes fill and associated retaining to a maximum height of 0.6 metres in lieu of 0.5 metres, which results from a proportion of cut and fill works for a section of the site to account for the current slope on the property. The proposed site works and retaining are considered to be minor in nature and to not have a detrimental impact on the adjoining dwellings.

#### Landscaping

The application proposed 32.6 percent of the front setback area as hard stand in lieu of the maximum 50 percent set as a deemed-to-comply standard under the R-Codes. This is due to the significant portion of the front setback area that is required to be paved for vehicle manoeuvring purposes so that vehicles can exit the site in forward gear.

The application has also been assessed against the proposed landscaping deemed-to-comply standards in the City's Built Form Policy. The development proposes eight (8) percent of the site as deep soil zone in lieu of the 15 percent set as a deemed-to-comply standard in the Built Form Policy. The applicant has not provided a landscaping plan designed by a landscape architect and so has not proposed a canopy coverage percentage. However, the deep soil zones proposed are strategically located to maximise the potential for mature trees and canopy coverage on site, including four separate deep soil zones in the front setback area, one deep soil zone in each of the central courtyards and two deep soil zones at the rear fronting the laneway. The applicant has advised that they are proposing two Jacaranda trees and four Chinese Tallow trees in the front setback area, six Chinese Tallows in the central courtyards, and two more Chinese Tallows at the rear fronting the ROW. The City has assessed the canopy coverage of this landscaping configuration and considers that the canopy coverage created would be well over 40 percent.

The area of landscaping that is proposed is considered to positively contribute to the streetscape and the appearance of the development to the residents, particularly as the trees proposed will allow for a significant canopy cover and as the landscaping is not concentrated in one location. The landscaping on the front lot boundary will not hinder the security and safety of the residents. The intent of the City's Built Form Policy is also considered to be met, with well over 40 percent canopy coverage being achieved by the proposal. The proposed landscaping is considered to be appropriate as the areas have been located to allow for greater coverage within the subject site which is reflected in the canopy coverage.

#### Outdoor Living Areas

The reduced dimension of 3.8 metres to the outdoor living areas of each of the proposed dwellings does not restrict the overall use of the area. The outdoor living areas are located centrally together, which increases the availability of light and sense of space for these areas. As there is no covered area, the outdoor living areas will have sufficient access to norther sun and open to winter sun and ventilation. The outdoor living areas also adjoin habitable rooms of the dwellings, which open onto these areas and allow the size of these spaces to be extended.

#### Setback to ROW

The rear nib wall of the development is setback of 0.3 metres in lieu of 1.0 metres to the ROW widening area. The portion of dwelling setback at 0.3 metres is the central parapet walls of the dwelling which act as a feature

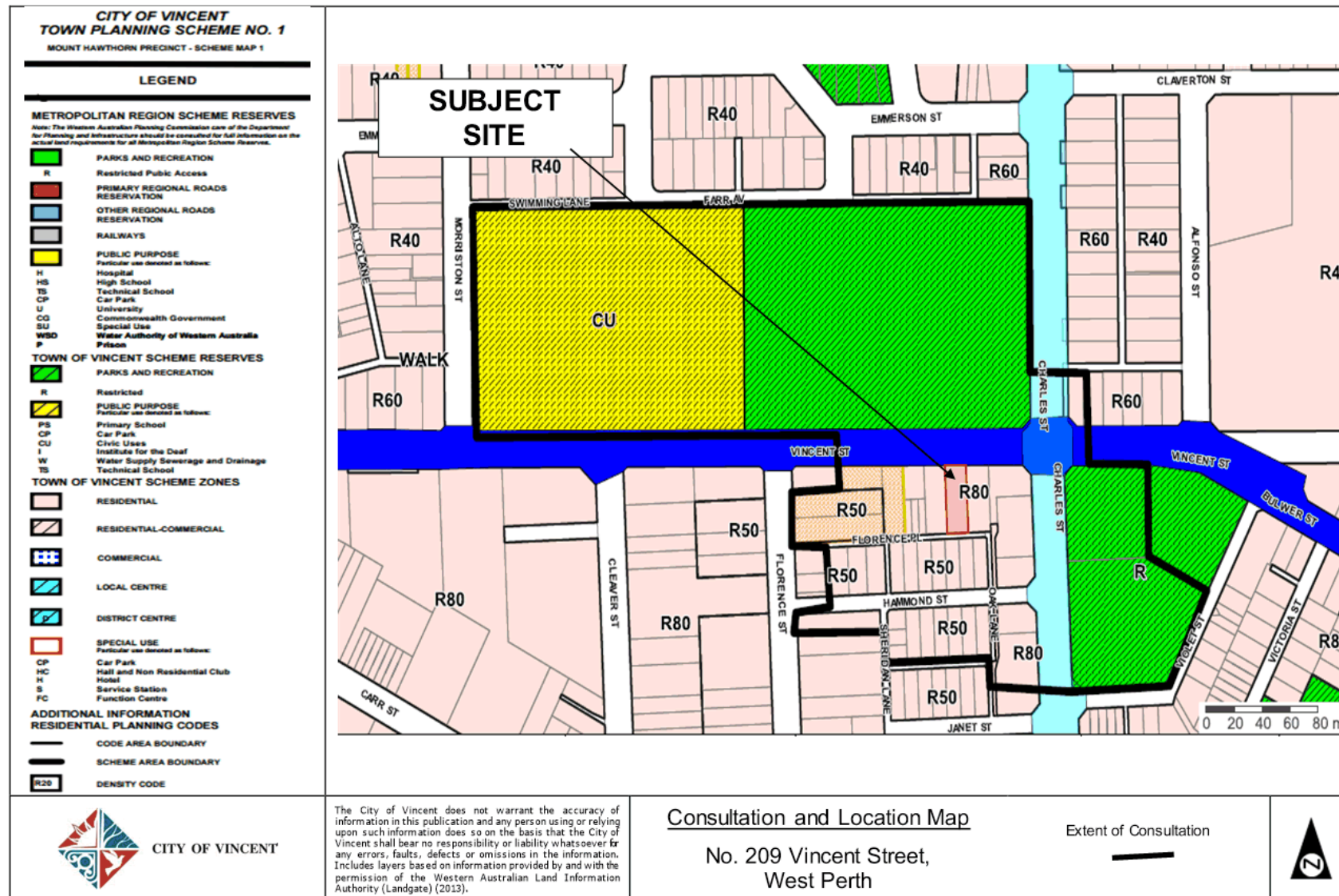
wall, with the overall upper floor setback 0.5 metres from the widening area. The reduced setbacks to the ROW are considered to provide an area that is welcoming and safe for residents and visitors.

The proposal does not propose pedestrian access from the ROW (Florence Place) to the primary street (Vincent Street). There is sufficient space fronting the ROW for service areas, including waste management and as such access is not required to the primary street.

#### Conclusion

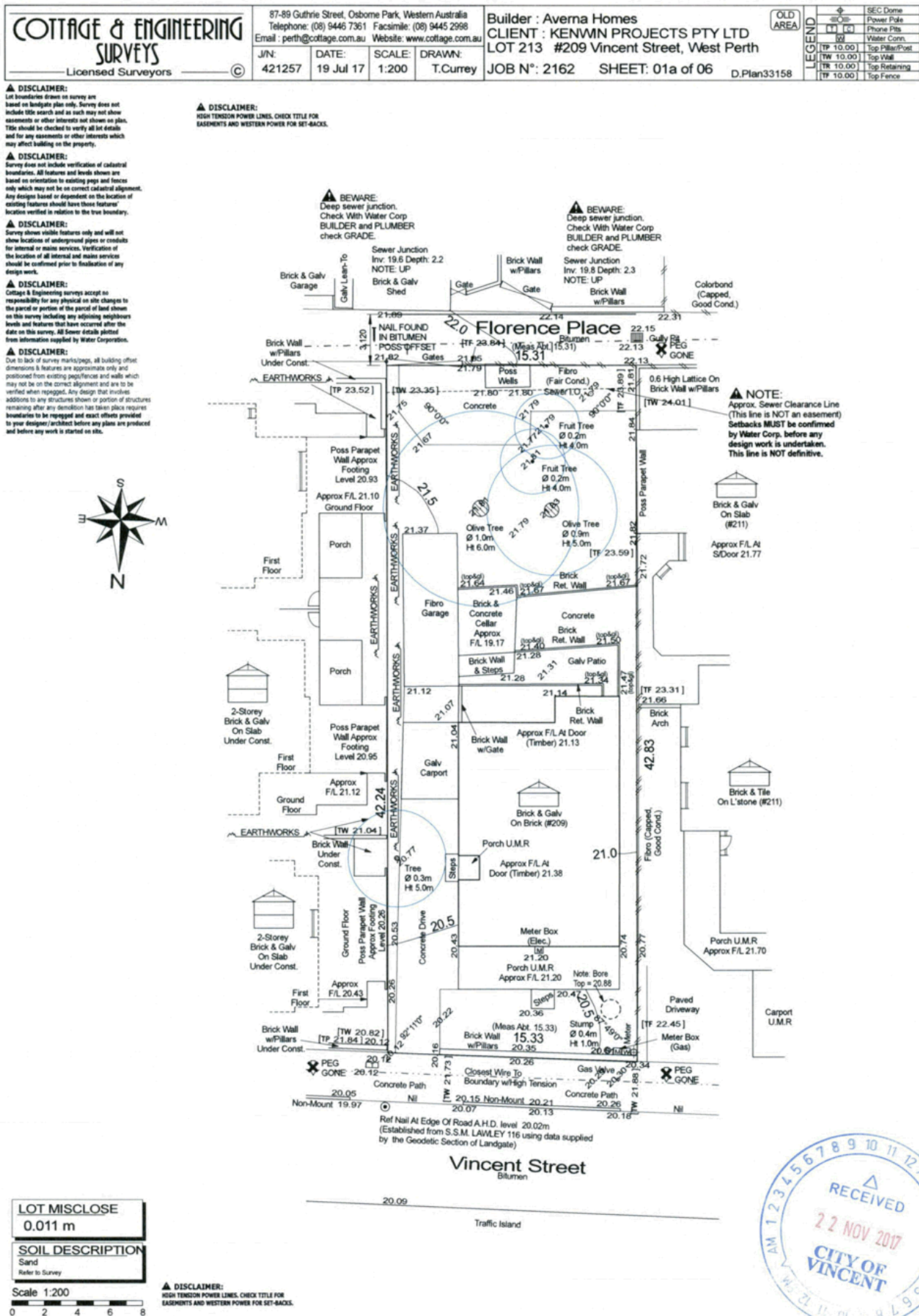
The proposal requires Council to exercise its discretion in relation to the proposed development. For the reasons outlined in the body of the report, the departures from the deemed-to-comply standards of the City's Built Form Policy and the R Codes are considered to address the Local Housing Objectives and Design Principles respectively. The proposal has incorporated a range of materials and finishes which are considered to be consistent with the existing immediate streetscape and the significant landscaping proposed is considered to mitigate the perception of building bulk for adjoining residents and passers-by. The proposed access from Vincent Street is considered to address the design principles for the R-Codes and not impact on the character or functionality of the road given the ongoing single dwelling access that will continue to be provided to dwellings along the street.

In light of the above, it is recommended that the application be approved under the City's TPS1 only, subject to conditions. Given the Department did not support the access to Vincent Street, it is recommended that the MRS application be forwarded to the WAPC for determination for the reasons set out in this report.











**COTTAGE & ENGINEERING  
SURVEYS**  
Licensed Surveyors ©

87-89 Guthrie Street, Osborne Park, Western Australia  
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2998  
Email: perth@cottage.com.au Website: www.cottage.com.au

J/N: 421257 DATE: 19 Jul 17 SCALE: 1:200 DRAWN: T.Currey

Builder : Avera Homes  
CLIENT : KENWIN PROJECTS PTY LTD  
LOT 213 #209 Vincent Street, West Perth  
SHEET: 01 of 06 (REV H: Dated 14-03-18)

LEGEND	OLD AREA	NEW AREA
SE-C Dome		
Power Pole		
Phone Pits		
Water Conn.		
Top Pillar/Post		
Top Wall		
Top Retaining		
Top Fence		

D.Plan33158

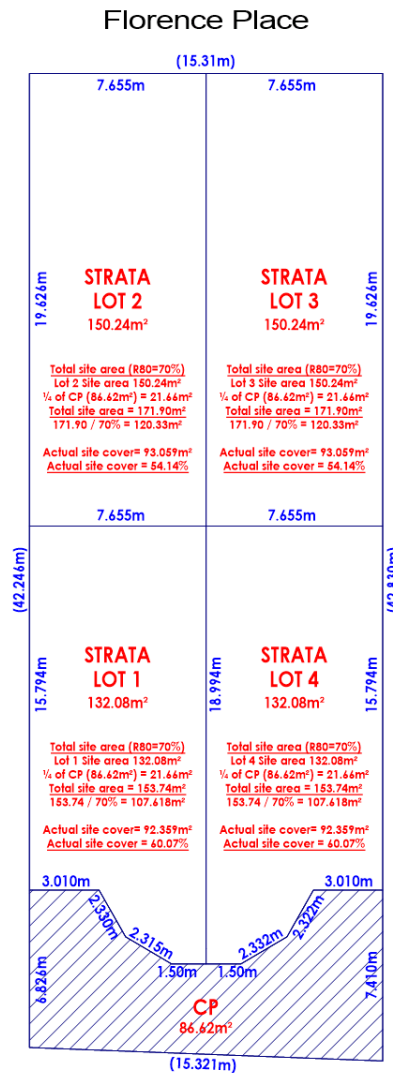
**▲ DISCLAIMER:**  
All boundaries shown on survey are based on landscape plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect 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 or 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 in 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.

**▲ DISCLAIMER:**  
Due to lack of survey marks/pegs, all building offset dimensions & features are approximate only and positioned from existing pegs/fences and walls which may not be on the correct alignment and are to be verified when repegged. Any design that involves additions to any structures shown or portion of structures remaining after any demolition has taken place requires boundaries to be repegged and exact offsets provided to your designer/architect before any plans are produced and before any work is started on site.



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Scale 1:200  
0 2 4 6 8

## PROPOSED STRATA PLAN

# COTTAGE & ENGINEERING SURVEYS

Licensed Surveyors

87-89 Guthrie Street, Osborne Park, Western Australia  
 Telephone: (08) 9446 7361 Facsimile: (08) 9445 2988  
 Email: perth@cottage.com.au Website: www.cottage.com.au

J/N: 421257 DATE: 19 Jul 17 SCALE: 1:200 DRAWN: T.Currey

Builder : Averna Homes  
 CLIENT : KENWIN PROJECTS PTY LTD  
 LOT 213 #209 Vincent Street, West Perth  
 SHEET: 01 of 06 (REV H: Dated 14-03-18)

OLD AREA	NEW AREA	SEC Dome
TP 10.00	TP 10.00	Power Pole
TP 10.00	TP 10.00	Phone Pits
TP 10.00	TP 10.00	Water Conn.
TP 10.00	TP 10.00	Top Pillar/Post
TP 10.00	TP 10.00	Top Wall
TP 10.00	TP 10.00	Top Retaining
TP 10.00	TP 10.00	Top Fence

D Plan 33158

**DISCLAIMER:**

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

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**DISCLAIMER:**

Survey shows visible features only and will not show locations of underground pipes or conduits or 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:**

Setback & Engineering surveys accept no responsibility for any physical on-site changes to the parcel or portion of the parcel of land shown in this survey including any adjoining neighbours' easels and features that have occurred after the date on this survey. All Survey details plotted from information supplied by Water Corporation.

**DISCLAIMER:**

Due to lack of survey marks/pegs, all building offset dimensions & features are approximate only and positioned from existing pegs/fences and walls which may not be on the correct alignment and are to be verified when repegged. Any design that involves additions to any structures shown or portion of structures remaining after any demolition has taken place requires boundaries to be repegged and exact offsets provided to your designer/architect before any plans are produced and before any work is started on site.

**DISCLAIMER:**

HIGH TENSION POWER LINES. CHECK TITLE FOR EASEMENTS AND WESTERN POWER FOR SET-BACKS.

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SITE COVER AREA CALCULATIONS	
ZONING R80 (MAX 70% ALLOWED)	
UNIT 1	= 92.357m <sup>2</sup>
UNIT 2	= 93.059m <sup>2</sup>
UNIT 3	= 93.059m <sup>2</sup>
UNIT 4	= 92.357m <sup>2</sup>
TOTAL	= 370.834m <sup>2</sup>
SITE AREA	= 643.207m <sup>2</sup>
CALC m <sup>2</sup>	= 370.834 / 643.207
CALC %	= 57.65% (Max 70%)

**EXTENT OF OVERSHADOWING ON LOT 8 HAMMOND STREET**  
**10.28m<sup>2</sup> / 324m<sup>2</sup> LOT**  
**= 3.17%**  
**(SHOWN HATCHED)**

**FUTURE ROAD WIDENING SUBJECT TO SHIRE APPROVAL / REQUIREMENTS**

**BEWARE:**  
 Deep sewer junction.  
 Check With Water Corp  
 BUILDER AND PLUMBER  
 check GRADE.  
 Sewer Junction  
 Inv: 19.8 Depth: 2.3  
 NOTE: UP

**EXTENT OF OVERSHADOWING ON LOT 9 HAMMOND STREET**  
**36.08m<sup>2</sup> / 324m<sup>2</sup> LOT**  
**= 11.13%**  
**(SHOWN HATCHED)**

**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.

**EXTENT OF FIRST FLOOR LEVEL**  
**(SHOWN SHADED)**

**PROPOSED UNIT 2 LOWERED FLOOR**  
**FFL 21.829 (00c)**  
**SPL 21.729**  
**(SHOWN HATCHED)**

**2 x 1200 x 1500 CONC SOAKWELLS WITH TRAFFIC LID**

**NEW PANEL & POST RETAINING WALL AS SHOWN HATCHED**

**PROPOSED UNIT 3 LOWERED FLOOR**  
**FFL 21.829 (00c)**  
**SPL 21.729**  
**(SHOWN HATCHED)**

**NEW PANEL & POST RETAINING WALL AS SHOWN HATCHED**

**PROPOSED UNIT 1 LOWERED FLOOR**  
**FFL 20.80 (00c)**  
**SPL 20.70**  
**(SHOWN HATCHED)**

**2 x 1200 x 1500 CONC SOAKWELLS WITH TRAFFIC LID**

**DMM BOX BUILT INTO 23c HIGH ISOLATED BRICK PIER**

**EXTENT OF FIRST FLOOR LEVEL**  
**(SHOWN SHADED)**

**PROPOSED UNIT 4 LOWERED FLOOR**  
**FFL 20.80 (00c)**  
**SPL 20.70**  
**(SHOWN HATCHED)**

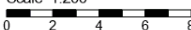
**EXISTING BORE TO BE REMOVED AT DEMOLITION STAGE**

**EXISTING POWER DOME LOCATION, CONNECTION REQUIREMENTS SUBJECT TO WESTERN POWER APPROVAL**

**EXISTING WATER METER PLUS THREE NEW W/METER CONNECTIONS SUBJECT TO WAWA APPROVAL**

<b>LOT MISCLOSE</b>
0.011 m
<b>SOIL DESCRIPTION</b>
Sand
Refer to Survey

Scale 1:200

**DISCLAIMER:**

HIGH TENSION POWER LINES. CHECK TITLE FOR EASEMENTS AND WESTERN POWER FOR SET-BACKS.

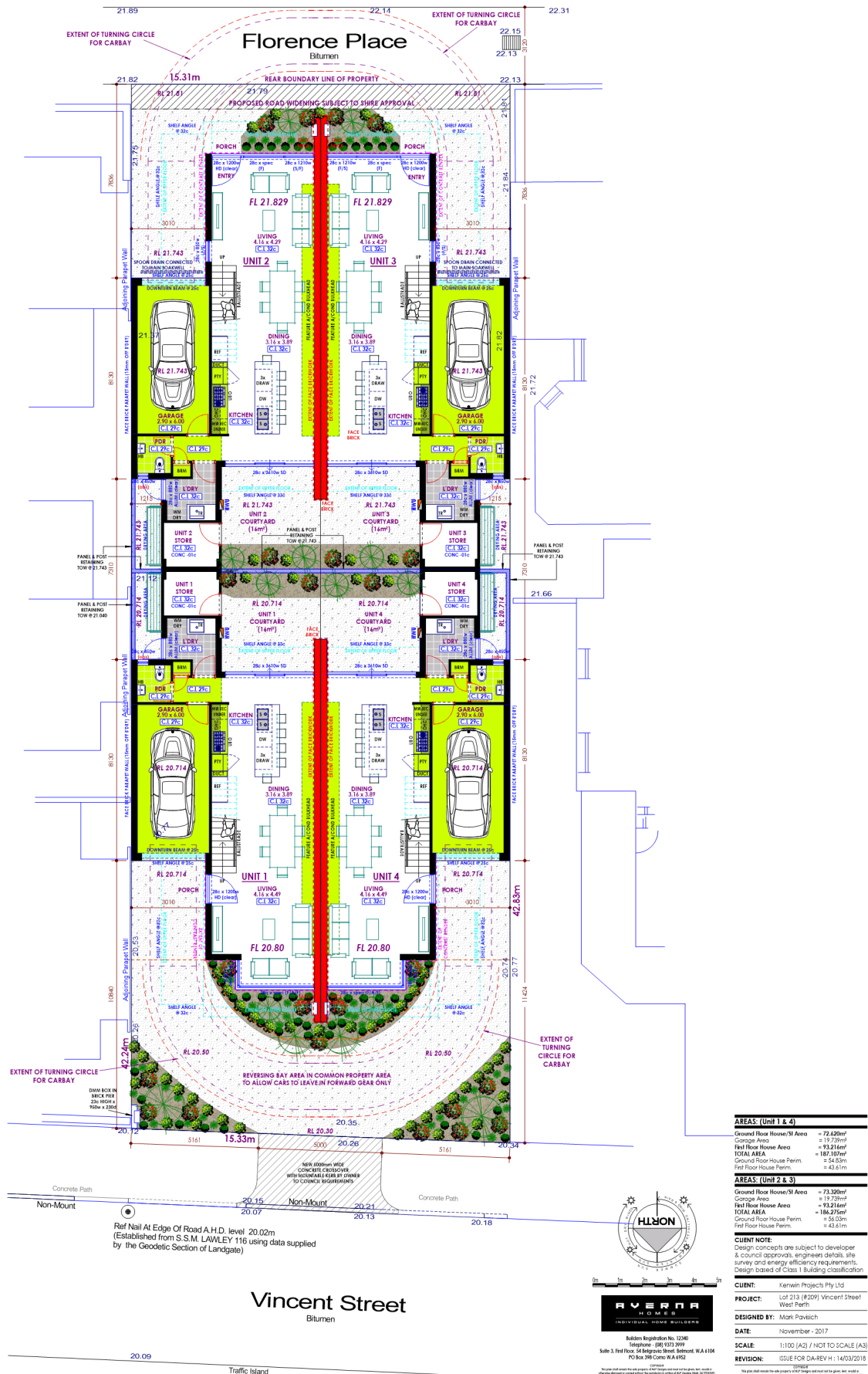
Vincent Street

Bitumen

Traffic Island

**5m WIDE CONCRETE CROSSEVER TO COUNCIL REQUIREMENTS**

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## SITE & GROUND FLOOR PLANS

Proposed KENWIN PROJECTS PTY LTD  
Lot 213 (4/209) Vincent Street West Perth

**AVERA HOMES**  
INDIVIDUAL HOME BUILDERS

<b>AREAS (Unit 1 &amp; 4)</b>	
Ground Floor House Area	= 73.420m <sup>2</sup>
Gargage Area	= 19.750m <sup>2</sup>
<b>Full House House Area</b>	<b>= 93.170m<sup>2</sup></b>
<b>TOTAL AREA</b>	<b>= 187.107m<sup>2</sup></b>
Ground Floor House Perm.	= 64.63m
Full House House Perm.	= 43.61m
<b>AREAS (Unit 2 &amp; 3)</b>	
Ground Floor House Area	= 73.320m <sup>2</sup>
Gargage Area	= 19.739m <sup>2</sup>
<b>Full House House Area</b>	<b>= 93.059m<sup>2</sup></b>
<b>TOTAL AREA</b>	<b>= 186.275m<sup>2</sup></b>
Ground Floor House Perm.	= 65.00m
Full House House Perm.	= 43.61m
<b>CUSTOMER</b>	
Design concepts are subject to developer & technical approvals, engineering details, the survey and existing site information, and any other design related information. Builders classification	
<b>CUSTOMER:</b> Kewtown Properties Pty Ltd	
<b>PROJECT:</b> Lot 213 (8209) Vincent Street West Perth	
<b>DESIGNED BY:</b> Mark Pavane	
<b>DATE:</b> November - 2017	
<b>SCALE:</b> 1:100 (A2) / NOT TO SCALE (A3)	
<b>REVISION:</b> ISSUE FOR DA-REV H / 14/03/2018	



**Builders Registration No. 12340**  
**Telephone - (08) 9373 9999**  
**Suite 3, First Floor, 54 Belgrave Street, Belmont, W.A. 6104**  
**PO Box 398 GWA 6152**

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REVISION: ISSUE FOR DA-REV H: 14/03/2018

Proposed KENWIN PROJECTS PTY LTD  
Lot 213 (#209) Vincent Street West Perth

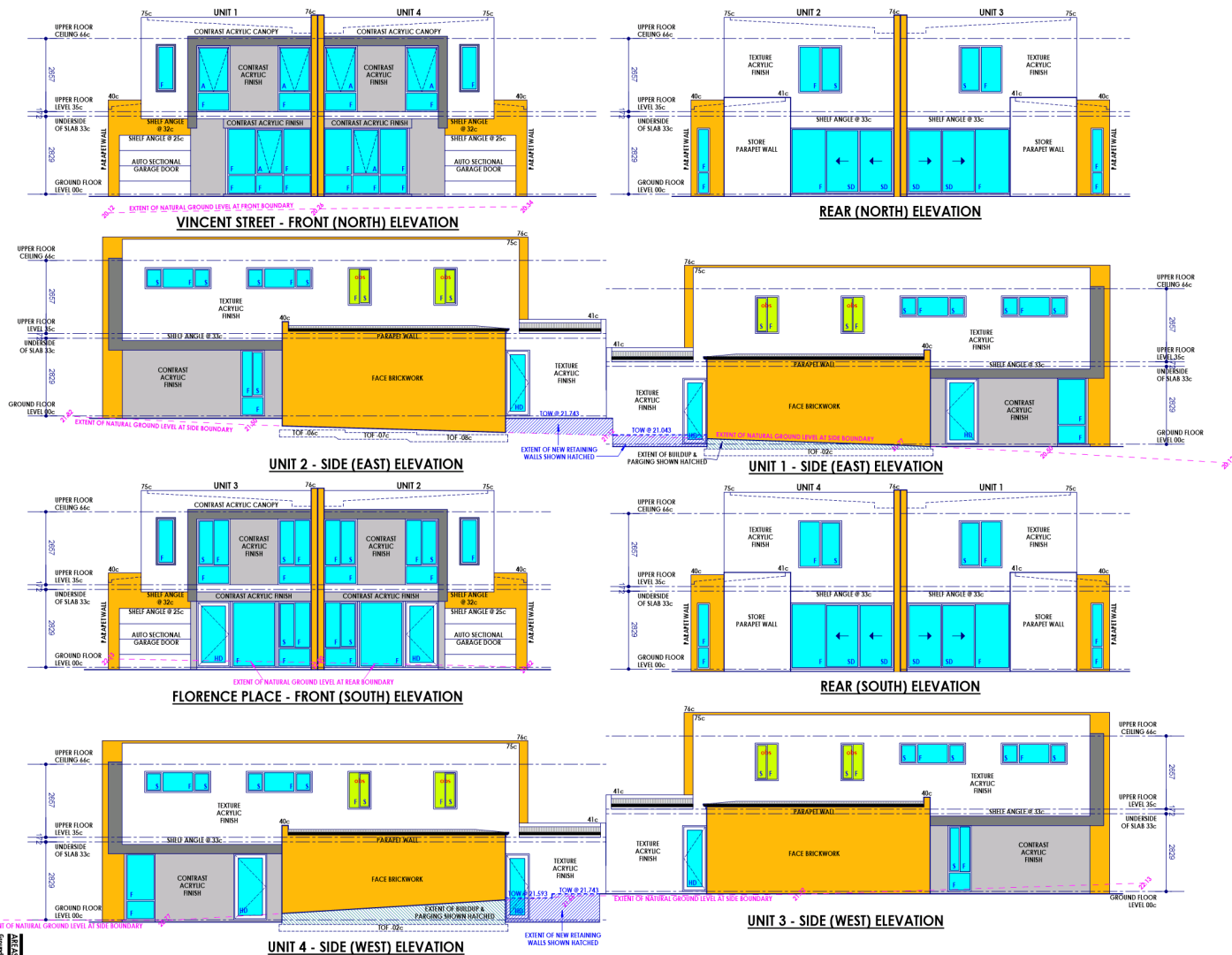




# ELEVATIONS

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Lot 213 (#209) Vincent Street West Perth

[illegible]



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VINCENT STREET NORTH-EAST FRONT ELEVATION



VINCENT STREET NORTH-EAST SIDE ELEVATION



VINCENT STREET NORTH-WEST FRONT ELEVATION



FLORENCE PLACE SOUTH-WEST REAR STREET ELEVATION



Business Registration No. 12340  
Telephone: 0800 923 3999  
Suite 3, First Floor, 54 Belgrove Street, Belmont, W.A. 6104  
PO Box 396, Cottesloe, W.A. 6012

**AREAS: (Unit 1 & 4)**

Ground Floor House/30 Area	= 74.152m <sup>2</sup>
Garage Area	= 19.738m <sup>2</sup>
First Floor House Area	= 93.214m <sup>2</sup>
<b>TOTAL AREA</b>	<b>= 187.104m<sup>2</sup></b>
Ground Floor House Perim.	= 55.53m
First Floor House Perim.	= 43.61m

**AREAS: (Unit 2 & 3)**

Ground Floor House/30 Area	= 73.320m <sup>2</sup>
Garage Area	= 19.738m <sup>2</sup>
First Floor House Area	= 93.214m <sup>2</sup>
<b>TOTAL AREA</b>	<b>= 186.272m<sup>2</sup></b>
Ground Floor House Perim.	= 55.53m
First Floor House Perim.	= 43.61m

**CLIENT NOTE:**  
Design concepts are subject to developer & council approvals, engineers details, site survey and energy efficiency requirements. Design based on Class 1 Building classification.

**CLIENT:** Kenwin Projects Pty Ltd

**PROJECT:** Lot 213 (#209) Vincent Street West Perth

**DESIGNED BY:** Mark Pavlich

**DATE:** November - 2017

**SCALE:** 1:100 (A3) / NOT TO SCALE (A3)

**REVISION:** ISSUE FOR DA-REV G - 01/03/2018

**AVERNA**  
HOMES  
INDIVIDUAL HOME BUILDERS

## 3D IMAGES

Proposed KENWIN PROJECTS PTY LTD  
Lot 213 (#209) Vincent Street West Perth

**Summary of Submissions:**

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

<b>Comments Received in Support:</b>	<b>Officer Technical Comment:</b>
Support of the increase in height and the developments potential to increase numbers into the area.	Noted.
<b>Comments Received in Objection:</b>	<b>Officer Technical Comment:</b>
<u>Setbacks</u>  The reduced setbacks to the upper floor will block access to light.	The orientation of the lot ensures the overshadowing cast from the proposed development will fall within the subject site and to the right of way. The overshadowing proposed is as per the Residential Design Codes (R-Codes) requirements for an R80 site.
<u>Privacy</u>  Ensure no loss of privacy from the eastern windows into adjoining properties.	The openings at ground level are less than 0.5 metres above natural ground level and as such do not create any overlooking concerns. The openings to the upper floor are minor openings or to non habitable rooms of the dwelling and as such will ensure there is no loss of privacy in accordance with the R-Codes requirements.
<u>Vehicular Access</u>  <ul style="list-style-type: none"> <li>Proximity of access to intersection of Charles and Vincent Streets.</li> <li>Unsafe access and egress onto Florence Place and impact on sight lines.</li> <li>Access should not be permitted from Vincent Street.</li> </ul>	<p>The subject site is setback 45 metres from the Vincent Street and Charles Street intersection, and is adjacent to a median island which will restrict vehicles entering and exiting Vincent Street to left in left out. The restriction of a left in and left out to the subject site will ensure safety for vehicles travelling west along Vincent Street and the vehicles entering the street. The signal controlled intersection of Vincent Street and Charles Street will assist in providing clear visibility and will allow for vehicles to enter the street safely and have minimal impact on the oncoming traffic. The subject site contains two on site car bays, with adequate room for stopping and manoeuvring for vehicles to exit in forward gear. The number of cars proposed is not considered to be detrimental to the traffic flow of Vincent Street, nor significantly increase the volume of traffic.</p> <p>The access to Florence Place has been considered by the City's Engineers to be sufficient. The amended plans increased the visual sight lines from the site to the laneway.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<p><u>Landscaping</u></p> <p>Landscaping proposed within the front setback is less than required.</p>	<p>The reduced landscaped area in the front setback is due to the significant portion of the front setback area that is required to be paved for vehicle manoeuvring purposes so that vehicles can exit the site in forward gear.</p> <p>The application has also been assessed against the proposed landscaping deemed-to-comply standards in the City's Built Form Policy. The development proposes eight percent of the site as deep soil zone in lieu of the 15 percent set as a deemed-to-comply standard in the Built Form Policy. The applicant has not provided a landscaping plan designed by a landscape architect and so has not proposed a canopy coverage percentage. However, the deep soil zones proposed are strategically located to maximise the potential for mature trees and canopy coverage on site, including four separate deep soil zones in the front setback area, one deep soil zone in each of the central courtyards and two deep soil zones at the rear fronting the laneway. The applicant has advised that they are proposing two Jacaranda trees and four Chinese Tallow trees in the front setback area, six Chinese Tallows in the central courtyards, and two more Chinese Tallows at the rear fronting the ROW. The City has assessed the canopy coverage of this landscaping configuration and considers that the canopy coverage created would be well over 40 percent.</p> <p>The proposed landscaping is considered to be appropriate as the areas have been located to allow for greater coverage within the subject site which is reflected in the canopy coverage.</p>

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



**Applicant's Response to Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<u>Setbacks</u>  The reduced setbacks to the upper floor will block access to light.	I don't see any issue with blocking light as the front of our site faces north and the shadow will be cast to the rear boundary/laneway, so there is no real impact with regards to natural light to adjoining properties. Please note that the new adjoining development has 4 units running down along the boundary where we only have two running along the adjoining boundary.
<u>Privacy</u>  Ensure no loss of privacy from the eastern windows into adjoining properties.	No overlooking issues as the bathroom and ensuite windows are obscure and the Bed 2 & computer nook windows to the side boundary are highlight windows. Therefore there is no overlooking issues.
<u>Vehicular Access</u>  <ul style="list-style-type: none"> <li>Proximity of access to intersection of Charles and Vincent Streets.</li> <li>Unsafe access and egress onto Florence Place and impact on sight lines.</li> <li>Access should not be permitted from Vincent Street.</li> </ul>	This is a contradicting comment as there are concerns for access onto Vincent Street and Florence Place. As you can see we have addressed the planning policy of having the homes address the Vincent Street and Florence Place. Having all four homes accessing Florence Place will contravene the council Planning policy as well as increase the congestion to Florence Place. The homes facing Vincent street will have safe release and enter in a forward gear.
<u>Landscaping</u>  Landscaping proposed within the front setback is less than required.	Landscape areas will be increased as per the amended plans.
<u>Materials</u>  Materials should consider the surrounding buildings.	We believe that we have provided various colours/materials (Face brick to parapet walls and garage facing street/laneway. Contrasting texture to ground floor wall running down side of entry/stairs including feature pier and canopy to front elevation. We have also provided a contrast panel between the upper floor walls between the front windows. If you refer to the adjoining homes, there is not as many colour variations or materials selected. Therefore we believe we have provided enough variation.

Determination Advice Notes:

1. With reference to Condition 5.2 the portion of the existing footpath traversing the proposed crossover must be retained. 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.
2. With reference to Condition 5.3 all new crossovers to the development site are subject to a separate application to be approved by the City.
3. A security bond for the sum of \$3,500 shall be lodged with the City by the applicant, prior to the issue of a building permit. This bond will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure in the Right of Way and the Verge along Bulwer Street, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the security bond shall be made in writing. The bond is non-transferable.
4. 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.
5. With reference to Condition 3, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.
6. 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.
7. With reference to Condition 5.4, at any point where the lot is proposed to be subdivided the area identified for manoeuvring is required to be shown as common property or an easement provided. This should form part of the strata by-laws, should they be applicable.

<b>9.2</b>	<b>NO. 5 (LOT: 30; D/P: 1879) TURNER STREET, HIGHGATE - CHANGE OF USE FROM SINGLE HOUSE AND BED AND BREAKFAST TO SINGLE HOUSE, BED AND BREAKFAST AND EATING HOUSE</b>
------------	---

**TRIM Ref:** D18/37882

**Author:** Emily Andrews, Urban Planner

**Authoriser:** John Corbellini, Director Development Services

**Ward:** South

**Precinct:** 14 – Forrest

**Attachments:**

1. Attachment 1 - Consultation and Location Plan [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Summary of Submissions [↓](#) 
4. Attachment 4 - Determination Advice Notes [↓](#) 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, **APPROVES** the development application for Change of Use from Single House and Bed and Breakfast to Single House, Bed and Breakfast and Eating House at No. 5 (Lot: 30; D/P: 1879) Turner Street, Highgate, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes contained in Attachment 4:

**1. Use of Premises**

- 1.1 This approval relates to the Eating House including alterations and additions as shown on the plans dated 12 January 2018 and 14 March 2018 only. No other development is subject of this approval;
- 1.2 The use of the premises shall conform to the City of Vincent Town Planning Scheme No. 1 definition of Eating House;
- 1.3 A maximum of four 'dine-in' patrons who are consuming food and beverage on the site of the Eating House are permitted on-site at any one time;
- 1.4 A maximum of two staff of the Eating House are permitted on-site at any one time;
- 1.5 Deliveries for the Eating House are not permitted outside of the hours of 8:00am to 5:00pm, Monday to Friday; and
- 1.6 The hours of operation for the Eating House shall be limited to 6:00am to 9:00pm, Monday to Sunday;

**2. Parking**

- 2.1 A Parking Management Plan to the satisfaction of the City shall be submitted to and approved by the City prior to the use or occupation of the development detailing how resident, Bed and Breakfast guests and Eating House staff parking will be managed on site such that parking does not impact on the surrounding residential area. In the event that the operator proposes to utilise delivery services, the Parking Management Plan shall be amended to incorporate the parking and access requirements for these delivery services to the satisfaction of the City such that parking does not impact on the surrounding residential area, prior to these delivery services being utilised. Parking and delivery services associated with the development shall be managed in accordance with the approved Parking Management Plan; and

- 2.2 A minimum of one lockable bicycle space and access to end of trip facilities shall be provided on-site for the use of staff; and

### 3. Stormwater

Prior to occupation or use of the development, all stormwater collected on the subject land shall be retained on-site by suitable means to the satisfaction of the City.

#### PURPOSE OF REPORT:

To consider an application for development approval for a change of use from Single House and Bed and Breakfast to Single House, Bed and Breakfast and Eating House at No. 5 Turner Street, Highgate.

#### BACKGROUND:

<b>Landowner:</b>	K Sealey & L Tarulli		
<b>Applicant:</b>	K Sealey		
<b>Date of Application:</b>	9 January 2018		
<b>Zoning:</b>	MRS: Urban TPS1: Zone: Residential R-Code: R80 TPS2: Zone: Residential R-Code: R80		
<b>Built Form Area:</b>	Transit Corridor		
<b>Existing Land Use:</b>	Residential		
<b>Proposed Use Class:</b>	Eating House – “SA”		
<b>Lot Area:</b>	673m <sup>2</sup>		
<b>Right of Way (ROW):</b>	Not applicable		
<b>Heritage List:</b>	No		

The subject site is located on the southern side of Turner Street, Highgate. The site is adjoined by Jack Mark's Reserve to the west and residential properties to the north, south and east of the site. The subject site is zoned Residential with a density code of R80 under the City's Town Planning Scheme No. 1 (TPS1), and the proposed density is not contemplated to change under draft Town Planning Scheme No. 2 (TPS2). The surrounding locality is zoned Residential, with the exception of the area classified as a Reserve, known as Jack Marks Park, immediately to the west of the subject site. The site currently has an approval for use as a Single House and a Bed and Breakfast. The subject site is single storey, with the surrounding developments also mainly single storey, with a few two storey developments in the area. A location plan is included as **Attachment 1**.

On 12 January 2018, the City received an application for an Eating House on the subject site. The application proposes the continuation of the approved uses of a single house and Bed and Breakfast, and seeks an additional use to operate a kiosk from the subject site. The kiosk use falls within the definition of 'Eating House' in TPS1.

The proposed Eating House is located to the western boundary of the subject site on part of the existing pergola and will operate independently to the bed and breakfast and residential dwelling. The proposed kiosk is 8.044 square metres in size and will accommodate a maximum of two staff. Eating House patrons are proposed to be accommodated in a paved seating area adjacent to Jack Marks Park, with a maximum of four seats. The proposal will require minor alterations and additions to the existing development on site. The development plans are included as **Attachment 2**.

#### DETAILS:

##### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Town Planning Scheme No. 1 (TPS1), the City's Policy No. 7.1.1 – Built Form and the State Government's Residential Design Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓
Parking & Access	✓	
Bicycle Facilities		✓

### Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
<b>Town Planning Scheme No. 1</b>	
"P" Use	Eating House – "SA" Use
Bicycle Bays	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.7.1 – Parking and Access</b>	
1 class one or two bicycle bay 2 class three bicycle bays	0 bicycle bays

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

### CONSULTATION/ADVERTISING:

Community Consultation was undertaken for a period of 21 days from 20 February 2018 until 13 March 2018. The method of consultation included a sign on site, a notice in a local newspaper, and 16 letters being mailed out to all owners and occupiers adjacent to the site as shown in **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation.

At the conclusion of the consultation period, a total of 59 submissions were received by the City with one objection and 58 in support of the proposal.

The key issues raised through the submissions were:

- Parking and traffic from the development will create more overcrowded parking and may pose a safety risk;
- Noise concerns that the proposed opening hours of the café will increase the existing noise issues that stem from the adjacent reserve;
- Health and safety concerns regarding the nature of an eating house use and the lack of toilet facilities;
- Entry to the site through the reserve; and
- The proposed eating house does not fit within the suburban harmony of the area.

A full schedule of submissions including Administration's response is provided as **Attachment 3**.

### Design Advisory Committee (DAC):

Referred to DAC: No

### LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Town Planning Scheme No. 1 (TPS1);
- State Planning Policy 3.1: Residential Design Codes (R-Codes)
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy; and

- Policy No. 7.7.1 – Parking and Access.

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

#### Draft Town Planning Scheme No. 2

On 8 December 2017, the Acting Minister for Planning announced that the City's draft Town Planning Scheme No 2 (TPS2) was to be modified before final approval would be granted. The schedule of modifications was confirmed in writing by officers at the Department of Planning, Land and Heritage (the Department). The Department also advised that the modifications to TPS2 would be required before the Acting Minister would finally grant approval to the Scheme. In this regard TPS2 should be given due regard as a seriously entertained planning proposal when determining this application.

Generally the modified version of TPS2 does not impact on the subject property as the zoning will not alter and the land use will be considered a restaurant/café in TPS2. In accordance with Table 1- Zoning table of TPS2, restaurant/café within the Residential zone will become an 'A' use, which is a use that requires advertising before Council can exercise its discretion in determining the application. As the application was advertised for community consultation, all of the requirements for TPS2 have been met as part of the processing of this application.

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

This application is being referred to Council for determination as the proposal contemplates an 'SA' land use and as one or more written objections were received during the community submission period, the application is required to be determined by Council in accordance with the City's Delegated Authority Register 2017 - 2018.

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

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

#### **STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

##### "Natural and Built Environment

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

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.

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

Nil.

#### **COMMENTS:**

##### Land Use

An Eating House is a 'SA' use within the Residential zone under TPS1. A 'SA' use is permitted subject to Council exercising its discretion. The proposal's scale, location and impact are the key factors to consider when assessing the appropriateness of the use within the Residential zone.

The surrounding context of the site comprises of single houses, grouped dwellings and a local reserve, being Jack Marks Park. The site is bound by the park to the west and residential dwellings to the north, south and east. The proposed Eating House use is located on the western side of the lot, adjacent to Jack Marks

Park and away from the surrounding residential dwellings. Customer access to the kiosk will also be through the park.

As the proposal seeks to retain the existing single house and bed and breakfast uses, which will continue to front Turner Street, there will be no impact on the character of the existing streetscape as a result of the proposed use. The additions proposed to accommodate the proposed kiosk include increasing the wall length of the existing dwelling by 3.286 metres under the existing patio roof, and will be setback 3.5 metres from the western lot boundary. The façade fronting the western boundary will include a service window which will assist in mitigating the perception of bulking bulk. The addition is 8.04 square metres in size and is considered minor in nature and given its location and design, will not adversely impact the streetscape or the amenity of the adjacent dwellings or reserve.

The proposed hours of operation being 6:00am to 9:00pm Monday to Sunday are considered appropriate. Given the orientation of the Eating House towards the reserve and away from the residential developments, it is not considered that these hours will have any impact on the surrounding residential properties and will increase the activation and passive surveillance of Jack Marks Park.

Additionally, the proposal incorporates a maximum of four patrons, with the seating area located to face Jack Mark's Reserve at the rear of the dwelling. This area is setback 28 metres from Turner Street and is separated from the eastern and southern residential area by the existing dwelling and studio on site. This limited number of on-site patrons, is considered to be of a low scale that is compatible with the Residential zone, while providing activation, surveillance and services for the users of Jack Marks Park.

#### Car Parking

The application has been assessed in accordance with the City's current Policy No. 7.7.1 Parking and Access and results in the requirement for the Eating House and Bed and Breakfast to provide 0.92 car parking bays. In addition the existing Single House is required to provide one car parking bay under the R-Codes. As a result, this proposal requires the subject site to provide a total of 1.92 bays, with two bays located on property. At its meeting of 6 March 2018, Council adopted an amendment to its Policy No. 7.7.1 - Parking and Access, which is scheduled to be published and become operational in mid-April. The amendments adopted by Council increased the parking requirements for the proposed Eating House use to one bay. No parking standard was included for the Bed and Breakfast use in the amended Policy, given Bed and Breakfast is an unlisted use under TPS2. Instead the amended Policy requires a parking management plan for Bed and Breakfast proposals.

One submission was received raising concerns regarding the impact the development may have on car parking in the area as there are no additional car bays proposed. The subject site is adjacent to Jack Marks Park which is frequented by many residents and dog owners in the surrounding area. The proposed kiosk fronts the park and is of a relatively low scale, such that it will likely only service existing visitors to the park and general area. Given this, it is not considered that the customers of the proposed kiosk will generate any significant additional parking demand or add to traffic issues in the area. The development complies with the City's current Policy No. 7.7.1 – Parking and Access and the two bays provided on site are considered adequate to accommodate the parking for the uses on site. However, it is considered necessary for the resident, Bed and Breakfast guests and Eating House staff to be managed to ensure only there is only demand for two car parking bays at any one time. On this basis it is recommended that a condition be included on any plan requiring a parking management plan to set out how car parking will be managed to ensure the development has no impact on the surrounding residential area.

#### Bicycle Parking

Bicycle parking has been assessed in accordance with the City's current Policy No. 7.7.1 – Parking and Access, which based on the large size of the publically accessible paved seating area, requires the development to provide one Class 1 or 2 bicycle facilities and two Class 3 bicycle facility, with the proposal providing no bicycle facilities. The amended Policy No. 7.7.1 – Parking and Access, adopted by Council on 6 March 2018, which is scheduled to be published and become operational in mid-April, bases the bicycle parking requirements on the number of persons proposed to be accommodated in the Eating House. Given only four persons are proposed, there is no requirement for bicycle parking under the amended policy.

Given the minimal number of patrons proposed to use the site at any one time and the nature of the business to run as a small kiosk dependent on the business of existing park users, provision of bicycle bays for visitors is not considered necessary, consistent with the City's intent for the provision bicycle parking. This is

particularly the case given access to the development will be through the adjacent reserve which does not provide any footpaths suitable for bicycle access to the kiosk.

However, the development does propose a maximum of two staff for the Eating House, with limited on-site car parking available. Given the requirement for one Class 1 or 2 bicycle facility under the current Policy No. 7.7.1 – Parking and Access, it is considered reasonable to require space for lockable bicycle storage and end of trip facilities on-site for staff in order to encourage alternative means of transport to the subject site, and to mitigate parking issues both on site and within the surrounding area.

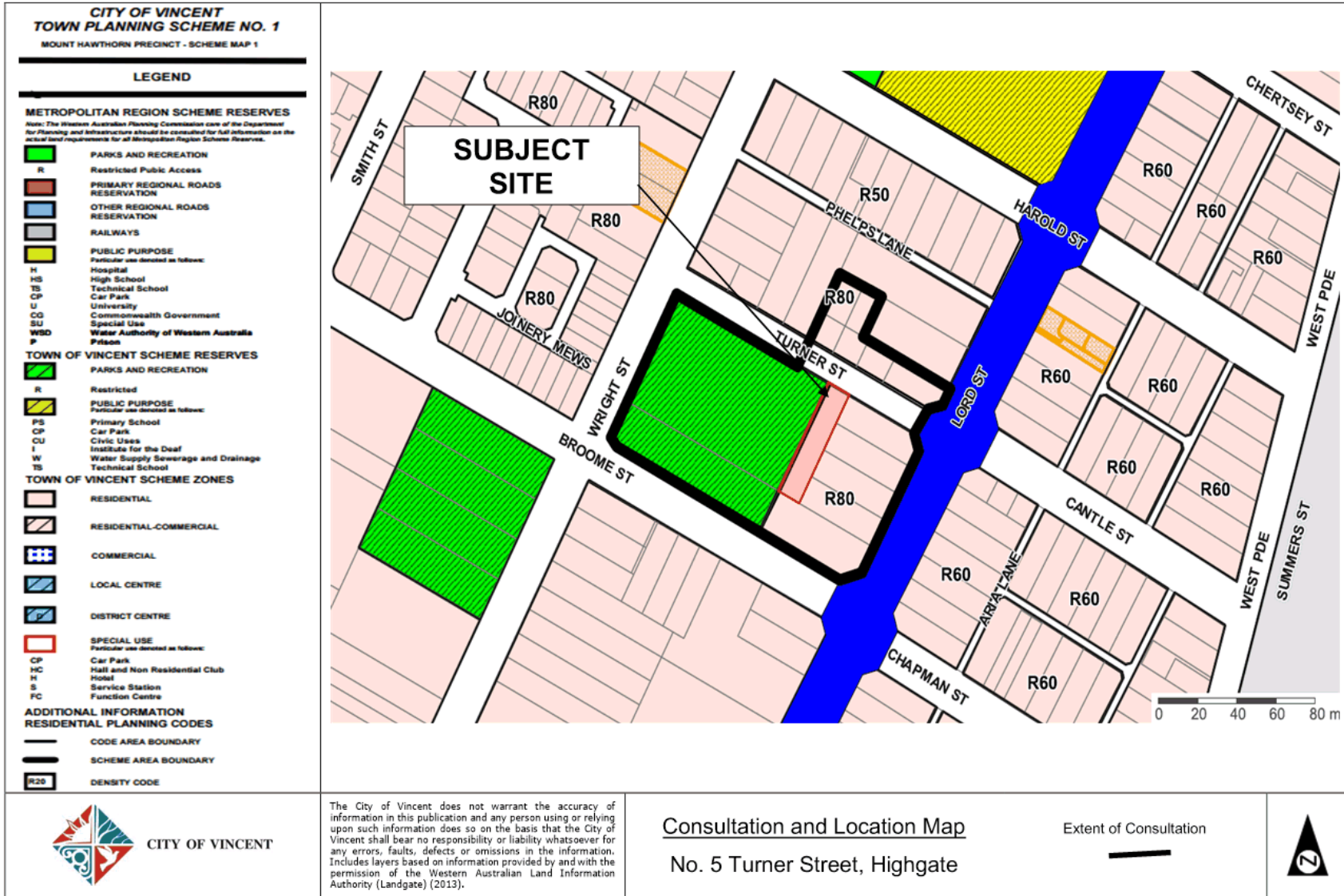
#### Conclusion

The proposed Eating House is considered appropriate within the locality given the proposal is situated so as to orientate towards the reserve and is located away from the surrounding residential properties. The proposal does not significantly alter the existing development with all work contained at the rear of the dwelling and will therefore have no impact on the existing character of the area and streetscape.

The proposal is compliant with the car parking requirements of the City's current Policy 7.7.1 – Parking and Access and it is considered that parking for the site can be appropriately managed given the alternative forms of transport available, provided bicycle storage is available for staff and a parking management plan is put in place to ensure the demand for parking from the residence, Bed and Breakfast guests and Eating House staff does not exceed the two bays on site. This will ensure there is no impact on the surrounding Residential area.

In light of the above, it is recommended that the development be approved subject to conditions.



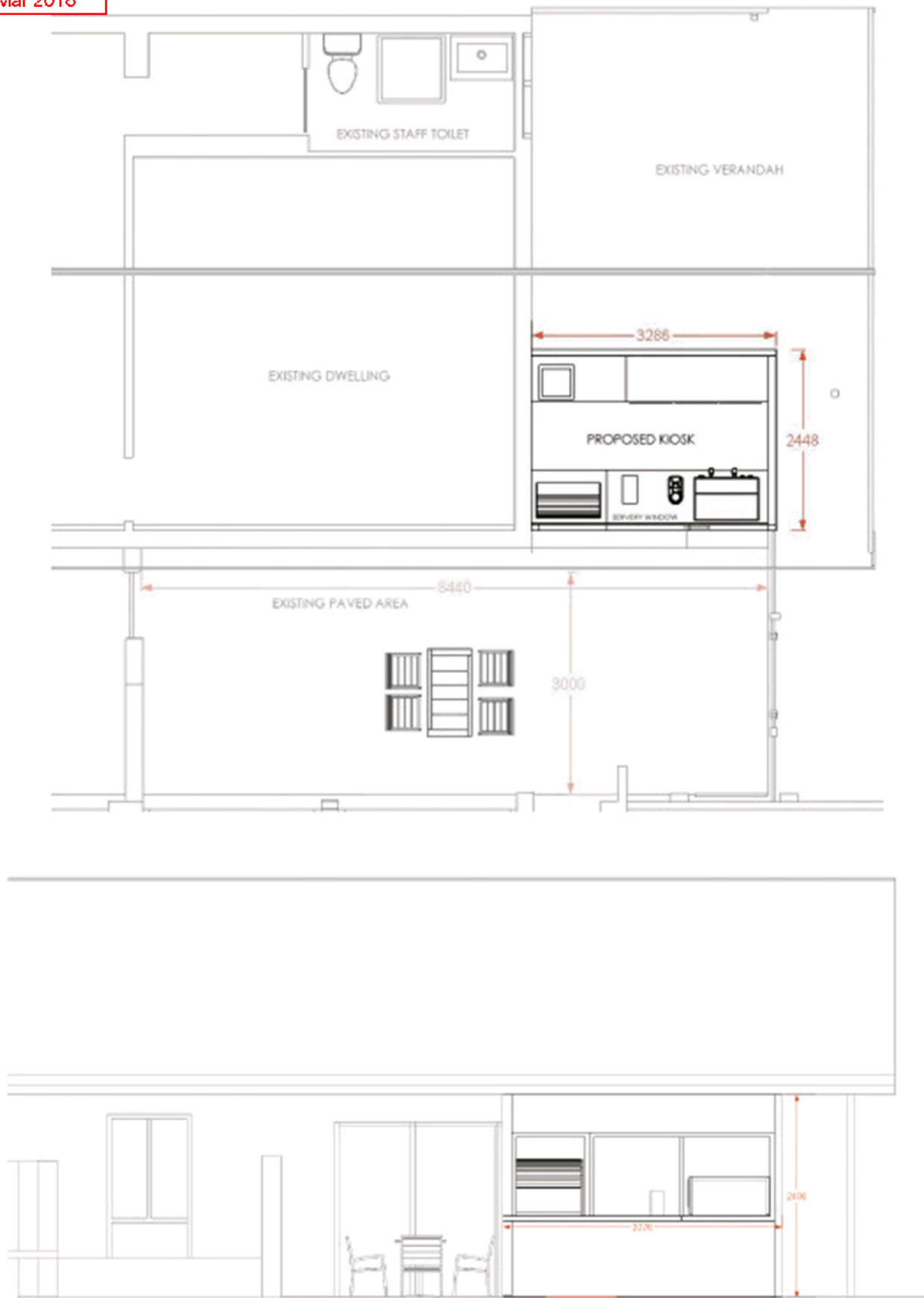








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4 Mar 2018



**Summary of Submissions:**

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

<b>Comments Received in Support:</b>	<b>Officer Technical Comment:</b>
Convenient and great inclusion for the community that will be utilised by park users.	Noted.
Café will allow for more activation of the park.	Noted.
<b>Comments Received in Objection:</b>	<b>Officer Technical Comment:</b>
<u>Parking and traffic</u> <ul style="list-style-type: none"> <li>The development will create more overcrowded streets; and</li> <li>The development is in close proximity to a day care centre and the increased traffic could pose safety risks to children.</li> </ul>	<p>The proposed kiosk fronts Jack Marks Park and is of a relatively low scale, such that it will likely only service existing visitors to the park and general area. Given this, it is not considered that the customers of the proposed kiosk will generate any significant additional parking demand or add to traffic issues in the area. The development complies with the City's current Policy No. 7.7.1 – Parking and Access and the two bays provided on site are considered adequate to accommodate the parking for the uses on site. However, it is considered necessary for the resident, Bed and Breakfast guests and Eating House staff to be managed to ensure only there is only demand for two car parking bays at any one time. On this basis it is recommended that a condition be included on any plan requiring a parking management plan to set out how car parking will be managed to ensure the development has no impact on the surrounding residential area.</p> <p>As the proposal is not considered to further impact on the traffic in the area, it similarly not considered to have an impact on the safety of children at the nearby day care centre.</p>
<u>Noise</u> <p>The proposal will create additional noise to that generated from the users of the park.</p>	<p>The impact of noise to the surrounding residential developments is considered to be minimal as the proposal fronts the reserve and the location of the seating area is setback 28 metres from the street frontage. The noise generated from the proposed Eating House is not considered to exceed that from the users of the dog park.</p>
<u>Existing Businesses</u> <p>Too many coffee businesses (café's) in the area.</p>	<p>The number of similar businesses in the area is not a relevant planning consideration.</p>



**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<u>Health and Safety</u> <ul style="list-style-type: none"> <li>The health and safety requirements should apply to this development; and</li> <li>No toilet facilities.</li> </ul>	<p>The proposal will be require to comply with all applicable food safety, building and health requirements. Given the small scale of the kiosk proposed, no toilet is required for the kiosk customers.</p>
<u>Amenity</u> <p>The proposal will adversely impact the suburban harmony of the area.</p>	<p>The proposed Eating House use is located on the western side of the lot, adjacent to Jack Marks Park and away from the surrounding residential dwellings. The proposal incorporates a maximum of four patrons, with the seating area located to face Jack Mark's Reserve at the rear of the dwelling. Customer access to the kiosk will also be through the park. This area is setback 28 metres from Turner Street and is separated from the eastern and southern residential area by the existing dwelling and studio on site. As the proposal seeks to retain the existing single house and bed and breakfast uses, which will continue to front Turner Street, there will be no impact on the character of the existing streetscape as a result of the proposed use. Given the above, it is considered that the proposal is compatible with the Residential zone.</p>
<u>Access</u> <p>Proposed access to the Eating House is through the public park</p>	<p>The proposed development is contained within the lot boundary. There is no restriction on access to a site from the adjacent reserve.</p>
<u>Number of Businesses</u> <p>The inclusion of the Eating House will increase the number of businesses at the subject site to be three.</p>	<p>There are no restrictions on the number of businesses and/or uses that can operate from a site. The developments and use of the site is assessed in accordance with relevant State and Local Planning Policies and on their merits.</p>

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

**Determination Advice Notes:**

1. This is a development approval under the City of Vincent Town Planning Scheme No. 1 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. 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.
3. With reference to Condition 3.1, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.
4. Any new signage that does not comply with the City's Policy No, 7.5.2 - Signs and Advertising shall be subject to a separate Development Application and all signage shall be subject to a Building Permit application, being submitted and approved prior to the erection of the signage.

<b>9.3</b>	<b>NO. 14 (LOT: 1; SP: 12592) ORANGE AVENUE, PERTH - SECOND STOREY ADDITION TO SINGLE HOUSE</b>
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**TRIM Ref:** D18/24816

**Author:** Stephanie Norgaard, Urban Planner

**Authoriser:** John Corbellini, Director Development Services

**Ward:** South

**Precinct:** 12 – Hyde Park

**Attachments:**

1. Attachment 1 - Location and Consultation Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Summary of Submissions [↓](#) 
4. Attachment 4 - Applicant's Response Submissions [↓](#) 
5. Attachment 5 - Determination Advice Notes [↓](#) 

#### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, APPROVES the development application for a Second Storey Addition to Single House at No. 14 (Lot: 1; SP: 12592) Orange Avenue, Perth in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

##### 1. Extent of Approval

This approval only relates to the 'PROPOSED ADDITION' and 'PROPOSED UPPER FLOOR' to Single House shown on the approved plans dated 13 March 2018 and does not relate to the 'PROPOSED SPA', 'TIMBER DECK', 'EXTG STUDIO/SHED' or any other development on the lot, and does not relate to the use of the site for anything other than a Single House;

##### 2. External Fixtures

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

##### 3. Stormwater

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

##### 4. Schedule of External Finishes

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

##### 5. Visual Privacy

The four windows on the eastern and western elevations of the upper floor bedroom and study shall be screened or modified to comply with the deemed-to-comply standards of Clause 5.4.1 Visual Privacy of State Planning Policy 3.1: Residential Design Codes to the satisfaction of the City prior to the use or occupation of the development; and

##### 6. General



Conditions that 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.

## PURPOSE OF REPORT:

To consider an application for development approval for a Second Storey Addition to a Single House at No. 14 Orange Street, Perth (subject site).

## BACKGROUND:

<b>Landowner:</b>	Derek Bower
<b>Applicant:</b>	Derek Bower
<b>Date of Application:</b>	11 December 2017
<b>Zoning:</b>	MRS: Urban TPS1: Zone: Residential R Code: R50 TPS2: Zone: Residential R Code: R50
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Grouped Dwelling
<b>Proposed Use Class:</b>	Grouped Dwelling
<b>Lot Area:</b>	362m <sup>2</sup>
<b>Right of Way (ROW):</b>	Yes – 3m wide, drained and sealed
<b>Heritage List:</b>	No

The subject site is located at No. 14 Orange Avenue, Perth, as shown in the location plan included as **Attachment 1**. The site is bound by Orange Avenue to the west, a ROW to the east and residential properties to the north and south. The subject site comprises of a single storey dwelling, which shares a common wall and roof with No. 16 Orange Avenue.

The locality has been developed with predominantly 'terrace style' single storey single houses and grouped dwellings, although there are two storey developments, multiple dwellings and commercial developments within the area. There are a number of Heritage Listed dwellings that front Lake Street, which is located on the adjacent side of the ROW.

The subject site is zoned Residential with a density code of R50 and this is not contemplated to change under draft Town Planning Scheme No. 2 (TPS2). Subject to the City's Local Planning Policy No. 7.1.1 – Built Form, the site has been identified in the Residential Area and has been assessed against the applicable standards and requirements of the policy.

The proposal seeks approval for a second storey addition to the existing dwelling on the subject site. A copy of the applicant's development plans is included as **Attachment 2**.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Town Planning Scheme No. 1 (TPS1), the City's Policy No: 7.6.1 - Heritage Management - Development Guidelines for Heritage and Adjacent Properties, the City's Policy No. 7.1.1 – Built Form and State Planning Policy 3.1: Residential Design Codes (R-Codes). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Street Setback	✓	
Building Setbacks/Boundary Wall		✓
Building Height/Storeys		✓
Open Space	✓	
Outdoor Living Areas	✓	

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Landscaping	✓	
Privacy		✓
Parking & Access	✓	
Solar Access	✓	
Site Works/Retaining Walls	✓	
Essential Facilities	✓	
External Fixtures	✓	
Surveillance	✓	
Impact on Adjacent Heritage Listed Buildings	✓	

### Detailed Assessment

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

Lot Boundary Setbacks	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.1.3 of R-Codes</b>	
<b>Southern Boundary</b> Ground Level – Setback 4.8m	<b>Southern Boundary</b> Ground level – Setback 1.7m (shower) and 3.63m (building)
<b>Northern Boundary</b> Level One – Setback 1.7m	<b>Northern Boundary</b> Level One – Setback 0.9m
Building Height	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.6 of Built Form Policy</b>	
Max. height to top of external wall (concealed roof) – 7m	Max. height to top of external wall (concealed roof) – 7.2m
Privacy	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.4.1 of R-Codes</b>	
<b>Southern Boundary</b> Cone of vision for Major Openings to Bedrooms setback 4.5m from lot boundary	<b>Southern Boundary</b> Cone of vision for Major Openings to Bedrooms setback 3.9m from lot boundary
<b>Northern Boundary</b> Cone of vision for Major Openings to Bedrooms setback 4.5m from lot boundary	<b>Northern Boundary</b> Cone of vision for Major Openings to Bedrooms setback 3.8m from lot boundary

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

### CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days commencing on 1 February 2018 and concluding on 14 February 2018. Community consultation was undertaken by means of written notifications being sent to surrounding landowners, as show in **Attachment 1** and a notice on the City's website. At the conclusion of the community consultation period, seven submissions were received in objection.

The main issues raised as part of the consultation relate to the:

- Impact of the development on the streetscape;
- Impact of the development on the adjoining properties in terms of bulk and scale;

- Potential use of the development as a short-term rental;
- Unfinished works on the subject site; and
- Potential loss of privacy.

A summary of the submissions and Administration's comments on each issue raised is included as **Attachment 3**, with the applicant's response to the submissions provided in **Attachment 4**.

Following the advertising period the applicant amended the development application plans to incorporate colours and materials that are considered more consistent with the retained portion of the dwelling.

**Design Advisory Committee (DAC):**

Referred to DAC: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Town Planning Scheme No. 1;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy; and
- Policy No. 7.6.1 – Heritage Management - Development Guidelines for Heritage and Adjacent Properties

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

Draft Town Planning Scheme No. 2

On 8 December 2017, the Acting Minister for Planning announced that the City's draft TPS2 was to be modified before final approval would be granted. The Schedule of modifications was confirmed in writing by officers at the Department of Planning, Land and Heritage (the Department). The Department also advised that the modifications to the TPS2 would be required before the Acting Minister would finally grant approval to the Scheme. In this regard the TPS2 should be given due regard as part of the determination of this application. Proposed TPS2 and the modifications required do not impact on the subject property.

**Delegation to Determine Applications:**

This matter is being referred to Council for determination as the proposal received a total of seven objections during the community consultation period and as a result the application is required to be determined by Council in accordance with the City's Delegated Authority Register 2017 – 2018.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment

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

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Lot Boundary Setbacks*Northern Boundary*

The proposal incorporates a 0.9 metre upper floor setback to the northern boundary in lieu of the deemed-to-comply standard of 1.7 metres. The subject site abuts a residential dwelling which incorporates a shared boundary wall with a maximum height of 5.5 metres. This is considered to screen the majority of the proposed northern wall, which is only 1.2m higher than the existing boundary wall. Furthermore, this wall has been proposed to incorporate cladding which is considered to reduce the perception of building bulk. The northern elevation does not incorporate any major openings and therefore, will not result in a loss of privacy.

*Southern Boundary*

The proposal incorporates a 1.7 metre and 3.63 metre ground floor setback to the southern boundary in lieu of the deemed-to-comply standard of 4.8 metres. The ground floor development only proposes to modify the layout of the existing building altering the internal layout at the rear of the building, slightly reducing the building foot print and altering the external façade to incorporate major openings. As a result the works are within the existing section of the building the setback of the development is not proposed to change from the existing building line. The proposed alterations incorporate major openings and under the R-Codes this results in an increased deemed-to-comply setback requirement from what is presently required.

The overall building length is slightly reduced, which reduces the bulk of the building on the ground floor. It is not considered that the alteration to the layout and introduction of major openings impacts on the perceived building bulk as previously solid sections of wall are now being amended to incorporate major openings. The existing section of wall comprises rendered material, the proposed works incorporate introduction of horizontal cladding to the rear area which will further reduce the bulk of the ground floor.

Although the ground floor southern boundary elevation contains major openings, the finished floor level of the dwelling does not exceed 0.5 metres above natural ground level and therefore, the proposal complies with the visual privacy requirements of Clause 5.4.1 of the R-Codes. The development will not result in unacceptable overlooking on the adjoining property as a result of the reduced setback. The proposal is also compliant with the overshadowing requirements of Clause 5.4.2 of the R-Codes.

In light of the above, it is considered that the proposal satisfies the design principles and local housing objectives of Clause 5.1.3 and Clause 5.3 of the R-Codes and the City's Built Form Policy respectively.

Building Height

The proposal exceeds the deemed-to-comply height of 7.0 metres for a concealed roof by 0.2 metres. The existing dwelling on subject site has a wall height of 3.7 metres and ceiling height of 3.1 metres, which restricts the ability to reduce the overall building height of the development and maintain compliant ceiling heights on the upper level. However, the upper level of the development has been setback 10.2 metres from the street, which is considered to reduce the visibility of the development and the impact of the additional building height from the street.

In response to the submissions received during advertising, the applicant has amended the development plans to use a similar colour in the cladding and render which are considered to be similar to the materials of the existing dwelling. It is considered that this will further assist in reducing impact of the addition on the streetscape. The existing dwelling and the façade are not proposed to be altered and therefore, the rear addition and the second storey addition is considered to be adequately screened from the primary street. It is considered that this reduces the perception of building bulk and maintains the existing character of the street.

The subject site includes an existing 3.63 metre access leg located along the southern boundary of the property. The access leg is considered to provide adequate separation between the development and the adjoining property to the south. The southern façade also provides contrasting material and finishes to assist in mitigating the impact of bulk on the adjoining property. On the northern boundary, the subject shares a common boundary wall with the adjoining property. The length of the boundary wall varies in height, with a

maximum height being 5.5 metres. The proposed second storey addition will protrude an additional 1.2 metres above the existing boundary wall, which is not considered to impact on the adjoining property. Given the context of the subject site, it is considered that the additional height is negligible and will not adversely impact on the adjoining landowners.

The proposal complies with the overshadowing requirements the R-Codes and will allow for direct sun and ventilation to the buildings and open spaces on the subject site and the adjoining properties.

It is considered that the height proposed satisfies the design principles and local housing objectives Clause 5.6 of the R-Codes and the City's Built Form Policy respectively.

#### Privacy

The development as proposed will result in overlooking from the first floor bedroom into the southern and northern adjoining properties. The adjoining property on the north incorporates a courtyard which will be impacted by the overlooking. The overlooking to the south will fall primarily onto the roof of the adjoining property, however, there is the potential for overlooking to occur into major openings of the southern property. This is not considered to be consistent with the Design Principles, as such it is considered appropriate to impose a condition to ensure the windows of the first floor bedroom are either modified or screened so that they do not overlook these properties and comply with the relevant deemed-to-comply standards of the R-Codes.

#### Conclusion

The proposal requires Council to exercise its discretion in relation to the building height, lot boundary setbacks and visual privacy. Given the context of the subject site, the proposed building heights and lot boundary setbacks are considered to have a negligible impact on the surrounding properties. It is considered that the concerns relating to overlooking can be mitigated through appropriate conditions on development approval. Therefore, it is recommended that the proposal be approved subject to conditions.







CITY OF VINCENT  
RECEIVED  
13 Mar 2018

Existing studio/shed does not form part of this development approval

**SITE PLAN**  
1:200

**NOTES**

- 2.1 - All dimensions on plan, new & existing, to be checked on site prior to commencement of work or placing of orders.
- 2.2 - Any discrepancies on drawings to be reported to the designer immediately.
- 2.3 - Designer accepts no responsibility for expenses or costs incurred due to failure to comply with items 1 & 2 above.
- 2.4 - Designer accepts no responsibility for any copyright infringement notice lodged against plan prepared in accordance with owners brief and instructions.
- 2.5 - All work to comply with the BCA, relevant Australian Standards Codes, requirements of Local and Government Authorities and to normal good building practice.
- 2.6 - Use figured dimensions in preference to scaled dimensions.
- 2.7 - All materials, fixtures, fittings and building components to conform to, & to be supplied and installed in accordance with the manufacturer's specifications & details.
- 2.8 - All work to be carried out by qualified building tradesmen or supervised apprentices under supervision of certified Building Supervisor.
- 2.9 - All work to conform to Occupation Safety & Health Act 1984.
- 2.10 - These drawings to be read in conjunction with builder's Specification, Engineer's and survey drawings.
- 2.11 - These drawings to be signed off by builder, owner and witness before final submission.

NOTE: PRELIMINARY DRAWINGS UNTIL SIGNED - IF WE HAVING INSPECTED THESE ARCHITECTURAL DRAWINGS, APPROVE THEM TO BE USED FOR COUNCIL APPROVAL, ENGINEERING AND ALL OTHER RELEVANT USES.

SIGNED OWNER \_\_\_\_\_ DATE \_\_\_\_\_

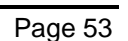
SIGNED BUILDER \_\_\_\_\_ DATE \_\_\_\_\_

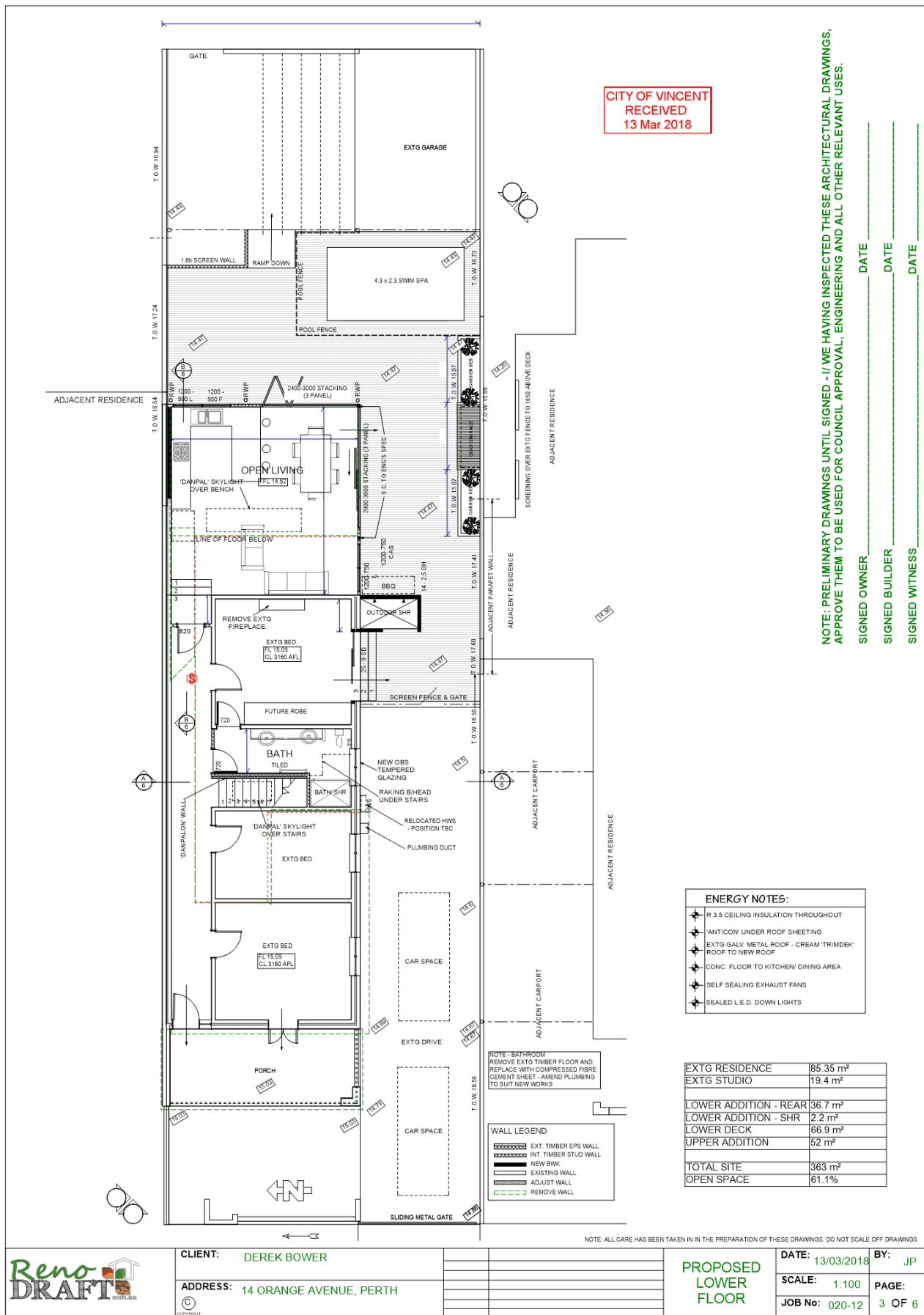
SIGNED WITNESS \_\_\_\_\_ DATE \_\_\_\_\_

NOTE: ALL CARE HAS BEEN TAKEN IN THE PREPARATION OF THESE DRAWINGS. DO NOT SCALE OFF DRAWINGS

	CLIENT: DEREK BOWER		<p><b>SITE PLAN</b></p>	DATE: 13/03/2018	BY: JP
	ADDRESS: 14 ORANGE AVENUE, PERTH			SCALE: 1:200	PAGE:
				JOB No: 020-12	1 OF 6







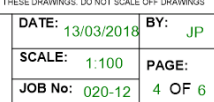


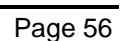
SIGNED OWNER \_\_\_\_\_ DATE \_\_\_\_\_

SIGNED BUILDER \_\_\_\_\_ DATE \_\_\_\_\_

SIGNED WITNESS \_\_\_\_\_ DATE \_\_\_\_\_

NOTE: ALL CARE HAS BEEN TAKEN IN THE PREPARATION OF THESE DRAWINGS. DO NOT SCALE OFF DRAWINGS





**Summary of Submissions:**

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

Comments Received in Support:	Officer Technical Comment:
Nil	Nil
Comments Received in Objection:	Officer Technical Comment:
<p><u>Building Height</u></p> <p>Concerns raised in regards to the building height not meeting the deemed to comply requirements of the City's Built Form Policy. The proposed departure is considered to impact on the character of the existing streetscape, which predominantly comprises of single level development. The proposed building height is considered to impact on the adjoining properties access to natural light and increase the overshadowing.</p>	<p>The proposal exceeds the deemed-to-comply height of 7.0 metres for a concealed roof by 0.2 metres but complied with the deemed-to-comply height of two-storey for the area. The proposed second storey addition is setback 10.2 metres from the street. This complies with the primary street setback requirement of 6 metres. In response to the submissions received during advertising, the applicant has amended the development plans to use a similar colour in the cladding and render which are considered to be similar to the materials of the existing dwelling. The existing dwelling and the façade are not proposed to be altered and therefore, the rear addition and the second storey are considered to be adequately screened from the primary street. It is considered that this reduces the perception of building bulk and maintains the existing character of the street.</p> <p>The subject site includes an existing 3.63 metre access leg located along the southern boundary of the property. The access leg is considered to provide adequate separation between the development and the adjoining property to the south. The southern façade also provides contrasting material and finishes to assist in mitigating the impact of bulk on the adjoining property. On the northern boundary, the subject shares a common boundary wall with the adjoining property. The length of the boundary wall varies in height, with a maximum height being 5.5 metres. The proposed second storey addition will protrude an additional 1.2 metres above the existing boundary wall, which is not considered to impact on the adjoining property. Given the context of the subject site, it is considered that the additional height is negligible and will not adversely impact on the adjoining landowners.</p> <p>The proposal complies with the overshadowing requirements the R-Codes and will allow for direct sun and ventilation to the buildings and open spaces on the subject site and the adjoining properties.</p> <p>It is considered that the height proposed satisfies the design principles and local housing objectives Clause 5.6 of the R-Codes and the City's Built Form Policy respectively.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<u>Setbacks</u> Concerns raised in regards to the building mass and bulk on the adjoining properties and increased impact of overlooking and overshadowing.	The development complies with the overshadowing requirements of Clause 5.4.2 of the Residential Design Codes (R-Codes).
<u>Streetscape</u> Concerns raised on the impact of the proposed second storey on the streetscape and character of the area, which is predominantly single storey 'terrace style' dwellings. The proposed second storey is considered to be too visible from the street and surrounding properties. The proposed colours and materials are not considered to be consistent with the existing streetscape.	The subject site is permitted to develop with a two-storey building height under the City's Built Form Policy. As above, the proposed second storey addition is setback 10.2 metres from the street, which is considered to reduce the perception of building bulk to the street.
<u>Visual Privacy</u> Concerns relating to loss of privacy from the windows located on the proposed upper level.	The development as proposed will result in overlooking from the first floor bedroom into the southern and northern adjoining properties. The adjoining property on the north incorporates a courtyard which will be impacted by the overlooking. The overlooking to the south will fall primarily onto the roof of the adjoining property, however, there is the potential for overlooking to occur into major openings of the southern property. This is not considered to be consistent with the Design Principles, as such it is considered appropriate to impose a condition to ensure the windows of the first floor bedroom are either modified or screened so that they do not overlook these properties and comply with the relevant deemed-to-comply standards of the R-Codes.
<u>Land Use</u> Concerns raised in regards to the intended use of the property as a rental or short-term dwelling.	The subject site has approval for residential use only. Development approval will be required to be obtained by the City and approved by Council should the subject site be intended to operate as a 'Short Term Dwelling' (Air BnB style of development).
<u>Inaccurate Plans</u> Concerns raised regarding the accuracy of the development plans and the misrepresentation of the existing rear garage structure.	The City has undertaken a site visit as part of the development assessment process and as a result has referred the existing outbuilding to the City's Compliance Team for investigation. This existing outbuilding does not form part of this application and will be considered by the City separately.
<u>Pool</u> Concerns raised regarding the location of the proposed spa area in relation to the adjoining properties outdoor living area.	The City's Policy No. 7.5.1 – Minor Nature Development exempts pool and decking structures that are not raised more than 500mm above from development approval. The proposed pool and deck are not raised greater than 500mm from the natural ground level and are therefore exempt. Given this, it is recommended that the proposed pool and deck not form part of the development approval.

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

**Summary of Submissions:**

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

Comments Received in Objection:	Applicant Comment:
<p><u>Building Height</u></p> <p>Concerns raised in regards to the building height not meeting the deemed to comply requirements of the City's Built Form Policy. The proposed departure is considered to impact on the character of the existing streetscape, which predominantly comprises of single level development. The proposed building height is considered to impact on the adjoining properties access to natural light and increase the overshadowing.</p>	<p>Total building height of proposed addition to Orange Avenue is 6,595mm and 7,265mm high at the rear of the site. As stated in the R-Codes (Table 3 – Maximum Building Heights, page 61), the maximum building height of a residence must not exceed 7.0m.</p> <p>As the site of 14 Orange Ave is sloping, a median height is taken from the finished floor level at either end of the residence. The median height of the proposal is 6,920mm.</p>
<p><u>Setbacks</u></p> <p>Concerns raised in regards to the building mass and bulk on the adjoining properties and increased impact of overlooking and overshadowing.</p>	<p>Proposed 2<sup>nd</sup> storey design, was purposely located around 12 Orange Ave parapet wall to minimise shadow impacts and preserve views for 16 Orange Ave deck.</p> <p>Thicker stud to be used on northern and western aspects for insulation purposes, 2<sup>nd</sup> storey stud wall will be 90mm thickness for more insulation, meaning actual sight line will be at least ~130mm back from outside measurement (10mm plasterboard, 90 stud and 6-20mm external cladding).</p> <p>Note was also taken of setbacks and north facing window heights/size allowed for the 2<sup>nd</sup> storey rear addition at 7 Orange Ave.</p>
<p><u>Streetscape</u></p> <p>Concerns raised on the impact of the proposed second storey on the streetscape and character of the area, which is predominantly single storey 'terrace style' dwellings. The proposed second storey is considered to be too visible from the street and surrounding properties. The proposed colours and materials are not considered to be consistent with the existing streetscape.</p>	<p>Proposed addition to 14 Orange Avenue, Perth is intended to be a contemporary addition to an existing early twentieth century federation cottage.</p> <p>As per the Heritage Act 1990, the best practice for additions and alterations to existing period buildings is to illustrate a clear distinction of eras of building.</p> <p>A contemporary addition clearly illustrates a distinction from the existing dwelling.</p>



**Summary of Submissions:**

Comments Received in Objection:	Applicant Comment:
<p><u>Visual Privacy</u></p> <p>Concerns relating to loss of privacy from the windows located on the proposed upper level.</p>	<p>With respect to south facing windows they were purposely located over the parapet wall and setback over the driveway to minimise overlooking and overshadowing.</p> <p>With respect to north facing windows, they are raised to highlight level to capture light and minimise any overlooking.</p> <p>Thicker stud to be used on northern and western aspects for insulation purposes, 2<sup>nd</sup> storey stud wall will be 90mm thickness for more insulation, meaning actual sight line will be at least ~130mm back from outside measurement (10mm plasterboard, 90 stud and 6-20mm external cladding).</p> <p>Note was also taken of setbacks and north facing window heights/size allowed for the 2<sup>nd</sup> storey rear addition at 7 Orange Ave.</p>
<p><u>Land Use</u></p> <p>Concerns raised in regards to the intended use of the property as a rental or short-term dwelling.</p>	<p>My concerns regarding short stay accommodation would be the same as my neighbours in this area, council guidelines forthcoming I understand. In my opinion short-term should not be less than 3months.</p> <p>The intended purpose of renovation is to modernise to become owner family occupied.</p>
<p><u>Inaccurate Plans</u></p> <p>Concerns raised regarding the accuracy of the development plans and the misrepresentation of the existing rear garage structure.</p>	<p>No intention to breach policy, any specific height or drawing requirements will be met as required.</p>
<p><u>Pool</u></p> <p>Concerns raised regarding the location of the proposed spa area in relation to the adjoining properties outdoor living area.</p>	<p>14 Orange Ave Lot 1 falls ~1m front to back, GL ~15RL to 14 RL. The survey pickup of natural surface in proposed pool area is 14x38. The rear demolition and addition aims for creation of common RL. The proposed common RL is 14x47, approx. 10mm (1cm) above natural surface in pool area.</p>

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

**Determination Advice Notes:**

1. This is a development approval issued under the City of Vincent Town Planning Scheme No. 1 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 3, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.
3. A security bond shall be lodged with the City by the applicant, prior to the issue of a building permit. This bond will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure in the Right of Way and the Verge along Bulwer Street, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the security bond shall be made in writing. The bond is non-transferable.
4. The Right of Way shall remain open at all times and must not be used to store any building or other material or be obstructed in any way. The Right of Way surface (sealed or unsealed) shall be maintained in a trafficable condition for the duration of the works. If at the completion of the development the Right of Way condition has deteriorated, the applicant/developer shall make good the surface to the full satisfaction of the City.
5. A Demolition Permit shall be obtained from the City prior to commencement of any demolition works on the site.
6. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

**9.4 NO. 39A (LOT: 2; D/P: 63474) KNEBWORTH AVENUE, PERTH - PROPOSED EXTENSION TO THE PERIOD OF APPROVAL: PROPOSED CONSTRUCTION OF A THREE-STOREY GROUPED DWELLING**

**TRIM Ref:** D18/19745

**Author:** Rana Murad, Senior Urban Planner

**Authoriser:** John Corbellini, Director Development Services

**Ward:** South

**Precinct:** 12 – Hyde Park

**Attachments:**

1. Attachment 1 - Consultation and Location Plan [↓](#) 
2. Attachment 2 - Previous Development Approval Notice and Plans [↓](#) 
3. Attachment 3 - Applicants Submission and Response to Schedule of Submissions [↓](#) 
4. Attachment 4 - Summary of Submissions [↓](#) 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, APPROVES the application to extend the period within which the development must be substantially commenced at No. 39a (Lot: 2; D/P: 63474) Knebworth Avenue, Perth, for planning approval 5.2014.354.1 granted by Council on 10 February 2015 for Proposed Construction of a Three-Storey Grouped Dwelling subject to the following condition:

1. All conditions, requirements and advice notes detailed on the development approval 5.2014.354.1 granted on 10 February 2014 continue to apply to this approval except as follows:

- (a) A new condition 6.1 is added to the planning approval as follows:

**“6.1 Landscape and Reticulation Plan**

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

- 6.1.1 The location and type of existing and proposed trees and plants;
- 6.1.2 The provision of 8 per cent additional deep soil zone and 19 per cent canopy cover mature tree planting within the outdoor living area of the dwelling to the satisfaction of the City;
- 6.1.3 Areas to be irrigated or reticulated;

All works shown in the approved landscape and reticulation plan shall be undertaken in accordance with the approved plans to the City’s satisfaction, prior to occupation or use of the development and shall be maintained thereafter to the satisfaction of the City;” and

- (c) Condition 5 of the planning approval is deleted and replaced with the following condition:

**“5. Revised Plans**

Prior to commencement of development revised plans to the City’s satisfaction shall be submitted to and approved by the City showing the first floor boundary wall of the bathroom being reduced to a maximum length of 4.32 metres and screening to the major openings of the Kitchen, Lounge and Deck (Upper floor) that satisfies the deemed-to-comply standards of State Planning policy 3.1:

**Residential Design Codes. The boundary wall and screening shall be installed in accordance with the approved revised plans to the City's satisfaction prior to the occupation or use of the development."**

## PURPOSE OF REPORT:

To consider an application to extend the period within which the development must be substantially commence for planning approval 5.2014.354.1 granted by Council on 10 February 2015 for proposed construction of a three-storey grouped dwelling at No. 39A Knebworth Street, Perth (subject site).

