



CITY OF VINCENT

AGENDA

Council Briefing 4 December 2018

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

David MacLennan
Chief Executive Officer

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PROCEDURE FOR PUBLIC SPEAKING TIME

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

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

1. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
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.

RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS

- All Ordinary and Special Council Meetings are electronically recorded except when the Council resolves to go behind closed doors;
- All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office;
- A copy of the recorded proceedings and/or a transcript of a particular section or all of a Council meeting is available in accordance with Policy No. 4.2.4 – Council Meetings – Recording and Web Streaming.
- Ordinary Meetings of Council and Council Briefings are streamed live on the internet in accordance with the City's Policy – 4.2.4 - Council Meetings Recording and Web Streaming. It is another way the City is striving for transparency and accountability in what we do.
- The live stream can be accessed from <http://webcast.vincent.wa.gov.au/video.php>
- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Manager Governance and Risk on 08 9273 6538.

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1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Cr Dan Loden on approved leave of absence from 4 December 2018 to 18 December 2018.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS**4 DECLARATIONS OF INTEREST**

5 DEVELOPMENT SERVICES

5.1 NO. 16 (LOT: 13; D/P: 613) WELLMAN STREET, PERTH - AMENDMENT TO EXISTING APPROVAL FOR LIGHT INDUSTRY (MEAT PACKING FACILITY)

TRIM Ref: D18/166535

Author: Fiona Atkins, Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: South

Attachments:

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Extract of Minutes of the Ordinary Meeting of Council 30 June 2015 [↓](#) 
3. Attachment 3 - Development Plans [↓](#) 
4. Attachment 4 - Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application to amend the development approval (5.2014.638.1) granted on 30 June 2015 for an Industry – Light Use (Meat Packing Facility) at No. 16 (Lot: 13; D/P: 613) Wellman Street, Perth, subject to the following condition:

1. All conditions and advice notes continue to apply to this approval, with exception of Condition 10 which is deleted.

PURPOSE OF REPORT:

To consider an application to amend the existing development approval for a Light Industry (Meat Packing Facility) at No. 16 Wellman Street, Perth.

PROPOSAL:

The application proposes to amend the conditions of approval so as to extend the term of approval for an additional five years.

BACKGROUND:

| | |
|-----------------------------|---|
| Landowner: | Galaxy Group Pty Ltd |
| Applicant: | Raymond Dong |
| Date of Application: | 16 August 2018 |
| Zoning: | MRS: Urban LPS2: Zone: District Centre R Code: N/A |
| Built Form Area: | Town Centre |
| Existing Land Use: | Light Industry (Meat Packing Facility) |
| Proposed Use Class: | Light Industry |
| Lot Area: | 462m ² |
| Right of Way (ROW): | No |
| Heritage List: | No |

The subject site is located on the eastern side of Wellman Street, which is characterised by other similar light industry uses on the same side of the road and the rear of residential properties (facing Brookman Street) on the western side. The location of the site is included as **Attachment 1**. Under the City's Local Planning Scheme No. 2 (LPS2), the subject site and those adjoining it are zoned District Centre, with the residential area to the west is zoned Residential R25.

At its meeting of 11 June 2013, Council resolved to grant a development approval for the subject site to operate as Light Industry (Meat Packing Facility), subject to a 12 month time-limitation. This time limit was applied to the approval as a cautionary measure as the City received numerous objections during the community consultation period. The time limit was intended to give the City a further opportunity to assess the impact of the use on the locality.

At its meeting of 30 June 2015, Council resolved to approve the use for a further three years after the date of issue of the approval letter, on the basis that it had not had a negative impact on the surrounding locality. The time limitation was imposed due to the potential for the Light Industry use to be a prohibited use within the District Centre zone under the (then) future LPS2. A copy of the approval including the approved development plans is included as **Attachment 2**.

The existing approval on the site lapsed on the 23 July 2018. Administration advised the business operator of this fact and on 16 August 2018, the City received an application to amend Condition 10 of the existing development approval, so as to extend the operating timeframe for the business.

DETAILS:

The use is operated by Westco Food Pty Ltd, and incorporates the processing, storage and packing of meat products. The work process is that a delivery truck from a supplier arrives with meat carcasses three to five times a week. The carcasses are then processed on site, which includes the cutting up and mincing of the meat products. The meat is then packaged and distributed, by delivery vans, directly to restaurants throughout the central Perth area.

The application seeks to amend the previous development approval issued by Council by amending Condition 10 which relates to the term of approval of the Light Industry (Meat Packing Facility) use, but does not propose to change the nature of the use in any way. As such, all remaining conditions (including hours of operation), included in **Attachment 2**, are proposed to remain unchanged.

The development plans and applicant's supporting letter are included as **Attachment 3**.

It should be noted that in terms of car parking the City's Policy 7.7.1 – Non Residential Parking Requirements requires the use to have two bays available on site, with four being provided. The proposal involves a surplus of four bays.

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

| Planning Element | Use Permissibility/ Deemed-to-Comply | Previously approved | Requires Discretion |
|--------------------|--------------------------------------|---------------------|---------------------|
| Land Use | | | ✓ |
| Parking & Access | ✓ | | |
| Bicycle Facilities | ✓ | | |
| Hours of Operation | | ✓ | |

Detailed Assessment

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

| Land Use | |
|-----------------------------|--|
| Deemed-to-Comply Standard | Proposal |
| Local Planning Scheme No. 2 | |
| "A" Use | Industry – Light (Meat Packing Facility) |

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

CONSULTATION/ADVERTISING:

Community consultation for the proposal occurred for a period of 14 days from 12 October 2018 to 26 October 2018. Community consultation was undertaken by a means of 19 written notifications being sent to all adjoining landowners as shown in Attachment 1 and a notice in the local newspaper. At the conclusion of the community consultation period, no submissions had been received.

Design Review Panel (DRP):

Referred to DRP: No

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

Delegation to Determine Applications:

The matter is being referred to Council as the application proposes to amend an application previously determined by Council.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

"Thriving Places

- *We are recognised as a City that supports local and small business."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Land Use

The use includes the processing, packing and storage of meat products, and is considered an Industry – Light for the purposes of LPS2.

The subject site is zoned District Centre Zone under LPS2, which has the following objectives:

- *To provide a community focus point for people, services, employment and leisure that are highly accessible and do not expand into or adversely impact on adjoining residential areas.*
- *To encourage high quality, pedestrian friendly, street orientated development that responds to and enhances the key elements of each District Centre, and to develop area for public interaction.*

- *To ensure levels of activity, accessibility and diversity of uses and density is sufficient to sustain public transport and enable casual surveillance of public spaces.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.*
- *To ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, high density residential and tourist accommodation, to meet the diverse needs of the community.*
- *To provide a broad range of employment opportunities to encourage diversity and self-sufficiency within the Centre.*
- *To encourage the retention and promotion of uses including but not limited to specialty shopping, restaurants, cafes and entertainment.*
- *To ensure that the City's District Centres are developed with due regard to State Planning Policy 4.2 – Activity Centres for Perth and Peel.*

The use contributes to the broad range of employment opportunities and retention of diverse uses and is complementary to the surrounding uses on Wellman Street, which include commercial and light industry uses including food packing and processing, shoe care products and other food industries. The use is consistent with the objectives of the District Centre zone.