## BACKGROUND:

<b>Landowner:</b>	Grant Johnson
<b>Applicant:</b>	Grant Johnson
<b>Date of Application:</b>	18 December 2017
<b>Zoning:</b>	MRS: Urban TPS1: Zone: Residential R Code: R50 TPS2: Zone: Residential R Code: R50
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Grouped Dwelling
<b>Proposed Use Class:</b>	Grouped Dwelling
<b>Lot Area:</b>	188m <sup>2</sup>
<b>Right of Way (ROW):</b>	Northern, 3 metres wide, Privately owned with access rights for subject site
<b>Heritage List:</b>	No. Adjoins a Category B Heritage Listed Dwelling

The subject site forms part of a two lot subdivision and fronts onto a ROW to the north. The ROW facilitates access to a number of properties which front onto Lincoln Street. There are currently no existing developments which directly front onto the ROW. The site abuts No. 39 Knebworth Avenue to the east which is heritage listed under the City's Municipal Heritage Inventory and is classified as a Category B – Conservation Recommended. To the west of the subject site is a strata complex which comprises of seven grouped dwellings fronting onto William Street. To the south is a site containing two grouped dwellings. A location plan is included as **Attachment 1**.

The subject site and the surrounding lots are zoned Residential and have a density of R50 pursuant to the City's Town Planning Scheme No. 1 (TPS1). This is not contemplated to change under the City's Draft Local Planning Scheme No. 2 (LPS2).

At its Ordinary Council Meeting held on 10 February 2015, Council approved subject to conditions the development of a three storey grouped dwelling at the subject site. A copy of the approval notice and the approved plans are included as **Attachment 2**. The applicant had two years to substantially commence this development however, the development has not been commenced. The applicant has advised that the inability to substantially commence the development was a result of financial difficulties and not obtaining finance. Upon contracting a company to pursue the development approval and obtain a building permit it was noted that a time extension for the development approval would first be required prior to the application for a building permit. The current application seeks a two year extension to the approval period to enable the commencement of the previously approved development. The application does not seek to amend the plans or any other part of the planning approval. The applicant's justification for the proposed extension is included as **Attachment 3**.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Town Planning Scheme No. 1 (TPS1), the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and the State Government's Residential Design Codes (R-Codes). It notes in each instance where Council previously approved a planning element that required the discretionary of Council as well as each instance where further discretion is proposed. Those elements that were previously approved by Council but which now require discretion under Policy No. 7.1.1 - Built Form (Built Form Policy) are discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Discretion previously applied by Council	Requires discretion under Built Form Policy
Density/Plot Ratio	✓		
Street Setback		✓	
Front Fence	✓		
Building Setbacks/Boundary Wall		✓	✓
Building Height/Storeys		✓	✓
Open Space	✓	✓	
Outdoor Living Areas	✓	✓	
Landscaping	✓		
Privacy		✓	
Parking & Access	✓		
Solar Access	✓		
Site Works/Retaining Walls	✓		
Essential Facilities	✓		
External Fixtures	✓		

### Detailed Assessment

The deemed-to-comply assessment of the elements that were previously approved by Council but which now require the additional discretion of Council under Policy No. 7.1.1 - Built Form (Built Form Policy) is as follows:

Building Height	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.6 of Policy No. 7.1.1 – Built Form</b>	
Maximum Height - 2 storeys Max. height to top of external wall (roof above) – 6m Max. height to top of pitch – 9m	Maximum Height - 3 Storeys Max. height to top of external wall (roof above) – 6.3m Max. height to top of pitch – 9.3m
Boundary Setback - Development to Right of Way (ROW)	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.31 of Policy No. 7.1.1 – Built Form</b>	
1.0m setback to all developments from ROW	0.7m setback to ROW

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

### CONSULTATION/ADVERTISING:

The application was advertised for a period of 14 days in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, from 8 February 2018 to 21 February 2018. The method of advertising included 22 letters being mailed to all owners and occupiers within close proximity of the subject site, as shown in **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation. At the conclusion of the advertising period three submissions were received all of which objected to the proposal. The key concerns raised in the objections related to:

- Impact of the proposal on the amenity of the area; and
- The need for the development to be assessed against the Built Form Policy; and
- The need for the development to be fully reassessed given the changes to the surrounding development context.

(a)

The applicant's response to the submissions is included in **Attachment 3**. A summary of the submissions and Administration's comment on each issue raised is included as **Attachment 4**.

**Design Advisory Committee (DAC):**

Referred to DAC: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Town Planning Scheme No. 1;
- State Planning Policy 3.1 – Residential Design Codes (R-Codes);
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy; and
- Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties.

The application to amend an approval can be considered in accordance with Schedule 2, Part 9, Clause 77(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Clause 77(4) provides the local government the ability to approve the application with or without conditions or refuse the application.

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

The *Planning and Development (Local Planning Schemes) Regulations 2015* enables the period within which a development approved must be substantially commenced to be extended. However, no guidance is provided as to how discretion can be exercised in this regard. The State Administrative Tribunal (SAT) has published several decisions that relate to extensions of time to commence development, which provide relevant considerations in the exercise of discretion in this application. Notably in the decision of Claymont Westcapital Pty Ltd and East Perth Redevelopment Authority WASAT 77 – 2008, SAT identified three key considerations, namely whether the:

- planning framework has changed substantially since the development approval was granted;
- development would likely receive approval now; and
- holder of the development approval has actively and relatively conscientiously pursued the implementation of the development approval.

Each relevant matter is to be considered on balance in the exercise of discretion.

**Draft Town Planning Scheme No. 2**

On 8 December 2017, the Acting Minister for Planning announced that the City's draft Town Planning Scheme No. 2 (TPS2) was to be modified before final approval would be granted. The schedule of modifications was confirmed in writing by officers at the Department of Planning, Lands and Heritage (the Department). The Department also advised that the modifications to TPS2 would be required before the Acting Minister would finally grant approval to the Scheme. In this regard the modified version of TPS2 should be given due regard as a seriously entertained planning proposal when determining this application. Generally the modified version of TPS2 does not impact on the subject property.

**Delegation to Determine Applications:**

This matter is being referred to Council for determination as the proposal incorporates three storeys and is classified as a 'Category 1' application.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment"1.1 *Improve and maintain the natural and built environment and infrastructure."***SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Changes in the Planning Framework

The initial application for the subject site was assessed in accordance with the local planning framework that applied to the site at the time. This planning framework was made up primarily of Town Planning Scheme No. 1, with the City's local planning policies providing guidance on the assessment of application under this scheme. Town Planning Scheme No. 1 has not changed since the initial application was determined in 2015. The City's proposed Town Planning Scheme No. 2 also does not impact on the subject site, with both the Residential zone and the applicable R50 density not set to change.

The local planning policies applicable to the site have changed since the application was determined, with the Council formally revoking a number of these local planning policies and adopting the Built Form Policy as a replacement on 13 December 2016. The original proposal incorporated some departures to the deemed-to-comply provisions of the City's previous local planning policies and the R-Codes. These departures were considered to satisfy the relevant design principles at the time. The current application does not seek to alter any part of the development and the application has been re-assessed using the City's current Built Form Policy, taking into consideration any changes to the context of the subject site into account. The application requires discretion to be applied in relation to the outdoor living areas, open space, boundary setbacks, privacy, ROW setbacks and building height. The Built Form Policy and changes to the site context did not affect the previous assessment undertaken for the outdoor living areas, open space, boundary setbacks or privacy components of the development. The applicable provisions for these elements did not change as a result of the Built Form Policy and the site context has not altered the assessment. However, elements relating to building height and setback to the right of way, although the provisions are generally aligned with the previous planning framework, are still departures under the current Built Form Policy and warrant further consideration given the changes to the site context. These are discussed in more detail below.

Building Height and Amenity

The City's Built Form Policy sets a maximum 'deemed-to-comply' height for the area of two storeys, with this development incorporating three storeys. The development is proposed to be located on a subdivided lot behind No. 39 Knebworth and cannot be readily seen from the primary street. The proposed development will front and have access from a ROW, which is also the primary frontage for a number of other dwellings.

The proposal has been developed with a range of materials and finishes which are considered to be sympathetic to the locality. The proposal incorporates timber, render and cladding which are materials that are apparent in the area and the design incorporates multiple articulations in order to minimise the built of the development. It is considered that the design of the proposed dwelling minimises the impact of building bulk and scale on the locality. The development addresses the ROW and includes a number of articulations which are considered to enhance the visual character of the streetscape. Given the development will not be readily visible from the surrounding streets, and the presentation to the ROW, it is considered that the proposal will not adversely impact on the amenity of the locality.

It should be noted that the development includes timber slats to the first floor major openings, which combined with an appropriate condition that ensures these act as screening devices, will ensure there is no overlooking into the adjoining properties. Furthermore, the proposal is compliant with the overshadowing requirements of the R-Codes.

Setback to the ROW



The proposed development is the first property within the immediate locality facing the right of way. The surrounding dwellings fronting Lincoln Street, Knebworth Avenue and William Street use the right of way to access their parking areas. The properties fronting both Knebworth Avenue and William Street have their side boundaries built up to the boundary of the right of way. Whereas the garages and carports of the properties fronting Lincoln Street are setback between 1.0 metres and 4.0 metres from the right of way to allow access and ensure manoeuvrability, the proposed 1.5 metre front setback for this development maintains the average setback of the surrounding properties, whilst creating a unique streetscape appearance along the ROW.

#### Landscaping

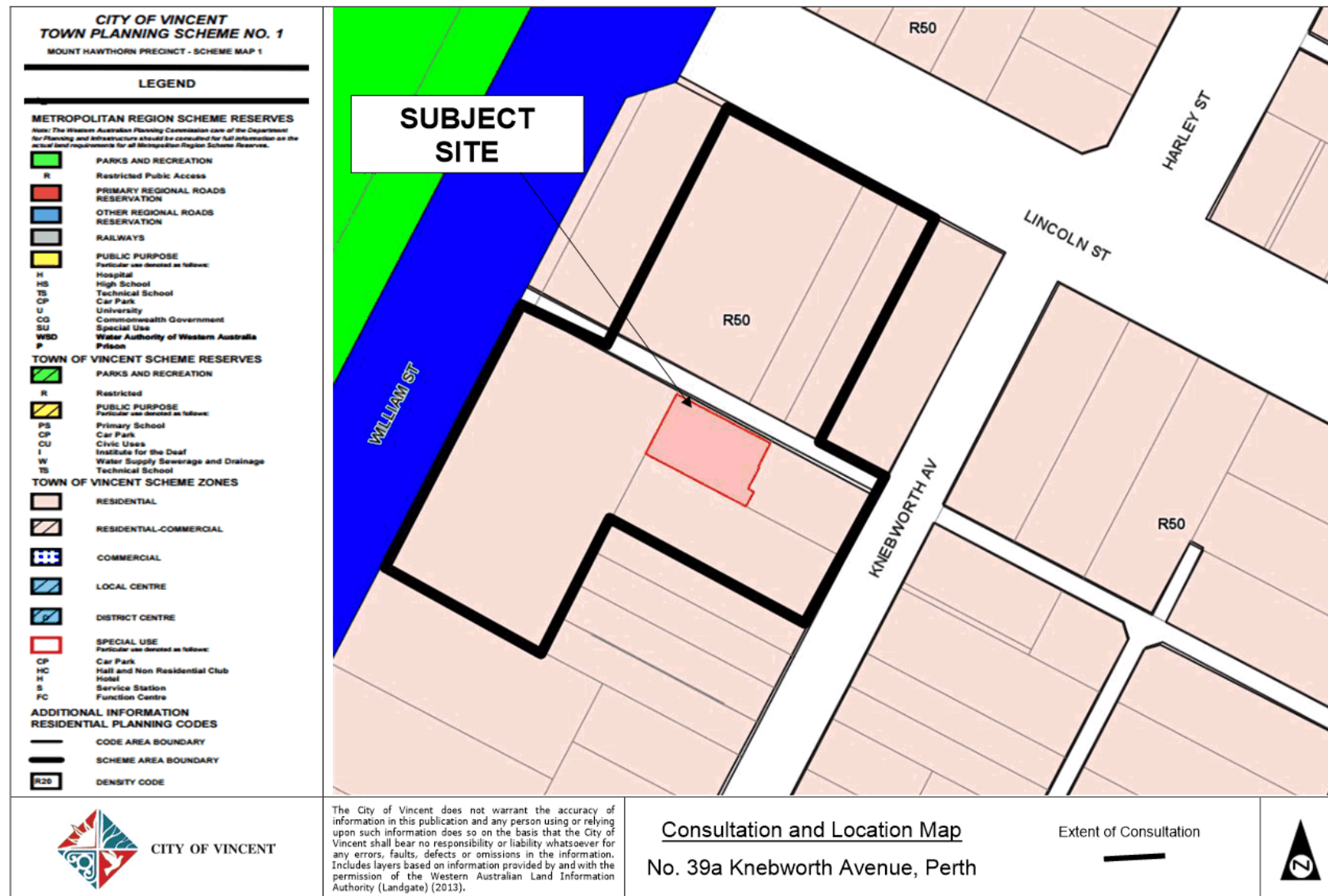
The City's Built Form Policy sets out a deemed-to-comply standard of 15 per cent deep soil zone and 30 per cent canopy coverage at maturity for the development. The application proposes one per cent of the site as deep soil zone, and one per cent canopy coverage. There is an opportunity to increase the deep soil zones and canopy within the outdoor living area and as a result a condition is recommended accordingly.

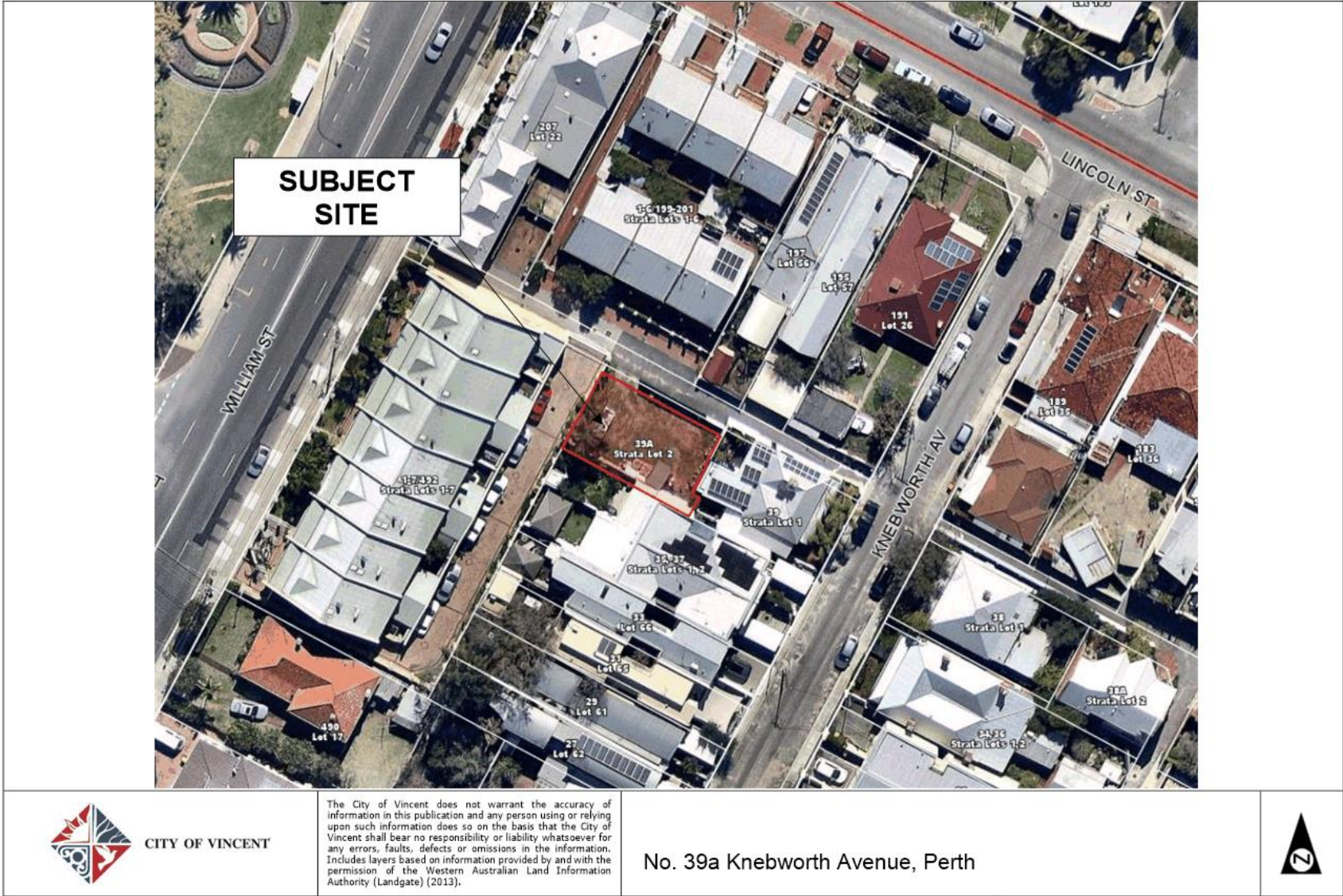
#### Modifications to Conditions

A review of the conditions outlined on the previous approval identified a number of improvements that should be made to the wording to ensure they can be applied as intended. This includes the condition relating to visual privacy to ensure that the visual screening which has been noted on the development plans complies with the deemed-to-comply requirements of the R-Codes and is installed in accordance with the approved plans.

#### Conclusion

The applicant to seek an amendment to a development approval to extend the period of time within which they can substantially commence the development. It is considered that the applicant has actively pursued the development by attempting to gain finance and contracting a company to obtain a building permit. The planning framework applicable to the subject has not changed substantially since the planning approval was issued, given the zoning and density applicable to the subject site remains the same. The proposal has been assessed against the current planning framework and it is considered that the development would likely receive approval under the new policy framework. Given the above, and that the proposal has not been changed since it was previously considered by Council, it is recommended that the application be approved subject to conditions.





- 2 -

THIS IS NOT A BUILDING PERMIT

Fifth Schedule Clause 42  
For Office Use Only  
Serial No. 5.2014.354.1**CITY OF VINCENT TOWN PLANNING SCHEME  
APPROVAL TO COMMENCE DEVELOPMENT**

LOT: 27 D/P: 1177

STRATA LOT: N/A

PROPERTY ADDRESS: No. 39 Knebworth Avenue, PERTH

OWNER: G T Johnson  
39 Knebworth Avenue  
PERTH WA 6000

Approval to commence development in accordance with the application for City Planning Approval dated 19 June 2014 for Construction of Three Storey Grouped Dwelling and the attached plans dated 4 November 2014 was GRANTED in accordance with the provisions of the City of Vincent Town Planning Scheme and the Metropolitan Region Scheme subject to the following conditions:

1. Boundary Wall

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) walls facing No. 37 Knebworth Avenue, Perth, in a good and clean condition. The finish of the walls is to be to the satisfaction of the City and can either be fully rendered or face brickwork;

2. Verge Trees

No street verge tree on Knebworth Avenue shall be removed. The street verge tree is to be retained and protected from any damage including unauthorised pruning;

3. Building Appearance

All external fixtures shall be designed integrally with the development and shall not be visually obtrusive from Knebworth Avenue 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;

4. Storm Water

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



- 3 -

5. PRIOR TO THE SUBMISSION OF A BUILDING PERMIT APPLICATION, the following shall be submitted to and approved by the City:

5.1 Privacy Screening

Revised Plans showing that the major openings to the Kitchen and Lounge (upper floor) and Deck (Upper floor) at any point within the cone of vision less than 4.5 metres and 7.5 metres respectively from a neighbouring boundary, shall be screened in accordance with the requirements of the Residential Design Codes November 2013 to the satisfaction of the City; and

- 5.2 The first floor boundary wall of the bathroom being reduced to a maximum length of 4.32 metres.

ADVICE NOTES:

1. With regard to condition 1, the owners of the subject land shall obtain the consent of the owners of the relevant adjoining properties before entering those properties in order to make good the boundary walls;
2. A Road and Verge security bond for the sum of \$2000, shall be lodged with the City by the applicant, prior to the issue of a building permit, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the security bond shall be made in writing. The bond is non-transferable;
3. Any new street/front wall, fence and gate within the Right of Way setback area, including along the side boundaries within these street setback areas, shall comply with the City's Policy provisions relating to Street Walls and Fences; and
4. With regard to condition 4, no further consideration shall be given to the disposal of storm water 'off-site' without the submissions of a geotechnical report from a qualified consultant. Should approval to dispose storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.

NOTES:

PLEASE NOTE THAT ANY AMENDMENTS PROPOSED IN THE BUILDING PERMIT APPLICATION PLANS, WHICH DIFFER FROM THE PLANNING APPROVAL PLANS, MAY RESULT IN THE REQUIREMENT FOR A NEW PLANNING APPLICATION TO BE SUBMITTED FOR ASSESSMENT AND DETERMINATION. SHOULD THIS BE THE CASE, THE OWNER/BUILDER/DEVELOPER IS ADVISED TO FACTOR IN AN ADDITIONAL TIME PERIOD INTO THE DEVELOPMENT/BUILDING PROCESS.

- 4 -

PLEASE NOTE THAT ANY ADDITIONAL PROPERTY NUMBERING TO THE ABOVEMENTIONED ADDRESS, WHICH IS RESULTANT FROM THIS APPLICATION, IS TO BE ALLOCATED BY THE CITY OF VINCENT AND NO OTHER PARTIES. IT IS RECOMMENDED THAT YOU LIAISE WITH THE CITY'S PLANNING SECTION ON THE ABOVE MATTER, DURING THE BUILDING PERMIT ISSUE STAGE.

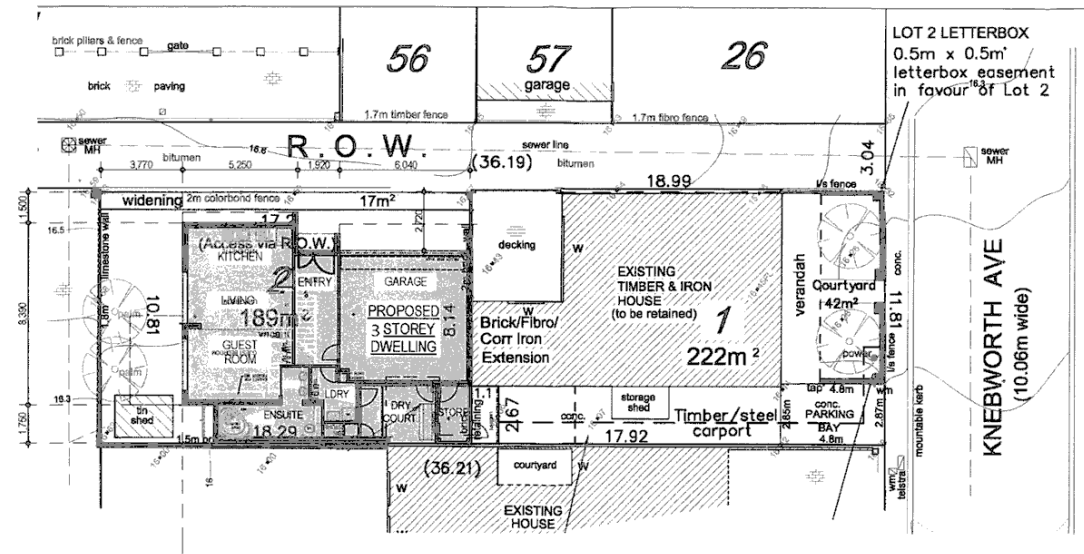
OWNER(S), BUILDER(S) AND DEVELOPER(S) UNDERTAKING DEVELOPMENT/CONSTRUCTION OF ANY KIND ARE HEREBY ADVISED OF A RESPONSIBILITY TO COMPLY WITH THE REQUIREMENTS OF THE DISABILITY DISCRIMINATION ACT 1992. FOR FURTHER INFORMATION ON THIS ACT, ENQUIRIES SHOULD BE DIRECTED TO THE DISABILITY SERVICES COMMISSION ON TELEPHONE NUMBER (08) 9426 9200 OR TTY ON (08) 9426 2325.

SHOULD THE APPLICANT BE AGGRIEVED BY THE DECISION A RIGHT OF APPEAL MAY EXIST UNDER THE PROVISIONS OF THE TOWN PLANNING SCHEME OR THE METROPOLITAN REGION SCHEME.

This approval is valid for a period of TWO years only. If the development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing the development.

DATE OF DECISION: 10 February 2015  
DATE OF ISSUE: 19 February 2015

for *A Groom*  
MANAGER  
PLANNING AND BUILDING SERVICES



Lot Size 189m<sup>2</sup>  
Open Space 77m<sup>2</sup>  
Open Space 40.7%

Drawing Status:  
PLANNING/ BUILDING

DON NOT SCALE DRAWINGS. ALL DIMENSIONS ARE IN MILLIMETERS UNLESS OTHERWISE NOTED. THIS DRAWING MUST BE READ IN CONJUNCTION WITH ALL RELEVANT SPECIFICATION, REPORTS, CONTRACTS AND DRAWINGS

Project Address  
LOT 27, No. 39 Knebworth Avenue,  
Northbridge WA. 6000

Project Name  
NEW DWELLING

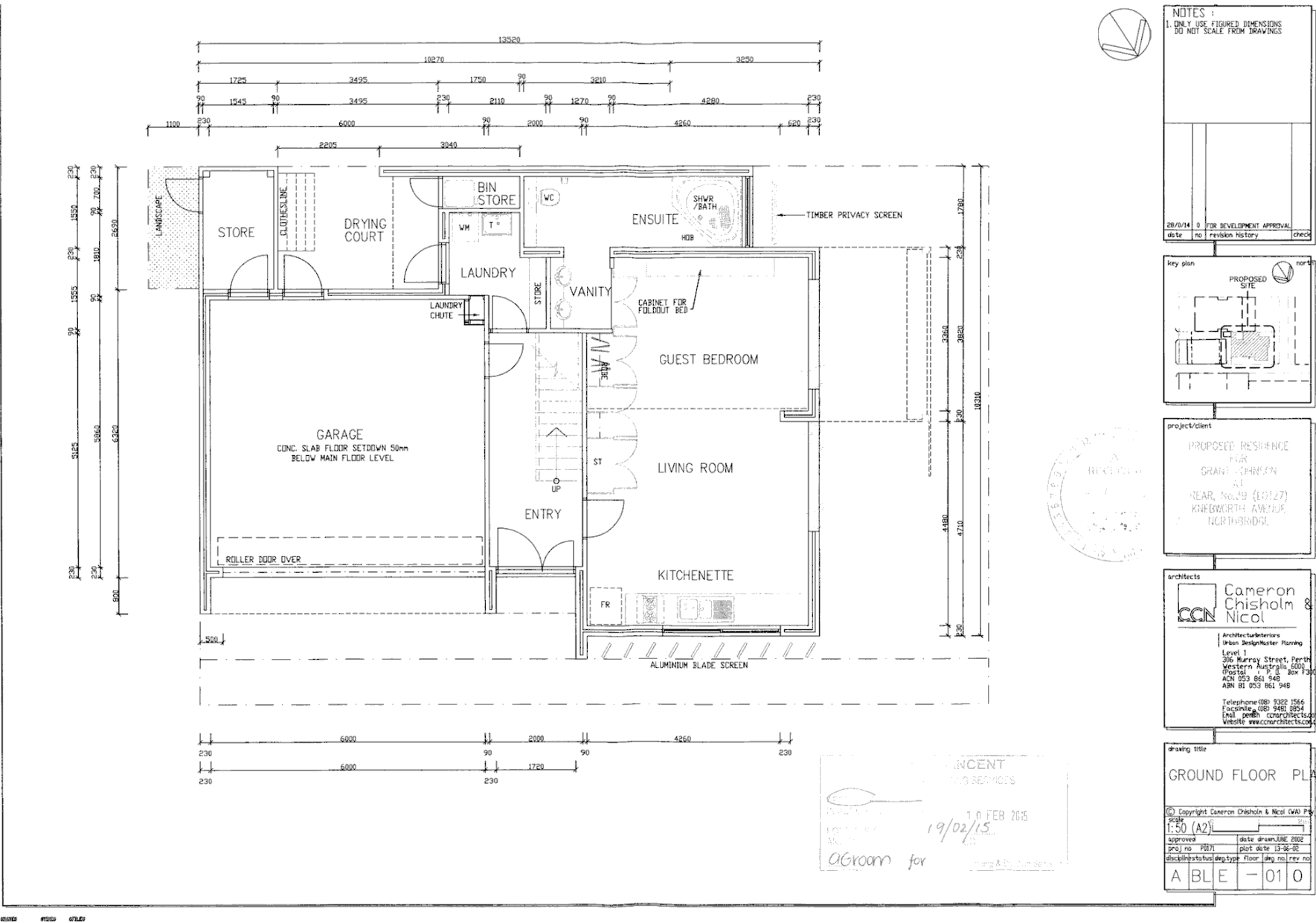
Drawing:  
SITE PLAN

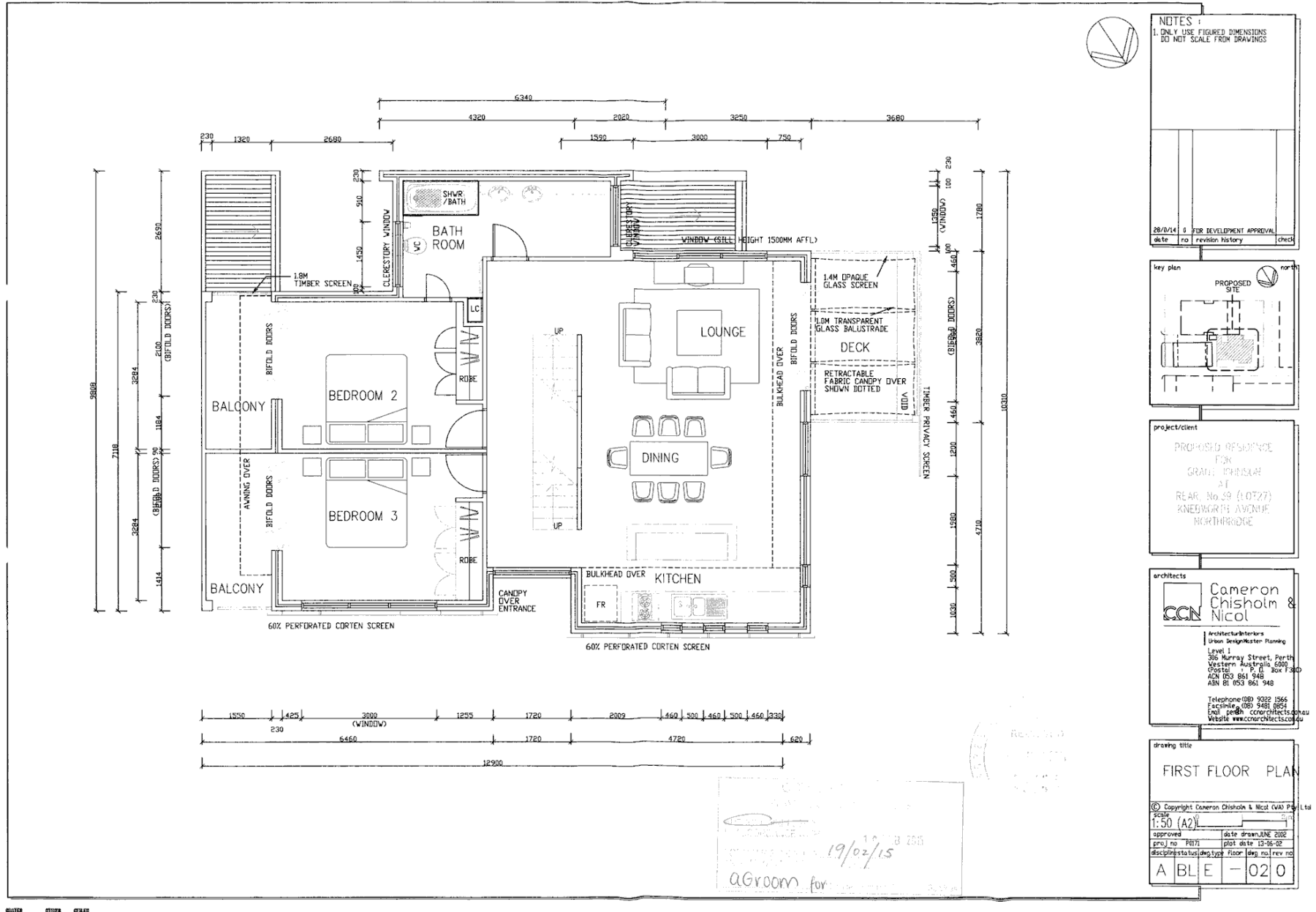
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By:	CHS	Revision:	0

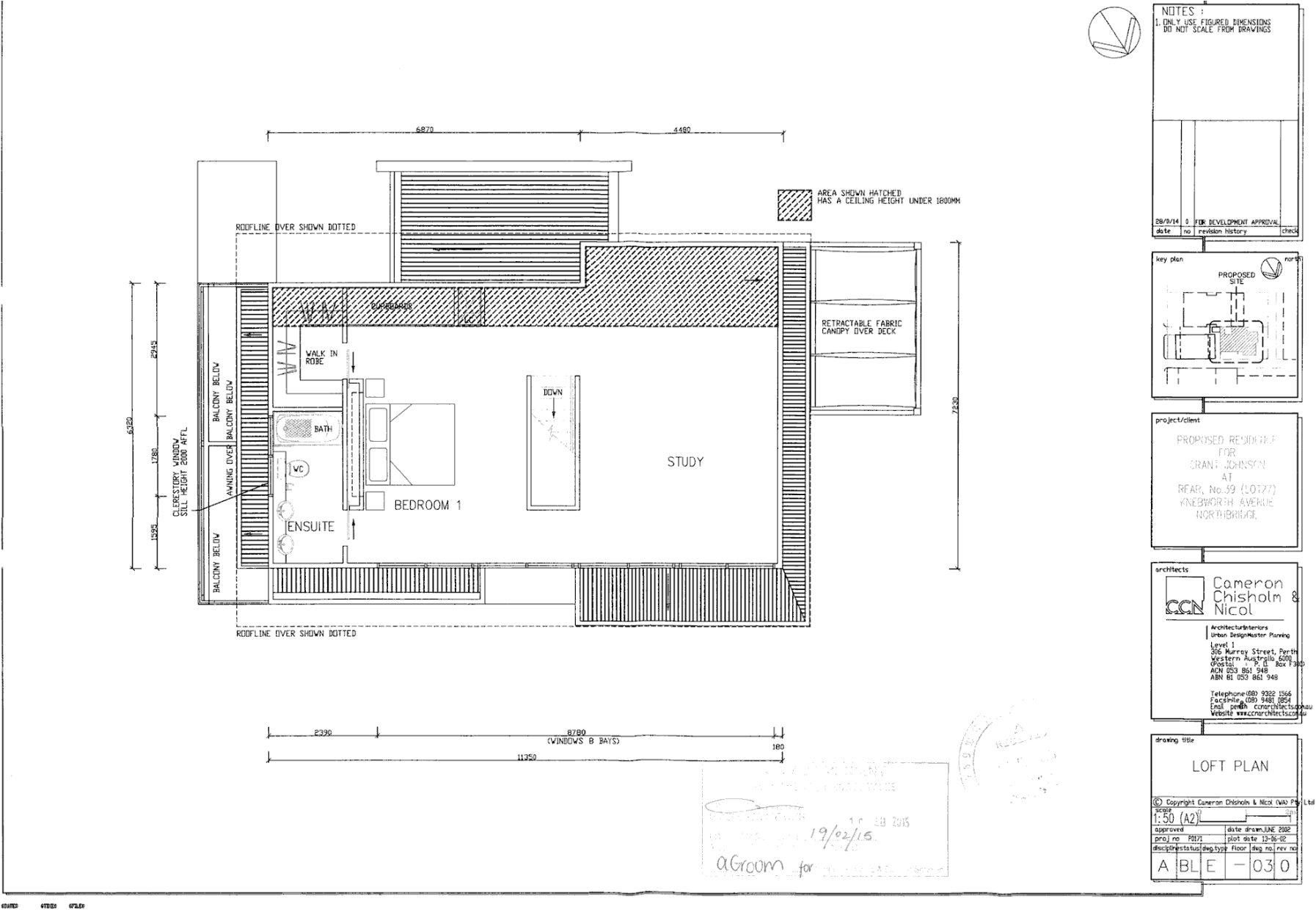
Job No. EM13-1039 | Sheet No. 01 OF 9

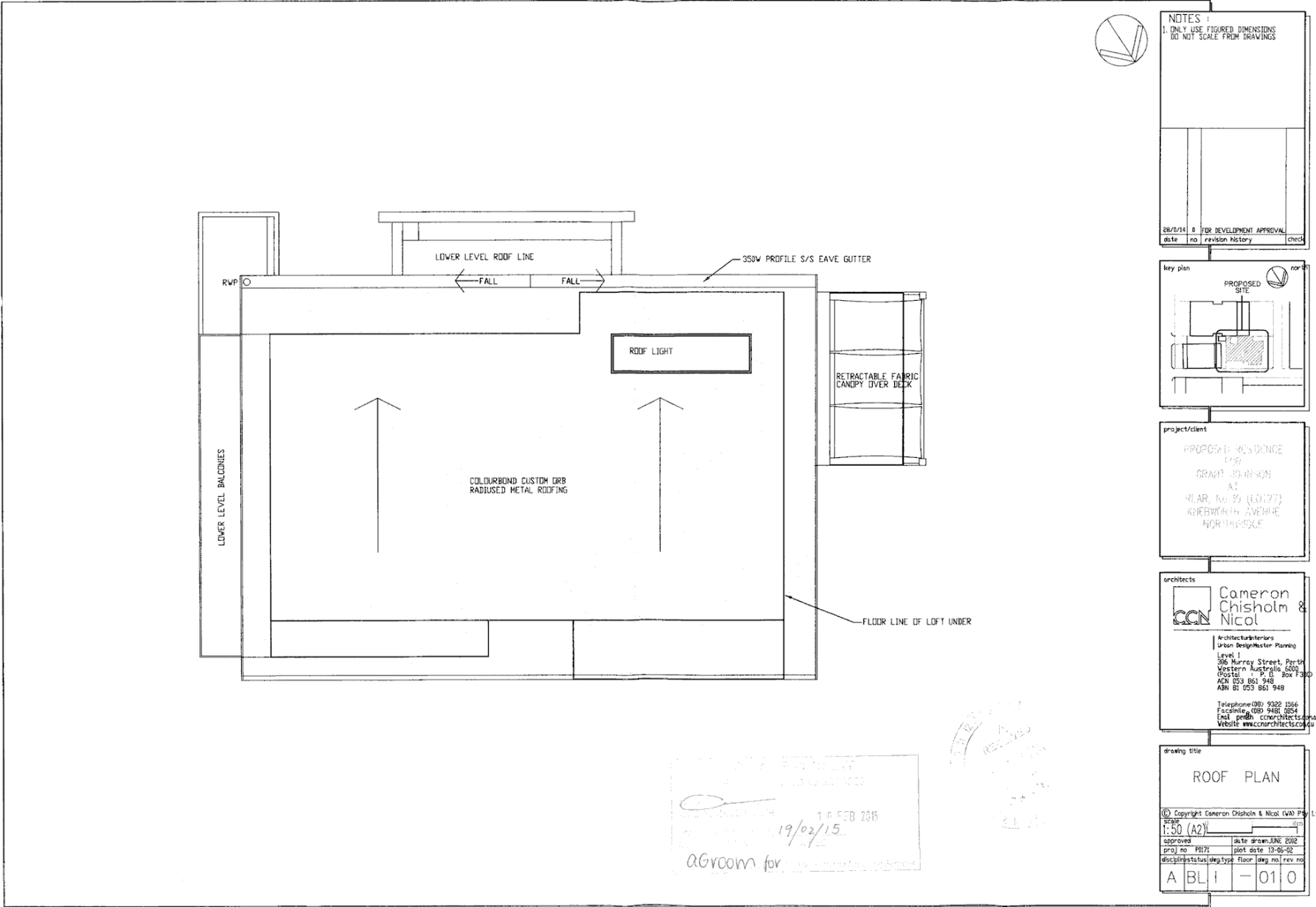
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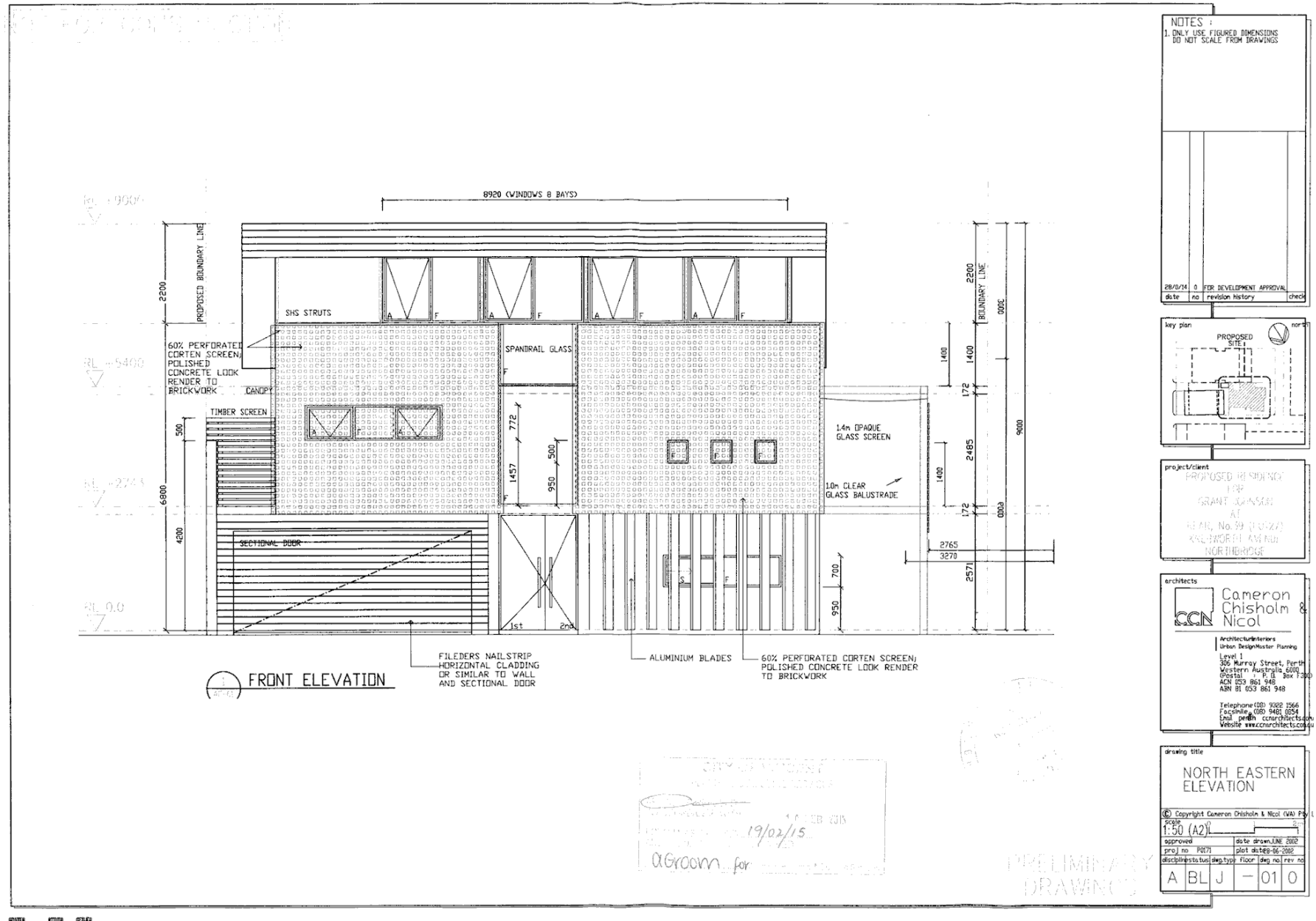


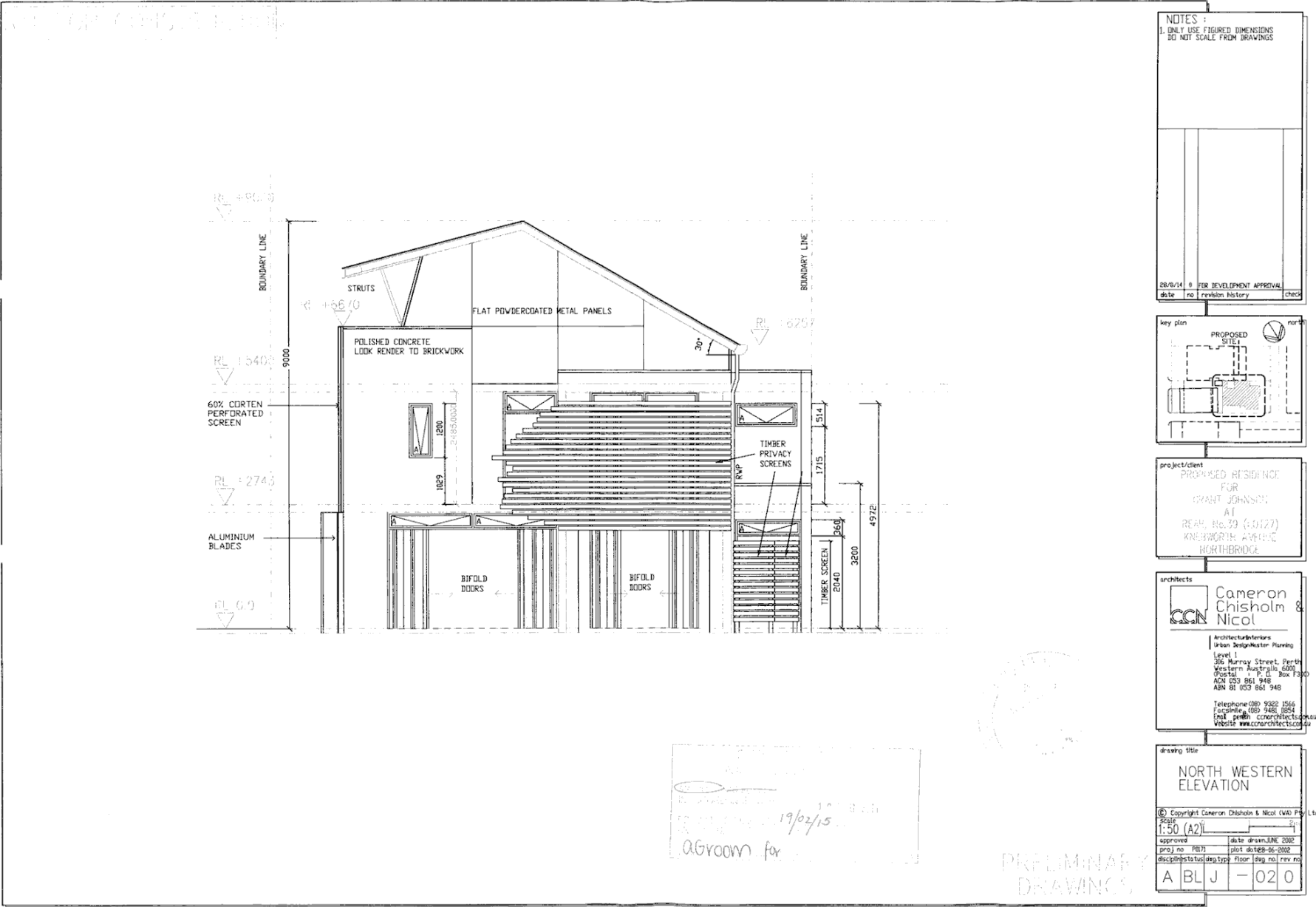


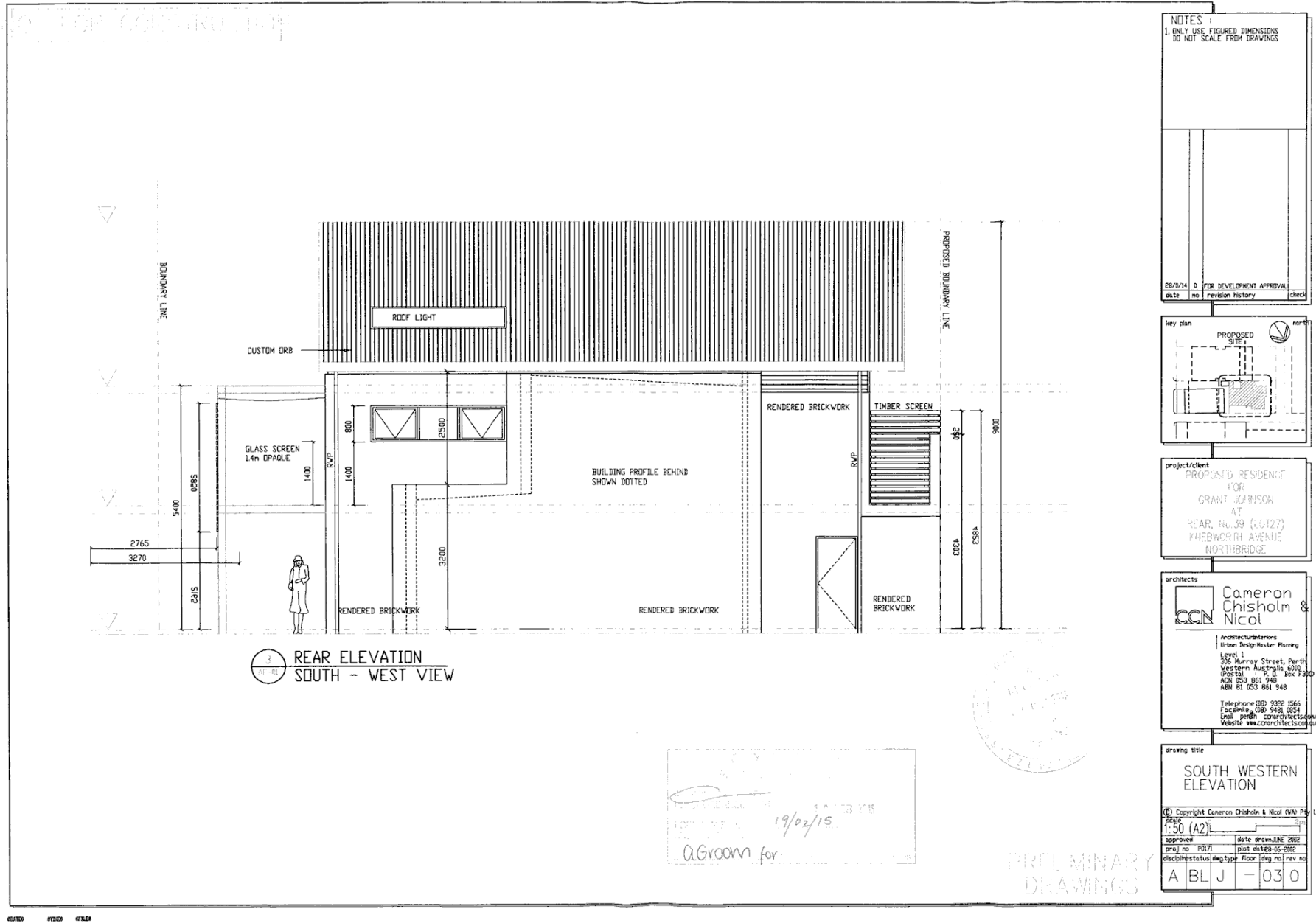




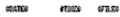












# FORMSCAPE

built form planning solutions

Thursday 15 March 2018

City of Vincent  
PO Box 82  
LEEDERVILLE WA 6902

To Whom It May Concern,

**Lot 27 (No. 39A) Knebworth Avenue, Perth**  
**Proposed Development Application Time Extension to an Approved Three Storey Residential Dwelling**

This letter has been produced in support of the abovementioned proposal with respect to comments received during the advertising period, and a variation to the deemed-to-comply provisions of the City's Policy No. 7.1.1 - Built Form (P7.1.1) for:

- P7.1.1 Clause 5.6 – Building Height.

The proposal is also subject to the provisions of the Western Australian Residential Design Codes (R-Codes), and the City's Local Planning Policies.

## Background

1. The subject site is zoned 'Residential' and designated a density coding of R50 under the provisions of the City of Vincent Town Planning Scheme No. 1.
2. The subject site is 189m<sup>2</sup> in area, and is of an irregular shape.
3. The subject site has an effective lot frontage of approximately 17m to a right-of-way (ROW) widening lot. The frontage towards the ROW is longer in dimension than the depth of the lot.



Figure 1: Subject site aerial.

Suite 14 Centre Park Business Centre  
755 Albany Hwy East Victoria Park WA 6101

Telephone | +61 8 9355 5484  
Email | [info@formscape.com.au](mailto:info@formscape.com.au)  
[www.formscape.com.au](http://www.formscape.com.au)

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ATF The Greenwood Trust  
ABN 14566572499



## Advertising Submission Summary

The advertising submissions in respect to the proposal express objection in regards to the following matters:

- Addressment of the City's new Built Form Policy (P7.1.1),
- Altered built character of the locality, and
- Whether the current owner intends to construct the proposal.

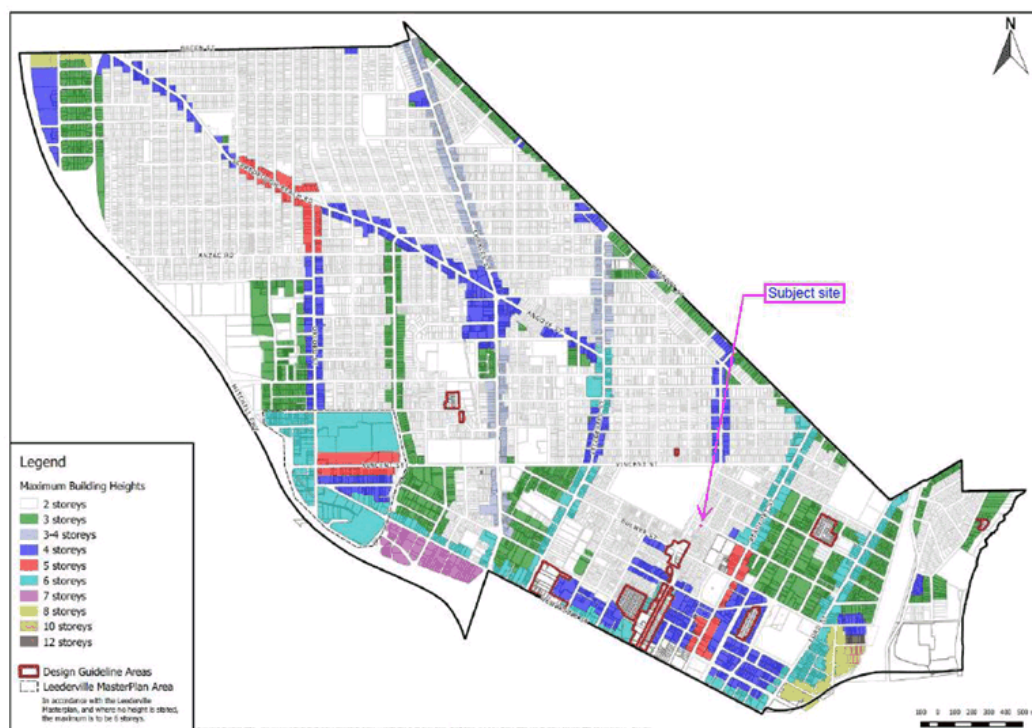
Comments relating to these matters will be addressed within the justification section of this letter, alongside justification provided for the proposed planning policy variation.

## Proposed Variation

### P7.1.1 Clause 5.6 – Building Height

The P7.1.1 Clause 5.6 Deemed to Comply provisions recognise compliance where:

**C5.6.1** *Development that is consistent with the building heights provided in Table 5 and Figure 2.*



**FIGURE 2 – BUILDING HEIGHTS**

Figure 2: P7.1.1 Extract – Figure 2: Building Heights. The subject site location is indicated in pink.

TABLE 5: Building Height – Residential Area

Maximum No. of Storeys as per Figure 2	Maximum Building Height				
	Top of external wall (roof above)	Top of external wall (concealed roof)	Bottom of skillion roof	Top of skillion roof	Top of pitched roof
1 storey	3m	4m	3m	4m	6m
2 storeys	6m	7m	6m	7m	9m
3 storeys	9m	10m	9m	10m	12m
4 storeys	12m	13m	12m	13m	15m
5 storeys	16m	17m	16m	17m	18m

Figure 3: P7.1.1 Extract - Table 5: Building Height - Residential Area

According to P7.1.1 Clause 5.6 provision C5.6.1, Figure 2, and Table 5, the subject site is designated as having a two storey height limit. Given the proposal contains three storeys, an additional storey is proposed as a variation to the deemed to comply requirements.

P7.1.1 Clause 5.6 provides the following Design Principles and Local Housing Objectives which can be addressed to achieve compliance:

- P5.6.1** Buildings which respond and contribute to neighbourhood context and streetscape character, and do not overwhelm or dominate existing development.
- P5.6.2** Design which is complimentary to existing developments.
- P5.6.3** Development that considers and responds to the natural features of the site and requires minimal excavation/fill.
- P5.6.4** Design which minimises overlooking and overshadowing.
- P5.6.5** Development which preserves and enhances the visual character of the existing streetscape by considering building bulk and scale.
- P5.6.6** The City may approve development which exceeds the maximum height stated in table 5 where it is stipulated in an approved Local Development Plan, Activity Centre Plan or Structure Plan and addresses Design Principles P5.6.1 – P5.6.5.

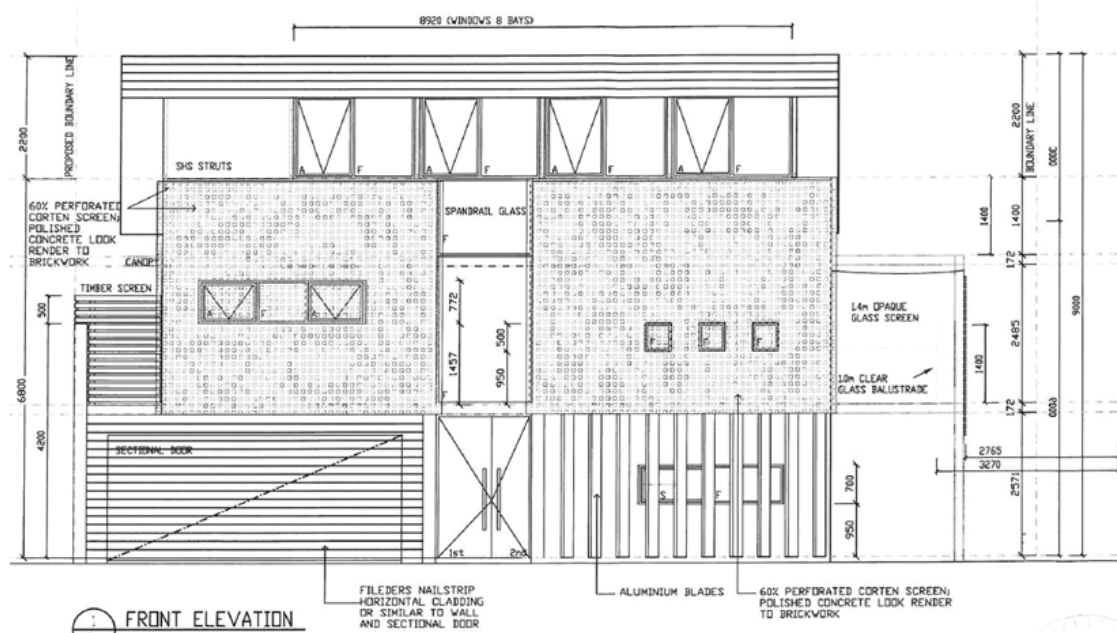


Figure 4: Proposed ROW facing elevation.

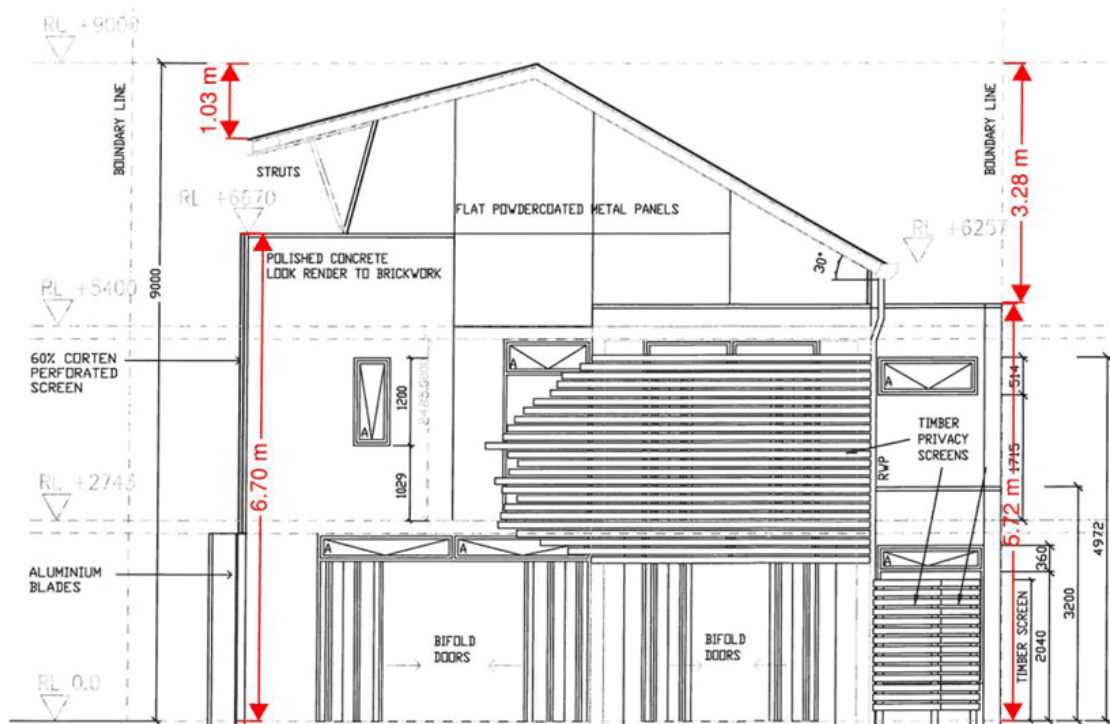


Figure 5: Proposed north western elevation.




## Justification

The following justification is provided in line with relevant Local Planning Policy provisions, and in response to the comments received in objection of the proposal.

### P7.1.1 Clause 5.6 – Building Height

The following tables demonstrate how the proposal addresses the P7.1.1 Clause 5.6 'Design Principles and Local Housing Objectives', which the City considers to be acceptable in lieu of adhering to the P7.1.1 'Deemed to Comply' requirements.

P7.1.1 Clause 5.6 – Building Height	
Design Principles & Local Housing Objectives	Comment
<p><b>P5.6.1</b> <i>Buildings which respond and contribute to neighbourhood context and streetscape character, and do not overwhelm or dominate existing development.</i></p>	<p>Complies - The proposal has designed the third storey with a raked ceiling so it appear as a loft upon observing the dwelling from the side or rear.</p> <p>The proposed roofing has been designed to be pitched at a 30 degree angle and to be of Colorbond metal sheeting, which is congruent with the style of roofing of neighbouring residential developments. The style of roofing, along with the use of masonry walls and timber privacy screens, is considered to respond to the form and materiality of nearby developments.</p> <p>In terms of the height of the proposed dwelling, it is understood that the top of the pitched roof is 9m in height, while the external walls of the rear facing elevation are only marginally higher than 6m. While the side facing walls are greater than 6m in height, it is important to note that they are gable walls, which are common along the ROW streetscape. Please refer to the following figure in this regard.</p>  <p>Figure 6: View of nearby developments to the north from the subject site.</p> <p>Although there are single storey developments along the ROW, it is anticipated that development featuring additional storeys will occur given the demand and need to provide for more affordable housing close to existing infrastructure and services and employment, and since P7.1.1 permits developments up to 9m in height.</p> <p>Given these various factors relating to the proposal, it is considered that it will contribute to the ROW streetscape and not dominate existing development.</p>
<p><b>P5.6.2</b> <i>Design which is</i></p>	<p>Complies - As mentioned previously, the proposal incorporates multiple design features such as pitched 30 degree roofing, gable walls, Colorbond metal sheet</p>

<i>complimentary to existing developments.</i>	<p>roofing, timber screening, and masonry walls. Such design features are consistent with that of neighbouring developments (as demonstrated in the previous figure). Similar to nearby dwellings along the ROW, the proposal features multiple major openings facing the street and storeys with contrasting designs (upper and lower floors).</p> <p>Furthermore, the extensive use of corten screening will also compliment existing developments in that this type of steel will provide a stable rust-like appearance which will not reflect an excessive amount of light back towards the streetscape.</p> <p>Given the manner in which the proposal is designed, it is considered to compliment nearby existing developments.</p>
<b>P5.6.3</b> <i>Development that considers and responds to the natural features of the site and requires minimal excavation/fill.</i>	Complies - The proposal will involve very minimal site excavation and fill given that the site is very flat and contains very minimal topographical variation.
<b>P5.6.4</b> <i>Design which minimises overlooking and overshadowing.</i>	<p>Complies – The building height of the proposal tapers down approximately 3.2m towards the south western rear lot boundary so as to reduce the amount of overshadowing to southern neighbouring lots. The walls closest to the rear lot boundary are also only approximately 5.7m in height above the RL, which is more than 1m lower than the maximum permitted deemed-to-comply wall height of 7m (where flat roofing is featured).</p> <p>Given the manner in which building bulk has been kept to a minimum within the constrained site, the amount of overshadowing into the southern adjoining lot is kept to less than 50% of the southern adjoining property's area. It is also important to note that the outdoor living area of the southern adjacent property will retain direct northern solar access at midday to its outdoor living area. Overshadowing is therefore considered to be minimised.</p> <p>In respect to visual privacy, the proposal has been designed to minimise the opportunity for overlooking through the use of screening, highlight windows, and obscure glazing – particularly to the side and rear facing facades.</p>
<b>P5.6.5</b> <i>Development which preserves and enhances the visual character of the existing streetscape by considering</i>	<p>Complies – As discussed previously, the proposal preserves the visual character of the ROW streetscape by conforming to the predominant gable roof/wall design and to the materiality present throughout the existing built form (as demonstrated in Figure 6).</p> <p>The proposal enhances the visual character of the streetscape by incorporating multiple design features which provide visual interest and break up the façade, and thereby break up the perception of building bulk. Such features (as depicted in Figures 4 and 5) include:</p>



<p><i>building bulk and scale</i></p>	<ul style="list-style-type: none"> <li>• Multiple major openings;</li> <li>• Openings of various shapes and sizes;</li> <li>• The use of contrasting renders and materials which vary between storeys. Renders and materials include: <ul style="list-style-type: none"> <li>○ Perforated corten screen;</li> <li>○ Brickwork with polished concrete style render;</li> <li>○ Opaque glass screening;</li> <li>○ Aluminium blades;</li> <li>○ Horizontal metal cladding;</li> <li>○ Timber privacy screens; &amp;</li> <li>○ Flat powder coated metal panels.</li> </ul> </li> <li>• Centrally located pedestrian entry;</li> <li>• Varied setbacks; and</li> <li>• Pitched Colorbond roofing.</li> </ul> <p>Given the diversity of materials, renders, and design elements incorporated into the dwelling design, the proposal is considered to both preserve and enhance the existing streetscape character.</p>
<p><b>P5.6.6</b> <i>The City may approve development which exceeds the maximum height stated in table 5 where it is stipulated in an approved Local Development Plan, Activity Centre Plan or Structure Plan and addresses Design Principles P5.6.1 – P5.6.5.</i></p>	<p>As outlined previously, the proposal has been carefully designed to both respect and contribute to the existing and anticipated streetscape despite the building height variations present. The proposal addresses P7.1.1 Clause 5.6 Design Principles P5.6.1 – P5.6.5, and complies with the Table 4 height requirements of the R-Codes.</p> <p>With the exception of the side gable walls, the maximum wall heights are congruent with the P7.1.1 Table 5 height requirements, while the third floor features a rake ceiling and takes on the appearance of a loft within the pitched roof structure. The maximum roof height is consistent with the 9m maximum roof height requirements of P7.1.1 Table 5 and R-Codes Table 4 requirements of the R-Codes. The loft component of the design is considered to be the only discernible element in relation to whether or not the proposal meets the P7.1.1 two-storey height requirements.</p> <p>In any case, it must be noted that the proposal had already been granted development approval, and that the ROW streetscape and locality will only feature a greater degree of built density and development with multiple floors given the persistent and projected population growth of the Perth metropolitan area. The high demand for living close to the Perth City centre will only increase given that it provides a copious amount of amenities and employment opportunities. This is envisioned by the <i>draft Perth and Peel@3.5million</i> metropolitan strategic planning document, which has been prepared by the Western Australian Department of Planning, Lands and Heritage.</p> <p>Given these many factors, and the context of the proposal, which had also previously been granted development approval, it is considered appropriate for a development approval time extension to be granted in this case.</p>

In consideration of how the proposal responds to the P7.1.1 Clause 5.6 'Design Principles and Local Housing Objectives', the proposal is considered to be acceptable.

### Development Application Advertising Comments

The following table provides response to the objecting planning submission comments.

Comments Received in Objection	Comment
<p><i>While we understand the application was approved with some amendments, we now wish to confirm our objection to the proposed extension of time, as it does not satisfy the applicable tests for such as application, which were recently expounded by the State Administrative Tribunal in <b>Georgiou Property 2 Pty Ltd and Presiding Member of the Metro West Joint Development Assessment Panel (2017)</b> WASAT 138.</i></p>	<p>The <i>Georgiou Property 2 Pty Ltd and Presiding Member of the Metro West Joint Development Assessment Panel (2017)</i> ruling is not considered to be relevant to the development application at the subject site as that case was in relation to a multiple dwelling. In contrast, the proposal involves only a single dwelling with a single entrance.</p>
<p><u><i>Whether or not the planning framework has changed substantially since the development approval was granted</i></u></p> <p><i>It is noted that the City has endorsed a new Built Form Policy since the original application was considered which would need to be given regard in any new assessment.</i></p> <p><i>Due to this, it is our view that a new application should be required to be submitted to ensure due consideration can be given to the new provisions applicable under the revised statutory planning framework</i></p>	<p>The proposal is considered to address the relevant Design Principles and Local Housing Objectives of Policy No. 7.1.1 - Built Form (PP7.1.1). Please refer to the justification provided in reference to the policy in the previous section of this letter.</p>
<p><u><i>Whether the approved development would likely receive approval today</i></u></p> <p><i>Since the original application was approved, the amenity of the locality, particularly the immediately adjoining properties, has changed in that a two-storey addition is being constructed at No. 195 (Lot 57) Lincoln Street, Perth, with a new two-storey building at our property also under construction. This may have implications for the grouped dwelling approved, such as vehicle access and parking, height and overlooking, that need due consideration</i></p>	<p>R-Codes Clause 2.4 – Judging of proposals specifies that the judgement of the merit of the proposal shall only be exercised for the specific aspects of the proposal which do not meet the deemed-to-comply requirements.</p> <p>Given this, it is understood that what is under construction at No. 195 (Lot 57) Lincoln Street, Perth should bear no relevance in respect to determining whether the proposal is acceptable for being granted development approval or not. In fact, a two storey dwelling being constructed at No. 195 (Lot 57) Lincoln Street, Perth reinforces the notion that the proposal will be congruent with the ROW streetscape character.</p> <p>In any case, the original development approval for the proposal at the subject site was approved at the time of the additions to developments at No's 195 and 197 Lincoln Street.</p>

Comments Received in Objection	Comment
<i>as part of a new development application for the subject site.</i>	<p>In regards to vehicle access and parking, the proposal features a double garage for two cars, which is set back more than 1m from the ROW lot boundary. In this sense, the proposed vehicle access and parking is considered to be 'deemed-to-comply'.</p> <p>The proposal's design in regards to visual privacy and building height is also considered to be appropriate. Please refer to previous justification provided in this regard.</p>
<p><u>Sale of Property</u></p> <p><i>The submitter has stated that the applicant is offering the property for sale and it is considered that the current owner has no genuine plan to build.</i></p>	<p>It must be noted that there has been a recent down turn of the Perth property market which has only recently seen an increase in demand and activity.</p> <p>In any case, the notion that Grant Johnson (the applicant) wishes to sell the property and has no intention of constructing the proposal is neither considered to be true or relevant to determining whether the design is worthy of being approved. As previously noted in respect to R-Codes Clause 2.4, the judgement of merit of the proposal shall only be in relation to aspects where the deemed-to-comply criteria have not been met.</p>

## Conclusion

The client has chosen this design to maximise their use and function of the property. The designer has been instructed to create a modestly sized home which has been thoughtfully designed by walking a fine line between achieving the most out of the constrained site and maintaining the external amenity of the dwelling. Applying the - Built Form (P7.1.1) design principles against the proposal, and addressing the comments of objection, demonstrates that this development proposal for a time extension of the existing approval received continues to suitably address the relevant criteria. Accordingly, the above justification is tendered for the City's approval.

Please do not hesitate to contact the undersigned, should you wish to discuss any aspects of the proposal further.

Yours faithfully,



### David D'Orazio

MA Urban & Regional Planning (Curtin)  
BAppSc (Architectural Science) (Curtin)

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**Summary of Submissions:**

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

Comments Received in Objection:	Officer Technical Comment:
<p>While we understand the application was approved with some amendments, we now wish to confirm our objection to the proposed extension of time, as it does not satisfy the applicable tests for such as application, which were recently expounded by the State Administrative Tribunal in <i>Georgiou Property 2 Pty Ltd and Presiding Member of the Metro West Joint Development Assessment Panel</i> (2017) WASAT 138.</p>	<p>Noted. Due regard has been given to the decision of the Western Australian State Administrative Tribunal (SAT) decision of Claymont Westcapital Pty Ltd and East Perth Redevelopment Authority 2008, whereby the SAT identified three key considerations, namely whether the:</p> <ul style="list-style-type: none"> <li>• planning framework has changed substantially since the development approval was granted;</li> <li>• development would likely receive approval now; and</li> <li>• holder of the development approval has actively and relatively conscientiously pursued the implementation of the development approval.</li> </ul> <p>The above considerations are the same as those used by the SAT in the determination of the <i>Georgiou Property 2 Pty Ltd and Presiding Member of the Metro West Joint Development Assessment Panel</i> (2017) WASAT 138 matter.</p>
<p><u>Whether or not the planning framework has changed substantially since the development approval was granted</u></p> <ul style="list-style-type: none"> <li>- It is noted that the City has endorsed a new Built Form Policy since the original application was considered which would need to be given regard in any new assessment.</li> <li>- Due to this, it is our view that a new application should be required to be submitted to ensure due consideration can be given to the new provisions applicable under the revised statutory planning framework</li> </ul>	<p>The initial application for the subject site was assessed in accordance with the local planning framework that applied to the site at the time. This planning framework was made up primarily of Town Planning Scheme No. 1, with the City's local planning policies providing guidance on the assessment of application under this scheme. Town Planning Scheme No. 1 has not changed since the initial application was determined in 2015. The City's proposed Town Planning Scheme No. 2 also does not impact on the subject site, with both the Residential zone and the applicable R50 density not set to change. Given this it is not considered that the planning framework applicable to the subject has changed substantially since the planning approval was issued, given the zoning and density applicable to the subject site remains the same.</p> <p>It should be noted that the local planning policies applicable to the site have changed since the application was determined, with the Council formally revoking a number of these local planning policies and adopting the Built Form Policy as a replacement on 13 December 2016. The current application does not seek to alter any part of the development and the application has been re-assessed using the City's current Built Form Policy, taking into consideration any changes to the context of the subject site into account.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<u>Whether the approved development would likely receive approval today</u>  Since the original application was approved, the amenity of the locality, particularly the immediately adjoining properties, has changed in that a two-storey addition is being constructed at No. 195 (Lot 57) Lincoln Street, Perth, with a new two-storey building also under construction. This may have implications for the grouped dwelling approved, such as vehicle access and parking, height and overlooking, that need due consideration as part of a new development application for the subject site.	The current application has been fully reassessed against the Built Form Policy, having regard to the current development context, including the changes mentioned by the submitters. Whilst the proposal incorporates some departures to the requirements of the City's Built Form Policy relating to building height and setback to the right of way, it is considered that the application meets the Local Housing Objectives of the City's Built Form Policy and is therefore supported.
<u>Sale of Property</u>  The submitter has stated that the applicant is offering the property for sale and it is considered that the current owner has no genuine plan to build.	Noted. The potential sale of the land is not a relevant consideration and can have no bearing on the planning assessment.

**9.5 NO. 131 (LOT 282; D/P: 2503) COOGEE STREET, MOUNT HAWTHORN - PROPOSED CARPORT AND AWNING ADDITION TO SINGLE HOUSE**

**TRIM Ref:** D18/38606









**Author:** Alice Harford, Senior Urban Planner

**Authoriser:** John Corbellini, Director Development Services

**Ward:** South

**Precinct:** 10 – Norfolk

**Attachments:**

1. Attachment 1 - Consultation and Location Map  
2. Attachment 2 - Proposed Development Plans  
3. Attachment 3 - Determination Advice Notes  
4. Attachment 4 - Previously Considered Plans  

**RECOMMENDATION:**

That Council in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme:

1. **APPROVES** the application for a proposed carport and awning addition to a single house at No. 131 (Lot: 282; D/P: 2503) Coogee Street, Mount Hawthorn, in accordance with the plans included as Attachment 2 subject to the following conditions, with the associated determination advice notes in Attachment 3:
  - 1.1 This approval is for the proposed Carport Addition to Single House only, as shown on the plans dated 19 March 2018. No other development forms part of this approval;
  - 1.2 The proposed bullnose awning does not form part of this development approval;
  - 1.3 No verge trees shall be removed without the prior written approval of the City. The verge trees shall be retained and protected from any damage including unauthorised pruning, to the full satisfaction of the City;
  - 1.4 All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City; and
  - 1.5 The carport door/gate shall not exceed 1.2 metres in height and shall be a minimum of 50 percent visually permeable in accordance with Clause 5.2.1 of the Residential Design Codes; and
2. **REFUSES** the proposed awning addition to a single house at No. 131 (Lot: 282; D/P: 2503) Coogee Street, Mount Hawthorn for the following reason:
  - 2.1 The proposed awning does not meet Design Principles P2.1 and P2.2 of Clause 5.1.2 of State Planning Policy 3.1: Residential Design Codes for the following reasons:
    - 2.1.1 The bullnose awning will result in the removal of the existing tiled awning located on the northern side of the dwelling. This is considered to be a significant design element of the existing dwelling which contributes to the character of the established streetscape;
    - 2.1.2 The materials used for the bullnose awning are not consistent with the materials of the existing dwelling or the dwellings of a similar type and character within the surrounding streetscape. As such, the bullnose awning is considered to detract from the character of both the dwelling and established streetscape; and

**2.1.3 The street setback of the proposed awning is not consistent with the setback of dwellings along the existing streetscape.**

**PURPOSE OF REPORT:**

To consider an application for development approval for a carport and awning addition to a single house at No. 131 Coogee Street, Mount Hawthorn (subject site).

**BACKGROUND:**

<b>Landowner:</b>	Arondina Van Der Feltz
<b>Applicant:</b>	Ric Van Der Feltz
<b>Date of Application:</b>	10 January 2018
<b>Zoning:</b>	MRS: Urban TPS1: Zone: Residential R Code: R30 TPS2: Zone: Residential R Code: R30
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Single House
<b>Proposed Use Class:</b>	Single House
<b>Lot Area:</b>	488m <sup>2</sup>
<b>Right of Way (ROW):</b>	Yes
<b>Heritage List:</b>	No

The subject site is located on the western side of Coogee Street, Mount Hawthorn, between Ellesmere Street and Woodstock Street. The location of the subject site is included as **Attachment 1**. The site and adjoining properties are zoned Residential and are serviced by a right-of-way to the rear.

The application proposes a single vehicle carport located within the street setback area and setback 1.2 metres from the southern lot boundary, as well as the addition of a 2.5 metre deep bullnose awning located on the northern side of the dwelling that will replace the existing tile awning in this location. The development plans are included as **Attachment 2**.

The site currently has vehicle access to the existing single house from the right of way to the western boundary. There is no existing crossover that provides access to the site from Coogee Street.

The property has an 11.3 metre frontage to Coogee Street. A significant verge tree is located within the adjoining verge and the trunk of this tree trunk sits approximately four metres from the northern boundary and seven metres from the southern boundary. The verge tree is a mature Weeping Peppermint, estimated to be around 60 years old.

The City has previously considered applications on the subject lot as follows:

1. On 18 October 2016, Council resolved to refuse an application for a carport within the front setback area and located 0.5m from the northern lot boundary (ref: 5.2016.124.1). The reasons for refusal were as follows:
  - a. *Due to the proposed location of the carport, the development is not capable of providing a crossover with a minimum width of 3 metres (Australian Standards AS2890.1); and*
  - b. *Due to the proposed location of the crossover, the development is likely to impact the long-term health of the existing well established mature "Weeping Peppermint Tree", and potentially resulting in the tree having to be removed.*

Following refusal of this development application by Council, the applicant sought review of Council's decision by the State Administrative Tribunal (SAT). On 2 March 2017, the SAT made a determination to affirm the City's refusal of the development approval on the basis of the following:

- a. The proposed carport would not reduce the impact of access points on the streetscape or minimise crossovers to the primary street;
- b. The carport would intrude on sightlines along the street and partially obstruct views of the dwelling from the street and with the removal of the awning over the window of the front room



- involves a removal of a design element which makes some contribution to the streetscape; and
- c. The width of the crossover is likely to have an adverse impact on the health of the existing tree.

On 23 March 2017, the applicant lodged a development application (5.2017.100.1) for the same development as previously refused by Council and SAT. On 26 May 2017, the City refused this application under delegated authority.

Following refusal of this development application by the City, the applicant again sought review of the decision by the SAT. On 3 November 2017, the SAT decided to dismiss the application for review as an abuse of process.

See **Attachment 4** for the development plans previously considered by Council and the SAT.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Town Planning Scheme No. 1 (TPS1), the City's Policy No. 7.1.1 – Built Form (Policy No. 7.1.1) and the State Government's Residential Design Codes (R-Codes). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
<b>Lot Boundary Setbacks</b>		✓
<b>Street Setbacks</b>		✓
<b>Setbacks of Garages and Carports</b>		✓
<b>Vehicular Access</b>		✓

### Detailed Assessment

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

Lot Boundary Setbacks	
Deemed-to-Comply Standard	Proposal
<b>Residential Design Codes – Clause 5.1.3</b>  Carport required to be setback 1.5m from the southern lot boundary.	Carport setback 1.2m from the southern lot boundary.
Street Setbacks and Setbacks of Garages and Carports	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.1.1 – Built Form – Clause 5.7</b> <b>Residential Design Codes – Clause 5.2.1</b>  Carport street setback is to be the average of the five properties adjoining the development. <ul style="list-style-type: none"> <li>Average = 6.8m</li> </ul> Carport setback can be reduced by up to 50% (minimum of 3.4m) provided that the area of the building intruding in to the street setback area is compensated for by at least an equal area of open space between the setback line and a line drawn parallel to it at twice the setback distance.	Carport setback 1m from the primary street boundary.
Vehicular Access	
Deemed-to-Comply Standard	Proposal

<b>Residential Design Codes – Clause 5.3.5</b>	
Access to on-site car parking spaces is to be provided from a right of way where available.	Access to carport is proposed to be provided from Coogee Street.
<b>Street Setback</b>	
<b>Deemed-to-Comply Standard</b>	<b>Proposal</b>
<b>Policy No. 7.1.1 – Built Form – Clause 5.2</b> <b>Residential Design Codes – Clause 5.1.2</b>	
Awnings street setback – 5.8m	Bullnose awning street setback – 5m
Awning maximum width – 2.2m	Bullnose Awning maximum width – 4.1m

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

#### CONSULTATION/ADVERTISING:

The application was advertised for a period of 14 days in accordance with the *Planning and development (Local Planning Scheme) Regulations 2015*, from 9 February 2018 to 22 February 2018. The method of advertising included advertising the proposal on the City's website and 11 letters being mailed to owners and occupiers within close proximity to the subject site as shown in **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation.

During the advertising period there was one submission of support received.

#### Design Advisory Committee (DAC):

Referred to DAC: No

#### LEGAL/POLICY:

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

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

#### Delegation to Determine Applications:

This matter is being referred to Council for determination as the application for a carport addition at the subject property is a matter that has previously been considered and refused by Council.

#### RISK MANAGEMENT IMPLICATIONS:

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

#### STRATEGIC IMPLICATIONS:

The City's Strategic Plan 2013-2023 states:

##### "Natural and Built Environment

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

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Lot Boundary Setbacks

The proposal seeks approval for a 1.2 metre setback to the southern lot boundary in lieu of the 1.5 metres set under the deemed-to-comply standards of Clause 5.1.3 of the R-Codes.

The setback of 1.2 metres is considered acceptable and meets the design principles of Clause 5.1.3 of the R-Codes and Clause 5.3 of Policy No. 7.1.1 for the following reasons:

- The carport is a single storey open structure and on this basis will not create impacts of building bulk on the adjoining property. This is confirmed by the R-Codes Explanatory Guidelines which indicates single storey buildings are usually not problematic in terms of impact on adjoining properties. The City did not receive any objections from the adjoining property to the setback proposed;
- As the carport is an open structure, it will not impact on the ability for the adjoining property to gain access to direct sun and ventilation to the building and open spaces; and
- The carport is not a habitable space and as such will not create any issues with regard to visual privacy or overlooking.

Setbacks of Garages and Carports

The proposal seeks approval for a 1 metre setback to the Coogee Street boundary in lieu of the minimum 3.4 metres required under the deemed-to-comply standards of Clause 5.2.1 of the R-Codes and Clause 5.7 of Policy No. 7.1.1.

The street setback of the proposed carport is considered to meet the corresponding design principles of the R-Codes and Policy No. 7.1.1 for the following reasons:

- The carport is fully open on the southern and northern boundary sides and open above 1.2 metres in height fronting the street. On this basis, clear sightlines will be maintained along the street;
- The door/gate to the carport is open above 1.2 metres in height and indicated to be 50 percent visually permeable. On this basis, the proposed carport will not obstruct views of the dwelling from the street or views of the street from the dwelling. A condition of approval is also recommended in order to ensure that the carport door is constructed no higher than the existing picket fence and to be a minimum of 50 percent visually permeable; and
- The carport is considered to preserve and enhance the visual character of the streetscape for the following reasons:
  - The carport is proposed to be constructed in materials which match those of the existing dwelling on the site;
  - Within the existing streetscape in close proximity to the subject site (consists of 33 dwellings) there are currently two carports and two garages located within the street setback area and one carport which is located behind the street setback area. The two carports located within the street setback area are the two adjoining properties to the north of the subject site. It is considered that on the basis of the existing carports and garages in close proximity to the subject, the addition of the proposed carport would not be inconsistent or detract from the existing streetscape; and
  - The existing street trees and vegetation within Coogee Street, are the dominating features of the streetscape and act as screening to parts of the development on properties along the street. The existing street tree located in the verge adjoining the subject site has a large, healthy leaf canopy and branch structure which will act as an element of screening of the proposed carport and remain the dominant feature of the property when viewing it from the street.

Vehicular Access

The proposal seeks access from Coogee Street in lieu of the rear right of way set as a deemed-to-comply standard under Clause 5.3.5 of the R-Codes.

The vehicular access from Coogee Street is considered to meet the corresponding design principles of the R-Codes for the following reasons:

- The location of the driveway, setback of the carport and proposed visually permeable carport door provides that there are adequate sightlines for cars exiting the property to ensure safety for pedestrians and vehicles;
- There are currently 11 dwellings of the 33 within immediate proximity to the subject site which gain access to their dwellings via a crossover on Coogee Street. It is considered that the addition of one more crossover with the minimum width of 3 metres where it meets the kerb will not create an increased impact on crossovers to the street; and
- As noted within the discussion for the Setbacks of Garages and Carports above, the existing street trees and vegetation within the street act as the dominating feature of the street and reduce the dominance of the crossovers and carports/garages on the streetscape.

#### Bullnose Awning

In addition to the proposed carport, the application is proposing the removal of an existing awning (approximately 0.5 metres deep and 3 metres wide) with a bullnose awning of 2.5 metres deep and 4.1 metres wide. The applicant has noted the reasons for removal of the existing awning and replacement with the bullnose awning as follows

- The existing awning is in a poor condition;
- The bullnose awning will match the house; and
- The bullnose awning will keep the weather off the existing lead light window and reduce the early morning sun penetrating through to the bedroom.

Policy No. 7.1.1 and the R-Codes permit the awning to project no more than 1 metre in to the street setback area provided that the total width of the projection does not exceed more than 20 percent of the frontage of the lot. On this basis, the awning is permitted to be setback a minimum of 5.8 metres from the street boundary provided it has a width of no more than 2.2 metres. The proposed awning is setback 5 metres from the street boundary with a width of 4.1 metres and as such does not meet the deemed-to-comply standards of Clause 5.1.2 of the R-Codes and Clause 5.2 of Policy No. 7.1.1. On this basis, the proposed setback of the bullnose awning is required to be considered against the corresponding design principles.