Council must consider the compatibility of the use with its setting, which in this case, is the residential zoned land to the west. The following is relevant:

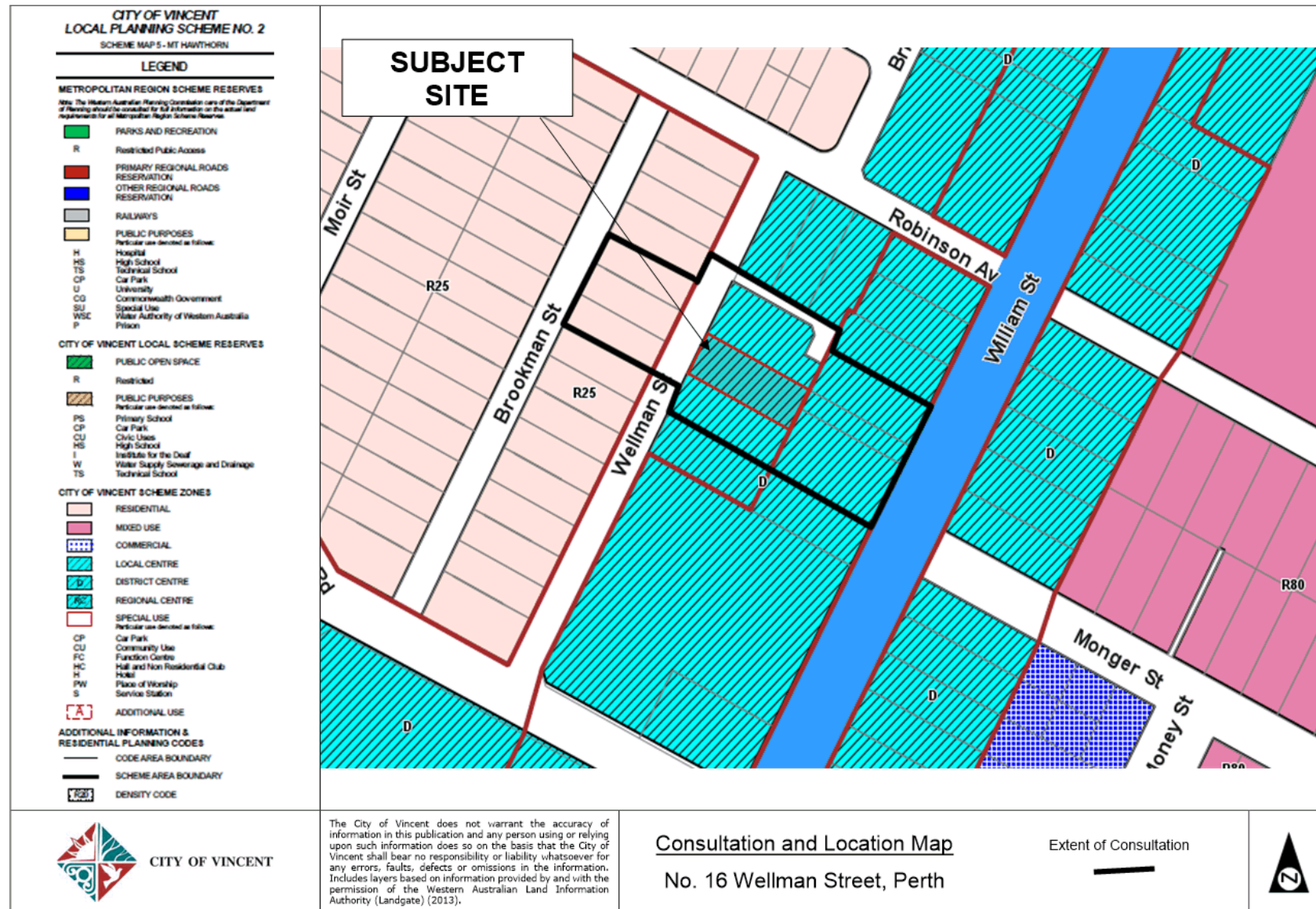
- Between June 2015 and February 2017, the City received complaints from surrounding residents in regards to noise and delivery trucks arriving outside of the hours of operation. No complaints have been received since February 2017, indicating that the business has rectified these matters and is operating within their conditions of development approval.
- The traffic is not considered to have a detrimental impact on the amenity of the area. Wellman Street is used only as a vehicle access point by the residential properties facing Brookman Street and as an access road for the other commercial and light industry businesses along Wellman Street.
- The use will continue to operate between the hours of 8:00am and 5:00pm Monday to Friday, which includes any truck movements to and from the site.
- The use contributes to the diverse uses within the zone, and contributes to passive surveillance of the residential properties backing on to Wellman Street.
- No objections were received from the nearby residential properties.

The use can be operated in a manner that mitigates any external impacts. A further time limitation is not necessary. It is open to Council to impose a time limitation on any approval.

Conclusion

The proposal requires Council to exercise its discretion in relation to the proposed use of the site. The continuation of the Industry – Light (Meat Packing Facility) use is appropriate and in accordance with the objectives of the District Centre zone of LPS2.

It is recommended that the application be approved.





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9.1.2 No. 16 (Lot: 13 D/P: 613) Wellman Street, Perth – Proposed Renewal of Approval for Existing Meat Packing Facility (Retrospective)

| | | | |
|-----------------------------|---|------------------|-----------------------|
| Ward: | South | Date: | 12 June 2015 |
| Precinct: | Precinct 13 – Beaufort | File Ref: | PR26808; 5.2014.638.1 |
| Attachments: | 1 – Consultation Map 2 – Development Application Plans 3 – Applicant's Letter 4 – Car Parking Assessment | | |
| Tabled Items: | Nil | | |
| Reporting Officer: | S Laming, Planning Officer (Statutory) | | |
| Responsible Officer: | G Poezyn, Director Planning Services | | |

OFFICER RECOMMENDATION:

That Council, in accordance with the provision of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, **APPROVES** the application submitted by R Dong on behalf of the owner Galaxy Group Pty Ltd, for the proposed Renewal of Approval for Existing Meat Packing Facility (Retrospective) at No. 16 (Lot: 13 D/P 613) Wellman Street, Perth as shown on plans stamp dated 13 November 2014, included as Attachment 2, subject to the following conditions:

1. Active Street Front

Windows, doors and adjacent areas fronting Wellman Street shall maintain an active and interactive relationship with the street;

2. Gross Floor Areas

The Gross Floor Areas shall be limited to a maximum of 560 square metres for the Light Industry component. Any increase in floor space or change of use for the subject land shall require Planning Approval to be applied to and obtained from the City;

3. Hours of Operation

3.1 The hours of operation shall be limited to 8.00am to 5.00pm Monday to Friday and closed on Saturdays, Sundays, and Public Holidays; and

3.2 Deliveries to the site are to occur during the permitted hours of operation only;

4. Deliveries

All deliveries involving meat to and from the site shall be:

4.1 loaded and unloaded within the warehouse and no delivery vehicles shall be permitted to park outside of the warehouse; and

4.2 the engines of the delivery vehicles shall be turned off while being loaded or unloaded;

5. Lighting

Any lighting used on the lot shall not spill into the adjoining residential area;

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6. Sale Limitations

No sale of goods directly from the warehouse is permitted;

7. Landscaping

Existing landscaping within the front setback area between the car bays and warehouse including trees and shrubs shall be maintained to the satisfaction of the City;

8. Bollard

The bollard required for the disabled shared access car bay shall only be lowered to allow for the delivery vehicle to access the warehouse for loading and unloading, and must be up at all other times; and

9. External Fixtures

All external fixtures shall not be visually obtrusive from Wellman Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like.