The proposed awning is not considered to meet the design principles of the R-Codes and Policy No. 7.1.1 for the following reasons:

- The proposed carport and bullnose awning will result in the removal of the existing tiled verandah roof and tiled awning located on the southern and northern side of the dwelling. These are considered to be significant design elements of the existing dwelling which contribute to the character of the established streetscape. In the SAT decision on the previous carport application for this site, the SAT noted that the removal of the existing awning over the window of the front room involves a removal of a design element which makes some contribution to the streetscape and cited this as one of the reasons for refusal;
- The materials used for the bullnose awning are not consistent with the materials of the existing dwelling or the dwellings of a similar type and character within the surrounding streetscape. As such, the bullnose awning is considered to detract from the character of both the dwelling and established streetscape; and
- The addition of both the bullnose awning and the proposed carport bring the street setbacks of the buildings to 1 metre and 5 metres in lieu of the 6.8 metre average that is maintained by the adjoining five dwellings. This creates an area of intrusion into the required street setback area of 36 square metres which is considered excessive. Should the existing tiled awning remain on-site, it will create a significant area of open space and landscaping adjoining the proposed carport which will reduce the scale and bulk of the development on the subject site as well maintaining a consistent street setback of the northern portion of the dwelling with the surrounding properties.

Administration agrees that the awning located on the northern side of the dwelling is a design feature that makes some contribution to the street and the removal and replacement of this awning with a larger bullnose awning that is not consistent with the character of the dwelling and intrudes into the only open space area in the front setback is not supported.

Verge Tree

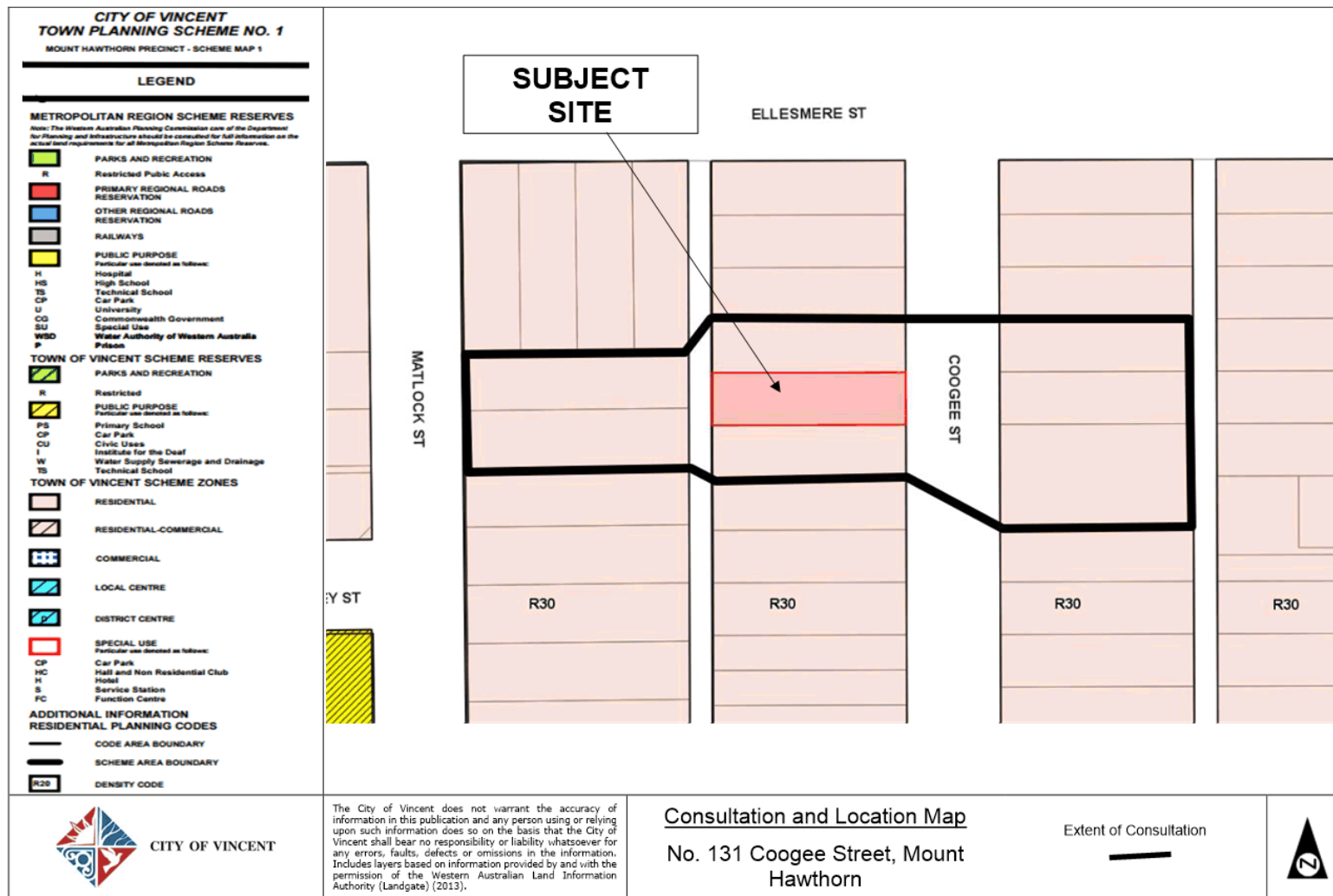
The refusal of the previous carport application was partly on the basis of the impact the proposed crossover would have on the health of the existing verge tree. The carport and crossover have been relocated as part of this application to the southern side of the lot. The crossover is now located 2.5 metres from the base of the existing verge tree. The City's Policy No. 2.2.4 – Verge Treatments, Plantings and Beautification, requires a minimum clearance of 0.5 metre to any existing tree in the verge and where an existing tree will be within 1.5 metres of a proposed crossover, advice shall be obtained on the future size of tree and the advisability of it being retained. On the basis of the above, the clearance of 2.5 metres between the proposed crossover and the base of the existing verge tree is considered sufficient to ensure the health of the tree.

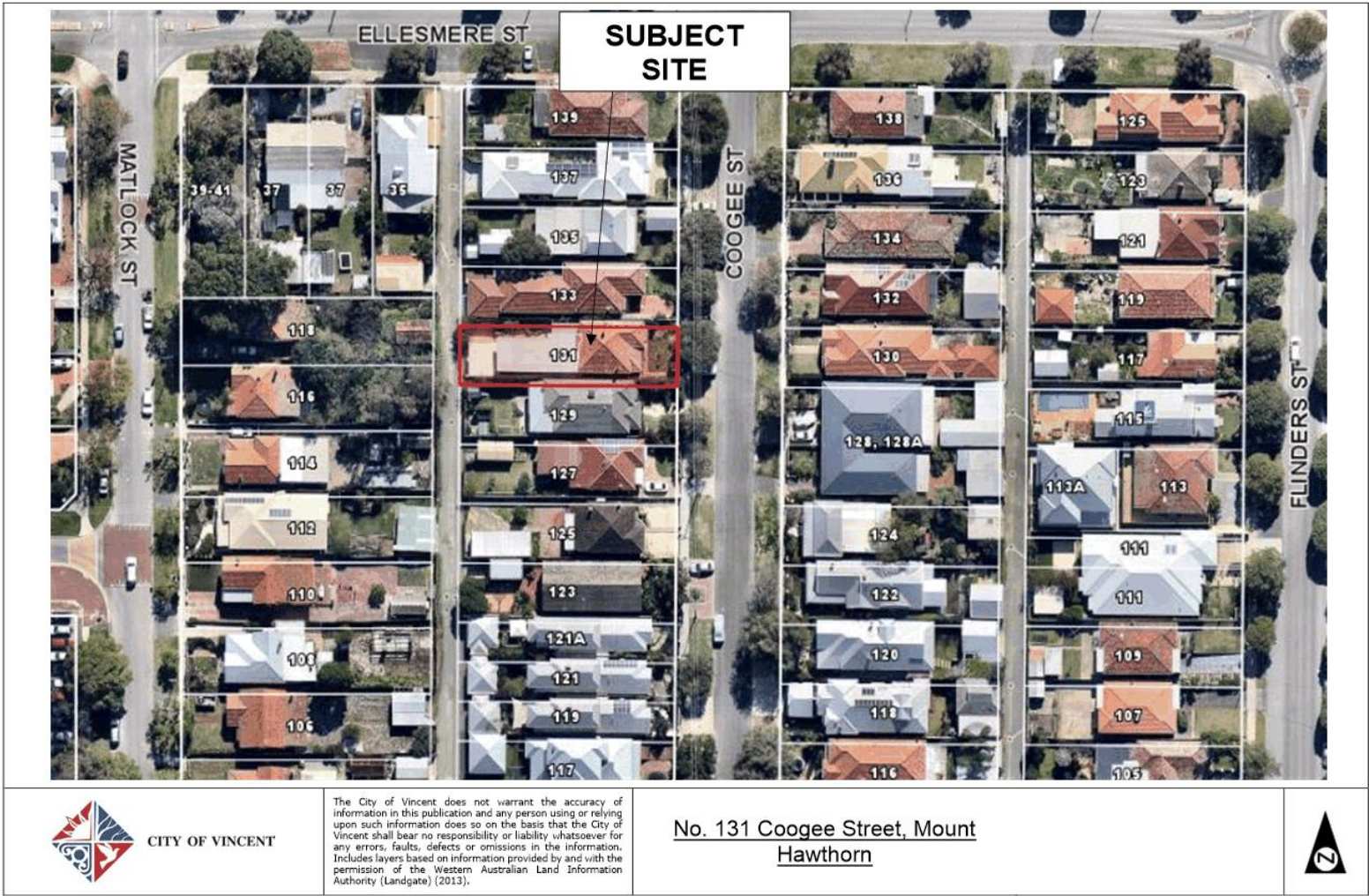
Conclusion

The proposal requires Council to exercise its discretion in relation to the lot boundary setbacks, setbacks of garages and carports and vehicular access with regard to the proposed carport addition, and street setbacks with regard to the proposed bullnose awning.

The proposed departures to the deemed to comply requirements of the R-Codes and Policy No. 7.1.1 in relation to the proposed carport are considered to provide minimal impact on the surrounding properties and streetscape and are considered to meet the corresponding design principles of the R-Codes and Policy No. 7.1.1, as discussed within the report. On this basis, it is recommended the proposed carport be approved subject to conditions.

The proposed departure to the deemed to comply requirements of the R-Codes and Policy No. 7.1.1 in relation to the street setback of the proposed bullnose awning is not considered to meet the corresponding design principles and will not positively contribute to the existing streetscape as discussed within the report. On this basis, the proposed bullnose awning is not supported and it is recommended that it not be included within the development approval for the subject development application.

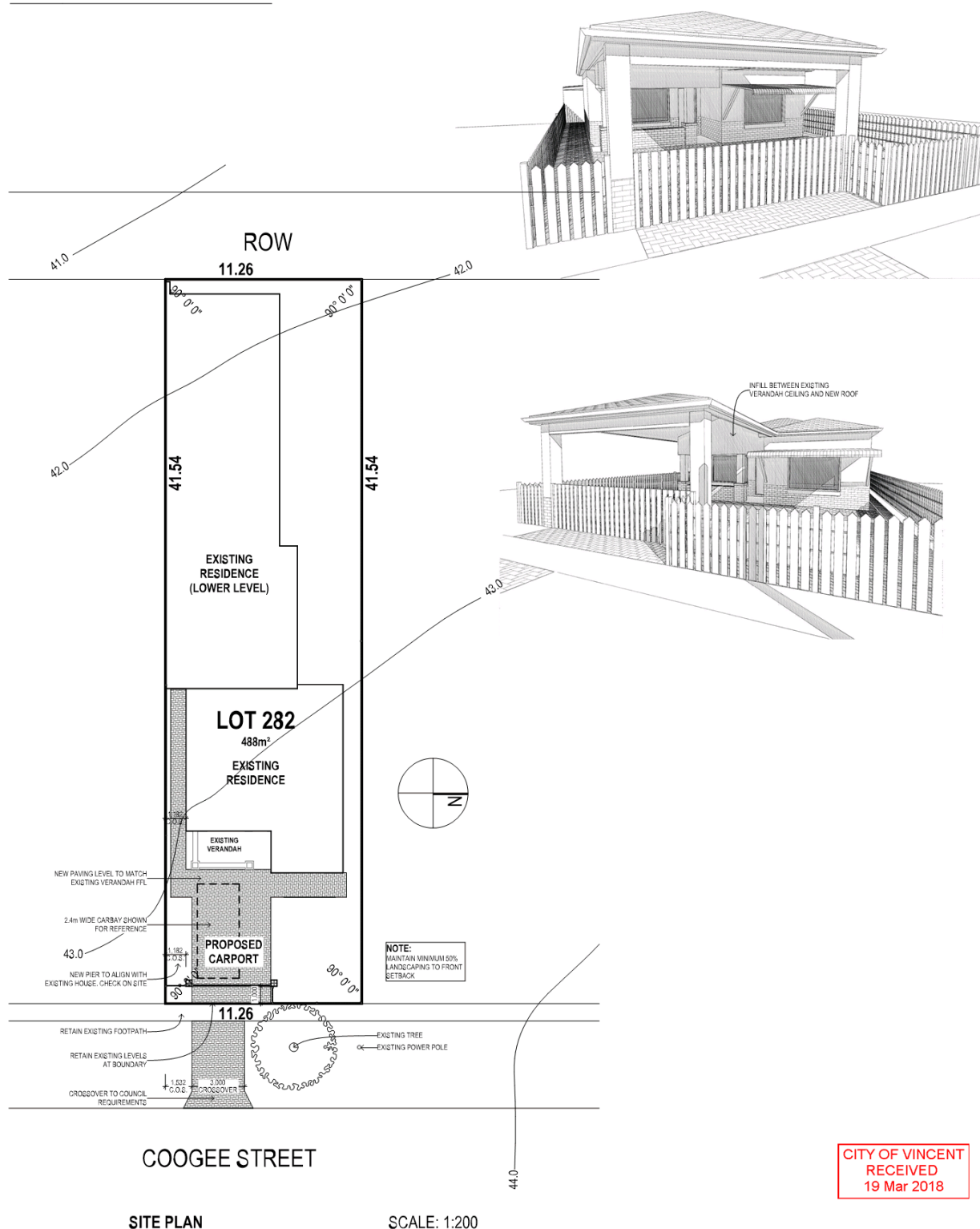






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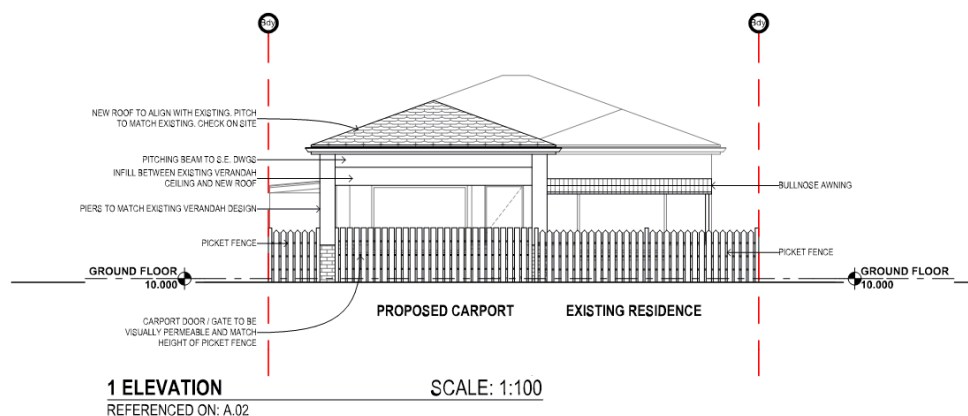
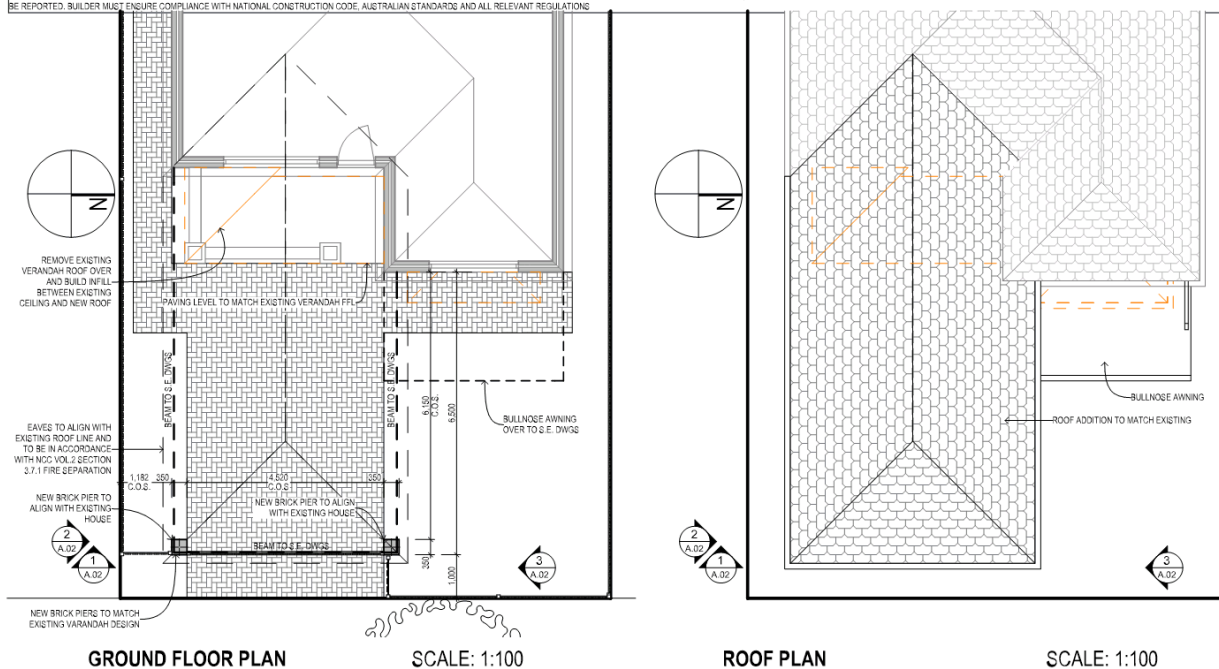
ID	NAME
A.01	SITE PLAN AND PERSPECTIVES
A.02	FLOOR PLAN ELEVATIONS



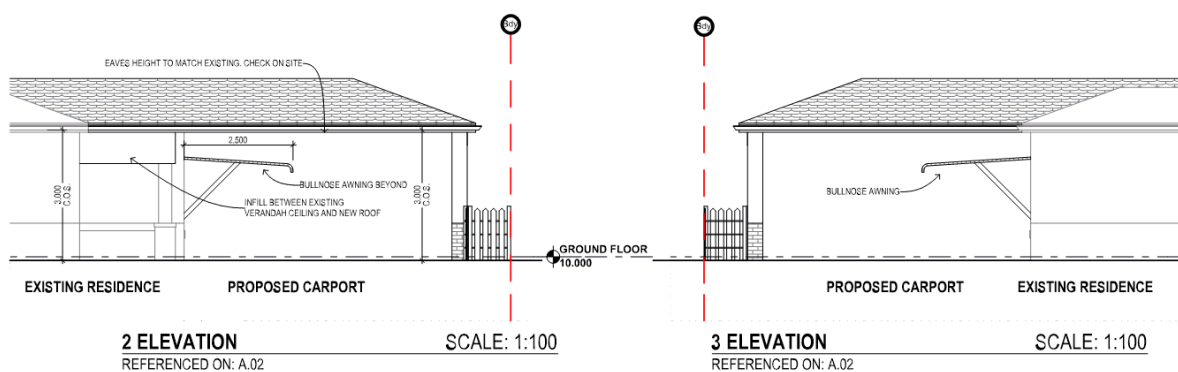
Project # <b>1608</b>	Project Name <b>MOUNT HAWTHORN CARPORT</b>	Project Status <b>PLANNING PERMIT</b>	Rev / Page ID / Name <b>D - A.01 - SITE PLAN AND PERSPECTIVES</b>	JC DESIGN AND DRAFTING 3 northwood street, west leederville
Project Address <b>LOT 282 (#131) COOGEE STREET MOUNT HAWTHORN, WA 6016</b>	Drawn by <b>JC</b>	Drawing scale @ A3 <b>1:200</b>	D CARPORT DOOR / GATE HEIGHT REDUCED. VERANDAH ROOF REMOVED	office: jcdrafting.com.au mobile: 0415 906 146
Local Authority: CITY OF VINCENT / Zoning: R30 / Wind Class: TBC	Plotted on 15/03/2018 at 2:01 PM		C REVISED PLANNING PERMIT	email: jakub@jcdrafting.com.au
			Rev Description	web: jcdrafting.com.au
				Date

File location: D:\Google Drive\Arch\CAD\PLN\1608 Mt Hawthorn Carport v19.pn

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CITY OF VINCENT  
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19 Mar 2018



Project # <b>1608</b>	Project Name <b>MOUNT HAWTHORN CARPORT</b>	Project Status <b>PLANNING PERMIT</b>	Rev / Page ID / Name <b>D - A.02 - FLOOR PLAN ELEVATIONS</b>	JC DESIGN AND DRAFTING 3 northwood street, west leederville
Project Address <b>LOT 282 (#131) COOGEE STREET MOUNT HAWTHORN, WA 6016</b>		Drawn by <b>JC</b>	D CARPORT DOOR / GATE HEIGHT REDUCED. VERANDAH ROOF REMOVED	office: jcdrafting.com.au mobile: 0415 906 146
Local Authority: CITY OF VINCENT / Zoning: R30 / Wind Class: TBC		Drawing scale @ A3 <b>1:100</b>	C REVISED PLANNING PERMIT	email: jakub@jcdrafting.com.au
		Plotted on 15/03/2018 at 2:01 PM	Rev Description	web: jcdrafting.com.au
				Date

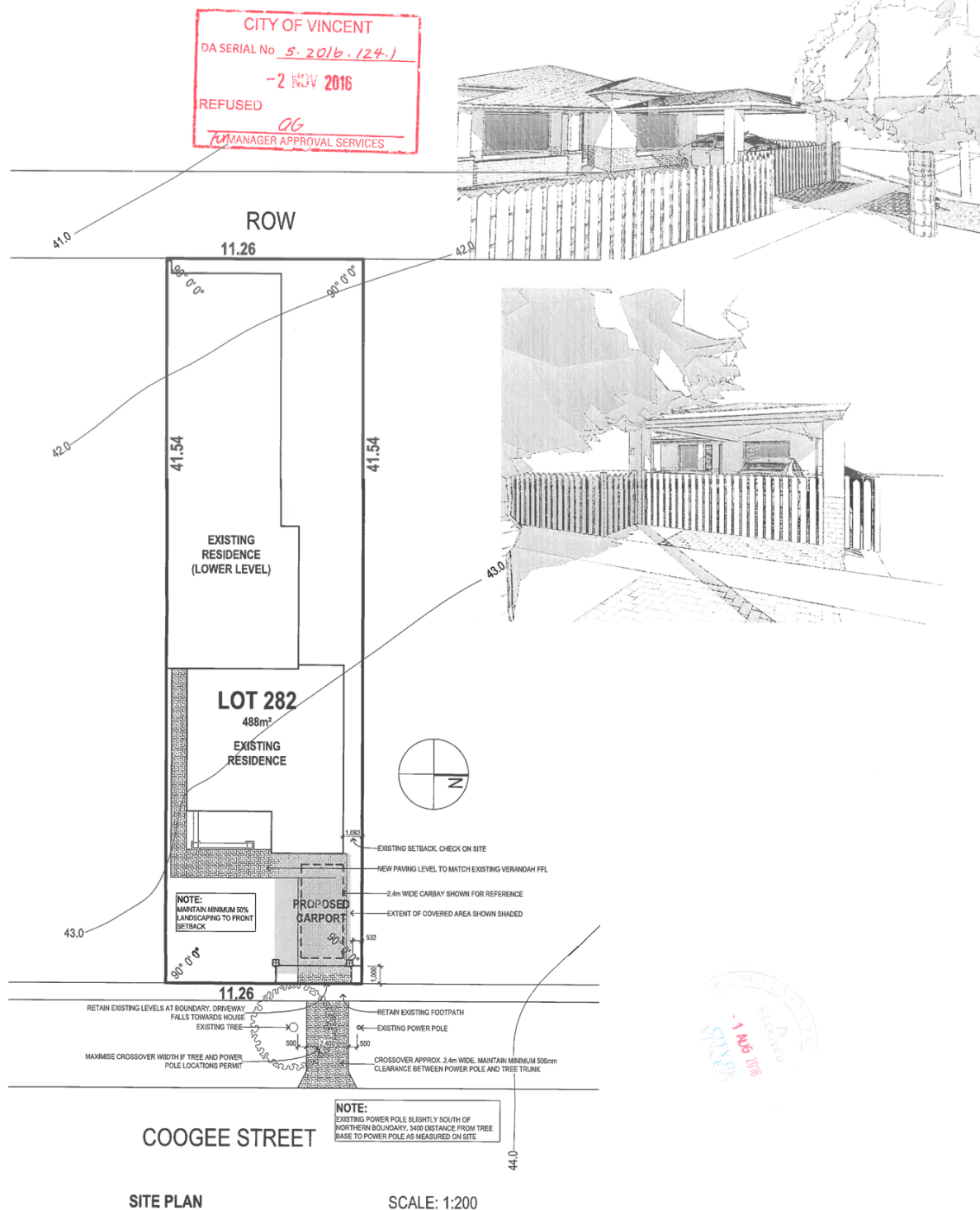
File location: D:\Google Drive\Arch\CAD\PLN\1608 Mt Hawthorn Carport v13.pn

**Determination Advice Notes:**

1. With reference to Condition 4, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.
2. All new crossovers to lots are subject to a separate application to be approved by the City. All new crossovers shall be constructed in accordance with the City's standard crossover specifications.
3. This is a development approval issued under the City of Vincent Town Planning Scheme No. 1 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
4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

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ID	NAME
A.01	SITE PLAN AND PERSPECTIVES
A.02	FLOOR PLAN ELEVATIONS



Project # <b>1608</b>	Project Name <b>MOUNT HAWTHORN CARPORT</b>	Project Status <b>PLANNING PERMIT</b>	Rev / Page ID / Name <b>B - A.01 - SITE PLAN AND PERSPECTIVES</b>	JC DESIGN AND DRAFTING 3 northwood street, west leederville
Project Address <b>LOT 282 (#131) COOGEE STREET MOUNT HAWTHORN, WA 6016</b>	Drawn by <b>JC</b>	Drawing scale @ A3 <b>1:200</b>	B   PLANNING AMENDMENT A   PLANNING PERMIT	office: jcdrafting.com.au mobile: 0415 906 146 email: jakulogkdrafting.com.au web: jcdrafting.com.au
Local Authority: CITY OF VINCENT / Zoning: R30 / Wind Class: TBC	Plotted on 1/08/2016 at 10:04 AM	Rev	Description	Date


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CITY OF VINCENT  
DA SERIAL No 5-2016-124-1  
-2 NOV 2016  
REFUSED  
Q6  
FOR MANAGER APPROVAL SERVICES

Architectural elevation drawing showing the existing residence and proposed carport. The drawing includes the following elements and notes:

- EXISTING RESIDENCE**: The existing structure on the left, featuring a gabled roof and a covered porch area.
- PROPOSED CARPORT**: The new structure on the right, featuring a flat roof and a covered area supported by piers.
- GROUND FLOOR**: Indicated by a dashed line at the base of the drawing, with a dimension of 10.000.
- ROOF SHOWN @ 15° PITCH**: Note indicating the roof pitch for the existing residence.
- KEEP RIDGE BELOW EXISTING EAVES. INCREASE ROOF PITCH IF POSSIBLE**: Note indicating the requirement for the proposed carport roof.
- APPROXIMATE CARPORT HEAD CLEARANCE**: Indicated by a dimension line showing a height of 2.25.
- PIERS TO MATCH EXISTING VERANDAH**: Note indicating the requirement for the carport piers.
- GROUND FLOOR 10.000**: Dimension indicating the ground floor level.
- VISUALLY PERMEABLE TILT OR ROLLER DOOR TO MATCH PICKET FENCE**: Note indicating the requirement for the carport door.
- 1 ELEVATION**: Label for the drawing.
- SCALE: 1:100**: Scale of the drawing.
- REFERENCED ON: A.02**: Reference to another drawing.

Project # <b>1608</b>	Project Name <b>MOUNT HAWTHORN CARPORT</b>	Project Status <b>PLANNING PERMIT</b>	Rev / Page ID / Name <b>B - A.02 - FLOOR PLAN ELEVATIONS</b>	<b>JC DESIGN AND DRAFTING</b> 3 northwood street, west leedsville 
Project Address <b>LOT 282 (#131) COOGEE STREET MOUNT HAWTHORN, VA 6016</b>	Drawn by <b>JC</b> Drawing scale @ A3 <b>1:100</b> Plotted on <b>10/08/2016 at 10:04 AM</b>	B PLANNING AMENDMENT A PLANNING PERMIT	10/08/2016 10/04/2016	
Local Authority: <b>CITY OF VINCENT / Zoning: R30 / Wind Class: TBC</b>		Rev Description Date	office: jcdrafting.com.au mobile: 0415 996 146 email: jakub@jcdrafting.com.au web: jcdrafting.com.au	

File location: D:\Projects\Arch\CAD\PLN\1608\_160801 ALTERNATIVE 3 v18.dwg






**9.6 NORTH PERTH TOWN CENTRE PARKING - SIX MONTH REVIEW OF PARKING RESTRICTIONS**

**TRIM Ref:** D18/4347

**Author:** Stephen Schreck, Strategic Planning Officer

**Authoriser:** John Corbellini, Director Development Services

**Attachments:**

1. Attachment 1 - Map of Existing Parking Restrictions in the North Perth Town Centre [↓](#) 
2. Attachment 2 - North Perth Town Centre Parking Occupancy Survey Results [↓](#) 
3. Attachment 3 - Summary of Community Feedback [↓](#) 
4. Attachment 4 - Existing and Proposed Pansy Street Car Park & Pansy Street Parking Restrictions [↓](#) 
5. Attachment 5 - Existing and Proposed Vine Street Parking Restrictions [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **ADVERTISES** for the purpose of community consultation for a period of 21 days the following proposed parking restrictions:
  - 1.1 **2P 8:00am – 6:00pm Monday – Friday in the Pansy Street Car Park and on Pansy Street, North Perth, as shown in Attachment 4; and**
  - 1.2 **2P 8:00am – 6:00pm Monday – Friday on Vine Street, North Perth, as shown in Attachment 5; and**
2. **NOTES:**
  - 2.1 **The results of the parking occupancy survey as shown in Attachment 2; and**
  - 2.2 **The community feedback received since the implementation of the North Perth Town Centre Parking Restrictions and Administration's comments on this feedback, as shown in Attachment 3.**

**PURPOSE OF REPORT:**

To consider the six month review of the parking restrictions in the North Perth Town Centre and to consider adopting modifications to existing parking restrictions within the original survey area as a result of the review and introduce new parking restrictions to streets outside the original survey area for the purpose of advertising for public comment.

**BACKGROUND:**

Council adopted a set of new parking restrictions for the North Perth Town Centre at its meeting on 7 March 2017 (Item 9.1.5). A map of the adopted parking restrictions that are currently in effect is included as **Attachment 1**. The parking restriction signage and line marking was installed during May and June 2017. The City observed a transition period for the parking restrictions in June 2017 and commenced enforcement of the parking restrictions on 1 July 2017.

As part of the approval of the parking restrictions, Council requested that the City undertake a review of the parking occupancy rates in the area within six months of the introduction of the changes and present a report back on the results of this review along with any recommended changes to the parking restrictions. The purpose of this review was to ensure that the parking restrictions are functioning correctly and to assist the City with any future decisions on parking restrictions within North Perth.



The City undertook parking occupancy surveys between 6 December and 9 December 2017 at 9:00am-11:00am, 12:00pm-2:00pm, 3:00pm-5:00pm and 6:00pm-8:00pm, on Wednesday, Friday and Saturday. These survey times were chosen to replicate the initial parking occupancy survey conducted in February and March 2016 and ensure the City is using a consistent data set for comparison. An additional time period of 6:00pm-8:00pm was added to this round of surveys in the original town centre survey area in response to local business concerns that the night time economy was not represented in the 2016 surveys.

The City also received feedback from residents and businesses outside the original town centre survey area identifying issues with parking on Alma Road, Forrest Street, Norfolk Street, Pansy Street, Pansy Street Car Park and Wasley Street. The City conducted further surveys on these streets between 17 February and 23 February 2018 at 9:00am-11:00am, 12:00pm-2:00pm and 3:00pm-5:00pm on Wednesday, Friday and Saturday.

#### **DETAILS:**

There were six key findings from the six month review, including from the results of the parking surveys and the feedback from residents, which are summarised below. A full copy of the survey results is included as **Attachment 2** and a summary of the feedback from residents and Administration's response is included as **Attachment 3**.

#### 1. Overall Result

The 2017 survey results show that since the implementation of the parking restrictions peak parking occupancy across the majority of streets in North Perth has decreased. This indicates that the new parking restrictions have been successful in managing parking throughout the North Perth town centre.

The surveys demonstrated that the number of streets recording a peak occupancy of greater than 85 percent reduced from eight to two. The peak occupancy in the View Street car park fell from 100 percent to 73 percent and the peak occupancy in the Wasley Street car park fell from 98 percent to 76 percent.

It is noted that Albert Street and Peach Street demonstrated a peak occupancy of 100 percent due to a once off local event at the North Perth Primary School on the Friday of the 2017 survey. All other streets and car parks in the 2017 survey area demonstrated peak occupancy within the acceptable rate between of 45 percent and 85 percent.

#### 2. Evening Parking

The 6:00pm-8:00pm survey period (only done in 2017) demonstrated that the average occupancy for all streets and car parks was 34 percent. Nine streets demonstrated peak occupancy at this time, however this peak occupancy was below 50 percent in all instances which is not high enough to warrant changes to the parking restrictions. The survey demonstrates that there is adequate available parking in the town centre after 6:00pm.

#### 3. Pansy Street

The City received feedback regarding the Pansy Street Car Park and Pansy Street on street parking, which is currently unrestricted. The feedback indicated that since North Perth parking restrictions were implemented parking on Pansy Street and in the Pansy Street Car Park has become fully occupied all day, limiting the use of the bays for surrounding residents and businesses. The feedback also expressed that there were a number of vehicles that use laneways to access Charles Street, which further increased the amount of traffic in Pansy Street.

The City's parking surveys of the Pansy Street Car Park and Pansy Street on street parking showed that Pansy Street Car Park had an average occupancy of 54 percent and a peak occupancy of 100 percent. Pansy Street on street parking demonstrated an average occupancy of 60 percent and a peak occupancy of 100 percent. Both the Pansy Street Car Park and Pansy Street demonstrated peak occupancies on Friday 23 February 2018 at 9:00-11:00am and 12:00-2:00pm. Pansy Street also demonstrated a peak occupancy of 100 percent on Friday 23 February 2018 at 3:00-5:00pm.

The City's Parking Category Matrix recommends that, where peak parking occupancy is greater than 85 percent and within a town centre environment, a mix of paid parking, 15 minute, 30 minute and one hour parking should be implemented. Pansy Street and Pansy Street Car Park are both located outside



of the main core of the Town Centre and given the nearby restrictions the above options are considered too stringent in this context. It is proposed that Pansy Street and Pansy Street Car Park be advertised with a two hour parking restriction, between 8:00am and 6:00pm Monday to Friday, as shown in **Attachment 4**.

#### 4. Vine Street

Vine Street between Albert Street and Angove Street was implemented as 'No Parking' on the western side and five hour parking on the eastern side. Since implementation of the parking restrictions, a number of comments have been received from residents on the street requesting the adopted parking restrictions be swapped so that 'No Parking' is on the eastern side and five hour parking is on the western side. The residents explained that several properties on the western side of the street do not have access to off street parking and rely on the on street parking outside their homes for their private vehicles. As a result the residents preferred the have parking permitted on this western side and for the 'No Parking' restrictions to be located on the eastern side of Vine Street. One resident was also concerned that parking on the north-western portion of the street was unsafe as cars access Angove Street or turn into Vine Street from Angove Street.

The City understands the issues raised in the feedback received as it may be appropriate to maintain available car parking for residents on the western side adjacent to their properties and may reduce the risk of conflicts with cars turning into Vine Street. It is proposed that Vine Street, between Albert Street and Angove Street, be advertised with a five hour parking restriction for the western side of the street and 'No Parking' for the eastern side of the street, between 8:00am and 6:00pm Monday to Friday, as shown in **Attachment 5**.

#### 5. Alma Road, Forrest Street, Norfolk Street and Wasley Street

A submission was received from a resident of Alma Road between Norfolk Street and William Street explaining that the parking restrictions that had recently been implemented omitted the section between Norfolk Street and William Street. The submitter explained that, as this section is unrestricted, a number of vehicles have begun parking on Alma Road. The submitter has requested that parking restrictions be implemented on Alma Road between Norfolk Street and William Street. This section of Alma Road was located outside of the original 2016 survey area and, as a result, parking occupancy data was not recorded during this survey. Surveys undertaken by the City demonstrated that this section of Alma Road recorded an average occupancy of 13 percent and a peak occupancy of 20 percent.

The City received two comments regarding parking on Norfolk Street explaining that, since the implementation of the parking restrictions west of Norfolk Street, the number of vehicles parking on Norfolk Street had increased and were beginning to create issues relating to entering and exiting side streets. Both the comments requested that parking restrictions be introduced on Norfolk Street. Norfolk Street is located outside of the original 2016 survey area and, as a result, parking occupancy data was not recorded during this survey. Surveys undertaken by the City demonstrated that this section of Norfolk Street recorded an average occupancy of 13 percent and a peak occupancy of 20 percent.

The City also received feedback from a community member regarding parking on Wasley Street, east of Norfolk Street. The feedback explained that cars had been parking on both sides of the road which makes it difficult for traffic to travel through. A request was received to implement 'No Parking' on one side of the street to allow vehicles to pass each other safely. Surveys undertaken by the City demonstrated that this section of Wasley Street recorded an average occupancy of 16 percent and a peak occupancy of 25 percent. Further analysis also identified that Wasley Street demonstrated a width of 8 metres with minimal crossovers in the northern section.

The City did not receive any feedback from the community regarding Forrest Street, however given its location in between Both Alma Road and Wasley Street it was seen as appropriate to survey Forrest Street to ensure there was not an anomaly occurring. The surveys demonstrated that all three streets were consistent, with Forrest Street demonstrating an average occupancy of 15 percent and a peak occupancy of 25 percent.

All four of the streets listed above demonstrated average occupancies of 15 percent or less and peak occupancies of 25 percent or less. The City's Category Matrix demonstrates where peak parking occupancy is less than 60 percent no parking restrictions should be implemented. All of those street are considered to have currently low enough parking rates to support parking on both sides of the

road. Given the above it is not recommended that parking restrictions be introduced on Alma Road, Forrest Street, Norfolk Street or Wasley Street at this stage.

#### 6. Local Employee Parking

The City received feedback from a local business owner explaining that the recently implemented parking restrictions were not providing parking suited to the needs of local businesses and their employees. The business owner recommended that free commercial parking permits should be provided to allow local businesses and employees to continue to work and operate within the North Perth Town Centre.

Council resolved to adopt five hour parking restrictions on streets located further from the town centre to allow for some limited employee parking while discouraging long stay employee and commuter parking for those seeking to access local bus routes to the CBD. The City also has commercial parking permits available for purchase in accordance with the City's Policy No. 3.9.3 – Parking Permits to allow employee parking to occur in appropriate locations. In conducting the six month review, the City considered the cost and availability of commercial parking permits to be appropriate to meet the needs of local businesses given the availability of alternative transport modes for local employees to access the North Perth Town Centre. On this basis it is not recommended that free commercial parking permits be provided to businesses.

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

No formal consultation was undertaken during the six months since implementation, however the City received eight comments from the local community. A summary of these comments and the City's response is included as **Attachment 3**.

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

- *Local Government Act 1995;*
- *City of Vincent Parking and Parking Facilities Local Law 2007; and*
- *Town of Vincent – Car Parking Strategy 2010.*

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

Nil.

#### **STRATEGIC IMPLICATIONS:**

The City of Vincent Corporate Business Plan 2016/2017 – 2019/2020 states:

*“8. Creating Liveable Neighbourhoods*

*8.4 Prepare a Transport Strategy and Implement the North Perth Parking Study.”*

The City's Strategic Plan 2013 – 2023 states:

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

The City's Car Parking Strategy 2010 states:

*“Objective 7*

- *Ensure sufficient parking supply to support prosperous and vibrant commercial and high activity centres; and*
- *Ensure parking space availability is managed according to the varying needs of businesses, customers and commuters.”*

#### **SUSTAINABILITY IMPLICATIONS:**

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

*"1.13 Employ a demand management approach to car parking within the City to encourage the use of alternative transport modes."*

**FINANCIAL/BUDGET IMPLICATIONS:**

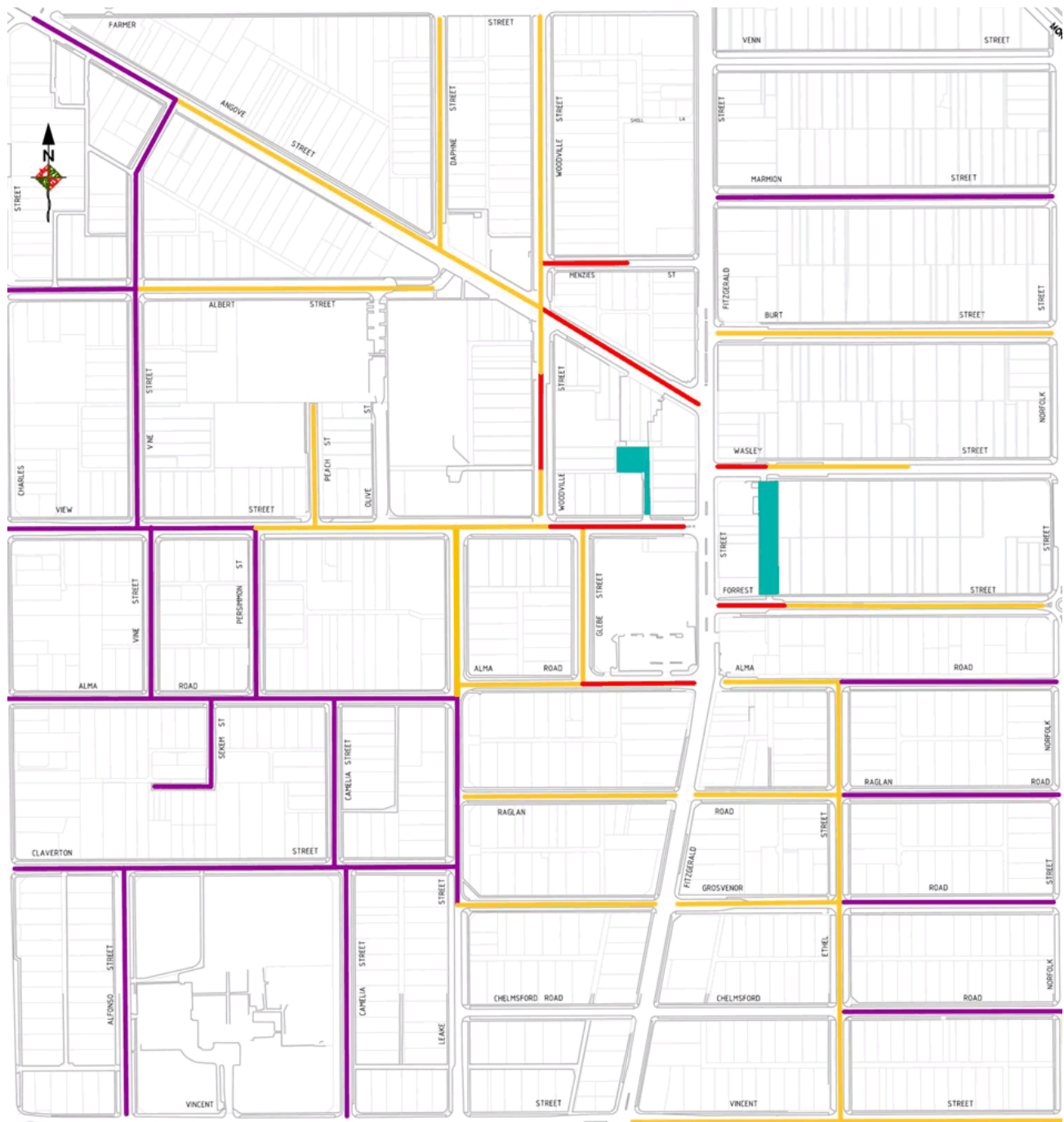
The costs associated with advertising the proposed parking restrictions will be met by the City's existing operational budget.

**COMMENTS:**

The town centre parking occupancy surveys showed that the majority of streets demonstrated a reduction in the peak occupancy following the implementation of the parking restrictions. As a result, it is considered that the parking restrictions are successfully managing parking supply and demand in the town centre.

The City received comments from local businesses and residents regarding a number of streets within and outside of the study area. It is recommended that Council advertises proposed parking restrictions on Pansy Street and the Pansy Street Car Park and modified parking restrictions on a portion of Vine Street, as shown in **Attachment 4** and **Attachment 5** respectively, for the purpose of advertising for public comment. Following advertising of the proposed parking restrictions the results of the public consultation will be presented back to Council for consideration.

It is acknowledged that parking use and demand continuously evolves over time, so the City must monitor parking occupancy to ensure that restrictions are working effectively. Administration will include a project for Council to consider as part of the 2018/19 – 2022/23 Corporate Business Plan and 2018/19 Budget to periodically survey car parking in North Perth and across the City.



## LEGEND

- 1P OR LESS
- 2P & 3P
- 5P
- NO CHANGE
- PAID

VIEW STREET CARPARK	UNRESTRICTED (\$2.60P/H, \$14.60 PER DAY)
WASLEY STREET CARPARK	UNRESTRICTED (\$2.60P/H, \$14.60 PER DAY)
ALMA ROAD	1P 8am-6pm MON-SAT
ANGOVE STREET	1P 8am-6pm MON-SAT
	1/2P 8am-6pm MON-SAT
	1/4P ALL TIMES
FORREST STREET	1P 8am-6pm MON-SAT
MENZIES STREET	1P 8am-6pm MON-SAT
VIEW STREET	1P 8am-6pm MON-SAT
	1/4P ALL TIMES
WASLEY STREET	1P 8am-6pm MON-SAT
	1/4P ALL TIMES
WOODVILLE STREET	1P 8am-6pm MON-SAT
	1/4P ALL TIMES

ALBERT STREET CARPARK	3P 8am-6pm MON-SAT
ALBERT STREET	3P 8am-6pm MON-FRI
ALMA ROAD	3P 8am-6pm MON-FRI
ANGOVE STREET	3P 8am-6pm MON-FRI
BURT STREET	3P 8am-6pm MON-FRI
DAPHNE STREET	3P 8am-6pm MON-FRI
ETHEL STREET	3P 8am-6pm MON-FRI
FORREST STREET	3P 8am-6pm MON-FRI
GLEBE STREET	3P 8am-6pm MON-FRI
GROSVENOR ROAD	3P 8am-6pm MON-FRI
NORFOLK STREET	3P 8am-6pm MON-FRI
PEACH STREET	3P 8am-6pm MON-FRI
RAGLAN ROAD	3P 8am-6pm MON-FRI
VINCENT STREET	3P 8am-6pm MON-FRI
WOODVILLE STREET	3P 8am-6pm MON-FRI
	NO STOPPING

ALBERT STREET	5P 8am-6pm MON-FRI
ALFONSO STREET	5P 8am-6pm MON-FRI
ALMA ROAD	5P 8am-6pm MON-FRI
ANGOVE STREET	5P 8am-6pm MON-FRI
CAMELIA STREET	5P 8am-6pm MON-FRI
CHELMFORD ROAD	5P 8am-6pm MON-FRI
CLAVERTON STREET	5P 8am-6pm MON-FRI
GROSVENOR ROAD	5P 8am-6pm MON-FRI
LEAKE STREET	5P 8am-6pm MON-FRI
MARMION STREET	5P 8am-6pm MON-FRI
PERSIMMON STREET	5P 8am-6pm MON-FRI
RAGLAN ROAD	5P 8am-6pm MON-FRI
SEKEM STREET	5P 8am-6pm MON-FRI
VIEW STREET	5P 8am-6pm MON-FRI
VINE STREET	5P 8am-6pm MON-FRI

CHARLES STREET	UNRESTRICTED
CHELMFORD ROAD	2P 8am-6pm MON-FRI
	RESIDENT ONLY
	5-9am & 3-5pm
	2P AT ALL OTHER TIMES
FARMER STREET	UNRESTRICTED
FITZGERALD STREET	UNRESTRICTED
	2P 8am-6pm MON-FRI
	1P 9am-5.30pm MON-FRI
	8-12noon SAT
	5 MIN ALL TIMES
	15 MIN ALL TIMES
	1P PAID 8-MIDNIGHT
	1P PAID 8am-6pm MON-SAT
LEAKE STREET	RESIDENT ONLY
	5-9am & 3-5pm
	2P AT ALL OTHER TIMES
MENZIES STREET	NO STOPPING
NORFOLK STREET	UNRESTRICTED
OLIVE STREET	2P 9.30am-2.30pm MON-FRI
	1/2P 8-9.30am MON-FRI
	10min 8-9.30am & 2.30-4pm MON-FRI
	3P 8am-6pm MON-FRI
VINCENT STREET	UNRESTRICTED
WASLEY STREET	RESIDENT ONLY AT ALL TIMES



CITY OF VINCENT

NORTH PERTH REVISED PARKING RESTRICTIONS

**Survey Results by Street**

The following table shows the peak and average occupancy of both the 2016 and 2017 surveys. The date and time that each of the peak occupancies were reached for both survey periods are also shown in the table below.

Street	2016 Occupancy (%)		Date & Time Peak Parking Reached	2017 Occupancy (%)		Date & Time Peak Parking Reached
	Peak	Ave		Peak	Ave	
<b>Albert Street</b>	78	40	9-11am Fri 26/2	100	51	9-11am Wed 6/12
<b>Alfonso Street</b>	43	32	12-2 pm Fri 12/2, 12-2 pm Sat 13/2, 9-11 am Fri 19/2, 12-2 pm Wed 24/2, 12-2 pm Fri 26/2	43	26	6-8pm Sat 9/12
<b>Alma Road</b>	60	43	12-2 pm Sat 6/2	61	49	9-11am Sat 9/12
<b>Angove Street</b>	72	56	9-11 am Sat 27/2	70	58	9-11am Wed 6/12 12-2pm Wed 6/12 9-11am Sat 9/12
<b>Burt Street</b>	74	57	12-2 pm Wed 24/2	55	34	12-2pm Sat 9/12
<b>Camelia Street</b>	58	44	9-11 am Wed 17/2	44	31	9-11am Fri 8/12
<b>Chelmsford Road</b>	70	49	9-11 am Fri 12/2	61	51	6-8pm Fri 8/12

Street	2016 Occupancy (%)		Date & Time Peak Parking Reached	2017 Occupancy (%)		Date & Time Peak Parking Reached
	Peak	Ave		Peak	Ave	
Claverton Street	15	3	9–11 am Sat 6/2	8	5	9-11am Wed 6/12 12-2pm Wed 6/12
Daphne Street	71	45	9–11 am Wed 10/2	63	41	12-2pm Sat 9/12
Ethel Street	100	16	12–2 pm Fri 12/2	12	8	6-8pm Wed 6/12 3-5pm Fri 8/12 9-11am Sat 9/12
Fitzgerald Street	85	35	12–2 pm Sat 20/2	55	29	12-2pm Sat 9/12
Forrest Street	47	20	9–11 am Sat 6/2	44	27	12-2pm Sat 9/12
Glebe Street	100	82	9–11 am Fri 12/2, 9–11 am Wed 17/2, 12-2 pm Wed 17/2 9–11 am Fri 19/2	84	47	9-11am Sat 9/12
Grosvenor Road	51	29	12–2 pm Fri 12/2	32	23	9-11am Fri 8/12 12-2pm Fri 8/12
Leake Street	51	29	3–5 pm Sat 13/2	22	13	12-2pm Wed 6/12
Marmion Street	20	4	9–11 am Fri 19/2	28	11	12-2pm Fri 8/12

Street	2016 Occupancy (%)		Date & Time Peak Parking Reached	2017 Occupancy (%)		Date & Time Peak Parking Reached
	Peak	Ave		Peak	Ave	
Menzies Street	100	68	12–2 pm Fri 12/2, 9–11 am Wed 24/2	79	53	9–11am Fri 8/12 9–11am Sat 9/12 3–5pm Sat 9/12
Olive Street	49	20	12–2 pm Wed 24/2	64	20	6–8pm Fri 8/12
Peach Street	90	52	3–5 pm Fri 12/2, 9–11 am Wed 17/2	100	33	6–8pm Fri 8/12
Persimmon Street	47	16	3–5 pm Wed 2/3	60	36	6–8pm Wed 6/12
Raglan Road	46	34	12–2 pm Wed 10/2	46	36	6–8pm Wed 6/12
Sekem Street	93	40	9–11 am Sat 6/2	73	48	6–8pm Sat 9/12
View Street	90	58	12–2 pm Fri 19/2	62	55	9–11am Wed 6/12 12–2pm Fri 8/12
Vine Street	52	30	3–5 pm Sat 13/2, 12–2 pm Sat 20/2	35	22	6–8pm Wed 6/12
Wasley Street	72	48	12–2 pm Fri 19/2	70	51	12–2pm Wed 6/12
Woodville Street	99	58	12–2 pm Wed 17/2	61	40	9–11am Wed 6/12



**Survey Results by Car Park**

The following table shows the peak and average occupancy of both the 2016 and 2017 surveys. The date and time that each of the peak occupancies were reached for both survey periods are also shown in the table below.

Car Park	2016 Occupancy (%)		Date & time Peak Parking Reached	2017 Occupancy (%)		Date & time Peak Parking Reached
	Peak	Ave				
View Street	100	69	9–11 am Wed 24/2	73	50	9-11am Wed 6/12
Wasley Street	98	77	9–11 am Sat 27/2	76	41	3-5pm Fri 8/12

**2018 Survey Results by Street (Outside original Survey Area)**

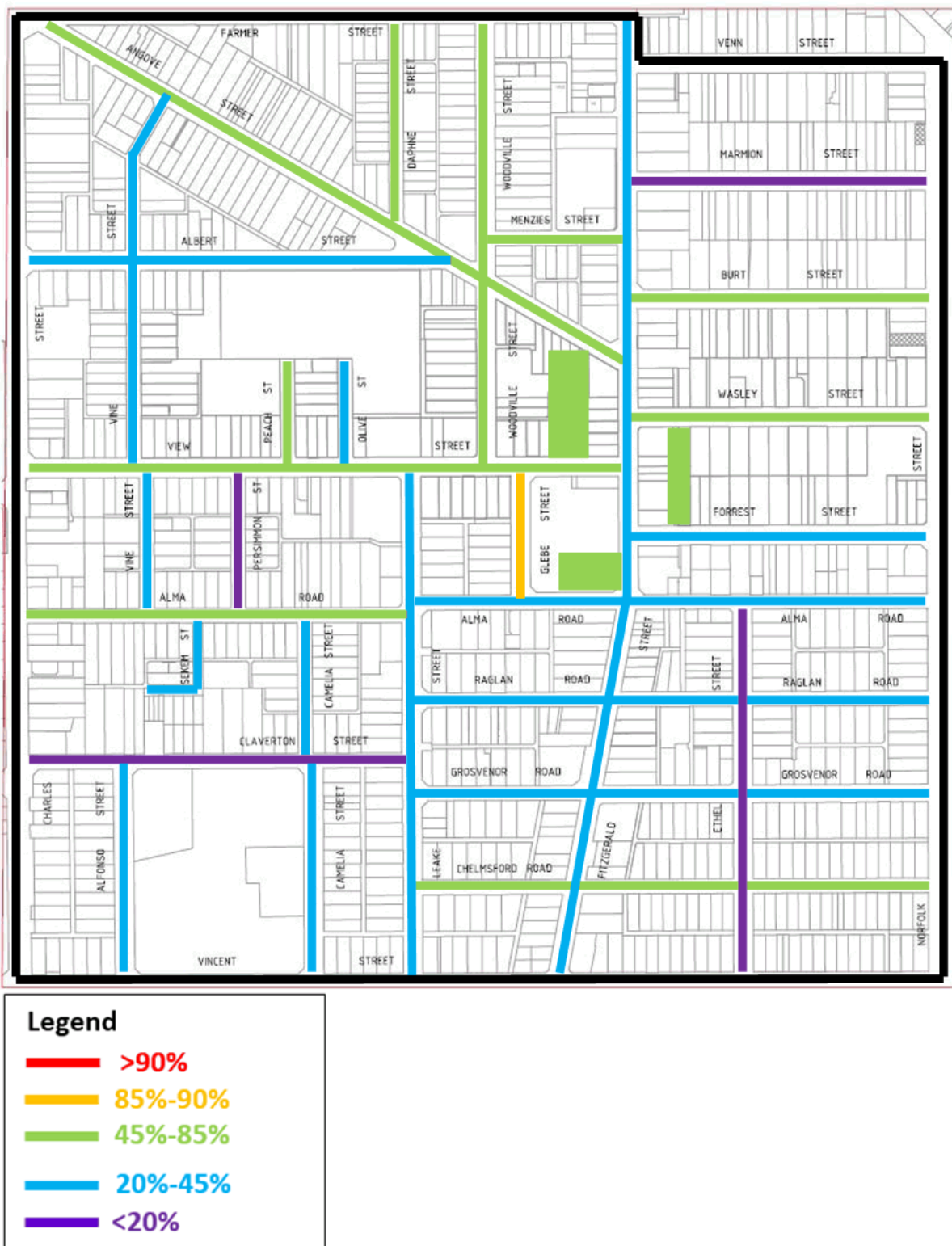
The following table shows the peak and average occupancy of the 2018 surveys undertaken for the streets the City received feedback from the local community for during the six month review period. The date and time that each of the peak occupancies were reached for both survey periods are also shown in the table below.

Car Park	2018 Occupancy (%)		Date & time Peak Parking Reached
	Peak	Ave	
Alma Road	20	13	All time Periods Saturday 17/2 3-5pm Wed 21/2 9-11am Fri 23/2
Forrest Street	25	15	9-11am Fri 23/2
Norfolk Street	20	13	9-11am Sat 17/2 12-2pm Sat 17/2 All time periods Wed 21/2 12-2pm Fri 23/2

<b>Pansy Street</b>	100	60	All time Periods Fri 23/2
<b>Pansy Street Car Park</b>	100	54	9-11am Fri 23/2 12-2pm Fri 23/2
<b>Wasley Street</b>	25	16	9-11am Sat 17/2 3-5pm Sat 17/2 3-5pm Wed 21/2 9-11am Fri 23/2

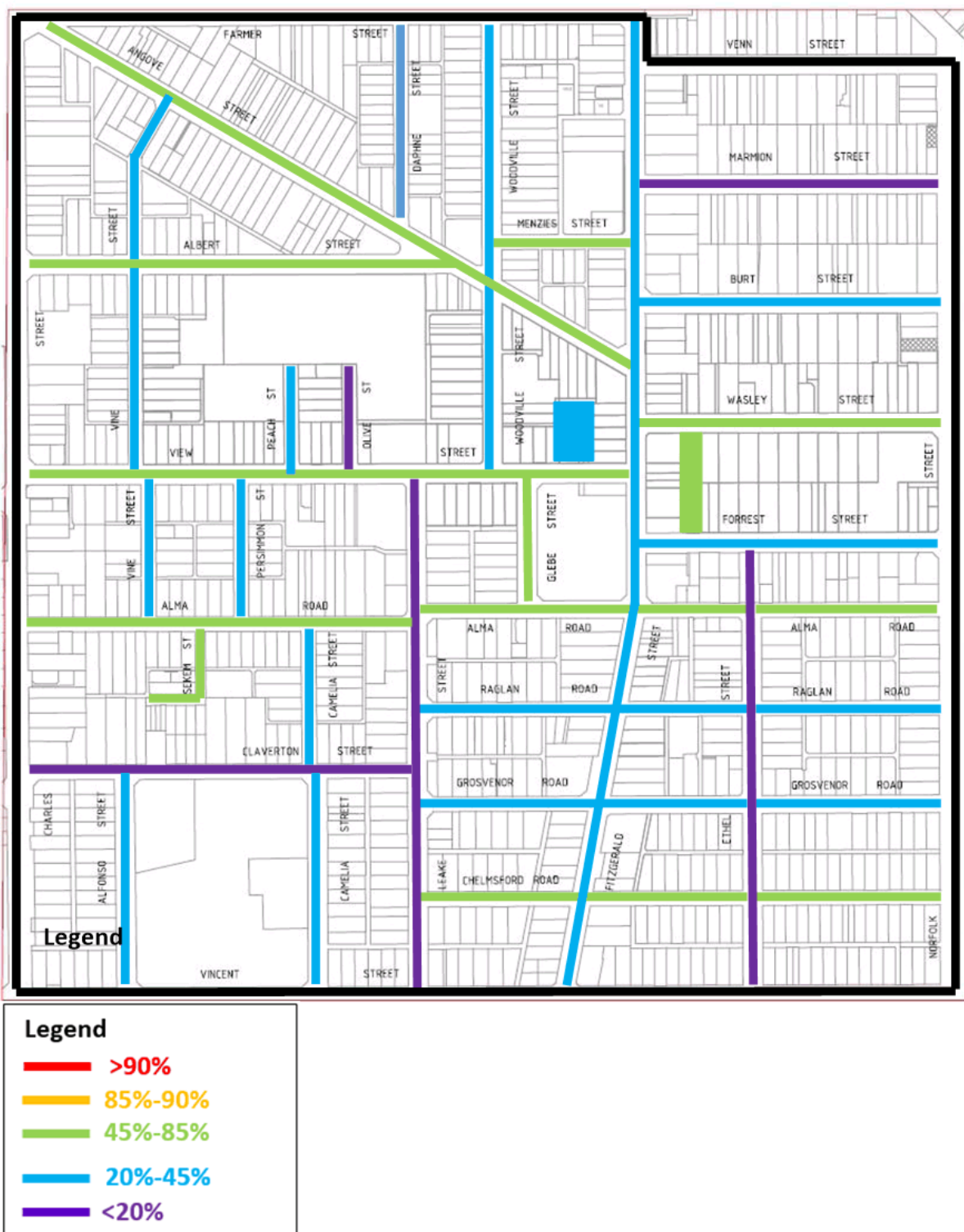
### 2016 Average Occupancy

The map below shows the average occupancies shown in the 2016 occupancy surveys.



### 2017 Average Occupancy

The map below shows the average occupancies shown in the 2017 occupancy surveys.



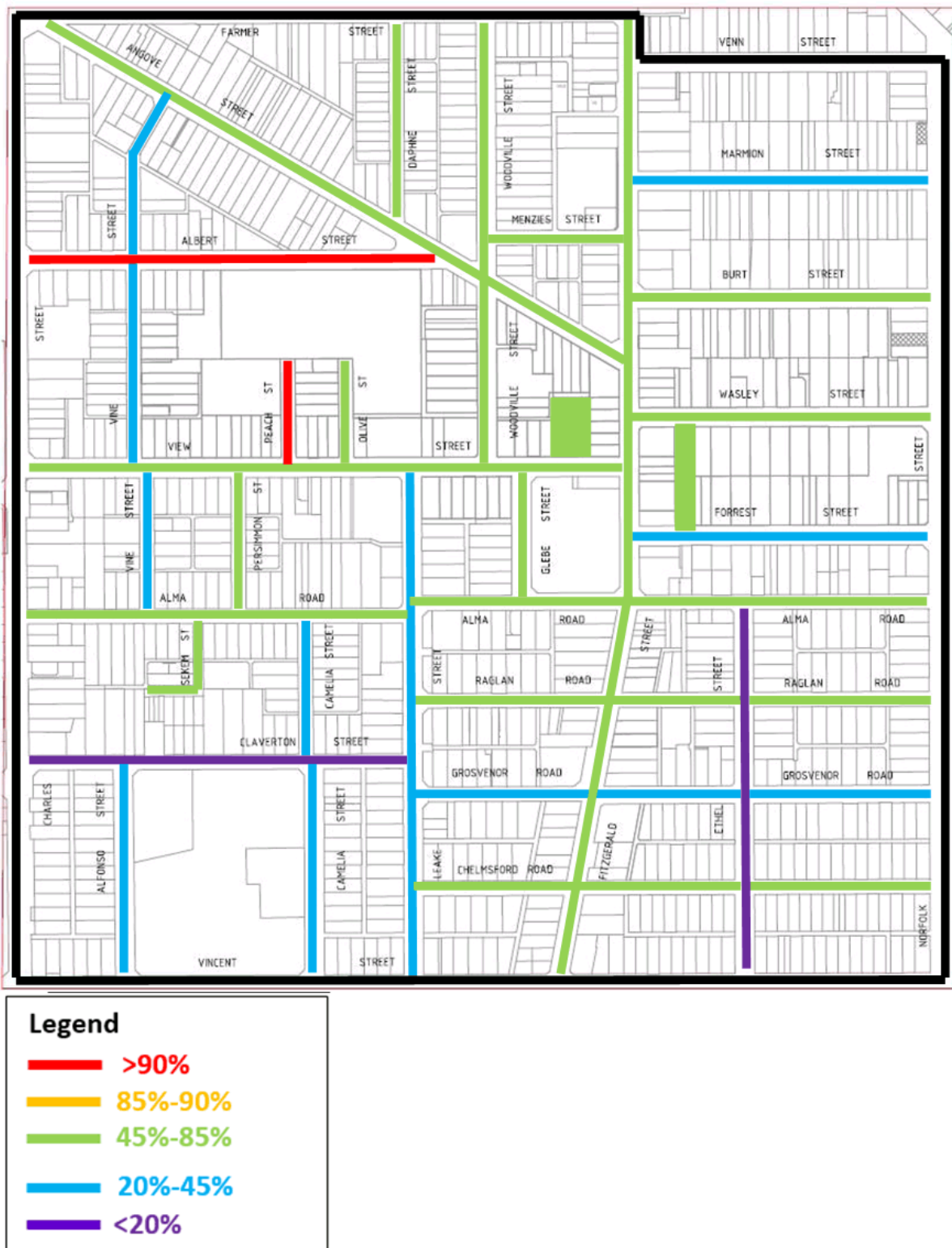
### 2016 Peak Occupancy

The map below shows the peak occupancies during the one week survey period.



### 2017 Peak Occupancy

The map below shows the peak occupancies during the one week survey period.

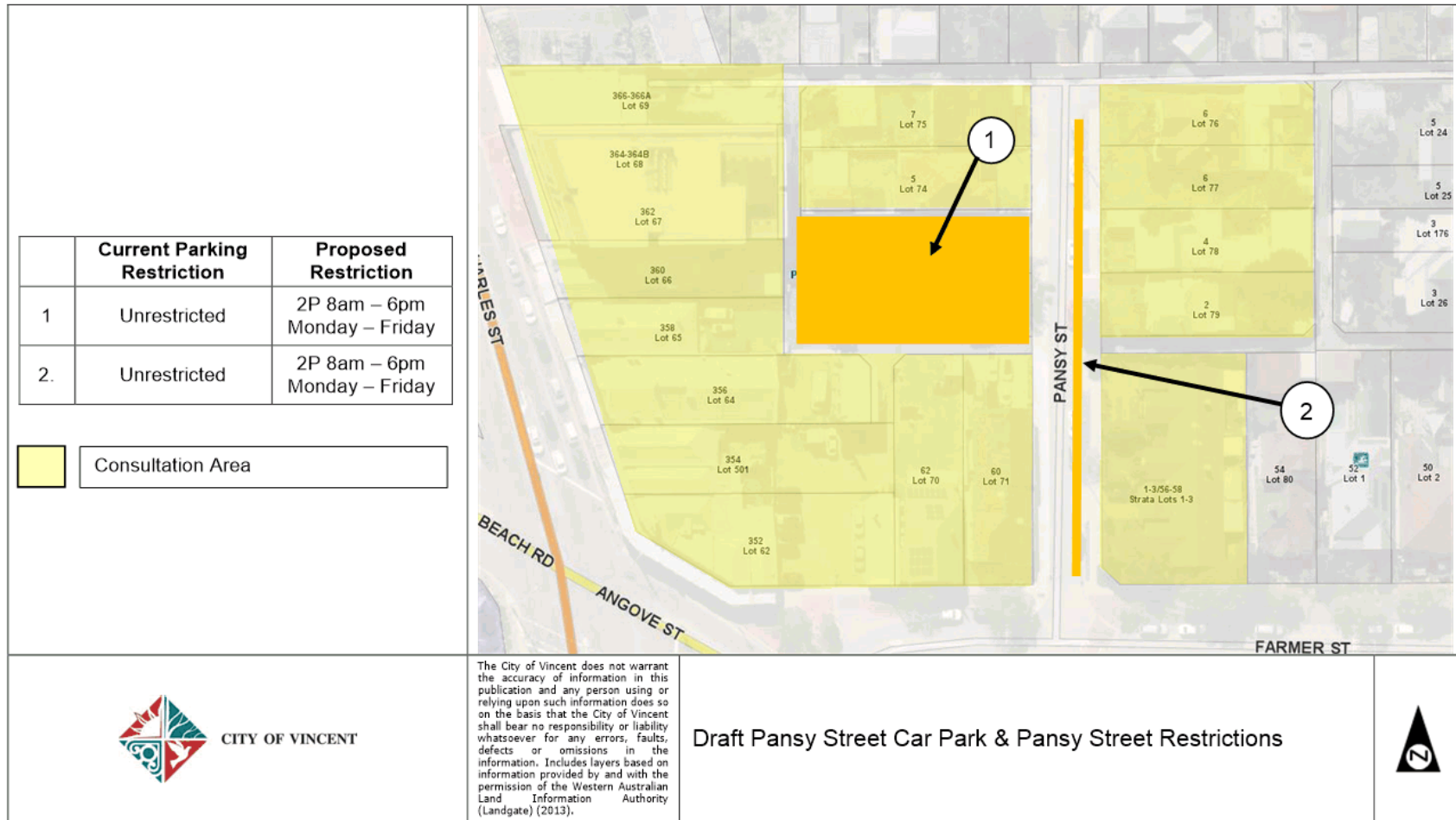


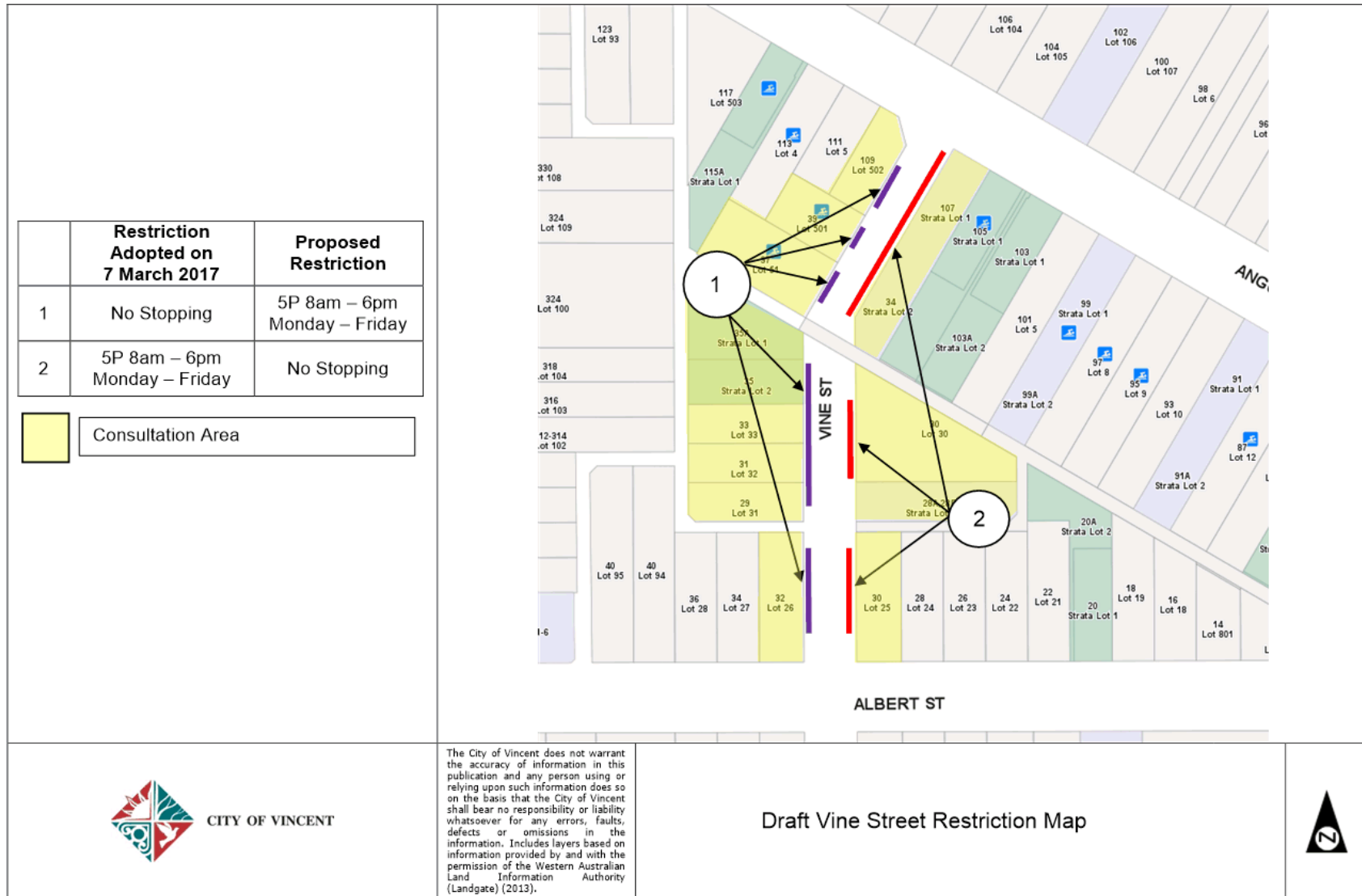


No.	Community Submission	Community Request	Administration Comment
<b>Alma Road</b>			
1.	Parking restrictions recently adopted had omitted the section between Norfolk Street and William Streets.	Parking restrictions to be implemented in this section.	The City reviewed parking on this section of Alma Road and found that there was an average Occupancy of 13% and a peak occupancy of 20%. The City's Category Matrix demonstrates where peak parking occupancy is less than 60% no parking restrictions should be implemented. Given the above, it is not recommended that parking restrictions be introduced on Alma Road at this stage.
<b>Norfolk Street</b>			
2.	There number of vehicles parking on Norfolk Street has increased since the implementation of the North Perth Parking restrictions	Introduce timed parking restrictions.	The City reviewed parking on this section of Norfolk Street and found that there was an average Occupancy of 13% and a peak occupancy of 20%. The City's Category Matrix demonstrates where peak parking occupancy is less than 60% no parking restrictions should be implemented. Given the above, it is not recommended that parking restrictions be introduced on Norfolk Street at this stage.
3.	Line of sight is being obstructed exiting Alma Road near the Forrest Street round about. People from businesses on Fitzgerald Street are now parking on the east side of Norfolk Street.	Review parking restrictions and the line of sight.	The City recently investigated the line of sight and found that there was appropriate line of sight under the Australian Standards. It is not recommended that any change be made to this section of Norfolk Street.
<b>Pansy Street</b>			
4.	Parking on Pansy Street is often very full with vehicles parking for days at a time. Motorists using the laneways to access Charles and Fitzgerald Street. Excess parking on the residential street creates problems accessing driveways and laneways.	Parking restrictions implemented in the Pansy Street Car Park and Pansy Street.	The City undertook surveys for both the Pansy Street Car Park and Pansy Street, which demonstrated peak occupancies of 100%. It is recommended that two hour parking restrictions be advertised for community consultation in the Pansy Street Car Park and Pansy Street.
<b>Vine Street</b>			
5.	Residents on the western side of Vine Street do not have any private parking spaces available.	Parking should be permitted on the western side for residents to park their vehicles.	Vine Street between Albert Street and Angove Street was implemented as 'No Parking' on the western side and five hour parking on the eastern side. The issues raised in the feedback are noted and it may be more appropriate to maintain available car parking for residents on the western side adjacent to their properties. It is therefore recommended that a swap of the 'No Parking' and '5P' restrictions along Vine Street, between Albert Street and Angove Street, be advertised for community consultation.
6.	The Angove Street and Vine Street intersection has become dangerous with cars parking on both sides of the road.	'No parking' on the eastern side of the Vine Street.	The issues raised in the feedback are noted and it may be more appropriate to establish 'No Parking' on the eastern side of Vine Street to reduce conflict at the Angove Street Intersection. It is therefore recommended that a swap of the 'No Parking' and '5P' restrictions along Vine Street, between Albert Street and Angove Street, be advertised for community consultation.



Wasley Street			
7.	Cars parked on both sides of the street all day and make it difficult for cars to travel through the area.	Implement 'No Parking' on one side of the street.	The City reviewed parking on this section of Alma Road and found that there was an average Occupancy of 16% and a peak occupancy of 25%. The City's Category Matrix demonstrates where peak parking occupancy is less than 60% no parking restrictions should be implemented. Given the above, it is not recommended that parking restrictions be introduced on Alma Road at this stage.
General Submissions			
8.	Concerned by the lack of available parking for local employees and the impact that this would have on the businesses in the North Perth Town Centre.	Allow businesses to obtain free parking permits for local employees.	Council resolved to adopt five hour parking restrictions on streets located further from the town centre to allow for some limited employee parking while discouraging long stay employee and commuter parking. The City also has commercial parking permits available for purchase in accordance with the City's Policy No. 3.9.3 – Parking Permits to allow employee parking to occur in appropriate locations. In conducting the six month review, the City considered the cost and availability of commercial parking permits to be appropriate to meet the needs of local businesses given the availability of alternative transport modes for local employees to access the North Perth Town Centre. On this basis it is not recommended that free commercial parking permits be provided to businesses.





CITY OF VINCENT

The City of Vincent does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the City of Vincent shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Includes layers based on information provided by and with the permission of the Western Australian Land Information Authority (Landgate) (2013).



**10      ENGINEERING**

Nil

**11 CORPORATE SERVICES****11.1 LEASE OF LEEDERVILLE OVAL BY EAST PERTH FOOTBALL CLUB INC & SUBIACO FOOTBALL CLUB INC - REQUEST FOR WAIVER AND WRITE-OFF OF FEES AND VARIATION OF LEASES**

TRIM Ref: D18/23627

Author: Meluka Bancroft, Property Leasing Officer

Authoriser: Kerryn Batten, Director Corporate Services

Attachments: 1. Summary of write off of 2014-15 and 2015-16 turf maintenance costs & outstanding balance [↓](#)   
2. Summary of waiver of 2016-17 turf & VO costs & balance outstanding [↓](#) 

**RECOMMENDATION:**

That Council:

1. APPROVES a write-off of a portion of turf maintenance recoupments for both East Perth Football Club Inc and Subiaco Football Club Inc, as listed in Attachment 1, and being:

(a) \$2,178.18 (incl GST) for the period January to June 2015; and

(b) \$5,687.48 (incl GST) for the 2015/16 financial year;

for the reasons outlined in this report, SUBJECT TO immediate payment of the outstanding turf maintenance balance for the above periods by each club, being:

(i) \$19,398.20 for East Perth Football Club Inc; and

(ii) \$16,202.20 for Subiaco Football Club Inc.

2. APPROVES a waiver of variable outgoings, turf maintenance and utility recoupments for both East Perth Football Club Inc and Subiaco Football Club Inc for the 2016/17 financial year totalling \$29,839.87 (incl GST), as listed in Attachment 2, for the reasons outlined in this report, SUBJECT TO immediate payment of the outstanding balance for that period by each club, being \$38,145.74 each.

3. NOTES that East Perth Football Club Inc and Subiaco Football Club Inc have paid all variable outgoings, turf maintenance and utility costs as invoiced by the City for the 2017/18 financial year.

4. APPROVES a variation of the lease with East Perth Football Club Inc (the Club) in respect to Leederville Oval, located at 244 Vincent Street, Leederville, to reflect the proposed future apportionment of turf maintenance costs as follows:

4.1. Clauses 6.19(c)(ii) and (iii) to be deleted; and

4.2. A new clause 6.19(c)(ii) to be inserted as follows:

*“The annual cost of the maintenance of the oval as referred to in clause 6.19(c)(i) will be shared equally between the City (formerly the Town), Subiaco Football Club Inc and the Club. The costs will be paid by Subiaco Football Club and the Club in the same manner as the variable outgoings, as set out in clause 3.3.”*

5. APPROVES a variation of the lease with Subiaco Football Club Inc (the Club) in respect to Leederville Oval, located at 244 Vincent Street, Leederville, to reflect the proposed future apportionment of turf maintenance costs as follows:

- 5.1. **Clauses 6.19(c)(ii) and (iii) to be deleted; and**
- 5.2. **A new clause 6.19(c)(ii) is inserted as follows:**

***“The annual cost of the maintenance of the oval as referred to in clause 6.19(c)(i) will be shared equally between the City (formerly the Town), East Perth Football Club Inc and the Club. The costs will be paid by East Perth Football Club and the Club in the same manner as the variable outgoings, as set out in clause 3.3.”***

6. **Subject to final satisfactory negotiations being carried out by the Chief Executive Officer, AUTHORISES the Mayor and Director Corporate Services to affix the common seal and execute the variation of leases as set out in 4. and 5. above.**

#### **PURPOSE OF REPORT:**

To detail activities, including the waiving and writing-off of a portion of turf maintenance and utility costs payable by East Perth Football Club Inc and Subiaco Football Club Inc, which will facilitate the transition towards full compliance with the lease terms, including as varied in respect to the turf maintenance apportionment, from 2017/18 onwards, and the payment of all remaining outstanding costs.

#### **BACKGROUND:**

At the Ordinary Meeting of Council held on 26 October 2004 (Item 10.4.9) Council approved the long term use of Leederville Oval by East Perth Football Club Inc (EPFC) and Subiaco Football Club Inc (SFC) (collectively, the Clubs). Each Club's lease is dated 18 February 2005 and is for a term of 21 years, commencing on 1 November 2004, and has a further 9 year option term commencing on 31 October 2025 (Leases). The Clubs also have the right to use a number of the car parking bays adjacent to Leederville Oval pursuant to the licence at Annexure B of each Lease. A Memorandum of Understanding (MoU) between the City and the Clubs is also annexed to the Lease as Annexure C and addresses issues associated with the shared use, management and maintenance of the stadium and turf at Leederville Oval.

The Lease provides the Clubs with exclusive use of their respective clubrooms and change rooms. The Lease also provides the Clubs with non-exclusive, but preferential use of the common areas (which are all parts of the land and building not leased by the Clubs, but does not include the first floor function / bar area). The Leases provide that the Clubs can use the function / bar area if approved by the City, and the Clubs will be granted priority use on training and match game days. The City may hire out the function / bar area and the income received will be offset against the costs incurred in respect to the building.

In 2014/15 Administration became aware that the City had not administered the Leases strictly in accordance with the Lease provisions, since the Leases commenced in 2004. Subsequent to this discovery, Administration and the Clubs have been discussing and negotiating the future use of Leederville Oval and the payment of costs as set out in the Leases, with the intention of bringing the management of Leederville Oval back in line with the terms of the Leases, or if that is not possible, varying the Leases to reflect a new arrangement that satisfies both the Clubs and the City. Administration and the Clubs have now reached consensus in respect to the future payment of costs. In recognition of the increased cost implications this arrangement will have for the Clubs, Administration is proposing a arrangement to enable the Clubs to transition to full lease compliance. The proposed waiver and write-off described in this paper are key components of this transitional arrangement, and are subject to the Clubs immediately paying in full all outstanding balances and continuing to pay all 2017/18 costs.

#### Lease Obligations

The Lease obligations which are relevant to the proposed write-off and waiver are set out in 1. and 2. below:

##### **1. Variable Outgoings and Utilities:**

The Leases provide that all costs and charges incurred by the City in relation to the land and the buildings located on the land (but not in relation to the premises), and excluding any cost, charges and expenses which are of a capital nature, are recoverable from the Clubs via the payment of variable outgoings (VOs).

Each Club's proportion of the VOs is calculated as the total of:

- (a) One half of the Building Section Proportion of the VOs;
- (b) One half of the Oval Section Proportion of the VOs; and
- (c) One third of the Common Area Section Proportion (common areas excluding Oval area and Building area) of the VOs.

In addition, the VOs include the following costs and charges associated with the areas of the land and buildings which are not leased by the Clubs:

- Insurance premiums (building insurance, contents insurance in respect to City's fixtures and fittings);
- Cleaning costs;
- Pest inspection and treatment;
- Utilities including electricity and gas for services;
- Running and maintaining all services, including air conditioners;
- Maintaining and monitoring all fire equipment;
- Maintenance of gardens, oval, landscaped areas, bore and reticulation; and
- General maintenance and upkeep of the buildings.

In calculating the Club's proportion of the VOs the City first applies the annual revenue, less related expenses, earned by the City from Leederville Oval, to the respective calculations. The City currently receives nominal payments from the TAFE for use of Leederville Oval and this is credited towards the Oval Section Proportion of the VOs. Any income the City receives through hiring out the function/ bar area would be credited towards the Building Section Proportion of the VOs.

Clause 3.6 of the Leases provides that the Clubs must also pay all charges for water consumption, gas, electricity, fuel, telephone and other services, utilities or facilities directly relating to the Premises or the use or occupation of the Premises. In calculating the proportion of these charges the Clubs must pay, the City will take into account any use of the land or buildings by groups other than the Clubs, and the City will pay for these costs. As the City has not used or hired out the function/ bar area all utility costs for the building should be apportioned equally between the Clubs.

Therefore the apportionment of the key costs (after deducting associated income derived) would be as follows:

	<b>SFC</b>	<b>EPFC</b>	<b>City</b>
Building Insurance	50%	50%	0%
Emergency Services Levy	50%	50%	0%
Water	50%	50%	0%
Electricity	50%	50%	0%
Variable outgoings	50%	50%	0%

## **2. Turf maintenance**

The Leases provide that the City is responsible for organising the maintenance of the Oval and is required by clause 6.19(c) to call for tenders for the maintenance of the Oval to playing standard. Clause 6.19(c)(ii) of the Leases provides that the City must annually pay the first \$15,000 (subject to annual CPI increase) of the cost of the maintenance of the Oval. The remaining cost for the maintenance of the Oval is to be paid equally by the Clubs.

### Lease Administration

Administration notes that the City has not administered the Leases strictly in accordance with the Lease provisions since 2004.

In respect to turf maintenance, the cost has been equally shared between the City and the two Clubs, which is contrary to the terms of the Leases.

Prior to 2015/16, the City has historically recouped the following proportion of costs from the Clubs:

<b>Costs to be recouped</b>	<b>SFC</b>	<b>EPFC</b>	<b>City</b>
Building Insurance	35%	35%	30%
Emergency Services Levy	0%	0%	100%
Water	30%	30%	40%



Electricity	20% (approx.)	20% (approx.)	60% (approx.)
Turf Maintenance	33.3%	33.3%	33.3%
Variable Outgoings (general maintenance, upkeep of oval)	0%	0%	100%

Notably, prior to 2017/18, the City has not recouped any costs associated with a number of charges including:

- General upkeep and maintenance of Leederville Oval;
- Cleaning of eastern public toilets; and
- Maintenance of oval surrounds.

Administration has communicated the above information to the Clubs with the intention of bringing the relationship back in line with the Leases and MoU and to negotiate any formal amendments to the Leases required to meet the Club's future needs.

#### DETAILS:

The Clubs and Administration have agreed that the lease obligations, as explained above, do not completely reflect the current use of Leederville Oval. Given that the Clubs are the sole users of the building it has been agreed that VOs and utility costs should be apportioned in accordance with the Lease, which is equally between the Clubs once any hire income is offset. In respect to the use of the oval, Administration is seeking broader community utilisation and therefore has agreed that turf maintenance should be apportioned one-third each, on the basis that Leederville Oval is available for use by the public when not required for games or training. This change will result in a cost increase for the Clubs, as shown by the table below, which compares the actual costs paid or agreed to be paid by each Club in 2015-16 and 2016-17, and the agreed costs to be paid this financial year (which are currently being paid by monthly instalments).

<b>LEEDERVILLE OVAL COSTS FOR EACH CLUB (incl GST)</b>			
<b>Item</b>	<b>2015/16</b>	<b>2016/17</b>	<b>Estimate for 2017/18</b>
Turf maintenance	\$31,300.52	\$36,499.87	\$36,785.00
Variable Outgoings	0	\$1,883.50	\$6,602.00
Building Insurance	\$5,328.00	\$5,685.20	\$6,129.00
Emergency Services Levy	\$3,315.50	\$3,535.36	\$3,719.00
Water	\$6,903.08	\$6,063.86	\$13,799.00
Power	\$17,160.81	\$19,606.00	\$42,878.00
<b>TOTALS</b>	<b>\$64,007.91</b>	<b>\$73,273.79</b>	<b>\$109,912.00</b>

Given the cost increase between 2015/16 and 2017/18, it is proposed that a transitional arrangement is applied in 2016/17 to allow the Clubs to adjust to the cost increase. It is noted that the Clubs are paying the estimated cost for 2017/18 by monthly instalments, as provided for in the Leases, and are up to date with all payments.

#### 1. **Proposed write-off**

Administration adjusted turf maintenance costs in January 2015 to reflect the Lease terms (City paid \$15,000 indexed for the financial year, and balance apportioned equally between the Clubs). As the Clubs and Administration have now agreed that turf maintenance is to be apportioned one-third each (as occurred since the Lease commenced in 2004, albeit the Lease provisions) it is necessary for Administration to write-off the difference between the amounts invoiced using the Lease apportionment and the amounts to be recouped in accordance with the one-third each apportionment, as set out in **Attachment 1**.