ADVICE NOTES:

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Building Permit application, being submitted to and approved by the City prior to the erection of the signage.

Moved Cr Cole, Seconded Cr Topelberg

That the recommendation be adopted.

Debate ensued.

AMENDMENT 1:

Moved Cr Cole, Seconded Cr Topelberg

That a new Condition 10 be inserted as follows:

“10. Approval Period

This Planning Approval is for a time-limited term of three years from the date of issue of the letter of approval. The Approval will cease to be valid after the expiry of this term.”

AMENDMENT 1 PUT AND CARRIED (6-1)

For: Presiding Member Mayor Carey, Cr Cole, Cr Harley, Cr McDonald, Cr Topelberg and Cr Wilcox

Against: Cr Peart

(Cr Buckels was on approved leave of absence.)

(Cr Pintabona was an apology for the Meeting.)

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AMENDMENT 2:

Moved Cr Topelberg, Seconded Cr Cole

That a new Advice Note be inserted as follows:

2. The three year term of approval relates to the proposed use being an X use under proposed Town Planning Scheme 2.

AMENDMENT 2 PUT AND CARRIED UNANIMOUSLY (7-0)

(Cr Buckels was on approved leave of absence.)

(Cr Pintabona was an apology for the Meeting.)

MOTION AS AMENDED PUT AND CARRIED UNANIMOUSLY (7-0)

(Cr Buckels was on approved leave of absence.)

(Cr Pintabona was an apology for the Meeting.)

COUNCIL DECISION ITEM 9.1.2

That Council, in accordance with the provision of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, **APPROVES** the application submitted by R Dong on behalf of the owner Galaxy Group Pty Ltd, for the proposed Renewal of Approval for Existing Meat Packing Facility (Retrospective) at No. 16 (Lot: 13 D/P 613) Wellman Street, Perth as shown on plans stamp dated 13 November 2014, included as Attachment 2, subject to the following conditions:

1. **Active Street Front**

Windows, doors and adjacent areas fronting Wellman Street shall maintain an active and interactive relationship with the street;

2. **Gross Floor Areas**

The Gross Floor Areas shall be limited to a maximum of 560 square metres for the Light Industry component. Any increase in floor space or change of use for the subject land shall require Planning Approval to be applied to and obtained from the City;

3. **Hours of Operation**

3.1 The hours of operation shall be limited to 8.00am to 5.00pm Monday to Friday and closed on Saturdays, Sundays, and Public Holidays; and

3.2 Deliveries to the site are to occur during the permitted hours of operation only;

4. **Deliveries**

All deliveries involving meat to and from the site shall be:

4.1 loaded and unloaded within the warehouse and no delivery vehicles shall be permitted to park outside of the warehouse; and

4.2 the engines of the delivery vehicles shall be turned off while being loaded or unloaded;

5. **Lighting**

Any lighting used on the lot shall not spill into the adjoining residential area;

6. **Sale Limitations**

No sale of goods directly from the warehouse is permitted;

7. **Landscaping**

Existing landscaping within the front setback area between the car bays and warehouse including trees and shrubs shall be maintained to the satisfaction of the City;

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8. **Bollard**

The bollard required for the disabled shared access car bay shall only be lowered to allow for the delivery vehicle to access the warehouse for loading and unloading, and must be up at all other times; and

9. **External Fixtures**

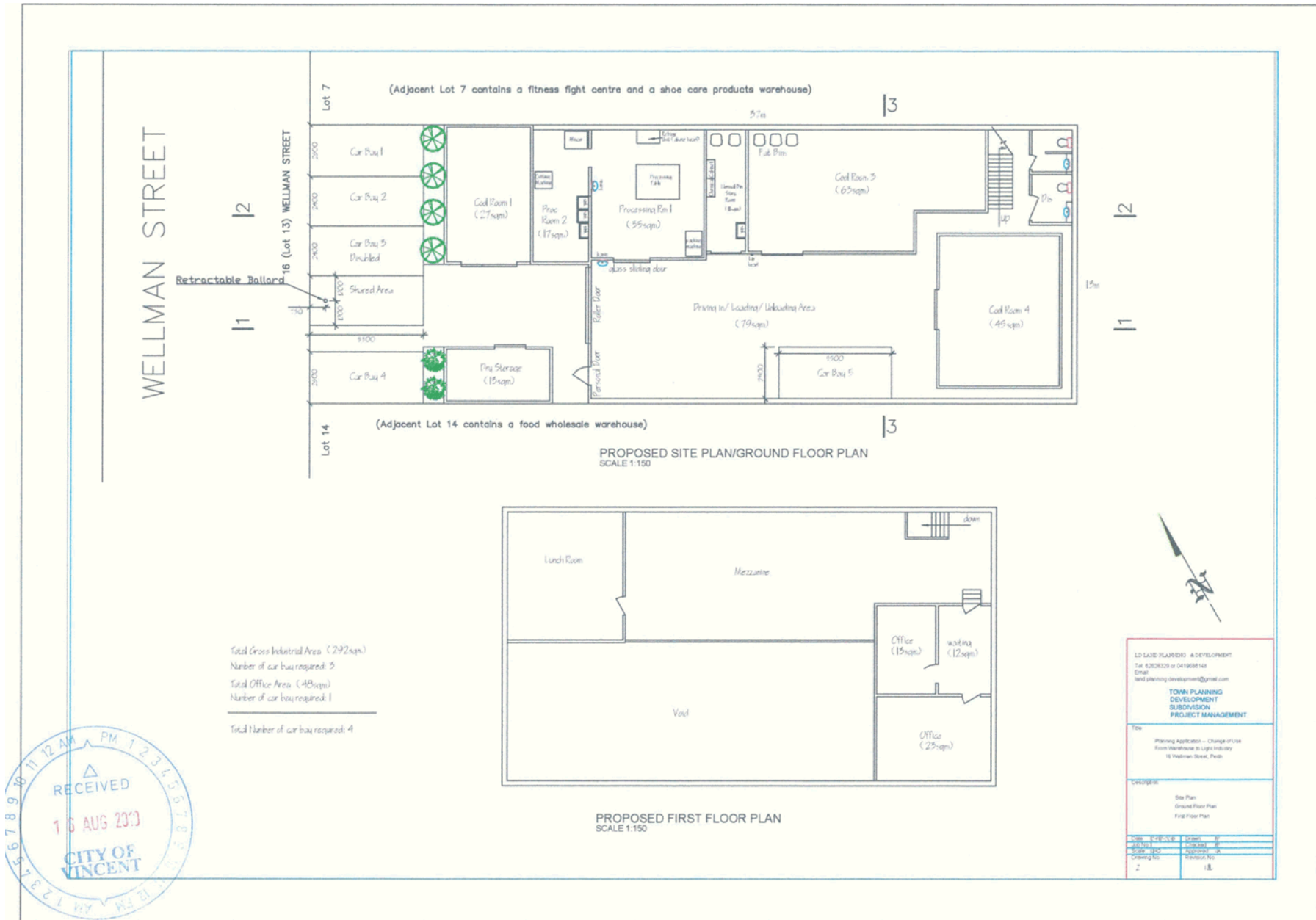
All external fixtures shall not be visually obtrusive from Wellman Street and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like.

10. **Approval Period**

This Planning Approval is for a time-limited term of three years from the date of issue of the letter of approval. The Approval will cease to be valid after the expiry of this term.

ADVICE NOTES:

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Building Permit application, being submitted to and approved by the City prior to the erection of the signage.
 2. The three year term of approval relates to the proposed use being an 'X' (prohibited) use under proposed Town Planning Scheme 2.
-





Determination Advice Notes:

1. All 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 Building Permit application, being submitted and approved prior to the erection of the signage.
2. The development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
3. If the 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.
4. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

5.2 NO. 342 (LOT: 101; D/P: 43048) WILLIAM STREET, PERTH - PROPOSED CHANGE OF USE FROM SHOP TO RESTAURANT/CAFE

TRIM Ref: D18/170571

Author: Fiona Atkins, Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: South

Attachments:

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

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the proposed Change of Use from Shop to Restaurant/Café at No. 342 (Lot: 101; D/P: 43048) William Street, Perth, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

1. Use of Premises

1.1 The area shown as 'Restaurant/Café' on the approved plans shall be used in accordance with the definition of 'Restaurant/Café' as defined by the City's Local Planning Scheme No. 2; and

1.2 The maximum of 63 people shall be on site at any one time;

2. Car Parking and Access

The Parking Management Plan approved as part of this application shall be implemented to the satisfaction of the City prior to the use or occupation of the development;

3. Cash in Lieu

A cash-in-lieu contribution shall be paid to the City for the shortfall of 1.25 car bays, based on the cost of \$5,400 per bay as set out in the City's 2018/2019 Schedule of Fees and Charges being a contribution of \$6,750 prior to the commencement of development or by entering into a written agreement to the City to pay the cash-in-lieu over an agreed period up to five years;

4. Signage

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 Planning Application and all signage shall be subject to a Building Permit application, being submitted and approved prior to the erection of the signage; and

5. 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 change of use from a Shop to a Restaurant/Café at No. 342 William Street, Perth.

PROPOSAL:

The application proposes the use of the subject tenancy as a dine-in and take-away restaurant, employing up to two staff members and accommodating up to 56 dine in customers at any one time, with five additional chairs to be provided for takeaway customers.

The proposed hours and days of operation are Tuesday to Sunday from 11:00am to 2:00pm and 5:00pm to 10:00pm.

BACKGROUND:

| | |
|-----------------------------|---|
| Landowner: | Lon Tran and My Linh Lam |
| Applicant: | Lon Tran and My Linh Lam |
| Date of Application: | 22 August 2018 |
| Zoning: | MRS: Urban LPS2: Zone: District Centre R Code: N/A |
| Built Form Area: | Town Centre |
| Existing Land Use: | Shop |
| Proposed Use Class: | Restaurant/Cafe |
| Lot Area: | 248m ² |
| Right of Way (ROW): | No |
| Heritage List: | No |

The subject site is located near the intersection of William Street and Newcastle Street and is currently vacant. The site accommodated no car or bicycle parking.

DETAILS:**Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2). 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 | ✓ | |
| Car Parking | | ✓ |
| Bicycle Facilities | | ✓ |

Detailed Assessment

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

| Car Parking | |
|---|--|
| Deemed-to-Comply Standard | Proposal |
| Policy No. 7.7.1 – Non-Residential Development Parking Requirements <u>Car bays</u> 9.45 car bays required based on 0.15 bays per person <u>Bicycle Facilities</u> 1 short term bicycle bay required | The site accommodates no vehicle or bicycle parking and the proposal does not involve the provision of any such parking. |

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

CONSULTATION/ADVERTISING:

The City's application was required to be advertised as the proposal does not meet the parking minimum requirements imposed by the City's Policy No. 7.7.1 – Non Residential Parking Requirements. This variation is required to be advertised to the surrounding land owners, as per the requirements of Policy No. 4.1.5 - Community Consultation. The application was advertised from 18 October 2018 to 31 October 2018, with the method of consultation being letters mailed to surrounding owners and occupiers, the extent of which is shown on **Attachment 1**.

A total of two submissions were received, both being objections to the proposal. The main concerns raised within the submissions are:

- that the proposal erodes the diversity of uses in the area;
- the impact that the lack of parking may have on the area;
- the pressure that the take-away component of the restaurant may have on parking, in terms of short term parking requirements, and the illegal parking that may be caused by this;
- whether the proposal includes alfresco seating, and that the applicant had not, at the time of advertising, provided a Parking Management Plan.

A summary of submissions and officer's comments can be found at **Attachment 4**.

Design Review Panel (DRP):

Referred to DRP: No

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.7.1 – Non-Residential Parking Requirements.

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

Delegation to Determine Applications:

In accordance with the City's Delegated Authority Register approved at Ordinary Meeting of Council held on 26 June 2018, this application for development is being referred to Council as it proposes a parking bay shortfall greater than five bays.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

"Thriving Places

- *We are recognised as a City that supports local and small business."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:Car and Bicycle Parking

Car parking requirements for a restaurant/café are determined by Policy No. 7.7.1 – Non Residential Parking Requirements. Under the Policy, the proposed use requires the provision of 9.45 parking bays. As the proposal does not involve the provision of any bays, the applicant was required to submit a Parking Management Plan. The submitted Parking Management plan is included as **Attachment 3**. In considering the matter, the following is relevant:

- The subject site was granted development approval as a Shop in October 1985. Whilst it is not clear what specific parking concession was granted at the time, based on the current Policy requirements, the existing Shop would require the provision of 8.2 bays. The site accommodates a nominal credit of that number of bays, meaning that the current proposal represents a further variation of only 1.25 bays.
- On-street parking is available along William Street, subject to a 2 hour time limitation between 8am and 7pm, every day.
- There are existing bicycle bays in the surrounding area.
- As the subject site is located on William Street, with no rear access or room available on the site that is not occupied by the building, there is no opportunity to provide further parking bays on site.
- The applicant has indicated that they expect many customers to utilise public transport or walk to their premises. The subject site is located 700 metres from Perth train station, and the Blue Cat runs along Aberdeen Street with the closest stop approximately 240 metres from the subject site. Transperth bus numbers 16, 60, 64, 67, 68, 653 and 950 all run along Beaufort Street, with services running every 5 to 10 minutes during peak periods. The closest bus stop, located adjacent to Weld Square, is approximately 400 metres away from the subject site.
- Given the central location of the site, it is expected that at least some of the customers to the restaurant will also visit other sites in the local area, which would reduce the impact of the parking shortfall.
- A loading zone (with a 15 minute maximum time limit) is located directly in front of the subject tenancy, providing easy access to the site for delivery vehicles.