A summary of the write-off related to turf maintenance is below:

<b>Jan 2015- June 2015</b>	<b>EPFC</b>	<b>SFC</b>
Amount invoiced (Lease apportionment) (incl GST)	\$16,398.42	\$16,398.42
Amount payable (one-third apportionment) (incl GST)	\$14,220.26	\$14,220.26
Difference (amount to be written off) (incl GST)	\$2,178.18	\$2,178.18
<b>July 2015 - June 2016</b>	<b>EPFC</b>	<b>SFC</b>

Amount invoiced (Lease apportionment) (incl GST)	\$36,987.96	\$36,987.96
Amount payable (one-third apportionment) (incl GST)	\$31,300.52	\$31,300.52
Difference (amount to be written off) (incl GST)	\$5,687.48	\$5,687.48

## 2. Proposed waiver – utilities and variable outgoings

In recognition of the increased cost of utilities and variable outgoings expenses that will result for the Clubs, Administration confirmed in a letter dated 16 March 2017 that a 50 per cent discount would be applied to any 'new' costs or apportionment of costs arising during the 2016-17 financial year, as part of a transition to lease compliance.

The 'new' costs are:

- Variable Outgoings – have not been previously paid by Clubs;
- Water – apportionment of charge has significantly changed; and
- Power – apportionment of charge has significantly changed.

As these costs are yet to be invoiced, Administration is requesting Council approval of a waiver of 50 per cent of these 'new' costs as explained below and set out in **Attachment 2**.

A summary of the waiver is set out below:

Item	Total cost	Amount to be recouped from each Club pursuant to Lease	Amount to be recouped from each Club (* - 50% discount for 'new' costs)
Turf maintenance	\$109,499.63	\$38,786.39	\$36,499.87
Variable outgoings (maintenance and statutory compliance costs)	\$7,533.98	\$3,766.99	\$1,883.50*
Building Insurance	\$11,370.40	\$5,685.20	\$5,685.20
Emergency Services Levy	\$7,685.57	\$3,535.36	\$3,535.36
Water	\$24,255.44	\$12,127.72	\$6,063.86*
Power	\$78,424.01	\$39,212.00	\$19,606.00*
<b>TOTALS</b>	<b>\$238,769.03</b>	<b>\$103,113.66</b>	<b>\$73,273.79</b>
<b>Difference (requested waiver for each Club) (incl GST) =</b>		<b>\$29,839.87</b>	

## 3. Variation of Leases – turf maintenance

In order to formalise the one-third each apportionment of turf maintenance costs it is necessary for clauses 6.19(c)(ii) and (iii) of the Leases to be replaced, as shown below:

- “(i) The Town will call for tenders for the annual maintenance of the part of the Land which comprises the oval including keeping the playing surface in prime condition to a standard required for the Club's and other similar professional sports bodies' requirements.
- (ii) ~~The Town will pay an amount of \$15,000 per annum towards the maintenance costs referred to in paragraph 6.19(c)(i). The Town's contribution will be increased each year on the anniversary of the Commencement Date by a factor equal to the percentage increase in the Consumer Price Index between the Consumer Price Index published for the quarter ending immediately prior to the previous anniversary of the Commencement Date (or the Commencement Date in the case of the first anniversary of the Commencement Date) and the quarter ending immediately prior to the current anniversary of the Commencement Date.~~
- (iii) ~~The Club will pay one half of the balance of the annual costs of the maintenance referred to in clause 6.19(c)(i) to the Town upon demand, and the Town will seek payment of the remaining half from EPFC.~~
- (ii) “The annual cost of the maintenance of the oval as referred to in clause 6.19(c)(i) will be shared equally between the City, Subiaco Football Club Inc and East Perth Football Club Inc. The costs will be paid by the Clubs in the same manner as the variable outgoings, as set out in clause 3.3.”

**CONSULTATION/ADVERTISING:**

Administration has met with the Clubs on a number of occasions to discuss the outstanding costs and lease provisions. The Clubs are in agreement with Administration's proposal to bring the arrangement in line with the Leases, and have paid all VO instalments for the 2017/18 financial year to date.

**LEGAL/POLICY:**

Varying the apportionment of turf maintenance costs is a variation of the Leases and requires the preparation of a Deed of Variation of Lease, which must be signed and sealed by all parties. A Deed of Variation of Lease is categorised as a Category 1(a) document pursuant to the City's Policy 4.1.10 – Execution of Documents. As a consequence, the approval of the Deed of Variation of Lease is a decision reserved for Council.

The City's Delegated Authority Register 2017-18, which was adopted at the Ordinary Meeting of Council held on 27 June 2017, provides that the Chief Executive Officer can waive fees or write off money subject to the amount not exceeding \$1,000. As the amounts proposed to be waived and written off exceed \$1,000 it is necessary for Council to make this decision.

**RISK MANAGEMENT IMPLICATIONS:**

Low / Med Administration and the Clubs have reached agreement on the use and management of Leederville Oval moving forward, and the Clubs have to date paid all 2017/18 VO and turf maintenance costs as agreed. Waiving and writing off the fees as requested by the Clubs will assist in the transition towards lease compliance and on that basis it is deemed to have a medium risk for the City.

The proposed variation of the Leases will formalise the proposed one-third apportionment of turf maintenance costs and therefore it has a low risk for the City.

**STRATEGIC IMPLICATIONS:**

The outcomes associated with this Report align with the following Objectives in the City's *Strategic Community Plan 2013-2023*:

*"2.1 Progress economic development with adequate financial resources.*

*2.1.2 Develop and promote partnerships and alliances with key stakeholders.*

*2.1.3 Develop business strategies that reduce reliance on rates revenue.*

*3.1 Enhance and promote community development and wellbeing*

*3.1.6 Build capacity within the community to meet its needs.*

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

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

*4.1.5 Focus on stakeholder needs, values, engagement and involvement."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Administration is requesting the following write-off and waiver of fees:

<b>Write-off / Waiver</b>	<b>EPFC</b>	<b>SFC</b>	<b>TOTAL</b>
Write-off Jan-June 2015 turf maintenance costs (incl GST)	\$2,178.18	\$2,178.18	\$4,356.36
Write-off 2015/16 turf maintenance costs (incl GST)	\$5,687.48	\$5,687.48	\$11,374.96
Waiver of 2016-17 utility and turf maintenance costs (incl GST)	\$29,839.87	\$29,839.87	\$59,679.74
<b>TOTAL</b>	<b>\$37,705.53</b>	<b>\$37,705.53</b>	<b>\$75,411.06</b>

The Clubs have agreed to immediately pay the outstanding turf maintenance and utility costs if the above write-off and waiver is approved by Council, as set out below:

<b>Outstanding costs</b>	<b>SFC</b>	<b>EPFC</b>
Jan-Jun 2015 & 2015-16 turf maintenance	\$16,202.20	\$19,398.14
2016-17 turf and utility costs	\$38,145.74	\$38,145.74
<b>TOTAL</b>	<b>\$54,347.94</b>	<b>\$57,543.88</b>

This will result in no further costs being outstanding for the 2015/16 and 2016/17 financial years. Administration also notes that the Clubs have paid all VO and turf maintenance instalments for 2017/18 as agreed with the City.

#### COMMENTS:

Administration and the Clubs have been discussing and negotiating the future use of Leederville Oval and the payment of costs as set out in the Leases since 2014/15, with the intention of bringing the management of Leederville Oval back in line with the original terms of the Leases, or if that is not possible, varying the Leases to reflect a new arrangement that satisfies both the Clubs and the City.

The Clubs have agreed with the proposed resolution in this report and Administration considers that this is a reasonable outcome for the City and for the Clubs, and will allow facilitation to full lease compliance, as varied in respect to the turf maintenance apportionment, as soon as practical.

It is noted that in the spirit of working towards full compliance, the Clubs are up to date with the payment of all lease costs for the 2017/18 financial year.

The Clubs have also confirmed that the outstanding turf maintenance balance (\$19,398.20 for EPFC and \$16,202.26 for SFC) and the outstanding balance of all other costs for 2016/17, which is \$38,145.74 for each Club, will be paid in full immediately if the write-off and waiver is approved by Council.

Administration recommends that Council approves the proposed write-off and waiver as recommended in order to establish a strong and collaborative approach with the Clubs, bring the payment of all outstanding costs up to date, and enable both the City and Clubs to move forward in relation to the use of Leederville Oval.

Finally, Administration notes that the City is embarking on the Leederville Oval Master Plan in the 2018/19 financial year. This may result in further changes to the Clubs' use of Leederville Oval, and potentially could require further variations to the Leases or a new lease / use arrangement. Administration will keep Council informed in respect to any changes.

LEEDERVILLE OVAL TURF MAINTENANCE COSTS 2014-15 & 2015-16					
Month	Total cost (incl GST) of turf maintenance	Lease apportionment (as invoiced) payable by each Club	Agreed apportionment for each Club (one-third	Difference for each Club (to be written- off)	
Jan-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
Feb-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
Mar-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
Apr-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
May-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
Jun-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	Jan - June 2015 write-off for each Club
Jul-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	<b>\$2,178.18</b> (incl GST)
Aug-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
Sep-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
Oct-15	\$7,110.13	\$2,733.07	\$2,370.04	\$363.03	
Nov-15	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	
Dec-15	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	
Jan-16	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	
Feb-16	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	
Mar-16	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	
Apr-16	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	
May-16	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	
Jun-16	\$7,110.13	\$2,720.71	\$2,370.04	\$350.67	2015/16 write-off for each Club
2016 Top Dressing	\$8,580.00	\$4,290.00	\$2,860.00	\$1,430.00	<b>\$5,687.48</b> (incl GST)
<b>TOTALS (incl GST)</b>	<b>\$136,562.34</b>	<b>\$53,386.38</b>	<b>\$45,520.72</b>	<b>\$7,865.66</b>	

Amount paid by EPFC for Jan-June 2015 & 2015/16 Turf Maintenance	\$26,122.58
Amount owing by EPFC (\$45,520.72 - \$26,122.58)	<u>\$19,398.14</u>

Amount paid by SFC Jan-June 2015 & 2015/16 Turf Maintenance	\$29,318.52
Amount owing by SFC (\$45,520.72 - \$29,318.52)	<u>\$16,202.20</u>

<b>TOTAL DIFFERENCE AMOUNT INVOICED - AMOUNT PAYABLE (WRITE-OFF)</b>	<b>\$15,731.32</b>
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LEEDERVILLE OVAL TURF & VARIABLE OUTGOING COSTS FOR 2016-17 (incl GST)				
Item	Total cost	Amount to be recouped from each Club pursuant to Lease	Revised amount to be recouped from each Club (incl 50% discount for 'new' costs)	Amount already paid by Clubs (29 May 2017 invoice)
<i>Turf maintenance</i>	\$109,499.63	\$38,786.39	\$36,499.87	\$23,804.55
<i>Variable outgoings (maintenance &amp; statutory compliance costs)</i>	\$7,533.98	\$3,766.99	\$1,883.50	\$1,210.00
<i>Building Insurance</i>	\$11,370.40	\$5,685.20	\$5,685.20	\$2,705.00
<i>Emergency Services Levy</i>	\$7,685.57	\$3,535.36	\$3,535.36	\$1,805.50
<i>Water</i>	\$24,255.44	\$12,127.72	\$6,063.86	\$5,603.00
<i>Power</i>	\$78,424.01	\$39,212.00	\$19,606.00	
<b>TOTALS</b>	\$238,769.03	\$103,113.66	\$73,273.79	\$35,128.05
<i>Difference (Waiver) (incl GST) =</i>		\$29,839.87		
<b>Balance owing by each Club (incl GST) =</b>		\$38,145.74		

**11.2 INVESTMENT REPORT AS AT 28 FEBRUARY 2018****TRIM Ref:** D18/34570**Author:** Sheryl Teoh, Accounting Officer**Authoriser:** Kerryn Batten, Director Corporate Services**Attachments:** 1. Investment Report [↓](#) **RECOMMENDATION:**

That Council **NOTES** the Investment Report for the month ended 28 February 2018 as detailed in Attachment 1.

**PURPOSE OF REPORT:**

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

**BACKGROUND:**

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

The City's investment portfolio is diversified across several financial Institutions in accordance with the Investment Policy.

**DETAILS:**

Total funds held for the period ended 28 February 2018 including on call in the City's operating account were \$39,217,278; compared to \$34,028,716 for the period ending 28 February 2017.

Total Investments for the period ended 28 February 2018 were \$36,665,928 as compared to \$36,147,499 for the prior month end; and \$32,316,251 for the period ending 28 February 2017.

Investment comparison table:

Month Ended	2016/17		2017/18	
	Total Funds Held	Total Investments	Total Funds Held	Total Investments
July	\$19,683,412	\$18,420,252	\$23,433,728	\$21,212,649
August	\$26,167,645	\$22,573,297	\$30,161,860	\$27,714,651
September	\$36,754,571	\$34,302,896	\$40,305,364	\$37,944,911
October	\$37,581,885	\$34,521,542	\$41,087,462	\$38,947,823
November	\$37,034,885	\$35,775,011	\$41,716,473	\$39,482,047
December	\$33,692,431	\$31,165,443	\$38,768,084	\$37,065,389
January	\$34,645,041	\$33,201,749	\$39,498,741	\$36,147,499
February	\$34,028,716	\$32,316,251	\$39,217,278	\$36,665,928
March	\$32,070,200	\$31,424,409		
April	\$30,661,122	\$26,206,328		
May	\$27,412,051	\$25,718,292		
June	\$24,670,461	\$23,533,279		



Total accrued interest earned on Investments as at 28 February 2018:

	Adopted Budget	YTD Budget	YTD Actual	% of YTD Budget
Municipal	\$414,960	\$306,590	\$349,505	114.00%
Reserve	\$258,420	\$161,740	\$159,310	98.50%
<b>Sub-total</b>	<b>\$673,380</b>	<b>\$468,330</b>	<b>\$508,815</b>	<b>108.64%</b>
Leederville Gardens Inc Surplus Trust*	\$0	\$0	\$93,656	0.00%
<b>Total</b>	<b>\$673,380</b>	<b>\$468,330</b>	<b>\$602,471</b>	<b>128.64%</b>

\*Interest estimates for Leederville Gardens Inc Surplus Trust were not included in the 2017/18 Budget as actual interest earned is held in Trust and restricted.

#### CONSULTATION/ADVERTISING:

Not applicable.

#### LEGAL/POLICY:

The power to invest is governed by the *Local Government Act 1995*.

#### 6.14. Power to invest

- (1) *Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustees Act 1962 Part III.*
- (2A) *A local government is to comply with the regulations when investing money referred to in subsection (1).*
- (2) *Regulations in relation to investments by local governments may —*
  - (a) *make provision in respect of the investment of money referred to in subsection (1); and*
  - [(b) deleted]
  - (c) *prescribe circumstances in which a local government is required to invest money held by it; and*
  - (d) *provide for the application of investment earnings; and*
  - (e) *generally provide for the management of those investments.*

Further controls are established through the following provisions in the Local Government (Financial Management) Regulations 1996:

#### 19. Investments, control procedures for

- (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
- (2) *The control procedures are to enable the identification of —*
  - (a) *the nature and location of all investments; and*
  - (b) *the transactions related to each investment.*

#### 19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) *In this regulation —*  
**authorised institution** means —
  - (a) *an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
  - (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;***foreign currency** means a currency except the currency of Australia.
- (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
  - (a) *deposit with an institution except an authorised institution;*
  - (b) *deposit for a fixed term of more than 3 years;*

- (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
- (d) *invest in bonds with a term to maturity of more than 3 years;*
- (e) *invest in a foreign currency.*

To further guide the prudent and responsible investment of the City's funds, Council has adopted the City's Investment Policy No. 1.2.4, which delegates the authority to invest surplus funds to the Chief Executive Officer or his delegate.

Administration has established guidelines for the management of the City's investments, including the following ratings table:

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum % with any one institution		Managed Funds Maximum % with any one institution		Maximum % of Total Portfolio	
	Policy	Actual	Policy	Actual	Policy	Actual
A1+	30%	19.6%	30%	Nil	90%	44.7%
A1	25%	0.0%	30%	Nil	80%	0.0%
A2	20%	16.2%	n/a	Nil	60%	55.3%

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

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

**Moderate:** Funds are invested with various financial institutions with high Long Term and Short Term Rating (Standard & Poor's or equivalent), obtaining more than three quotations for each investment. These investment funds are spread across various institutions and invested as Term Deposits from one to twelve months to reduce risk.

#### **STRATEGIC IMPLICATIONS:**

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

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

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

- (a) Continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced."*

#### **SUSTAINABILITY IMPLICATIONS:**

Not applicable.

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

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

#### **COMMENTS:**

The funds for investment have increased from the previous period due to excess funds available from receipt of rates revenue after creditors and other payments.

The City has obtained a weighted average interest rate of 2.55% for current investments including the operating account; and 2.63% excluding the operating account. The Reserve Bank 90 days Accepted Bill rate for February 2018 is 1.77%.

As at 28 February 2018, the City's total investment earnings excluding the Leederville Gardens Inc. Surplus Trust income exceed the year to date budget estimate by \$40,485 (8.64%).

In response to the amendment to the City's Investment Policy that provided preference "*is to be given to investments with institutions that have been assessed to have no current record of funding fossil fuels, providing that doing so will secure a rate of return that is at least equal to alternatives offered by other institutions*", Administration has actively sought investment offerings from relevant institutions.

It is of note that in September 2017, the City added Bank Australia Ltd to the list of non-fossil fuel lending institutions utilised and further funds were invested with them during this reporting period. As a result, 55.31% of the City's investments were held in non-fossil fuel lending institutions as at 28 February 2018.

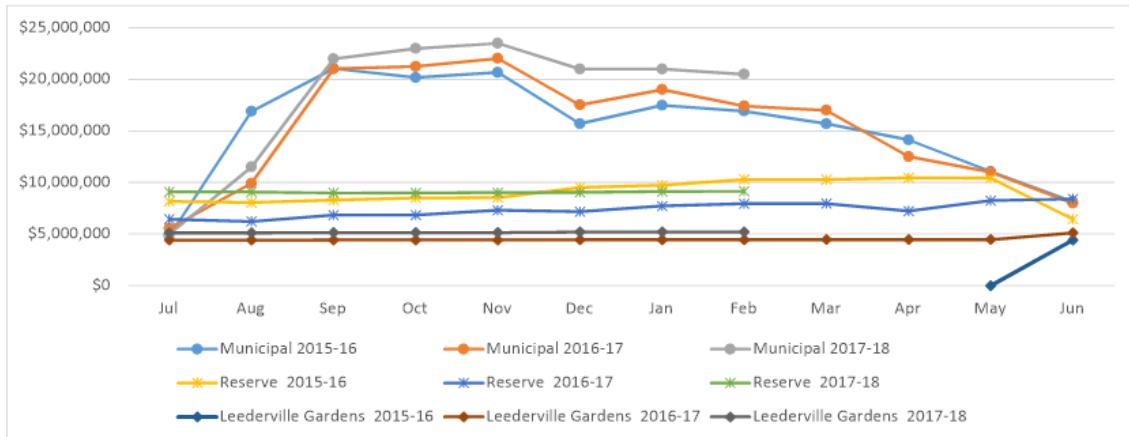
The investment report (**Attachment 1**) consists of:

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

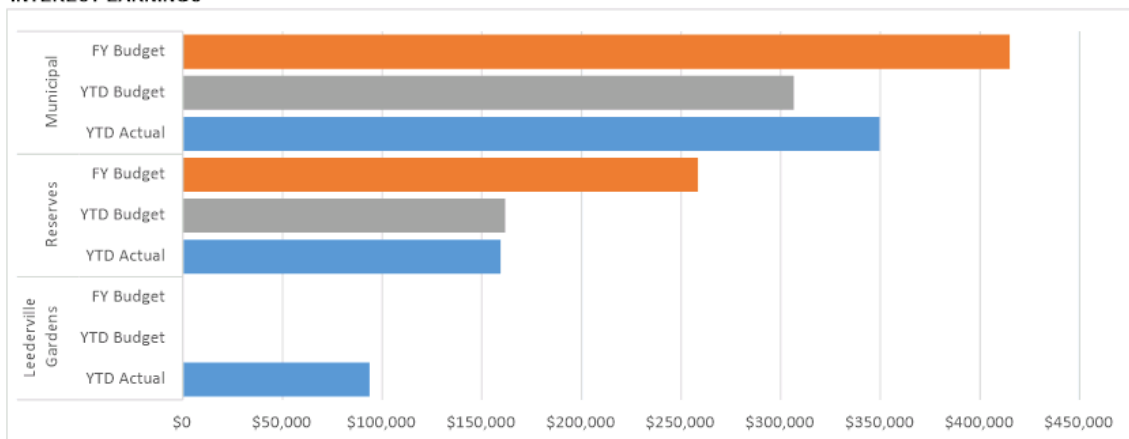
**CITY OF VINCENT  
INVESTMENT PERFORMANCE  
AS AT 28 FEBRUARY 2018**



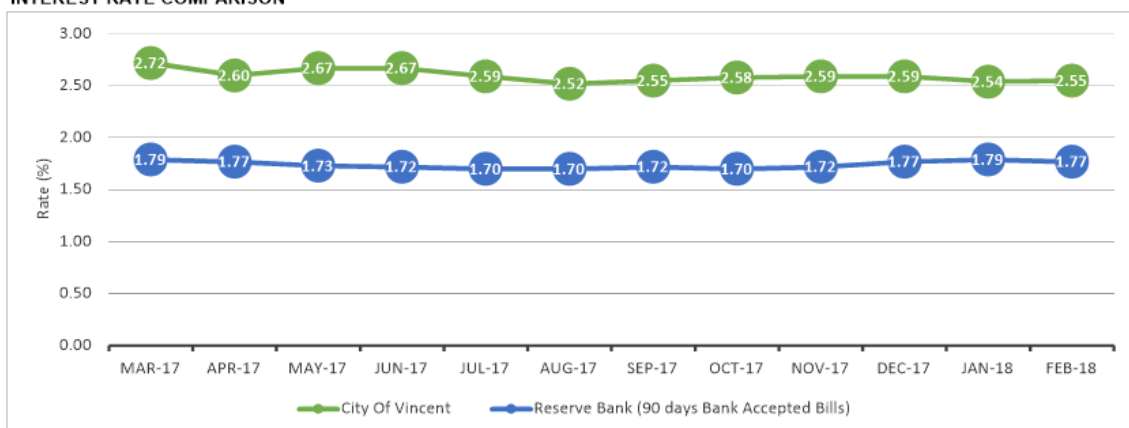
**FUNDS INVESTED OVER 3 YEARS**



**INTEREST EARNINGS**



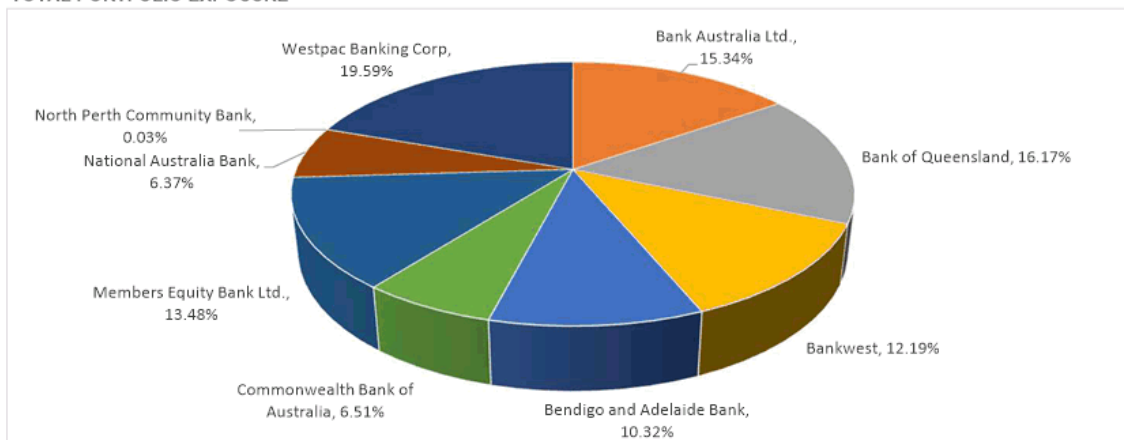
**INTEREST RATE COMPARISON**



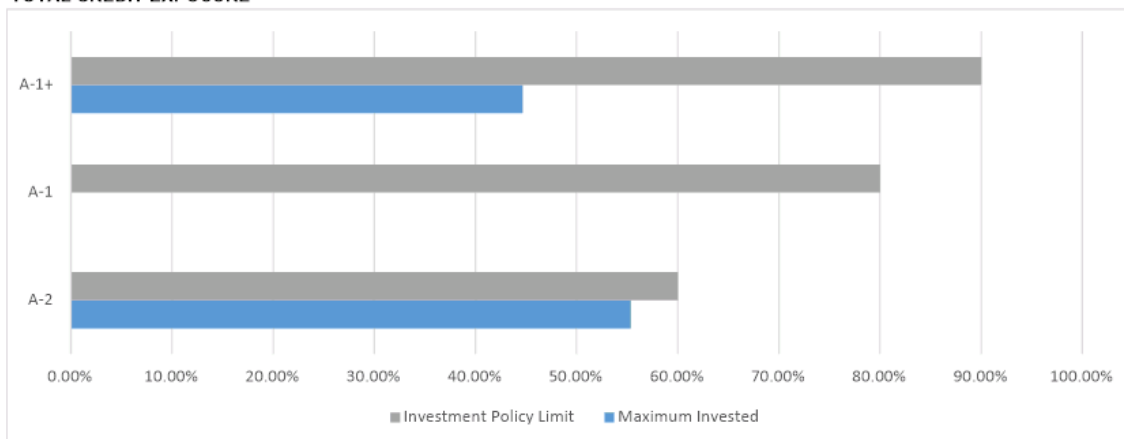
**CITY OF VINCENT  
INVESTMENT POLICY COMPLIANCE  
AS AT 28 FEBRUARY 2018**



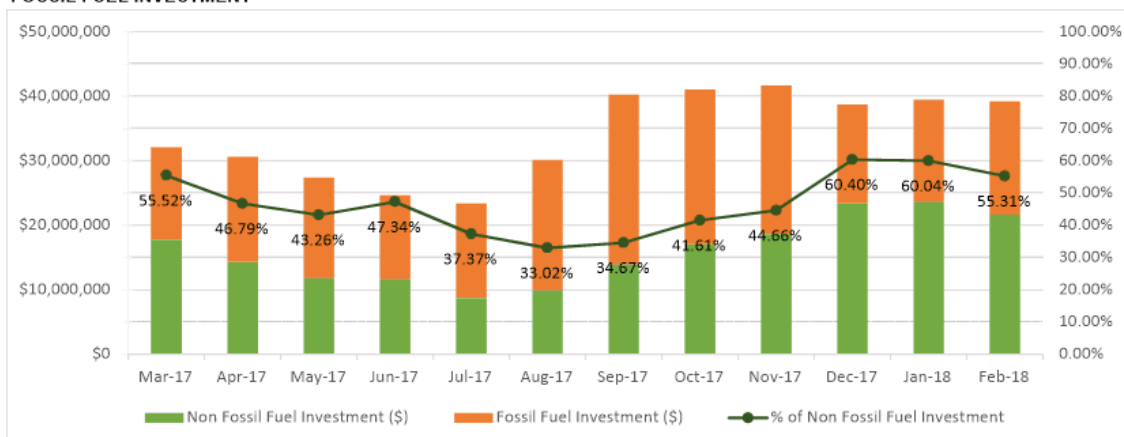
**TOTAL PORTFOLIO EXPOSURE**



**TOTAL CREDIT EXPOSURE**



**FOSSIL FUEL INVESTMENT**



**CITY OF VINCENT  
INVESTMENT PORTFOLIO  
AS AT 28 FEBRUARY 2018**



	Municipal	Reserve	Trust	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	\$	%
<b>BY INVESTMENT HOLDINGS</b>						
Operating Accounts	2,471,075	(76,285)	156,560	0	2,551,350	6.5%
Term Deposits	20,500,000	9,147,829	1,800,000	5,207,099	36,654,928	93.5%
Shares	11,000	0	0	0	11,000	0.0%
	<b>22,982,075</b>	<b>9,071,544</b>	<b>1,956,560</b>	<b>5,207,099</b>	<b>39,217,278</b>	<b>100.0%</b>
<b>BY INSTITUTION</b>						
ANZ Banking Group	0	0	0	0	0	0.0%
Bank Australia Ltd.	5,500,000	516,398	0	0	6,016,398	15.3%
Bank of Queensland	4,500,000	1,840,990	0	0	6,340,990	16.2%
Bankwest	4,000,000	782,110	0	0	4,782,110	12.2%
Bendigo and Adelaide Bank	0	2,665,044	0	1,381,783	4,046,827	10.3%
Commonwealth Bank of Australia	2,471,075	(76,285)	156,560	0	2,551,350	6.5%
Members Equity Bank Ltd.	1,500,000	762,760	1,000,000	2,023,063	5,285,823	13.5%
National Australia Bank	2,500,000	0	0	0	2,500,000	6.4%
North Perth Community Bank	11,000	0	0	0	11,000	0.0%
Suncorp-Metway Ltd.	0	0	0	0	0	0.0%
Westpac Banking Corp	2,500,000	2,580,527	800,000	1,802,253	7,682,780	19.6%
	<b>22,982,075</b>	<b>9,071,544</b>	<b>1,956,560</b>	<b>5,207,099</b>	<b>39,217,278</b>	<b>100.0%</b>
<b>BY CREDIT RATINGS (SHORT-TERM ISSUE)</b>						
A-1+	11,471,075	3,286,352	956,560	1,802,253	17,516,240	44.7%
A-1	0	0	0	0	0	0.0%
A-2	11,511,000	5,785,192	1,000,000	3,404,846	21,701,038	55.3%
	<b>22,982,075</b>	<b>9,071,544</b>	<b>1,956,560</b>	<b>5,207,099</b>	<b>39,217,278</b>	<b>100.0%</b>
<b>BY TERMS</b>						
0-30 days	2,471,075	(76,285)	156,560	0	2,551,350	6.5%
31-90 days	0	0	0	0	0	0.0%
91-180 days	14,000,000	782,110	0	0	14,782,110	37.7%
181-270 days	6,500,000	0	500,000	0	7,000,000	17.8%
270-365 days	0	8,365,719	1,300,000	3,825,316	13,491,035	34.4%
> 1 year	11,000	0	0	1,381,783	1,392,783	3.6%
	<b>22,982,075</b>	<b>9,071,544</b>	<b>1,956,560</b>	<b>5,207,099</b>	<b>39,217,278</b>	<b>100.0%</b>
<b>BY MATURITY</b>						
0-30 days	7,471,075	448,376	1,156,560	756,707	9,832,718	25.1%
31-90 days	6,500,000	1,239,947	0	0	7,739,947	19.7%
91-180 days	9,000,000	2,892,044	300,000	1,381,783	13,573,827	34.6%
181-270 days	0	1,844,715	500,000	1,045,546	3,390,261	8.6%
270-365 days	0	2,646,462	0	2,023,063	4,669,525	11.9%
> 1 year	11,000	0	0	0	11,000	0.0%
	<b>22,982,075</b>	<b>9,071,544</b>	<b>1,956,560</b>	<b>5,207,099</b>	<b>39,217,278</b>	<b>100.0%</b>
<b>BY FOSSIL FUEL EXPOSURE</b>						
Fossil Fuel Lending	11,482,075	3,286,352	956,560	1,802,253	17,527,240	44.7%
Non Fossil Fuel Lending	11,500,000	5,785,192	1,000,000	3,404,846	21,690,038	55.3%
	<b>22,982,075</b>	<b>9,071,544</b>	<b>1,956,560</b>	<b>5,207,099</b>	<b>39,217,278</b>	<b>100.0%</b>

**CITY OF VINCENT  
INVESTMENT INTEREST EARNINGS  
AS AT 28 FEBRUARY 2018**



	YTD 28/02/2018 \$	YTD 28/02/2017 \$	FY 2017/18 \$	FY 2016/17 \$
<b>MUNICIPAL FUNDS</b>				
Budget	306,590	315,000	414,960	436,000
Interest Earnings	349,505	350,288	349,505	486,092
% Income to Budget	114.00%	111.20%	84.23%	111.49%
<b>RESERVE FUNDS</b>				
Budget	161,740	126,000	258,420	206,000
Interest Earnings	159,310	132,974	159,310	205,608
% Income to Budget	98.50%	105.53%	61.65%	99.81%
<b>LEEDERVILLE GARDENS INC SURPLUS TRUST</b>				
Budget	0	0	0	0
Interest Earnings	93,656	87,425	93,656	140,391
% Income to Budget	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>				
Budget	468,330	441,000	673,380	642,000
Interest Earnings	602,471	570,687	602,471	832,091
% Income to Budget	128.64%	129.41%	89.47%	129.61%
Variance	134,141	129,687		190,091
% Variance to Budget	28.64%	29.41%		29.61%
<b>TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)</b>				
Budget	468,330	441,000	673,380	642,000
Interest Earnings	508,815	483,262	508,815	691,700
% Income to Budget	108.64%	109.58%	75.56%	107.74%
Variance	40,485	42,262		49,700
% Variance to Budget	8.64%	9.58%		7.74%



**CITY OF VINCENT  
CURRENT INVESTMENT HOLDING  
AS AT 28 FEBRUARY 2018**



Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
<b>OPERATING ACCOUNTS</b>						
Municipal	Commonwealth Bank of Australia					2,471,075
Reserve	Commonwealth Bank of Australia					(76,285)
Trust	Commonwealth Bank of Australia					156,560
<b>Total Operating Funds</b>						<b>2,551,350</b>

**SHARES**

Municipal	North Perth Community Bank	23/11/2001				11,000
<b>Total Shares</b>						<b>11,000</b>

**TERM DEPOSITS**

Leederville Gardens In	Westpac Banking Corp	07/03/2017	01/03/2018	359	2.78%	756,707
Trust	Westpac Banking Corp	09/03/2017	06/03/2018	362	2.81%	500,000
Municipal	National Australia Bank	03/10/2017	06/03/2018	154	2.56%	500,000
Reserve	Bank of Queensland	11/05/2017	12/03/2018	305	2.65%	524,661
Trust	Members Equity Bank Ltd.	13/06/2017	13/03/2018	273	2.66%	500,000
Municipal	National Australia Bank	28/09/2017	13/03/2018	166	2.57%	1,000,000
Municipal	Bank of Queensland	14/09/2017	19/03/2018	186	2.55%	2,500,000
Municipal	National Australia Bank	10/10/2017	26/03/2018	167	2.55%	1,000,000
Municipal	Westpac Banking Corp	03/10/2017	03/04/2018	182	2.69%	500,000
Reserve	Bendigo and Adelaide Bank	11/05/2017	09/04/2018	333	2.65%	524,661
Municipal	Bank of Queensland	18/10/2017	09/04/2018	173	2.60%	1,000,000
Municipal	Bank Australia Ltd.	31/10/2017	16/04/2018	167	2.70%	500,000
Municipal	Bank of Queensland	18/10/2017	23/04/2018	187	2.60%	1,000,000
Municipal	Bank Australia Ltd.	09/11/2017	30/04/2018	172	2.70%	500,000
Reserve	Bendigo and Adelaide Bank	07/06/2017	07/05/2018	334	2.65%	715,286
Municipal	Bank Australia Ltd.	03/11/2017	07/05/2018	185	2.70%	1,000,000
Municipal	Bank Australia Ltd.	17/11/2017	14/05/2018	178	2.70%	500,000
Municipal	Bank Australia Ltd.	09/11/2017	21/05/2018	193	2.70%	1,000,000
Municipal	Members Equity Bank Ltd.	17/11/2017	28/05/2018	192	2.62%	500,000
Trust	Westpac Banking Corp	06/09/2017	04/06/2018	271	2.72%	300,000
Municipal	Bankwest	22/12/2017	05/06/2018	165	2.55%	1,000,000
Leederville Gardens In	Bendigo and Adelaide Bank	07/06/2017	12/06/2018	370	2.75%	1,381,783
Reserve	Bank of Queensland	25/07/2017	12/06/2018	322	2.70%	696,825
Municipal	Bankwest	22/12/2017	12/06/2018	172	2.55%	500,000
Municipal	Bank Australia Ltd.	22/12/2017	18/06/2018	178	2.70%	2,000,000
Municipal	Westpac Banking Corp	01/02/2018	18/06/2018	137	2.53%	1,000,000
Reserve	Bankwest	17/01/2018	25/06/2018	159	2.55%	782,110
Municipal	Westpac Banking Corp	14/02/2018	25/06/2018	131	2.52%	500,000
Municipal	Members Equity Bank Ltd.	16/01/2018	02/07/2018	167	2.65%	1,000,000
Municipal	Bankwest	17/01/2018	02/07/2018	166	2.55%	1,000,000
Municipal	Westpac Banking Corp	14/02/2018	09/07/2018	145	2.52%	500,000
Reserve	Westpac Banking Corp	25/07/2017	10/07/2018	350	2.73%	696,825
Municipal	Bankwest	23/02/2018	16/07/2018	143	2.45%	1,000,000
Municipal	Bankwest	23/02/2018	23/07/2018	150	2.50%	500,000
Reserve	Bendigo and Adelaide Bank	08/08/2017	06/08/2018	363	2.70%	716,283
Trust	Members Equity Bank Ltd.	14/12/2017	03/09/2018	263	2.62%	500,000
Leederville Gardens In	Westpac Banking Corp	06/09/2017	06/09/2018	365	2.77%	1,045,546
Reserve	Bank Australia Ltd.	14/09/2017	10/09/2018	361	2.80%	516,398
Reserve	Bank of Queensland	10/10/2017	09/10/2018	364	2.60%	619,503
Reserve	Bendigo and Adelaide Bank	09/11/2017	06/11/2018	362	2.65%	708,814
Leederville Gardens In	Members Equity Bank Ltd.	14/12/2017	03/12/2018	354	2.61%	2,023,062
Reserve	Members Equity Bank Ltd.	14/12/2017	10/12/2018	361	2.61%	762,760

CITY OF VINCENT  
CURRENT INVESTMENT HOLDING  
AS AT 28 FEBRUARY 2018



Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
Reserve	Westpac Banking Corp	14/02/2018	14/01/2019	334	2.60%	941,851
Reserve	Westpac Banking Corp	14/02/2018	11/02/2019	362	2.60%	941,851
<b>Total Term Deposits</b>						<b>36,654,928</b>
<b>Total Investment</b>						<b>39,217,278</b>




**11.3 REVIEW OF CORPORATE SERVICES POLICIES**

**TRIM Ref:** D18/854

**Author:** Tim Evans, Manager Governance and Risk

**Authoriser:** Kerry Batten, Director Corporate Services

**Attachments:**

1. Policies for re-adoption without amendments [↓](#) 
2. Policies for re-adoption with minor amendments [↓](#) 
3. Policies for rescission [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **READOPTS** the following existing policies without amendment as shown in Attachment 1:

ITEM	POLICY NUMBER	POLICY
1.1	4.1.4	Freedom Of Information Requests
1.2	4.1.27	Disaster Appeals – Donations and Assistance
1.3	4.1.33	Third Party Mediation - Citizens Advice Bureau
1.4	4.2.1	Legal Representation for Council Members and Employees
1.5	4.2.10	Business Dealings with the City - Council Members and Employees

2. **READOPTS** the following existing policies with minor amendments as shown in Attachment 2:

ITEM	POLICY NUMBER	POLICY
2.1	4.1.10	Execution of Documents
2.2	4.2.7	Council Members – Allowances, Fees and Reimbursement of Expenses

3. **RESCINDS** the following policies as shown in Attachment 3:

ITEM	POLICY NUMBER	POLICY
3.1	4.1.8	Nuclear Free Zone
3.2	4.1.12	Newsletters
3.3	4.1.13	Official Photograph - Council, Mayor, Councillors and Senior Officers
3.4	4.1.14	Primary and Annual Returns
3.5	4.1.19	Community Facility - Use other than Primary Designated Purpose
3.6	4.1.34	Relationship Declaration Register
3.7	1.2.6	Plant and Vehicles – Sale of
3.8	1.2.7	Loan of City Items
3.9	1.2.11	Parent and Citizens' Associations – Financial Assistance
3.10	4.2.11	Honorary Freeman of the City of Vincent

; and

4. **AMENDS BY ABSOLUTE MAJORITY** the Schedule of Fees and Charges 2017/2018, in accordance with Section 6.16(3)(b) of the *Local Government Act 1995*, to delete the following fees:
  - 4.1 Application fee to make a Relationship Declaration;
  - 4.2 Replacement of Declaration Certificate; and
  - 4.3 Certified Copy of entry – Relationship Declaration Register.

**PURPOSE OF REPORT:**

To review and adopt existing Council policies, which are due for periodic review.

**BACKGROUND:**

Council adopts various policies which provide guidance to Administration on a range of issues and assist Council in its decision making. Policies are reviewed and/or amended from time to time as the need arises. It is good practice to review policies at regular intervals and the City generally undertakes this every five years.

**DETAILS:**

Administration has reviewed the "Corporate Services" suite of policies and has identified a number of policies that are due for review. These are listed below along with one of three proposed actions – either to readopt without amendment (READOPT), to rescind the policy (RESCIND) or to readopt with minor amendments (AMEND) along with a brief commentary on each policy:

Policy No	Policy Name	Action	Commentary
4.1.4	Freedom of Information (FOI) Requests	READOPT	This policy provides clear direction to Administration as to when an FOI application fee may be waived.
4.1.8	Nuclear Free Zone	RESCIND	Administration is not aware that this Policy has never been used in its 23 year existence and is therefore considered unnecessary. Importantly, rescinding this policy does not change the fact that Council's position with respect to the City being nuclear free will survive in the form of the Council resolution of 24 July 1995 unless otherwise determined by Council. The City's website will be updated to include reference to the City's position on this issue to ensure that it remains current and discoverable.
4.1.10	Execution of Documents	AMEND	Clarification has been added to note that where the City is in control of Crown Land, any Development Applications relating to that Crown Land must be signed by the CEO.
4.1.12	Newsletters	RESCIND	The issuing of Newsletters is considered to be an operational matter that can be dealt by the CEO in liaison with the Mayor. It is not considered that a policy is necessary.
4.1.13	Official Photograph - Council, Mayor, Councillors and Senior Officers	RESCIND	Administration considers that this policy is unnecessary as the City moves away from a more formal shoot approach, and is working with Council to have photography done that matches their style/lifestyle/brand. Administration will continue, as part of general work practises, to have a formal portrait hung of the Mayor.
4.1.14	Primary and Annual Returns	RESCIND	This policy re-states the legislative requirement to complete Primary and Annual Returns and is not considered to be necessary.
4.1.19	Council Community Facility - Use other than Primary Designated Purpose	RESCIND	Administration does not consider it necessary for all applications for use other than primary designated purpose to come to Council and considers that this can be satisfactorily dealt with through the City's bookings and events team processes. Administration will still require community consultation to be carried out if a use may impact on residents and the Director Community Engagement and CEO will use their discretion to report any significant or controversial uses to Council.
4.1.27	Disaster Appeals - Donations and Assistance	READOPT	This policy sets out appropriate financial limits to financial and non-financial support for disaster appeals. While the policy is unchanged, the amounts stated have been updated to reflect CPI to July 2017. CPI changes to values

			in policies do not require Council approval, pursuant to clause 5 of Policy 4.1.1.
4.1.33	Third Party Mediation - Citizens Advice Bureau	READOPT	This policy sets out circumstances when residents should be referred to the Citizens Advice Bureau (CAB) by the City and also affirms a principle that the City will subsidise CAB services.
4.1.34	Relationship Declaration Register	RESCIND	This policy was adopted on 18 December 2012 in order to provide a means for couples to have their relationships recognised, regardless of sexual orientation. On 7 December 2017, the Federal Parliament legislated for marriage equality. As a consequence, the Relationship Declaration Register is no longer considered to be a necessary mechanism for the declaration of relationships. This is discussed further in the "Comments" section of this report.
4.2.1	Legal Representation for Council Members and Employees	READOPT	This policy sets out the circumstances under which the City will contribute to legal fees for employees and staff. While the policy is unchanged, the amounts stated have been updated to reflect CPI to July 2017.
4.2.7	Council Members – Allowances, Fees and Reimbursement of Expenses	AMEND	This policy requires minor amendment to delete section 1.4 – Acting Roles. Administration is also proposing that attendance at Regional Councils meetings be explicitly added to the list of functions for which expenses can be reimbursed. These minor amendments are discussed in the COMMENTS section of the report.
4.2.10	Business Dealings with the City - Council Members and Employees	READOPT	This policy sets out an appropriate methodology for treatment of business dealings with the City by Council Members and employees.
4.2.11	Honorary Freeman of the City of Vincent	RESCIND	Under the former <i>Local Government Act (1960)</i> , a local government was able to confer upon any person the title of "Honorary Freeman of the Municipality", although title did not grant any right or privilege other than that of being so designated. Since the <i>Local Government Act 1995</i> was introduced, there has been no legislative basis for the title. The City only adopted its policy in February 2010 but the policy has not been used and the title has not been awarded in that time. This historic practice is now considered unnecessary.
1.2.6	Plant and Vehicles – Sale of	RESCIND	This policy is no longer required as s.3.58 of the <i>Local Government Act 1995</i> is clear on the process that is to occur in regards to the disposal of Plant and Vehicles.
1.2.7	Loan of City Items	RESCIND	This policy is no longer considered appropriate. It is recommended that any applications for in-kind support such as the loan of city items are made through the City's community funding program (see Policy 3.10.11), where all funding and in-kind support can be properly tracked and accounted for.
1.2.11	Parent and Citizens' Associations – Financial Assistance	RESCIND	Policy no longer required, Where appropriate Capital requests should be made through the Community Budget Submission process and minor contributions through the Community Grants process.

**CONSULTATION/ADVERTISING:**

Public consultation relating to policies is only required for new policies or where significant amendments are being proposed. This is not the case for the purposes of this report.

**LEGAL/POLICY:**

Policies are not legally enforceable, however they provide guidance to the City's Administration and Council Members when considering various matters. The City's code of conduct requires that employees adhere to all City policies.

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Failure to review Council policies will not result in any breach of legislation. However, the routine review and re-adoption of policies will improve the relevancy of information available to Council, Administration and the community.

**STRATEGIC IMPLICATIONS:**

This matter is in keeping with the Strategic Plan 2013-2017– Key Result Area “4: Leadership, Governance and Management: 4.1.2 – Manage the Organisation in a responsible, efficient and accountable manner”.

**SUSTAINABILITY IMPLICATIONS:**

Maintaining a current and up-to-date suite of policies serves to ensure that the City's practices are operating effectively and may enhance sustainability.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

The report seeks to deal only with readopting / rescinding Corporate Services policies that are due for review and/or where Administration considers that the proposed action is relatively straightforward in nature. Policies that require more detailed consideration will be dealt with in more detail and will involve more detailed liaison and consultation with Council Members.

Administration considers that the policies listed for readoption without amendment are working effectively and is seeking Council's endorsement of its recommendation to readopt these policies without amendment.

Administration is proposing that a number of policies be rescinded. The reason behind each of these policies is explained in the table in the DETAILS section of this report. Typically, this has been recommended where either the policy is no longer considered to be necessary or appropriate (e.g. Loan of City Items Policy), or where Administration considers that the matter is primarily operational in nature and therefore best dealt with by an Administration Procedure (e.g. Newsletters Policy).

**4.1.34 - Relationship Declaration Register**

Of note is that on 18 December 2012, the City of Vincent established Western Australia's first Relationship Declaration Register (the Register) enabling couples, regardless of sexual orientation, an opportunity to formally recognise their relationship. The Register was introduced following Council's adoption of a Notice of Motion from Cr John Carey on 25 September 2012 and was considered to be symbolic of the City's support of marriage equality. It is considered that the Register, and the supporting policy, have played an important role both in recognising relationships of all types and also in expressing Council's position on marriage equality.

The City of Vincent demonstrated its continued support of same-sex marriage on 18 November 2014 and then on The Australian Marriage Law Postal Survey was held between 12 September and 7 November 2017 following an increase in popular support for same-sex marriage in Australia and again on 22 August 2017 when Council resolved as follows:

*“That Council:*

1. *NOTES its public support for marriage equality was first demonstrated in December 2012 with the establishment of Western Australia's first Relationship Declaration Register, providing all couples, regardless of sex and gender identity, with a formal recognition of their committed relationship;*

2. *NOTES its commitment to marriage equality was reaffirmed with the adoption of a Marriage Equality Proclamation at the Ordinary Meeting of Council on 18 November 2014;*
3. *REAFFIRMS its strong support for marriage equality on the basis that a committed relationship between two loving adults, regardless of sex and gender identity, deserves to be respected and recognised in the Australian Marriage Act 1961; and*
4. *APPROVES the flying of rainbow flags in place of the City of Vincent's corporate flag at the City's Administration and Civic Centre and at Axford Park for the duration of the Australian Marriage Law Postal Survey, from the close of enrolments to one week following the date of the survey results being published."*

On 7 December 2017, Parliament passed the *Marriage Amendment (Definition and Religious Freedoms) Bill 2017* which amended the *Marriage Act 1961* to allow couples to marry, regardless of gender. As a consequence, Administration considers that the primary purpose of the Register has been served and is now superseded. As a consequence, Administration is therefore recommending that this policy be rescinded, but that the existing register and the relationship declarations contained within it be kept in perpetuity. No new applications for inclusion on the Register would be accepted, nor would the City continue to offer replacement Declaration Certificates. However, parties to a relationship that are already on the Register would still be able to request that the City amends the Register to show that a relationship has been terminated.

If this policy is rescinded then it is also appropriate to delete the fees relating to making a Relationship Declaration from the City's schedule of fees and charges.

Two policies are being recommended for readoption with minor amendments. The proposed amendments to each of these policies is explained below:

#### Policy 4.1.10 - Execution of Documents

The policy specifies that "Documents required in the management of land as a landowner" are able to be executed by either the CEO or the Director Corporate Services. However, Administration notes that the *Minister for Lands Instrument of Authorisation dated 2 June 2016* specifies that a Development Application on any crown land managed by a local government can be signed only by the CEO of that local government. A note of clarification has been added to the policy to this effect.

#### Policy 4.2.7 - Council Members Allowances, Fees and Reimbursement of Expenses

Administration is proposing to delete clause 1.4 of this policy which relates to additional payments when undertaking an "Acting Role". The Salaries and Allowance Tribunal sets maximum limits on the allowances that may be paid to Mayors, Deputy Mayors and Councillors. The *Local Government Act 1995* does not provide the scope for any Council Member to receive any additional allowance or payment than that maximum regardless of whether they take on any of the functions of the Mayor or Deputy Mayor in their absence. Similarly, there are no provisions under the Act requiring any Council Member on leave of absence forgo any part of their annual allowance. As a consequence, Administration is of the view that section 1.4 of the policy is inconsistent with the Act and should therefore be deleted. Advice received from the Department of Local Government on this matter supports Administration's view.

Administration is also proposing to add attendance at Regional Council meetings to the list of functions for which expenses may be reimbursed. The policies of both the Mindarie Regional Council and Tamala Park Regional Council state that member Councils will be responsible for expenses claims. Notwithstanding any debate as to which body should be responsible for member expenses, Administration has to-date considered that these expenses meet the definition of clause 3(f) – "*Any other occasion in the performance of an act under the express authority of Council.*". Nevertheless, it would be provide greater clarity to Administration if Regional Council meeting were expressly added to the list of approved functions.

Administration is aware of a number of other policies that require review. This report is intended to be the first in a series that will endeavour to ensure that the City's policies are reviewed in a timely fashion. Once Council makes a decision on the status of these policies, the City's policy manual will be updated accordingly.



**POLICY NO: 4.1.4****FREEDOM OF INFORMATION REQUESTS****OBJECTIVES**

To provide information to the public free of charge where possible while maintaining the privacy of third parties in accordance with the Freedom of Information Act.

**POLICY STATEMENT**

Upon receiving a Freedom of Information request the City's Freedom of Information Co-ordinator or Chief Executive Officer or his nominee will determine the status of the request in accordance with the provisions of the Freedom of Information Act.

If the determination is such that the information can be provided:

1. with less than one hour of officer time; and
2. unedited or edited to the extent that identification of a third party is protected;

then the fee, as prescribed by the Council, will be waived.

If the applicant is not satisfied with this outcome then they will be required to lodge a formal Freedom of Information request and pay the appropriate fee in accordance with the Act.

<b>Date Adopted:</b>	<b>14 April 1998</b>
<b>Date Amended:</b>	<b>22 July 2003</b>
<b>Date Reviewed:</b>	<b>22 July 2003, 22 April 2008</b>
<b>Date of Next Review:</b>	<b>April 2013</b>

**POLICY NO: 4.1.27****DISASTER APPEALS – DONATIONS AND ASSISTANCE****OBJECTIVES**

To provide guidance to the Council when considering requests for the provision of financial assistance and other support to alleviate the impact of disasters and other significant emergencies.

**POLICY STATEMENT****1. Council to Approve Requests**

All requests to provide financial assistance and other support to alleviate the impact of disasters and other significant emergencies shall be in response to an appeal launched by the Federal, State, Local Government or other bona fide agency (Lord Mayor's Disaster Appeal) and shall be reported to the Council for consideration and determination.

**2. Financial Support**

- (a) Financial support shall be limited to a maximum of **\$7,009** (Indexed by CPI on 1 July of each year – includes 2011 increase);  
to any one disaster or other significant emergency appeal.
- (b) In the event of more than one relief organisation/agency being involved in the Disaster Appeal, the Council shall determine the most appropriate relief organisation to receive the support.
- (c) Financial support will only be made to approved agencies/organisations and cash donations will not be made directly to individuals.

**3. Non-financial Support**

The Council will consider support, other than financial, which includes but is not limited to:

- (a) the provision and use of the City's resources, machinery, vehicles, equipment for disasters which occur within Australia;
- (b) the use of the City's buildings and facilities for emergency accommodation and other approved purposes;

- (c) support for employees with professional expertise who wish to assist in the disaster by releasing the person on payment of their current salary and conditions, assistance to travel costs and incidental costs, provision of emergency clothing, equipment and the like which is necessary for the duration of the employees absence to a maximum of **\$7,009** (Indexed by CPI on 1 July of each year – includes 2011 increase);
- (d) the use of City as a receiving agent for any donations by the public; and
- (e) any other bona fide requests which may arise from a disaster or emergency.

#### **4. Disasters outside Australia**

Requests for all “*non-financial*” support for disasters and emergencies outside Australia will be considered on their merits.

#### **5. Definitions**

For the purposes of this policy, the following will be applied:

- (a) Natural Disasters include:
  - Floods
  - Fire
  - Cyclones/storms
  - Tsunami
  - Earthquake
  - Famine
  - Disease Threat
  - Landslide
- (b) Disasters other than Natural Causes include:
  - Civil unrest
  - War/invasion
  - Political, cultural, Religious conflicts
  - Acts of terrorism.

<b>Date Adopted:</b>	<b>22 November 2005</b>
<b>Date Amended:</b>	
<b>Date Reviewed:</b>	<b>November 2010</b>
<b>Date of Next Review:</b>	<b>November 2015</b>

**DISASTER APPEALS – DONATIONS AND ASSISTANCE**  
**POLICY NO: 4.1.27**

**CPI INCREASES FROM JULY 2009**  
 (Perth Based CPI)

Year	CPI	Page 1, Clause 2(a)	Rounding	Page 1, Clause 3(c)	Rounding
July 2009	1.4%	\$5,950		\$5,950	
July 2010	3.5%	\$6,158.25	<b>\$6,158</b>	\$6,158.25	<b>\$6,158</b>
July 2011	3.0%	\$6,343.00	<b>\$6,343</b>	\$6,343.00	<b>\$6,343</b>
July 2012	1.0%	\$6,406.43	<b>\$6,406</b>	\$6,406.43	<b>\$6,406</b>
July 2013	2.5%	\$6,566.59	<b>\$6,566</b>	\$6,566.59	<b>\$6,566</b>
July 2014	3.3%	\$6,783.28	<b>\$6,783</b>	\$6,783.28	<b>\$6,783</b>
July 2015	1.8%	\$6,905.38	<b>\$6,905</b>	\$6,905.38	<b>\$6,905</b>
July 2016	0.9%	\$6,967.53	<b>\$6,968</b>	\$6,967.53	<b>\$6,968</b>
July 2017	0.6%	\$7,009.33	<b>\$7,009</b>	\$7,009.33	<b>\$7,009</b>

**POLICY NO: 4.1.33****THIRD PARTY MEDIATION – CITIZENS ADVICE BUREAU****OBJECTIVE**

To outline the role of the Citizens Advice Bureau in resolving issues of a civil matter between residents and/or ratepayers of the City of Vincent.

**POLICY STATEMENT****1. Civil Matters**

The City of Vincent has no jurisdiction to resolve matters that are of a civil nature.

**2. Role of the Citizens Advice Bureau**

(a) The Citizens Advice Bureau provides a service that aims to assist parties who have conflicting views, come to an agreeable outcome/resolution. The Citizens Advice Bureau can provide mediation for a range of neighbourhood disputes including;

- Dividing fences;
- Encroaching roots and branches;
- Dog barking;
- Nuisance;
- Noise;
- Harassment; and
- Alleged property damage.

(b) The Citizens Advice Bureau's mediation process is;

- Informal;
- Confidential;
- Neutral; and
- Free of charge, where subsidised by the Local Government.

**3. Role of the City**

The City of Vincent will subsidise the fees involved to facilitate mediation between the parties, provided by the Citizens Advice Bureau, to an amount prescribed in the Annual Budget.

<b>Date Adopted:</b>	<b>10 May 2011</b>
<b>Date Amended:</b>	
<b>Date Reviewed:</b>	
<b>Date of Next Review:</b>	<b>May 2016</b>

**GUIDELINES AND POLICY PROCEDURES FOR  
THIRD PARTY MEDIATION – CITIZENS ADVICE BUREAU – POLICY NO. 4.1.33**

**1. Issue Raised by Resident or Ratepayer**

If a resident or ratepayer contacts the City and raises an issue that is considered to be of a civil nature, the Officer is to advise them that the matter is of a civil nature and not resolved by the City.

In the first instance, the Officer is to advise that resident/ratepayer, to discuss the matter with the party with the conflicting view.

**2. Unresolved Matters**

If the persons of conflicting views cannot reach a mutual agreement, the City's Officers may wish to suggest that the persons discuss the matter with a mediator from the Citizens Advice Bureau. The Officer is to advise that the mediation process is;

- (a) Informal;
- (b) Confidential;
- (c) Neutral; and
- (d) Free of charge (subsidised by the City of Vincent).

**3. Resident Self Referral**

The residents or ratepayers are to be provided with a Citizens Advice Bureau Mediation Service brochure and are advised to contact the Perth Office to discuss the matter.

**4. City Referral**

In some instances, conflicting matters are referred to the Citizens Advice Bureau by the Local Government. Where this occurs, the following process is to be followed:

- (i) Provide the resident with the Citizens Advice Bureau Mediation Service brochure and outline the process involved.
- (ii) With the resident's/ratepayer's consent, complete the *Citizens Advice Bureau of WA Mediation Referral Form* with the residents/ratepayers details.
- (iii) Forward the referral to the Community Mediation Service, who will then contact the residents/ratepayers to initiate a discussion regarding the mediation.

**POLICY NO: 4.2.1****LEGAL REPRESENTATION  
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.

**POLICY STATEMENT****EXPLANATION OF KEY TERMS**

**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.

#### **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;
- (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.
- 3.2 The written application for payment of legal representation costs is to give details of –
- (i) the matter for which legal representation is sought;
  - (ii) how that matter relates to the functions of the council member or employee making the application;
  - (iii) the lawyer (or law firm - if known) who is to be asked to provide the legal representation;
  - (iv) the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc);
  - (v) an estimated cost of the legal representation; and
  - (vi) why it is in the interests of the City for payment to be made.
- 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 is also to be accompanied by a report 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, 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**

- 5.1 The Council may –
  - (a) refuse;
  - (b) grant; or
  - (c) grant subject to conditions, an application for payment of legal representation costs.
- 5.2 Conditions under clause 5.1 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 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.
- 5.4 The Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.
- 5.5 The Council may, subject to clause 5.6, 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 A determination under clause 5.5 may be made by the Council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.

- 5.7 Where the Council makes a determination under clause 5.5;
- (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.

## 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, the CEO may exercise, on behalf of the Council, any of the powers of the council under clause 5.1 and 5.2, to a maximum of **\$11,945** (Indexed by CPI on 1 July of each year – includes 2011 increase) in respect of each application.
- 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.

## 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.

<b>Date Adopted:</b>	<b>23 July 2002; readopted 7 November 2006</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>28 February 2012</b>
<b>Date of Next Review:</b>	<b>February 2017</b>

**LEGAL REPRESENTATION FOR COUNCIL MEMBERS  
 AND EMPLOYEES  
 POLICY NO: 4.2.1**

**CPI INCREASES FROM JULY 2009**  
 (Perth Based CPI)

<b>Year</b>	<b>CPI</b>	<b>Page 5, Clause 6.1</b>	<b>Rounding</b>
July 2008		\$10,000	
July 2009	1.4%	\$10,140.00	<b>\$10,140</b>
July 2010	3.5%	\$10,494.90	<b>\$10,495</b>
July 2011	3.0%	\$10,809.75	<b>\$10,810</b>
July 2012	1.0%	\$10,917.84	<b>\$10,918</b>
July 2013	2.5%	\$11,190.79	<b>\$11,191</b>
July 2014	3.3%	\$11,560.09	<b>\$11,560</b>
July 2015	1.8%	\$11,768.17	<b>\$11,768</b>
July 2016	0.9%	\$11,874.08	<b>\$11,874</b>
July 2017	0.6%	\$11,945.33	<b>\$11,945</b>

**POLICY NO. 4.2.10****COUNCIL MEMBERS AND EMPLOYEES  
BUSINESS DEALINGS WITH THE CITY****OBJECTIVE**

To provide an open, transparent and accountable procedure for entering into any contracts with business entities that has a relationship with any serving Council Member or Employee.

**POLICY STATEMENT**

1. All commercial/ business dealings (including the awarding of contracts) with the City of Vincent by Council Members and Employees (and their closely associated persons) shall at all times be open, transparent and accountable.
2. All Council Members and Employees (and their closely associated persons) wishing to carry out any business activities with the City shall only do so in strict accordance with this Policy.
3. Where a Council Member or an Employee owns or is closely associated to a business from which the City purchases, or intends to purchase, goods and services, the Council/City will strictly follow this policy.
4. Any Council Member or Employee who wishes to do business with the City of Vincent must register their interest in writing to the Chief Executive Officer, by the 1<sup>st</sup> July of each year, or in the case of a newly elected Council Member or new Employee, or one who decides to do business with the City because of their purchase of a new business entity, register as the matter arises or must register as soon as is practicable after being elected to the Council, or in the case of an Employee, after their appointment has been confirmed.
5. A "Council Member/Employee Business Dealings/Contracts Register" ("the Register") will be maintained by the Chief Executive Officer and will be available for public inspection.
6. The Register will contain the following details;
  - (i) Name of business entity/company/Trading Name;
  - (ii) Name and addresses of persons associated with the business entity;
  - (iii) the position and extent of authority of persons in the business;
  - (iv) the type/range of goods and services the business entity provides; and
  - (v) any other relevant business.
7. The Council Member and Employee shall at all times only deal with the Chief Executive Officer (or where delegated, with the relevant Executive Manager). Employees directly involved with the contract shall not be contacted or approached.
8. Where the City decides to conduct business with such an entity, it will disclose the extent of the funds paid to it by way of a separate note in the Annual Report - financial accounts.
9. Where tenders, expressions of interest (EOI) or quotations are publicly advertised, any business entities that have a closely associated person with any serving Council Member or Employee of the Council, are required to state the nature of the association and to advise/declare in writing to the Chief Executive Officer that they wish to perform business with the City. This requirement will be included in the tender/quotation documentation.



10. Quotations, and/or expressions of interest that are not publicly advertised, shall also include the declaration requirement in the same manner as tenders and expressions of interest.
11. That all tenders/quotations under this policy shall have a written scope of works or services being sought and an Evaluation Criteria. Employees assessing the awarding of such contracts shall prepare a report assessing all tenders/quotations against the Evaluation Criteria. In these cases, an Evaluation Panel comprising of the Employee directly responsible for the tender/quotation and at least one other employee not directly associated with the matter. The Evaluation Panel report is to be independently reviewed by the relevant Director and/or Director Corporate Services. Prior to any contract being awarded, it is to be approved by the Chief Executive Officer, who will advise the Mayor and/or Council in writing of the matter. If the Mayor is involved in the contract, the Deputy Mayor shall be advised.
12. The Chief Executive Officer (or their closely associated persons) shall not conduct any business/ commercial dealings with the City of Vincent.
13. The Chief Executive Officer shall accurately maintain the Register of any Council Member or Employee (or their closely associated persons ) submission details of tenders/quotations being considered under this policy and this shall also be reported to the Council on a quarterly basis (if a contract has been considered).
14. When reporting to Council on a tender, expression of interest or quotation in which there is Council Member interest, this should be done under separate and confidential cover with the item not being distributed to the Council Member who has the interest. This information shall not be made available to the Council Member tendering, lodging an expression of interest or quoting.
15. All enquires and any complaints pertaining to the tender, expression of interest or quotation must be in writing and addressed to the Chief Executive Officer, who has the discretion to resolve any issue or refer the matter to the Council.
16. "Closely associated person" shall have the same meaning as defined in Section 5.62 of the Local Government Act 1995 and in summary, includes as follows:
  - (a) the person is in business partnership or Body Corporate with the relevant person;
  - (b) the person is the spouse (or de facto spouse) or child of the relevant person and is living with the relevant person.(Note: This policy will also be included by reference in the Council's Code of Conduct.)

<b>Date Adopted:</b>	<b>28 June 2005</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>1 February 2010</b>
<b>Date of Next Review:</b>	<b>February 2015</b>

**POLICY NO: 4.1.10****EXECUTION OF DOCUMENTS POLICY****OBJECTIVES**

To execute documents in a consistent and transparent manner.

**APPLICATION**

This Policy applies to all City of Vincent Officers who have been authorised through the provisions of this policy to execute documents on behalf of Council.

This Policy ensures that the City's common seal is utilised and documents executed in accordance with the provisions of the *Local Government Act 1995* (the Act).

According to the Act, s9.49A, a document is duly executed by a local government if the common seal is affixed to it or it is signed by an officer authorised to do so.

Executing documents through the use of the common seal or by signing a document does not constitute the decision to undertake a particular course of action. A Council resolution or a decision under delegated authority is required prior to executing documents pertaining thereto.

In the case of:

1. Legislation;
2. The formal requirements of a Commonwealth or State department, authority or agency (as described in a Policy or procedure); or
3. A Council decision;

expressly specifying a particular way in which a document is to be executed, that course of action is to take precedence over this policy.

**Category 1(A) Documents**

Category 1(A) documents require a specific resolution of Council to sell, lease or enter into an agreement as well as an authority to affix the seal.

These documents will be executed by having the common seal affixed under the authorisation of Council with the affixing of the seal in the presence of and being attested to by the Mayor and CEO or pursuant to s9.49A(3)(b) of the Act, the Mayor and a senior employee authorised by the CEO to do so.



The following is a list of documents of Category 1(A) documents:

1. Deeds of Agreement and Release in respect to sale, purchase or other commercial dealing relating to City assets including equitable interests;
2. Local Planning Schemes and Amendments;
3. Lease documents. This category includes, but is not limited to:
  - Variation of Lease;
  - Assignment of Lease; and
  - Surrender of Lease;except where granted under delegated authority;
4. Local Laws; and
5. Licence documents.

#### **Category 1(B) Documents**

Category 1(B) documents are those of a general form or category and which may be subject to time constraints for execution. These documents are to be sealed as part of a "class of documents" authorised by Council to be executed under the common seal without a specific Council resolution to affix the seal. Please note that the document may not require a Council resolution (being a Category 1(B) document) however the decision to undertake a particular course of action may still require Council approval.

The following list of documents are Category 1(B) documents.

1. Agreements relating to grant funding, when the funder requires that the agreement be signed under seal;
2. Debenture documents for loans which Council has resolved to raise;
3. General Legal and Service Agreements not already listed in this policy; and
4. Extension of Lease under original lease clause or provision;
5. Sub Lease of a portion of the premises by the Lessee;
6. Minor Variation of Lease provided it does not alter the substantive terms of the Lease approved by Council (for example, changes a process within the lease).

#### **Category 2 Documents**

Category 2 documents do not require the seal to be affixed.

Under section 9.49A(4) Council authorises the Officers listed in the Table below to sign documents on behalf of the City of Vincent. Directors only have authority where the documents are related to their area of responsibility.

The following is a list of Category 2 documents:

Description	Authority to Execute
Documents required in the management of land as a landowner.	CEO; Director Corporate Services <i>*NOTE – CEO approval is required for Development Applications relating to Crown Land pursuant to Minister for Lands Instrument of Authorisation dated 2 June 2016).</i>
Documents required to enact a decision of Council or the Development Assessment Panel (i.e. contractual documents resulting from a tender process, transfer of land forms, notification on title as required by a condition of approval, memorandum of understanding etc.).	CEO; The Responsible Director.
Documents required to enact a decision made under delegated authority or as a condition of approval given under delegated authority.	CEO; The Responsible Director; The City Officer exercising the delegated authority.

### Category 3 Documents

Category 3 documents are created in the normal course of business and are consistent with the City's policies and procedures. Category 3 documents are to be executed by a Director or Manager, or a City officer where the authority has been extended through a policy or procedure.

These documents include but are not limited to the following:

1. Agreements in the normal course of business for the purchase of goods or services identified within the service unit's budget (other than for tenders) and conforming to the requirements of the City's Purchasing Policy and other relevant policies.
2. General correspondence required to discharge the duties of your position;
3. Contracts for grant funding conducted in accordance with the City's Policies; and
4. Regular Hire Arrangements.

Date Adopted:	4 November 2003
Date Amended:	7 March 2017, 6 March 2018
Date Reviewed:	22 April 2008, 26 February 2013, 7 March 2017, 6 March 2018
Date of Next Review:	March 2023 <sup>2</sup>



**CITY OF VINCENT**

**COUNCIL MEMBERS – ALLOWANCES,  
FEES AND REIMBURSEMENT OF  
EXPENSES**

**POLICY NO. 4.2.7**

**(Adopted at the Ordinary Meeting of Council held on 4 April 2017)**

## POLICY NO: 4.2.7

**COUNCIL MEMBERS – ALLOWANCES, FEES AND  
REIMBURSEMENT OF EXPENSES****Index**

<b>OBJECTIVES</b>	<b>1</b>
<b>POLICY STATEMENT</b>	<b>1</b>
<b>1. Allowances</b>	<b>1</b>
1.1 Meeting Attendance Fees	1
1.2 Mayoral Allowance	1
1.3 Deputy Mayoral Allowance	1
1.4 Acting Roles	2
1.5 Payment	2
<b>2. Office of the Mayor</b>	<b>2</b>
2.1 Mayor's Office	2
2.2 Vehicle for Office of Mayor	2
<b>3. Expenses to be Reimbursed</b>	<b>2</b>
<b>4. Information and Communication Technology Allowance</b>	<b>3</b>
4.1 ICT	3
4.2 Option to Purchase upon Completion of Term of Office	4
<b>5. Travel Expenses</b>	<b>4</b>
5.1 Motor Vehicle Allowance	4
5.2 Public Transport	5
5.3 Parking Fees	5
5.4 Cab Charge Vouchers	5
<b>6. Child Care Costs</b>	<b>5</b>
<b>7. Training, Education, Conferences and Seminars</b>	<b>5</b>
7.1 Training and Education	5
7.2 Conferences and Seminars	6
<b>8. Insurance</b>	<b>6</b>
<b>9. Stationery and Consumables</b>	<b>6</b>
9.1 Stationery, Consumables and Postage	6
9.2 Letterheads and Business Cards	7
<b>10. Acknowledgement of Service and Retirement Gifts</b>	<b>7</b>
<b>11. Policy Administration</b>	<b>7</b>
11.1 Pro-Rata Allocations	7
11.2 Time Limit on Claims and Approval Process	7
11.3 Conditions Relating to Payment of Fees and Allowances	8
11.4 Dispute Resolution	8

## POLICY NO: 4.2.7

**COUNCIL MEMBERS – ALLOWANCES, FEES AND  
REIMBURSEMENT OF EXPENSES****OBJECTIVES**

1. To clearly outline the financial support that will be provided to Council Members through the payment of allowances, fees and reimbursement of expenses incurred and insurance cover within the provisions of the *Local Government Act 1995* while performing the official functions and duties of office.
2. To set out a structure under which Council Members are to be paid either a meeting fee or an annual attendance fee in recognition to each Council Member's commitment, pursuant to the *Local Government Act 1995*, Sections 5.98, 5.98A and 5.99.

**POLICY STATEMENT****1. ALLOWANCES****1.1 Annual Meeting Attendance Fees**

The City will pay Council Members an Annual Meeting Attendance Fee to the maximum amount allowable within the prescribed legislation.

This is provided on the principle that each Council Member regularly attends meetings of Council (and committees, where appropriate) to which they are appointed and carry out other responsibilities of the office.

**1.2 Mayoral Allowance**

The City will pay the Mayor an Annual Local Government Allowance to the maximum amount allowable within the prescribed legislation. (*Section 5.98, Regulation 33 of Local Government (Administration) Regulations 1996*).

**1.3 Deputy Mayoral Allowance**

The City will pay the Deputy Mayor an Annual Local Government Allowance equivalent to 25% (maximum allowed is 25%) of the Mayoral Allowance. (*Section 5.98A, Regulation 33A of Local Government (Administration) Regulations 1996*).

**1.4 Acting Roles**

~~If the Mayor or Deputy Mayor has taken leave of absence for a period(s) in excess of one (1) month (except leave of absence on Council business), and another Council Member is acting in that capacity, then that Council Member shall be entitled to the higher pro-rata annual Meeting Fee (in the case of the Mayor) and allowance foregone by the absent Council Member only.~~

**1.54 Payment**

The fees in 1.1, 1.2 and 1.3 above are to be paid to each Council Member monthly in arrears.

## 2. OFFICE OF THE MAYOR

### 2.1 Mayor's Office

The City is to provide to the Mayor, at the City's cost, the following within the City's Administration and Civic Centre:

- (a) the use of a suitable office;
- (b) the allocation of sufficient finances and resources by Council to provide ongoing administrative support to the Mayor in the form of a personal assistant;
- (c) photocopying and postage;
- (d) the use of a computer and telephone; and
- (e) beverages as provided.

### 2.2 Vehicle for Office of Mayor

The Office of the Mayor will be provided with an electric bicycle for all official duties connected to the office of Mayor. The bicycle will be replaced as part of the normal replacement program. All costs associated with the maintenance and upkeep of the electric bicycle are to be borne by the City of Vincent.

## 3. EXPENSES TO BE REIMBURSED

Regulation 32(1) of the *Local Government (Administration) Regulations 1996* prescribes expenses that may be approved by a Local Government for reimbursement.

The express authority of the Council is given to Council Members to attend the following functions in the performance of their duty as a Council Member, for which an expense incurred can be reimbursed:

- (a) Council Meetings, General Meetings of Electors, Civic functions or Citizenship Ceremonies called by either the Council, the Mayor and/or the Chief Executive Officer.
- (b) [Regional Councils](#), Committees, Advisory Groups and Working Groups to which the Council Member is appointed as a delegate or member by Council.
- (c) Meetings and functions scheduled by the Chief Executive Officer.
- (d) Conferences, or meetings of community organisations, industry groups and local government associations to which the Council Member has been appointed by Council as its delegate.
- (e) Functions and presentations attended as the Mayor, or as a representative of the Mayor, that are supported by a copy of the relevant invitation or request for attendance.

- (f) Any other occasion in the performance of an act under the express authority of Council.
- (g) Site inspections in connection with matters listed on any Council Agenda paper (Members to state an address, along with the date and time of the visit on the claim form).
- (h) In response to a request to meet with a ratepayer/elector, but excluding the day of Council Elections. (Members to state the time and purpose of the visit and the name and address of the ratepayer/elector on the claim form).
- (i) Approved education and training courses/events.
- (j) Meetings of Town Teams and Precinct Groups within the City of Vincent.
- (k) Any ceremony for the presentation by the City of awards to school students by any member responsible for presentation of the awards.
- (l) Events that are sponsored or organised by the City of Vincent.

#### **4. INFORMATION AND COMMUNICATION TECHNOLOGY ALLOWANCE ("ICT")**

##### **4.1 "ICT expenses" means –**

- *rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or*
  - *any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;"*
- (a) The City will pay Council Members an annual ICT Allowance of \$2500. This Allowance covers the expenses incurred by Council Members in performing a function under the express authority of the Council or in performing a function in the Council Member's official capacity.
  - (b) Any claims by Council Members for expenses incurred over the ICT Allowance are to be submitted on the Reimbursement of Expenses Form. Any such claims must be supported by receipted invoices. It must also be demonstrated, to the reasonable satisfaction of the CEO, that the ICT Allowance has been expended on allowable ICT costs.
  - (c) The annual ICT Allowance is for all costs relating to:
    - 1. telephone usage (including purchase, rental, plans/contracts and/or payments);
    - 2. line rental;
    - 3. call and service charges;
    - 4. costs for installation of an additional line (if required by the Council Member);
    - 5. purchase of mobile phones, (and any replacements) and extra telephone lines or call costs;



6. maintenance, servicing and replacement of any telecommunication equipment; and
  7. all consumables associated with Telecommunication equipment/facilities use whilst performing the functions as a Council Member.
  8. computers, laptops and associated printers (purchase or lease);
  9. internet connection, hardware (purchase or lease), associated service charges, costs of usage including downloads relating to Council business;
  10. maintenance, servicing and replacement of any information technology equipment;
  11. any additional software; and
  12. all consumables associated with Information Technology equipment/facilities use whilst performing the functions as a Council Member, including but not limited to paper and ink cartridges.
- (d) In recognition of possible capital costs associated with ICT expenses, payment will be made, in advance, as follows:
- 50% to be paid in the month of October; and
  - 50% to be paid in the month of April.
- (e) This Allowance is in addition to any laptop, tablet and/or printer which is approved by the Council to enable the Council Member to fulfil their role. Any equipment (including software) provided by the City will be repaired, serviced, maintained and/or replaced by the City. The City will retain ownership of any equipment provided under this clause.

#### 4.2 Option to Purchase upon Completion of Term of Office

- (a) Departing Council Members are eligible to purchase items and equipment purchased on their behalf and used by them during their term of office as follows:

Years of Service	Amount Payable
1st year of service (or part thereof)	not available
2nd year of service (or part thereof)	not available
3rd year of service (or part thereof)	50% of purchase price
4th year of service (or part thereof)	25% of purchase price
Upon retirement after more than 4 years service	0% of purchase price

- (b) Where an item has been purchased in the twelve (12) months preceding a Council Member's retirement or cessation as a Council Member, the cost shall be the "written down" value of the item or 50% of the item's purchase price, whichever is the higher.

#### 5. TRAVEL EXPENSES

Council Members shall be entitled to reimbursement of travel expenses incurred while travelling to a destination from their normal place of residence or work and return for which express authority has been given in clause 3.

**5.1 Motor Vehicle Allowance**

Where a Council Member uses their own vehicle in or in connection with the performance of their duties, the Council Member will be paid an allowance for each kilometre of authorised travel as set in the Local Government Industry Award 2010.

**5.2 Public Transport**

A Council Member may use the services of the bus, rail and ferry public transport system, expenditure for which shall be reimbursed upon lodgement of receipts.

**5.3 Parking Fees**

Parking fees incurred as a result of travel to any occasion referred to in clause 3 above shall be reimbursed upon lodgement of receipts accompanying the associated travel claim form.

The cost of valet parking will not be reimbursed.

**5.4 Cab Charge Vouchers**

Council Members are authorised to use Cab Charge vouchers for travelling to any occasion referred to in Clause 3.

**6. CHILD CARE COSTS**

Council Members shall be entitled to reimbursement upon submission of Council Members Request for Reimbursement of Child Care Expenses Claim Form (as shown in Appendix B), a receipt and certified statement detailing dates, costs and relevant information of meeting of the lesser amount of actual child care costs or to the maximum hourly rate prescribed by the Salaries and Allowances Tribunal. Claims can only be made for care of children, of which they are parent or legal guardian, while attending any occasion referred to in clause 3.

**7. TRAINING, EDUCATION, CONFERENCES AND SEMINARS****7.1 Training and Education**

- (a) Council Members who wish to attend training and education courses may make an application in writing to the Chief Executive Officer.
- (b) The Chief Executive Officer is authorised to arrange, at the City's cost, an educational course of study for the Council Member which course is:
  - (i) conducted by a Western Australian University, tertiary educational institution or registered training organisation; and

- (ii) considered by the Chief Executive Officer to be directly relevant to the performance for the City of its functions including planning, financial management, corporate governance and social infrastructure.
- (c) A maximum cost of **\$7000** per Member per four year term is set for the cost under 7.1(b) above, including fees, reference books and the like.
- (d) The Council Member is not entitled to any subsidy where a course of study is subsidised through other means.
- (e) Council Members will be required to reimburse any payments made in accordance with Clause 7.1(b) above in the event that they do not successfully complete the relevant course of study.

## 7.2 Conferences and Seminars

Council members shall be entitled to reimbursement for expenditure incurred as a result of attendance at conference and seminars in accordance with the provisions of Council Policy No. 4.1.15-*Conferences*.

Any requests for attendance at a training, education, conference or seminar event that falls within the last six months of a Council Members' term of office will be referred to the Council for approval. To avoid confusion the date for which this shall take effect shall be taken from the date for which the Unit of study commences or the conference/seminar/training event starts.

## 8. INSURANCE

Council will provide insurance cover for Council Members for:

- 8.1 Personal accident whilst engaged in the performance of the official duties of their office.
- 8.2 Professional indemnity for matters arising out of the performance of the official duties of their office, provided the performance or exercise of the official duty is in the opinion of Council, not illegal, dishonest, unreasonable, in bad faith or against the interests of the City.
- 8.3 Public liability for matters arising out of the performance of the official duties of their office but subject to any limitations set out in the insurance policy.
- 8.4 Motor vehicle at the particular time owned or driven by the Council Member or driven by another person on behalf of the Council Member whilst a vehicle is being used in connection with Council business, including attending meetings of the council or as a delegate of the council, meetings of municipal or association conferences or regional councils or committees of them. Such motor vehicle insurance provides cover in excess of any amount for which Council Members are otherwise insured.

## **9. STATIONERY AND CONSUMABLES**

### **9.1 Stationery, Consumables and Postage**

The cost of consumables, stationery and postage associated with the role as a Council Member, will be reimbursed to a maximum of \$200 per annum, on the receipt of a claim and a declaration that the consumables were used in performing the functions of a Council Member and were not in any way associated with campaigning for election as a Council Member. Council Members may choose to purchase their own consumables and claim reimbursement on production of receipts, or access such items through the City. Council Members are to forward requests for stationery to the Personal Assistant to the Mayor who will coordinate the supply, keep a total of costs incurred and notify Council Members if the maximum allowance is reached.

Each Council Member shall be entitled to reimbursement, upon submission of a Council Members Request for Reimbursement of Miscellaneous Expenses Claim Form (as shown in Appendix C), receipt and certified statement certifying the expense specifically as part of their role as a Member

The allowance for stationery, consumables and postage includes up to 100 Christmas Cards for Council Members.

Christmas Cards for the Office of the Mayor is included in the "*Stationery and Consumables*" account – Members of Council cost centre.

### **9.2 Letterheads and Business Cards**

In addition to clause 9.1, the all Council Members will be supplied with business cards, letterhead paper and envelopes as reasonably required to carry out the duties of the role.

Council Member letterheads are not issued for personal use and are only to be used for Council business.

## **10. ACKNOWLEDGEMENT OF SERVICE AND RETIREMENT GIFTS**

On retirement, a Council Member will be presented with a framed certificate identifying the name of the Council Member and the years of service to Council, signed by the Mayor and the Chief Executive Officer.

The certificate shall be presented at a Council Meeting or at a function to be determined by the Mayor and Chief Executive Officer.

Despite the provisions of *Local Government (Administration) Regulation 1996*, Regulation 34AC, Council believe that the purchase of a retirement gift is an unnecessary use of public money and a retirement gift will not be given by the City.

## **11. POLICY ADMINISTRATION**

### **11.1 Pro-rata Allocations**

Where a Council Member serves for only part of a financial year, the limit for any allowance or payment which has an annual limit specified, is to be determined on a pro rata basis based on the number of months, or part of a month, that a member serves.

**11.2 Time Limit on Claims and Approval Process**

Council Members choosing to receive reimbursement of expenses in accordance with the provision of this policy should submit the appropriate Reimbursement of Expenses Form to the Chief Executive Officer, together with supporting documentation, within three (3) calendar months after the month in which the expenses were incurred, and by 15 July of the next financial year, in order to facilitate the finalisation of the annual financial statements.

**11.3 Conditions Relating to Payment of Fees and Allowances**

- (a) All Allowances and Fees shall be paid automatically unless a Council Member has advised the Chief Executive Officer in writing that he/she does not want to claim any or part of those Fees, Allowances and entitlements.
- (b) If a Council Member advises that he/she does not want all or part of the Fees, Allowances and entitlements to which he/she is entitled, any subsequent request for full or additional payment will not be back paid, but accrue from the date of such request.
- (c) The taxation liability arising from these payments is the individual responsibility of each Council Member.

**11.4 Dispute Resolution**

Any disputes in regard to this policy will be referred to the Chief Executive Officer in the first instance. In the event that the Council Member and the Chief Executive Officer cannot reach an agreement, the matter will be reported to the Council for a decision.

<b>Date Adopted:</b>	23 July 2002
<b>Date Amended / Reviewed:</b>	27 May 2003; 8 July 2003, 8 June 2004, 31 May 2006, 5 June 2007, 12 May 2009, 28 September 2010, 19 April 2011, 8 November 2011, May 2014, 4 April 2017, 6 March 2018
<b>Date of Next Review:</b>	April-2019 February 2023



## CITY OF VINCENT

**COUNCIL MEMBERS' TRAVELLING EXPENSES CLAIM FORM**

I, ....., hereby certify that the following expenses are true and correct and were incurred to enable me to carry out my duties of a Council Member for the City of Vincent.

Motor Vehicle:      Make & Model: \_\_\_\_\_  
Registration: \_\_\_\_\_

Period of Claim:      From: \_\_\_\_\_ To: \_\_\_\_\_

Item	Date	Details of Meeting	Kms
No 1			
No 2			
No 3			
No 4			
No 5			
No 6			
No 7			
No 8			
<b>Total Distance</b>			<b>kms</b>
<b>Claimed</b>			

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Governance Section:**

Kms x (Rate) = \$ \_\_\_\_\_

Checked by  
Manager Governance & Risk \_\_\_\_\_ Date: \_\_\_\_\_

Claim Authorised by  
Chief Executive Officer \_\_\_\_\_ Date: \_\_\_\_\_



## CITY OF VINCENT

COUNCIL MEMBERS' REQUEST FOR REIMBURSEMENT OF  
CHILD CARE EXPENSES CLAIM FORM

I, ....., hereby certify that the following expenses are true and correct and were incurred to enable me to carry out my duties of a Council Member for the City of Vincent.

"Council Members are entitled to reimbursement of child care expenses, incurred as part of their role in accordance with Council Policy No. 4.2.7 – Clause 6."

Receipts must accompany any claim for reimbursement.

Period of Claim: From: \_\_\_\_\_ To: \_\_\_\_\_

Item	Date	Details/Nature of Meeting	No of Hours	Rate per Hour	Total Cost
No 1					
No 2					
No 3					
No 4					
No 5					
No 6					
No 7					
No 8					
Total of Claim					\$

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Checked by:  
Manager Governance & Risk: \_\_\_\_\_ Date: \_\_\_\_\_

Claim Approved by:  
Chief Executive Officer: \_\_\_\_\_ Date: \_\_\_\_\_





## CITY OF VINCENT

COUNCIL MEMBERS' REQUEST FOR REIMBURSEMENT OF  
STATIONERY AND CONSUMABLES CLAIM FORM

I, ....., hereby certify that the following expenses are true and correct and were incurred to enable me to carry out my duties of a Council Member for the City of Vincent.

"Each Member shall be entitled to reimbursement of expenses incurred as part of their role as a Member, in accordance with Council Policy 4.2.7 - Clause 9."

Receipts must accompany any claim for reimbursement.

Period of Claim: From: \_\_\_\_\_ To: \_\_\_\_\_

Item	Date	Details of Claim	Total Cost
No 1			
No 2			
No 3			
No 4			
No 5			
No 6			
No 7			
No 8			
Total of Claim			\$

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Checked by:  
Manager Governance & Risk: \_\_\_\_\_ Date: \_\_\_\_\_

Claim Approved by:  
Chief Executive Officer: \_\_\_\_\_ Date: \_\_\_\_\_

**POLICY NO: 4.1.8****NUCLEAR FREE ZONE****OBJECTIVES**

To provide guidance to all concerned on the City's position relating to a nuclear free zone, nuclear power stations, use, storage and transport of uranium, nuclear waste.

**POLICY STATEMENT**

On 24 July 1995 the Council declared:

1. the City of Vincent to be a nuclear free zone;
2. that no nuclear power stations may be built within the City;
3. that no uranium, nuclear waste nor other material connected with the nuclear power industry may be stored or transported in or through the City; and
4. that the City will not be opposed to the responsible use of radioisotopes in hospitals within the City, as it believes the benefits to the users outweigh the risks to the community at large.