Based on the above, the proposal is considered acceptable, subject to the imposition of conditions on any approval that requires the payment of a cash-in-lieu contribution for 1.25 car parking bays.

Activation of the area

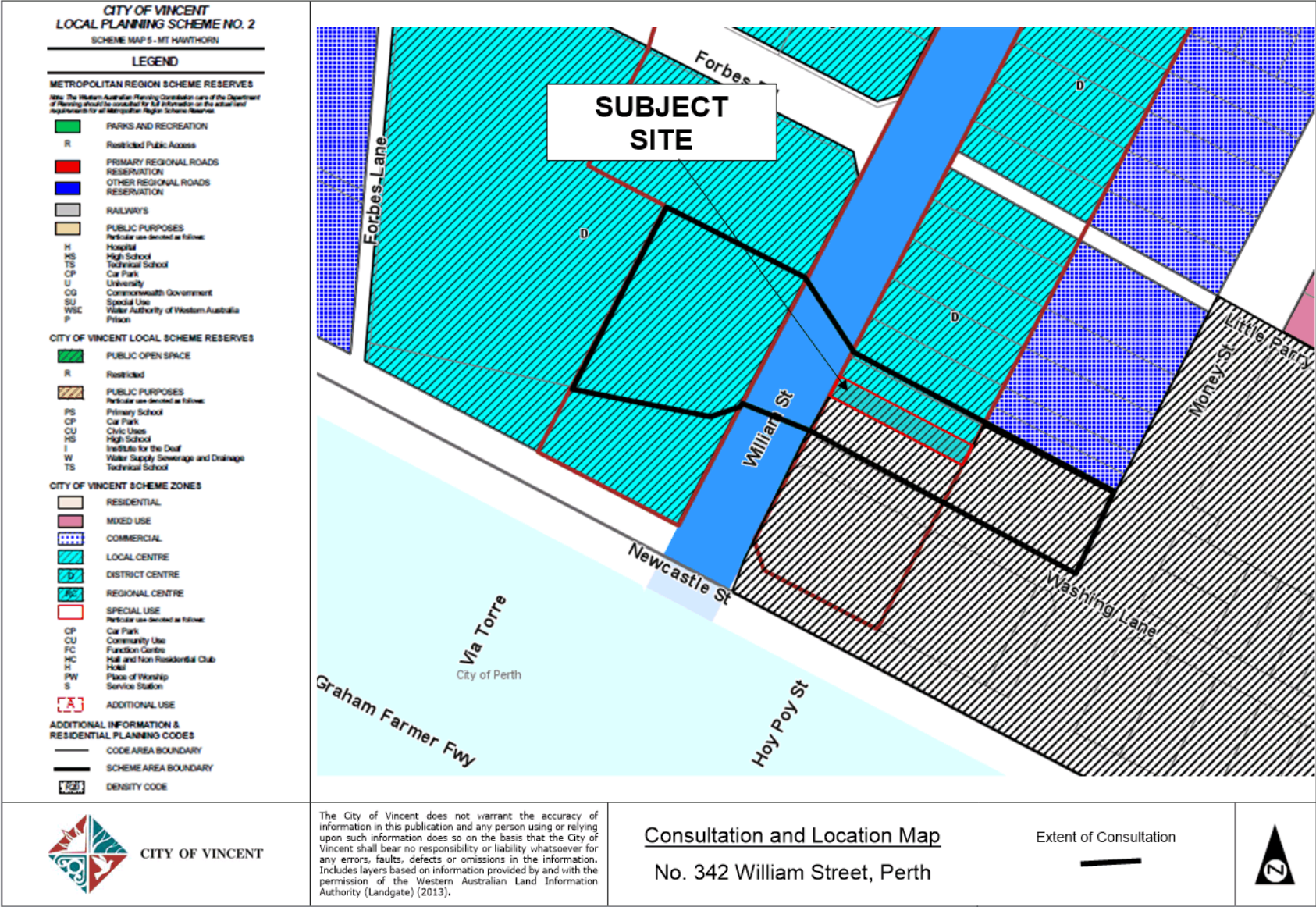
The immediate surrounding locality is characterised by a range of uses including shops and restaurants/cafes, including a wide range of Asian restaurants and grocery stores, which have created a precinct that attracts both tourists and locals to an area that is easily accessible by public transport and walking. The proposed use is considered to be consistent with both the character of the local area and the various objectives of the District Centre zone. The City's Place Management team has indicated that the subject area is currently experiencing issues with businesses closing down and that commercial uses that results in foot traffic and activity on the street should be encouraged.

Conclusion

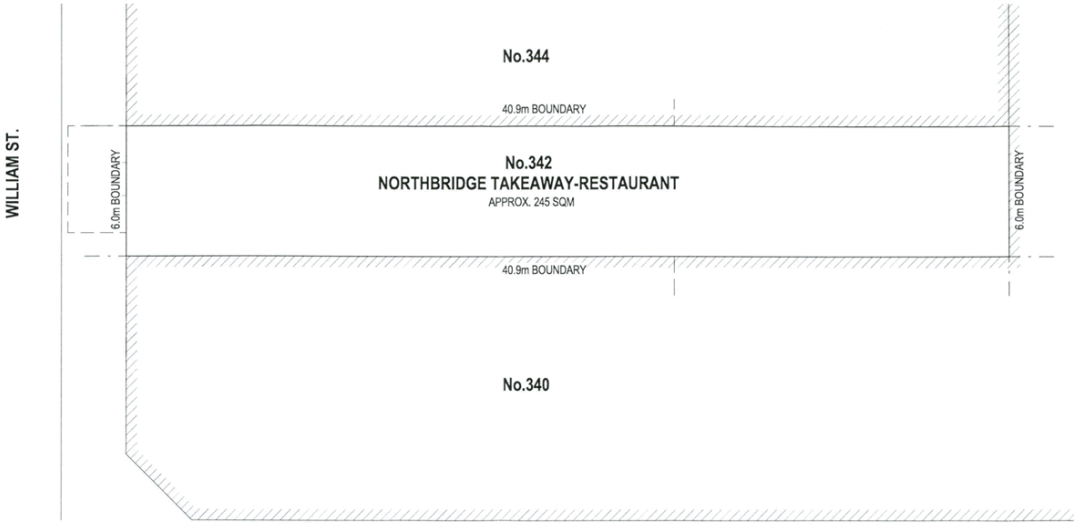
Council is required to exercise its discretion regarding this development application for a change of use to a restaurant/café in terms of the provision of car parking.

The proposed land use and associated car parking is considered to be appropriate for the subject site and will not have a negative impact on the amenity of the locality.

It is recommended that the application be approved.







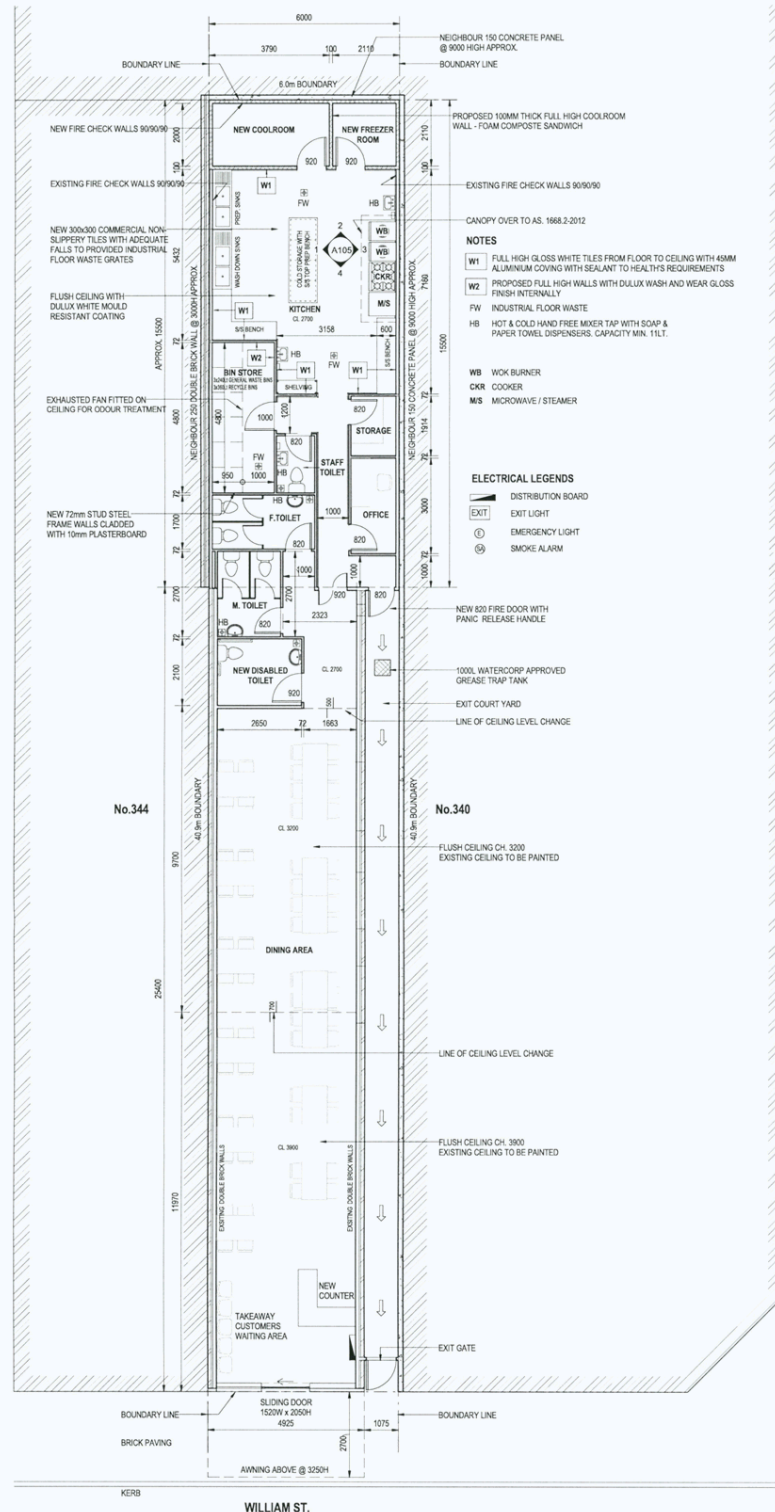
SITE PLAN
1 : 200



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| | | | | | | | |
|---------|--|-------------|-------|---------------|-----------------------|-------|-------------------|
| Project | NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT | Project No. | 02/18 | Drawing Title | SITE PLAN | | |
| Address | 342 WILLIAM STREET, VINCENT | Status | | Drawing No. | A101 | Scale | 1 : 200 @ A3 Size |
| | | | | Date | 11/08/2018 2:31:30 PM | | |



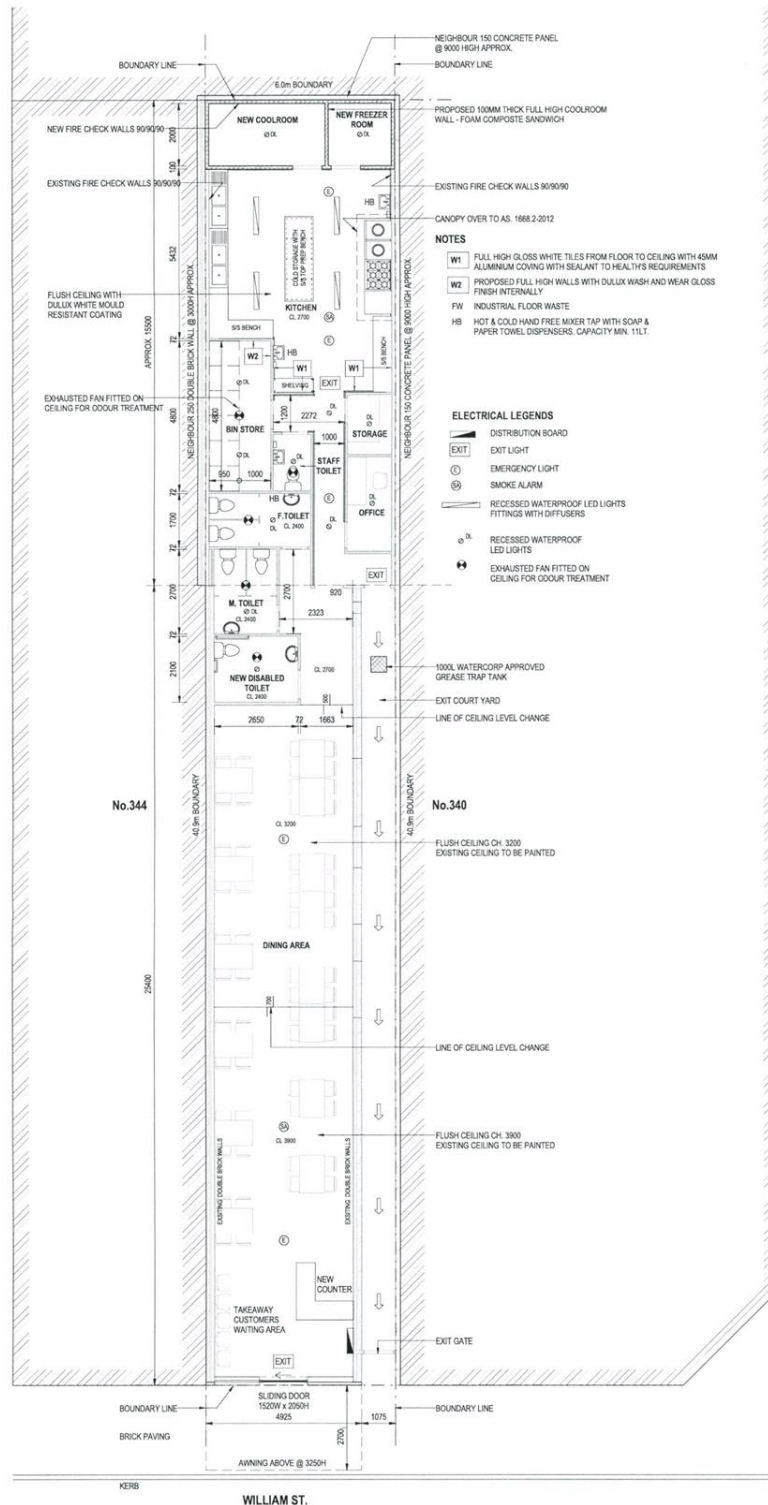
FLOOR PLAN
1: 100



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Do not scale the drawings

Project NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT
Address 342 WILLIAM STREET, VINCENT

| Project No. | Drawing Title | FLOOR PLAN |
|-------------|------------------|------------------------|
| Status | Drawing No. A102 | Scale 1: 100 @ A2 Rev. |