<b>Date Adopted:</b>	<b>24 July 1995</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>22 July 2003, 22 April 2008</b>
<b>Date of Next Review:</b>	<b>April 2013</b>

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**POLICY NO: 4.1.12****NEWSLETTERS****OBJECTIVES**

To guide the Council for the issue of Newsletters to its Ratepayers and Residents.

**POLICY STATEMENT**

1. That the City issue a minimum of four Newsletters per annum.
2. That the Newsletters be issued during the months of March, June, September and December of each year.
3. That the Newsletter be in a format approved by the Chief Executive Officer after consultation with the Mayor.
4. That the Chief Executive Officer and the Mayor be responsible for the content of the Newsletter. Council Members to be given the opportunity of submitting topics to the Chief Executive Officer, prior to each issue.
5. Where circumstances require, the Chief Executive Officer and Mayor are authorised to issue a special edition of the newsletter to specifically address the matter.
6. All newsletters are to be placed on the City's website, as soon as practicable after their issue.

<b>Date Adopted:</b>	<b>28 April 1997</b>
<b>Date Amended:</b>	<b>22 April 2008</b>
<b>Date Reviewed:</b>	<b>22 July 2003, 22 April 2008, 26 February 2013</b>
<b>Date of Next Review:</b>	<b>February 2018</b>

**POLICY NO: 4.1.13****OFFICIAL PHOTOGRAPH – COUNCIL, MAYOR, COUNCILLORS AND SENIOR OFFICERS****OBJECTIVE**

To provide a current photographic library of the Council, Mayor, Councillors and Senior Officers and use of photographs.

**POLICY STATEMENT****1. Council Photograph**

A group photograph of the Council (including Mayor, Councillors and Senior Officers) shall be taken every two years following the Biennial Ordinary Local Government Elections. In the event of an extraordinary election or the resignation of a Council Member or a member of the Executive Team an individual photograph of the appointee will be taken to maintain a current composite.

**2. Mayoral Photograph**

- (i) A photograph of the Mayor shall be taken, as soon as practicable, after the election of the Mayor.
- (ii) A print should be provided, not less than 500mm x 500mm and suitably framed.
- (iii) A print quality photograph should be provided for use in publications and on the City website.
- (iv) The Mayoral photographs shall be displayed in chronological order of their term of office, in the Council Chamber.
- (v) Where a Mayor is elected for a second or subsequent term, the addition of appropriate wording to recognize the new term(s) shall be included onto the photograph frame.
- (vi) The Mayor is to select from the proof sheet his or her preferred photograph to be used for the official record. The CEO, in liaison with the Mayor, shall select the frame to be used.

**3. Individual Photographs**

- (i) The proofs of individual photographs are to be forwarded to the Mayor, Councillors and Senior Officers for their selection of the preferred photograph.
- (ii) Should the Mayor, Councillors and Senior Officers not forward advice of their preferred photograph within seven days of receipt of the proofs, the Chief Executive Officer will select photographs of those that have not responded, for inclusion in the composite photograph.

4. Official Photographs

- (i) Official photographs provided by the City shall not be used for electioneering purposes.
- (ii) Official photographs will be used in Council documents (eg Annual Report, Newsletters).
- (iii) Official photographs will (upon request) be provided to the media, by the Chief Executive Officer.

<b>Date Adopted:</b>	<b>4 November 2003</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>22 April 2008, 26 February 2013</b>
<b>Date of Next Review:</b>	<b>February 2018</b>

**POLICY NO: 4.1.14****PRIMARY AND ANNUAL RETURNS****OBJECTIVE**

To provide a policy in respect to completion of Primary and Annual Returns in accordance with Section 5.75 and 5.76 of the Local Government Act 1995.

**POLICY STATEMENT**

1. All Council Members and Senior Officers shall complete Primary and Annual Returns.
2. The following employees shall complete Primary and Annual Returns:
  - Chief Executive Officer;
  - Directors;
  - Managers;
  - Employees with a delegated power or duty;

<b>Date Adopted:</b>	<b>4 November 2003</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>22 April 2008, 26 February 2013</b>
<b>Date of Next Review:</b>	<b>February 2018</b>

**POLICY NO: 4.1.19****COUNCIL FACILITY – USE OF OTHER THAN PRIMARY  
DESIGNATED PURPOSE****OBJECTIVES**

To restrict the use of council owned or controlled facilities for purposes other than for which the facility is designated.

**POLICY STATEMENT**

That:

1. no City controlled facility be used for any purpose other than its primary designated use, without the prior approval of the Council;
2. any Organiser proposing to conduct a function or event (at a City owned facility) which is likely to adversely impact on residents and ratepayers in the immediate vicinity, shall carry out community consultation, at no cost to the City, to the satisfaction of the Chief Executive Officer;
3. the Council shall give due consideration to the outcome of the community consultation, prior to granting approval for any functions or events.

<b>Date Adopted:</b>	<b>12 February 1996</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>22 July 2003, 22 April 2008, 26 February 2013</b>
<b>Date of Next Review:</b>	<b>February 2018</b>

**POLICY NO: 4.1.34****RELATIONSHIP DECLARATION REGISTER****OBJECTIVES**

To establish a confidential Relationship Declaration Register as a means of recognising the relationship status of couples, irrespective of gender.

**POLICY STATEMENT**

The City of Vincent supports the establishment of a Relationship Declaration Register as a means of recognising the relationship status of couples, irrespective of gender. Under the scheme:

1. Couples living in Western Australia will be able to declare that they are partners and have this declaration recorded in the City of Vincent Relationship Declaration Register;
2. Couples will be required to sign a statement stating that they are making a relationships declaration in good faith and the information they provide is true and accurate;
3. Couples who make a relationship declaration will receive a copy of their declaration in the form of a Certificate from the City of Vincent; and
4. Couples who wish to make a declaration and have this declaration recorded in the City of Vincent Relationship Declaration Register shall agree to comply with the requirements specified in this Policy and Policy Procedure and Guidelines and pay the Prescribed fee.
5. Only Couples over the age of eighteen (18) years may participate in the City of Vincent Relationship Declaration Scheme.

This Policy is to be also read in conjunction with the attached City's Policy Procedures and Guidelines.

<b>Date Adopted:</b>	<b>18 December 2012</b>
<b>Date Amended:</b>	-
<b>Date Reviewed:</b>	-
<b>Date of Next Review:</b>	<b>December 2017</b>



## POLICY PROCEDURES AND GUIDELINES

### 1. INTRODUCTION

- 1.1 The Vincent City Council has adopted the City of Vincent Relationship Declaration Register as a means of recognising the relationship status of couples, irrespective of gender.
- 1.2 Under the program, two people may declare that they are partners and have this declaration recorded in the City of Vincent Relationship Declaration Register.
- 1.3 Applicants will be required to complete an Application form (as shown in Appendix 4.1.34A) and sign a Statement stating that they are making a relationship declaration in good faith and the information they provide is true and accurate.
- 1.4 The City of Vincent Council reserves the right to cease the keeping of the Relationship Declaration Register at any time.
- 1.3 While making a relationship declaration does not confer legal rights in the way marriage does, it may be used in legal proceedings under the following statutes, including but not limited to;

#### Western Australian Statutes

- (i) Administration Act 1903;
- (ii) Family Court Act 1997;
- (iii) Inheritance (Family and Dependents Provision) Act 1972;
- (iv) Interpretation Act 1984; and
- (v) Property Law Act 1969.

#### Commonwealth Statutes

- (i) Family Law Act 1975; and
- (ii) Privacy Act 1988.

### 2. THE RELATIONSHIP DECLARATION

- 2.1 Couples who participate in this program will be able to make the following written declarations before a witness or witnesses:
  - They are a couple or are partners; and/or
  - The length of time they have been a couple or partners; and/or
  - They are mutually committed to sharing their lives together.
- 2.2 Couples who make a relationship declaration will receive a copy of their declaration in the form of a Certificate (as shown in Appendix 4.1.34B) from the City of Vincent.
- 2.3 The relationship declaration will be recorded in the City of Vincent Relationship Declaration Register and issued with a registration number.

### 3. CONFIDENTIALITY OF DATA

- 3.1 The collection, access and storage of information in connection with the City of Vincent Relationship Declaration Register will be undertaken in accordance with the Privacy Act 1988 (Commonwealth), Privacy Amendment Act 2004 (Commonwealth) and City of Vincent Policy No. 4.1.31 "Privacy Management".
- 3.2 The Register and all related documents will be stored in a secure environment within City of Vincent - Office of the Chief Executive and access will be strictly controlled and primarily limited to the Chief Executive Officer and Personal Assistant.
- 3.3 The City of Vincent Relationship Declaration Register will **not** be made available for inspection by members of the public.
- 3.4 If the applicants consent, the City of Vincent may use the information provided on an Application Form to produce anonymous statistics. By providing this information, applicants consent to it being held and used for this purpose.
- 3.5 Information in the Register will only be made available on demand to authorised public officials, in connection with their legitimate enquiries.
- 3.6 Couples may obtain copies of their own register entry upon presentation of identification, as specified in Clause 5, and payment of the Prescribed Fee.
- 3.7 Should couples wish to make their individual entry available to a third party, they must submit a written request to the Chief Executive Officer.

### 4. CONDITIONS FOR MAKING A RELATIONSHIP DECLARATION AND RECORDING THE DECLARATION

- 4.1 The making of a relationship declaration is by appointment only and subject to the City of Vincent receiving the completed Application Form with the required documentation and receipt of payment of the Prescribed Application Fee.
- 4.2 Applicants must complete and sign the Application Form to confirm that there are no reasons why they should not make a relationship declaration and have the declaration recorded in the Register.
- 4.3 All documents provided in a foreign language must be translated into English by an authorised translation service.
- 4.4 The City of Vincent reserves the right to ;
  - 4.4.1 Refuse an application to make a relationship declaration; and
  - 4.4.2 Subsequently note on its records of a relationship declaration any information it receives stating that false or misleading information has been provided.

4.5 Applicants who are already legally married or have registered a relationship with another person are not eligible to make a relationship declaration at the City of Vincent.

4.6 All records relating to applicants will be recorded as shown in the documents provided as identification.

## **5. PROOF OF IDENTITY**

5.1 There are number of key documents which Applicants must supply to apply for making a Relationship Declaration. Identification documents are required to be presented before approval can be granted to make a Relationship Declaration, as shown below. One document must show each applicants signature. Only original documents will be accepted - certified copies will not be accepted. Acceptable documents of evidence are any two (2) of the following:

- Birth certificate (not extract);
- Passport;
- Driver licence; and
- Citizenship certificate.

## **6. AGE**

6.1 Persons applying to register must be aged 18 years or over on the date of application.

## **7. RELATED PERSONS**

7.1 Relationships will not be registered if the partners are related, as specified in Section 7.2.

7.2: For the purpose of the City of Vincent Relationship Declaration, a person is related to another person if:

- they are the ancestor or descendant of that person;
- they are the brother, sister, half-brother or half-sister of that person; or
- they are, or have been at any time, the adopted parent or adopted child of that person under any law of any place, whether in or out of Australia, relating to the adoption of children.

## **8. PREVIOUS RELATIONSHIP DECLARATIONS**

8.1 A person who has previously made a relationship declaration on the City of Vincent Register shall not be permitted to make a relationship declaration without first having requested in writing that the termination of the previous relationship be recorded in the Register.

## **9. RECORDING THE TERMINATION OF A RELATIONSHIP**

9.1 The City of Vincent will amend the relationship declarations that individuals have made. Either or both parties to a relationship declaration may request the City of Vincent to record on the Register that the relationship has terminated.

- 9.2 Upon receiving such a request in writing, the Chief Executive Office shall record in the register that it has received notification of the termination of the relationship. Where the notification has been received from one party only, the Applicant shall contact and provide a copy of the Notice of Termination to the other party and provide a copy of such information to the City.
- 9.3 The Chief Executive Office will only amend the details in the Relationship Register, when he/she is satisfied that both parties have consented or been notified of an intention to terminate.

## **10. LEGAL CONSEQUENCES OF MAKING A RELATIONSHIP DECLARATION**

- 10.1 Making a relationship declaration does not change the legal status of the persons making the declaration. However, the fact that two people have made a relationship declaration may be presented as evidence of the existence of that relationship in some legal proceedings.
- 10.2 People contemplating making a relationship declaration should be aware that legal proceedings involving domestic relationships may be commenced under the laws of Western Australia or the Commonwealth.
- 10.3 **The City of Vincent recommends that individuals who want more information about the legal consequences of making a relationship declaration and having it recorded in the City of Vincent Relationship Declaration Register should obtain their own independent legal advice.**

## **11. PROCEDURE FOR MAKING A RELATIONSHIP DECLARATION**

- 11.1 Making an Application  
Couples wishing to make a relationship declaration can apply to do so by obtaining a copy of the City of Vincent Relationship Declaration Register Application Form (attached to these Guidelines at Appendix 4.1.34A).
- 11.2 Submitting an Application Form  
The Application Form must be completed and signed by both partners making the application and lodged in person at the City of Vincent - Office of the Chief Executive, together with the required original proof of identity documents, as specified in Section 5. Please telephone the Office of the Chief Executive Officer to make an appointment to have your application processed and documents of proof verified. Once the Application Form has been accepted the Prescribed Fee is required to be paid.
- 11.3 Making an appointment  
A City Officer will contact the parties within 10 working days of the Application Form being lodged and accepted to schedule an interview. A letter (as shown in Appendix 4.1.34D) will be sent to confirm an appointment for the ceremony.

#### 11.4 Making a Payment

Prior to the Declaration being made, proof of payment of the Prescribed Fee must be provided.

#### 11.5 Pre-Declaration Interview

During the interview, the City of Vincent Chief Executive Officer (or delegate)

- ascertain that both persons who have applied to make the relationship declaration are the actual applicants specified in the Application Form and;
- the Application Form and all the documentation is in order.

#### 11.6 Pre-Declaration Documentation

The Chief Executive Officer shall;

- Arrange for the necessary documentation to be prepared;
- Check the documentation and sign the Certificate; and
- Liaise with the Mayor for the scheduling of the Declaration.

#### 11.7 Making the Declaration

11.7.1 The making of the relationship declaration (as shown in Appendix 4.1.34C) will be short (less than 10 minutes), after which the couple will each receive a signed copy of the Certificate.

11.7.2 At the Declaration, the Mayor or the Chief Executive Officer or delegate (as applicable) shall;

- request that each person sign the Relationship Declaration Certificates;
- witness their signing the Relationship Declaration Certificates.

11.7.3 The officiating person shall sign the Relationship Declaration Certificate at the time of reading the Declaration. The Mayor shall officiate in the first instance, however, the Chief Executive Officer may officiate where the Mayor is unavailable or when requested to do so by the Mayor.

11.7.4 Where appropriate, the Declarations will be carried out on a specific date, each month as this will allow multiple declarations to be done at the same time and will be more easier to co-ordinate.

### Ceremony

11.8 The City does not conduct ceremonies in association with the making of relationship declarations.

### 11.9 Post-Declaration Administration

The Chief Executive Officer shall;

- Arrange for all documentation to be filed in the Confidential Register and file to be held in the Chief Executive Officers Office; and
- Arrange for all electronic records to be securely maintained.

## **12. PRESCRIBED FEES**

12.1 Any person wishing to make a relationship declaration and having the declaration recorded in the City of Vincent Relationship Declarations Register shall pay the Prescribed fee, as determined by the Council. The cost of a replacement copy of a Relationship Declaration Certificate shall be as prescribed by the Council.

12.2 No refund will be made if either person applying to make a relationship declaration decides not to proceed with making the declaration more than thirty (30) days after applying to make the declaration or fails to make the declaration.

12.3 Following an application, if a couple fails to make a relationship declaration, the original Application Form will be retained for a period of sixty (60) days, thereafter will be destroyed by the Chief Executive Officer (or authorised delegate).

12.4 The cost of a replacement Declaration Certificate or a Certified Copy of an entry in the Relationship Declaration Register shall be as prescribed by the Council.

12.5 The Council shall review and adopt their fees on an annual basis.

## **13. CITY OF VINCENT WEBSITE**

13.1 The City will provide information, including an on-line application form, on the City's website.

### **Further information**

For further information on this program or the application process, persons may contact the City of Vincent - Office of the Chief Executive Officer on (08) 9273 6002 or email: [mail@vincent.wa.gov.au](mailto:mail@vincent.wa.gov.au)

**POLICY NO: 4.2.11****HONORARY FREEMAN OF THE CITY OF VINCENT****OBJECTIVES**

The objective of this policy is to establish the circumstances under which the City of Vincent Council may bestow the title of "*Honorary Freeman of the City of Vincent*" upon individuals who have made an outstanding and exceptional contribution to the City or community.

**POLICY STATEMENT**

From time to time members of the Vincent community demonstrate outstanding commitment and contribution to the City or community and it is recognised that this contribution should be acknowledged. The Council will do this by, in special circumstances that meet the criteria of this policy, awarding to an individual the title of "Honorary Freeman of the City of Vincent".

The Council will recognise, under appropriate circumstances, individuals who have demonstrated outstanding service to the City or community by awarding the title of Honorary Freeman.

The title of Honorary Freeman is the most prestigious form of honour or recognition that can be conferred by the Council. This honour will therefore be conferred only in rare and exceptional circumstances to maintain both the significance and prestige of the title.

**1. Service**

The nominee must have given extensive and distinguished service to the City or community that goes beyond local government (e.g. service to other organisations, voluntary and community groups) in largely voluntary capacity. The nominee must have made an outstanding contribution to the City or community such that the nominee's contribution can be seen to stand above the contributions made by most other people.

Bestowing the title of Honorary Freeman of the City will only be by an absolute majority decision of the Council and in accordance with this policy.

**2. Nomination Criteria**

The following shall be taken into account when consideration is being given to the conferring of the title of Honorary Freeman of the City of Vincent:

- (a) the nominee's exceptional service must be recognised as a matter of public record;
- (b) the nominee must have lived in, worked or served the City of Vincent for a significant number of years (e.g. 20 years or more);
- (c) the nominee must have identifiable and long-standing connections with the community in the City of Vincent;
- (d) the nominee must have provided long and distinguished service to the local community;
- (e) the nominee's endeavours must have clearly benefited the Vincent Community;

- (f) the nominee must have demonstrated both outstanding leadership and personal integrity;
- (g) it shall not be restricted to Council Members or City of Vincent employees;
- (h) preference shall be given to a person who performs in a voluntary capacity, but this should not preclude the honour being awarded to a person whose dedication and contribution is significantly above that expected from their occupation;
- (i) the contribution to the welfare of the community must involve one or more of the following factors:
  - (i) significant contribution of the nominee's time in serving members of the Community for the improvement of their welfare;
  - (ii) the promotion, achievement and/or delivery of community services in which a real personal role and contribution is made;
  - (iii) whilst difficult to define, the contribution must be outstanding in that it can be seen to stand above the contributions of most other persons and
- (j) the title shall not be bestowed on anyone who is holding the office of Council Member of the City of Vincent.

### 3. Nomination Procedure

- (a) A nomination may be submitted at any time provided that the nomination is in writing and clearly addresses the nomination criteria. The nomination must clearly outline the history of the nominee in chronological order, outlining their history of the community service.
- (b) Nominations must be made in the strictest confidence without the nominee's knowledge.
- (c) A nomination must be sponsored by a Council Member and supported in writing by at least four other Council Members.
- (d) Nominations are to be submitted to the Chief Executive Officer.
- (e) The Chief Executive Officer will submit a confidential report to a Special Council Meeting with details of the nomination.
- (f) The Agenda for the Special Council Meeting shall be delivered at least two weeks prior to the meeting date to all Council Members.
- (g) If a Council Member expresses an objection to the nomination, that Council Member must give their reasons for the objection in writing to the Chief Executive Officer, at least one week before the Special Council Meeting. The Chief Executive Officer shall submit all objections (together with any other relevant information) to the Special Council Meeting.



- (h) No record of the nominee's name shall be recorded in the Minutes of the Special Council Meeting, whether supported or not by the Council.
- (i) In the event Council approves the nomination, it shall be by an Absolute Majority decision.
- (j) Prior to any announcement, the Chief Executive Officer shall make personal contact with the nominee to confirm their acceptance of the honour.

#### 4. Entitlements

Any person declared an Honorary Freeman of the City of Vincent:

- (a) may designate themselves as a "Honorary Freeman of the City of Vincent";
- (b) will be invited to all civic events and functions and be acknowledged as a dignitary;
- (c) will have their photograph hung in the City's Council Chambers;
- (d) will be provided with a plaque to commemorate receipt of their Award; and
- (e) will be conferred at an appropriate civic ceremony for the purpose hosted by the City of Vincent.

#### 5. Limitations on Holders of the Award

- (a) At any one time, a maximum of four living persons only, unless otherwise decided by an Absolute Majority decision of the Council, may hold the title "Freeman of the City of Vincent".
- (b) For avoidance of doubt, the honour shall not be awarded posthumously.

#### 6. Personal Conduct

- (a) A person who has been conferred with the honour of "Honorary Freeman of the City of Vincent" shall display high standards of personal conduct and behaviour at all times and shall not bring the City of Vincent into disrepute.
- (b) The Council reserves the right to cancel the honour, in the event that the holder is convicted of a serious criminal offense or brings the City into disrepute. (Any such decision shall be by an absolute majority decision).

<b>Date Adopted:</b>	<b>9 February 2010</b>
<b>Date Amended:</b>	
<b>Date Reviewed:</b>	
<b>Date of Next Review:</b>	<b>February 2015</b>

**POLICY NO: 1.2.6****PLANT AND VEHICLES - SALE OF****OBJECTIVES**

To achieve the best possible return for the City on the disposal of surplus plant and vehicles.

**POLICY STATEMENT**

With the object of securing the highest return for the City consistent with the requirements of the Local Government Act 1995 and Road Traffic Act 1974-82 together with any other relevant legal requirements, the following arrangements currently apply in regard to the disposal of the plant/vehicles indicated below:

1. the light vehicle fleet shall be either sold at a public auction or traded in against the new replacement vehicle.
2. heavy vehicles and mobile plant, as a general practice, shall be either sold at public auction or traded in against the new replacement vehicle/plant.

<b>Date Adopted:</b>	<b>22 September 1997</b>
<b>Date Amended:</b>	<b>26 February 2013</b>
<b>Date Reviewed:</b>	<b>22 July 2003, 22 April 2008, 26 February 2013</b>
<b>Date of Next Review:</b>	<b>February 2018</b>

**POLICY NO: 1.2.7****LOAN OF CITY ITEMS****OBJECTIVES**

The conditions on which certain items may be made available as a public service to voluntary organisations working within the City.

**POLICY STATEMENT**

The City will provide items such as barricades, free of charge to voluntary organisations working within the City, subject to the availability of the items. Machinery or tools are not to be loaned.

The period of the loan of any of the equipment in question shall not be in excess of two weeks.

If the organisation collects and returns the equipment there will be no charge, however, an appropriate bond of an amount equal to 50% of the estimated value of the equipment shall be lodged with the City to cover any possible damage or loss. Furthermore, if the organisation requires the City to supply, erect and collect the equipment after its use, the City's costs incurred in undertaking this work, shall be borne by the borrower and be payable in advance.

<b>Date Adopted:</b>	<b>22 September 1997</b>
<b>Date Amended:</b>	<b>22 July 2003</b>
<b>Date Reviewed:</b>	<b>22 July 2003, 22 April 2008, 26 February 2013</b>
<b>Date of Next Review:</b>	<b>February 2018</b>

**POLICY NO: 1.2.11****PARENT AND CITIZENS' ASSOCIATIONS -  
FINANCIAL ASSISTANCE****OBJECTIVES**

To identify the City's attitude on applications and enquiries from Parent and Citizens' Association for financial assistance for the development of the school grounds.

**POLICY STATEMENT**

It is the City's belief that it is not its function to lend money for the development of school grounds, and further, that no work of this nature should be carried out by the City unless the estimated cost is paid in advance.

In view of the above, the City is unable to make loans for the development of school grounds.

<b>Date Adopted:</b>	<b>23 June 1997</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>26 August 2003, 22 April 2008, 26 February 2013</b>
<b>Date of Next Review:</b>	<b>February 2018</b>



**11.4 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 2 FEBRUARY 2018 TO 28 FEBRUARY 2018**

**TRIM Ref:** D18/35199

**Author:** Nikki Hirrill, Accounts Payable Officer

**Authoriser:** Kerryn Batten, Director Corporate Services

**Attachments:**

1. Payments by EFT February 2018 [↓](#) 
2. Payments by Cheque February 2018 [↓](#) 
3. Payments by Credit Card February 2018 [↓](#) 

**RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 2 February 2018 to 28 February 2018 as detailed in attachment 1, 2 and 3 as summarised below:

Cheque Numbers 82087 - 82164	\$95,200.72
Cancelled cheques	\$0.00
EFT Documents 2202 - 2212	\$3,078,597.96
Payroll	\$1,220,449.04

**Direct Debits**

• Lease Fees	\$385.00
• Loan Repayments	\$0.00
• Bank Fees and Charges	\$11,728.30
• Credit Cards	\$4,963.23

<b>Total Direct Debit</b>	<b>\$17,076.53</b>
<b>Total Accounts Paid</b>	<b>\$4,411,324.25</b>

**PURPOSE OF REPORT:**

To present to Council the expenditure and list of accounts paid for the period 2 February 2018 to 28 February 2018.

**BACKGROUND:**

Council has delegated to the Chief Executive Officer (Delegation No. 1.14) the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with *Regulation 13(1) of the Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

**DETAILS:**

The Schedule of Accounts paid for the period 2 February 2018 to 28 February 2018, covers the following:

<b>FUND</b>	<b>CHEQUE NUMBERS/ PAY PERIOD</b>	<b>AMOUNT</b>
<b>Municipal Account (Attachment 1, 2 and 3)</b>		
Cheques	<b>82087 - 82164</b>	\$95,200.72
Cancelled Cheques		\$0.00
EFT Payments	<b>2202 - 2212</b>	\$3,078,597.96
<b>Sub Total</b>		<b>\$3,173,798.68</b>
<b>Transfer of Payroll by EFT</b>	<b>06/02/18</b>	\$585,697.68
	<b>20/02/18</b>	\$629,405.25
	<b>22/02/18 Ad hoc</b>	\$3,540.25
	<b>27/02/18 Ad hoc</b>	\$1,805.86
	<b>February 2018</b>	<b>\$1,220,449.04</b>
<b>Bank Charges and Other Direct Debits</b>		
Lease Fees		\$385.00
Loan Repayments		\$0.00
Bank Charges – CBA		\$11,728.30
Credit Cards		\$4,963.23
<b>Total Bank Charges and Other Direct Debits (Sub Total)</b>		<b>\$17,076.53</b>
<b>Total Payments</b>		<b>\$4,411,324.25</b>

**CONSULTING/ADVERTISING:**

Not applicable.

**LEGAL/POLICY:**

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

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

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

13. *Lists of Accounts*
- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared -*

- *the payee's name;*
- *the amount of the payment;*
- *the date of the payment; and*
- *sufficient information to identify the transaction.*

(3) *A list prepared under sub regulation (1) is to be —*

- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
- *recorded in the minutes of that meeting.*

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Management systems are in place to establish satisfactory controls, supported by internal and external audit function.

**STRATEGIC IMPLICATIONS:**

Strategic Plan 2013-2023:

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

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

- (a) Continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

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

**COMMENTS:**

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

Creditors Report - Payments by EFT 02/02/2018 to 28/02/2018				
<i>Creditor</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
2202.9132-01	06/02/2018	L A Mortimer	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9133-01	06/02/2018	A M Wilmot	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9134-01	06/02/2018	C Owens	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9135-01	06/02/2018	D C May	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9136-01	06/02/2018	L A Firth	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9137-01	06/02/2018	R K Deierkauf	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9138-01	06/02/2018	R Butcher	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9139-01	06/02/2018	B J Robson	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9140-01	06/02/2018	K Jacobs	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9141-01	06/02/2018	B Nodari-Stewart	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9142-01	06/02/2018	T J McKenna	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9143-01	06/02/2018	C O Clarke	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9144-01	06/02/2018	M T Loh	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9145-01	06/02/2018	J K Bruins	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9146-01	06/02/2018	V T Clarke	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9147-01	06/02/2018	H B Ventriss	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9148-01	06/02/2018	L V Tucker	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9149-01	06/02/2018	J B Baker	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9150-01	06/02/2018	I D Nash	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9151-01	06/02/2018	H P Protocolis	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9152-01	06/02/2018	B A Cosgrove	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9153-01	06/02/2018	S M Perich	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9154-01	06/02/2018	C E Burnaby	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9155-01	06/02/2018	P J Buttigieg	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9156-01	06/02/2018	E Prendergast	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9157-01	06/02/2018	J M Dimov	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9158-01	06/02/2018	A L Roberts	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9159-01	06/02/2018	S Lie	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9160-01	06/02/2018	V Malanczak	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9161-01	06/02/2018	M Bertilone	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9162-01	06/02/2018	K Macoboy	One off \$40 refund for smaller bin trial	\$ 40.00
2202.9164-01	06/02/2018	S D Kohler	One off \$40 refund for smaller bin trial	\$ 40.00
2203.2008-01	07/02/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 38,718.84
2203.2204-01	07/02/2018	Telstra Corporation Ltd	Telephone and internet charges	\$ 1,279.16
2203.2234-01	07/02/2018	Water Corporation	Water charges	\$ 11,909.78



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2203.3182-01	07/02/2018	P Cicanese	Reimbursement of expenses - parking fees	\$ 50.40
2203.3215-01	07/02/2018	Les Mills	Licence fees for fitness classes	\$ 41.63
2203.3496-01	07/02/2018	Orbit Health & Fitness Solutions	Gym supplies - kettlebells	\$ 420.03
2203.4367-01	07/02/2018	Academy Services WA Pty Ltd	Pressure cleaning services	\$ 4,675.00
2203.4768-01	07/02/2018	Optus Billing Services Pty Ltd	Telephone and internet charges; replacement handset	\$ 560.73
2203.5713-01	07/02/2018	Office Line	Purchase of banquet tables	\$ 4,070.00
2203.6390-01	07/02/2018	Eric Hood Pty Ltd	Painting services - Beatty Park Leisure Centre	\$ 10,747.00
2203.7955-01	07/02/2018	Synergy	Electricity charges - various locations	\$ 4,712.20
2203.8665-01	07/02/2018	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$ 720.00
2203.9096-01	07/02/2018	Repair Cafe Perth Incorporated	Community funding grant	\$ 3,850.00
2203.9167-01	07/02/2018	A Kay	Reimbursement of expenses - food sampling	\$ 63.00
2204.98000-01	13/02/2018	Australian Taxation Office	Payroll deduction	\$ 180,309.00
2205.2020-01	13/02/2018	Australian Services Union	Payroll deduction	\$ 302.06
2205.2045-01	13/02/2018	Child Support Agency	Payroll deduction	\$ 1,099.92
2205.2153-01	13/02/2018	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
2205.2213-01	13/02/2018	City of Vincent	Payroll deduction	\$ 931.90
2205.2216-01	13/02/2018	City of Vincent Staff Social Club	Payroll deduction	\$ 470.00
2205.3133-01	13/02/2018	Depot Social Club	Payroll deduction	\$ 84.00
2205.6156-01	13/02/2018	Health Insurance Fund of WA	Payroll deduction	\$ 419.05
2205.8120-01	13/02/2018	Selectus Employee Benefits Pty Ltd	Payroll deduction	\$ 1,574.86
2206.6524-01	15/02/2018	Cr J Topelberg	Council meeting fee	\$ 1,916.66
2206.7143-01	15/02/2018	Cr R Harley	Council meeting fee	\$ 1,916.66
2206.7862-01	15/02/2018	Mayor E Cole	Council meeting fee	\$ 7,797.33
2206.8435-01	15/02/2018	Cr D Loden	Council meeting fee	\$ 1,916.66
2206.8438-01	15/02/2018	Cr S Gontaszewski	Council meeting fee	\$ 3,223.49
2206.8449-01	15/02/2018	Cr J Murphy	Council meeting fee	\$ 1,916.66
2206.8808-01	15/02/2018	Cr J Hallett	Council meeting fee	\$ 1,916.66
2206.9018-01	15/02/2018	Cr A Castle	Council meeting fee	\$ 1,916.66
2206.9019-01	15/02/2018	Cr J Fotakis	Council meeting fee	\$ 1,916.66
2207.2008-01	14/02/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 1,717.67
2207.2019-01	14/02/2018	Australia Post (Agency Commission)	Commission charges	\$ 1,381.89
2207.2029-01	14/02/2018	Bunnings Building Supplies	Hardware supplies	\$ 283.61
2207.2030-01	14/02/2018	Benara Nurseries	Supply of plants	\$ 644.16
2207.2033-01	14/02/2018	BOC Gases Australia Limited	Oxygen supplies	\$ 83.68
2207.2053-01	14/02/2018	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Café supplies	\$ 1,194.09
2207.2072-01	14/02/2018	Landgate	Gross rental valuations and land enquiries	\$ 776.71
2207.2105-01	14/02/2018	Inner City Newsagency	Newspaper delivery	\$ 69.54
2207.2106-01	14/02/2018	Programmed Integrated Workforce Ltd	Temporary staff	\$ 1,548.68
2207.2113-01	14/02/2018	Kleenheat Gas	Forklift gas cylinders	\$ 128.35

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2207.2119-01	14/02/2018	Line Marking Specialists	Line marking services	\$ 8,901.20
2207.2122-01	14/02/2018	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 583.39
2207.2126-01	14/02/2018	Mayday Earthmoving	Bobcat, truck and mini excavator hire	\$ 14,231.80
2207.2136-01	14/02/2018	Mindarie Regional Council	Processable and non processable waste	\$ 142,409.63
2207.2137-01	14/02/2018	Squire Patton Boggs (AU)	Professional fees - Native title claims	\$ 186.96
2207.2175-01	14/02/2018	Pro Turf Services	Plant repairs	\$ 3,789.83
2207.2189-01	14/02/2018	SAS Locksmiths	Key cutting and lock maintenance service	\$ 84.00
2207.2192-01	14/02/2018	Sigma Chemicals	Pool chemicals	\$ 5,725.73
2207.2204-01	14/02/2018	Telstra Corporation Ltd	Telephone and internet charges	\$ 77.80
2207.2221-01	14/02/2018	Turfmaster Facility Management	Turf maintenance and debris removal	\$ 21,498.13
2207.2241-01	14/02/2018	Zipform	Rates notices 17/18 - 4th instalment	\$ 8,341.89
2207.3013-01	14/02/2018	Bollinger & Co Pty Ltd	Gate repairs	\$ 1,934.01
2207.3034-01	14/02/2018	Sanax Medical & First Aid Supplies	First aid supplies	\$ 149.42
2207.3040-01	14/02/2018	Shenton Enterprises Pty Ltd	Service of AIDS memorial fountain	\$ 1,006.50
2207.3057-01	14/02/2018	European Foods Wholesalers Pty Ltd.	Beatty Park Café supplies	\$ 600.00
2207.3091-01	14/02/2018	Sam's Repairs & Maintenance	Sign installation and maintenance	\$ 2,310.00
2207.3096-01	14/02/2018	Toolmart Australia Pty Ltd	Hardware supplies	\$ 86.85
2207.3110-01	14/02/2018	Depiazzi	Mulch supplies	\$ 3,160.30
2207.3111-01	14/02/2018	PPG Industries/Taubmans Pty Ltd	Graffiti removal supplies	\$ 1,076.94
2207.3137-01	14/02/2018	WALGA	Training courses	\$ 1,527.00
2207.3144-01	14/02/2018	Caltex Australia Petroleum Pty Ltd	Fuel and oils	\$ 32,208.37
2207.3150-01	14/02/2018	Northshore Unit Inc. - SES	FESA contribution	\$ 10,597.40
2207.3170-01	14/02/2018	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$ 3,031.59
2207.3213-01	14/02/2018	Domus Nursery	Supply of plants	\$ 453.20
2207.3215-01	14/02/2018	Les Mills	Licence fees for fitness classes	\$ 1,696.38
2207.3235-01	14/02/2018	My Best Friend Veterinary Centre	Vet services	\$ 4,109.13
2207.3239-01	14/02/2018	Award Contracting Pty Ltd	Locating services	\$ 1,463.00
2207.3246-01	14/02/2018	Ellenby Tree Farm Pty Ltd	Supply of plants and trees	\$ 2,145.00
2207.3247-01	14/02/2018	Beacon Equipment Canning Vale	Plant repairs	\$ 455.15
2207.3254-01	14/02/2018	LIWA Aquatics	Membership fees	\$ 120.00
2207.3281-01	14/02/2018	Community Newspapers	Advertising	\$ 1,274.85
2207.3315-01	14/02/2018	RPG Auto Electrics	Plant repairs	\$ 3,057.67
2207.3359-01	14/02/2018	Department of Mines, Industry Regulation and Safety	Levy collection	\$ 17,367.61
2207.3410-01	14/02/2018	Allmark and Associates Pty Ltd	Name plates	\$ 222.20
2207.3424-01	14/02/2018	Lynford Motors Pty Ltd Osborne Park	Vehicle services and repairs	\$ 1,507.30
2207.3444-01	14/02/2018	Raeco International Pty Ltd	Library supplies	\$ 361.88
2207.3469-01	14/02/2018	Accuonboard	Equipment service	\$ 434.50
2207.3492-01	14/02/2018	The West Australian Newspaper Ltd	Newspapers for resale	\$ 114.06
2207.3511-01	14/02/2018	City of Stirling	Green waste tipping fees	\$ 556.90

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2207.3560-01	14/02/2018	Winc Australia Pty Ltd	Office supplies and consumables	\$ 2,068.56
2207.3613-01	14/02/2018	Donegan Enterprises Pty Ltd	Playground repairs and maintenance - various locations	\$ 2,931.50
2207.3614-01	14/02/2018	Exclusive Trophies	Supply of brass plaques	\$ 230.30
2207.3662-01	14/02/2018	Western Resource Recovery Pty Ltd	Grease trap maintenance	\$ 738.76
2207.3711-01	14/02/2018	Rawlinsons (WA)	Surveying services	\$ 440.00
2207.3712-01	14/02/2018	Sports Turf Technology Pty Ltd	Soil analysis	\$ 385.00
2207.3757-01	14/02/2018	J & K Hopkins	Supply of office furniture	\$ 2,090.00
2207.3897-01	14/02/2018	Komatsu Australia Pty Ltd	Plant repairs	\$ 7,932.74
2207.3929-01	14/02/2018	Chittering Valley Worm Farm	Worms and castings	\$ 210.00
2207.3940-01	14/02/2018	Harvey Norman	Purchase of ice maker for café	\$ 299.00
2207.4017-01	14/02/2018	Trisley's Hydraulic Services P/L	Pool equipment maintenance	\$ 6,814.91
2207.4034-01	14/02/2018	Penske Power System	Plant repairs	\$ 4,205.53
2207.4199-01	14/02/2018	The Children's Book Council Of Australia (WA Branch)	Annual membership	\$ 60.00
2207.4214-01	14/02/2018	Kerbing West	Kerbing services	\$ 9,487.84
2207.4221-01	14/02/2018	Suez Recycling & Recovery Pty Ltd	Waste collection services	\$ 1,479.65
2207.4367-01	14/02/2018	Academy Services WA Pty Ltd	Cleaning services - various locations; washroom consumables	\$ 45,122.24
2207.4418-01	14/02/2018	West-Sure Group Pty Ltd	Cash collection services	\$ 501.60
2207.4486-01	14/02/2018	J Fondacaro	Reimbursement of expenses - diesel and jerry cans	\$ 237.44
2207.4493-01	14/02/2018	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 7,646.10
2207.4627-01	14/02/2018	Flexi Staff Pty Ltd	Temporary staff	\$ 3,042.38
2207.4642-01	14/02/2018	Meter Office Products	Paper supplies	\$ 364.10
2207.4749-01	14/02/2018	Picton Press	Printing services	\$ 1,638.43
2207.4750-01	14/02/2018	Schindler Lifts Australia Pty Ltd	Lift maintenance	\$ 1,474.00
2207.4768-01	14/02/2018	Optus Billing Services Pty Ltd	Telephone and internet charges	\$ 17.60
2207.4872-01	14/02/2018	Parkonsult Pty Ltd	Daily checks and minor maintenance	\$ 5,154.24
2207.4889-01	14/02/2018	Officeworks Superstores Pty Ltd	Office consumables	\$ 39.00
2207.4971-01	14/02/2018	Totally Workwear	Uniform supplies	\$ 851.19
2207.4992-01	14/02/2018	C L Carroll	Reimbursement of expenses - library birthday celebrations	\$ 72.00
2207.5041-01	14/02/2018	Alsco Pty Ltd	Air freshener supplies	\$ 625.61
2207.5083-01	14/02/2018	Discus Digital Print	Printing services	\$ 412.50
2207.5106-01	14/02/2018	Way Funky Company	Merchandise - BPLC	\$ 6,603.19
2207.5193-01	14/02/2018	Protector Fire Services Pty Ltd	Fire equipment service and maintenance - various locations	\$ 4,180.39
2207.5246-01	14/02/2018	Altiform Pty Ltd	Bollard supplies	\$ 2,472.80
2207.5294-01	14/02/2018	A Team Printing	Printing services	\$ 1,468.50
2207.5301-01	14/02/2018	Kott Gunning	Legal advice	\$ 17,475.37
2207.5316-01	14/02/2018	McLeods Barristers & Solicitors	Legal advice	\$ 66,734.14
2207.5398-01	14/02/2018	Subaru Osborne Park	Vehicle services and repairs	\$ 781.30
2207.5553-01	14/02/2018	Structerre Consulting Engineers	Consultancy - solar panel inspection	\$ 993.30
2207.5598-01	14/02/2018	Total Eden Pty Ltd	Geothermal system maintenance	\$ 297.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2207.5683-01	14/02/2018	Tourism Brochure Exchange	Distribution services	\$ 165.00
2207.5700-01	14/02/2018	Jack Lockers	Locker hire	\$ 1,685.00
2207.5737-01	14/02/2018	Massey's Herd Milk Supply	Milk supplies	\$ 642.60
2207.5764-01	14/02/2018	Graffiti Force	Graffiti removal services - various locations	\$ 178.39
2207.5898-01	14/02/2018	Replants.com Pty Ltd	Supply of grass trees	\$ 1,000.00
2207.5973-01	14/02/2018	Guardian Tactile Systems Pty Ltd	Supply and install tactile paving	\$ 2,829.66
2207.6065-01	14/02/2018	Westrac Cat	Plant repairs	\$ 1,306.26
2207.6072-01	14/02/2018	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 2,076.35
2207.6217-01	14/02/2018	Leederville Cricket Club	Kidsport vouchers	\$ 250.00
2207.6218-01	14/02/2018	Devco Builders	Small maintenance and repairs - various locations	\$ 33,027.87
2207.6258-01	14/02/2018	Sanderson's Outdoor Power Equipment	Plant repairs	\$ 65.00
2207.6259-01	14/02/2018	Australian HVAC Services Pty Ltd	Airconditioning maintenance & repairs - various locations	\$ 3,984.20
2207.6383-01	14/02/2018	WC Convenience Management Pty Ltd	Maintenance exelooos	\$ 7,984.88
2207.6455-01	14/02/2018	The BBQ Man	Bin and pressure cleaning services	\$ 1,331.00
2207.6501-01	14/02/2018	Shop for Shops	Supply of swing tags	\$ 41.00
2207.6640-01	14/02/2018	Vertical Telecoms Pty Ltd	Two way radio repairs	\$ 43.56
2207.6881-01	14/02/2018	Bridgestone Select West Perth/Osborne Park	Vehicle services & repairs	\$ 1,595.97
2207.6903-01	14/02/2018	APARC Pty Ltd	Parking meter maintenance	\$ 48,620.00
2207.6922-01	14/02/2018	Spirit of the Streets Choir (Inc)	Performance at Australia Day citizenship ceremony	\$ 660.00
2207.6930-01	14/02/2018	C Boutsis	Reimbursement for retirement event	\$ 217.17
2207.6937-01	14/02/2018	Retech Rubber	Repairs to softfall	\$ 1,512.50
2207.6993-01	14/02/2018	Red Spear Pty Ltd	Welcome to Country - Citizenship ceremony	\$ 550.00
2207.7009-01	14/02/2018	JBA Survey	Surveying services	\$ 1,320.00
2207.7073-01	14/02/2018	Atom Supply	PPE supplies	\$ 388.30
2207.7118-01	14/02/2018	C Wood Distributors	Beatty Park Café supplies	\$ 779.48
2207.7189-01	14/02/2018	Steann Pty Ltd	Collect & dispose of illegally dumped goods	\$ 1,815.00
2207.7254-01	14/02/2018	Kings Metal Fabrications	Relocation of wall mounted bike rack	\$ 94.30
2207.7378-01	14/02/2018	Cundall	Consultancy services	\$ 7,700.00
2207.7384-01	14/02/2018	LGISWA	Performance based insurance adjustment	\$ 152,445.70
2207.7388-01	14/02/2018	Vorgee Pty Ltd	Merchandise - BPLC	\$ 3,350.05
2207.7399-01	14/02/2018	Briskleen Supplies Pty Ltd	Toiletry and cleaning products; sanipod service	\$ 1,582.69
2207.7431-01	14/02/2018	BM Perich	Street tree services	\$ 11,120.89
2207.7437-01	14/02/2018	Visual Inspirations Australia Pty Ltd	Supply and install Christmas trees and decorations	\$ 51,688.45
2207.7460-01	14/02/2018	RTRfm	Community funding grant	\$ 3,664.00
2207.7477-01	14/02/2018	Expo Group	Printing services	\$ 2,838.00
2207.7480-01	14/02/2018	F Sauzier	Reimbursement of expenses - gift cards	\$ 180.00
2207.7481-01	14/02/2018	Regents Commercial	Barlee Street car park - rental expense	\$ 3,049.62
2207.7505-01	14/02/2018	Imagesource	Printing services	\$ 1,301.03
2207.7510-01	14/02/2018	Northsands Resources	Fill sand supplies	\$ 1,071.81

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2207.7560-01	14/02/2018	Star-Mites Gym Sports	Kidsport vouchers	\$ 440.00
2207.7572-01	14/02/2018	Compu-Stor	Records digitisation & off-site storage; document destruction	\$ 221.78
2207.7584-01	14/02/2018	Volleyball WA	Come Out and Play - Grant funding	\$ 1,000.00
2207.7593-01	14/02/2018	Yoshino Sushi	Beatty Park Café supplies	\$ 351.12
2207.7605-01	14/02/2018	Centropak	Beatty Park Café supplies	\$ 1,887.84
2207.7612-01	14/02/2018	Crimea Growers Market	Beatty Park Café supplies	\$ 642.44
2207.7654-01	14/02/2018	Worldwide Printing Solutions East Perth	Printing services	\$ 247.50
2207.7664-01	14/02/2018	Raymond Sleeman	Fitness instructor fees	\$ 341.04
2207.7733-01	14/02/2018	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 2,319.90
2207.7777-01	14/02/2018	Daniela Toffali	Fitness instructor fees	\$ 186.00
2207.7818-01	14/02/2018	The Pest Guys	Pest control services - various locations	\$ 1,347.71
2207.7871-01	14/02/2018	The Bin Guys	Skip bin hire	\$ 1,120.00
2207.7923-01	14/02/2018	Richard Harrison	Bee removal services	\$ 2,400.00
2207.7924-01	14/02/2018	Alerton Australia	Computer servicing and maintenance	\$ 7,481.10
2207.7950-01	14/02/2018	Rawlicious Delights	Beatty Park Café supplies	\$ 272.25
2207.7955-01	14/02/2018	Synergy	Electricity charges - various locations	\$ 76,179.65
2207.7961-01	14/02/2018	Spider Waste Collection Services Pty Ltd	Mattress collection services	\$ 1,525.70
2207.7967-01	14/02/2018	CS Legal	Debt recovery services	\$ 484.02
2207.8009-01	14/02/2018	Marketforce Express Pty Ltd	Graphic design services	\$ 596.75
2207.8040-01	14/02/2018	Wilson Security	Security services - various locations	\$ 13,131.50
2207.8118-01	14/02/2018	Vendpro Vending Services	Vending machine hire	\$ 470.80
2207.8186-01	14/02/2018	Kestral Computing Pty Ltd	Phoenix annual licence and support fee	\$ 9,900.00
2207.8298-01	14/02/2018	Befriend	Sponsorship - Expansion of Befriend social network	\$ 24,000.00
2207.8307-01	14/02/2018	MessageMedia	SMS integrating for Phoenix	\$ 146.08
2207.8392-01	14/02/2018	Aveling	Replacement white card	\$ 30.00
2207.8398-01	14/02/2018	Jean-Paul Barbier	Fitness instructor fees	\$ 356.00
2207.8403-01	14/02/2018	Challenge Chemicals Australia	Cleaning supplies	\$ 369.05
2207.8450-01	14/02/2018	Hope Community Services	Provision of Community Outreach services	\$ 5,635.30
2207.8489-01	14/02/2018	Capic	Water treatment services	\$ 93.50
2207.8490-01	14/02/2018	Subthermal	Repairs to geothermal pool pump	\$ 357.50
2207.8498-01	14/02/2018	Wheelers Books	Library books	\$ 145.95
2207.8510-01	14/02/2018	Brittany M King	Fitness instructor fees	\$ 55.00
2207.8542-01	14/02/2018	Window Shading Solutions Pty Ltd	Supply & install blinds - Royal Park Hall	\$ 4,821.40
2207.8547-01	14/02/2018	AWB Building Co.	Plumbing services - various locations	\$ 7,019.16
2207.8568-01	14/02/2018	Ergolink	Ergonomic supplies	\$ 414.70
2207.8576-01	14/02/2018	Work Metrics Pty Ltd	Online inductions	\$ 110.00
2207.8586-01	14/02/2018	Tree Amigos	Street trees & parks pruning/removal	\$ 2,828.10
2207.8593-01	14/02/2018	Colleagues Nagels	Integrated transferable parking permits	\$ 115.72
2207.8637-01	14/02/2018	GC Sales (WA)	Bin supplies	\$ 957.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2207.8672-01	14/02/2018	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$ 798.50
2207.8684-01	14/02/2018	Ip Khalsa Pvt Ltd	Mail delivery service	\$ 86.66
2207.8694-01	14/02/2018	Nordic Fitness Equipment	Cleaning wipes	\$ 945.00
2207.8715-01	14/02/2018	Roof Safety Solutions Pty Ltd	Supply & install height safety equipment - various locations	\$ 30,036.60
2207.8724-01	14/02/2018	Bamboo Catering	Catering services	\$ 803.44
2207.8737-01	14/02/2018	Unilever Australia Ltd	Beatty Park Café supplies	\$ 2,659.68
2207.8743-01	14/02/2018	Konica Minolta Business Solutions	Copy costs	\$ 209.68
2207.8752-01	14/02/2018	Jackie Barron	Fitness instructor fees	\$ 113.68
2207.8756-01	14/02/2018	Kevin Baruffi & Associates	Parking revenue distribution - October to December 2017	\$ 50,453.72
2207.8770-01	14/02/2018	Perth City Glass	Glass repair services	\$ 1,500.00
2207.8789-01	14/02/2018	TPG & Place Match	Professional fees	\$ 970.75
2207.8793-01	14/02/2018	Nightlife Music Pty Ltd	Crowd DJ	\$ 560.43
2207.8798-01	14/02/2018	Shane McMaster Surveys	Surveying services	\$ 1,320.00
2207.8818-01	14/02/2018	Redman Solution Pty Ltd	Trapeze licences, annual support and maintenance	\$ 16,311.24
2207.8821-01	14/02/2018	My Media Intelligence Pty Ltd	Media monitoring	\$ 687.01
2207.8822-01	14/02/2018	Newman Sienna Netball Club	Kidsport voucher	\$ 150.00
2207.8829-01	14/02/2018	InterStream Pty Ltd	Webcast and hosting service	\$ 1,386.00
2207.8845-01	14/02/2018	Gymcare	Gym equipment repairs and maintenance	\$ 997.63
2207.8854-01	14/02/2018	Tyres 4U Pty Ltd	Tyre replacements and maintenance	\$ 1,395.90
2207.8868-01	14/02/2018	Poolwise Living	Maintenance - Hyde Park Water Playground	\$ 3,430.10
2207.8893-01	14/02/2018	MM IT Consulting (WA) Pty Ltd	Consultancy fees	\$ 2,970.00
2207.8915-01	14/02/2018	Metal Artwork Creations	Supply of staff name badges	\$ 174.90
2207.8937-01	14/02/2018	People Sense	Counselling services	\$ 2,992.00
2207.8938-01	14/02/2018	Atmos Foods Pty Ltd	Beatty Park Café supplies	\$ 237.60
2207.8944-01	14/02/2018	RSA Signs Pty Ltd	Sign supplies	\$ 1,214.40
2207.8949-01	14/02/2018	WA Library Supplies	Library supplies	\$ 120.00
2207.8959-01	14/02/2018	KP Electric (Australia) Pty Ltd	Electrical services - various locations	\$ 6,147.65
2207.8963-01	14/02/2018	Smoke and Mirrors AV	Supply of PA system for Citizenship ceremony	\$ 745.50
2207.8964-01	14/02/2018	New Dimension Mechanical Services	Coolroom and freezer maintenance and repairs	\$ 7,777.44
2207.8967-01	14/02/2018	Boomerang T/As Roxyd Pty Ltd	Basketball nets and padding - Loftus Recreation Centre	\$ 17,050.00
2207.8976-01	14/02/2018	Stott Hoare	Supply of computer monitor	\$ 225.50
2207.8977-01	14/02/2018	E Dugan	Photography services	\$ 150.00
2207.8979-01	14/02/2018	Geoff Ninnies Fong & Partners Pty Ltd	Consultancy services - Beatty Park plant room and plant	\$ 19,250.00
2207.9017-01	14/02/2018	Lucija Shearwood	Fitness instructor fees	\$ 120.00
2207.9028-01	14/02/2018	Danica Zuks Photography	Photography services	\$ 270.00
2207.9037-01	14/02/2018	Hot n Sweaty Personal Training	Fitness instructor fees	\$ 112.00
2207.9050-01	14/02/2018	HiTech Sports Pty Ltd	Supply of volleyball referee stand	\$ 1,683.00
2207.9051-01	14/02/2018	A S Haemmerle	Fitness instructor fees	\$ 60.00
2207.9052-01	14/02/2018	S F Taylor	Fitness instructor fees	\$ 60.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2207.9056-01	14/02/2018	Dalin Electrical Controls	Service geothermal control system	\$ 1,122.00
2207.9068-01	14/02/2018	ATTAR Advanced Technology Testing and Research	Wet pendulum test	\$ 473.00
2207.9083-01	14/02/2018	Phoebe Phillips	Weaving workshop	\$ 415.00
2207.9095-01	14/02/2018	Western Australian Flying Disc Association	Come Out and Play - Grant funding	\$ 1,000.00
2207.9130-01	14/02/2018	Frostbland Pty Ltd	Merchandise - BPLC	\$ 1,133.93
2207.9165-01	14/02/2018	Vigilant Traffic Management Group Pty Ltd	Traffic management services	\$ 9,794.00
2207.9173-01	14/02/2018	West Coast Titans Basketball	Kidsport voucher	\$ 200.00
2207.9188-01	14/02/2018	Scorpions Netball Club	Kidsport voucher	\$ 150.00
2207.9189-01	14/02/2018	K Smith	Reimbursement of gym membership - now staff member	\$ 262.33
2207.9199-01	14/02/2018	Rescope Project (Understandascope Ltd)	Community grant funding	\$ 3,125.00
2208.9174-01	19/02/2018	J Rumble	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9175-01	19/02/2018	D Stephenson	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9176-01	19/02/2018	J D Gauntlett	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9177-01	19/02/2018	G J Kirkby	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9178-01	19/02/2018	J J Astone	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9179-01	19/02/2018	A M Liehne	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9180-01	19/02/2018	S B Wilson	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9181-01	19/02/2018	F J Mackie	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9182-01	19/02/2018	K M Baker	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9183-01	19/02/2018	R Gilbert	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9184-01	19/02/2018	A P Johnston	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9185-01	19/02/2018	J L Sangalli	One off \$40 refund for smaller bin trial	\$ 40.00
2208.9186-01	19/02/2018	M Kearney	One off \$40 refund for smaller bin trial	\$ 40.00
2209.1000-01	22/02/2018	WA Local Government Super Plan Pty Ltd	Superannuation	\$ 129,953.84
2209.5677-01	22/02/2018	Australian Super Pty Ltd	Superannuation	\$ 19,842.36
2209.5728-01	22/02/2018	Cbus Trustee	Superannuation	\$ 1,794.91
2209.5789-01	22/02/2018	Retail Employees Superannuation Trust	Superannuation	\$ 7,967.33
2209.5818-01	22/02/2018	CARE Super Pty Ltd	Superannuation	\$ 93.94
2209.5837-01	22/02/2018	Commonwealth Bank Superannuation Savings Account	Superannuation	\$ 322.57
2209.5863-01	22/02/2018	Unisuper Limited	Superannuation	\$ 3,182.37
2209.5894-01	22/02/2018	Asgard	Superannuation	\$ 2,252.95
2209.5904-01	22/02/2018	AMP SuperLeader	Superannuation	\$ 496.66
2209.5905-01	22/02/2018	BT Business Super	Superannuation	\$ 2,244.34
2209.5966-01	22/02/2018	First State Super	Superannuation	\$ 288.99
2209.6040-01	22/02/2018	Bistona Pty Ltd	Superannuation	\$ 1,291.73
2209.6117-01	22/02/2018	BT Super For Life	Superannuation	\$ 221.76
2209.6137-01	22/02/2018	HostPlus	Superannuation	\$ 6,644.68
2209.6262-01	22/02/2018	HESTA Super Fund	Superannuation	\$ 1,106.53
2209.6308-01	22/02/2018	BT Super for Life	Superannuation	\$ 263.79

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2209.6391-01	22/02/2018	Colonial First State	Superannuation	\$ 660.38
2209.6504-01	22/02/2018	ANZ One Answer Personal Super	Superannuation	\$ 320.36
2209.6520-01	22/02/2018	BT Lifetime Super Employer Plan	Superannuation	\$ 104.54
2209.6659-01	22/02/2018	MLC Masterkey Superannuation	Superannuation	\$ 597.21
2209.6682-01	22/02/2018	Telstra Super Pty Ltd	Superannuation	\$ 488.80
2209.6685-01	22/02/2018	Fondacaro Superfund	Superannuation	\$ 1,628.11
2209.6769-01	22/02/2018	Concept One the Industry Superannuation Fund	Superannuation	\$ 356.10
2209.6836-01	22/02/2018	MLC Navigator Retirement Plan - Superannuation Service	Superannuation	\$ 2,138.48
2209.6918-01	22/02/2018	LUCRF Super	Superannuation	\$ 512.09
2209.6925-01	22/02/2018	BT Super for Life	Superannuation	\$ 148.52
2209.7013-01	22/02/2018	Spectrum Super	Superannuation	\$ 537.92
2209.7216-01	22/02/2018	Sunsuper Superannuation	Superannuation	\$ 1,779.55
2209.7277-01	22/02/2018	Colonial First State First Choice Personal Super	Superannuation	\$ 542.99
2209.7548-01	22/02/2018	IOOF Portfolio Service Superannuation Fund	Superannuation	\$ 263.12
2209.7632-01	22/02/2018	AMP Flexible Super	Superannuation	\$ 1,269.93
2209.7640-01	22/02/2018	Commonwealth Personal Superannuation and Rollover Plan	Superannuation	\$ 254.87
2209.7708-01	22/02/2018	Q Super (Employer Express SuperChoice)	Superannuation	\$ 454.91
2209.7720-01	22/02/2018	LGSuper	Superannuation	\$ 1,873.58
2209.7768-01	22/02/2018	Australian Ethical	Superannuation	\$ 158.28
2209.7801-01	22/02/2018	ANZ Smart Choice Super (OnePath MasterFund)	Superannuation	\$ 1,133.44
2209.8029-01	22/02/2018	Kinetic Superannuation	Superannuation	\$ 1,560.33
2209.8060-01	22/02/2018	Essential Super	Superannuation	\$ 1,373.18
2209.8091-01	22/02/2018	Colonial First State - First Choice Employer Super	Superannuation	\$ 376.82
2209.8124-01	22/02/2018	Defence Bank Super	Superannuation	\$ 1,287.66
2209.8189-01	22/02/2018	Enterprise Super	Superannuation	\$ 279.87
2209.8358-01	22/02/2018	AMP CustomSuper	Superannuation	\$ 719.51
2209.8405-01	22/02/2018	Wealth Personal Superannuation and Pension Fund	Superannuation	\$ 864.40
2209.8543-01	22/02/2018	GESS Superannuation Fund	Superannuation	\$ 513.12
2209.8594-01	22/02/2018	The Trustee for Ruby Super Fund	Superannuation	\$ 932.44
2209.8725-01	22/02/2018	Shatahjad Superannuation Fund	Superannuation	\$ 1,071.17
2209.8804-01	22/02/2018	MLC Super Fund	Superannuation	\$ 1,252.48
2209.8863-01	22/02/2018	Netwealth Superannuation Master Fund	Superannuation	\$ 488.80
2209.8881-01	22/02/2018	The Equisuper Superannuation Fund	Superannuation	\$ 215.41
2209.8882-01	22/02/2018	Trustee for Local Government Super	Superannuation	\$ 604.65
2210.2050-01	22/02/2018	City Of Perth Superannuation	Superannuation	\$ 14,298.43
2211.2136-01	21/02/2018	Mindarie Regional Council	Non processable waste	\$ 8,302.93
2211.2204-01	21/02/2018	Telstra Corporation Ltd	Telephone and internet charges	\$ 19.25
2211.3066-01	21/02/2018	Royal Life Saving Society	Staff training course	\$ 1,120.00
2211.4017-01	21/02/2018	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance	\$ 261.12



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2211.4486-01	21/02/2018	J Fondacaro	Reimbursement of expenses - refreshments	\$ 180.00
2211.4627-01	21/02/2018	Flexi Staff Pty Ltd	Temporary staff	\$ 8,328.67
2211.5936-01	21/02/2018	Outsource Business Support Solutions Pty Ltd	Technical support to Authority system	\$ 1,155.00
2211.6733-01	21/02/2018	1905 Coffee on Newcastle	Catering services	\$ 374.00
2211.6818-01	21/02/2018	LGIS Risk Management	Risk management services	\$ 4,369.20
2211.6933-01	21/02/2018	Mackay Urbandesign	Design advisory fee	\$ 660.00
2211.7190-01	21/02/2018	Chindarsi Architects	Design advisory fee	\$ 660.00
2211.7488-01	21/02/2018	Natale Security Services	Security services	\$ 330.00
2211.7948-01	21/02/2018	Project Blak	Fringe Leederville - tree lighting	\$ 15,345.00
2211.8364-01	21/02/2018	Complete Aquatic Services	HVAC service - October to December 2017	\$ 12,573.00
2211.8547-01	21/02/2018	AWB Building Co.	Plumbing services - various locations	\$ 713.08
2211.8559-01	21/02/2018	Horizon Yoga	Fitness instructor fees	\$ 1,722.60
2211.8647-01	21/02/2018	Ron Gardner	Box gutter cleaning	\$ 330.00
2211.8810-01	21/02/2018	Australia Post	Postage charges	\$ 11,992.11
2211.8834-01	21/02/2018	SIA Architects Pty Ltd	Design advisory fee	\$ 1,650.00
2211.8890-01	21/02/2018	Vigilant Traffic Management	Traffic management services	\$ 1,110.00
2211.8940-01	21/02/2018	Global Industrial	Supply of toolbox for truck	\$ 394.43
2211.8977-01	21/02/2018	E Dugan	Reimbursement of expenses - first aid refresher course	\$ 99.00
2211.9200-01	21/02/2018	K Chaudhari	Reimbursement of expenses - study assistance	\$ 172.09
2211.9203-01	21/02/2018	G Gibson	Reimbursement of expenses - staff uniform	\$ 205.97
2211.9210-01	21/02/2018	S Meagher	Refund of infrastructure bond	\$ 2,000.00
2212.2007-01	28/02/2018	Aline Brick Paving	Brick paving services	\$ 5,489.00
2212.2008-01	28/02/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 47,899.90
2212.2029-01	28/02/2018	Bunnings Building Supplies	Hardware supplies	\$ 418.51
2212.2030-01	28/02/2018	Benara Nurseries	Supply of plants	\$ 1,477.30
2212.2033-01	28/02/2018	BOC Gases Australia Limited	CO2 for beverage	\$ 1,130.81
2212.2043-01	28/02/2018	Chadson Engineering Pty Ltd	Repairs to aquatic wheel chairs	\$ 119.35
2212.2052-01	28/02/2018	Cobblestone Concrete	Concrete path repairs - various locations	\$ 15,125.00
2212.2053-01	28/02/2018	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Café supplies	\$ 1,238.35
2212.2072-01	28/02/2018	Landgate	Gross rental valuations	\$ 148.71
2212.2074-01	28/02/2018	Dickies Tree Service	Tree lopping services - various locations	\$ 27,038.44
2212.2085-01	28/02/2018	Farinosi & Sons Pty Ltd	Hardware supplies	\$ 133.70
2212.2105-01	28/02/2018	Inner City Newsagency	Newspaper delivery	\$ 107.88
2212.2106-01	28/02/2018	Programmed Integrated Workforce Ltd	Temporary staff	\$ 2,448.88
2212.2119-01	28/02/2018	Line Marking Specialists	Line marking services	\$ 6,051.15
2212.2122-01	28/02/2018	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 2,419.89
2212.2126-01	28/02/2018	Mayday Earthmoving	Bobcat, truck and mini excavator hire	\$ 5,486.25
2212.2136-01	28/02/2018	Mindarie Regional Council	Processable and non processable waste	\$ 130,757.22
2212.2165-01	28/02/2018	Perth Patterned Concrete	Concrete stencilling services	\$ 1,507.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2212.2175-01	28/02/2018	Pro Turf Services	Plant repairs	\$ 7,895.91
2212.2188-01	28/02/2018	Running Bare Australia Pty Ltd	Merchandise - BPLC	\$ 1,141.25
2212.2189-01	28/02/2018	SAS Locksmiths	Key cutting and lock maintenance service	\$ 990.40
2212.2195-01	28/02/2018	Civica Pty Limited	Purchase of Authority PPS	\$ 34,766.78
2212.2199-01	28/02/2018	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 2,510.20
2212.2200-01	28/02/2018	Sportsworld Of WA	Merchandise - BPLC	\$ 267.85
2212.2204-01	28/02/2018	Telstra Corporation Ltd	Telephone and internet charges	\$ 237.97
2212.2234-01	28/02/2018	Water Corporation	Water charges	\$ 997.30
2212.3001-01	28/02/2018	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff	\$ 1,719.61
2212.3057-01	28/02/2018	European Foods Wholesalers Pty Ltd	Beatty Park Café supplies	\$ 1,306.83
2212.3066-01	28/02/2018	Royal Life Saving Society	Staff training course	\$ 3,110.00
2212.3091-01	28/02/2018	Sam's Repairs & Maintenance	Sign installation and maintenance	\$ 8,022.00
2212.3092-01	28/02/2018	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 2,795.52
2212.3099-01	28/02/2018	Total Packaging WA Pty Ltd	Bin liners and dog litter bags	\$ 5,561.60
2212.3110-01	28/02/2018	Depiazzi	Mulch supplies	\$ 3,160.30
2212.3146-01	28/02/2018	K.S. Black (WA) Pty Ltd	Bore maintenance and pump repairs	\$ 11,408.10
2212.3150-01	28/02/2018	Northshore Unit Inc. - SES	Repay vehicle licence & insurance fees - deducted in error	\$ 6,625.30
2212.3161-01	28/02/2018	Enzed Perth & Enzed Wangara	Plant repairs	\$ 788.74
2212.3170-01	28/02/2018	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$ 6,857.07
2212.3222-01	28/02/2018	Securepay Pty Ltd	Web payment fees	\$ 881.76
2212.3224-01	28/02/2018	Metro Count	Supply of batteries and cleats	\$ 474.10
2212.3239-01	28/02/2018	Award Contracting Pty Ltd	Locating services	\$ 1,567.50
2212.3247-01	28/02/2018	Beacon Equipment Canning Vale	Plant repairs	\$ 511.35
2212.3295-01	28/02/2018	Wacker Neuson Pty Ltd	Plant repairs	\$ 1,148.83
2212.3492-01	28/02/2018	The West Australian Newspaper Ltd	Newspapers for resale	\$ 228.12
2212.3496-01	28/02/2018	Orbit Health & Fitness Solutions	Gym supplies	\$ 143.00
2212.3511-01	28/02/2018	City of Stirling	Meals on Wheels	\$ 497.25
2212.3560-01	28/02/2018	Winc Australia Pty Ltd	Office supplies and consumables	\$ 166.24
2212.3584-01	28/02/2018	KMart Australia Ltd	Café equipment - BPLC	\$ 172.50
2212.3750-01	28/02/2018	Primus Telecom	Telephone charges	\$ 64.47
2212.3757-01	28/02/2018	J & K Hopkins	Supply of office furniture	\$ 4,094.00
2212.3835-01	28/02/2018	ATI-Mirage Pty Ltd	Staff training course	\$ 420.75
2212.3920-01	28/02/2018	Image Bollards	Supply & install bollards	\$ 3,613.50
2212.3942-01	28/02/2018	Moore Stephens (WA) Pty Ltd	FBT workshop attendance - Finance	\$ 660.00
2212.3989-01	28/02/2018	West Australian Young Readers' Book Award	Promotional items	\$ 30.00
2212.3994-01	28/02/2018	Lasso Entertainment & Promotions Pty Ltd	Advertising services	\$ 2,200.00
2212.4017-01	28/02/2018	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance	\$ 495.00
2212.4034-01	28/02/2018	Penske Power System	Plant repairs	\$ 583.69
2212.4103-01	28/02/2018	Asphaltech Pty Ltd	Asphalt supplies	\$ 39,088.14

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2212.4177-01	28/02/2018	W.A. Limestone Co	Limestone supplies	\$ 1,162.72
2212.4191-01	28/02/2018	G Burgess	Distribution services	\$ 4,080.00
2212.4210-01	28/02/2018	Beaver Tree Services	Street trees & parks pruning/removal	\$ 5,883.90
2212.4214-01	28/02/2018	Kerbing West	Kerbing services	\$ 9,313.54
2212.4319-01	28/02/2018	Oce-Australia Pty Ltd	Scanner rental	\$ 363.00
2212.4418-01	28/02/2018	West-Sure Group Pty Ltd	Cash collection services	\$ 5,145.53
2212.4447-01	28/02/2018	Blackwoods Atkins	PPE and hardware supplies	\$ 497.42
2212.4481-01	28/02/2018	QuickMail	Printing and distribution services	\$ 3,589.06
2212.4493-01	28/02/2018	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 6,274.40
2212.4614-01	28/02/2018	Thomson Reuters (Professional) Australia Ltd	E-recruitment licence	\$ 13,200.00
2212.4627-01	28/02/2018	Flexi Staff Pty Ltd	Temporary staff	\$ 13,683.26
2212.4637-01	28/02/2018	Multi Mix Concrete Pty Ltd	Concrete supplies	\$ 2,104.96
2212.4749-01	28/02/2018	Picton Press	Printing services	\$ 985.74
2212.4768-01	28/02/2018	Optus Billing Services Pty Ltd	Telephone and internet charges	\$ 12,265.36
2212.4800-01	28/02/2018	Cockburn Cement Limited	Cement & pallets	\$ 770.97
2212.4889-01	28/02/2018	Officeworks Superstores Pty Ltd	Paper supplies	\$ 499.00
2212.4971-01	28/02/2018	Totally Workwear	Uniform supplies	\$ 1,139.53
2212.4992-01	28/02/2018	C L Carroll	Reimbursement of expenses - library birthday celebrations	\$ 167.50
2212.5084-01	28/02/2018	ATF Services Pty Ltd	Security and temporary site fencing	\$ 955.39
2212.5106-01	28/02/2018	Way Funky Company	Merchandise - BPLC	\$ 1,350.58
2212.5193-01	28/02/2018	Protector Fire Services Pty Ltd	Fire equipment service and maintenance - various locations	\$ 798.05
2212.5199-01	28/02/2018	Rockwater Proprietary Limited	BPLC geothermal monitoring review	\$ 689.98
2212.5294-01	28/02/2018	A Team Printing	Printing services	\$ 1,938.20
2212.5316-01	28/02/2018	McLeods Barristers & Solicitors	Legal advice	\$ 6,613.75
2212.5368-01	28/02/2018	Tamala Park Regional Council	Account for GST for sale of land	\$ 2,723.10
2212.5398-01	28/02/2018	Subaru Osborne Park	Vehicle services and repairs	\$ 487.15
2212.5538-01	28/02/2018	Frediani Milk Wholesalers	Milk supplies	\$ 449.35
2212.5548-01	28/02/2018	Specialty Timber Flooring WA	Floor resurfacing - various locations	\$ 4,983.00
2212.5674-01	28/02/2018	PowerVac Pty Ltd	Cleaning equipment supplies	\$ 880.55
2212.5683-01	28/02/2018	Tourism Brochure Exchange	Distribution services	\$ 165.00
2212.5936-01	28/02/2018	Outsource Business Support Solutions Pty Ltd	Technical support to Authority system	\$ 1,237.50
2212.5973-01	28/02/2018	Guardian Tactile Systems Pty Ltd	Supply and install tactile paving	\$ 3,956.96
2212.6072-01	28/02/2018	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 3,685.95
2212.6092-01	28/02/2018	The Poster Girls	Distribution services	\$ 326.80
2212.6184-01	28/02/2018	Data 3	Citrix licence renewal	\$ 1,465.10
2212.6218-01	28/02/2018	Devco Builders	Small maintenance and repairs - various locations	\$ 58,678.70
2212.6258-01	28/02/2018	Sanderson's Outdoor Power Equipment	Plant repairs	\$ 190.00
2212.6259-01	28/02/2018	Australian HVAC Services Pty Ltd	Airconditioning maintenance & repairs - various locations	\$ 1,218.78
2212.6390-01	28/02/2018	Eric Hood Pty Ltd	Painting services - Banks Reserve Pavilion	\$ 9,399.50

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2212.6455-01	28/02/2018	The BBQ Man	BBQ cleaning services	\$ 5,706.68
2212.6482-01	28/02/2018	Department of Transport	Vehicle ownership searches	\$ 6,308.05
2212.6551-01	28/02/2018	iSUBSCRIBE Pty Ltd	Library magazine subscriptions	\$ 525.99
2212.6596-01	28/02/2018	Plastic Card Printing Pty Ltd	Supply of library cards	\$ 1,234.20
2212.6725-01	28/02/2018	Koori Kids Pty Ltd	NAIDOC school initiative 2018	\$ 450.00
2212.6733-01	28/02/2018	1905 Coffee on Newcastle	Catering services	\$ 165.00
2212.6751-01	28/02/2018	Sallie Watson	Resuscitation course and certificates	\$ 300.00
2212.6759-01	28/02/2018	Techwest Solutions Pty Ltd	Audio equipment repairs	\$ 278.80
2212.6783-01	28/02/2018	Action Asbestos Removals	Asbestos removal services	\$ 484.00
2212.6881-01	28/02/2018	Bridgestone Select West Perth/Osborne Park	Vehicle services & repairs	\$ 55.00
2212.6903-01	28/02/2018	APARC Pty Ltd	CMS licensing fees; parking meter maintenance	\$ 35,938.12
2212.7026-01	28/02/2018	Enviroblast Cannington	Pressure cleaning services	\$ 13,772.00
2212.7061-01	28/02/2018	Zephyr Building Solutions	Building compliance services	\$ 660.00
2212.7087-01	28/02/2018	Hans Andresen	Banner installation and removal	\$ 1,870.00
2212.7104-01	28/02/2018	Turf Care WA Pty Ltd	Turf care services	\$ 1,925.00
2212.7118-01	28/02/2018	C Wood Distributors	Beatty Park Café supplies	\$ 443.30
2212.7152-01	28/02/2018	Development Assessment Panels	Amended DAP fee	\$ 4,548.00
2212.7189-01	28/02/2018	Steann Pty Ltd	Verge greenwaste collection	\$ 17,248.00
2212.7230-01	28/02/2018	Forrest Park Croquet Club Inc	Come Out and Play - Grant funding	\$ 890.00
2212.7282-01	28/02/2018	Rubek Automatic Doors	Supply and install sliding doors	\$ 18,095.00
2212.7350-01	28/02/2018	Australian Refrigeration Systems	Fridge repairs	\$ 409.18
2212.7355-01	28/02/2018	J Lowther	Reimbursement of expenses - Refreshment for Outreach	\$ 79.00
2212.7382-01	28/02/2018	Turf Developments (WA) Pty Ltd	Returfing works - Les Lilleyman Reserve	\$ 1,431.93
2212.7384-01	28/02/2018	LGISWA	Refund of credit taken up by COV and also paid by LGISWA	\$ 39,960.80
2212.7388-01	28/02/2018	Vorgee Pty Ltd	Merchandise - BPLC	\$ 2,118.60
2212.7399-01	28/02/2018	Briskleen Supplies Pty Ltd	Toiletry & cleaning products	\$ 1,746.39
2212.7420-01	28/02/2018	Leederville Hotel (T/A Pent Pty Ltd)	Parking revenue distribution	\$ 16,161.77
2212.7473-01	28/02/2018	Leederville Connect	Festival funding 2017/18	\$ 55,000.00
2212.7477-01	28/02/2018	Expo Group	Printing services	\$ 5,066.60
2212.7505-01	28/02/2018	Imagesource	Printing services	\$ 121.00
2212.7510-01	28/02/2018	Northsands Resources	Construction waste disposal	\$ 5,537.40
2212.7593-01	28/02/2018	Yoshino Sushi	Beatty Park Café supplies	\$ 406.12
2212.7605-01	28/02/2018	Centropak	Beatty Park Café supplies	\$ 371.16
2212.7612-01	28/02/2018	Crimea Growers Market	Beatty Park Café supplies	\$ 1,008.81
2212.7652-01	28/02/2018	Rovers Netball Club	Kidsport voucher	\$ 150.00
2212.7654-01	28/02/2018	Worldwide Printing Solutions East Perth	Printing services	\$ 3,063.00
2212.7657-01	28/02/2018	Shape Design	Graphic design service	\$ 158.13
2212.7740-01	28/02/2018	B-TRIMMED	Car seat repairs	\$ 220.00
2212.7774-01	28/02/2018	Advancetag Pty Ltd	Label supplies	\$ 1,485.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2212.7776-01	28/02/2018	Aqueo Import & Distribution Pty Ltd	Merchandise - BPLC	\$ 1,200.53
2212.7799-01	28/02/2018	Bent Logic	RFID card and tag supplies	\$ 4,647.50
2212.7803-01	28/02/2018	Professional Development Training Pty Ltd	Staff training course	\$ 660.00
2212.7946-01	28/02/2018	Connect Security Systems	Security camera maintenance and repairs	\$ 115.30
2212.7950-01	28/02/2018	Rawlicious Delights	Beatty Park Café supplies	\$ 344.85
2212.7955-01	28/02/2018	Synergy	Electricity charges - various locations	\$ 6,830.70
2212.7967-01	28/02/2018	CS Legal	Debt recovery and legal services	\$ 27,072.74
2212.7978-01	28/02/2018	A Frazer & A.D Frazer	Artist fee	\$ 275.00
2212.7989-01	28/02/2018	SoundPack Solutions	Library supplies	\$ 242.66
2212.8009-01	28/02/2018	Marketforce Express Pty Ltd	Advertising services	\$ 1,085.07
2212.8040-01	28/02/2018	Wilson Security	Security services - various locations	\$ 143.00
2212.8073-01	28/02/2018	Rugby Union Football Club of Perth Bayswater Inc.	Kidsport vouchers	\$ 300.00
2212.8108-01	28/02/2018	Leo Heaney Pty Ltd	Street tree services	\$ 67,858.02
2212.8117-01	28/02/2018	A Plus Training Solutions Pty Ltd	Staff training course	\$ 750.00
2212.8120-01	28/02/2018	Selectus Employee Benefits Pty Ltd	Payroll deduction	\$ 148.58
2212.8236-01	28/02/2018	News Limited	Newspaper subscription	\$ 624.01
2212.8265-01	28/02/2018	Nature Calls Portable Toilets	Hire of portable toilets	\$ 784.00
2212.8273-01	28/02/2018	Octagon-BKG Lifts	Lift repairs	\$ 3,254.99
2212.8274-01	28/02/2018	A Bargain Bin Service (GBB Services Pty Ltd)	Skip bin hire	\$ 3,010.00
2212.8318-01	28/02/2018	Spirit Gymsports	Kidsport vouchers	\$ 495.00
2212.8364-01	28/02/2018	Complete Aquatic Services	HVAC service	\$ 2,882.00
2212.8373-01	28/02/2018	Flex Fitness Equipment	Supply fitness equipment	\$ 175.00
2212.8375-01	28/02/2018	The Marist Football Club Inc	Kidsport voucher	\$ 150.00
2212.8420-01	28/02/2018	Corsign WA Pty Ltd	Sign supplies	\$ 11,378.46
2212.8451-01	28/02/2018	Chem-Safe Australia Pty Ltd	Staff training course	\$ 825.00
2212.8498-01	28/02/2018	Wheeler Books	Library books	\$ 68.74
2212.8522-01	28/02/2018	Autospark Osborne Park	Vehicle service and repairs	\$ 187.00
2212.8547-01	28/02/2018	AWB Building Co.	Plumbing services - various locations	\$ 12,147.36
2212.8586-01	28/02/2018	Tree Amigos	Street trees & parks pruning/removal	\$ 5,391.38
2212.8593-01	28/02/2018	Colleagues Nagels	Integrated transferable parking permits	\$ 5,920.25
2212.8628-01	28/02/2018	AV Trucks Services Pty Ltd	Truck repairs	\$ 556.99
2212.8645-01	28/02/2018	Domain Catering Pty Ltd	Catering services	\$ 325.00
2212.8672-01	28/02/2018	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$ 1,088.56
2212.8724-01	28/02/2018	Bamboo Catering	Catering services	\$ 861.52
2212.8737-01	28/02/2018	Unilever Australia Ltd	Beatty Park Café supplies	\$ 2,817.86
2212.8743-01	28/02/2018	Konica Minolta Business Solutions	Copy costs	\$ 1,975.85
2212.8757-01	28/02/2018	Suez Recycling & Recovery (Perth) Pty Ltd	Recycling services and waste collection	\$ 104,838.68
2212.8780-01	28/02/2018	James Giddy	Artist fee	\$ 250.00
2212.8789-01	28/02/2018	TPG & Place Match	Professional fees	\$ 11,440.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2212.8793-01	28/02/2018	Nightlife Music Pty Ltd	Crowd DJ	\$ 560.43
2212.8798-01	28/02/2018	Shane McMaster Surveys	Surveying services	\$ 550.00
2212.8820-01	28/02/2018	Inhouse Group Pty Ltd	Trendwise visitor analytics	\$ 1,399.94
2212.8827-01	28/02/2018	Superior Pak Pty Ltd	Plant repairs	\$ 1,778.55
2212.8831-01	28/02/2018	Farideh Gibson	Fitness instructor fees	\$ 174.00
2212.8841-01	28/02/2018	Edgefield Projects	Design advisory fee	\$ 660.00
2212.8842-01	28/02/2018	Emerge Associates	Tree selection tool development; drainage assessment	\$ 6,170.18
2212.8845-01	28/02/2018	Gymcare	Gym equipment repairs and maintenance	\$ 423.56
2212.8854-01	28/02/2018	Tyres 4U Pty Ltd	Tyre replacements and maintenance	\$ 2,463.56
2212.8868-01	28/02/2018	Poolwise Living	Maintenance - Hyde Park Water Playground	\$ 3,313.65
2212.8876-01	28/02/2018	Trophy Specialists	Name plate	\$ 50.00
2212.8911-01	28/02/2018	Quayclean Australia Pty Ltd	Cleaning services	\$ 10,068.41
2212.8931-01	28/02/2018	Candor Training	Staff training course	\$ 1,540.00
2212.8944-01	28/02/2018	RSA Signs Pty Ltd	Sign supplies	\$ 2,343.00
2212.8954-01	28/02/2018	M.A. Lalli & Associates	Structural inspection and reports	\$ 6,215.00
2212.8959-01	28/02/2018	KP Electric (Australia) Pty Ltd	Electrical services - various locations	\$ 3,500.16
2212.8976-01	28/02/2018	Stott Hoare	Supply and installation of three new servers	\$ 43,723.88
2212.8989-01	28/02/2018	Allflow Industrial	Pump service	\$ 287.05
2212.8990-01	28/02/2018	Regal Cement & Sales Pty Ltd	Soakwell supplies	\$ 2,310.00
2212.8991-01	28/02/2018	Securus	Security services - various locations	\$ 3,384.60
2212.9077-01	28/02/2018	Schwanke Consulting	Fire safety assessment	\$ 1,485.00
2212.9129-01	28/02/2018	Solargain PV Pty Ltd	Supply and install hot water systems	\$ 13,015.20
2212.9163-01	28/02/2018	UDLA	Architectural consultancy	\$ 11,000.00
2212.9165-01	28/02/2018	Vigilant Traffic Management Group Pty Ltd	Traffic management services	\$ 15,300.00
2212.9168-01	28/02/2018	Outdoor Furniture Northside Pty Ltd	Supply of sun lounges	\$ 3,332.00
2212.9170-01	28/02/2018	Anema Designs	Artist fee	\$ 250.00
2212.9171-01	28/02/2018	L Webster	Fitness instructor fees	\$ 56.00
2212.9187-01	28/02/2018	Ward Packaging Pty Ltd	Supply of paper cups	\$ 160.60
2212.9190-01	28/02/2018	D Dlugocz	Portraiture workshop	\$ 210.00
2212.9192-01	28/02/2018	K Kinzett	Social media campaign	\$ 1,400.00
2212.9193-01	28/02/2018	Tail Art (Peter Ryan)	Artist fee	\$ 275.00
2212.9201-01	28/02/2018	Hi Profile Media	Printing services	\$ 1,386.00
2212.9202-01	28/02/2018	Daniel Bullen	Fitness instructor fees	\$ 150.00
2212.9207-01	28/02/2018	Tom O'Halloran	Rates refund	\$ 74.14
2212.9226-01	28/02/2018	Whitfords Event Hire	Marquee hire	\$ 2,588.00
2212.9228-01	28/02/2018	Peak Trampoline Inc	Kidsport voucher	\$ 165.00
2212.9229-01	28/02/2018	Subiaco City Junior Soccer Club	Kidsport voucher	\$ 165.00
				<b>\$ 3,078,597.96</b>

<i>Creditor</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
<b>Direct Debit</b>				
Credit Card		Commonwealth Bank	Full listing in Attachment 3	\$ 4,963.23
Lease Fees	02/02/2018	Neopost 1659932	Franking machine	\$ 385.00
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$ 11,728.30
<b>Total Direct Debit</b>				<b>\$ 17,076.53</b>

Creditors Report - Payments by Cheque 02/02/2018 to 28/02/2018				
<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00082087	14/02/2018	BCITF Building & Construction Industry Training Board	Levy collection	\$ 17,486.31
00082088	14/02/2018	Commissioner of State Revenue	Rates refund and ESL rebate	\$ 1,459.88
00082089	14/02/2018	Petty Cash - Library	Petty cash recoup	\$ 120.75
00082090	14/02/2018	Primavera Quality Meats	Meat supplies	\$ 250.00
00082091	14/02/2018	Zurich Australian Insurance Ltd	Insurance excess	\$ 500.00
00082092	14/02/2018	N Boyd	Rates refund	\$ 96.47
00082093	14/02/2018	M J Quinn	Refund of infrastructure bond	\$ 2,000.00
00082094	14/02/2018	W Culman	Refund of hall bond	\$ 250.00
00082095	14/02/2018	Peak Construction & Developments Pty Ltd	Refund of infrastructure bonds	\$ 3,000.00
00082096	14/02/2018	A Balaratnasingam	Refund of grounds bond	\$ 250.00
00082097	14/02/2018	Yoga Anahata	Refund of hall bond	\$ 250.00
00082098	14/02/2018	C Jones	Refund of hall bond	\$ 300.00
00082099	14/02/2018	Golden Lotus Yoga School	Refund of hall bond	\$ 250.00
00082100	14/02/2018	M F McAllister	Refund of infrastructure bond	\$ 2,000.00
00082101	14/02/2018	A S Iredale	Refund of infrastructure bond	\$ 1,000.00
00082102	14/02/2018	Rossbrook Construction	Refund of infrastructure bond	\$ 2,000.00
00082103	14/02/2018	T Lithgo	Refund of infrastructure bond	\$ 2,000.00
00082104	14/02/2018	R Paton	Refund of infrastructure bond	\$ 2,000.00
00082105	14/02/2018	S Meagher	Refund of infrastructure bond	\$ 2,000.00
00082106	14/02/2018	B L Shulman	Refund of infrastructure bond	\$ 1,000.00
00082107	14/02/2018	R Schoonens	Refund of infrastructure bond	\$ 1,000.00
00082108	14/02/2018	A1 Pools Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
00082109	14/02/2018	J May	Refund of infrastructure bond	\$ 2,000.00
00082110	14/02/2018	Bizwest Corporation Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
00082111	14/02/2018	Megara Construction	Refund of infrastructure bond	\$ 2,500.00
00082112	14/02/2018	Acropolis Developments Pty Ltd	Refund of infrastructure bond	\$ 2,500.00
00082113	14/02/2018	Merym Pty Ltd T/As Emco Building	Refund of infrastructure bond	\$ 3,000.00
00082114	14/02/2018	I Fletcher	Refund of hall bond	\$ 300.00
00082115	14/02/2018	Perth International Arts Festival	Refund of hall bond	\$ 2,500.00
00082116	14/02/2018	P Serdar	Refund of works bond	\$ 100.00
00082117	14/02/2018	B Daza	Refund of hall bond due to cancellation of booking	\$ 100.00
00082118	14/02/2018	R Taylor	Part refund of Beatty Park Leisure Centre fees	\$ 257.20
00082119	14/02/2018	Champions Gym Pty Ltd	Development application fee refund	\$ 147.00
00082120	14/02/2018	D P Arnold	Planning application fee refund	\$ 441.00
00082121	14/02/2018	Alijn Built Forms	Planning application fee refund	\$ 147.00



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00082122	14/02/2018	Amano Homes Pty Ltd	Planning application fee refund	\$ 295.00
00082123	14/02/2018	Castleprime Construction	Planning application fee refund	\$ 147.00
00082124	14/02/2018	Solarhaus Pty Ltd T/A Solarluna	Planning application fee refund	\$ 147.00
00082125	14/02/2018	Abel Roofing and Patios	Planning application fee refund	\$ 147.00
00082126	14/02/2018	Tuscom Subdivision Consultants	Refund - subdivision/occupancy strata permit fees	\$ 3,098.40
00082127	28/02/2018	Petty Cash - Finance	Petty cash recoup	\$ 439.15
00082128	28/02/2018	Petty Cash - Library	Petty cash recoup	\$ 64.40
00082129	28/02/2018	Water Corporation	Rates refund	\$ 233.53
00082130	28/02/2018	Highgate Child Health Clinic	Rates refund	\$ 445.00
00082131	28/02/2018	Mount Hawthorn Child Health Centre	Rates refund	\$ 350.00
00082132	28/02/2018	N Jones	Refund of hall bond	\$ 1,000.00
00082133	28/02/2018	J Garratt	Refund of hall bond	\$ 2,500.00
00082134	28/02/2018	S Nicholson	Refund of hall bond	\$ 250.00
00082135	28/02/2018	Webb & Brown-Neaves	Refund of infrastructure bond	\$ 2,000.00
00082136	28/02/2018	C Poletti	Refund of infrastructure bond	\$ 2,000.00
00082137	28/02/2018	M Trevakis	Refund of infrastructure bond	\$ 2,000.00
00082138	28/02/2018	E L Metcalfe	Refund of infrastructure bond	\$ 2,000.00
00082139	28/02/2018	Brooks Construction Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
00082140	28/02/2018	R J Grimley	Refund of infrastructure bond	\$ 2,000.00
00082141	28/02/2018	J Leyton	Refund of infrastructure bond	\$ 275.00
00082142	28/02/2018	P Granholm & C Warren	Refund of infrastructure bond	\$ 2,000.00
00082143	28/02/2018	Toh Construction Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
00082144	28/02/2018	A A Tassone	Refund of infrastructure bond	\$ 3,000.00
00082145	28/02/2018	D & L Landscape Constructions	Refund of infrastructure bond	\$ 2,500.00
00082146	28/02/2018	K Di Prinzio	Refund of infrastructure bond	\$ 2,500.00
00082147	28/02/2018	E Lindsey	Refund of hall bond	\$ 1,500.00
00082148	28/02/2018	C J Ansell	Refund of grounds bond	\$ 300.00
00082149	28/02/2018	Clinton Long Project Management Pty Ltd	Refund of planning bond	\$ 520.00
00082150	28/02/2018	C Vosnacos	Crossover subsidy	\$ 600.00
00082151	28/02/2018	K Mulligan	Refund for Over 65s event	\$ 58.00
00082152	28/02/2018	Perth Builders Pty Ltd	Refund for work zone licence	\$ 53.00
00082153	28/02/2018	M Keogh	Refund of obstruction permit	\$ 132.00
00082154	28/02/2018	C Micks	Part refund of Beatty Park Leisure Centre fees	\$ 25.00
00082155	28/02/2018	C Tudor	Part refund of Beatty Park Leisure Centre fees	\$ 85.71
00082156	28/02/2018	J Greener	Part refund of Beatty Park Leisure Centre fees	\$ 154.44
00082157	28/02/2018	N Hunt	Part refund of Beatty Park Leisure Centre fees	\$ 193.02
00082158	28/02/2018	M Slyth	Refund for Over 65s event	\$ 39.00
00082159	28/02/2018	C Leonards	Part refund of Beatty Park Leisure Centre fees	\$ 79.20
00082160	28/02/2018	S Eisenhower	Refund of duplicate credit card parking payment	\$ 11.00

<b><i>Creditor</i></b>	<b><i>Date</i></b>	<b><i>Payee</i></b>	<b><i>Description</i></b>	<b><i>Amount</i></b>
00082161	28/02/2018	T Shaw	Refund of parking ticket transactions	\$ 20.95
00082162	28/02/2018	M Cooper	Refund for Over 65s event	\$ 29.00
00082163	28/02/2018	B Borrett	Rates refund	\$ 336.97
00082164	28/02/2018	M Del Pilar Gonzales	Part refund of Beatty Park Leisure Centre fees	\$ 466.34
<b>Total Nett Cheque Payments</b>				<b>\$ 95,200.72</b>

Credit Card Transactions for the Period 06 January 2018 - 05 February 2018				
<b>Card Holder</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Chief Executive Officer	11/01/2018	WALGA	Training courses	\$ 1,030.00
	16/01/2018	City of Perth parking	Parking fee	\$ 10.08
	24/01/2018	WALGA	Training course	\$ 515.00
	31/01/2018	WALGA	Training course	\$ 515.00
<b>Total</b>				<b>\$ 2,070.08</b>
Director Corporate Services				
<b>Total</b>				<b>\$ -</b>
Director Engineering				
<b>Total</b>				<b>\$ -</b>
Director Community Engagement				
<b>Total</b>				<b>\$ -</b>
Manager Marketing and Communications	08/01/2018	He Koch	Event supplies - Fringe Festival	\$ 115.94
	08/01/2018	Weddingstar	Event supplies - Fringe Festival	\$ 142.55
	10/01/2018	Officeworks	Stationery supplies - Team building day	\$ 148.92
	10/01/2018	Mailchimp	Email campaign	\$ 192.07
	10/01/2018	International transaction fee	Email campaign	\$ 4.80
	15/01/2018	Weddingstar	Event supplies - Fringe Festival	\$ 45.60
	15/01/2018	Shindigs Party and Food	Refund - Shop front decorations for Fringe Festival	-\$ 2.59
	17/01/2018	Kuza Urban	Catering - staff training	\$ 13.50
	17/01/2018	Dolcetto Patisserie	Catering - staff training	\$ 14.85
	17/01/2018	Il Locale	Catering - staff training	\$ 9.00
	25/01/2018	Kmart	Event supplies - Citizenship Ceremony	\$ 36.00
	25/01/2018	Shutterstock	Subscription	\$ 108.90
	30/01/2018	Landgate	Land title search	\$ 25.30
	31/01/2018	Facebook	Advertising	\$ 1.54
	31/01/2018	Facebook	Advertising	\$ 8.89
	31/01/2018	Facebook	Advertising	\$ 27.30
	31/01/2018	Facebook	Advertising	\$ 2.70

<b>Card Holder</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
	01/02/2018	Createsend.com	Email campaign	\$ 33.29
	05/02/2018	Woolworths	Event supplies - Unfair Day	\$ 65.10
<b>Total</b>				<b>\$ 993.66</b>
Manager Human Resources				
	23/01/2018	Information Enterprise Pty Ltd	Training course	\$ 409.99
<b>Total</b>				<b>\$ 409.99</b>
Human Resources Advisor				
<b>Total</b>				<b>\$ -</b>
Purchasing Officer	08/01/2018	Direct Coffee Supplies	Coffee supplies for library	\$ 105.00
	10/01/2018	APRA	Music licences for halls	\$ 56.64
	10/01/2018	APRA	Music licences for halls	\$ 56.64
	10/01/2018	APRA	Music licences for halls	\$ 56.64
	10/01/2018	Architectural Digest	Library magazine subscription	\$ 108.84
	10/01/2018	International Transaction fee	Library magazine subscription	\$ 2.72
	16/01/2018	Book Depository	Book for library	\$ 24.17
	16/01/2018	FS.com Limited	IT supplies	\$ 45.65
	16/01/2018	Sanity Music	DVDs for library	\$ 67.92
	18/01/2018	Golden Bakery	Catering - Rangers team building exercise	\$ 184.00
	30/01/2018	FS.com Limited	IT supplies	\$ 319.00
	01/02/2018	Coles	Catering - Travelsmart breakfast	\$ 95.43
	01/02/2018	Westnet	WiFi Council Chambers	\$ 39.95
	02/02/2018	Whitworths Nautical	Waterproof iPod cases - Beatty Park	\$ 326.90
<b>Total</b>				<b>\$ 1,489.50</b>
<b>Total Corporate Credit Cards</b>				<b>\$ 4,963.23</b>

## 11.5 FINANCIAL STATEMENTS AS AT 28 FEBRUARY 2018

TRIM Ref: D18/37472

Author: Nilesh Makwana, Accounting Officer

Authoriser: Kerry Batten, Director Corporate Services

Attachments: 1. Financial Statements as at 28 February 2018  **RECOMMENDATION:**

That Council **RECEIVES** the Financial Statements for the month ended 28 February 2018 as shown in Attachment 1.