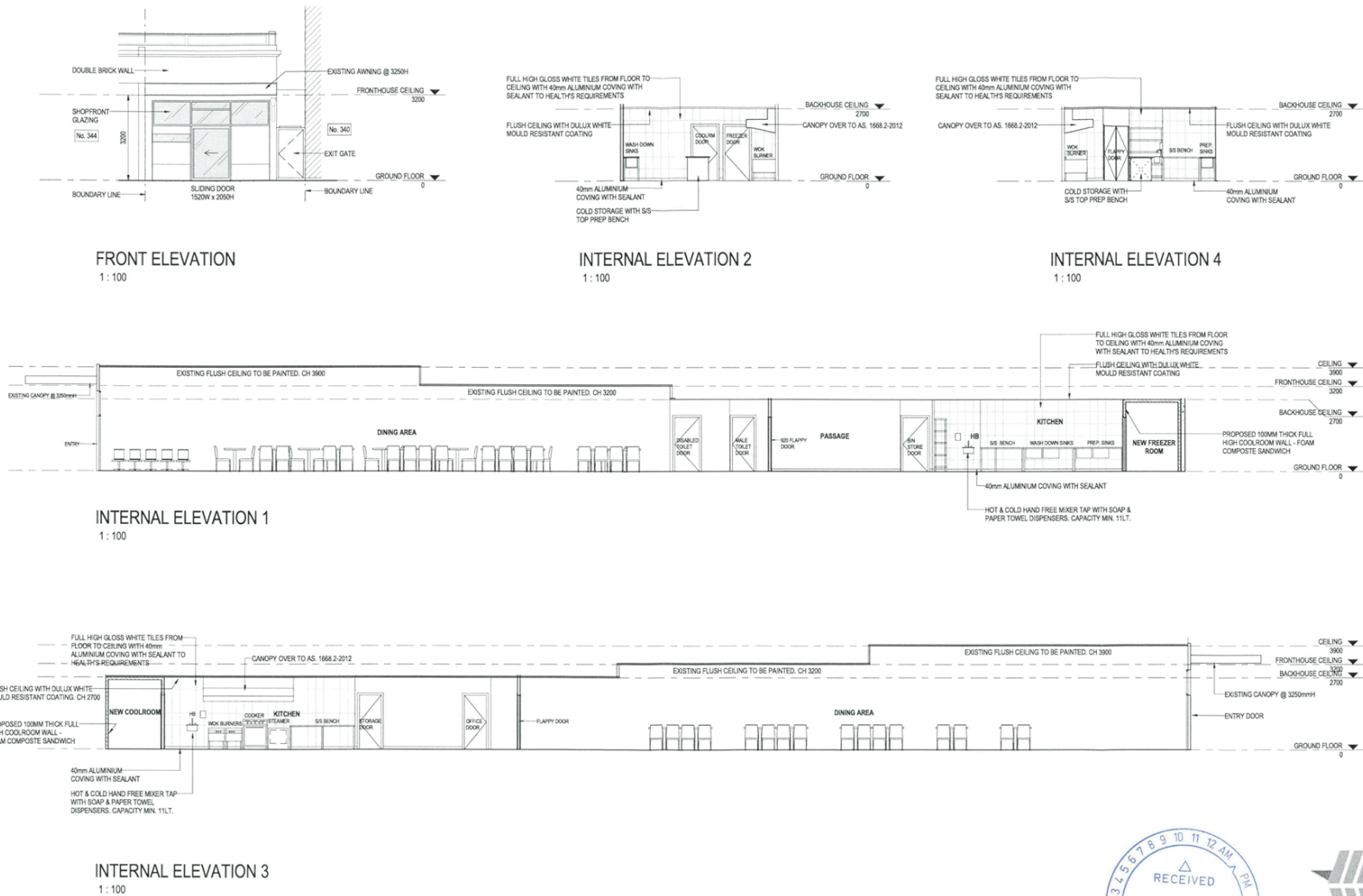


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Project **NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT**
Address 342 WILLIAM STREET, VINCENT

Project No. Drawing Title **CEILING PLAN**
Status Drawing No. A103 Scale 1:100 @ A2 Rev.

10/08/2018 3:20:14 PM



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Project: NORTHBRIDGE TAKEAWAY - RESTAURANT INTERNAL FIT OUT
Address: 342 WILLIAM STREET, VINCENT

| Project No. | Drawing Title | Drawing No. | Scale | Rev. |
|-------------|---------------|-------------|------------|------|
| | | A105 | 1:100 @ A2 | |

ELEVATIONS



PARKING MANAGEMENT PLAN FRAMEWORK

| Owner/Applicant Details | |
|---|------------|
| Name: | Simon Pham |
| <p style="color: red; text-align: center;">Landowners Contact Details Concealed for Privacy</p> | |

| Property Details | |
|------------------|--------------------------------|
| Lot Number: | 101 |
| Address: | 342 William Street, Perth 6000 |

| Parking Allocation | |
|---|------------------------------------|
| Total Number Car Parking Spaces: | 0 |
| Total Number Short Term Bicycle Parking Spaces: | 13 (in immediate surrounding area) |
| Total Number Long Term Bicycle Parking Spaces: | 0 |
| Total Number Other Bays: | 0 |

| Development Type | Development Users | Parking Allocation | | | |
|------------------|-------------------|--------------------|----------------|--------------------|------------------|
| | | Type / Duration | No. Car spaces | No. Bicycle Spaces | No. Other Spaces |
| Restaurant | Staff | - | 0 | 0 | 0 |

| | | | | | |
|--|-----------|---|---|---|---|
| | Customers | - | 0 | 0 | 0 |
| | Other | - | 0 | 0 | 0 |

Alternative Transport:

| Transport Option | Type & Level of Service |
|-------------------------|---|
| Public Transport | |
| Train | Perth Station located 700 metres away (by foot), with access to Armadale/Thornlie Line, Fremantle Line and Midland line. Perth Underground Station located 800 metres away (by foot) with access to Joondalup Line and Mandurah Line. |
| Bus | Blue CAT bus stop. 12937 located 268 metres away, Blue CAT bus stop. 12938 located 366 metres away. Perth Busport Station located 800 metres away (by foot). |
| Pedestrian | |
| Paths | Footpaths directly in front of property and surrounds |
| Facilities | Traffic lights with pedestrian crossing |
| Cycling | |
| Paths | Footpath shared with pedestrians |
| Facilities | None |
| Secure Bicycle Parking | Short-term bicycle racks located around property |
| Lockers | None |
| Showers/Change Room | None |