**PURPOSE OF REPORT:**

To present the Financial Statements for the period ended 28 February 2018.

**BACKGROUND:**

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the budget.

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

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

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

**DETAILS:**

The following documents, included as **Attachment 1** represent the Statement of Financial Activity for the period ending 28 February 2018:

Note	Description	Page
1.	Statement of Financial Activity by Program Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature and Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-63
5.	Capital Expenditure and Funding and Capital Works Schedule	64-78
6.	Cash Backed Reserves	79
7.	Rating Information and Graph	80-81
8.	Debtor Report	82
9.	Beatty Park Leisure Centre Financial Position	83

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

### Summary of Financial Activity by Program as at 28 February 2018

	Revised Budget 2017/18 \$	Revised YTD Budget 2017/18 \$	YTD Actual 2017/18 \$	Variance 2017/18 \$	Variance 2017/18 %
<b>REVENUE</b>	22,397,993	15,493,718	14,922,814	(570,904)	-4%
<b>EXPENDITURE</b>	(57,017,898)	(38,102,950)	(36,515,825)	1,587,125	-4%
<b>NET OPERATING EXCLUDING RATES</b>	<b>(34,619,905)</b>	<b>(22,609,232)</b>	<b>(21,593,011)</b>	<b>1,016,221</b>	<b>-4%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	9,237	9,237	0%
Add Back Depreciation	9,663,980	6,442,552	6,812,118	369,566	6%
(Profit)/Loss on Asset Disposals	(411,373)	(411,373)	(127,888)	283,485	-69%
"Percent for Art" and "Cash in Lieu" Funds Adjustment	0	0	0	0	0%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,252,607</b>	<b>6,031,179</b>	<b>6,693,467</b>	<b>662,288</b>	<b>11%</b>
<b>INVESTING ACTIVITIES</b>					
Non-Operating Grants, Subsidies and Contributions	2,712,344	1,128,644	1,026,186	(102,458)	-9%
Capital Expenditure	(13,379,565)	(10,427,350)	(3,296,494)	7,130,856	-68%
Proceeds from Joint Venture Operations	333,333	333,333	166,667	(166,666)	-50%
Proceeds from Disposal of assets	204,500	204,500	305,020	100,520	49%
	<b>(10,129,388)</b>	<b>(8,760,873)</b>	<b>(1,798,621)</b>	<b>6,962,252</b>	<b>-79%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments Loan Capital	(881,398)	(579,452)	(579,451)	1	0%
Transfers from Reserves	1,342,875	1,219,165	241,468	(977,697)	-80%
Transfers to Reserves	(1,850,534)	(1,345,729)	(404,893)	940,836	-70%
	<b>(1,389,057)</b>	<b>(706,016)</b>	<b>(742,876)</b>	<b>(36,860)</b>	<b>5%</b>
Plus: Surplus/(Deficiency) Brought Fwd 1 July 2017	3,946,211	3,946,211	4,475,026	528,816	13%
	<b>(32,939,532)</b>	<b>(22,098,731)</b>	<b>(12,966,015)</b>	<b>9,132,717</b>	<b>-41%</b>
Surplus/(Deficiency) Before General Rates	32,939,532	32,858,277	33,004,208	145,931	0%
Total amount raised from General Rates					
<b>NET CURRENT ASSETS at JUNE 30 C/FWD - SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>10,759,546</b>	<b>20,038,193</b>	<b>9,278,648</b>	<b>86%</b>

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

There is a difference in classification of revenue reported by Program and by Nature and Type. Operating revenue by Program reporting includes 'Profit on Sale of Assets', but this is excluded in the Nature and Type report, however 'Rates' revenue is added.

Revenue by Program is showing a negative variance of 4% (\$570k). This is due to lower revenue in Other Property and Services \$270k (asset disposals), Recreation and Culture of \$207k (\$95k Beatty Park fees and charges, \$49k Public Hall revenue) and Transport of \$137k (predominantly parking infringement revenue which is expected to improve).

Operating Revenue as presented on the 'Nature and Type' report (Page 4 of **Attachment 1**) is showing nil variance in terms of percentage.

**Operating Expenditure**

Expenditure by Program is showing an underspend variance of 4% (\$1.58m). This is due to lower expenditure in:

- Community Amenities - \$558k, primarily comprising \$333k Policy and Place, \$30k Environmental Services, \$97k Processable Waste Collection and \$47k on Recycling expenditure;
- Recreation and Culture - \$795k, primarily comprising \$89k Community Partnerships, \$66k Library Services, \$373k nib Stadium – depreciation and \$203k Parks and Reserves;
- Transport - \$259k, largely comprising \$110k Engineering Design, \$38k Environment Services, \$55k Parks Services, \$223k Rangers Services and over spend of \$120k in Works and Operations Services; and
- Education and Welfare - \$71k, primarily comprising \$36k Senior, Disability and Youth Services and \$26k Child Care Centres and Play Groups.

Similarly, the operating expenditure listed under the Nature and Type report reflects a corresponding favourable variance of 4%, with the largest variances in:

- Employee Costs, comprising \$150k Salaries, \$68k Superannuation, \$190k Labour and \$16k Wages;
- Materials and Contracts, where the underspend is predominately in \$87k Events and \$399k Contractors; and
- Depreciation on Non-current Assets, due to revaluation of Building assets, adjusted in mid-year budget review.

**Transfer from Reserves**

Transfer from Reserves is aligned with the timing of Capital Works projects that are reserve funded. Most of these projects have not yet started, with a large number likely to do so before the end of the financial year.

**Capital Expenditure**

The variance is attributed to timing on commencement of projects. For further detail, refer to Note 5 on **Attachment 1**.

**Transfer to Reserves**

Monthly transfer to reserves commenced in July 2017 except for the Tamala Park Land Sale Reserve which is transferred when actual funds are received.

**Opening Funding Surplus / (Deficit)**

The surplus opening balance brought forward from 2016/17 was \$4,035,268, compared to the revised budget opening surplus balance of \$3,946,211, after end of year carry forward adjustments. The actual surplus for 2016/17 was \$4,475,026, which reflects an improvement of \$529k over the anticipated end of year result for 2016/17.

**Closing Surplus / (Deficit)**

There is currently a surplus of \$20,038,193 compared to the year to date budget surplus of \$10,759,546. This is substantially attributed to underspending in operating and capital expenditure and the increase in the opening balance.

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

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

This statement of financial activity shows operating revenue and expenditure classified by Program.

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

This statement of financial activity shows operating revenue and expenditure classified by nature and type.

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

Net current assets is the difference between the current assets and current liabilities, less committed assets and restricted assets. This amount indicates how much capital is available for day to day activities. The net current funding position as at 28 February 2018 is \$20,038,193.

**4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 63)**

This statement shows a summary of operating revenue and expenditure by Service Unit.

**5. Capital Expenditure and Funding Summary (Note 5 Page 64 - 78)**

The following table is a summary of the '2017/2018 Capital Expenditure Budget by Program', which compares year to date budget with actual expenditure to date. The full Capital Works Program is listed in detail in Note 5 of Attachment 1.

	Revised Budget \$	Revised YTD Budget \$	YTD Actual \$	Remaining Budget %
Land and Buildings	2,351,801	2,011,801	542,160	77%
Infrastructure Assets	8,329,870	5,883,655	2,022,090	76%
Plant and Equipment	1,583,747	1,583,747	541,045	66%
Furniture and Equipment	1,114,147	948,147	191,200	83%
<b>Total</b>	<b>13,379,565</b>	<b>10,427,350</b>	<b>3,296,494</b>	<b>75%</b>

FUNDING	Revised Budget \$	Revised YTD Budget \$	YTD Actual \$	Remaining Budget %
Own Source Funding - Municipal	9,119,846	7,875,041	1,723,820	81%
Cash Backed Reserves	1,342,875	1,219,165	241,468	82%
Capital Grant and Contribution	2,712,344	1,128,644	1,026,186	62%
Other (Disposals/Trade In)	204,500	204,500	305,020	-49%
<b>Total</b>	<b>13,379,565</b>	<b>10,427,350</b>	<b>3,296,494</b>	<b>75%</b>

Note: Detailed analysis is included on page 64 - 78 of Attachment 1.



**6. Cash Backed Reserves (Note 6 Page 79)**

The Cash Backed Reserves schedule details movements in the reserves, including transfers and funds used, comparing actual results with the annual budget. The balance as at 28 February 2018 is \$9,071,544.

**7. Rating Information (Note 7 Page 80 – 81)**

The notices for rates and charges levied for 2017/18 were issued on 07 August 2017.

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

First Instalment	12 September 2017
Second Instalment	06 November 2017
Third Instalment	08 January 2018
Fourth Instalment	06 March 2018

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

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

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

The Rates debtors balance to be collected as at 28 February 2018 is \$3,693,167 (this includes deferred rates of \$100,508). This represents 10.08% of collectable income compared to 10.47% at the same time last year.

**8. Receivables (Note 8 Page 82)**

Receivables of \$3,810,824 are outstanding as at 28 February 2018, of which \$2,943,020 has been outstanding over 90 days. This is comprised of:

- \$2,430,779 (82.6%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are sent to Fines Enforcement Registry (FER), who then collect the outstanding balance and return the funds to the City for a fee. Administration is currently reviewing systems issues that have implications for timely collection of infringement debtors;
- \$350,104 (11.9%) relates to Cash in Lieu Parking. Some Cash in Lieu Parking debtors have special payment arrangements over more than one year; and
- \$162,137 (5.5%) relates to Other Receivables, (refer page 82)

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

**9. Beatty Park Leisure Centre – Financial Position Report (Note 9 Page 83)**

As at 28 February 2018 the operating deficit for the centre was \$650,807 in comparison to the year to date budgeted deficit of \$418,482. This unfavourable outcome is primarily due to a higher depreciation expense being incurred as a result of the latest Fair Value Revaluation.

Once the depreciation component has been deducted, the cash position showed a current cash surplus of \$123,298 in comparison to the year to date budget estimate of a cash deficit of \$53,850.

**10. Explanation of Material Variances**

All material variances as at 28 February 2018 have been detailed in the variance comments report in **Attachment 1**.

The materiality thresholds used for reporting variances are 10% and \$10,000. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year to date budget, where that variance exceeds \$10,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2017/18 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

**CONSULTATION/ADVERTISING:**

Not applicable.

**LEGAL/POLICY:**

*Section 6.4 of the Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed.

*Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month, a statement of financial activity reporting on the source and application of funds as set out in the adopted Annual Budget.

A statement of financial activity and any accompanying documents are to be presented at 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 fulfils a statutory requirement.

**STRATEGIC IMPLICATIONS:**

Strategic Plan 2013-2023:

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

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

*(a) Continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Not applicable.

**COMMENTS:**

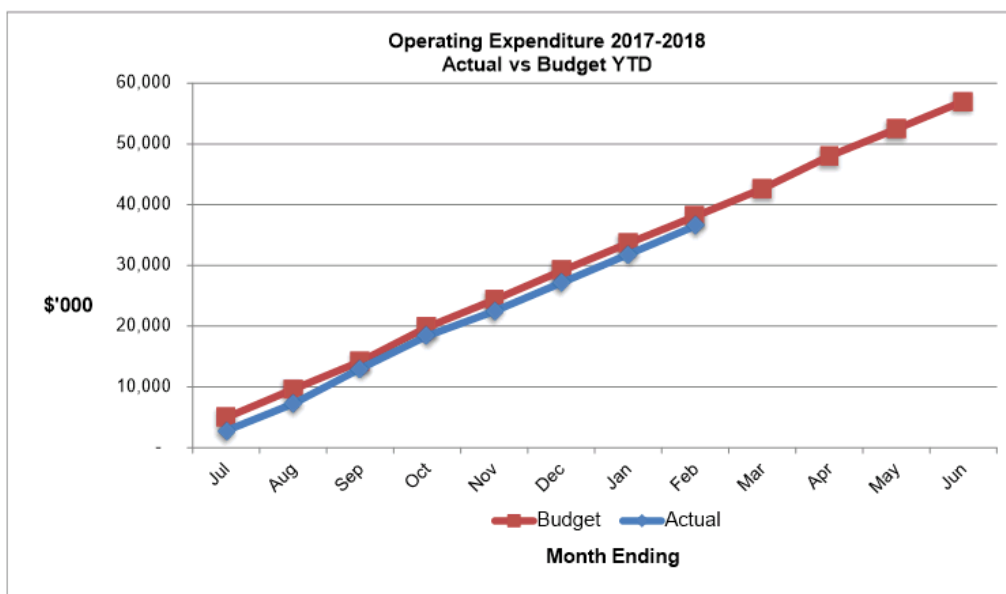
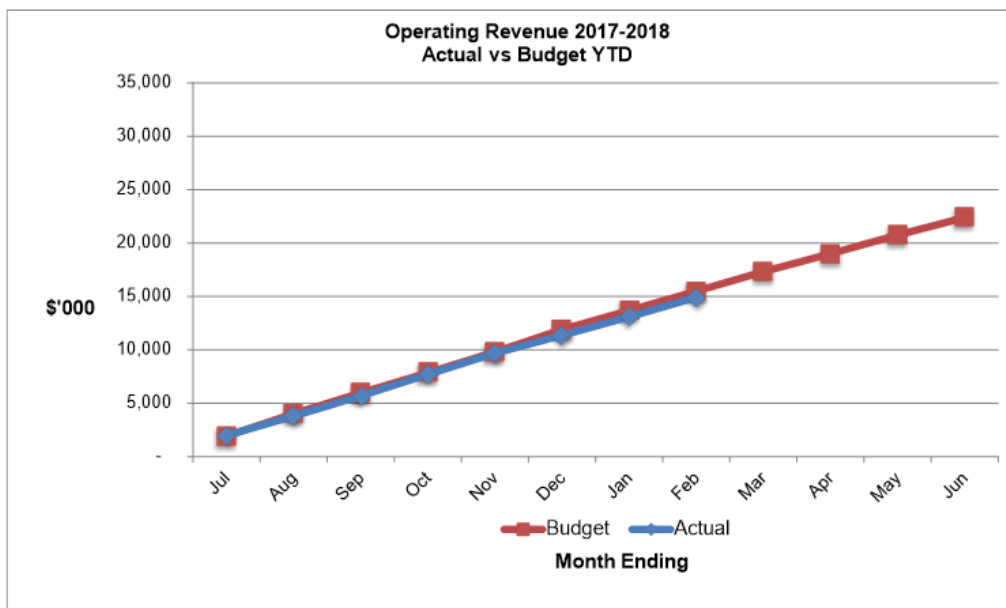
The capital works schedules includes an item for unbudgeted purchase of an Engineering tools trailer. This was the replacement of an existing trailer due to age and poor condition. This has now been addressed in the mid-year budget review.

**CITY OF VINCENT**  
**NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY**  
**BY PROGRAMME**  
**AS AT 28 FEBRUARY 2018**

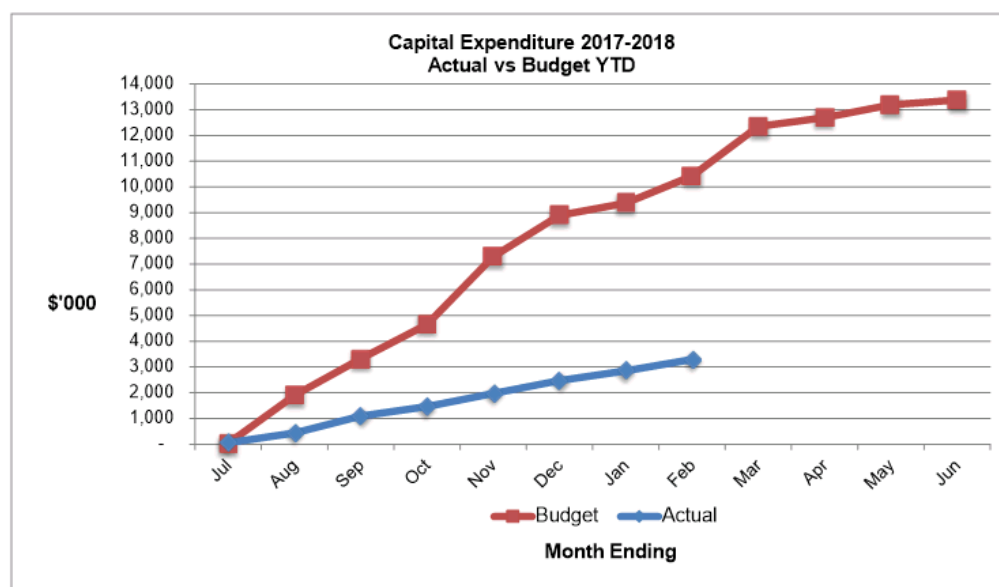
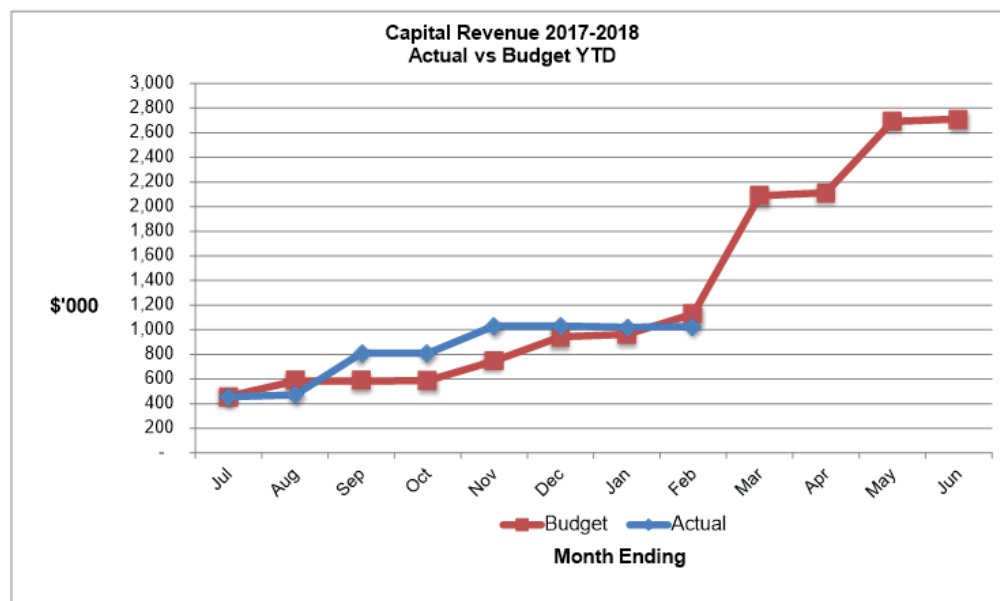


	Revised Budget 2017/18 \$	YTD Budget 2017/18 \$	YTD Actual 2017/18 \$	YTD Variance 2017/18 \$	YTD Variance 2017/18 %
<b>REVENUE FROM OPERATING ACTIVITIES (EXCLUDING RATES)</b>					
Governance	65,140	38,872	149,327	110,455	284%
General Purpose Funding	1,915,975	1,490,577	1,565,254	74,677	5%
Law, Order, Public Safety	187,510	151,324	133,766	(17,558)	-12%
Health	330,940	302,984	319,005	16,021	5%
Education and Welfare	216,015	133,838	109,776	(24,062)	-18%
Community Amenities	1,074,130	795,882	670,946	(124,936)	-16%
Recreation and Culture	10,027,350	6,741,560	6,533,660	(207,900)	-3%
Transport	7,767,140	5,187,768	5,050,120	(137,648)	-3%
Economic Services	241,410	161,608	172,450	10,842	7%
Other Property and Services	572,383	489,305	218,509	(270,796)	-55%
	<b>22,397,993</b>	<b>15,493,718</b>	<b>14,922,814</b>	<b>(570,904)</b>	<b>-4%</b>
<b>EXPENDITURE FROM OPERATING ACTIVITIES</b>					
Governance	(3,599,458)	(2,487,133)	(2,506,735)	(19,602)	1%
General Purpose Funding	(803,155)	(613,318)	(675,221)	(61,903)	10%
Law, Order, Public Safety	(1,370,625)	(932,565)	(847,881)	84,684	-9%
Health	(1,230,110)	(797,819)	(748,810)	49,009	-6%
Education and Welfare	(1,317,045)	(844,915)	(773,493)	71,422	-8%
Community Amenities	(11,376,900)	(7,507,710)	(6,948,750)	558,960	-7%
Recreation and Culture	(22,465,875)	(14,915,697)	(14,120,583)	795,114	-5%
Transport	(12,310,410)	(8,291,148)	(8,031,368)	259,780	-3%
Economic Services	(783,355)	(525,262)	(460,128)	65,134	-12%
Other Property and Services	(1,760,965)	(1,187,383)	(1,402,855)	(215,472)	18%
	<b>(57,017,898)</b>	<b>(38,102,950)</b>	<b>(36,515,825)</b>	<b>1,587,125</b>	<b>-4%</b>
<b>NET RESULT EXCLUDING GENERAL RATES</b>	<b>(34,619,905)</b>	<b>(22,609,232)</b>	<b>(21,593,011)</b>	<b>1,016,221</b>	<b>-4%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	9,237	9,237	0%
(Profit)/Loss on Asset Disposals	(411,373)	(411,373)	(127,888)	283,485	-69%
"Percent for Art" and "Cash in Lieu" Funds Adjustment	0	0	0	0	0%
Add Back Depreciation	9,663,980	6,442,552	6,812,118	369,566	6%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,252,607</b>	<b>6,031,179</b>	<b>6,693,467</b>	<b>662,288</b>	<b>11%</b>
<b>INVESTING ACTIVITIES</b>					
Non-Operating Grants, Subsidies and Contributions	2,712,344	1,128,644	1,026,186	(102,458)	-9%
Purchase Land and Buildings	(2,351,801)	(2,011,801)	(542,160)	1,469,641	-73%
Purchase Infrastructure Assets	(8,329,870)	(5,883,655)	(2,022,090)	3,861,565	-66%
Purchase Plant and Equipment	(1,583,747)	(1,583,747)	(541,045)	1,042,702	-66%
Purchase Furniture and Equipment	(1,114,147)	(948,147)	(191,200)	756,947	-80%
Proceeds from Joint Venture Operations	333,333	333,333	166,667	(166,666)	-50%
Proceeds from Disposal of Assets	204,500	204,500	305,020	100,520	49%
	<b>(10,129,388)</b>	<b>(8,760,873)</b>	<b>(1,798,621)</b>	<b>6,962,252</b>	<b>-79%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments of Debentures	(881,398)	(579,452)	(579,451)	1	0%
Transfers to Reserves (Restricted Assets)	(1,850,534)	(1,345,729)	(404,893)	940,836	-70%
Transfers from Reserves (Restricted Assets)	1,342,875	1,219,165	241,468	(977,697)	-80%
	<b>(1,389,057)</b>	<b>(706,016)</b>	<b>(742,876)</b>	<b>(36,860)</b>	<b>5%</b>
Plus: Surplus/(Deficiency) Brought Fwd 1 July 2017	3,946,211	3,946,211	4,475,026	528,816	13%
Surplus/(Deficiency) before General Rates	(32,939,532)	(22,098,731)	(12,966,015)	9,132,717	-41%
Total Amount raised from General Rates	<b>32,939,532</b>	<b>32,858,277</b>	<b>33,004,208</b>	<b>145,931</b>	<b>0%</b>
<b>NET CURRENT ASSETS C/FWD - SURPLUS/(DEFICIT)</b>	<b>0</b>	<b>10,759,546</b>	<b>20,038,193</b>	<b>9,278,648</b>	<b>86%</b>

CITY OF VINCENT  
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY  
 BY PROGRAMME - GRAPH  
 AS AT 28 FEBRUARY 2018



CITY OF VINCENT  
NOTE 5 - CAPITAL REVENUE / EXPENDITURE PROGRAM  
AS AT 28 FEBRUARY 2018



**CITY OF VINCENT**  
**NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE AND TYPE**  
**AS AT 28 FEBRUARY 2018**



	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD Variance
	2017/18	Feb-18	Feb-18	Feb-18	Feb-18
	\$	\$	\$	\$	%
<b>REVENUE</b>					
Rates	32,939,532	32,858,277	33,004,208	145,931	0%
Operating Grants, Subsidies and Contributions	1,820,120	1,225,464	1,276,284	50,820	4%
Fees and Charges	18,888,300	12,900,621	12,570,670	(329,951)	-3%
Interest Earnings	958,080	719,466	756,093	36,627	5%
Other Revenue	320,120	236,794	185,654	(51,140)	-22%
	<b>54,926,152</b>	<b>47,940,622</b>	<b>47,792,909</b>	<b>(147,713)</b>	<b>0%</b>
<b>EXPENDITURE</b>					
Employee Costs	(25,939,930)	(17,075,276)	(16,704,840)	370,436	-2%
Materials and Contracts	(17,749,340)	(12,226,735)	(11,203,356)	1,023,379	-8%
Utilities Charges	(1,955,570)	(1,224,494)	(1,124,588)	99,906	-8%
Interest Expenses	(995,630)	(654,904)	(600,304)	54,600	-8%
Insurance Expenses	(889,760)	(593,184)	(578,335)	14,849	-3%
Depreciation on Non-Current Assets	(9,663,980)	(6,442,552)	(6,812,118)	(369,566)	6%
Other Expenditure	176,312	114,195	513,940	399,745	350%
	<b>(57,017,898)</b>	<b>(38,102,950)</b>	<b>(36,509,600)</b>	<b>1,593,350</b>	<b>-4%</b>
Non-Operating Grants, Subsidies and Contributions	2,712,344	1,128,644	1,026,186	(102,458)	-9%
Profit on Asset Disposals	411,373	411,373	134,113	(277,260)	-67%
Loss on Asset Disposals	-	-	(6,225)	(6,225)	0%
	<b>3,123,717</b>	<b>1,540,017</b>	<b>1,154,074</b>	<b>(385,943)</b>	<b>-25%</b>
<b>NET RESULT</b>	<b>1,031,971</b>	<b>11,377,689</b>	<b>12,437,383</b>	<b>1,059,694</b>	<b>9%</b>
<b>OTHER COMPREHENSIVE INCOME</b>					
Changes on Revaluation of Non-Current Assets	-	-	-	-	0%
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>	<b>1,031,971</b>	<b>11,377,689</b>	<b>12,437,383</b>	<b>1,059,694</b>	<b>9%</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>1,031,971</b>	<b>11,377,689</b>	<b>12,437,383</b>	<b>1,059,694</b>	<b>9%</b>

**CITY OF VINCENT  
NOTE 3 - NET CURRENT FUNDING POSITION  
AS AT 28 FEBRUARY 2018**



	Actual 28-Feb-18 \$	Actual 30-Jun-17 \$
<b>Current Assets</b>		
Cash - Unrestricted	21,989,824	8,515,883
Cash - Restricted Reserves	9,071,544	8,908,119
Trade and Other Receivables - Rates	3,693,166	218,492
Trade and Other Receivables - Other Debtors	3,810,825	4,748,353
Inventories	363,986	181,244
<b>Total Current Assets</b>	<b>38,929,345</b>	<b>22,572,091</b>
<b>Less: Current Liabilities</b>		
Sundry and Other Creditors	(5,273,082)	(5,102,188)
Provisions - Current	(3,946,525)	(3,486,758)
<b>Total Current Liabilities</b>	<b>(9,219,607)</b>	<b>(8,588,946)</b>
<b>Less:</b>		
Reserves - Restricted Cash	(9,071,544)	(8,908,119)
Trade and Other Receivables - Other Debtors - Restricted Grant	(600,000)	(600,000)
<b>Net Current Funding Position</b>	<b>20,038,193</b>	<b>4,475,026</b>

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	February 2018 Budget YTD \$	February 2018 Actual YTD \$	% YTD Budget
<b>Operating Revenue By Service Area</b>				
Chief Executive Officer	(200)	(136)	0	0%
Other Governance	(26,620)	(1,080)	(102,922)	9530%
Human Resources	(36,320)	(36,320)	(45,870)	126%
Director Corporate Services	(1,378,195)	(980,278)	(996,127)	102%
Rates Services	(33,616,632)	(33,447,341)	(33,639,443)	101%
Finance Services	(1,050)	(696)	(44,283)	6363%
Record Management	(2,000)	(1,336)	(535)	40%
Beatty Park Leisure Centre	(7,650,030)	(5,141,313)	(5,045,777)	98%
Library & Local History Services	(24,970)	(16,128)	(15,933)	99%
Community Partnerships	(71,000)	(29,215)	(8,934)	31%
Ranger Services	(7,829,710)	(5,257,152)	(5,133,149)	98%
Health Services	(330,940)	(302,984)	(319,005)	105%
Statutory Planning Services	(645,570)	(430,384)	(273,484)	64%
Compliance Services	(31,400)	(20,936)	(9,419)	45%
Policy and Place Services	(16,410)	(12,186)	(7,426)	61%
Building Services	(239,410)	(159,608)	(172,006)	108%
Engineering Design Services	(88,050)	(28,610)	(30,495)	107%
Environment Services	(24,500)	(16,336)	(10,895)	67%
Parks Services	(2,494,425)	(1,685,802)	(1,552,408)	92%
Waste Management Services	(269,610)	(268,400)	(313,952)	117%
Works & Operations Services	(149,110)	(104,381)	(70,844)	68%
<b>Operating Revenue By Service Area Total</b>	<b>(54,926,152)</b>	<b>(47,940,622)</b>	<b>(47,792,909)</b>	<b>100%</b>

**Operating Expenditure By Service Area**

Chief Executive Officer	2,083,570	1,461,088	1,485,341	102%
Human Resources	36,320	36,320	45,870	126%
Director Corporate Services	78,400	58,220	177,422	305%
Other Governance	590,240	382,255	374,051	98%
Rates Services	803,155	613,318	675,221	110%
Record Management	2,000	1,336	535	40%
Finance Services	850	496	44,283	8928%
Information Systems	0	0	(0)	0%
Director Community Engagement	0	0	(0)	0%
Marketing and Communications	889,328	607,470	601,473	99%
Customer Services	0	0	(0)	0%
Beatty Park Leisure Centre	8,283,150	5,559,795	5,696,584	102%
Community Partnerships	1,955,705	1,229,639	1,115,432	91%
Community Connections	270,985	184,920	163,209	88%
Library & Local History Services	1,855,030	1,231,754	1,106,692	90%
Ranger Services	6,100,800	4,095,412	3,811,649	93%
Director Development Services	0	0	0	0%
Health Services	1,230,110	797,819	748,810	94%
Statutory Planning Services	2,247,925	1,492,943	1,630,884	109%
Compliance Services	664,275	437,884	419,502	96%
Policy and Place Services	1,838,180	1,248,217	897,294	72%
Building Services	748,355	493,262	431,629	88%
Director Engineering	0	0	(0)	0%
Engineering Design Services	2,238,965	1,468,647	1,361,888	93%
Environment Services	365,670	243,616	205,454	84%
Parks Services	14,039,885	9,434,437	8,643,230	92%
Waste Management Services	5,980,250	3,901,283	3,538,139	91%
Works & Operations Services	4,714,750	3,122,819	3,335,007	107%
<b>Operating Expenditure By Service Area Total</b>	<b>57,017,898</b>	<b>38,102,950</b>	<b>36,509,600</b>	<b>96%</b>



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Chief Executive Officer</u></b>						
Chief Executive Officer Expenditure						
Employee Costs	450,130	294,819	250,975	(43,844)	-15%	Part time position vacant.
Other Employee Costs	11,050	7,834	6,272	(1,562)	-20%	
Other Expenses	204,050	193,458	225,735	32,277	17%	Strategic Community Plan expense higher than budget estimates - adjusted in budget review.
<b>Chief Executive Officer Expenditure Total</b>	<b>665,230</b>	<b>496,111</b>	<b>482,981</b>	<b>(13,130)</b>	<b>-3%</b>	
Chief Executive Officer Indirect Costs						
Allocations	(665,230)	(496,111)	(482,981)	13,130	-3%	
<b>Chief Executive Officer Indirect Costs Total</b>	<b>(665,230)</b>	<b>(496,111)</b>	<b>(482,981)</b>	<b>13,130</b>	<b>-3%</b>	
<b>Chief Executive Officer Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		
<b><u>Members of Council</u></b>						
Members Of Council Revenue						
Revenue	(200)	(136)	0	136	-100%	
<b>Members Of Council Revenue Total</b>	<b>(200)</b>	<b>(136)</b>	<b>0</b>	<b>136</b>	<b>-100%</b>	
Members Of Council Expenditure						
Employee Costs	89,440	58,585	59,131	546	1%	
Other Employee Costs	5,000	3,336	5,007	1,671	50%	
Other Expenses	469,340	339,576	336,310	(3,266)	-1%	
<b>Members Of Council Expenditure Total</b>	<b>563,780</b>	<b>401,497</b>	<b>400,448</b>	<b>(1,049)</b>	<b>0%</b>	
Members Of Council Indirect Costs						
Allocations	1,519,790	1,059,591	1,084,893	25,302	2%	
<b>Members Of Council Indirect Costs Total</b>	<b>1,519,790</b>	<b>1,059,591</b>	<b>1,084,893</b>	<b>25,302</b>	<b>2%</b>	
<b>Members of Council Total</b>	<b>2,083,370</b>	<b>1,460,952</b>	<b>1,485,341</b>	<b>24,389</b>	<b>2%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Other Governance</b>						
Other Governance Revenue						
Revenue	(26,620)	(1,080)	(102,922)	(101,842)	9430%	\$54k LGIS Members Experience Bonus received earlier than expected due to change in payment options and \$47k dividend received.
<b>Other Governance Revenue Total</b>	<b>(26,620)</b>	<b>(1,080)</b>	<b>(102,922)</b>	<b>(101,842)</b>	<b>9430%</b>	
Other Governance Expenditure						
Employee Costs	248,230	162,577	163,961	1,384	1%	
Other Employee Costs	5,200	2,700	2,139	(561)	-21%	
Other Expenses	112,630	67,408	56,074	(11,334)	-17%	\$20k audit fees not yet required and \$7k over budget on advertising of local laws, adjusted in budget review.
<b>Other Governance Expenditure Total</b>	<b>366,060</b>	<b>232,685</b>	<b>222,174</b>	<b>(10,511)</b>	<b>-5%</b>	
Other Governance Indirect Costs						
Allocations	224,180	149,570	151,877	2,307	2%	
<b>Other Governance Indirect Costs Total</b>	<b>224,180</b>	<b>149,570</b>	<b>151,877</b>	<b>2,307</b>	<b>2%</b>	
<b>Other Governance Total</b>	<b>563,620</b>	<b>381,175</b>	<b>271,129</b>	<b>(110,046)</b>	<b>-29%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Human Resources</b>						
Human Resources Revenue						
Revenue	(36,320)	(36,320)	(45,870)	(9,550)	26%	
<b>Human Resources Revenue Total</b>	<b>(36,320)</b>	<b>(36,320)</b>	<b>(45,870)</b>	<b>(9,550)</b>	<b>26%</b>	
Human Resources Expenditure						
Employee Costs	694,820	479,008	473,692	(5,316)	-1%	
Other Employee Costs	108,900	85,564	59,349	(26,215)	-31%	\$25k under in Training Courses, \$26k over in External Recruitment, \$14k under in Occupational Health & Safety Initiatives, \$9k under in Awards & Recognition.
Other Expenses	189,350	135,982	45,733	(90,249)	-66%	\$20k under in Management Programmes timing variance, \$54k Legal costs and \$21k Consultants cost not yet required.
<b>Human Resources Expenditure Total</b>	<b>993,070</b>	<b>700,554</b>	<b>578,774</b>	<b>(121,780)</b>	<b>-17%</b>	
Human Resources Indirect Costs						
Allocations	(956,750)	(664,234)	(532,904)	131,330	-20%	
<b>Human Resources Indirect Costs Total</b>	<b>(956,750)</b>	<b>(664,234)</b>	<b>(532,904)</b>	<b>131,330</b>	<b>-20%</b>	
<b>Human Resources Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Director Corporate Services</b>						
Director Corporate Services Expenditure						
Employee Costs	440,620	288,573	302,903	14,330	5%	
Other Employee Costs	7,530	5,086	4,423	(663)	-13%	
Other Expenses	5,040	3,184	2,938	(246)	-8%	
<b>Director Corporate Services Expenditure Total</b>	<b>453,190</b>	<b>296,843</b>	<b>310,264</b>	<b>13,421</b>	<b>5%</b>	
Director Corporate Services Indirect Costs						
Allocations	(452,990)	(296,643)	(310,264)	(13,621)	5%	
<b>Director Corporate Services Indirect Costs Total</b>	<b>(452,990)</b>	<b>(296,643)</b>	<b>(310,264)</b>	<b>(13,621)</b>	<b>5%</b>	
<b>Director Corporate Services Total</b>	<b>200</b>	<b>200</b>	<b>(0)</b>	<b>(200)</b>	<b>-100%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Insurance Premium</u></b>						
Insurance Premium Expenditure						
Other Expenses	889,760	593,184	578,335	(14,849)	-3%	
<b>Insurance Premium Expenditure Total</b>	<b>889,760</b>	<b>593,184</b>	<b>578,335</b>	<b>(14,849)</b>	<b>-3%</b>	
Insurance Premium Recovery						
Allocations	(889,760)	(593,184)	(439,748)	153,436	-26%	
<b>Insurance Premium Recovery Total</b>	<b>(889,760)</b>	<b>(593,184)</b>	<b>(439,748)</b>	<b>153,436</b>	<b>-26%</b>	
<b>Insurance Premium Total</b>	<b>0</b>	<b>0</b>	<b>138,587</b>	<b>138,587</b>		
<b><u>Insurance Claim</u></b>						
Insurance Claim Recoup						
Revenue	(46,500)	(30,000)	(21,102)	8,898	-30%	
<b>Insurance Claim Recoup Total</b>	<b>(46,500)</b>	<b>(30,000)</b>	<b>(21,102)</b>	<b>8,898</b>	<b>-30%</b>	
Insurance Claim Expenditure						
Other Expenses	30,000	20,000	5,228	(14,772)	-74%	Insurance claim excess lower than budgeted due to a reduction in claims to prior years.
<b>Insurance Claim Expenditure Total</b>	<b>30,000</b>	<b>20,000</b>	<b>5,228</b>	<b>(14,772)</b>	<b>-74%</b>	
<b>Insurance Claim Total</b>	<b>(16,500)</b>	<b>(10,000)</b>	<b>(15,874)</b>	<b>(5,874)</b>	<b>59%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Mindarie Regional Council</u></b>						
Mindarie Regional Council Revenue						
Revenue	(92,820)	(48,765)	(45,006)	3,759	-8%	
<b>Mindarie Regional Council Revenue Total</b>	<b>(92,820)</b>	<b>(48,765)</b>	<b>(45,006)</b>	<b>3,759</b>	<b>-8%</b>	
Mindarie Regional Council Expenditure						
Other Expenses	48,200	38,020	33,607	(4,413)	-12%	
<b>Mindarie Regional Council Expenditure Total</b>	<b>48,200</b>	<b>38,020</b>	<b>33,607</b>	<b>(4,413)</b>	<b>-12%</b>	
<b>Mindarie Regional Council Total</b>	<b>(44,620)</b>	<b>(10,745)</b>	<b>(11,399)</b>	<b>(654)</b>	<b>6%</b>	
<b><u>General Purpose Revenue</u></b>						
General Purpose Revenue						
Revenue	(1,238,875)	(901,513)	(930,019)	(28,506)	3%	
<b>General Purpose Revenue Total</b>	<b>(1,238,875)</b>	<b>(901,513)</b>	<b>(930,019)</b>	<b>(28,506)</b>	<b>3%</b>	
<b>General Purpose Revenue Total</b>	<b>(1,238,875)</b>	<b>(901,513)</b>	<b>(930,019)</b>	<b>(28,506)</b>	<b>3%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Rates Services</u></b>						
Rates Services Revenue						
Revenue	(33,616,632)	(33,447,341)	(33,639,443)	(192,102)	1%	
<b>Rates Services Revenue Total</b>	<b>(33,616,632)</b>	<b>(33,447,341)</b>	<b>(33,639,443)</b>	<b>(192,102)</b>	<b>1%</b>	
Rates Services Expenditure						
Employee Costs	261,150	171,061	172,471	1,410	1%	
Other Employee Costs	2,300	1,536	0	(1,536)	-100%	
Other Expenses	343,500	308,736	368,322	59,586	19%	\$27k partial rates write off for Perth Mosque, \$9k over budget on Debt recovery and \$9k timing variance on valuation expense.
<b>Rates Services Expenditure Total</b>	<b>606,950</b>	<b>481,333</b>	<b>540,794</b>	<b>59,461</b>	<b>12%</b>	
Rates Services Indirect Costs						
Allocations	196,205	131,985	134,428	2,443	2%	
<b>Rates Services Indirect Costs Total</b>	<b>196,205</b>	<b>131,985</b>	<b>134,428</b>	<b>2,443</b>	<b>2%</b>	
<b>Rates Services Total</b>	<b>(32,813,477)</b>	<b>(32,834,023)</b>	<b>(32,964,222)</b>	<b>(130,199)</b>	<b>0%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Finance Services</u></b>						
Finance Services Revenue						
Revenue	(1,050)	(696)	(44,283)	(43,587)	6263%	\$40k duplicate refund received from LGIS, refunded back in March 2018.
<b>Finance Services Revenue Total</b>	<b>(1,050)</b>	<b>(696)</b>	<b>(44,283)</b>	<b>(43,587)</b>	<b>6263%</b>	
Finance Services Expenditure						
Employee Costs	743,140	486,767	491,492	4,725	1%	
Other Employee Costs	11,500	7,602	6,286	(1,316)	-17%	
Other Expenses	58,000	24,664	25,653	989	4%	
<b>Finance Services Expenditure Total</b>	<b>812,640</b>	<b>519,033</b>	<b>523,431</b>	<b>4,398</b>	<b>1%</b>	
Finance Services Indirect Costs						
Allocations	(811,790)	(518,537)	(479,147)	39,390	-8%	
<b>Finance Services Indirect Costs Total</b>	<b>(811,790)</b>	<b>(518,537)</b>	<b>(479,147)</b>	<b>39,390</b>	<b>-8%</b>	
<b>Finance Services Total</b>	<b>(200)</b>	<b>(200)</b>	<b>(0)</b>	<b>200</b>	<b>-100%</b>	
<b><u>Information Technology</u></b>						
Information Technology Expenditure						
Employee Costs	399,370	261,549	243,124	(18,425)	-7%	
Other Employee Costs	29,500	20,100	17,424	(2,676)	-13%	
Other Expenses	946,430	693,290	607,013	(86,277)	-12%	\$98k under in Consultants, \$36k under in Software Upgrades, \$50k over in Software Annual Maintenance and \$21k over in Leasing cost.
<b>Information Technology Expenditure Total</b>	<b>1,375,300</b>	<b>974,939</b>	<b>867,561</b>	<b>(107,378)</b>	<b>-11%</b>	
Information Technology Indirect Costs						
Allocations	(1,375,300)	(974,939)	(867,561)	107,378	-11%	
<b>Information Technology Indirect Costs Total</b>	<b>(1,375,300)</b>	<b>(974,939)</b>	<b>(867,561)</b>	<b>107,378</b>	<b>-11%</b>	
<b>Information Technology Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Records Management</u></b>						
Records Management Revenue						
Revenue	(2,000)	(1,336)	(535)	801	-60%	
<b>Records Management Revenue Total</b>	<b>(2,000)</b>	<b>(1,336)</b>	<b>(535)</b>	<b>801</b>	<b>-60%</b>	
Records Management Expenditure						
Employee Costs	248,470	162,767	174,192	11,425	7%	
Other Employee Costs	20,400	12,764	973	(11,791)	-92%	\$10k Agency Labour Costs not yet required.
Other Expenses	144,600	116,400	22,501	(93,899)	-81%	\$85k not yet required for contractors.
<b>Records Management Expenditure Total</b>	<b>413,470</b>	<b>291,931</b>	<b>197,666</b>	<b>(94,265)</b>	<b>-32%</b>	
Records Management Indirect Costs						
Allocations	(411,470)	(290,595)	(197,131)	93,464	-32%	
<b>Records Management Indirect Costs Total</b>	<b>(411,470)</b>	<b>(290,595)</b>	<b>(197,131)</b>	<b>93,464</b>	<b>-32%</b>	
<b>Records Management Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Director Community Engagement Expenditure</u></b>						
Director Community Engagement Expenditure						
Employee Costs	285,290	186,860	191,498	4,638	2%	
Other Employee Costs	7,070	4,714	4,496	(218)	-5%	
Other Expenses	3,490	2,336	2,225	(111)	-5%	
<b>Director Community Engagement Expenditure Total</b>	<b>295,850</b>	<b>193,910</b>	<b>198,219</b>	<b>4,309</b>	<b>2%</b>	
<b>Director Community Engagement Expenditure Total</b>	<b>295,850</b>	<b>193,910</b>	<b>198,219</b>	<b>4,309</b>	<b>2%</b>	
<b><u>Director Community Engagement Indirect Costs</u></b>						
Director Community Engagement Indirect Costs						
Allocations	(295,850)	(193,910)	(198,219)	(4,309)	2%	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(295,850)</b>	<b>(193,910)</b>	<b>(198,219)</b>	<b>(4,309)</b>	<b>2%</b>	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(295,850)</b>	<b>(193,910)</b>	<b>(198,219)</b>	<b>(4,309)</b>	<b>2%</b>	
<b><u>Marketing and Communications Expenditure</u></b>						
Marketing and Communications Expenditure						
Employee Costs	461,460	302,304	354,925	52,621	17%	Variance due to department restructure and voluntary redundancy payments.
Other Employee Costs	6,550	6,403	2,182	(4,221)	-66%	
Other Expenses	259,288	188,882	136,405	(52,477)	-28%	\$20k timing variance on events, \$15k timing variance on subscription renewals and \$16k timing variance on advertising.
<b>Marketing and Communications Expenditure Total</b>	<b>727,298</b>	<b>497,589</b>	<b>493,512</b>	<b>(4,077)</b>	<b>-1%</b>	
<b>Marketing and Communications Expenditure Total</b>	<b>727,298</b>	<b>497,589</b>	<b>493,512</b>	<b>(4,077)</b>	<b>-1%</b>	
<b><u>Marketing and Communications Indirect Costs</u></b>						
Marketing and Communications Indirect Costs						
Allocations	162,030	109,881	107,961	(1,920)	-2%	
<b>Marketing and Communications Indirect Costs Total</b>	<b>162,030</b>	<b>109,881</b>	<b>107,961</b>	<b>(1,920)</b>	<b>-2%</b>	
<b>Marketing and Communications Indirect Costs Total</b>	<b>162,030</b>	<b>109,881</b>	<b>107,961</b>	<b>(1,920)</b>	<b>-2%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Customer Service Centre</u></b>						
Customer Services Centre Expenditure						
Employee Costs	456,780	299,214	394,788	95,574	32%	Variance due to department restructure and voluntary redundancy payments, use of casual staff during recruitment process.
Other Employee Costs	8,900	7,400	15,751	8,351	113%	
Other Expenses	39,400	25,744	23,650	(2,094)	-8%	
<b>Customer Services Centre Expenditure Total</b>	<b>505,080</b>	<b>332,358</b>	<b>434,189</b>	<b>101,831</b>	<b>31%</b>	
Customer Services Centre Indirect Costs						
Allocations	(505,080)	(332,358)	(434,189)	(101,831)	31%	
<b>Customer Services Centre Indirect Costs Total</b>	<b>(505,080)</b>	<b>(332,358)</b>	<b>(434,189)</b>	<b>(101,831)</b>	<b>31%</b>	
<b>Customer Service Centre Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Administration</u></b>						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(2,468,550)	(1,609,760)	(1,654,882)	(45,122)	3%	
<b>Beatty Park Leisure Centre Admin Revenue Total</b>	<b>(2,468,550)</b>	<b>(1,609,760)</b>	<b>(1,654,882)</b>	<b>(45,122)</b>	<b>3%</b>	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	2,468,550	1,609,760	1,654,882	45,122	3%	
<b>Beatty Park Leisure Centre Admin Indirect Revenue Total</b>	<b>2,468,550</b>	<b>1,609,760</b>	<b>1,654,882</b>	<b>45,122</b>	<b>3%</b>	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	855,720	560,216	600,794	40,578	7%	
Other Employee Costs	15,880	11,980	2,654	(9,326)	-78%	
Other Expenses	273,920	196,751	194,195	(2,556)	-1%	
<b>Beatty Park Leisure Centre Admin Expenditure Total</b>	<b>1,145,520</b>	<b>768,947</b>	<b>797,643</b>	<b>28,696</b>	<b>4%</b>	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(1,145,520)	(768,947)	(797,643)	(28,696)	4%	
<b>Beatty Park Leisure Centre Admin Indirect Costs Total</b>	<b>(1,145,520)</b>	<b>(768,947)</b>	<b>(797,643)</b>	<b>(28,696)</b>	<b>4%</b>	
<b>Beatty Park Leisure Centre Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Building</u></b>						
Beatty Park Leisure Centre Building Revenue						
Revenue	(159,350)	(106,816)	(105,822)	994	-1%	
<b>Beatty Park Leisure Centre Building Revenue Total</b>	<b>(159,350)</b>	<b>(106,816)</b>	<b>(105,822)</b>	<b>994</b>	<b>-1%</b>	
 Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	581,500	402,850	320,977	(81,873)	-20%	Due to timing and safety constraints, painting maintenance scheduled for the indoor pool area was unable to be undertaken in this period. Electricity expense is also lower than budget due to timing issues. Additionally recent repairs to the geothermal system have led to reduced gas use.
Ground Maintenance	41,500	28,336	9,403	(18,933)	-67%	Behind budget as a consequence of a temporary reduction in resourcing and remainder is a timing issue. Budgeted expense expected to be fully utilised.
Other Expenses	1,495,660	1,014,805	1,381,699	366,894	36%	\$409k unfavourable variance due to increase in depreciation cost after revaluation of building assets. And \$58k savings on utility and interest expense.
<b>Beatty Park Leisure Centre Occupancy Costs Total</b>	<b>2,118,660</b>	<b>1,445,991</b>	<b>1,712,079</b>	<b>266,088</b>	<b>18%</b>	
 Beatty Park Leisure Centre Indirect Costs						
Allocations	(1,959,310)	(1,339,175)	(1,606,257)	(267,082)	20%	
<b>Beatty Park Leisure Centre Indirect Costs Total</b>	<b>(1,959,310)</b>	<b>(1,339,175)</b>	<b>(1,606,257)</b>	<b>(267,082)</b>	<b>20%</b>	
<b>Beatty Park Leisure Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Swimming Pool Areas</u></b>						
Swimming Pool Areas Revenue						
Revenue	(1,857,630)	(1,313,612)	(1,236,744)	76,868	-6%	
<b>Swimming Pool Areas Revenue Total</b>	<b>(1,857,630)</b>	<b>(1,313,612)</b>	<b>(1,236,744)</b>	<b>76,868</b>	<b>-6%</b>	
Swimming Pool Areas Indirect Revenue						
Allocations	(388,550)	(253,378)	(260,478)	(7,100)	3%	
<b>Swimming Pool Areas Indirect Revenue Total</b>	<b>(388,550)</b>	<b>(253,378)</b>	<b>(260,478)</b>	<b>(7,100)</b>	<b>3%</b>	
Swimming Pool Areas Expenditure						
Employee Costs	966,550	632,465	643,247	10,782	2%	
Other Employee Costs	20,000	15,197	17,293	2,096	14%	
Other Expenses	176,310	124,802	181,070	56,268	45%	\$36k bulk chemical purchase leading up to summer season and \$18k higher on plant maintenance cost due to reactive maintenance on indoor pool.
<b>Swimming Pool Areas Expenditure Total</b>	<b>1,162,860</b>	<b>772,464</b>	<b>841,610</b>	<b>69,146</b>	<b>9%</b>	
Swimming Pool Areas Indirect Costs						
Allocations	2,385,900	1,622,241	1,802,256	180,015	11%	
<b>Swimming Pool Areas Indirect Costs Total</b>	<b>2,385,900</b>	<b>1,622,241</b>	<b>1,802,256</b>	<b>180,015</b>	<b>11%</b>	
<b>Swimming Pool Areas Total</b>	<b>1,302,580</b>	<b>827,715</b>	<b>1,146,643</b>	<b>318,928</b>	<b>39%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swim School</b>						
Swim School Revenue						
Revenue	(1,495,000)	(923,620)	(930,661)	(7,041)	1%	
<b>Swim School Revenue Total</b>	<b>(1,495,000)</b>	<b>(923,620)</b>	<b>(930,661)</b>	<b>(7,041)</b>	<b>1%</b>	
Swim School Indirect Revenue						
Allocations	(1,970)	(1,289)	(1,324)	(35)	3%	
<b>Swim School Indirect Revenue Total</b>	<b>(1,970)</b>	<b>(1,289)</b>	<b>(1,324)</b>	<b>(35)</b>	<b>3%</b>	
Swim School Expenditure						
Employee Costs	832,100	544,199	522,894	(21,305)	-4%	
Other Employee Costs	5,500	3,121	2,326	(795)	-25%	
Other Expenses	26,970	25,130	20,971	(4,159)	-17%	
<b>Swim School Expenditure Total</b>	<b>864,570</b>	<b>572,450</b>	<b>546,191</b>	<b>(26,259)</b>	<b>-5%</b>	
Swim School Indirect Costs						
Allocations	191,210	129,099	133,114	4,015	3%	
<b>Swim School Indirect Costs Total</b>	<b>191,210</b>	<b>129,099</b>	<b>133,114</b>	<b>4,015</b>	<b>3%</b>	
<b>Swim School Total</b>	<b>(441,190)</b>	<b>(223,360)</b>	<b>(252,680)</b>	<b>(29,320)</b>	<b>13%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Café</u></b>						
Cafe Revenue						
Revenue	(714,000)	(507,432)	(478,185)	29,247	-6%	
<b>Cafe Revenue Total</b>	<b>(714,000)</b>	<b>(507,432)</b>	<b>(478,185)</b>	<b>29,247</b>	<b>-6%</b>	
Cafe Indirect Revenue						
Allocations	(1,970)	(1,289)	(1,324)	(35)	3%	
<b>Cafe Indirect Revenue Total</b>	<b>(1,970)</b>	<b>(1,289)</b>	<b>(1,324)</b>	<b>(35)</b>	<b>3%</b>	
Cafe Expenditure						
Employee Costs	356,640	233,339	280,701	47,362	20%	Additional staff required for busy period.
Other Employee Costs	0	0	518	518		
Other Expenses	301,480	206,051	215,926	9,875	5%	
<b>Cafe Expenditure Total</b>	<b>658,120</b>	<b>439,390</b>	<b>497,145</b>	<b>57,755</b>	<b>13%</b>	
Cafe Indirect Costs						
Allocations	102,910	69,828	70,917	1,089	2%	
<b>Cafe Indirect Costs Total</b>	<b>102,910</b>	<b>69,828</b>	<b>70,917</b>	<b>1,089</b>	<b>2%</b>	
<b>Café Total</b>	<b>45,060</b>	<b>497</b>	<b>88,553</b>	<b>88,056</b>	<b>17718%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Retail</b>						
Retail Revenue						
Revenue	(517,000)	(370,162)	(362,706)	7,456	-2%	
<b>Retail Revenue Total</b>	<b>(517,000)</b>	<b>(370,162)</b>	<b>(362,706)</b>	<b>7,456</b>	<b>-2%</b>	
Retail Indirect Revenue						
Allocations	(490)	(320)	(331)	(11)	3%	
<b>Retail Indirect Revenue Total</b>	<b>(490)</b>	<b>(320)</b>	<b>(331)</b>	<b>(11)</b>	<b>3%</b>	
Retail Expenditure						
Employee Costs	50,000	32,746	31,294	(1,452)	-4%	
Other Employee Costs	1,500	750	291	(459)	-61%	
Other Expenses	276,490	175,831	52,089	(123,742)	-70%	\$122k timing variance on stock purchases.
<b>Retail Expenditure Total</b>	<b>327,990</b>	<b>209,327</b>	<b>83,674</b>	<b>(125,653)</b>	<b>-60%</b>	
Retail Indirect Costs						
Allocations	81,200	55,101	57,056	1,955	4%	
<b>Retail Indirect Costs Total</b>	<b>81,200</b>	<b>55,101</b>	<b>57,056</b>	<b>1,955</b>	<b>4%</b>	
<b>Retail Total</b>	<b>(108,300)</b>	<b>(106,054)</b>	<b>(222,306)</b>	<b>(116,252)</b>	<b>110%</b>	



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Health and Fitness</b>						
Health and Fitness Revenue						
Revenue	(221,500)	(166,833)	(127,691)	39,142	-23%	\$42k under for personal training due to lower demand, program under review.
<b>Health and Fitness Revenue Total</b>	<b>(221,500)</b>	<b>(166,833)</b>	<b>(127,691)</b>	<b>39,142</b>	<b>-23%</b>	
Health and Fitness Indirect Revenue						
Allocations	(1,374,500)	(896,311)	(921,438)	(25,127)	3%	
<b>Health and Fitness Indirect Revenue Total</b>	<b>(1,374,500)</b>	<b>(896,311)</b>	<b>(921,438)</b>	<b>(25,127)</b>	<b>3%</b>	
Health and Fitness Expenditure						
Employee Costs	554,520	362,816	349,770	(13,046)	-4%	
Other Employee Costs	9,000	9,000	2,357	(6,643)	-74%	
Other Expenses	212,040	153,531	138,429	(15,102)	-10%	
<b>Health and Fitness Expenditure Total</b>	<b>775,560</b>	<b>525,347</b>	<b>490,555</b>	<b>(34,792)</b>	<b>-7%</b>	
Health and Fitness Indirect Costs						
Allocations	541,810	368,201	385,650	17,449	5%	
<b>Health and Fitness Indirect Costs Total</b>	<b>541,810</b>	<b>368,201</b>	<b>385,650</b>	<b>17,449</b>	<b>5%</b>	
<b>Health and Fitness Total</b>	<b>(278,630)</b>	<b>(169,596)</b>	<b>(172,924)</b>	<b>(3,328)</b>	<b>2%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Group Fitness</b>						
Group Fitness Revenue						
Revenue	(170,500)	(113,507)	(111,430)	2,077	-2%	
<b>Group Fitness Revenue Total</b>	<b>(170,500)</b>	<b>(113,507)</b>	<b>(111,430)</b>	<b>2,077</b>	<b>-2%</b>	
Group Fitness Indirect Revenue						
Allocations	(466,560)	(304,244)	(312,773)	(8,529)	3%	
<b>Group Fitness Indirect Revenue Total</b>	<b>(466,560)</b>	<b>(304,244)</b>	<b>(312,773)</b>	<b>(8,529)</b>	<b>3%</b>	
Group Fitness Expenditure						
Employee Costs	275,940	180,411	173,319	(7,092)	-4%	
Other Employee Costs	900	764	610	(154)	-20%	
Other Expenses	116,020	80,932	65,884	(15,048)	-19%	\$9k favourable variance for Other Contractors.
<b>Group Fitness Expenditure Total</b>	<b>392,860</b>	<b>262,107</b>	<b>239,813</b>	<b>(22,294)</b>	<b>-9%</b>	
Group Fitness Indirect Costs						
Allocations	169,050	114,510	130,587	16,077	14%	
<b>Group Fitness Indirect Costs Total</b>	<b>169,050</b>	<b>114,510</b>	<b>130,587</b>	<b>16,077</b>	<b>14%</b>	
<b>Group Fitness Total</b>	<b>(75,150)</b>	<b>(41,134)</b>	<b>(53,803)</b>	<b>(12,669)</b>	<b>31%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Aqua Fitness</u></b>						
Aqua Fitness Revenue						
Revenue	(30,000)	(18,163)	(20,289)	(2,126)	12%	
<b>Aqua Fitness Revenue Total</b>	<b>(30,000)</b>	<b>(18,163)</b>	<b>(20,289)</b>	<b>(2,126)</b>	<b>12%</b>	
Aqua Fitness Indirect Revenue						
Allocations	(196,990)	(128,458)	(132,060)	(3,602)	3%	
<b>Aqua Fitness Indirect Revenue Total</b>	<b>(196,990)</b>	<b>(128,458)</b>	<b>(132,060)</b>	<b>(3,602)</b>	<b>3%</b>	
Aqua Fitness Expenditure						
Employee Costs	33,110	21,646	20,760	(886)	-4%	
Other Expenses	8,500	5,661	5,645	(16)	0%	
<b>Aqua Fitness Expenditure Total</b>	<b>41,610</b>	<b>27,307</b>	<b>26,405</b>	<b>(902)</b>	<b>-3%</b>	
Aqua Fitness Indirect Costs						
Allocations	98,660	66,568	74,159	7,591	11%	
<b>Aqua Fitness Indirect Costs Total</b>	<b>98,660</b>	<b>66,568</b>	<b>74,159</b>	<b>7,591</b>	<b>11%</b>	
<b>Aqua Fitness Total</b>	<b>(86,720)</b>	<b>(52,746)</b>	<b>(51,784)</b>	<b>962</b>	<b>-2%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Creche</u>						
Creche Revenue						
Revenue	(16,500)	(11,408)	(17,367)	(5,959)	52%	
Creche Revenue Total	(16,500)	(11,408)	(17,367)	(5,959)	52%	
Creche Indirect Revenue						
Allocations	(37,520)	(24,471)	(25,154)	(683)	3%	
Creche Indirect Revenue Total	(37,520)	(24,471)	(25,154)	(683)	3%	
Creche Expenditure						
Employee Costs	231,780	151,684	141,152	(10,532)	-7%	
Other Employee Costs	1,650	1,650	521	(1,129)	-68%	
Other Expenses	1,950	1,934	1,270	(664)	-34%	
Creche Expenditure Total	235,380	155,268	142,943	(12,325)	-8%	
Creche Indirect Costs						
Allocations	94,110	63,771	68,686	4,915	8%	
Creche Indirect Costs Total	94,110	63,771	68,686	4,915	8%	
Creche Total	275,470	183,160	169,108	(14,052)	-8%	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community Partnership Mgmt Administration</u></b>						
Community Partnerships Management Administration						
Employee Costs	527,930	345,863	317,259	(28,604)	-8%	
Other Employee Costs	1,150	864	938	74	9%	
Other Expenses	192,500	128,564	67,803	(60,761)	-47%	\$60k Timing variance on use of consultants.
<b>Community Partnerships Management Administration Total</b>	<b>721,580</b>	<b>475,291</b>	<b>386,000</b>	<b>(89,291)</b>	<b>-19%</b>	
Community Partnerships Mgmt Admin Indirect Costs						
Allocations	128,975	88,097	81,958	(6,139)	-7%	
Community Partnerships Mgmt Admin Recove	(850,555)	(563,388)	(467,958)	95,430	-17%	
<b>Community Partnerships Mgmt Admin Indirect Costs Total</b>	<b>(721,580)</b>	<b>(475,291)</b>	<b>(386,000)</b>	<b>89,291</b>	<b>-19%</b>	
<b>Community Partnership Mgmt Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Community Connections</u></b>						
Community Connections Expenditure						
Employee Costs	89,440	58,585	55,109	(3,476)	-6%	
Other Employee Costs	4,910	3,274	2,865	(409)	-12%	
Other Expenses	126,200	88,845	73,408	(15,437)	-17%	\$38k timing variance on Community Safety Programmes, \$11k unfavourable variance on Plant maintenance and \$12k timing variance on Noongar Outreach Service.
<b>Community Connections Expenditure Total</b>	<b>220,550</b>	<b>150,704</b>	<b>131,381</b>	<b>(19,323)</b>	<b>-13%</b>	
Community Connections Indirect Costs						
Allocations	50,435	34,216	31,828	(2,388)	-7%	
<b>Community Connections Indirect Costs Total</b>	<b>50,435</b>	<b>34,216</b>	<b>31,828</b>	<b>(2,388)</b>	<b>-7%</b>	
<b>Community Connections Total</b>	<b>270,985</b>	<b>184,920</b>	<b>163,209</b>	<b>(21,711)</b>	<b>-12%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recreation, Arts and Culture</u></b>						
Recreation, Arts and Culture Revenue						
Revenue	(18,000)	(8,000)	(508)	7,492	-94%	
<b>Recreation, Arts and Culture Revenue Total</b>	<b>(18,000)</b>	<b>(8,000)</b>	<b>(508)</b>	<b>7,492</b>	<b>-94%</b>	
<b><u>Recreation, Arts and Culture Expenditure</u></b>						
Employee Costs	92,220	60,397	145,034	84,637	140%	Variance due to department restructure and voluntary redundancy payments.
Other Employee Costs	4,950	3,432	2,277	(1,155)	-34%	
Other Expenses	433,370	238,906	159,273	(79,633)	-33%	\$66k timing variance on Events, and other variances that are not individually material.
<b>Recreation, Arts and Culture Expenditure Total</b>	<b>530,540</b>	<b>302,735</b>	<b>306,583</b>	<b>3,848</b>	<b>1%</b>	
Recreation, Arts and Culture Indirect Costs						
Allocations	123,915	84,966	91,601	6,635	8%	
Community Partnerships Mgmt Admin Alloca	382,750	253,525	210,581	(42,944)	-17%	\$42k variance to Allocated Outwards costs to be reviewed.
<b>Recreation, Arts and Culture Indirect Costs Total</b>	<b>506,665</b>	<b>338,491</b>	<b>302,182</b>	<b>(36,309)</b>	<b>-11%</b>	
<b>Recreation, Arts and Culture Total</b>	<b>1,019,205</b>	<b>633,226</b>	<b>608,257</b>	<b>(24,969)</b>	<b>-4%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Senior, Disability and Youth Services</u></b>						
Senior, Disability and Youth Services Revenue						
Revenue	(53,000)	(21,215)	(8,426)	12,789	-60%	Made up of various variances that are not individually material.
<b>Senior, Disability and Youth Services Revenue Total</b>	<b>(53,000)</b>	<b>(21,215)</b>	<b>(8,426)</b>	<b>12,789</b>	<b>-60%</b>	
Senior, Disability and Youth Services Expenditure						
Employee Costs	178,870	117,177	142,472	25,295	22%	Salary is over budget due to staff changes within the directorate whereby allocations need to be corrected.
Other Employee Costs	2,050	2,050	844	(1,206)	-59%	
Other Expenses	269,470	156,224	95,697	(60,527)	-39%	\$53k Community Support Grant not yet spent and other favourable variances that are not individually material.
<b>Senior, Disability and Youth Services Expenditure Total</b>	<b>450,390</b>	<b>275,451</b>	<b>239,013</b>	<b>(36,438)</b>	<b>-13%</b>	
Senior, Disability and Youth Serv Indirect Costs						
Allocations	127,885	87,608	80,470	(7,138)	-8%	
Community Partnerships Mgmt Admin Alloca	340,225	225,354	187,183	(38,171)	-17%	
<b>Senior, Disability and Youth Serv Indirect Costs Total</b>	<b>468,110</b>	<b>312,962</b>	<b>267,653</b>	<b>(45,309)</b>	<b>-14%</b>	
<b>Senior, Disability and Youth Services Total</b>	<b>865,500</b>	<b>567,198</b>	<b>498,241</b>	<b>(68,957)</b>	<b>-12%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Library Services</u></b>						
Library Services Revenue						
Revenue	(24,970)	(16,128)	(15,933)	195	-1%	
<b>Library Services Revenue Total</b>	<b>(24,970)</b>	<b>(16,128)</b>	<b>(15,933)</b>	<b>195</b>	<b>-1%</b>	
Library Services Expenditure						
Employee Costs	912,920	597,794	546,154	(51,640)	-9%	
Other Employee Costs	7,290	7,290	4,574	(2,716)	-37%	
Other Expenses	92,300	60,276	48,736	(11,540)	-19%	Made up of various variances that are not individually material.
<b>Library Services Expenditure Total</b>	<b>1,012,510</b>	<b>665,360</b>	<b>599,464</b>	<b>(65,897)</b>	<b>-10%</b>	
Library Services Indirect Costs						
Allocations	433,300	298,717	259,111	(39,606)	-13%	
Community Partnerships Mgmt Admin Alloca	127,580	84,509	70,194	(14,315)	-17%	
<b>Library Services Indirect Costs Total</b>	<b>560,880</b>	<b>383,226</b>	<b>329,305</b>	<b>(53,921)</b>	<b>-14%</b>	
<b>Library Services Total</b>	<b>1,548,420</b>	<b>1,032,458</b>	<b>912,835</b>	<b>(119,623)</b>	<b>-12%</b>	
<b><u>Library Building</u></b>						
Library Occupancy Costs						
Building Maintenance	99,300	67,011	59,275	(7,736)	-12%	
Other Expenses	176,910	112,541	115,391	2,850	3%	
<b>Library Occupancy Costs Total</b>	<b>276,210</b>	<b>179,552</b>	<b>174,666</b>	<b>(4,886)</b>	<b>-3%</b>	
Library Indirect Costs						
Allocations	5,430	3,616	3,258	(358)	-10%	
<b>Library Indirect Costs Total</b>	<b>5,430</b>	<b>3,616</b>	<b>3,258</b>	<b>(358)</b>	<b>-10%</b>	
<b>Library Building Total</b>	<b>281,640</b>	<b>183,168</b>	<b>177,923</b>	<b>(5,245)</b>	<b>-3%</b>	



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Ranger Services Administration</u></b>						
Ranger Services Administration Revenue						
Revenue	(3,870)	(2,576)	(2,076)	500	-19%	
<b>Ranger Services Administration Revenue Total</b>	<b>(3,870)</b>	<b>(2,576)</b>	<b>(2,076)</b>	<b>500</b>	<b>-19%</b>	
Ranger Services Administration Expenditure						
Employee Costs	2,379,630	1,559,049	1,474,023	(85,026)	-5%	
Other Employee Costs	36,680	25,248	23,207	(2,041)	-8%	
Other Expenses	153,680	99,823	64,681	(35,142)	-35%	\$22k legal costs not yet required and various favourable variances that are not individually material.
<b>Ranger Services Administration Expenditure Total</b>	<b>2,569,990</b>	<b>1,684,120</b>	<b>1,561,911</b>	<b>(122,209)</b>	<b>-7%</b>	
Ranger Services Administration Indirect Costs						
Allocations	(2,566,120)	(1,681,544)	(1,559,835)	121,709	-7%	
<b>Ranger Services Administration Indirect Costs Total</b>	<b>(2,566,120)</b>	<b>(1,681,544)</b>	<b>(1,559,835)</b>	<b>121,709</b>	<b>-7%</b>	
<b>Ranger Services Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Fire Prevention</u></b>						
Fire Prevention Revenue						
Revenue	(5,000)	(3,336)	(3,157)	179	-5%	
<b>Fire Prevention Revenue Total</b>	<b>(5,000)</b>	<b>(3,336)</b>	<b>(3,157)</b>	<b>179</b>	<b>-5%</b>	
Fire Prevention Indirect Costs						
Allocations	214,940	142,529	133,713	(8,816)	-6%	
<b>Fire Prevention Indirect Costs Total</b>	<b>214,940</b>	<b>142,529</b>	<b>133,713</b>	<b>(8,816)</b>	<b>-6%</b>	
<b>Fire Prevention Total</b>	<b>209,940</b>	<b>139,193</b>	<b>130,556</b>	<b>(8,637)</b>	<b>-6%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Animal Control</u></b>						
Animal Control Revenue						
Revenue	(107,700)	(92,464)	(72,772)	19,692	-21%	\$15k Dog registration fees lower than anticipated.
<b>Animal Control Revenue Total</b>	<b>(107,700)</b>	<b>(92,464)</b>	<b>(72,772)</b>	<b>19,692</b>	<b>-21%</b>	
Animal Control Expenditure						
Other Expenses	16,650	10,021	11,034	1,013	10%	
<b>Animal Control Expenditure Total</b>	<b>16,650</b>	<b>10,021</b>	<b>11,034</b>	<b>1,013</b>	<b>10%</b>	
Animal Control Indirect Costs						
Allocations	214,940	142,529	132,112	(10,417)	-7%	
<b>Animal Control Indirect Costs Total</b>	<b>214,940</b>	<b>142,529</b>	<b>132,112</b>	<b>(10,417)</b>	<b>-7%</b>	
<b>Animal Control Total</b>	<b>123,890</b>	<b>60,086</b>	<b>70,374</b>	<b>10,288</b>	<b>17%</b>	
<b><u>Local Laws (Law and Order)</u></b>						
Local Laws (Law and Order) Revenue						
Revenue	(54,000)	(36,008)	(33,424)	2,584	-7%	
<b>Local Laws (Law and Order) Revenue Total</b>	<b>(54,000)</b>	<b>(36,008)</b>	<b>(33,424)</b>	<b>2,584</b>	<b>-7%</b>	
Local Laws (Law and Order) Indirect Costs						
Allocations	422,870	280,199	258,578	(21,621)	-8%	
<b>Local Laws (Law and Order) Indirect Costs Total</b>	<b>422,870</b>	<b>280,199</b>	<b>258,578</b>	<b>(21,621)</b>	<b>-8%</b>	
<b>Local Laws (Law and Order) Total</b>	<b>368,870</b>	<b>244,191</b>	<b>225,154</b>	<b>(19,037)</b>	<b>-8%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Abandoned Vehicles</u></b>						
Abandoned Vehicles Revenue						
Revenue	(21,000)	(14,000)	(15,580)	(1,580)	11%	
<b>Abandoned Vehicles Revenue Total</b>	<b>(21,000)</b>	<b>(14,000)</b>	<b>(15,580)</b>	<b>(1,580)</b>	<b>11%</b>	
Abandoned Vehicles Expenditure						
Other Expenses	17,500	11,664	6,353	(5,311)	-46%	
<b>Abandoned Vehicles Expenditure Total</b>	<b>17,500</b>	<b>11,664</b>	<b>6,353</b>	<b>(5,311)</b>	<b>-46%</b>	
Abandoned Vehicles Indirect Costs						
Allocations	214,940	142,529	132,112	(10,417)	-7%	
<b>Abandoned Vehicles Indirect Costs Total</b>	<b>214,940</b>	<b>142,529</b>	<b>132,112</b>	<b>(10,417)</b>	<b>-7%</b>	
<b>Abandoned Vehicles Total</b>	<b>211,440</b>	<b>140,193</b>	<b>122,886</b>	<b>(17,307)</b>	<b>-12%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Inspectorial Control</u></b>						
Inspectorial Control Revenue						
Revenue	(2,483,800)	(1,663,364)	(1,531,431)	131,933	-8%	
<b>Inspectorial Control Revenue Total</b>	<b>(2,483,800)</b>	<b>(1,663,364)</b>	<b>(1,531,431)</b>	<b>131,933</b>	<b>-8%</b>	
Inspectorial Control Expenditure						
Other Expenses	1,034,630	805,080	681,500	(123,580)	-15%	\$125k timing variance on fines lodgment fees; \$39k timing variance on software licence, which will be incurred once handheld enforcement devices are set up; \$25k not yet required for Parking ticket supplies; depreciation expense \$51k higher than budget estimates.
<b>Inspectorial Control Expenditure Total</b>	<b>1,034,630</b>	<b>805,080</b>	<b>681,500</b>	<b>(123,580)</b>	<b>-15%</b>	
Inspectorial Control Indirect Costs						
Allocations	2,469,470	1,636,356	1,509,849	(126,507)	-8%	
<b>Inspectorial Control Indirect Costs Total</b>	<b>2,469,470</b>	<b>1,636,356</b>	<b>1,509,849</b>	<b>(126,507)</b>	<b>-8%</b>	
<b>Inspectorial Control Total</b>	<b>1,020,300</b>	<b>778,072</b>	<b>659,918</b>	<b>(118,154)</b>	<b>-15%</b>	
<b><u>Car Park Control</u></b>						
Car Park Control Revenue						
Revenue	(2,758,160)	(1,847,948)	(1,820,804)	27,144	-1%	
<b>Car Park Control Revenue Total</b>	<b>(2,758,160)</b>	<b>(1,847,948)</b>	<b>(1,820,804)</b>	<b>27,144</b>	<b>-1%</b>	
Car Park Control Expenditure						
Ground Maintenance	193,280	122,317	105,382	(16,935)	-14%	Maintenance works required lower than budget estimation.
Other Expenses	760,620	470,338	471,850	1,512	0%	
<b>Car Park Control Expenditure Total</b>	<b>953,900</b>	<b>592,655</b>	<b>577,233</b>	<b>(15,422)</b>	<b>-3%</b>	
<b>Car Park Control Total</b>	<b>(1,804,260)</b>	<b>(1,255,293)</b>	<b>(1,243,571)</b>	<b>11,722</b>	<b>-1%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Kerbside Parking Control</u></b>						
Kerbside Parking Control Revenue						
Revenue	(2,396,180)	(1,597,456)	(1,653,905)	(56,449)	4%	
<b>Kerbside Parking Control Revenue Total</b>	<b>(2,396,180)</b>	<b>(1,597,456)</b>	<b>(1,653,905)</b>	<b>(56,449)</b>	<b>4%</b>	
Kerbside Parking Control Expenditure						
Other Expenses	526,220	322,272	364,930	42,658	13%	\$58k over budget on Leasing cost and Equipment maintenance, adjusted in mid year budget review.
<b>Kerbside Parking Control Expenditure Total</b>	<b>526,220</b>	<b>322,272</b>	<b>364,930</b>	<b>42,658</b>	<b>13%</b>	
<b>Kerbside Parking Control Total</b>	<b>(1,869,960)</b>	<b>(1,275,184)</b>	<b>(1,288,975)</b>	<b>(13,791)</b>	<b>1%</b>	
<b><u>Dog Pound Expenditure</u></b>						
Dog Pound Expenditure						
Building Maintenance	5,150	3,186	2,160	(1,026)	-32%	
Other Expenses	5,720	3,816	0	(3,816)	-100%	
<b>Dog Pound Expenditure Total</b>	<b>10,870</b>	<b>7,002</b>	<b>2,160</b>	<b>(4,842)</b>	<b>-69%</b>	
<b>Dog Pound Expenditure Total</b>	<b>10,870</b>	<b>7,002</b>	<b>2,160</b>	<b>(4,842)</b>	<b>-69%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Director Development Services</u></b>						
Director Development Services Expenditure						
Employee Costs	411,410	269,445	267,631	(1,814)	-1%	
Other Employee Costs	2,440	2,440	510	(1,931)	-79%	
Other Expenses	37,830	3,216	2,568	(648)	-20%	
Director Development Services Expenditure Total	451,680	275,101	270,708	(4,393)	-2%	
Director Development Services Indirect Costs						
Allocations	(451,680)	(275,101)	(270,708)	4,393	-2%	
Director Development Services Indirect Costs Total	(451,680)	(275,101)	(270,708)	4,393	-2%	
<b>Director Development Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Health Administration and Inspection</u></b>						
Health Administration and Inspection Revenue						
Revenue	(309,860)	(287,468)	(304,875)	(17,407)	6%	
Health Administration and Inspection Revenue Total	(309,860)	(287,468)	(304,875)	(17,407)	6%	
Health Administration and Inspection Expenditure						
Employee Costs	670,120	438,918	407,812	(31,106)	-7%	
Other Employee Costs	22,380	14,770	10,806	(3,964)	-27%	
Other Expenses	78,800	41,614	52,601	10,987	26%	\$31k over budget on Legal costs and various favourable variances that are not individually material.
Health Administration and Inspection Expenditure Total	771,300	495,302	471,218	(24,084)	-5%	
Health Administration and Inspection Indirect Cost						
Allocations	339,850	227,549	209,860	(17,689)	-8%	
Health Administration and Inspection Indirect Cost Total	339,850	227,549	209,860	(17,689)	-8%	
<b>Health Administration and Inspection Total</b>	<b>801,290</b>	<b>435,383</b>	<b>376,203</b>	<b>(59,180)</b>	<b>-14%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Food Control</u></b>						
Food Control Revenue						
Revenue	(2,000)	(1,000)	0	1,000	-100%	
<b>Food Control Revenue Total</b>	<b>(2,000)</b>	<b>(1,000)</b>	<b>0</b>	<b>1,000</b>	<b>-100%</b>	
Food Control Expenditure						
Other Expenses	21,500	12,250	8,578	(3,672)	-30%	
<b>Food Control Expenditure Total</b>	<b>21,500</b>	<b>12,250</b>	<b>8,578</b>	<b>(3,672)</b>	<b>-30%</b>	
<b>Food Control Total</b>	<b>19,500</b>	<b>11,250</b>	<b>8,578</b>	<b>(2,672)</b>	<b>-24%</b>	
<b><u>Health Clinics</u></b>						
Health Clinics Revenue						
Revenue	(19,080)	(14,516)	(14,130)	386	-3%	
<b>Health Clinics Revenue Total</b>	<b>(19,080)</b>	<b>(14,516)</b>	<b>(14,130)</b>	<b>386</b>	<b>-3%</b>	
Health Clinics Expenditure						
Building Maintenance	29,530	18,113	13,980	(4,133)	-23%	
Ground Maintenance	0	0	2,103	2,103		
Other Expenses	65,530	43,005	41,627	(1,378)	-3%	
<b>Health Clinics Expenditure Total</b>	<b>95,060</b>	<b>61,118</b>	<b>57,710</b>	<b>(3,408)</b>	<b>-6%</b>	
Health Clinics Indirect Costs						
Allocations	2,400	1,600	1,443	(157)	-10%	
<b>Health Clinics Indirect Costs Total</b>	<b>2,400</b>	<b>1,600</b>	<b>1,443</b>	<b>(157)</b>	<b>-10%</b>	
<b>Health Clinics Total</b>	<b>78,380</b>	<b>48,202</b>	<b>45,024</b>	<b>(3,178)</b>	<b>-7%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Statutory Planning Services</b>						
Statutory Planning Services Revenue						
Revenue	(645,570)	(430,384)	(273,484)	156,900	-36%	Development application fees lower than anticipated, adjusted in mid year budget review.
<b>Statutory Planning Services Revenue Total</b>	<b>(645,570)</b>	<b>(430,384)</b>	<b>(273,484)</b>	<b>156,900</b>	<b>-36%</b>	
Statutory Planning Services Expenditure						
Employee Costs	1,255,300	822,264	722,281	(99,983)	-12%	Positions vacant, agency staff used.
Other Employee Costs	24,810	16,534	71,103	54,569	330%	Agency staff used to fill vacant positions.
Other Expenses	266,900	177,928	368,975	191,047	107%	\$22k savings on Development application panel fees and \$226k higher on legal costs, this is adjusted in mid year review.
<b>Statutory Planning Services Expenditure Total</b>	<b>1,547,010</b>	<b>1,016,726</b>	<b>1,162,359</b>	<b>145,633</b>	<b>14%</b>	
Statutory Planning Services Indirect Costs						
Allocations	700,915	476,217	468,525	(7,692)	-2%	
<b>Statutory Planning Services Indirect Costs Total</b>	<b>700,915</b>	<b>476,217</b>	<b>468,525</b>	<b>(7,692)</b>	<b>-2%</b>	
<b>Statutory Planning Services Total</b>	<b>1,602,355</b>	<b>1,062,559</b>	<b>1,357,400</b>	<b>294,841</b>	<b>28%</b>	



CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Compliance Services</u></b>						
Compliance Services Revenue						
Revenue	(31,400)	(20,936)	(9,419)	11,517	-55%	Lower infringement, fines and penalties.
<b>Compliance Services Revenue Total</b>	<b>(31,400)</b>	<b>(20,936)</b>	<b>(9,419)</b>	<b>11,517</b>	<b>-55%</b>	
Compliance Services Expenditure						
Employee Costs	350,100	229,322	235,087	5,765	3%	
Other Employee Costs	6,960	4,640	3,223	(1,417)	-31%	
Other Expenses	57,900	38,600	24,979	(13,621)	-35%	\$12k legal cost not yet required.
<b>Compliance Services Expenditure Total</b>	<b>414,960</b>	<b>272,562</b>	<b>263,289</b>	<b>(9,273)</b>	<b>-3%</b>	
Compliance Services Indirect Costs						
Allocations	249,315	165,322	156,213	(9,109)	-6%	
<b>Compliance Services Indirect Costs Total</b>	<b>249,315</b>	<b>165,322</b>	<b>156,213</b>	<b>(9,109)</b>	<b>-6%</b>	
<b>Compliance Services Total</b>	<b>632,875</b>	<b>416,948</b>	<b>410,083</b>	<b>(6,865)</b>	<b>-2%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Policy and Place Services</u></b>						
Policy and Place Services Revenue						
Revenue	(16,410)	(12,186)	(7,426)	4,760	-39%	
<b>Policy and Place Services Revenue Total</b>	<b>(16,410)</b>	<b>(12,186)</b>	<b>(7,426)</b>	<b>4,760</b>	<b>-39%</b>	
Policy and Place Serv Expenditure						
Employee Costs	896,520	587,206	556,090	(31,116)	-5%	
Other Employee Costs	15,260	10,740	7,539	(3,201)	-30%	
Other Expenses	565,520	406,415	107,354	(299,061)	-74%	Timing variance, \$113k on Strategic Planning Programmes, \$28k on Place Management Programmes, \$79k on Grants and Donation.
<b>Policy and Place Serv Expenditure Total</b>	<b>1,477,300</b>	<b>1,004,361</b>	<b>670,983</b>	<b>(333,378)</b>	<b>-33%</b>	
Policy and Place Services Indirect Cost						
Allocations	360,880	243,856	226,311	(17,545)	-7%	
<b>Policy and Place Services Indirect Cost Total</b>	<b>360,880</b>	<b>243,856</b>	<b>226,311</b>	<b>(17,545)</b>	<b>-7%</b>	
<b>Policy and Place Services Total</b>	<b>1,821,770</b>	<b>1,236,031</b>	<b>889,868</b>	<b>(346,163)</b>	<b>-28%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Building Control</u></b>						
Building Control Revenue						
Revenue	(239,410)	(159,608)	(172,006)	(12,398)	8%	
<b>Building Control Revenue Total</b>	<b>(239,410)</b>	<b>(159,608)</b>	<b>(172,006)</b>	<b>(12,398)</b>	<b>8%</b>	
Building Control Expenditure						
Employee Costs	391,530	256,478	209,564	(46,914)	-18%	Part-time positions vacant.
Other Employee Costs	10,590	7,064	14,979	7,915	112%	
Other Expenses	44,500	29,664	11,708	(17,956)	-61%	Made up of various favourable variances that are not individually material.
<b>Building Control Expenditure Total</b>	<b>446,620</b>	<b>293,206</b>	<b>236,250</b>	<b>(56,956)</b>	<b>-19%</b>	
Building Control Indirect Costs						
Allocations	301,735	200,056	195,378	(4,678)	-2%	
<b>Building Control Indirect Costs Total</b>	<b>301,735</b>	<b>200,056</b>	<b>195,378</b>	<b>(4,678)</b>	<b>-2%</b>	
<b>Building Control Total</b>	<b>508,945</b>	<b>333,654</b>	<b>259,623</b>	<b>(74,031)</b>	<b>-22%</b>	
<b><u>Director Engineering</u></b>						
Director Engineering Expenditure						
Employee Costs	378,680	247,997	148,207	(99,790)	-40%	Director position filled in January 2018, adjusted in mid year budget review.
Other Employee Costs	10,520	7,528	7,722	194	3%	
Other Expenses	65,200	40,628	27,257	(13,371)	-33%	Made up of various favourable variances that are not individually material.
<b>Director Engineering Expenditure Total</b>	<b>454,400</b>	<b>296,153</b>	<b>183,187</b>	<b>(112,966)</b>	<b>-38%</b>	
Director Engineering Indirect Costs						
Allocations	(454,400)	(296,153)	(183,187)	112,966	-38%	
<b>Director Engineering Indirect Costs</b>	<b>(454,400)</b>	<b>(296,153)</b>	<b>(183,187)</b>	<b>112,966</b>	<b>-38%</b>	
<b>Director Engineering Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>		

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Engineering Design Services</u></b>						
Engineering Design Services Revenue						
Revenue	(6,050)	(3,610)	(4,426)	(816)	23%	
<b>Engineering Design Services Revenue Total</b>	<b>(6,050)</b>	<b>(3,610)</b>	<b>(4,426)</b>	<b>(816)</b>	<b>23%</b>	
Engineering Design Services Expenditure						
Employee Costs	495,550	324,580	353,944	29,364	9%	
Other Employee Costs	11,100	6,259	22,661	16,402	262%	Agency Labour Costs not budgeted for.
Other Expenses	250,750	173,461	101,436	(72,025)	-42%	\$30k not yet required for building condition survey and consultants; \$15k timing variance on traffic survey and other favourable variances that are individually not material.
<b>Engineering Design Services Expenditure Total</b>	<b>757,400</b>	<b>504,300</b>	<b>478,041</b>	<b>(26,259)</b>	<b>-5%</b>	
Engineering Design Services Indirect Costs						
Allocations	369,635	248,765	214,418	(34,347)	-14%	
<b>Engineering Design Services Indirect Costs Total</b>	<b>369,635</b>	<b>248,765</b>	<b>214,418</b>	<b>(34,347)</b>	<b>-14%</b>	
<b>Engineering Design Services Total</b>	<b>1,120,985</b>	<b>749,455</b>	<b>688,033</b>	<b>(61,422)</b>	<b>-8%</b>	
<b><u>Bike Station Expenditure</u></b>						
Bike Station Expenditure						
Other Expenses	6,000	4,500	4,323	(177)	-4%	
<b>Bike Station Expenditure Total</b>	<b>6,000</b>	<b>4,500</b>	<b>4,323</b>	<b>(177)</b>	<b>-4%</b>	
<b>Bike Station Expenditure Total</b>	<b>6,000</b>	<b>4,500</b>	<b>4,323</b>	<b>(177)</b>	<b>-4%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Street Lighting</u></b>						
Street Lighting Revenue						
Revenue	(23,000)	0	0	0		
<b>Street Lighting Revenue Total</b>	<b>(23,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Street Lighting Expenditure						
Other Expenses	840,000	562,500	464,539	(97,961)	-17%	Timing variance on invoices from Synergy for electricity expenses.
<b>Street Lighting Expenditure Total</b>	<b>840,000</b>	<b>562,500</b>	<b>464,539</b>	<b>(97,961)</b>	<b>-17%</b>	
<b>Street Lighting Total</b>	<b>817,000</b>	<b>562,500</b>	<b>464,539</b>	<b>(97,961)</b>	<b>-17%</b>	
<b><u>Underground Power Project</u></b>						
Underground Power Project Revenue						
Revenue	0	0	(311)	(311)		
<b>Underground Power Project Revenue Total</b>	<b>0</b>	<b>0</b>	<b>(311)</b>	<b>(311)</b>		
<b>Underground Power Project Total</b>	<b>0</b>	<b>0</b>	<b>(311)</b>	<b>(311)</b>		
<b><u>Bus Shelter</u></b>						
Bus Shelter Revenue						
Revenue	(59,000)	(25,000)	(25,758)	(758)	3%	
<b>Bus Shelter Revenue Total</b>	<b>(59,000)</b>	<b>(25,000)</b>	<b>(25,758)</b>	<b>(758)</b>	<b>3%</b>	
Bus Shelter Expenditure						
Other Expenses	45,930	28,246	66,620	38,374	136%	\$36k unfavourable variance in depreciation expense, adjusted in mid year budget review.
<b>Bus Shelter Expenditure Total</b>	<b>45,930</b>	<b>28,246</b>	<b>66,620</b>	<b>38,374</b>	<b>136%</b>	
<b>Bus Shelter Total</b>	<b>(13,070)</b>	<b>3,246</b>	<b>40,862</b>	<b>37,616</b>	<b>1159%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parking and Street Name Signs Expenditure</u>						
Parking and Street Name Signs Expenditure						
Other Expenses	91,000	45,500	51,472	5,972	13%	
Parking and Street Name Signs Expenditure Total	91,000	45,500	51,472	5,972	13%	
<u>Parking and Street Name Signs Expenditure Total</u>	<u>91,000</u>	<u>45,500</u>	<u>51,472</u>	<u>5,972</u>	<u>13%</u>	
<u>Crossovers</u>						
Crossovers Expenditure						
Other Expenses	15,000	7,500	7,045	(455)	-6%	
Crossovers Expenditure Total	15,000	7,500	7,045	(455)	-6%	
<u>Crossovers Total</u>	<u>15,000</u>	<u>7,500</u>	<u>7,045</u>	<u>(455)</u>	<u>-6%</u>	
<u>Roads Linemarking Expenditure</u>						
Roads Linemarking Expenditure						
Other Expenses	60,000	40,000	26,818	(13,182)	-33%	No major reactive maintenance work required, this is expected to be spent by end of year.
Roads Linemarking Expenditure Total	60,000	40,000	26,818	(13,182)	-33%	
<u>Roads Linemarking Expenditure Total</u>	<u>60,000</u>	<u>40,000</u>	<u>26,818</u>	<u>(13,182)</u>	<u>-33%</u>	
<u>Tree Lighting Leederville Expenditure</u>						
Tree Lighting Leederville Expenditure						
Other Expenses	50,000	25,000	47,068	22,068	88%	Timing variance on invoice.
Tree Lighting Leederville Expenditure Total	50,000	25,000	47,068	22,068	88%	
<u>Tree Lighting Leederville Expenditure Total</u>	<u>50,000</u>	<u>25,000</u>	<u>47,068</u>	<u>22,068</u>	<u>88%</u>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parklets Expenditure</u></b>						
Parklets Expenditure						
Other Expenses	4,000	2,336	1,543	(793)	-34%	
<b>Parklets Expenditure Total</b>	<b>4,000</b>	<b>2,336</b>	<b>1,543</b>	<b>(793)</b>	<b>-34%</b>	
<b>Parklets Expenditure Total</b>	<b>4,000</b>	<b>2,336</b>	<b>1,543</b>	<b>(793)</b>	<b>-34%</b>	
<b><u>Environmental Services</u></b>						
Environmental Services Revenue						
Revenue	(24,500)	(16,336)	(10,895)	5,441	-33%	
<b>Environmental Services Revenue Total</b>	<b>(24,500)</b>	<b>(16,336)</b>	<b>(10,895)</b>	<b>5,441</b>	<b>-33%</b>	
Environmental Services Expenditure						
Employee Costs	87,200	57,110	57,504	394	1%	
Other Expenses	224,940	150,608	119,777	(30,831)	-20%	\$31k timing variance on Environmental Programmes.
<b>Environmental Services Expenditure Total</b>	<b>312,140</b>	<b>207,718</b>	<b>177,281</b>	<b>(30,437)</b>	<b>-15%</b>	
Environmental Services Indirect Costs						
Allocations	53,530	35,898	28,173	(7,725)	-22%	
<b>Environmental Services Indirect Costs Total</b>	<b>53,530</b>	<b>35,898</b>	<b>28,173</b>	<b>(7,725)</b>	<b>-22%</b>	
<b>Environmental Services Total</b>	<b>341,170</b>	<b>227,280</b>	<b>194,559</b>	<b>(32,721)</b>	<b>-14%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Property Management Administration</u></b>						
Property Management Administration Revenue						
Revenue	(2,810)	(1,872)	(4,431)	(2,559)	137%	
<b>Property Management Administration Revenue Total</b>	<b>(2,810)</b>	<b>(1,872)</b>	<b>(4,431)</b>	<b>(2,559)</b>	<b>137%</b>	
Property Management Administration Expenditure						
Employee Costs	319,640	209,451	201,683	(7,768)	-4%	
Other Employee Costs	4,060	2,706	2,368	(338)	-12%	
Other Expenses	42,930	12,259	31,033	18,774	153%	\$17k timing variance on Consultants fees.
<b>Property Management Administration Expenditure Total</b>	<b>366,630</b>	<b>224,416</b>	<b>235,084</b>	<b>10,668</b>	<b>5%</b>	
Property Management Administration Indirect Costs						
Allocations	208,445	139,287	106,287	(33,000)	-24%	
<b>Property Management Administration Indirect Costs Total</b>	<b>208,445</b>	<b>139,287</b>	<b>106,287</b>	<b>(33,000)</b>	<b>-24%</b>	
<b>Property Management Administration Total</b>	<b>572,265</b>	<b>361,831</b>	<b>336,940</b>	<b>(24,891)</b>	<b>-7%</b>	
<b><u>Civic Centre Building</u></b>						
Civic Centre Building Expenditure						
Building Maintenance	236,800	188,658	221,445	32,787	17%	Parks and garden costs incorrectly allocated to this account; adjusted in mid year review.
Ground Maintenance	73,000	57,414	51,890	(5,524)	-10%	
Other Expenses	426,430	267,661	454,626	186,965	70%	\$196k unfavourable variance due to increase in depreciation cost after revaluation of building assets and \$9k favourable variance on rates and levy due to timing.
<b>Civic Centre Building Expenditure Total</b>	<b>736,230</b>	<b>513,733</b>	<b>727,960</b>	<b>214,227</b>	<b>42%</b>	
Civic Centre Building Indirect Costs						
Allocations	(736,230)	(513,733)	(727,960)	(214,227)	42%	
<b>Civic Centre Building Indirect Costs Total</b>	<b>(736,230)</b>	<b>(513,733)</b>	<b>(727,960)</b>	<b>(214,227)</b>	<b>42%</b>	
<b>Civic Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Child Care Centres and Play Groups</u></b>						
Child Care Centres and Play Groups Revenue						
Revenue	(21,580)	(13,485)	(8,574)	4,911	-36%	
<b>Child Care Centres and Play Groups Revenue Total</b>	<b>(21,580)</b>	<b>(13,485)</b>	<b>(8,574)</b>	<b>4,911</b>	<b>-36%</b>	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	12,000	6,425	4,014	(2,411)	-38%	
Ground Maintenance	0	0	286	286		
Other Expenses	79,220	52,635	29,432	(23,203)	-44%	\$22k favourable variance due to decrease in depreciation cost after revaluation of building assets.
<b>Child Care Centres and Play Groups Expenditure Total</b>	<b>91,220</b>	<b>59,060</b>	<b>33,731</b>	<b>(25,329)</b>	<b>-43%</b>	
Child Care Centres and Play Groups Indirect Costs						
Allocations	2,920	1,944	1,752	(192)	-10%	
<b>Child Care Centres and Play Groups Indirect Costs Total</b>	<b>2,920</b>	<b>1,944</b>	<b>1,752</b>	<b>(192)</b>	<b>-10%</b>	
<b>Child Care Centres and Play Groups Total</b>	<b>72,560</b>	<b>47,519</b>	<b>26,909</b>	<b>(20,610)</b>	<b>-43%</b>	
<b><u>Pre Schools and Kindergartens</u></b>						
Pre Schools and Kindergartens Revenue						
Revenue	(53,765)	(37,599)	(32,595)	5,004	-13%	
<b>Pre Schools and Kindergartens Revenue Total</b>	<b>(53,765)</b>	<b>(37,599)</b>	<b>(32,595)</b>	<b>5,004</b>	<b>-13%</b>	
Pre Schools and Kindergartens Expenditure						
Building Maintenance	12,175	7,938	2,154	(5,784)	-73%	
Ground Maintenance	400	264	528	264	100%	
Other Expenses	53,010	34,118	33,272	(846)	-2%	
<b>Pre Schools and Kindergartens Expenditure Total</b>	<b>65,585</b>	<b>42,320</b>	<b>35,955</b>	<b>(6,365)</b>	<b>-15%</b>	
Pre Schools and Kindergartens Indirect Costs						
Allocations	2,080	1,384	1,246	(138)	-10%	
<b>Pre Schools and Kindergartens Indirect Costs Total</b>	<b>2,080</b>	<b>1,384</b>	<b>1,246</b>	<b>(138)</b>	<b>-10%</b>	
<b>Pre Schools and Kindergartens Total</b>	<b>13,900</b>	<b>6,105</b>	<b>4,606</b>	<b>(1,499)</b>	<b>-25%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community and Welfare Centres</u></b>						
Community and Welfare Centres Revenue						
Revenue	(87,670)	(61,539)	(60,181)	1,358	-2%	
<b>Community and Welfare Centres Revenue Total</b>	<b>(87,670)</b>	<b>(61,539)</b>	<b>(60,181)</b>	<b>1,358</b>	<b>-2%</b>	
Community and Welfare Centres Expenditure						
Building Maintenance	35,100	25,110	30,303	5,193	21%	
Ground Maintenance	5,500	3,836	2,226	(1,610)	-42%	
Other Expenses	188,020	117,432	156,740	39,308	33%	\$20k unfavourable timing variance in Subsidy Expense completed, \$18k Depreciation increase to budget due to revaluation.
<b>Community and Welfare Centres Expenditure Total</b>	<b>228,620</b>	<b>146,378</b>	<b>189,269</b>	<b>42,891</b>	<b>29%</b>	
Community and Welfare Centres Indirect Costs						
Allocations	8,120	5,416	4,874	(542)	-10%	
<b>Community and Welfare Centres Indirect Costs Total</b>	<b>8,120</b>	<b>5,416</b>	<b>4,874</b>	<b>(542)</b>	<b>-10%</b>	
<b>Community and Welfare Centres Total</b>	<b>149,070</b>	<b>90,255</b>	<b>133,962</b>	<b>43,707</b>	<b>48%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Department of Sports and Recreation Building</u></b>						
Dept of Sports and Recreation Building Revenue						
Revenue	(759,570)	(505,892)	(524,225)	(18,333)	4%	
<b>Dept of Sports and Recreation Building Revenue Total</b>	<b>(759,570)</b>	<b>(505,892)</b>	<b>(524,225)</b>	<b>(18,333)</b>	<b>4%</b>	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	143,550	118,611	115,931	(2,680)	-2%	
Ground Maintenance	9,900	6,756	6,559	(197)	-3%	
Other Expenses	584,690	385,641	423,600	37,959	10%	
<b>Dept of Sports and Recreation Building Expenditure Total</b>	<b>738,140</b>	<b>511,008</b>	<b>546,091</b>	<b>35,083</b>	<b>7%</b>	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	14,170	9,448	8,505	(943)	-10%	
<b>Dept of Sports and Recreation Building Indirect Costs Total</b>	<b>14,170</b>	<b>9,448</b>	<b>8,505</b>	<b>(943)</b>	<b>-10%</b>	
<b>Department of Sports and Recreation Building Total</b>	<b>(7,260)</b>	<b>14,564</b>	<b>30,370</b>	<b>15,806</b>	<b>109%</b>	
<b><u>nib Stadium</u></b>						
nib Stadium Revenue						
Revenue	(27,050)	(27,050)	(27,111)	(61)	0%	
<b>nib Stadium Revenue Total</b>	<b>(27,050)</b>	<b>(27,050)</b>	<b>(27,111)</b>	<b>(61)</b>	<b>0%</b>	
nib Stadium Expenditure						
Other Expenses	576,830	384,552	11,867	(372,685)	-97%	nib building assets not to be depreciated for the duration of lease with State Government, adjusted in mid year budget review.
<b>nib Stadium Expenditure Total</b>	<b>576,830</b>	<b>384,552</b>	<b>11,867</b>	<b>(372,685)</b>	<b>-97%</b>	
<b>nib Stadium Total</b>	<b>549,780</b>	<b>357,502</b>	<b>(15,244)</b>	<b>(372,746)</b>	<b>-104%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Leederville Oval</u></b>						
Leederville Oval Revenue						
Revenue	(213,010)	(142,009)	(150,423)	(8,414)	6%	
<b>Leederville Oval Revenue Total</b>	<b>(213,010)</b>	<b>(142,009)</b>	<b>(150,423)</b>	<b>(8,414)</b>	<b>6%</b>	
Leederville Oval Expenditure						
Building Maintenance	38,700	15,300	22,393	7,093	46%	
Ground Maintenance	100,000	66,664	69,328	2,664	4%	
Other Expenses	423,770	270,908	285,977	15,069	6%	
<b>Leederville Oval Expenditure Total</b>	<b>562,470</b>	<b>352,872</b>	<b>377,698</b>	<b>24,826</b>	<b>7%</b>	
Leederville Oval Indirect Costs						
Allocations	10,340	6,896	6,202	(694)	-10%	
<b>Leederville Oval Indirect Costs Total</b>	<b>10,340</b>	<b>6,896</b>	<b>6,202</b>	<b>(694)</b>	<b>-10%</b>	
<b>Leederville Oval Total</b>	<b>359,800</b>	<b>217,759</b>	<b>233,477</b>	<b>15,718</b>	<b>7%</b>	
<b><u>Loftus Centre</u></b>						
Loftus Centre Revenue						
Revenue	(696,280)	(472,968)	(417,426)	55,542	-12%	Timing variance, \$31k Variable Outgoings to be recouped and \$25k Profit share invoice to be raised.
<b>Loftus Centre Revenue Total</b>	<b>(696,280)</b>	<b>(472,968)</b>	<b>(417,426)</b>	<b>55,542</b>	<b>-12%</b>	
Loftus Centre Expenditure						
Building Maintenance	126,400	90,942	71,677	(19,265)	-21%	No major reactive maintenance work required.
Ground Maintenance	21,700	14,800	24,597	9,797	66%	
Other Expenses	922,420	605,631	591,221	(14,410)	-2%	
<b>Loftus Centre Expenditure Total</b>	<b>1,070,520</b>	<b>711,373</b>	<b>687,495</b>	<b>(23,878)</b>	<b>-3%</b>	
Loftus Centre Indirect Costs						
Allocations	22,980	15,312	13,793	(1,519)	-10%	
<b>Loftus Centre Indirect Costs Total</b>	<b>22,980</b>	<b>15,312</b>	<b>13,793</b>	<b>(1,519)</b>	<b>-10%</b>	
<b>Loftus Centre Total</b>	<b>397,220</b>	<b>253,717</b>	<b>283,863</b>	<b>30,146</b>	<b>12%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Public Halls</b>						
Public Halls Revenue						
Revenue	(232,750)	(156,382)	(107,853)	48,529	-31%	Budget not in line with updated fees and charges, adjusted in mid year budget review.
<b>Public Halls Revenue Total</b>	<b>(232,750)</b>	<b>(156,382)</b>	<b>(107,853)</b>	<b>48,529</b>	<b>-31%</b>	
Public Halls Expenditure						
Building Maintenance	189,750	141,512	119,370	(22,142)	-16%	No major reactive maintenance work required.
Ground Maintenance	4,000	3,500	4,053	553	16%	
Other Expenses	231,760	151,750	147,481	(4,269)	-3%	
<b>Public Halls Expenditure Total</b>	<b>425,510</b>	<b>296,762</b>	<b>270,904</b>	<b>(25,858)</b>	<b>-9%</b>	
Public Halls Indirect Costs						
Allocations	8,120	5,400	4,870	(530)	-10%	
<b>Public Halls Indirect Costs Total</b>	<b>8,120</b>	<b>5,400</b>	<b>4,870</b>	<b>(530)</b>	<b>-10%</b>	
<b>Public Halls Total</b>	<b>200,880</b>	<b>145,780</b>	<b>167,921</b>	<b>22,141</b>	<b>15%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Reserves Pavilions and Facilities</u></b>						
Reserves Pavilions and Facilities Revenue						
Revenue	(106,810)	(71,022)	(35,965)	35,057	-49%	Budget not in line with updated fees and charges, adjusted in mid year budget review.
<b>Reserves Pavilions and Facilities Revenue Total</b>	<b>(106,810)</b>	<b>(71,022)</b>	<b>(35,965)</b>	<b>35,057</b>	<b>-49%</b>	
 Reserves Pavilions and Facilities Expenditure						
Building Maintenance	459,175	320,373	282,384	(37,989)	-12%	No major reactive maintenance work required.
Ground Maintenance	7,500	7,500	7,392	(108)	-1%	
Other Expenses	315,710	199,905	195,365	(4,540)	-2%	
<b>Reserves Pavilions and Facilities Expenditure Total</b>	<b>782,385</b>	<b>527,778</b>	<b>485,141</b>	<b>(42,637)</b>	<b>-8%</b>	
 Reserves Pavilions and Facilities Indirect Costs						
Allocations	8,270	5,488	4,971	(517)	-9%	
<b>Reserves Pavilions and Facilities Indirect Costs Total</b>	<b>8,270</b>	<b>5,488</b>	<b>4,971</b>	<b>(517)</b>	<b>-9%</b>	
<b>Reserves Pavilions and Facilities Total</b>	<b>683,845</b>	<b>462,244</b>	<b>454,147</b>	<b>(8,097)</b>	<b>-2%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Sporting Clubs Buildings</u></b>						
Sporting Clubs Buildings Revenue						
Revenue	(139,610)	(92,984)	(100,979)	(7,995)	9%	
<b>Sporting Clubs Buildings Revenue Total</b>	<b>(139,610)</b>	<b>(92,984)</b>	<b>(100,979)</b>	<b>(7,995)</b>	<b>9%</b>	
Sporting Clubs Buildings Expenditure						
Building Maintenance	64,570	47,331	42,611	(4,720)	-10%	
Ground Maintenance	14,500	14,500	7,777	(6,723)	-46%	
Other Expenses	866,270	566,261	466,483	(99,778)	-18%	\$98k favourable variance on depreciation expense after revaluation of buildings.
<b>Sporting Clubs Buildings Expenditure Total</b>	<b>945,340</b>	<b>628,092</b>	<b>516,871</b>	<b>(111,221)</b>	<b>-18%</b>	
Sporting Clubs Buildings Indirect Costs						
Allocations	25,020	16,680	15,007	(1,673)	-10%	
<b>Sporting Clubs Buildings Indirect Costs Total</b>	<b>25,020</b>	<b>16,680</b>	<b>15,007</b>	<b>(1,673)</b>	<b>-10%</b>	
<b>Sporting Clubs Buildings Total</b>	<b>830,750</b>	<b>551,788</b>	<b>430,899</b>	<b>(120,889)</b>	<b>-22%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves Administration</u></b>						
Parks and Reserves Administration Revenue						
Revenue	(4,870)	(3,240)	(2,130)	1,110	-34%	
<b>Parks and Reserves Administration Revenue Total</b>	<b>(4,870)</b>	<b>(3,240)</b>	<b>(2,130)</b>	<b>1,110</b>	<b>-34%</b>	
Parks and Reserves Administration Expenditure						
Employee Costs	1,110,330	728,644	735,111	6,467	1%	
Other Employee Costs	34,850	23,250	31,849	8,599	37%	
Other Expenses	155,760	103,840	101,802	(2,038)	-2%	
<b>Parks and Reserves Administration Expenditure Total</b>	<b>1,300,940</b>	<b>855,734</b>	<b>868,762</b>	<b>13,028</b>	<b>2%</b>	
Parks and Reserves Administration Indirect Costs						
Allocations	782,935	526,437	467,470	(58,967)	-11%	
On Costs Recovery	(1,440,000)	(960,000)	(947,469)	12,531	-1%	
<b>Parks and Reserves Administration Indirect Costs Total</b>	<b>(657,065)</b>	<b>(433,563)</b>	<b>(479,998)</b>	<b>(46,435)</b>	<b>11%</b>	
<b>Parks and Reserves Administration Total</b>	<b>639,005</b>	<b>418,931</b>	<b>386,633</b>	<b>(32,298)</b>	<b>-8%</b>	



CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves</u></b>						
Parks and Reserves Revenue						
Revenue	(68,650)	(45,768)	(39,816)	5,952	-13%	
<b>Parks and Reserves Revenue Total</b>	<b>(68,650)</b>	<b>(45,768)</b>	<b>(39,816)</b>	<b>5,952</b>	<b>-13%</b>	
Parks and Reserves Expenditure						
Ground Maintenance	2,150,595	1,433,480	1,245,866	(187,614)	-13%	No major reactive maintenance work required.
Other Expenses	838,220	548,836	533,987	(14,849)	-3%	
<b>Parks and Reserves Expenditure Total</b>	<b>2,988,815</b>	<b>1,982,316</b>	<b>1,779,853</b>	<b>(202,463)</b>	<b>-10%</b>	
Parks and Reserves Indirect Costs						
Allocations	370	248	224	(24)	-10%	
<b>Parks and Reserves Indirect Costs Total</b>	<b>370</b>	<b>248</b>	<b>224</b>	<b>(24)</b>	<b>-10%</b>	
<b>Parks and Reserves Total</b>	<b>2,920,535</b>	<b>1,936,796</b>	<b>1,740,262</b>	<b>(196,534)</b>	<b>-10%</b>	
<b><u>Sporting Grounds</u></b>						
Sporting Grounds Revenue						
Revenue	(78,000)	(51,992)	(40,256)	11,736	-23%	Ground and Reserve hire lower than anticipated.
<b>Sporting Grounds Revenue Total</b>	<b>(78,000)</b>	<b>(51,992)</b>	<b>(40,256)</b>	<b>11,736</b>	<b>-23%</b>	
Sporting Grounds Expenditure						
Ground Maintenance	1,169,550	763,872	823,868	59,996	8%	
Other Expenses	579,210	385,295	359,594	(25,701)	-7%	
<b>Sporting Grounds Expenditure Total</b>	<b>1,748,760</b>	<b>1,149,167</b>	<b>1,183,462</b>	<b>34,295</b>	<b>3%</b>	
<b>Sporting Grounds Total</b>	<b>1,670,760</b>	<b>1,097,175</b>	<b>1,143,207</b>	<b>46,032</b>	<b>4%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Road Reserves Expenditure</u></b>						
Road Reserves Expenditure						
Ground Maintenance	394,250	262,664	196,149	(66,515)	-25%	No major reactive maintenance work required, also delayed maintenance due to bad weather.
Other Expenses	16,190	11,134	7,828	(3,306)	-30%	
<b>Road Reserves Expenditure Total</b>	<b>410,440</b>	<b>273,798</b>	<b>203,977</b>	<b>(69,821)</b>	<b>-26%</b>	
<b>Road Reserves Expenditure Total</b>	<b>410,440</b>	<b>273,798</b>	<b>203,977</b>	<b>(69,821)</b>	<b>-26%</b>	
<b><u>Parks Other</u></b>						
Parks Other Revenue						
Revenue	(2,000)	(2,000)	(444)	1,556	-78%	
<b>Parks Other Revenue Total</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>(444)</b>	<b>1,556</b>	<b>-78%</b>	
Parks Other Expenditure						
Other Expenses	2,061,910	1,492,871	1,507,720	14,849	1%	
Money/Monger Street Trees Surgery	22,000	22,000	21,618	(382)	-2%	
<b>Parks Other Expenditure Total</b>	<b>2,083,910</b>	<b>1,514,871</b>	<b>1,529,338</b>	<b>14,467</b>	<b>1%</b>	
<b>Parks Other Total</b>	<b>2,081,910</b>	<b>1,512,871</b>	<b>1,528,894</b>	<b>16,023</b>	<b>1%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Processable Waste Collection</u></b>						
Processable Waste Collection Revenue						
Revenue	(268,410)	(267,600)	(310,653)	(43,053)	16%	Increase in fees for 240L additional garbage collection.
<b>Processable Waste Collection Revenue Total</b>	<b>(268,410)</b>	<b>(267,600)</b>	<b>(310,653)</b>	<b>(43,053)</b>	<b>16%</b>	
Processable Waste Collection Expenditure						
Employee Costs	564,130	370,096	358,348	(11,748)	-3%	
Other Employee Costs	5,000	3,336	0	(3,336)	-100%	
Other Expenses	3,814,250	2,538,310	2,455,860	(82,450)	-3%	
<b>Processable Waste Collection Expenditure Total</b>	<b>4,383,380</b>	<b>2,911,742</b>	<b>2,814,208</b>	<b>(97,534)</b>	<b>-3%</b>	
Processable Waste Collection Indirect Costs						
Allocations	356,120	238,837	206,555	(32,282)	-14%	
On Costs Recovery	(530,000)	(353,328)	(363,854)	(10,526)	3%	
<b>Processable Waste Collection Indirect Costs Total</b>	<b>(173,880)</b>	<b>(114,491)</b>	<b>(157,299)</b>	<b>(42,808)</b>	<b>37%</b>	
<b>Processable Waste Collection Total</b>	<b>3,941,090</b>	<b>2,529,651</b>	<b>2,346,256</b>	<b>(183,395)</b>	<b>-7%</b>	
<b><u>Other Waste Services</u></b>						
Other Waste Services Revenue						
Revenue	(1,200)	(800)	(3,300)	(2,500)	312%	
<b>Other Waste Services Revenue Total</b>	<b>(1,200)</b>	<b>(800)</b>	<b>(3,300)</b>	<b>(2,500)</b>	<b>312%</b>	
Other Waste Services Expenditure						
Other Expenses	673,750	372,704	196,444	(176,260)	-47%	\$45k timing variance on Waste Management Programmes and \$147k on general maintenance that is not yet required.
<b>Other Waste Services Expenditure Total</b>	<b>673,750</b>	<b>372,704</b>	<b>196,444</b>	<b>(176,260)</b>	<b>-47%</b>	
<b>Other Waste Services Total</b>	<b>672,550</b>	<b>371,904</b>	<b>193,145</b>	<b>(178,759)</b>	<b>-48%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Recycling Expenditure</u>						
Recycling Expenditure						
Other Expenses	1,097,000	731,328	684,786	(46,542)	-6%	
Recycling Expenditure Total	1,097,000	731,328	684,786	(46,542)	-6%	
<b>Recycling Expenditure Total</b>	<b>1,097,000</b>	<b>731,328</b>	<b>684,786</b>	<b>(46,542)</b>	<b>-6%</b>	
<u>Public Works Overhead</u>						
Public Works Overhead Revenue						
Revenue	(49,110)	(29,381)	(30,129)	(748)	3%	
Public Works Overhead Revenue Total	(49,110)	(29,381)	(30,129)	(748)	3%	
Public Works Overhead Expenditure						
Employee Costs	503,800	330,599	253,649	(76,950)	-23%	\$61k variance due to a position being vacant; \$10k wages not yet required.
Other Employee Costs	20,000	10,008	13,009	3,001	30%	
Other Expenses	54,705	36,360	15,076	(21,285)	-59%	\$18k favourable for Loose Tools.
Public Works Overhead Expenditure Total	578,505	376,967	281,733	(95,234)	-25%	
Public Works Overhead Indirect Costs						
Allocations	606,175	406,907	357,489	(49,418)	-12%	
On Costs Recovery	(553,000)	(368,664)	(338,169)	30,495	-8%	
Public Works Overhead Indirect Costs Total	53,175	38,243	19,320	(18,923)	-49%	
<b>Public Works Overhead Total</b>	<b>582,570</b>	<b>385,829</b>	<b>270,924</b>	<b>(114,905)</b>	<b>-30%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Plant Operating</u>						
Plant Operating Expenditure						
Other Expenses	1,797,620	1,210,128	1,126,394	(83,734)	-7%	
<b>Plant Operating Expenditure Total</b>	<b>1,797,620</b>	<b>1,210,128</b>	<b>1,126,394</b>	<b>(83,734)</b>	<b>-7%</b>	
Plant Operating Indirect Costs						
Allocations	(1,837,620)	(1,225,072)	(934,867)	290,205	-24%	
<b>Plant Operating Indirect Costs Total</b>	<b>(1,837,620)</b>	<b>(1,225,072)</b>	<b>(934,867)</b>	<b>290,205</b>	<b>-24%</b>	
<b>Plant Operating Total</b>	<b>(40,000)</b>	<b>(14,944)</b>	<b>191,527</b>	<b>206,471</b>	<b>-1382%</b>	
<u>Recoverable Works</u>						
Recoverable Works Revenue						
Revenue	(100,000)	(75,000)	(40,715)	34,286	-46%	Timing variance on completion of recoverable works.
<b>Recoverable Works Revenue Total</b>	<b>(100,000)</b>	<b>(75,000)</b>	<b>(40,715)</b>	<b>34,286</b>	<b>-46%</b>	
Recoverable Works Expenditure						
Other Expenses	100,000	75,000	64,186	(10,815)	-14%	Timing variance.
<b>Recoverable Works Expenditure Total</b>	<b>100,000</b>	<b>75,000</b>	<b>64,186</b>	<b>(10,815)</b>	<b>-14%</b>	
<b>Recoverable Works Total</b>	<b>0</b>	<b>0</b>	<b>23,471</b>	<b>23,471</b>		

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Drainage Expenditure</u>						
Drainage Expenditure						
Other Expenses	279,250	182,261	207,122	24,861	14%	\$24k unfavourable variance due to higher general maintenance required.
Drainage Expenditure Total	279,250	182,261	207,122	24,861	14%	
<b>Drainage Expenditure Total</b>	<b>279,250</b>	<b>182,261</b>	<b>207,122</b>	<b>24,861</b>	<b>14%</b>	
<u>Footpaths/Cycleways Expenditure</u>						
Footpaths/Cycleways Expenditure						
Other Expenses	799,900	521,443	580,758	59,315	11%	\$29k unfavourable variance due to higher general maintenance required; depreciation expense \$30k higher than budget estimates.
Footpaths/Cycleways Expenditure Total	799,900	521,443	580,758	59,315	11%	
<b>Footpaths/Cycleways Expenditure Total</b>	<b>799,900</b>	<b>521,443</b>	<b>580,758</b>	<b>59,315</b>	<b>11%</b>	
<u>Rights of Way Expenditure</u>						
Rights of Way Expenditure						
Other Expenses	192,830	128,733	132,688	3,955	3%	
Rights of Way Expenditure Total	192,830	128,733	132,688	3,955	3%	
<b>Rights of Way Expenditure Total</b>	<b>192,830</b>	<b>128,733</b>	<b>132,688</b>	<b>3,955</b>	<b>3%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Roads Expenditure</u></b>						
Roads Expenditure						
Other Expenses	1,853,090	1,238,772	1,368,651	129,879	10%	Depreciation expense \$144k higher than budget estimates, adjusted mid year budget review. \$15k favourable variance for Contractors not required.
<b>Roads Expenditure Total</b>	<b>1,853,090</b>	<b>1,238,772</b>	<b>1,368,651</b>	<b>129,879</b>	<b>10%</b>	
<b>Roads Expenditure Total</b>	<b>1,853,090</b>	<b>1,238,772</b>	<b>1,368,651</b>	<b>129,879</b>	<b>10%</b>	
<b><u>Street Cleaning Expenditure</u></b>						
Street Cleaning Expenditure						
Other Expenses	724,000	482,672	455,322	(27,350)	-6%	
<b>Street Cleaning Expenditure Total</b>	<b>724,000</b>	<b>482,672</b>	<b>455,322</b>	<b>(27,350)</b>	<b>-6%</b>	
<b>Street Cleaning Expenditure Total</b>	<b>724,000</b>	<b>482,672</b>	<b>455,322</b>	<b>(27,350)</b>	<b>-6%</b>	
<b><u>Traffic Control for Roadworks Expenditure</u></b>						
Traffic Control for Roadworks Expenditure						
Other Expenses	171,000	93,336	33,270	(60,066)	-64%	Timing variance on invoice.
<b>Traffic Control for Roadworks Expenditure Total</b>	<b>171,000</b>	<b>93,336</b>	<b>33,270</b>	<b>(60,066)</b>	<b>-64%</b>	
<b>Traffic Control for Roadworks Expenditure Total</b>	<b>171,000</b>	<b>93,336</b>	<b>33,270</b>	<b>(60,066)</b>	<b>-64%</b>	
<b><u>Roadwork Signs and Barricades Expenditure</u></b>						
Roadwork Signs and Barricades Expenditure						
Other Expenses	500	336	431	95	28%	
<b>Roadwork Signs and Barricades Expenditure Total</b>	<b>500</b>	<b>336</b>	<b>431</b>	<b>95</b>	<b>28%</b>	
<b>Roadwork Signs and Barricades Expenditure Total</b>	<b>500</b>	<b>336</b>	<b>431</b>	<b>95</b>	<b>28%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance \$	%	Variance Commentary
<b><u>Sump Expenditure</u></b>							
Sump Expenditure							
Other Expenses	2,500	0	0	0			
<b>Sump Expenditure Total</b>	<b>2,500</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b>Sump Expenditure Total</b>	<b>2,500</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b><u>Works Depot</u></b>							
Works Depot Expenditure							
Employee Costs	158,740	103,961	104,259	298	0%		
Other Employee Costs	5,330	3,289	2,775	(514)	-16%		
Other Expenses	4,170	2,111	5,406	3,295	156%		
<b>Works Depot Expenditure Total</b>	<b>168,240</b>	<b>109,361</b>	<b>112,440</b>	<b>3,079</b>	<b>3%</b>		
Works Depot Indirect Costs							
Allocations	(168,240)	(109,361)	(112,440)	(3,079)	3%		
<b>Works Depot Indirect Costs Total</b>	<b>(168,240)</b>	<b>(109,361)</b>	<b>(112,440)</b>	<b>(3,079)</b>	<b>3%</b>		
<b>Works Depot Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			



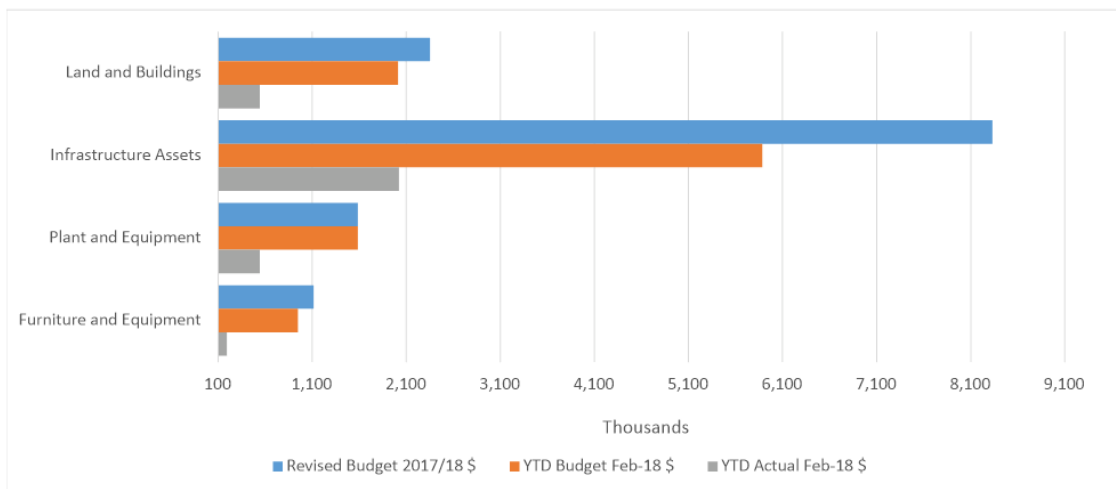
CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 28 FEBRUARY 2018



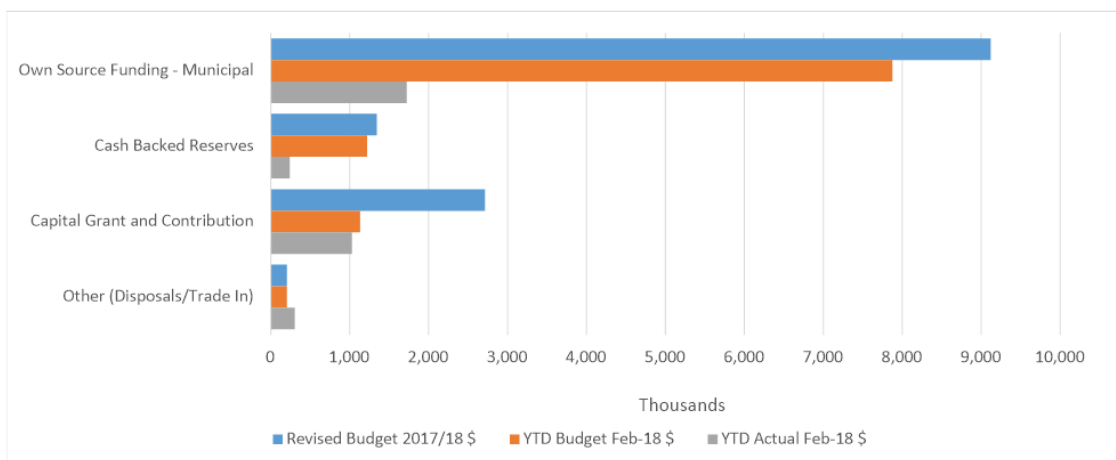
	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Depot Building</u></b>						
Depot Occupancy Costs						
Building Maintenance	93,650	63,789	74,720	10,931	17%	\$10k unfavourable variance on Contractors and Labour costs.
Ground Maintenance	0	0	1,961	1,961		
Other Expenses	198,540	138,661	164,172	25,511	18%	\$25k unfavourable variance due to increase in depreciation cost after revaluation of building assets.
<b>Depot Occupancy Costs Total</b>	<b>292,190</b>	<b>202,450</b>	<b>240,853</b>	<b>38,403</b>	<b>19%</b>	
Depot Indirect Costs						
Allocations	(292,190)	(202,450)	(240,853)	(38,403)	19%	
<b>Depot Indirect Costs Total</b>	<b>(292,190)</b>	<b>(202,450)</b>	<b>(240,853)</b>	<b>(38,403)</b>	<b>19%</b>	
<b>Depot Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operating</b>	<b>2,091,746</b>	<b>(9,837,672)</b>	<b>(11,283,309)</b>	<b>(1,445,637)</b>	<b>15%</b>	

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**

CAPITAL EXPENDITURE	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Variance
	2017/18	2017/18	Feb-18	Feb-18		
	\$	\$	\$	\$	\$	%
Land and Buildings	2,343,358	2,351,801	2,011,801	542,160	(1,469,641)	-73%
Infrastructure Assets	8,358,501	8,329,870	5,883,655	2,022,090	(3,861,565)	-66%
Plant and Equipment	1,597,846	1,583,747	1,583,747	541,045	(1,042,702)	-66%
Furniture and Equipment	1,111,615	1,114,147	948,147	191,200	(756,947)	-80%
<b>Total</b>	<b>13,411,320</b>	<b>13,379,565</b>	<b>10,427,350</b>	<b>3,296,494</b>	<b>(7,130,856)</b>	<b>-68%</b>



FUNDING	Adopted Budget	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Variance
	2017/18	2017/18	Feb-18	Feb-18		
	\$	\$	\$	\$	\$	%
Own Source Funding - Municipal	9,184,871	9,119,846	7,875,041	1,723,820	(6,151,221)	-78%
Cash Backed Reserves	1,309,605	1,342,875	1,219,165	241,468	(977,697)	-80%
Capital Grant and Contribution	2,712,344	2,712,344	1,128,644	1,026,186	(102,458)	-9%
Other (Disposals/Trade In)	204,500	204,500	204,500	305,020	100,520	49%
<b>Total</b>	<b>13,411,320</b>	<b>13,379,565</b>	<b>10,427,350</b>	<b>3,296,494</b>	<b>(7,130,856)</b>	<b>-68%</b>



**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b><u>LAND &amp; BUILDING ASSETS</u></b>								
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>								
Fitout and relocation	700	9,143	9,143	4,261	(4,882)	-53%		
Fire compliance upgrade.	100,000	100,000	0	0	0	0%		
Administration & Civic Centre, Workforce Accommodation Upgrade	270,000	270,000	140,000	42,192	(97,808)	-70%	Work in progress with scope reduced.	
Community Partnerships - Workforce Relocation	30,000	30,000	30,000	28,954	(1,046)	-3%		
<b>BEATTY PARK LEISURE CENTRE</b>								
Beatty Park Leisure Centre - Remedial Works (OMC 27/06/2017 - Item 10.3)	398,353	398,353	398,353	120,022	(278,331)	-70%	Work in progress.	
Changeroom Tiles replacement	120,000	120,000	120,000	0	(120,000)	-100%	Project delayed, works scheduled for Mar - Apr 2018.	
<b>DEPARTMENT OF SPORTS AND RECREATION</b>								
Zip Unit Renewal	10,000	10,000	10,000	0	(10,000)	-100%		
Carpet replacement	140,000	140,000	140,000	0	(140,000)	-100%	Project deferred to 2018/19 amended in Mid Year Budget Review.	
<b>LOFTUS RECREATION CENTRE</b>								
Leveling Hardstand Escape Route for Drainage	8,000	8,000	8,000	9,422	1,422	18%		
Refrigerated A/C Plant Renewal	100,000	100,000	100,000	0	(100,000)	-100%		
Roof fall restraint system renewal	20,000	20,000	20,000	15,320	(4,680)	-23%	Work in progress, estimate to complete in Feb 2018.	
Renewal of ceiling fabric and upgrade of lights throughout centre	250,000	250,000	250,000	4,189	(245,811)	-98%	Work in progress.	
Escape Gate Upgrade	12,000	12,000	12,000	7,118	(4,882)	-41%		
<b>LEEDERVILLE OVAL</b>								
Stadium - Electrical upgrade	70,000	70,000	70,000	0	(70,000)	-100%	Project to commence in May 2018.	

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b>MANDATORY BUILDING COMPLIANCE UPGRADE</b>								
Earlybird Playgroup Centre	4,137	4,137	4,137	0	(4,137)	-100%		
Dorrien Gardens (Azzurri Bocce Club)	10,120	10,120	10,120	0	(10,120)	-100%		Project delayed, works scheduled for Apr 2018.
<b>WORKS DEPOT</b>								
Works Depot - Roof fall restraint system renewal	12,000	12,000	12,000	8,958	(3,042)	-25%		
Roof sheet and screw renewal	20,000	20,000	0	11,773	11,773	100%		Project commenced ahead of schedule.
Workplace Accommodation Depot staff computer kiosk	5,000	5,000	5,000	1,500	(3,500)	-70%		
<b>MISCELLANEOUS</b>								
Aircon re-gasification - various locations	70,000	70,000	70,000	29,800	(40,200)	-57%		Work in progress, estimate to complete in Apr 2018.
Anzac Cottage - Grant Interpretation	2,100	2,100	2,100	0	(2,100)	-100%		
Birdwood Square Ablutions - Gas HWS Renewal	6,000	6,000	6,000	3,070	(2,930)	-49%		
Braithwaite Park public toilet block upgrade and refurbishment	270,000	270,000	270,000	19,150	(250,850)	-93%		Work in progress.
Charles Veryard Reserve - Clubroom upgrade	0	0	0	6,117	6,117	100%		
Dorrien Gardens - Perth Soccer Club	57,448	57,448	57,448	57,448	0	0%		
Earlybird Playgroup Centre - Replace ceilings	8,000	8,000	8,000	6,820	(1,180)	-15%		
Earlybird Playgroup Centre upgrade	20,000	20,000	20,000	15,748	(4,252)	-21%		
Earlybird Playgroup Centre - Switchboard Renewal	10,000	10,000	10,000	6,387	(3,613)	-36%		
Forrest Park Croquet - Electrical HWS Renewal	4,000	4,000	4,000	2,846	(1,155)	-29%		
Highgate Child Health Clinic - Switchboard, lights and switches renewal	10,000	10,000	10,000	1,382	(8,618)	-86%		
Highgate Child Health Clinic - Remove/Replace Lino Kitchen	5,000	5,000	5,000	5,000	0	0%		
Highgate Child Health Clinic - Replace ceilings	5,000	5,000	5,000	7,425	2,425	49%		
Leederville Child Health Clinic - Additional External Door	2,500	2,500	2,500	0	(2,500)	-100%		
Leederville Oval East Ablutions - Switchboard Renewal	4,000	4,000	4,000	804	(3,196)	-80%		
Lycopodium - Misc Renewals	100,000	100,000	60,000	71,452	11,452	19%		On-going works.
Mens Shed - Macerator Sewer Upgrade	50,000	50,000	0	0	0	0%		
Menzies Park Pavilion - Electric HWS Renewal	2,000	2,000	2,000	4,614	2,614	131%		

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
North Perth Basketball club adjustable nets at Loftus Rec	15,000	15,000	15,000	0	(15,000)	-100%		Project delayed, works scheduled for Apr 2018.
North Perth Bowling Club - Switchboard supply renewal	10,000	10,000	10,000	0	(10,000)	-100%		Work completed in Jun 2017 due to an emergency circumstances. This has been addressed in mid-year review.
North Perth Tennis Club - Boundary retaining wall	20,000	20,000	20,000	18,491	(1,509)	-8%		
Royal Park Hall - Carpet Renewal	12,000	12,000	12,000	12,496	496	4%		
Royal Park Hall - Electrical Renewal	15,000	15,000	15,000	14,856	(144)	-1%		
Woodville Reserve - Power upgrade	40,000	40,000	40,000	3,180	(36,820)	-92%		Work in progress.
Woodville Reserve - Replace slabbed building surrounds with concrete	25,000	25,000	25,000	1,364	(23,636)	-95%		Work in progress
<b>FOR LAND &amp; BUILDING ASSETS</b>	<b>2,343,358</b>	<b>2,351,801</b>	<b>2,011,801</b>	<b>542,160</b>	<b>(1,469,641)</b>	<b>-73%</b>		

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b>INFRASTRUCTURE ASSETS</b>								
<b>TRAFFIC MANAGEMENT</b>								
Improvements at Vincent/Oxford Streets	40,000	40,000	40,000	8,495	(31,505)	-79%	Work in Progress, estimate to complete in May 2018.	
Intersections at Bourke and Loftus Streets	150,000	150,000	150,000	0	(150,000)	-100%	Work in Progress, estimate to complete in Jun 2018.	
Intersections at Vincent and Fitzgerald Streets	79,560	79,560	79,560	3,957	(75,603)	-95%	Project completed, awaiting invoices from Main Roads WA.	
William and Bulwer Streets Pedestrian Phasing Signals	207,580	207,580	207,580	205,961	(1,619)	-1%		
Improved pedestrian crossings at signalised intersections	230,000	230,000	50,000	0	(50,000)	-100%	Project delayed, works scheduled for Jun 2018.	
Miscellaneous Traffic Management	80,000	80,000	60,000	22,638	(37,362)	-62%	On going works, upon request.	
Mid-block signalised pedestrian 'Pelican' crossings	250,000	250,000	125,000	3,433	(121,568)	-97%	Project completed, awaiting invoices from Main Roads WA.	
Replace Fitzgerald Street speed cushions	25,000	25,000	0	0	0	0%		
Proposed Killamey Street intersection modifications at Scarb Bch Rd	30,000	30,000	30,000	2,549	(27,451)	-92%	Work deferred pending further public consultation.	
Proposed Anzac Road Traffic Calming	65,000	65,000	65,000	57,812	(7,188)	-11%	Work in progress.	
<b>BLACK SPOT PROGRAM</b>								
Newcastle and Palmerston Streets	40,000	40,000	40,000	0	(40,000)	-100%	Project on hold, awaiting City of Perth approval.	
Walcott and Raglan Streets	0	450	450	450	0	0%		
William and Forrest Streets	12,000	12,000	10,000	0	(10,000)	-100%	Project cancelled due to funding application unsuccessful.	
Green and Matlock Streets	30,000	30,000	23,800	27,296	3,496	15%		
Ruby and Fitzgerald Streets	30,000	30,000	23,800	1,903	(21,898)	-92%	Work in progress.	

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b>STREETSCAPE IMPROVEMENTS</b>								
Axford Park Improvements	5,860	5,860	5,860	5,860	0	0%		
Streetscape improvements/Place Making	30,000	30,000	30,000	0	(30,000)	-100%	Work in Progress, estimate to complete in May 2018.	
- William Street - Street Furniture Improvements								
Streetscape improvements/Place Making	30,000	30,000	25,000	405	(24,595)	-98%	Work in Progress, estimate to complete in May 2018.	
- Miscellaneous Renewals								
Streetscapes - Upgrade of street Litter bins	30,000	30,000	30,000	29,285	(715)	-2%		
Greening (Streetscapes)	300,000	300,000	210,000	123,924	(86,076)	-41%	On-going works.	
North Perth Public Open Space	114,000	114,000	114,000	770	(113,230)	-99%	Work in progress, estimate to complete by end of financial year.	
<b>ROADWORKS - LOCAL ROADS PROGRAM</b>								
Bennelong Street - Oxford St to Cul-de-sac	30,000	30,000	30,000	24,619	(5,381)	-18%	Project completed.	
Monmouth Street - York St to William St	30,000	30,000	30,000	570	(29,430)	-98%	Work in progress.	
Gill Street - Charles St to London St	130,000	130,000	130,000	72,722	(57,278)	-44%	Work in progress.	
Ellesmere Street (Stage 1) - Charles St to London St	115,000	115,000	115,000	69,007	(45,993)	-40%	Work in progress.	
Cleaver St - Carr St - Roundabout	50,000	50,000	50,000	0	(50,000)	-100%	Project delayed, works scheduled for May 2018.	
Fleet Street - Richmond St to Bourke St	10,000	10,000	10,000	1,346	(8,654)	-87%		
Frame Court - Leederville Pde to Water Corp	30,000	30,000	30,000	52,344	22,344	74%	Work completed over budget due to scope increased. This has been addressed in mid-year review.	
Hawthorn Street - Flinders St to Coogee St	30,000	30,000	30,000	38,298	8,298	28%	Work completed over budget due to scope increased. This has been addressed in mid-year review.	
Little Walcott Street - Mabel St to Blake St	50,000	50,000	50,000	2,236	(47,764)	-96%	Work in Progress, estimate to complete in May 2018.	
Norfolk Street - Vincent St to Chelmsford Rd	35,000	35,000	35,000	36,486	1,486	4%		
Westralia Street - East Pde to Joel Tce	25,000	25,000	25,000	49,976	24,976	100%	Work completed over budget due to scope increased. This has been addressed in mid-year review.	
Hutt Street - Grosvenor Rd to Raglan Rd	20,000	20,000	20,000	25,193	5,193	26%		
Dover Street - Scarborough Beach Rd to Matlock St	25,000	25,000	25,000	32,511	7,511	30%	Work completed over budget due to scope increased. This has been addressed in mid-year review.	

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance Commentary
<b>ROADWORKS - REHABILITATION (MRRG PROGRAM)</b>						
Beaufort/Brisbane Street Intersection Improvements	139,970	139,970	139,970	2,177	(137,793)	-98% Work in progress, estimate to complete in May 2018.
Brisbane Street - Beaufort to William Street	134,214	134,214	134,214	0	(134,214)	-100% Project delayed, works scheduled for May 2018.
Beaufort Street - Brisbane to Parry Street	51,043	51,043	51,043	0	(51,043)	-100% Project delayed, works scheduled for May 2018.
Vincent Street - William to Beaufort Street	110,082	73,624	73,624	9,585	(64,039)	-87% Majority of work completed in 2016/17. This has been addressed in mid-year review.
Angove Street - Daphne to Fitzgerald Street	153,200	153,200	88,060	0	(88,060)	-100% Project commenced in Jan 2018.
Angove Street - Charles to Daphne Street	327,400	327,400	188,180	0	(188,180)	-100% Project commenced in Jan 2018.
Fitzgerald Street - Raglan Road to Angove Street	142,700	142,700	82,020	0	(82,020)	-100% Project commenced in Jan 2018.
Scarborough Beach Road - Oxford to Fairfield Street	72,600	72,600	41,740	2,177	(39,563)	-95% Work in progress, estimate to complete in Apr 2018.
<b>ROADWORKS - ROADS TO RECOVERY PROGRAM</b>						
Newcastle Street - Oxford Street to Carr Place	48,794	48,794	48,794	33,877	(14,917)	-31% Work in progress, estimate to complete in Apr 2018.
Roads to Recovery Program (Deferred from 2016-17)	201,248	201,248	201,248	0	(201,248)	-100% Project deferred, pending on clarification of funding.
Tennyson Street - Oxford St to Scott St	100,000	100,000	86,900	15,929	(70,971)	-82% Work in progress, estimate to complete in Apr 2018.
Barnet Street - Richmond St to Bourke St	55,145	55,145	48,000	51,528	3,528	7%
Richmond Street - Loftus St to Elven St	100,000	100,000	86,900	74,810	(12,090)	-14% Work in progress.
Randell Street - Fitzgerald St to Palmerston St	90,000	90,000	78,200	53,001	(25,199)	-32% Work in progress, estimate to complete in Apr 2018.
<b>RIGHTS OF WAY</b>						
Nova Lane	98,900	98,900	98,900	2,143	(96,758)	-98% Work in progress.
Solar Lighting of Laneways	29,647	8,147	8,147	0	(8,147)	-100%
Rights of Way - Cowle/Charles Streets, West Perth	26,000	26,000	26,000	27,817	1,817	7%
Rights of Way - Ruby/Knutsford Street, North Perth	45,000	45,000	45,000	47,459	2,459	5%
Rights of Way - Rehabilitation	120,000	120,000	100,000	65,584	(34,416)	-34% Work in progress.



## CITY OF VINCENT

## NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18

AS AT 28 FEBRUARY 2018



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Commentary
<b>SLAB FOOTPATH PROGRAMME</b>							
Newcastle St - Carr to Watercorp	85,000	85,000	85,000	19,870	(65,130)	-77%	Work in progress, estimate to complete in Apr 2018.
Install Tactile pavers in Brisbane and Lake Streets, Perth	20,000	20,000	20,000	11,293	(8,707)	-44%	
Kalgoorlie Street footpath, Berryman St to Scarborough Beach Road	36,000	36,000	36,000	0	(36,000)	-100%	Project delayed, works scheduled for Mar - Apr 2018.
Summer St footpath, Joel Terrace to the river	35,000	35,000	35,000	5,819	(29,181)	-83%	Work in progress, estimate to complete in Apr 2018.
Purslowe Street - Brady St to East St	26,500	26,500	26,500	0	(26,500)	-100%	Project delayed, works scheduled for Mar - Apr 2018.
Ellesmere Street - Fairfield St to Shakespeare St	35,000	35,000	35,000	38,019	3,019	9%	Work in progress, estimate to complete in Mar 2018.
Barnet Place - Barnet St to Cul-de-sac	6,000	6,000	6,000	0	(6,000)	-100%	Project amended in Mid Year Budget Review.
Gardiner Street - Zebina St to East Pde	10,000	10,000	10,000	0	(10,000)	-100%	Project amended in Mid Year Budget Review.
Lake Street - Glendower St to Primrose St	3,500	3,500	3,500	0	(3,500)	-100%	Project amended in Mid Year Budget Review.
Alma Street - Fitzgerald St Cul-de-sac	7,000	7,000	7,000	0	(7,000)	-100%	Project amended in Mid Year Budget Review.
Ambleside Avenue - Lynton St to Cul-de-sac	10,000	10,000	10,000	0	(10,000)	-100%	Project amended in Mid Year Budget Review.
Angove Street - Albert St to Woodville St	8,000	8,000	8,000	7,702	(298)	-4%	Project amended in Mid Year Budget Review.
Barlee Street - Roy St to new development (45m)	5,500	5,500	5,500	0	(5,500)	-100%	Project amended in Mid Year Budget Review.
Brewer Street - Lacey St to Pier St	10,000	10,000	10,000	0	(10,000)	-100%	Project amended in Mid Year Budget Review.
Emmerson Street - Loftus St to Alto Ln	6,000	6,000	6,000	0	(6,000)	-100%	Project amended in Mid Year Budget Review.
Farmer Street - Angove St to Pansy St	9,000	9,000	9,000	336	(8,664)	-96%	
Fore Street - Beaufort St to 25m west	8,500	8,500	8,500	5,305	(3,195)	-38%	

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
William Street - Glendower St to Vincent St	5,000	5,000	5,000	0	(5,000)	-100%		
Charles Street - Carr St to Newcastle St	90,000	90,000	90,000	0	(90,000)	-100%		Project delayed, works scheduled for Mar - Apr 2018.
Robinson Avenue - Wellman St to William St	10,000	10,000	10,000	11,795	1,795	18%		
<b>BICYCLE NETWORK</b>								
Bike Plan Network 2015-16 Implementation (Palmerston to Lord)	45,007	78,277	55,007	33,580	(21,427)	-39%		Work completed with savings.
Bicycle Network Oxford - Anzac to Scarb Bch Rd	190,000	190,000	190,000	0	(190,000)	-100%		Project on hold due to Watercorp works in the area.
Oxford Street Green - Bike Box	25,000	25,000	25,000	0	(25,000)	-100%		Project delayed, works scheduled for Mar - Apr 2018.
Bike Boulevard Stage 2	1,100,000	1,100,000	0	9,601	9,601	100%		
Bike Parking	15,000	14,000	9,000	4,742	(4,258)	-47%		
Carr/Cleaver Street - bike lanes	50,000	50,000	0	0	0	0%		
<b>CAR PARK DEVELOPMENT</b>								
Beatty Park Reserve car park - Lighting	2,500	2,500	2,500	0	(2,500)	-100%		
Berryman and The Boulevard - Angle Parking	90,000	90,000	0	81,097	81,097	100%		Project commenced ahead of schedule.
Brisbane Street Car Park - Lighting	35,000	35,000	35,000	0	(35,000)	-100%		Project delayed, works scheduled for Mar - Apr 2018.
Chelmsford Road Car Park	78,000	78,000	78,000	0	(78,000)	-100%		Project delayed, works scheduled for Mar - Apr 2018.
Glebe Street - Angle Parking	85,000	85,000	85,000	1,200	(83,800)	-99%		Work in progress.
North Perth ACROD Parking Bays	5,000	5,000	5,000	0	(5,000)	-100%		
Pansy Street Car Park - Lighting	1,600	1,600	1,600	0	(1,600)	-100%		
Parking Restriction Implementation	143,682	143,682	143,682	36,517	(107,165)	-75%		Work in progress.
Raglan Road Car Park - Resurfacing & Lighting	70,000	70,000	70,000	0	(70,000)	-100%		Project delayed, works scheduled for Mar - Apr 2018.

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b>DRAINAGE</b>								
Beatty Park Reserve - Flood Mitigation Works	3,033	3,033	3,033	0	(3,033)	-100%		
Beatty Park Reserve - Drainage Improvements	150,000	150,000	150,000	0	(150,000)	-100%		Project delayed, works scheduled for Apr - May 2018.
Gully Soakwell Program	75,000	75,000	70,000	65,185	(4,815)	-7%		On-going works.
Lawler Street Sump - Infill	198,000	198,000	198,000	0	(198,000)	-100%		Work in progress, estimate to complete in Apr 2018.
Miscellaneous Improvements	55,000	55,000	20,000	5,416	(14,584)	-73%		Contingency. No request receive as yet.
Muriel Place Drainage Upgrade	20,000	20,000	20,000	0	(20,000)	-100%		Works no longer required.
<b>PARKS AND RESERVES</b>								
Axford Park - Redevelopment	200,000	200,000	80,000	0	(80,000)	-100%		Project delayed, works scheduled for Mar - Jun 2018.
Banks Reserve - Foreshore restoration stage 2	185,300	185,300	185,300	20,000	(165,300)	-89%		Work in progress, estimate to complete in May 2018.
Central Control Irrigation System (Stage 3)	60,000	60,000	30,000	54,566	24,566	82%		Timing variance, work in progress.
Charles Veryard Reserve - Full/Partial Dog Exercise Fence & Landscaping	15,000	15,000	15,000	0	(15,000)	-100%		Project delayed, works scheduled for Mar - Jun 2018.
Greening Plan - Oxford St, Scarb Bch Rd, Lord	0	0	0	9,814	9,814	100%		
Hyde Park - Re-asphalt pathways	72,336	48,943	48,943	53,993	5,050	10%		
Kyilla Park - Replace/upgrade in ground reticulation system	65,000	65,000	0	0	0	0%		
Leake Street Public Open Space - Eco Zoning	5,000	5,000	5,000	3,456	(1,544)	-31%		
Les Lilleyman Reserve - Basketball and Netball installation	20,000	20,000	20,000	16,940	(3,060)	-15%		
Les Lilleyman Reserve - Eco-zoning	30,000	30,000	17,500	240	(17,260)	-99%		Work in progress, schedule for Apr - Jun 2018.
Menzies Park - Replace groundwater bore	40,000	40,000	40,000	37,036	(2,964)	-7%		
Miscellaneous - Parks and Reserves Upgrade	20,000	20,000	20,000	21,668	1,668	8%		
Parks BBQ installations	9,500	9,500	9,500	3,173	(6,327)	-67%		
Roads to Parks Demonstration Project - Hyde Street Park Mt Lawley	120,000	140,000	100,000	63,936	(36,064)	-36%		Work in progress, estimate to complete by the end of financial year.
Synthetic Cricket Wicket Surfacing Program	25,000	25,000	0	11,430	11,430	100%		Project commenced ahead of schedule.
Britannia Road Reserve - Playground Equipment Install	0	0	0	2,710	2,710	100%		
Venables Park - Re-asphalt pathways and install barrier kerbing	20,000	20,000	20,000	5,712	(14,288)	-71%		Works completed with savings.

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b>MISCELLANEOUS</b>								
Axford Park - Uplighting trees	60,000	60,000	60,000	60,000	0	0%		
Install a pit and pump at Depot Dog Pound	41,000	41,000	41,000	0	(41,000)	-100%		Project cancelled.
New Parklets - Mt Hawthorn & North Perth	24,600	24,600	24,600	0	(24,600)	-100%		Work in progress, estimate to complete in Jun 18.
Proposed Pedestrian Safety Ballustrade intersection Oxford and Bourke Streets, Leederville	8,000	8,000	8,000	7,273	(727)	-9%		
Robertson Park - Restump concrete boardwalk	15,000	15,000	15,000	14,720	(280)	-2%		Work completed.
Bus Shelters	40,000	40,000	20,000	11,812	(8,188)	-41%		
Upgrade and install new street lighting	15,000	15,000	10,000	0	(10,000)	-100%		Work schedule for Jun 2018.
<b>TOTAL EXPENDITURE</b>								
<b>FOR INFRASTRUCTURE ASSETS</b>	<b>8,358,501</b>	<b>8,329,870</b>	<b>5,883,655</b>	<b>2,022,090</b>	<b>(3,861,565)</b>	<b>-66%</b>		

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b><u>PLANT &amp; EQUIPMENT ASSETS</u></b>								
<b>LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME</b>								
Light Fleet - Annual Changeovers	280,500	280,500	280,500	267,703	(12,797)	-5%		
<b>MAJOR PLANT REPLACEMENT PROGRAMME</b>								
Road Safety Trailer	29,500	29,500	29,500	29,220	(280)	-1%		
Side Loader Rubbish Compactor	380,000	380,000	380,000	0	(380,000)	-100%		Tender process begun in Jan 2018.
Single Axle Truck (Flocon)	200,000	200,000	200,000	0	(200,000)	-100%		Scheduled for Jun 2018.
Tractor - Parks	120,000	120,000	120,000	69,881	(50,119)	-42%		Plant purchased below budget.
Ride-on Rotary mower (zero turn) - Parks	42,000	42,000	42,000	31,189	(10,811)	-26%		Plant purchased, with additional costs to come.
Electric Bike	0	2,500	2,500	0	(2,500)	-100%		
All Terrain vehicle (ATV) - Hyde Park	30,000	30,000	30,000	24,521	(5,479)	-18%		
Engineering Tools Trailer	0	0	0	14,349	14,349	100%		Unbudgeted expenditure. This has been addressed in mid-year review.
Engineering 7X4 Cage trailer	0	0	0	1,627	1,627	100%		

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance Commentary
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>						
Beatty Park Server	19,000	19,000	19,000	0	(19,000)	-100% Project cancelled amended with Mid Year Budget Review.
Upgrade of CCTV	42,800	42,800	42,800	0	(42,800)	-100% Project deferred to 2018/19. This has been amended in Mid Year Budget Review.
<b>BEATTY PARK LEISURE CENTRE</b>						
Boiler Replacement	199,000	182,401	182,401	0	(182,401)	-100% Planning stage, estimate to commence in Apr 2018.
Upgrade fire panel	25,000	25,000	25,000	0	(25,000)	-100% Planning stage, estimate to commence in Mar 2018.
Ventilation in spa plant room	8,500	8,500	8,500	0	(8,500)	-100%
Switchboard in top level of plantroom	12,500	12,500	12,500	0	(12,500)	-100% Project delayed, scheduled for May 2018.
25m pool pump	7,500	7,500	7,500	0	(7,500)	-100%
Dry Chlorine feeder	12,000	12,000	12,000	0	(12,000)	-100% Project delayed, scheduled for May 2018.
<b>POLICY AND PLACE</b>						
Installation of Device Sensors for Town Centre Performance	1,236	1,236	1,236	402	(834)	-67%
<b>COMMUNITY SERVICES</b>						
Replace Autocite Units (mobile infringement hardware)	40,000	40,000	40,000	32,682	(7,318)	-18%
5x 'Pay by Plate' parking ticket machines - Avenue Car Park	6,900	6,900	6,900	0	(6,900)	-100%
Frame Court Car Park - Pay-by-Plate Parking Machines	50,000	50,000	50,000	34,071	(15,929)	-32% Work completed with savings.
Parking Machines Asset Replacement Program	40,000	40,000	40,000	35,400	(4,600)	-12% Project commenced ahead of schedule.
Parking Sensors Pilot Project	51,410	51,410	51,410	0	(51,410)	-100% Receiving quotes, anticipate to implement in Mar 2018.
<b>TOTAL EXPENDITURE</b>						
<b>FOR PLANT &amp; EQUIPMENT ASSETS</b>	<b>1,597,846</b>	<b>1,583,747</b>	<b>1,583,747</b>	<b>541,045</b>	<b>(1,042,702)</b>	<b>-66%</b>

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b><u>FURNITURE &amp; EQUIPMENT ASSETS</u></b>								
<b>CORPORATE SERVICES</b>								
Corporate Systems - Re-Implementation or Replacement	37,500	37,500	37,500	25,703	(11,797)	-31%	Completed.	
<b>BEATTY PARK LEISURE CENTRE</b>								
Replacement of Gym Equipment for Loftus Centre	54,615	54,615	54,615	53,750	(865)	-2%		
Stereo upgrades - RPM studio, Studio 1&2 and Gym (Currently Leased)	41,000	41,000	0	0	0	0%		
Pool Lane rope replacement	7,000	7,000	7,000	0	(7,000)	-100%		
<b>INFORMATION TECHNOLOGY</b>								
Upgrade of IT Firewall	80,000	80,000	80,000	0	(80,000)	-100%	RFQ in progress.	
Replace IT Servers	50,000	50,000	50,000	40,068	(9,932)	-20%	Order placed.	
Replacement PC Fleet (Currently Leased)	350,000	350,000	350,000	3,411	(346,589)	-99%	Order placed.	
Redevelopment of Website (stage 2)	30,000	30,000	30,000	18,823	(11,177)	-37%	Ongoing project, to be completed by Jun 2018.	
Upgrade of AV Devices	30,000	30,000	30,000	0	(30,000)	-100%	Audit completed. RFQ to be developed in Feb 2018.	
Upgrade IT Network Remote Access Facility	30,000	30,000	30,000	0	(30,000)	-100%	Project pending, to be commenced with upgrade of IT Firewall.	
SOE Development	15,000	15,000	15,000	0	(15,000)	-100%	Development phase.	
Online Lodgement of Applications	100,000	100,000	50,000	11,673	(38,327)	-77%	Work in progress.	
Replacement of CARS Systems	60,000	60,000	0	0	0	0%		
Upgrade Two Way Radio Fleet	100,000	100,000	100,000	0	(100,000)	-100%	Two way radios purchased, timing on receipt of invoice.	
<b>MARKETING &amp; COMMUNICATIONS</b>								
Digital Camera	0	2,532	2,532	2,583	51	2%		

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 28 FEBRUARY 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actual Feb-18 \$	YTD Variance	Variance	Variance	Commentary
<b>LOFTUS RECREATION CENTRE</b>								
Loftus Recreation Equipment replacement	44,000	44,000	44,000	10,743	(33,257)	-76%	Work in progress.	
Replacement Stereo - Loftus Recreation	15,000	15,000	0	0	0	0%		
<b>Reserves Pavilions and Facilities</b>								
Sculpture - Homo Sapiens Sapiens - D Mah	0	0	0	2,546	2,546	100%		
<b>PUBLIC HALLS</b>								
Renewal of furniture for municipal halls	6,000	6,000	6,000	0	(6,000)	-100%		
Halls, Pavilions and Operational Buildings - Non Fixed Assets - Renewal	60,000	60,000	60,000	20,541	(39,459)	-66%	On-going works as required.	
<b>WORKS DEPOT</b>								
New letter folding machine at the depot	1,500	1,500	1,500	1,360	(140)	-9%		
<b>TOTAL EXPENDITURE FOR FURNITURE &amp; EQUIPMENT ASSETS</b>	<b>1,111,615</b>	<b>1,114,147</b>	<b>948,147</b>	<b>191,200</b>	<b>(756,947)</b>	<b>-80%</b>		
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>13,411,320</b>	<b>13,379,565</b>	<b>10,427,350</b>	<b>3,296,494</b>	<b>(7,130,856)</b>	<b>-68%</b>		



CITY OF VINCENT  
NOTE 6 - CASH BACKED RESERVES  
AS AT 28 FEBRUARY 2018



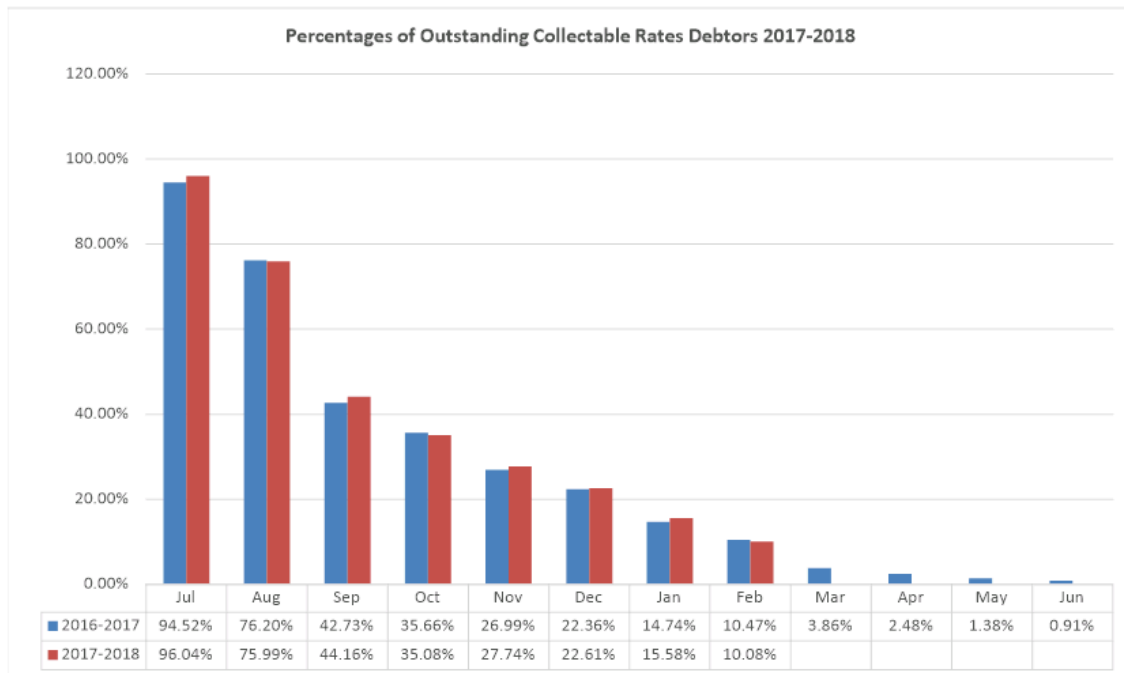
Reserve Particulars	Budget Opening Balance 01-Jul-17 \$	Estimated Opening Balance 01-Jul-17 \$	FY Budget Transfers From Muni Funds \$	YTD Actual Transfers From Muni Funds \$	FY Budget Interest Earned \$	YTD Actual Interest Earned \$	FY Budget Transfers To Muni Funds \$	YTD Actual Transfers To Muni Funds \$	Budget Balance 30-Jun-18 \$	Actual Balance 28-Feb-18 \$
Administration Centre Reserve	11,418	10,587	0	0	178	189	(10,440)	0	1,156	10,776
Aged Persons and Senior Citizens Reserve	0	0	0	0	0	0	0	0	0	0
Asset Sustainability Reserve	3,246,209	3,251,804	0	0	92,983	57,895	0	0	3,339,192	3,309,699
Beatty Park Leisure Centre Reserve	252,933	253,819	0	0	4,739	4,743	(175,000)	0	82,672	258,562
Capital Reserve	8,264	7,470	0	0	237	134	0	0	8,501	7,604
Cash in Lieu Parking Reserve	782,114	781,449	60,000	29,674	20,756	14,039	(175,000)	(82,297)	687,870	742,865
Electronic Equipment Reserve	52,666	52,589	0	0	1,509	936	0	0	54,175	53,525
Hyde Park Lake Reserve	148,486	148,177	0	0	4,253	2,639	0	0	152,739	150,816
Land and Building Acquisition Reserve	277,340	276,761	0	0	7,944	4,926	0	0	285,284	281,687
Leederville Oval Reserve	217,145	216,694	0	0	5,217	3,858	(70,000)	0	152,362	220,552
Leederville Tennis Reserve	1,976	1,981	970	732	70	41	0	0	3,016	2,754
Light Fleet Replacement Reserve	0	0	0	0	0	0	0	0	0	0
Loftus Community Centre Reserve	17,899	17,811	6,150	4,622	601	359	0	0	24,650	22,792
Loftus Recreation Centre Reserve	39,329	39,123	57,060	33,200	1,380	986	(39,375)	0	58,394	73,309
North Perth Tennis Reserve	42,094	42,049	4,670	3,506	1,273	779	0	0	48,037	46,334
Office Building Reserve - 246 Vincent Street	528,131	527,031	0	0	12,979	9,383	(150,000)	0	391,110	536,414
Parking Facility Reserve	98,461	98,182	0	0	2,788	1,820	(2,250)	0	98,999	100,002
Parking Funded City Upgrade Reserve	0	0	0	0	0	0	0	0	0	0
Parking Funded Transport Initiatives Reserve	0	0	0	0	0	0	0	0	0	0
Percentage For Public Art Reserve	0	0	0	0	0	0	0	0	0	0
Plant and Equipment Reserve	303,210	300,763	0	0	4,539	4,867	(289,500)	(125,591)	18,249	180,039
State Gymnastics Centre Reserve	96,746	96,639	10,750	7,183	2,925	1,777	0	0	110,421	105,599
Strategic Waste Management Reserve	20,884	20,842	0	0	598	370	0	0	21,482	21,212
Tamala Park Land Sales Reserve	1,991,393	2,022,698	1,452,514	166,667	77,298	36,363	(81,310)	(33,580)	3,439,895	2,192,148
Underground Power Reserve	195,835	195,426	0	0	5,609	3,480	0	0	201,444	198,906
Waste Management Plant and Equipment Reserve	543,138	546,224	0	0	10,544	9,725	(350,000)	0	203,682	555,949
	<b>8,875,671</b>	<b>8,908,119</b>	<b>1,592,114</b>	<b>245,584</b>	<b>258,420</b>	<b>159,309</b>	<b>(1,342,875)</b>	<b>(241,468)</b>	<b>9,383,330</b>	<b>9,071,544</b>

**CITY OF VINCENT  
NOTE 7 - RATING INFORMATION  
FOR THE MONTH ENDED 28 FEBRUARY 2018**



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget %
	\$		\$	\$	%
<b>Rate Revenue</b>					
General Rate					
12936 Residential	304,582,890	6.289	19,164,597	19,155,218	100.0%
1607 Other	125,576,961	6.489	8,197,230	8,148,690	99.4%
50 Vacant Other	2,659,300	12.236	331,449	325,392	98.2%
Minimum Rate					
3129 Residential @ \$1,007	62,344,682	6.289	4,699,200	4,712,400	100.3%
94 Other @ \$1,007	1,423,005	6.489	136,400	141,900	104.0%
0 Vacant Other @ \$1,414	41,700	12.236	5,656	5,656	100.0%
Interim Rates	0		375,000	485,885	129.6%
Back Rates	0		30,000	29,067	96.9%
<b>Total Amount Made up from Rates</b>	<b>496,628,538</b>		<b>32,939,532</b>	<b>33,004,208</b>	
<b>Non Payment Penalties</b>					
Instalment Interest @ 5.5%			176,260	157,528	89.4%
Penalty Interest @ 11%			80,000	92,413	115.5%
Administration Charge - \$13 per instalment			200,000	247,553	123.8%
Legal Costs Recovered			25,000	33,077	132.3%
Other Reimbursements			600	470	78.3%
Interest Write Off			(200)	0	0.0%
			<b>33,421,192</b>	<b>33,535,249</b>	
<b>Other Revenue</b>					
Exempt Bins - Non Rated Properties			147,000	137,136	93.3%
Commercial / Residential Additional Bins			119,000	171,717	144.3%
Swimming Pools Inspection Fees			12,000	12,881	107.3%
			<b>33,699,192</b>	<b>33,856,983</b>	
<b>Opening Balance</b>				<b>287,674</b>	
<b>Total Collectable</b>			<b>33,699,192</b>	<b>34,144,657</b>	<b>101.32%</b>
<b>Less</b>					
Cash Received				29,689,428	
Overpayments of Rates 2016-17				26,519	
Rebates Allowed				1,030,537	
Refunds Allowed				0	
<b>Rates Balance To Be Collected</b>			<b>33,699,192</b>	<b>3,398,173</b>	<b>10.08%</b>
<b>Add</b>					
ESL Debtors				85,589	
Pensioner Rebates Not Yet Claimed				301,329	
ESL Rebates Not Yet Claimed				8,584	
<b>Less</b>					
Deferred Rates Debtors				(100,508)	
<b>Current Rates Debtors Balance</b>				<b>3,693,167</b>	

CITY OF VINCENT  
NOTE 7 - RATING INFORMATION GRAPH  
AS AT 28 FEBRUARY 2018



**CITY OF VINCENT**  
**NOTE 8 - DEBTOR REPORT**  
**FOR THE MONTH ENDED 28 FEBRUARY 2018**



DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	0	0	0	0	0
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	350,104	350,104
DEBTOR CONTROL - PROPERTY INCOME	(18,447)	9,149	8,871	122,259	121,832
DEBTOR CONTROL - RECOVERABLE WORKS	(12,942)	1,106	0	3,480	(8,356)
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	1,732	0	2,750	0	4,482
DEBTOR CONTROL - OTHER	4,494	512	0	36,398	41,404
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - GST	0	0	0	0	0
DEBTOR CONTROL - INFRINGEMENT	122,035	98,782	49,455	2,430,779	2,701,050
PROVISION FOR DOUBTFUL DEBT	0	0	0	0	0
<b>TOTAL DEBTORS OUTSTANDING AS AT 28/02/2018</b>	<b>96,872</b>	<b>109,549</b>	<b>61,076</b>	<b>2,943,020</b>	<b>3,210,517</b>
UNDERGROUND POWER					57,301
ACCRUED INCOME					24,055
ACCRUED INTEREST					269,185
PREPAYMENTS					249,766
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>					<b>3,810,824</b>

DATE	DEBTOR OVER 60 DAYS	AMOUNT	DEBT DETAILS & COMMENTS
25/02/2015	Subiaco Football Club	38,344.31	Turf maintenance & top dressing <i>Comment: Pending discussions on annual maintenance plan</i>
24/06/2016	Belgravia Leisure Pty Ltd	34,121.23	Maintenance recoup, Variable Outgoings <i>Comment: Pending confirmation on lease terms</i>
25/02/2015	East Perth Football Club	41,540.25	Turf maintenance & top dressing <i>Comment: Pending discussions on annual maintenance plan</i>
12/09/2016	Tuart Hill Cricket Club	6,680.00	Charles Veryard Reserve for training/matches <i>Comment: Pending negotiation of ground hire</i>
30/03/2017	Vietnam Veterans Association of Australia	1,162.34	Annual Pest Treatment/Safety Testing <i>Comment: Negotiating on lease responsibilities</i>
18/10/2017	The Proprietors of Strata Plan No. 69431	3,480.13	Recoverable Works - temporary propping <i>Comment: audit is complete and payments are anticipated within March 2018</i>
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act <i>Comment: Referred to Fines Enforcement Registry</i>
<b>BALANCE OF 60 DAY DEBTORS OVER \$500.00</b>		<b>153,928.26</b>	

CITY OF VINCENT  
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION  
AS AT 28 FEBRUARY 2018



	Revised Budget 2017/18 \$	YTD Budget Feb-18 \$	YTD Actuals Feb-18 \$	YTD Actuals Feb-17 \$	Month Actuals Feb-18 \$	Month Actuals Feb-17 \$
<b>ADMINISTRATION</b>						
Revenue	0	0	0	0	(0)	0
Expenditure	0	0	0	52	0	569
Surplus/(Deficit)	0	0	0	52	(0)	569
<b>SWIMMING POOLS AREA</b>						
Revenue	2,246,180	1,566,990	1,497,223	1,481,512	174,300	197,079
Expenditure	(3,548,760)	(2,394,705)	(2,643,866)	(2,168,531)	(359,128)	(269,474)
Surplus/(Deficit)	(1,302,580)	(827,715)	(1,146,643)	(687,019)	(184,828)	(72,396)
<b>SWIM SCHOOL</b>						
Revenue	1,496,970	924,909	931,985	919,236	93,531	124,428
Expenditure	(1,055,780)	(701,549)	(679,305)	(677,699)	(70,951)	(80,438)
Surplus/(Deficit)	441,190	223,360	252,680	241,538	22,581	43,990
<b>CAFÉ</b>						
Revenue	715,970	508,721	479,509	483,390	54,843	57,625
Expenditure	(761,030)	(509,218)	(568,062)	(515,733)	(62,326)	(70,272)
Surplus/(Deficit)	(45,060)	(497)	(88,553)	(32,343)	(7,483)	(12,647)
<b>RETAIL SHOP</b>						
Revenue	517,490	370,482	363,037	348,445	49,956	52,028
Expenditure	(409,190)	(264,428)	(140,730)	(267,616)	79,674	(46,255)
Surplus/(Deficit)	108,300	106,054	222,306	80,829	129,631	5,773
<b>HEALTH &amp; FITNESS</b>						
Revenue	1,596,000	1,063,144	1,049,129	1,048,415	122,400	159,897
Expenditure	(1,317,370)	(893,548)	(876,205)	(908,057)	(101,697)	(86,777)
Surplus/(Deficit)	278,630	169,596	172,924	140,357	20,704	73,121
<b>GROUP FITNESS</b>						
Revenue	637,060	417,751	424,203	421,377	48,760	63,824
Expenditure	(561,910)	(376,617)	(370,400)	(338,091)	(44,953)	(36,225)
Surplus/(Deficit)	75,150	41,134	53,803	83,285	3,807	27,599
<b>AQUAROBCICS</b>						
Revenue	226,990	146,621	152,349	150,328	17,597	23,975
Expenditure	(140,270)	(93,875)	(100,565)	(88,234)	(12,652)	(10,431)
Surplus/(Deficit)	86,720	52,746	51,784	62,094	4,946	13,544
<b>CRECHE</b>						
Revenue	54,020	35,879	42,521	52,324	4,542	4,769
Expenditure	(329,490)	(219,039)	(211,629)	(211,750)	(25,424)	(25,205)
Surplus/(Deficit)	(275,470)	(183,160)	(169,108)	(159,427)	(20,882)	(20,436)
<b>Net Surplus/(Deficit)</b>	<b>(633,120)</b>	<b>(418,482)</b>	<b>(650,807)</b>	<b>(270,632)</b>	<b>(31,525)</b>	<b>59,117</b>
Less: Depreciation	(546,950)	(364,632)	(774,105)	(362,809)	(96,766)	(46,787)
<b>Cash Surplus/(Deficit)</b>	<b>(86,170)</b>	<b>(53,850)</b>	<b>123,298</b>	<b>92,177</b>	<b>65,241</b>	<b>105,904</b>

**12 COMMUNITY ENGAGEMENT****12.1 REALLOCATION OF LOFTUS RECREATION CENTRE RESERVE FUNDS**

TRIM Ref: D18/31783  
 Author: Dale Morrissy, Manager Beatty Park Leisure Centre  
 Authoriser: Michael Quirk, Director Community Engagement  
 Attachments: Nil

**RECOMMENDATION:**

That Council:

1. In accordance with Section 6.8(1) of the *Local Government Act 1995* APPROVES BY ABSOLUTE MAJORITY the unbudgeted expenditure of \$41,192.50 from the Loftus Recreation Centre Reserve to replace the Centre's outdoor synthetic soccer pitch surface; and
2. NOTES the following budget adjustment to facilitate 1. above:

	From	To
Loftus Recreation Centre Reserve Fund	\$41,192.50	
New Capital Budget Item: Loftus Recreation Centre		\$41,192.50

**PURPOSE OF REPORT:**

To approve the transfer of \$41,192.50 from the Loftus Recreation Centre Reserve Fund into the City's Municipal Fund for the purposes of replacing the outdoor synthetic soccer pitch surface.

**BACKGROUND:**

Loftus Recreation Centre is located on Loftus Street, Leederville and provides a range of sport, recreation and fitness services for the community. Belgravia Health and Leisure Pty Ltd (Belgravia Leisure) operates the Centre on the City's behalf through a Lease and Management Contract expiring on 31 December 2021.

The Centre hosts one of the largest team sports programs in Western Australia with more than 450 teams competing each week in basketball, netball, soccer and volleyball. These team sports competitions enable participation for people of all skill and fitness levels across junior, male, female and mixed divisions. The outdoor synthetic soccer pitch located at the rear of the Centre overlooking Leederville Oval accommodates approximately 18,000 users and generates nearly \$190,000 per annum.

Unfortunately, due to poor storm water drainage design the outdoor synthetic soccer pitch at the Centre has been subjected to ongoing drainage issues for an extended period of time and as a result the surface has deteriorated significantly. The pitch was installed in 2012 and while the expected asset life would normally be around 10 years an inadequate storm water pipe system and broken pipework under the court has led to the need for surface replacement earlier than anticipated. The ongoing build-up of water and other materials on the surface has also accelerated wear and tear. Despite ongoing maintenance and repairs many sections of the surface are now threadbare with sub-surface concrete exposed.

Over the last 12 months Belgravia Leisure has received an increasing number of complaints regarding the quality and safety of the playing surface, and they have now formally raised concerns with the City regarding the increased likelihood of injury and loss of revenue should the surface not be improved. Under the terms of the Lease and Contract the City may, at its sole discretion, undertake capital improvements and redevelopment. Belgravia Leisure is responsible for monitoring the premises and ensuring that all fittings, fixtures, plant and equipment are serviced, maintained and repaired as required. The Contract requires the

City to maintain fittings and equipment and replace specific items. Any capital improvements are normally considered through Council's annual budget process however this will not enable these important works to be undertaken in a timely manner.

**DETAILS:**

Upon investigating the need for ongoing repairs and maintenance to the Centre's outdoor synthetic soccer pitch Administration has identified that an inadequate storm water pipe work system and broken pipe work under the court itself are the direct cause. The pipe work connecting the two floor wastes from the spectator area are broken in their entirety which requires part of the court to be removed and excavated. The drainage system has backfall which does not effectively allow volumes of water to flow away and also results in the rubber particles on the pitch to creating blockages. The drainage works to resolve this situation are scheduled for completion in April 2018. This requires the synthetic soccer pitch surface to be removed and given the extent of existing damage to the pitch surface it will need to be totally replaced when the drainage works are complete.

Based upon quotations received the replacement of the outdoor synthetic soccer pitch surface will cost \$41,192.50 (excluding GST). The Lease between the City and Belgravia Leisure required the establishment of a Loftus Recreation Centre Reserve Account, and at the Ordinary Council Meeting on 6 March 2018 it was resolved to amend the purpose of that Reserve to ensure consistency with the Lease Agreement. This Reserve has been established "for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre." An amount of \$58,394 is currently available within this Reserve that can be made available for this project subject to Council approval. There are no alternative plans to utilise these Reserve funds for other projects in the short to medium term.

While replacement of the outdoor synthetic soccer pitch surface is vitally important to ensure safe, quality playing conditions for Centre patrons it is also incumbent upon the City under the objectives of the Lease and Contract to ensure that the Premises are "attractive to the community and maintained in good working order." Belgravia Leisure notified the City in early 2017 that the outdoor synthetic soccer pitch surface was in poor condition and required intervention through either significant asset maintenance or capital replacement otherwise they could not deliver a good quality service to customers. Administration acknowledges that the Centre's soccer competition forms an important part of Belgravia Leisure's services, and on that basis the replacement of the outdoor synthetic soccer pitch surface is regarded as a high priority. With drainage repair works scheduled in April 2018 prior to the commencement of winter it is not considered appropriate to await the availability of funds through Council's 2018/19 capital budget.

**CONSULTATION/ADVERTISING:**

Nil.

**LEGAL/POLICY:**

In accordance with Section 6.8(1) of the *Local Government Act 1995* a local government is not incur expenditure from its municipal fund for an additional purpose except where the expenditure is incurred in a financial year before the adoption of the annual budget, authorised in advance by resolution (absolute majority required) or authorised in advance by the Mayor in an emergency.

Belgravia Leisure leases the Loftus Recreation Centre from the City pursuant to a Lease Agreement dated 9 July 2010, and the operation of the Centre is governed by a Management Contract also dated 9 July 2010 (Contract). At the Ordinary Council Meeting on 23 August 2017 it was resolved that the Lease and Contract be extended for a term of five years commencing on 1 January 2017.

Clause 3.1 of the Lease requires Belgravia Leisure to contribute to a reserve fund which can only be spent by the City on capital improvements which are defined as "improvements of a fixed, permanent and substantial character with respect to the Land and Buildings or parts of it which comprise items of a capital nature and do not comprise repairs and maintenance." Clause 19 of the Contract also states that any capital improvements are at the City's sole discretion, and more specifically, that "while the Town must consult with the Contractor about the nature of any Capital Improvements to be funded from the Reserve Fund, the Town shall retain an unfettered discretion as to what Capital Improvements it will make and when it will make them." The replacement of the outdoor synthetic soccer pitch surface is a capital improvement and therefore Council may, at its sole discretion, resolve to undertake the works.

Any capital improvements are at the sole discretion of the City, and therefore the Lease and Contract do not impose any obligation on the City to undertake the replacement, and the City will not be in breach of its obligations pursuant to the Lease or Contract if it delays or does not choose to undertake the replacement of the outdoor synthetic soccer pitch surface. Similarly, the City will not be required to compensate Belgravia Leisure for any loss of income associated with the outdoor synthetic soccer pitch.

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

**High:** The Lease states that Belgravia Leisure occupies the Premises at its risk and agrees to indemnify the City in respect to any loss or damage arising as a result of their operations, and the Contract specifically sets out the obligations of Belgravia Leisure which includes risk and safety management. On that basis, Belgravia Leisure is responsible for ensuring the outdoor synthetic soccer pitch is in a suitable condition for use, and if it determines that it is not, they are responsible for restricting use accordingly.

The City provides Belgravia Leisure with quiet enjoyment of the Premises for the term of the Lease, and therefore the City has no obligation to identify and respond to risks. However, upon the City being advised of any risk by Belgravia Leisure the City may play a role in mitigating that risk particularly where capital improvements are required. Should Council resolves not to undertake the surface replacement then Belgravia Leisure will be responsible for taking appropriate action to mitigate any risks or liability which may include closing the pitch until such time that it is repaired or replaced.

#### **STRATEGIC IMPLICATIONS:**

The following objectives of Council's *Strategic Community Plan 2013 – 2023* are relevant to this matter:

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

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

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

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

*(a) Continue to adopt best practise to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced..”*

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.

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

Replacement of the outdoor synthetic soccer pitch surface at the Centre will cost \$41,192.50 with sufficient funds available within the Loftus Recreation Centre Reserve so that municipal funds are not required. The transfer of funds from the Reserve for this purpose will leave a balance of \$17,201.50 for future use. Drainage works are being completed in April 2018 at a cost of approximately \$10,000.

As per clause 5.2 of the Contract, Belgravia Leisure is required to pay the City a profit share amount of 25 percent for every dollar exceeding an annual Centre profit of \$250,000. The profit share amount for the last three financial years is provided below:

Financial Year	Profit Share
2014/15	\$ 9,617.74
2015/16	\$ 25,092.10
2016/17	\$ 31,132.20

It should be noted that the Centre's outdoor synthetic soccer pitch generates approximately \$190,000 revenue per annum, and therefore the inability to utilise this pitch as part of the soccer competition will negatively impact revenue and as a result may also negatively impact any profit share payment to the City.



Any capital improvements are at the sole discretion of the City, and therefore the Lease and Contract do not impose any obligation on the City to undertake the replacement, and the City will not be in breach of its obligations if it delays or does not choose to undertake the replacement of the outdoor synthetic soccer pitch surface. The City will not be required to compensate Belgravia Leisure for any loss of income associated with the outdoor synthetic soccer pitch.

**COMMENTS:**



The Loftus Recreation Centre is a highly utilised community facility and hosts one of the largest team sports programs in Western Australia which requires all playing areas to be safe and functional. With drainage works soon to be undertaken to resolve the issues that have led to sooner than anticipated deterioration of the outdoor synthetic soccer pitch surface it is considered necessary to allocate funds to fully replace that surface as soon as practicable. The availability of funds within the Loftus Recreation Centre Reserve for this purpose ensures there is no direct, negative impact on Council's 2017/18 budget.

**12.2 PETITION TO EXCLUDE BRISBANE TERRACE, PERTH FROM NEW PARKING ZONE 7 - PARKING PERMITS POLICY NO. 3.9.3**

**TRIM Ref:** D18/40405

**Author:** Steve Butler, Manager Community Safety

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

**Attachments:** 1. Attachment 1 - Residential Parking Zones [↓](#)   
2. Attachment 2 - Aerial view of Brisbane Terrace [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **NOTES** that initial parking occupancy surveying conducted on Brisbane Terrace, Perth does not fully reflect the concerns raised by residents through the petition received at the Ordinary Council Meeting on 6 March 2018; and
2. **REQUESTS** that a further report on this matter be presented to the Ordinary Council Meeting on 29 May 2018 following the completion of more detailed parking occupancy surveying over a one month period.

**PURPOSE OF REPORT:**

To consider a petition requesting that Brisbane Terrace, Perth be exempt from Residential Parking Zone No. 7 through the introduction of Resident Only Parking after 6pm Monday to Friday and on weekends.

**BACKGROUND:**

A petition titled 'Protest Against Changes to Parking Permit Policy 3.9.3' containing 22 signatures was received at the Ordinary Council Meeting on 6 March 2018. The petition states:

*"We, the Residents of Brisbane Terrace, Perth, request that the City of Vincent reviews the recently introduced Parking Permits Policy No. 3.9.3. We are in the newly created ZONE 7 PARKING PERMIT AREA. This new policy is disadvantaging residents in our street because we now have any Zone 7 residents able to park in our street which is very close to shops, restaurants, bars and cafes in William Street.*

*We are no having difficulty parking in our own street after 6pm and on weekends. The street parking is now at full capacity at night and on weekends. If we need to park in another street at night, it means walking in the dark back to our homes. This is not acceptable. It is not safe and certainly not in the best interests of Brisbane Terrace residents.*

*We fought long and hard to get Resident Only Parking Permits for our street. That system worked very well. The street is short, narrow and only has parking on one side. We simply do not have the street parking space to accommodate other City of Vincent residents. We are asking that Brisbane Terrace be EXEMPT from the new Zone 7 and reverts to Resident Only Parking after 6pm and on weekends."*

**DETAILS:****Council Policy No. 3.9.3 – Parking Permits**

Policy No. 3.9.3 – Parking Permits provides guidance on the issue and control of Parking Permits that may be issued in accordance with the Parking and Parking Facilities Local Law. At the Ordinary Council Meeting on 27 October 2015 it was resolved to initiate a review of this Policy with a view to providing a simpler, more streamlined and contemporary approach to parking control and the issuing of permits. An extensive review was undertaken which recognised that Vincent faces increasing car parking and traffic management challenges associated with population growth and residential density increases. The review also recognised that managing resident perceptions and expectations are a considerable challenge as while inner-City living

has an array of benefits there are also associated constraints such as limited supply of on-street parking spaces.

A draft revised policy was authorised for public comment at the Ordinary Council Meeting on 5 April 2016. Public comment included correspondence to all existing permit holders, notices within the Guardian and Perth Voice, and a detailed Information Sheet on the City's website. A total of 51 submissions were received and considered. Subsequently, at the Ordinary Council Meeting on 20 September 2016 it was resolved to adopt the revised Policy No. 3.9.3 – Parking Permits. A number of changes were introduced through the revised policy to provide greater flexibility to residents and reduce administrative resources required to issue parking permits. Key components of the revised policy include:

- A single 'Residential Parking Permit' rather than separate residents and visitors permits;
- Residential Parking Permits being valid for three years and reissued automatically rather than residents needing to reapply on an annual basis;
- Residential Parking Permits being associated with a property rather than a person to enable permits to more easily be transferred to new tenants or new owners as required;
- The maximum number of Residential Parking Permits that will be issued is three for single houses (detached), two for grouped dwellings (town houses), and one for multiple dwellings (apartments). Although some grouped and multiple dwellings will be subject to a specific Development Approval condition which states they will not receive parking permits;
- Residents being entitled to receive the specified number of Residential Parking Permits regardless of the amount of off-street parking that may be available on their property.

This revised policy has been in effect since October 2016 with any existing Residential Parking Permits transitioned to these new arrangements upon expiry. There are currently 3,433 permits allocated to residents throughout Vincent compared to 1,663 under the previous policy.

### Residential Parking Zones

While the issuing a Residential Parking Permit does not guarantee an on-street parking space or an entitlement to park on any particular street it is acknowledged that the demand for on-street parking continues to increase. When adopting the revised Parking Permits Policy it was recognised that the allocation of three permits to each single house and two permits to a grouped dwelling where parking restrictions apply may lead to a situation where more permits are issued than on-street bays are available. It was also recognised that this may lead to resident vehicles being displaced to adjacent and surrounding streets. During the revised Parking Permit Policy public comment process a number of respondents raised concerns that allocating permits to all eligible residences regardless of their off-street parking availability would increase street congestion and would be detrimental to existing parking options in already congested areas.

In response, Administration recommended that the revised policy enable the establishment of 'Residential Parking Zones' whereby each zone would include the streets within a logical urban precinct framed by major roads. These zones would assist residents that reside in streets with limited on-street parking availability and enable flexibility during peak times when the number of residents seeking to park a vehicle on their street exceeds the number of on-street bays. As a result, the current Parking Permits Policy states the following:

#### "2.1 Residential Parking Permit

- Property owners with a parking restriction in their street will be issued with this Permit to allow residents and visitors to park on their street or streets within their Residential Parking Zone area, as designated by the City, beyond the prescribed time limit restriction."*

A total of nine Residential Parking Zones (refer to **Attachment 1**) were determined primarily through the consideration of major roads but also suburb boundaries, public amenities and activity centres. Importantly, the above-mentioned clause within the Policy allows flexibility for Administration to vary these Residential Parking Zones subject to any unanticipated issues or opportunities for improvement.

With an increased number of complaints throughout 2017 regarding on-street parking congestion within residential streets and inability for residents to park on the street where their permit applies it was determined appropriate to implement these zones. Formal implementation of the zones commenced in February 2018

and was also aligned with the City-wide roll-out of new Residential Parking Permits. These electro-static permits are easier to transfer between vehicles to allow for usage by visitors as well as handover between owners and tenants. In addition, these new permits include a QR code which in combination with upgraded parking infringement devices enable the City's Rangers to more effectively identify expired, cancelled or revoked permits.

### Brisbane Terrace Assessment

Brisbane Terrace is located in the suburb of Perth (refer to **Attachment 2**). It is approximately 190 meters in length and currently comprises 19 residences including 10 single houses, two duplexes and a block of seven town houses. There are also two vacant, undeveloped blocks on the street. While individual on-street parking bays are not line marked the street has provision to accommodate approximately 23 vehicles. There are currently 38 Residential Parking Permits allocated to residents on Brisbane Terrace with one residence yet to apply for any permits. Brisbane Terrace is located within Residential Parking Zone No. 7 with the boundaries being Newcastle Street, Fitzgerald Street, Vincent Street and Beaufort Street.

Residents are entitled to permits due to the following restrictions being in place:

- 'No Stopping' along the entire southern side of the street
- 2P between 8am and 6pm Monday to Friday on the northern side of the street. Permit holders excepted

Essentially any motorist can park on the northern side of Brisbane Terrace for two hours between 8am and 6pm during the week. After 6pm and on weekends only those with a valid Residential Parking Permit can park on the street. It is important to note that Brisbane Terrace does not have a 'Resident Only' restriction as referred to within the petition.

The 'No Stopping' restriction on the southern side of Brisbane Terrace is due to the relatively narrow street width (less than 6 metres) as well as Right of Way access and rear access for residences located on Robinson Avenue.

Overall, it is acknowledged that there is currently more Residential Parking Permits allocated to Brisbane Terrace residents than there is available on-street parking bays. This situation is exacerbated by an entire side of the street being 'No Stopping' at all times. Based on the existing parking restrictions demand for on-street bays may be generated by any motorist 8am and 6pm Monday to Friday, and this has not changed with the introduction of the Residential Parking Zones. Demand for on-street bays after 6pm Monday to Friday and on weekends will be generated by Brisbane Terrace residents and may now also include other Residential Parking Zone No. 7 holders, including those residing on Robinson Avenue with direct rear access to Brisbane Terrace.

### Brisbane Terrace Occupancy

Upon review, the petition solely raises concerns regarding the Residential Parking Zones and does not raise any other concerns or issues relating to the Parking Permits Policy. The petition associates the implementation of Residential Parking Zones with specific concerns regarding on-street parking availability on Brisbane Terrace, including:

- "We are now having difficulty parking in our own street after 6pm and on weekends";
- "The street parking is now at full capacity at night and on weekends";
- "We simply do not have the street parking space to accommodate other City of Vincent residents".

In order to determine the extent of these issues the City's Rangers assessed on-street parking occupancy over the period 9 March to 18 March 2018, and identified the following:

Date	Time	Vehicle Count	Occupancy 23 bays = 100%	Comments
Friday 9 March	9.00pm	18	78%	
Saturday 10 March	8.00am	12	52%	
	1.00pm	14	61%	
	5.00pm	14	61%	2 infringements (no Permit)
	9.00pm	17	74%	
Sunday 11 March	8.00am	12	52%	

	1.00pm	14	61%	
	5.00pm	12	52%	1 infringements (no Permit)
	9.00pm	17	74%	
Monday 12 March	8.00am	8	35%	
	5.00pm	16	70%	
	9.00pm	18	78%	
Tuesday 13 March	8.00am	10	43%	2 infringements (park - contrary to signs)
	1.00pm	15	65%	
	5.00pm	12	52%	
	9.00pm	19	83%	
Wednesday 14 March	8.00am	8	35%	
	5.00pm	13	57%	
	9.00pm	17	74%	
Thursday 15 March	8.00am	8	35%	4 infringements (park - prohibited period)
	5.00pm	11	48%	
	9.00pm	13	57%	
Friday 16 March	8.00am	7	30%	
	5.00pm	11	48%	
	9.00pm	18	78%	
Saturday 17 March	8.00am	10	43%	7 infringements (park - prohibited period)
	1.00pm	12	52%	
	5.00pm	14	61%	
	9.00pm	19	83%	
Sunday 18 March	9.00am	12	52%	7 infringements (park - prohibited period)
	12.00pm	17	74%	
	7.00pm	19	83%	
<b>AVERAGE</b>		<b>13.6</b>	<b>59%</b>	<b>23 Infringements issued</b>

Based upon this occupancy the survey the following trends have been identified:

- Average occupancy during the day (8am to 5pm) is 52% leaving an average of 11 bays available
- Average occupancy during the evening (after 5pm) is 72% leaving an average of 7 bays available
- Average occupancy when parking restrictions are in place (between 8am and 6pm Monday to Friday) is 47% leaving an average of 12 bays available
- Average occupancy when resident only permit restrictions are in place (after 6pm Monday to Friday and on weekends) is 63% leaving an average of 8 bays available
- At no time when the surveying took place was the Brisbane Terrace on-street parking fully occupied.

While the City does not have occupancy statistics prior to implementation of the Residential Parking Zones the survey data demonstrates that, as identified by the petitioners, it is likely to be more difficult for Brisbane Terrace residents to locate parking on their street after 6pm and on weekends. Although based on the surveying at no time were the on-street bays at full capacity so the data does not substantiate the petitioners concerns that "street parking is now at full capacity at night and on weekends" and that "we simply do not have the street parking space to accommodate other City of Vincent residents."

Given the peaks in parking occupancy after 6pm Monday to Friday and on weekends it is possible that residents from throughout Residential Parking Zone No. 7 are parking in Brisbane Terrace to access entertainment and hospitality businesses on William Street. Although it is also possible that these peaks align with Brisbane Terrace residents being at home, and under the Residential Parking Permit Zone No. 7 these peaks may also align with Robinson Avenue residents being at home.

It is acknowledged that the occupancy data only provides a snapshot of Brisbane Terrace on-street parking usage and may not necessarily reflect the full extent of issues being experienced by residents. It is recommended that Administration undertake further occupancy surveying including analysis of where valid permit holders reside to better determine the extent to which the implementation of Residential Parking Zones may (or may not) have contributed to the current concerns. To ensure consistency Administration will apply the same methodology utilised for the North Perth Town Centre parking occupancy surveys that being the completion of surveying across multiple days and times over a four week period in order to determine midweek and weekend occupancy rates, and that information will then directly inform any parking restriction proposals.

This survey data will then be presented back to the Ordinary Council Meeting in May 2018 given that these parking issues may be having an immediate, negative impact on residential amenity and community safety for the Brisbane Terrace residents.

### **Brisbane Terrace Options**

Administration considers that the Residential Parking Zones remain a key element to ensure the successful management of Residential Parking Permits in accordance with Policy No. 3.9.3. It is expected that the demand for such permits will continue to increase particularly with the necessary introduction of new parking restrictions such as those in the North Perth Town Centre. It remains important that Council and Administration acknowledge and respond to any issues created through the Residential Parking Zones or Policy No. 3.9.3 more broadly.

The initial occupancy data for Brisbane Terrace does not currently justify the street being exempt from Residential Parking Zone No. 7 through the introduction of Resident Only Parking after 6pm Monday to Friday and on weekends. However should further, more detailed occupancy surveying better substantiate concerns raised by the petitioners then there are a number of options that may then be considered:

#### **1. Resident Only Parking Restrictions – Specified Criteria**

Maintain the Residential Parking Zones but establish specific, robust criteria as the basis for considering Zone Exempt Streets whereby only vehicles displaying a valid permit for that street would be permitted to utilise on-street parking. This criteria could then be applied to Brisbane Terrace and any other similar requests that may be received in the future. The criteria may include the length and width of the road, available on-street bays versus number of permits issued, proximity to a specific land use or activity type, prevalence of specific restrictions causing additional disadvantage such as 'No Stopping' along one side of the road, and/or average on-street occupancy above a designated percentage.

#### **2. Amended Residential Parking Zones**

Policy No. 3.9.3 states that permits allow residents to park on their street or streets within their Residential Parking Zone area as designated by the City. Administration acknowledges that while these zones have been established based upon logical urban precincts there remains a need to review their effectiveness. It is for that reason the specific extent and boundaries of these zones were not included within the policy.

An option may be the creation of an additional number of smaller zones which then limits the number of surrounding streets on which a resident may park although this approach will inevitably create a larger number of zone boundaries which may be more difficult for residents to interpret and also more difficult for the City's Rangers to enforce. Another option may be to remove Town Centres and immediately adjacent streets from the existing zones. This will prevent the ability for residents to drive and park as close as possible to an activity centre that falls within their zone. Those residences within Town Centres will still need to be granted the ability to park so in effect additional zones most likely comprising Exempt Streets (as per the option above) will be established. It should be noted that permits do not authorise parking in 15/30 minute parking bays and ticket machine zones.

#### **3. Change Existing Brisbane Terrace Parking Restrictions**

Given the somewhat unique characteristics of Brisbane Terrace it may be justifiable to simply introduce 'Resident Only Parking' after 6pm Monday to Friday and on weekends to relieve issues raised by residents. Upon initially reviewing the petition Administration was sympathetic to these unique characteristics, however a recommendation to simply change the existing parking restrictions and Residential Parking Zone No. 7 is difficult given the initial occupancy survey data.

Nonetheless, an immediate change to the existing parking restrictions to restrict on-street parking to permit holders only residing on Brisbane Terrace remains an option. This will provide a solution to the concerns raised within the petition but does not necessarily provide the basis for consistent, well-informed decision making moving forward.

#### **4. No Change**

Both Council and Administration have recognised that increasing density and activity has led to a decrease in the availability of on-street parking, and while parking permits enable access for residents and businesses they do not guarantee the availability of a car parking space or entitlement to car parking spaces on any street. The

on-street parking challenges being experienced on Brisbane Terrace may simply be regarded as a constraint of inner-City living where alternative transport options are increasingly necessary given the limited supply of on-street parking spaces.

**CONSULTATION/ADVERTISING:**

Nil.

**LEGAL/POLICY:**

The City of Vincent Parking & Parking Facilities Local Law 2007 (as amended) regulates the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.

Council Policy No. 3.9.3 – Parking Permits provides guidance on the allocation and control of Parking Permits issued in accordance with the City of Vincent Parking and Parking Facilities Local Law.

**RISK MANAGEMENT IMPLICATIONS:**

**Medium:** Implementation and administration of Council Policy No. 3.9.3 – Parking Permits directly impacts parking, traffic management, residential amenity, community safety, Local Law enforcement and corporate reputation.

**STRATEGIC IMPLICATIONS:**

Effective implementation of the Parking Permits Policy aligns with the following objective within the City of Vincent *Strategic Community Plan 2013-2023*:

*“Natural and Built Environment*

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

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

The revised Policy No. 3.9.3 – Parking Permits has been in place since late 2016 and the simpler, more contemporary approach to parking control has generally been effective although changes to the number of permits that eligible residents are able to receive has increased pressure on on-street parking in several areas. Implementation of the policy has been supported by a number of initiatives including the establishment of Parking Rangers, new rosters and patrol patterns for Parking Rangers, acquisition of more contemporary infringement devices, allocation of new electro-static permits with QR codes, and the establishment of Residential Parking Zones.

With the number of Residential Parking Permits increasing from 1,663 to 3,433 since the revised policy came into effect it is considered that the Residential Parking Zones are an important tool to assist with the management of on-street parking demands. However, the concerns raised by Brisbane Terrace residents through their recent petition has identified that certain streets may be adversely impacted by these Residential Parking Zones particularly where the street is already constrained and in close proximity to an activity centre. The petition submitted by Brisbane Terrace has been objectively considered by Administration, however the initial on-street parking occupancy survey does not support the concerns raised.

It is recommended that Administration undertake further occupancy surveying as a matter of priority and also specifically identify whether other residents from within Residential Parking Zone No. 7 are indeed parking on Brisbane Terrace. This will ensure well-informed decision making in response to the concerns raised through the petition and also provide a basis for considering any similar issues raised by residents throughout Vincent.

ATTACHMENT 1














Attachment 2



**13 CHIEF EXECUTIVE OFFICER****13.1 INFORMATION BULLETIN****TRIM Ref:** D17/177308**Author:** Emma Simmons, Governance and Council Support Officer**Authoriser:** Len Kosova, Chief Executive Officer

- Attachments:**
1. **WALGA Central Metropolitan Zone Minutes of Meeting held on 1 March 2018** [↓](#) 
  2. **Monthly Street Tree Removal Information** [↓](#) 
  3. **Statistics for Development Applications as at end of February 2018** [↓](#) 
  4. **Register of Legal Action and Prosecutions Register Monthly - Confidential**
  5. **Register of State Administrative Tribunal (SAT) Appeals – Progress Report as at 9 March 2018** [↓](#) 
  6. **Register of Applications Referred to the MetroWest Development Assessment Panel – Current** [↓](#) 
  7. **Register of Applications Referred to the Design Advisory Committee – Current** [↓](#) 
  8. **Register of Petitions - Progress Report - April 2018** [↓](#) 
  9. **Register of Notices of Motion - Progress Report - April 2018** [↓](#) 
  10. **Register of Reports to be Actioned - Progress Report - April 2018** [↓](#) 

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated April 2018.

01-005-03-0002



# Central Metropolitan Zone

## Minutes

1 March 2018



# Central Metropolitan Zone

Hosted by the Town of Cambridge

1 Bold Park Drive Floreat, phone 9347 6000

Thursday 1 March 2018 commenced at 6:25 pm

## Minutes

### MEMBERS

### 2 Voting Delegates from each Member Council

Town of Cambridge	Cr Rod Bradley Cr Jo McAllister
Town of Claremont	Cr Paul Kelly
Town of Cottesloe	Mr Mat Humfrey, Chief Executive Officer non-voting delegate
Town of Mosman Park	Mayor Brett Pollock Cr Jenna Ledgerwood – <b>Chair</b>
Shire Peppermint Grove	Cr Charles Hohnen Cr Scott Fleay
City of Subiaco	Cr Julie Matheson (DSC) Mr Don Burnett, Chief Executive Officer - non-voting delegate
City of Vincent	Cr Alex Castle
WALGA Secretariat	Ms Ricky Burges, WALGA Chief Executive Officer Mr James McGovern, Manager Governance Ms Katherine Celenza, Road Safety Advisor North/South
Guest Speaker	Mr Jonathan Seth, Chief Executive Officer LGIS Paul McBride, Senior Risk Consultant LGIS

### APOLOGIES

City of Perth	Cr Janet Davidson OAM JP Cr Reece Harley Mr Robert Mianich, A/Chief Executive Officer
Town of Claremont	Cr Kate Main Ms Liz Ledger, Chief Executive Officer
Town of Cottesloe	Mayor Philip Angers Cr Sandra Boulter Cr Helen Sadler (Deputy)
Town of Cambridge	Mr Jason Buckley, Chief Executive Officer
Town of Mosman Park	Mr Mark Goodlet, Chief Executive Officer
City of Subiaco	Mayor Penny Taylor
City of Vincent	Cr Roslyn Harley (DSC) Mr Len Kosova, Chief Executive Officer
Shire of Peppermint Grove	John Merrick, Chief Executive Officer
DLGSC Representative	Ron Murphy, Manager Sector Governance

**ATTACHMENTS WITHIN THE AGENDA**

1. Draft Minutes Previous Meeting
2. President's Report
3. Zone Status Report
4. Standing Orders

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**1. DEPUTATIONS**

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**1.1 Presentation by LGIS**

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Mr Jonathan Seth, Chief Executive Officer from LGIS, offered some key opportunities for discussion.

- Risk Management Benefits
- Protecting your most important assets – people and property
- Contract Risk Mitigation – allocating the right risk
- Workers compensation- targeting key areas of risk.

Noted

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**2. CONFIRMATION OF MINUTES**

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**RESOLUTION**

Moved Cr Paul Kelly  
Seconded Mayor Brett Pollock

That Item 4 (Declaration of Interest) of the Minutes of the meeting of the Central Metropolitan Zone held on 30 November 2017 be amended to delete reference to Cr Castle declaring an impartiality interest, with the remainder of the Minutes confirmed as a true and accurate record of the proceedings.

**CARRIED**

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**3. DECLARATION OF INTEREST**

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Nil

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**4. BUSINESS ARISING**

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Nil

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**5. STATE COUNCIL AGENDA - MATTERS FOR DECISION**


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**Item 5.1 Local Government Act Review**


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Moved Cr Julie Mathieson  
 Seconded Cr Rod Bradley

That the Central Metropolitan Zone seek to rescind State Council's Policy Position in relation to the Review of the Local Government Act 1995 under Item (i) of Resolution 121.6/2017 as adopted by State Council on 6<sup>th</sup> December 2017, by amending the wording to read:

*Section 5.27 of the Local Government Act 1995 should not be amended so that Electors' General Meetings are not compulsory.*

LOST 4/5

**RESOLUTION**

Moved Cr Julie Mathieson  
 Seconded Cr Jenna Ledgerwood

That the Central Metropolitan Zone seek to rescind State Council's Policy Position in relation to the Review of the Local Government Act 1995 by deleting Item (f) Part (a) of Resolution 123.6/2017 as adopted by State Council on 6<sup>th</sup> December 2017 and to maintain the status quo:

~~That Section 5.28(1)(a) be amended:~~

~~(a) so that the prescribed number of electors required to request a meeting increase from 100 (or 5% of electors) to 500 (or 5% of electors), whichever is fewer~~

CARRIED 5/4

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**Item 5.6 Clearance of Subdivision Conditions Relating to Bushfire Management Plans**


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**RESOLUTION**

Moved Cr Paul Kelly  
 Seconded Cr Rod Bradley

In State Council Agenda Item 5.6 – 'Clearance of subdivision conditions relating to Bushfire Management Plans' – insert the following as Item 3:

*"3. That WALGA write as a matter of urgency to the Minister for Emergency Services to inform that the sector does not support at this stage the matter of clearance of subdivision conditions relating to Bushfire Management Plans being dealt with by Local Governments."*

CARRIED

**RESOLUTION**

Moved Cr Julie Mathieson  
 Seconded Cr Jo McAllister

That the Central Metropolitan Zone supports all the State Council Agenda items within the March 2018 State Council Agenda, with amendments to Items 5.1 and 5.6 as minuted.

CARRIED

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**6. BUSINESS**

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**6.1 Presentation – Auditor General's Office**

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The Office of the Auditor General would like to present at the next meeting to be held 26 April.

The Auditor General or one of the Assistant Auditor Generals will provide an overview of what Local Governments can expect in terms of performance and financial audits.

**RESOLUTION**

**Moved Mayor Brett Pollock  
Seconded Cr Julie Mathieson**

**That the Central Metropolitan Zone invite the Auditor General's Office to present at the meeting to be held 26 April 2018.**

**CARRIED**

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**6.2 Presentation – Addressing the Risk of Losing State and Federal Road Funding**

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Mr Geoff Eves was appointed to the role of Local Roads Program Manager in August 2016 and has been working with Local Governments and Main Roads WA to improve timely delivery of road improvement projects in the Metropolitan area.

This presentation will identify the six major issues that have been found to affect timely road project delivery and discuss actions that Councillors and Councils should consider to manage the risks.

**In Brief**

At the end of 2016/17 Local Governments in the metropolitan area sought to carry forward \$3.7 million of State BlackSpot funding (48% of budget), \$4.2 million of Federal BlackSpot funding (46% of budget) and \$6.2 million in State Government funded Road Project Grants (21% of funding) largely for projects that were unable to be completed in time. This is consistent with the pattern over many years. State Treasury does not support the carry-over of funds between years, meaning that these dollars are potentially lost from road improvement projects. There is also a significant reputational risk for Local Governments.

The State Road Funds to Local Government Advisory Committee established a project to identify the issues affecting timely project delivery and work with Local Governments to implement corrective actions. The analysis has found that there are long held myths about why State funded road projects cannot be delivered on time.

**RESOLUTION**

**Moved Cr Charles Hoehnen  
Seconded Cr Jo McAllister**

**That the Central Metropolitan Zone invite the Mr Geoff Eves, Local Roads Program Manager, to present at the meeting to be held 30 August 2018.**

**CARRIED**

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**6.3 Request for Presentation - 28 June 2018**

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Ms Vilma Palacios, Coordinator Health Promotion, Public Health & Ambulatory Care, North Metropolitan Health Service, would like the opportunity to present to the Zone. The aim of the presentation will be to increase awareness of Elected Members about their local community profiles, issues and trends affecting the health and wellbeing of their local community. In summary the presentation will include:

1. Impact of social, economic, environmental factors on the health and well-being of their local community
2. Current trends and best practice.
3. How can we better support LGAs within NMHS with the development and implementation of tailored Public Health & Wellbeing plans.

**RESOLUTION**

Moved Cr Jo McAllister  
Seconded Cr Scott Fleay

That the Central Metropolitan Zone invite the Ms Vilma Palacios, Public Health, to present at the meeting to be held 28 June 2018.

**CARRIED**

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**7. OTHER BUSINESS**

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Nil

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**8. EXECUTIVE REPORTS**

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**8.1 President's Report to the Zone**

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Ms Ricky Burges presented the President's Report.

**Noted**

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**8.2 State Councillor's Report to the Zone**

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WALGA State Councillor Cr Paul Kelly presented on the December 2017 State Council meeting.

**Noted**

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**8.3 Department of Local Government Sport & Cultural Industries Representative Update Report.**

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No Presentation.

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**9. DATE, TIME AND PLACE OF NEXT MEETING**

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The next ordinary meeting of the Central Metropolitan Zone will be held on Thursday 26 April 2018 at the Town of Claremont at 6:00 pm.



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**10. CLOSURE**

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There being no further business the Chair declared the meeting closed at 7.40pm.



<b>SUBJECT:</b>	Street Tree Removal Requests
<b>DATE:</b>	8 March 2018
<b>AUTHOR:</b>	Tracy Hutson, Executive Secretary John Gourdis – Supervisor Parks Services
<b>AUTHORISER:</b>	Andrew Murphy, Director Engineering

**PURPOSE:**

To present Council with the monthly update on street tree removal requests within the City of Vincent.

**BACKGROUND:**

At the Ordinary Meeting of Council on the 5 December 2017, a Notice of Motion was presented requesting Administration provide a monthly Information Bulletin to Council summarising all requests for street tree removal within the City and the outcome of each.

A report outlining when and how a tree removal request will be considered, as well as the requests for the last quarter of 2017 until the 10 January 2018 was presented to the Ordinary Meeting of Council held on 6 February 2018.

**COMMENTS:**

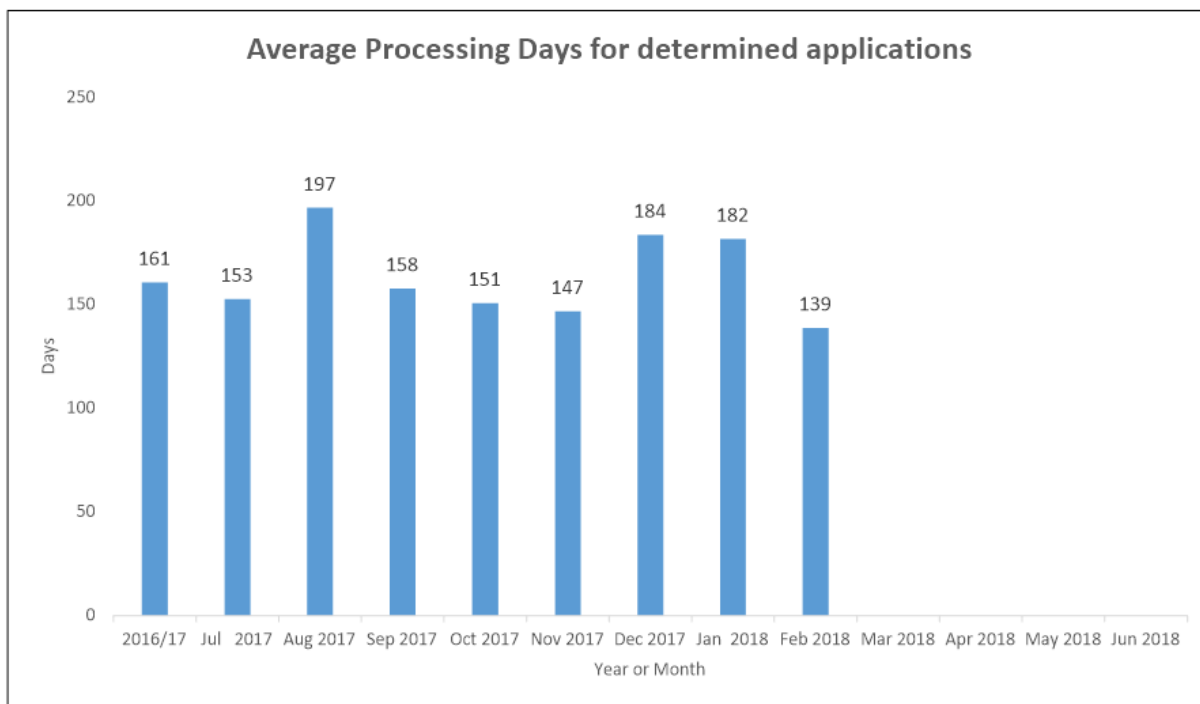
Please find below listing for the period 9 February 2018 to 8 March 2018.



## CITY OF VINCENT - Street Tree Removal Requests 2017/18

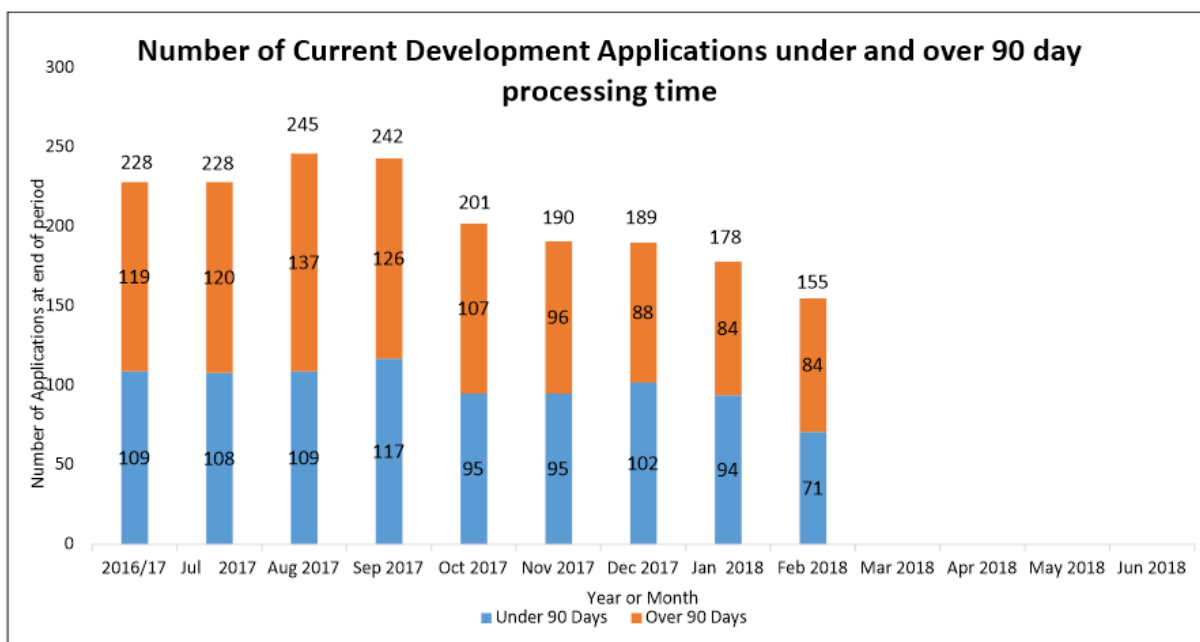
Date	Requested By	Location/Address	Reason for Removal	Tree Species	Inspection Comments	Approved (Y/N)	Replacement Tree (Y/N - species)
09/02/2018	Resident	84 Egina St, Mt Hawthorn	Tree is dying	<i>Agonis flexuosa</i>	The tree is around 95% dead	Y	Y - <i>Agonis flexuosa</i>
09/02/2018	Parks Services	83 Egina, St Mt Hawthorn	Tree is dead	<i>Agonis flexuosa</i>	Tree is confirmed dead	y	Y - <i>Agonis flexuosa</i>
12/02/2018	Resident	89 London St, Mt Hawthorn	Tree is dead	<i>Callistemon</i> 'Kings Park Special'	Tree is confirmed dead	Y	Y - <i>Melaleuca viridiflora</i>
12/02/2018	Resident	107 East St, Mt Hawthorn	Tree is dead	<i>Callistemon</i> 'Kings Park Special'	Tree is confirmed dead	Y	Y - <i>Melaleuca viridiflora</i>
12/02/2018	Parks Services	235 Walcott St, Mt Lawley	Trees are dead	<i>Callistemon</i> 'Kings Park Special' x 2	Tree is confirmed dead	Y	Y - <i>Melaleuca viridiflora</i> x 2
13/02/2018	Parks Services	182 Lake St, Perth	Tree is dead	<i>Agonis flexuosa</i>	Tree is confirmed dead	Y	Y - <i>Agonis flexuosa</i>
13/02/2018	Parks Services	170 Lake St, Perth	Tree is dead	<i>Callistemon</i> 'Kings Park Special'	Tree is confirmed dead	Y	Y - <i>Melaleuca viridiflora</i>
13/02/2018	Resident	174 Lake St, Perth	Tree is dead	<i>Prunus</i> Flowering Peach	Tree has bad termite infestation	Y	Y - <i>Lagerstromia indica</i>
15/02/2018	Resident	66 Monmouth St, Mt Lawley	Tree is dead	<i>Jacaranda mimosifolia</i>	Tree is confirmed dead	Y	Y - <i>Jacaranda mimosifolia</i>
15/02/2018	Parks Services	38 Tasman St, Mt Hawthorn	Tree is bent over	<i>Jacaranda mimosifolia</i>	On my inspection, tree had no root set	Y	Y - <i>Jacaranda mimosifolia</i>
21/02/2018	Resident	86 Egina St, Mt Hawthorn	Tree is dead	<i>Agonis flexuosa</i>	The tree is around 95% dead	Y	Y - <i>Agonis flexuosa</i>
21/02/2018	Resident	112 Egina St, Mt Hawthorn	Tree is dead	<i>Agonis flexuosa</i>	Tree is confirmed dead	Y	Y - <i>Agonis flexuosa</i>
22/02/2018	Resident	65 View St, Nth Perth	Tree is Dead	<i>Callistemon</i> 'Kings Park Special'	Tree is almost dead	Y	Y - <i>Melaleuca viridiflora</i>
01/03/2018	Resident	186 Anzac Rd, Mt Hawthorn	Tree is dying	<i>Lophphostemon confertus</i>	Half the canopy is dead	Y	Y - <i>Jacaranda mimosifolia</i>
01/03/2018	Resident	176 Alma Rd, Nth Perth (Persimmon St frontage)	Tree is dead	<i>Eucalyptus sideroxylon</i> 'Rosea'	Tree is confirmed dead	Y	Y - To be confirmed
01/03/2018	Parks Services	24 Hyde St, Mt Lawley (Alma Rd frontage)	Tree is dying	<i>Lophphostemon confertus</i>	The tree is around 95% dead	Y	Y - <i>Jacaranda mimosifolia</i>

### Statistics for Development Applications As at the end of February 2018



Processing Days	2016 /17	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
Minimum	7	13	82	71	29	24	3	2	5				
Median	119	140	134	133	110	99.5	118	125	122				
Average	161	153	197	158	151	147	184	182	139				
Maximum	924	341	704	408	1008	602	698	755	640				

**Table 1:** Minimum, Median, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2017.



	July 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
DA's lodged	38	46	40	38	44	44	32	36				
DA's determined	31	25	38	62	49	39	33	52				
DA's withdrawn	7	3	5	17	6	6	11	7				

**Table 2:** No. of DA's lodged and determined each month.

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 8 MARCH 2018**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 17 Harwood Place, West Perth (DR 396 of 2017)	11 December 2017	Moharich and More on behalf of Boldform Pty Ltd	<p>Review in relation to a condition of approval limiting the minimum night stay. *****</p> <p>The subject of this review is a decision made by Council at its meeting of 14 November 2017 to approve the amendment of conditions for development approval 5.2015.568.1 granted on 3 May 2016 (Original Approval) for a Change of Use from Multiple Dwellings to Serviced Apartments at Nos. 1-16/17 Harwood Place, West Perth. The review relates to Condition 5 which limits the minimum stay to three nights. The applicant seeks to amend this condition to allow a minimum two night stay in lieu of a three night stay. Following mediation, the applicant is to provide additional information. The SAT has invited the City to reconsider its decision through Section 31 of the SAT Act at its Ordinary Council Meeting on 4 April 2018. <i>Representation by: City of Vincent Administration</i></p>
2.	No. 38 Fairfield Street, Mount Hawthorn (DR 409 of 2017)	19 December 2017	Fiore	<p>Review in relation to a refusal for an existing unauthorised front fence. *****</p> <p>Application refused under delegated authority on 14 December 2017. Mediation conferences were held 22 February 2018 and 7 March 2018. The applicant will submit amended plans to the City. The SAT has invited the City to reconsider its decision through Section 31 of the SAT Act. <i>Representation by: City of Vincent Administration</i></p>
3.	Nos. 120-122 Richmond Street, Leederville (CC 49 of 2018)	15 January 2017	Dorn	<p>Review in relation to issue of Building Order to remove unauthorised buildings and structures associated with single house. *****</p> <p>The subject of this review is a Building Order issued by the City for the removal of unauthorised buildings and structures primarily comprised of outbuildings covering an aggregate area of approximately 540m<sup>2</sup> across both properties. The applicant seeks to challenge the order to remove these buildings and structures. Mediation held on site on 7 February 2018. Applicant to seek architectural and town planning advice. A further mediation was held on 22 February 2018. Following discussions between the applicant and SAT, it was agreed to adjourn the mediation to a further mediation conference to be held on 22 March 2018. <i>Representation by: City of Vincent Administration</i></p>
4.	Nos. 125-127 Richmond Street, Leederville (DR 398 of 2017)	13 December 2017	Tucker & Anor	<p>Review in relation to refusal of modification relating to a condition requiring replacement vegetation on-site. *****</p> <p>The subject of this review is a decision made by JDAP at its meeting of 13 November 2017. It relates to the removal or modification of a condition requiring the applicant to install 2 x 2000 litre trees on the subject site. JDAP has been invited to reconsider decision. Applicant has submitted additional information for City to prepare amended RAR due 8 March 2018.</p>

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 8 MARCH 2018**

No.	ADDRESS AND DA SERIAL NO.	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 538 Fitzgerald Street, North Perth	<b>Applicant:</b> Momentum Wealth	15 multiple dwellings (Amendment to approval)	8 August 2017	To be confirmed	To be confirmed
2.	No. 14 Florence Street, West Perth	<b>Applicant:</b> Megara Developments	15 multiple dwellings	7 December 2017	8 March 2018	Application was recommended for refusal on 8 March 2018.  Recommendation was Refused unanimously with amendments.  Minutes available <a href="#">here</a>
3.	No. 125 – 127 Richmond Street, Leederville	<b>Applicant:</b> Tucker & Anor	17 multiple dwellings – S31 Reconsideration of condition	13 December 2017	To be confirmed	To be confirmed
4.	Nos. 500-504 Fitzgerald Street and No. 45 Venn Street, North Perth	<b>Applicant:</b> Studio Technica	19 multiple dwellings and eating house	2 January 2018	To be confirmed	To be confirmed
5.	No. 6 Burt Street and No 51F Monmouth Street, Mount Lawley	<b>Applicant:</b> Mark D'Alessandro	Mixed Use development comprising 12 multiple dwellings and a cafe	26 February 2018	To be confirmed	To be confirmed
6.	Nos. 370 – 374 Oxford Street, Mount Hawthorn	<b>Applicant:</b> PTS Town Planning Pty Ltd	Mixed Use development – Extension of Term to commence development	2 March 2018	To be confirmed	To be confirmed

**CITY OF VINCENT DESIGN ADVISORY COMMITTEE (DAC)  
REGISTER OF APPLICATIONS CONSIDERED BY DAC  
AS AT 8 MARCH 2018**

No.	ADDRESS	APPLICANT	PROPOSAL	DAC MEETING DATE	REASON FOR REFERRAL
1.	No. 441 William Street, Perth	Tegan Louise Designs	Five Storey Mixed Use Development (Hotel and commercial uses at ground floor level)	7/3/18	For the DAC to consider the changes made by the applicant in response to the previous DAC comments and recommendations of 17 January 2018. No DA Lodged.
2.	No. 34 Cleaver Street, West Perth	Megara Developments	4 x 3 Storey Grouped Dwelling Development	7/3/18	The proposal will likely benefit from the referral to the DAC in terms of the City's Built Form Local Planning Policy No. 7.1.1 (LPP 7.1.1). DA Lodged



# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF PETITIONS - PROGRESS REPORT – APRIL 2018

**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  
 DCE: Director Community Engagement  
 DCorpS: Director Corporate Services  
 DDS: Director Development Services  
 DE: Director Engineering

Date Rcd	Subject	Action Officer	Action Taken
<b>Council Meeting – 6 March 2018</b>			
26/02/18	Petition received from Ms M Blakeley of Brisbane Terrace, along with 22 signatures, requesting that the City of Vincent reviews the recently introduced Parking Permits Policy No. 3.9.3 and asking that Brisbane Terrace be exempt from the new Zone 7 and reverts to 'Resident Only' parking after 6pm and on weekends	DCE	Report to be presented to OMC 4 April 2018.





# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF NOTICES OF MOTION - PROGRESS REPORT – APRIL 2018

**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: Chief Executive Officer  
DCE: Director Community Engagement  
DCorps: Director Corporate Services  
DDS: Director Development Services  
DE: Director Engineering

Details	Action Officer	Comment
<b>6 February 2018 – Submitted by Cr Loden</b>		
Higher Order Waste Management, by March 2018	DE	<b>Completed.</b> Refer OMC 6 March 2018 Item 10.3.
<b>12 December 2017 – Submitted by Cr Topelberg</b>		
Review and Assessment of the City's Building Assets, by March 2018	DE	The Asset Management Plan is under development, it would be premature to present now, therefore Administration will update Council in May 2018.
<b>22 August 2017 – Submitted by Cr Hallett</b>		
Investigation of reduction or elimination of Single Use Plastics	DDS	Investigation to be completed by early 2018, with findings and recommendations to be discussed during the Corporate Business Plan and Budget Workshops for 2018/19.
<b>22 August 2017 – Submitted by Cr Gontaszewski</b>		
Strategies to Improve participation and Accessibility by Women and Girls at City of Vincent Sportsground and Associated facilities, by October 2017	DCE	Participation and performance targets now being implemented through the new Sportsground Fees and Charges adopted at the Council Meeting in October 2017. Sporting Club Health Checks now received from all sporting clubs to enable establishment of baseline data. Proposed additional strategies to be communicated to Council in May 2018.
<b>30 May 2017 – Submitted by Cr Loden</b>		
Asset Utilisation, report by February 2018	DCE/ DE	Asset utilisation information has been prepared. Response to this Notice of Motion to be consolidated with the 'Review and Assessment of the City's Building Assets' and presented to Council in May 2018.
<b>5 April 2016 – Submitted by Cr Harley/Cr Cole</b>		
Request for a new Plan for Axford Park, by July 2016	DE/ DDS	Council adopted an amount of \$200,000 in the 2017/18 Budget. The Request for Quotation (RFQ) was advertised between 11 January 2018 and 30 January 2018. Administration will now review the quotes and appoint a suitable consultant.
<b>8 March 2016 – Submitted by former Mayor Carey/Cr Cole</b>		
Review of Development Assessment Panels (DAPs)	DDS	A meeting occurred between the City and Minister for Planning, Hon Rita Saffioti, MLA on 2 May 2017 where this matter was discussed. Council reaffirmed its decision on the DAPs at its meeting of 27 June 2017 (Item 9.5). The City will be writing to the Minister for Planning regarding this position.
<b>27 October 2015 – Submitted by former Mayor Carey</b>		
Review of Laws, Policies and Practices relating to the impact of construction activity, on the public realm, by May 2016	DE/ DDS	Changes to Property Local Law to facilitate increased penalties discussed at the Council Workshop held on 29 August 2017.



# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – APRIL 2018

**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: Chief Executive Officer  
DCE: Director Community Engagement  
DCorpS: Director Corporate Services  
DDS: Director Development Services  
DE: Director Engineering

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 6 March 2018</u></b>			
9.7	Outcomes of Advertising - Policy No. 7.7.1 - Non-Residential Development Parking Requirements	DDS	Administration will now publish a notice of final adoption of the Policy. Administration will also incorporate a review of the delegations in relation to waiving cash in lieu of car parking and present this to Council in 2018.
11.2	Local Government Act Review - City of Vincent response to the Department of Local Government, Sports and Cultural Industries Discussion Paper	DCorpS	<b>Completed.</b> Submitted with changes as per Council resolution.
11.4	Draft Financial Reserves Policy	DCorpS	Being actioned per Council recommendation 1.2.
11.5	Amended Purchasing Policy 1.2.3	DCorpS	Document to be uploaded to website and organisation informed.
11.8	Mid-Year Review of the Annual Budget 2017/18	DCorpS	Email Department and inform them of Council decision.
13.2	Community Budget Submission 2018/19	CEO	Being actioned as per Council resolution.
<b><u>Council Meeting – 6 February 2018</u></b>			
9.1	Making of the Fencing Amendment Local Law 2017	DCorpS	The Local Law published in the gazette on 9 March 2018 and Public Notice advertised 10 March 2018.
11.3	Adoption of the Standing Orders Amendment Local Law 2017	DCorpS	The Local Law published in the gazette on 9 March 2018 and Public Notice advertised 10 March 2018.
11.5	Variation of lease to include additional artists as joint lessees - Halvorsen Hall, Robertson Park, 176 Fitzgerald Street, Perth	DCorpS	Variation of lease sent to Artists for signing.
<b><u>Council Meeting – 12 December 2017</u></b>			
9.9	Amendment to Policy No. 7.5.15 – Character Retention and Heritage Areas	DDS	The adopted Policy which includes Harley Street as a Heritage Area was published on 16 December 2017. Administration notified landowners and the State Heritage Office of the Harley Street Heritage Area designation on 21 December 2017. Administration invited public comment on the proposed Janet Street Heritage Area, Carr Street Character Retention Area and the proposed amendment to the Policy between 16 December 2017 and 6 March 2018. A further report on the results of the consultation will be presented to Council in 2018.
12.1	Adoption of the Parking and Parking Facilities Amendment Local Law 2017	DCE	The adopted local law was published in the general addition of the Local Government Gazette 9 January 2018. Explanatory material is currently being compiled and will be submitted in accordance with s3.12(7) <i>Local Government Act 1995</i> .

Item	Report Details	Action Officer	Comments
18.1	Confidential Report: Rates on Small Tenancies	DCorps	Reimbursement being actioned.
<b>Council Meeting – 14 November 2017</b>			
10.1	Hyde Park Oblong Turtle Population Study	DE	<b>Completed.</b> Approved, study to be continued and funding allocated annually as per Council decision.
12.1	Loftus Community centre – request for Waiver and Write-Off of Fees	DCE	Loftus Community Centre has finalised outstanding payments and submitted Business Plan (draft) and Community Health Check as per the Council resolution.
12.2	Manna Inc – Review of the Use of Weld Square for the Provision of Free meal Services for the Homeless	DCE	The new City Homeless Framework being established by the Member for Perth may assist with addressing issues at Weld Square, including a more consolidated approach to service delivery. Administration will continue active involvement with the Member for Perth and key stakeholders.
12.4	Floreat Athena Football Club – Litis Stadium Master Plan	DCE	New lease with Floreat Athena Football Club executed. Working Group including Football West and Department Local Government, Sport and Cultural Industries representatives to be formed in 2018 to progress initiatives as per the Council resolution.
18.1	CONFIDENTIAL REPORT: Appointment of Community Members to the City of Vincent Advisory and Working Groups	CEO	<b>Completed.</b> Representatives advised. Website updated.
<b>Council Meeting – 17 October 2017</b>			
10.1	Hyde Street Reserve – Proposed Extension	DE	Works in progress. To be completed by 31 March 2018
11.2	Lease of 4 View Street, North Perth to Multicultural Services Centre of WA	DCorps	<b>Completed.</b>
11.3	Termination of Lease and options for future use – 245 (Lot 245) Vincent Street, Leederville	DCorps	Expressions of Interest (EOI) documentation prepared. To be advertised from 16 March 2018 to 20 April 2018.
11.4	Lease to Axicom Pty Ltd for telecommunications purposes – Lot 9023 Marmion Venue, Clarkson (Tamala Park)	DCorps	Delegated Authority has been obtained from the Chief Executive Officer (CEO). Waiting for lease to be finalised for execution.
<b>Council Meeting – 19 September 2017</b>			
9.9	Review of Policy No. 4.2.13 – Design Advisory Committee	DDS	Administration has notified existing Design Advisory Committee members of their extended appointment and will advertise an Expression of Interest for the new Design Review Panel. A further report will be presented to Council following the Expression of Interest process to appoint new members and revoke the existing Policy.
9.11	Relocation of the Leederville Town Centre Taxi Zone	DDS	The relocation of the existing Taxi Rank, installation of ride share pick up/set down locations, approval and installation of public alfresco and implementation of parking restriction changes including signage and line marking was completed in January 2018. Administration met with ride share operators Uber on 1 February 2018 and will continue to negotiate and enter into an appropriate written agreement with them and other ride share operators and taxi organisations to implement ride share totems and wayfinding signage. Administration have notified Leederville Connect and all residents, landowners and businesses within 500m of the Taxi zone of Council's decision. Administration will consult with Leederville Connect and all residents, landowners and businesses within 500m of the detail of the Taxi zone changes as they occur in early 2018. And throughout the trial as required by Council's resolution. A report will be presented to Council in late 2018 following the implementation of the trial.
10.1	Replacement Electric Bike – Vincent Community Bike Library	DE	<b>Completed.</b> Electric bike has been purchased and the amendment to the City's Fees and Charges is currently open for public comment.

Item	Report Details	Action Officer	Comments
<b>Council Meeting – 22 August 2017</b>			
11.3	Licence for use of land comprising portion of bike path – Swan River, Under Windan Bridge, East Perth	D CorpS	City has executed licence. Waiting on fully executed copy for safekeeping.
11.4	Dedication of spite strip (pedestrian footpath) as road – Lot 151, 62 Robinson Ave, Perth	D CorpS	Department of Planning has provided comments. Submitted request to Minister.
12.1	Petition for a Multipurpose Court at Birdwood Square, Perth	DCE	Director Community Engagement has met with lead petitioner to discuss Council Resolution and Public Open Space Strategy.
<b>Council Meeting – 25 July 2017</b>			
9.2	North Perth Town Centre Public Open Space	DDS	The City has entered into a funding agreement with the State Government represented by the Department of Planning, Lands and Heritage in order to receive grant funds of \$250,000 (ex GST). Administration released a tender for a qualified consultant to design, document and project manage the North Perth Common project which closed 15 December 2018. Administration will now review the tender responses and appoint the successful tenderer. Administration listed a project to prepare an urban design concept for View Street Car Park and surrounds in the Corporate Business Plan 2017/18 which was adopted by Council on 25 July 2017. Administration sent letters to North Perth Local and all residents, landowners and businesses within 500 metres of the endorsed public open space location notifying them of Council's decision on 18 August 2017. Letters were also dropped to local businesses in the North Perth Town Centre on 22 August 2017. Community members that submitted a response during the consultation period did not provide contact details so these individuals are not able to be notified.
9.3	North Perth Town Centre Parking Restrictions – Leake Street (between Alma Road and View Street)	DDS	Administration has notified residents, landowners and business owners identified in the Consultation Map provided in Attachment 1 of the report of Council's decision on Leake Street. Administration will also ensure that no changes to the parking restrictions on Grosvenor Road (between Fitzgerald Street and Leake Street) are implemented until the City has engaged with affected residents on the outcomes of the parking restriction trial adopted by Council on 23 August 2016 and presented a further report to Council to consider these outcomes.
13.2	Community Budget Submissions 2017/2018	CEO	<b>Completed.</b>
<b>Council Meeting – 27 June 2017</b>			
9.4	Proposed Amended Parking Restrictions – Mount Hawthorn Town Centre	DDS	Administration has now completed the installation of the new parking restrictions including sending letters to affected landowners and businesses, installing parking signage and line marking. The enforcement caution period is now complete and the City's Rangers are issuing fines for any illegal parking. Rangers have appointed a consultant to conduct a review of the new parking restrictions and a report will be presented back to Council in 2018.
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	DDS	Administration has forwarded its submission to WALGA and is drafting letters to be sent to the Minister for Planning and Attorney General advising of the City's position.
10.3	Beatty Park Leisure Centre – Remedial Works	DE	Works will be ongoing over the next 12 months.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	DCE	Administration continues to liaise with the Department of Planning, Lands and Heritage regarding excusing of the Norwood Community Garden (agreed in principle). Management of the remainder of the Lot to then be handed back to the Department.

Item	Report Details	Action Officer	Comments
12.3	Public Open Space Strategy	DCE	Public Open Space (POS) inventory and classification completed. Project Purpose and Objectives confirmed. Consultant being appointed in March 2018.
<b><u>Council Meeting – 30 May 2017</u></b>			
9.3	Response to Notice of Motion (Item 10.2 OMC 20 September 2016) – Request to Investigate the Requirements, Conditions and Associated Compliance for Development Applications Involving Tree Retention on Private Land	DDS	Administration has implemented changes in relation to development assessment and enforcement procedures in relation to this report. Local planning policy provisions will be included in a future amendment to the Built Form Policy.
10.1	Water Corporation – Long Term Water Main Replacement Program within the City of Vincent	DE	Currently works completed, awaiting 2018/19 program to assess future impact.
12.5	Perth Parking Levy	DCE	Analysis of parking occupancy being undertaken as the basis for any proposed parking restrictions and/or alternative land uses.
<b><u>Council Meeting – 7 March 2017</u></b>			
9.1.4	Submission on Metropolitan Region Scheme Amendment 1310/41 – Guildford Road from East Parade to Tonkin Highway (SC654)	DDS	The submission was forwarded to the Western Australian Planning Commission on 10 March 2017. A meeting between Main Roads, the Department of Transport and the Department of Planning was held on 4 April 2017. A letter to the Minister for Transport, the Minister for Planning and the Western Australian Planning Commission is currently being prepared.
9.1.5	Outcomes of Advertising – Proposed Amended Parking Restrictions – North Perth Town Centre (SC2862)	DDS	A letter to landowners and businesses was sent on 1 May 2017. Parking signs and ticket machines were installed throughout May and June 2017. The fee change notice was published in the newspaper on 24 June 2017. Parking restrictions came into effect on 1 July 2017. Distribution of Parking Permits for residents commenced from 21 June 2017. A project to consider the number and location of ACROD bays has been considered as part of the 2017/18 budget process. Rangers have conducted a review of the new parking restrictions and a report will be presented back to Council in 2018.
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	DDS	Health; Property; and Trading in Public Places Local Laws to be reported back to Council in 2018.
<b><u>Council Meeting – 7 February 2017</u></b>			
9.2.4	Charles Veryard Reserve – Installation of Dog Exercise Area Fencing (Full Enclosure)	DE	Reported to OMC 6 March 2018. Works to be completed in April 2018.
<b><u>Council Meeting – 13 December 2016</u></b>			
9.1.11	Outcomes of Advertising – Draft Policy No. 7.1.1 – Built Form (SC2320)	DDS	Notice of final adoption and revocation published in the Perth Voice on 21 January 2017. Landscaping and setback provisions provided to WAPC at a meeting on 23 January 2017. A follow up meeting with the Department of Planning was held on 2 March 2017 and again on 9 August 2017. The Policy provisions were considered at the Statutory Planning Committee meeting on 12 December 2017 and the City was notified of the WAPC's decision on 8 January 2018. Administration is now reviewing the decision and will prepare an amendment to the Built Form Policy in relation to these modifications for Council's consideration. Administration will put forward a project to review the heights in the Claisebrook area as a result of the Minister's decision on Local Planning Scheme 2 as part of the 2018/19 Corporate Business Plan and Budget.
<b><u>Council Meeting – 15 November 2016</u></b>			
9.3.8	Leederville Gardens Retirement Village – Village Manager (SC313 & SC308)	DCorps	Presentation made to Leederville Gardens Board Meeting held on 15 February 2018. Further information will be available next month.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 18 October 2016</u></b>			
9.1.12	Initiation of Amendment to Local Planning Policy No. 7.7.1 – Parking and Access (SC2632)	DDS	<b>Completed.</b> Consultation occurred between 14 November 2016 and 12 December 2016. No submissions were received so the consultation period was extended until 27 January 2017. Council adopted the revised draft Policy on 6 March 2018.
9.2.1	Proposed Safety Improvement at the Intersection of Walcott and Beaufort Streets, Mount Lawley (SC686, SC986)	DE	Twelve month trial commenced 1 June 2017.
9.2.3	Proposed Parking Restriction Trial – Chelmsford Road, Fitzgerald Street to Ethel Street, North Perth (SC738, SC1201)	DE	Community consultation to be undertaken in conjunction with North Perth Parking Review.
<b><u>Council Meeting – 23 August 2016</u></b>			
9.2.3	Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 2 (SC466)	DE	Continuing discussions with the Road Safety Commission being undertaken prior to the consultation scheduled for 2018.
9.2.4	Proposed Traffic Calming - Anzac Road, Mount Hawthorn (SC673)	DE	Partially completed, speed humps to be installed in first quarter of 2018.
9.2.5	Proposed Parking Restriction Trial – Chelmsford Road, Leake Street and Grosvenor Road, North Perth (SC738, SC850, SC811, SC1201)	DE	Community consultation to be undertaken in conjunction with North Perth Parking Review.
14.1	CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379)	DCorPS	Final negotiations and drafting of deed of extension being undertaken.
<b><u>Council Meeting – 28 June 2016</u></b>			
9.3.5	Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591)	DCorPS	Have requested meeting with Department. Awaiting response.
14.1	CONFIDENTIAL REPORT: Lease of Dorrien Gardens, 3 Lawley Street, West Perth – Perth Soccer Club Inc – Lease Fee (SC529)	DCorPS	Final lease sent to Perth Soccer Club for signing.
<b><u>Council Meeting – 5 April 2016</u></b>			
9.1.6	Review of Licences for Outdoor Eating Areas and Display of Goods on Footpaths	DDS	Policies reviewed and revoked at 23 August 2016 OMC. Administration has prepared the new 'self-assessment' system for Trading in Public Places Local Law permits and this system went live on 22 February 2018. The outcomes and results of this system will inform future amendments to the Local Law to identify further efficiencies. These amendments will be presented to Council in 2018.
<b><u>Council Meeting – 8 March 2016</u></b>			
9.3.5	Leederville Gardens Retirement Village Estate (SC313/SC308)	DCorPS	The City has submitted a request to the Board for consideration of a refund and is awaiting a formal response.
<b><u>Council Meeting – 27 October 2015</u></b>			
9.3.6	Portion of No. 10 (Lot 2545) Farmer Street, North Perth – Approval of a Sub-lease to Vincent Men's Shed (Inc.) (SC351/SC2087)	DCorPS	Negotiating terms with Community Engagement.
<b><u>Council Meeting – 22 September 2015</u></b>			
9.5.3	Review of Advisory and Working Groups and Committees, <i>specifically</i> : • Draft Policy for establishment and operation of a new Community Engagement Panel	DCE	Draft Policy is being progressed as part of the CBP item that includes preparation of a new Community engagement Strategy and revised Community Consultation Policy.
<b><u>Council Meeting – 20 January 2015</u></b>			
9.3.4	Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L.), Richmond Street, Leederville (SC351/SC589)	DCorPS	Have requested a meeting with Department. Awaiting response.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 18 November 2014</u></b>			
9.1.4	Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345)	DDS/ DE/ DCE	<p>The option of parking benefit districts will be reviewed as part of the review of the Car Parking Strategy and preparation of an Integrated Transport Plan.</p> <p>The City has a policy to guide the issuing of parking permits and has the ability to issue commercial parking permits. Administration issues permits in accordance with this policy.</p> <p>The City takes an approach to parking restrictions where we receive complaints, conduct parking occupancy surveys and report to Council on the results of these surveys.</p> <p>The replacement of the CALE ticket machines throughout the City is currently underway and machines are replaced on a periodic basis. This process will continue until all CALE machines are replaced.</p> <p>Paid parking on William Street was approved by Council on 25 July 2017 (Item 10.2), ticket machines have been modified and signs installed 22 August 2017.</p>
<b><u>Council Meeting – 21 October 2014</u></b>			
9.3.5	Lease for Tuart Hill Cricket Club Inc, Modernians Hockey Club Inc and Cardinals Junior Football Club – Lease of Premises at Charles Veryard Reserve Pavilion and Turf Wickets, Bourke Street, North Perth (SC351)	DCorPS	Administration finalising discussions with Mt Hawthorn Cardinals Junior Football Club regarding their proposed use of the Charles Veryard Reserve Pavilion and Menzies Pavilion. It is expected that a new Lease for the Pavilion will be finalised by May 2018.
<b><u>Council Meeting – 7 October 2014</u></b>			
9.3.2	Lease for North Perth Tennis Club – Lease of Premises at Woodville Reserve, 10 Farmer Street, North Perth (SC351/SC621)	DCorPS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 23 September 2014</u></b>			
9.3.6	Lease for Leederville Tennis Club – Lease of premises at 150 Richmond Street, Leederville (SC351 & PR25077)	DCorPS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 27 May 2014</u></b>			
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	DCorPS	Report resolving outstanding costs and variation of lease to be presented to OMC 4 April 2018.
<b><u>Council Meeting – 12 February 2013</u></b>			
9.2.12	Request to the Minister for Lands for Acquisition of the Right of Way Bounded By Anzac Road, Oxford, Salisbury and Shakespeare Streets, Leederville as Crown Land	DE	Still awaiting further advice from Department of Lands. City's Coordinator Land & Development following up.
9.2.13	Request to the Minister for Lands for the Acquisition and Reversion to 'Crown Land' of the Right of Way Named Luce Lane, North Perth (TES0225)	DE	Still awaiting further advice from Department of Lands.

**14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****14.1 NOTICE OF MOTION - CR LODEN - ACTION ON CLIMATE CHANGE**

TRIM Ref: D18/43286

Attachments: Nil

That Council:

1. **AFFIRMS** its support for addressing climate change within the City of Vincent;
2. **ENDORSES** the position expressed in the Western Australian Local Government Association's Draft Climate Change Policy Statement that there is a climate emergency which requires urgent action by all levels of government to avoid an unacceptable burden on future generations;
3. **REQUESTS** that the Draft Sustainable Environment Strategy be presented to Council for advertising by March 2019 to support decision making in the 2019/20 Budget and Corporate Business Plan;
4. **REQUESTS** that the Sustainable Environment Strategy include the following measures:
  - 4.1. **Set a target of zero net carbon emissions by a defined date;**
  - 4.2. **Set a target of zero net carbon emissions from stationary energy by a defined date;**
  - 4.3. **Include plans to support the uptake by the community of electric vehicles and other technology that can achieve zero emissions vehicles within the City of Vincent;**
  - 4.4. **Include plans for the City to create an electric vehicle fleet or other technology that can achieve zero emissions as part of forward purchasing practice; and**
5. **REQUESTS** that administration give consideration to the carbon emissions which result from the management of waste as part of the current Waste Management Strategy.

**REASON****Climate Emergency**

Human induced climate change stands in the first rank of threats to humans, civilisation and other species. WALGA has recently echoed the calls of climate scientists that "we are in a state of climate emergency which requires urgent action" (Draft Climate Change Policy Statement). This draft policy states that 'Local Government acknowledges:

1. The science is clear: Climate change is occurring now, and human activities are the dominant cause.
2. Climate change threatens human societies and the Earth's ecosystems.
3. Climate change requires urgent action to mitigate against catastrophic climate change and to adapt to the climate change that is now unavoidable.
4. Mitigation and adaptation strategies must be efficient, effective and equitable.
5. A failure to adequately address this climate change emergency places an unacceptable burden on future generations.'

The International Panel on Climate Change most recent assessment Report (AR5) confirmed that '*Continued emissions of greenhouse gases will cause further warming and changes in all components of the climate system. Limiting climate change will require substantial and sustained reductions of greenhouse gas emissions*'.



Working Group 3 of Assessment Report 5 found that *'without additional efforts to reduce GHG emissions beyond those in place today, emissions growth is expected to persist driven by growth in global population and economic activities. Baseline scenarios, those without additional mitigation, result in global mean surface temperature increases in 2100 from 3.7°C to 4.8°C compared to pre-industrial levels.'* *'Delaying mitigation efforts beyond those in place today through 2030 is estimated to substantially increase the difficulty of the transition to low longer-term emissions levels and narrow the range of options consistent with maintaining temperature change below 2°C relative to pre-industrial levels'.*

Within the suite of IPCC Representative Concentration Pathways the only scenario which can achieve this outcome is RCP2.6, which is likely keep the climate below 2oC and more unlikely than likely to achieve 1.5oC temperature increase. No Representative Concentration Pathways yet exist which can achieve a 1.5oC. A 2oC temperature increase equates to a global CO2 concentration of 450ppm.

IPCC AR5 Working Group 3 states *'Mitigation scenarios reaching around 450ppm CO2eq concentrations by 2100 show large-scale global changes in the energy supply sector (robust evidence, high agreement). In these selected scenarios, global CO2 emissions from the energy supply sector are projected to decline over the next decades and are characterized by reductions of 90% or more below 2010 levels between 2040 and 2070. Emissions in many of these scenarios are projected to decline to below zero thereafter'*. Below zero emission requires systems which pull CO2 out of the air and then sequester it back into the ground.

The shift required to achieve the scale of reduction of emissions (90% reduction in the next 22+ years) will be the most significant shift in the global energy system in the last 100 years. Because most infrastructure is already built and anything new will be built for a 40+ year timeframe to achieve the types of reductions in emissions requires immediate action for all future infrastructure investments. Further there will need to be early decommissioning of existing assets to achieve the reductions required.

We are facing a climate emergency which requires urgent and immediate action by the City of Vincent as well as all levels of government.

### **Sustainable Environment Strategy**

Recognising the need for urgent action it is appropriate that the City needs to have clear targets to transition the City to a state of zero net emissions as quickly as possible.

Within Vincent the primary sources of emissions for the City and also for our residents are stationary energy emissions, transport emissions and waste emissions.

#### Stationary Energy Emissions

Stationary energy emission are generated by the combustion of fossil fuels to produce power. The most obvious way to transition to a state of zero net energy emissions is through the installation of renewable energy such as solar power. Currently within WA 1 kW of solar power costs roughly \$1000. This solar panel will produce roughly 1950 kWhr's of electricity per year (assumes 300 days sunshine and 6.5 kWhr per day per panel). With power currently retailing at 28c/kWhr this is \$546/year. This investment will pay for itself in two years with the remaining 18 year life of the solar panels able to deliver a net reduction in energy costs. The City of Vincent consumes roughly 1.3 million kWhr of electricity a year. To produce the same amount of power simply from solar panels would require roughly 700 kW or panels (~2800 panels) and an unshaded roof area of approximately 7000 m2. Whilst this is a significant investment once installed and paid for will deliver roughly \$1.6 million is cost savings to residents through the reduction in annual electricity costs across the city.

Initial solar installation would offset power consumed during the day in our day time operating assets such as the Administration building, Beatty Park and Depot. Progressively over time this power production will exceed the daytime consumption and will need to be fed back into the grid. With the advent of organisations such as Power Ledger the City of Vincent will be able to sell this excess power to our residents at a discount to the current commercial rate but still be able to fund itself. If the City were to sell our power to residents 18.6c (a 33% reduction to the current commercial rate) the installed panels would still pay for themselves in 3 years and would at the same time reduce cost of living pressure in our community. The power could be potentially targeted at the most vulnerable of our residents.

There would be challenges with implementing a design such as proposed which would take effort to overcome. We would also need to look at addressing power supply challenges in the evening with the growth of the battery storage sector is fast becoming a reality. This proposal is not the ideal option for the city to make this transition, it is simply an example of how it could be done. There will be many more effective methods to

achieve this transition but using this example the City could have zero net stationary energy emissions by 2030 by installing 64 kW of power every year for the next 11 years.

The plan would also need to consider supporting our community's transition from fossil fuel power, which would need to be achieved by education, incentives, community engagement and council policy.

#### Transport emissions

Transport emissions occur primarily through the combustion of hydrocarbons in vehicles. To transition from combustion engines requires alternative modes of transport such as public transport, bicycles, walking and electric vehicles. There are existing efforts to support transition to these other forms of transportation however there is ultimately still a need for personal vehicle transportation. As such currently the only option to address these emissions is to run electric vehicles powered on renewable energy. The City's role in this process is two-fold. Firstly to support the provision of public infrastructure in our community to enable recharging of electric vehicles such as providing appropriately located recharge stations across our community and secondly to transition our vehicle fleet to electric vehicles where practical. The City spends roughly \$320,000 per year of vehicle fuel a cost saving that can be considered with the decision to transition to electric vehicles. As such it is considered appropriate to consider transition to autonomous vehicles and the installation of appropriate infrastructure such as charging stations across our community as part of the Climate Emergency Plan.

#### Waste emissions

Waste emissions are primarily caused by the decomposition of organic matter in landfill into methane, which when released from landfill has a 21 times multiplier effect on climate change. Organic matter represents roughly 40% of our waste stream and is a key focus of our existing waste management activities to divert this waste from landfill. The impacts of greenhouse gas emissions from these alternative management approaches vary and it is appropriate to give consideration to the carbon footprint of our alternative technologies as part of the waste strategy. Technologies such as anaerobic decomposition and Biochar are treatment technologies that not only convert the organic matter into a usable fertiliser, they also fix the carbon emissions through the processing process, eliminating the emissions caused by waste decomposition.

### **ADMINISTRATION COMMENTS**

Administration supports the intent of Recommendations 1 and 2 of the Motion. This wording is reflective of the draft Climate Change Policy statement released by WALGA for consultation. The City is currently preparing a submission on this draft Policy that is intended to be presented to Council for consideration at the 1 May 2018 Council Meeting.

In relation to Recommendation 3, Administration does not support bringing forward the final adoption date of the Sustainable Environment Strategy to March 2019. There are a number of vital stages to be completed in the development of the Strategy between now and June 2019 (this date supported by Council at a workshop on 11 April 2017). This includes reviewing all related strategies, policies and plans, establishing baseline data in the areas of water, energy and waste against which future measurement and reporting can take place, and the development of appropriate targets, performance indicators and measurement tools. The latter steps in this process will require the expert guidance of a specialist consultant and the budget for this work is included in the 2018/19 financial year. The consultant is intended to be engaged in the first quarter of 2018/19, following adoption of the budget. This work will then inform the content for the Strategy. The Strategy is intended to be put to Council for consideration to adopt for public consultation in early 2019 and the remainder of the financial year will be necessary to complete advertising and report back to Council on the outcomes of this process to finalise the document. It is necessary for each stage in the project to be completed so the full financial year is required to complete this process.

Given that the draft Strategy is planned to be presented to Council for approval to advertise by March 2019, Council will have ample prior opportunity to consider and have due regard to the draft Strategy in its Budget deliberations for 2019/20.

In relation to Recommendation 4, Administration supports the inclusion of net zero emission targets within the Sustainable Environment Strategy. Emission baselines for the City's stationary power generation, transport and organic waste management can be set out within the Strategy to inform short, medium and long-term emission targets. Specific actions (and funding) to achieve those targets will then need to be incorporated into the Corporate Business Plan and Long Term Financial Plan to facilitate those targets being met. Additionally,

strategies for engaging, supporting and incentivising the community's move toward zero carbon emissions can also be included.

In relation to Recommendation 5, Administration supports consideration of carbon emissions resulting from the management of waste within the Waste Management Strategy that is currently being prepared.

When considering the effect of climate change on the City's risk profile, it is important to note that the AS/NZ 31000 standard defines risk as "The effect of uncertainty on objectives" and the City's risk management framework defines strategic risks as "risks associated with achieving the organisation's long term, strategic objectives." Therefore, when considering the concept of a "climate change emergency" through the lens of the City's risk framework it will be important to do so within the context of its effect on the City's strategic objectives (defined as "outcomes" in the draft Strategic Community Plan). Consequently, it may be that the risk of climate change could be considered to be "Extreme" within a global context due to its high likelihood and severe consequence of doing nothing. But the risk may not be rated as such within the context of the City of Vincent and its strategic objectives. In fact, for the City's purposes, it could be more valuable to consider a range of climate change related impacts such as:

- The health and safety of residents and communities may be at risk from more intense extreme weather events, vector diseases, food safety and water quality issues.
- Future climatic changes may make it difficult to maintain the amenity of and service level to the City's parks, reserves, leisure facilities, landscaped areas and natural areas.

Expressing climate change risks in this way provides the City with the means of developing appropriate risk treatments and prioritising them along with a range of other strategic risks.

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

Nil

**16 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES**

**17 URGENT BUSINESS**

Nil

**18 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED****18.1 CONFIDENTIAL LATE REPORT: PROPOSED AMENDMENT TO CHIEF EXECUTIVE OFFICERS EMPLOYMENT CONTRACT**

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):**

- (a) a matter affecting an employee or employees

**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.

**19 CLOSURE**