Public Parking:

| | No. Marked Spaces | Location | Parking Restrictions |
|--------------------|-------------------|--|--------------------------------------|
| .On Street Parking | 12 | Along William Street and within walking distance | 2 hour maximum, paid ticket required |

Page 2 of 3

| | | | |
|--------------------|---|---|---|
| | | | |
| Off Street Parking | 0 | - | - |

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><u>Land Use</u></p> <ul style="list-style-type: none"> The proposed use contributes to the erosion of diversity along William Street. Another food business will not contribute as much to the locality as a shop. Can the City confirm if alfresco seating will be used or proposed? Would the operator need to apply for a separate alfresco permit? Has alfresco customers been taken into consideration with the total number of patrons? Believe the ad-hoc approval of food businesses is depriving the area of the opportunity to thrive as a diverse and interesting city fringe location. | <p>A Restaurant/Café is a permissible use on the subject site under the City's Local Planning Scheme No. 2. The City does not consider market forces as part of their planning assessment, and can only consider uses as per the planning scheme, strategies and policies.</p> <p>Alfresco seating has not been submitted as part of the planning application. If the applicant wished to have alfresco seating they would apply online to the City. As the City's Place team are actively encouraging alfresco dining within the town centres and major entertainment precincts, such as William Street, the City would consider an application for alfresco dining at this site. Parking is not considered when a restaurant applies for an alfresco license.</p> |
| <p><u>Car Parking</u></p> <ul style="list-style-type: none"> The car parking shortfall is not able to be accommodated in the surrounding area, as the City's own data shows that parking availability is almost non-existent in this area, particularly during peak restaurant times. Even if the applicant is required to pay cash in lieu at the full rate, we are not aware of any plans that the City has for how this money would be spent in this area to alleviate parking pressure. The proposed take away component requires short term parking bays in the immediate vicinity for customers and presumably delivery drivers. This is not addressed in the proposal and there are not short term bays located in close proximity. Customers and business owners using our driveway as a parking bay is a significant issue already, and could be exacerbated by this business with no parking bays. The use of our private car park by patrons of the restaurant is of significant concern. Customer access for our tenants is provided on site, and it is not fair that our tenants should have to monitor car parking access by patrons of other businesses. This can only be exacerbated by the proposal. If alfresco seating is proposed, would this impact upon the parking requirements. The applicant has not submitted any justification or management plan for parking and access. This is likely because there is no reasonable plan to alleviate the parking shortfall. | <p>The site is located in a highly central location, close to buses and Perth train station and within close proximity to walkable residential areas. These factors will be considered by the City's Councillors when determining the requirement for cash in lieu parking.</p> <p>The City's Rangers are able to assist with complaints regarding illegal parking, including the customers of other businesses parking on public property.</p> <p>Alfresco seating is applied for through a separate application process, and as no alfresco seating has been applied for at this stage, it has not been included in the assessment.</p> <p>The applicant has included a parking management plan, after the advertising process was completed. This has been included as an attachment to the Council Report, for the Elected Member's consideration.</p> |

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

Determination Advice Notes:

1. A 'restaurant/café' means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licensed under the Liquor Control Act 1988.
2. All 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 Building Permit application, being submitted and approved prior to the erection of the signage.
3. The development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
4. If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.
5. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

5.3 NO. 47 (LOT: 502; D/P: 50409) JUGAN STREET, MOUNT HAWTHORN - S.31 RECONSIDERATION - PROPOSED FIVE GROUPED DWELLINGS






TRIM Ref: D18/165733

Author: Fiona Atkins, Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: North

Attachments:

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Extract of Minutes of the Ordinary Meeting of Council 24 July 2018 and Refused Development Plans [↓](#) 
3. Attachment 3 - Current (amended) Development Plans [↓](#) 
4. Attachment 4 - Acoustic Report [↓](#) 
5. Attachment 5 - Determination Advice Notes [↓](#) 

RECOMMENDATION:

That the Council, in accordance with Section 31 of the *State Administrative Tribunal Act 2004*, the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **SETS ASIDE** its decision of 24 July 2018 and **APPROVES** the application for the proposed Five Grouped Dwellings at No. 47 (Lot: 502; D/P: 50409) Jugan Street, Mount Hawthorn, in accordance with plans provided in Attachment 3, subject to the following conditions, with the associated determination advice notes in Attachment 5:

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 wall is 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 screened from view from the street, and surrounding properties to the satisfaction of the City;

3. Construction Management Plan

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area, to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan shall be prepared in accordance with the requirements of the City's Policy No. 7.5.23 – Construction and include traffic and parking management requirements during construction. Construction on and management of the site shall thereafter comply with the approved Construction Management Plan;

4. Stormwater

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

5. Schedule of External Finishes

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

6. Verge Tree

No verge trees shall be removed without prior written approval from the City. The verge trees shall be retained and protected from any damage including unauthorised pruning, to the satisfaction of the City;

7. Clothes Drying Facility

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;

8. Landscape and Reticulation Plan

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

- The location and type of existing and proposed trees and plants;
- Areas to be irrigated or reticulated;
- The provision of a minimum 30 percent canopy cover at maturity; and
- The provision of three new street trees along the verges of Jugan and Leeder Streets at the full cost of the applicant; and

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;

9. Car Parking and Access

9.1 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 occupancy or use of the development;

9.2 Vehicle and pedestrian access points are required to match into existing footpath levels; and

9.3 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications;

10. Acoustic Report

All recommended measures in the Acoustic Report submitted as part of this development application 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;

11. Street Walls and Fence

The infill panels of the front fencing shall be 75 per cent visually permeable, in accordance with the requirements of the Residential Design Codes; and

12. General

The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists.

PURPOSE OF REPORT:

To reconsider an application for development approval for five grouped dwellings at No. 47 Jugan Street Mount Hawthorn (subject site) at the invitation of the State Administrative Tribunal (SAT).

PROPOSAL:

The application proposes the development of five, two-storey grouped dwellings facing Leeder Street. The vehicle access/egress for the grouped dwellings will be via a shared common driveway along the rear of the subject site accessible from Jugan Street. The plans can be viewed in **Attachment 3**.

BACKGROUND:

| | |
|-----------------------------|--|
| Landowner: | Lucia Anna Stott |
| Applicant: | New Country Dev Pty Ltd |
| Date of Application: | 4 April 2018 |
| Zoning: | MRS: Urban LPS2: Zone: Residential R Code: R100 |
| Built Form Area: | Residential |
| Existing Land Use: | Single House |
| Proposed Use Class: | Grouped Dwellings (5) |
| Lot Area: | 891m ² |
| Right of Way (ROW): | No |
| Heritage List: | No |

The subject site is a corner lot, located at the intersection of Jugan Street and Leeder Street, which terminates at a cul-de-sac. The site abuts a single storey dwelling to the north, and a church is located across Leeder Street to the south. The church is the only other development on Leeder Street. The subject site abuts vacant land to the west which is privately owned, zoned R100 and has no previous or current development applications or approvals. The subject site and the neighbouring sites along Jugan Street are zoned R100, however the sites along the opposite side of Jugan Street are zoned R60. The site and surrounding area are characterised by a mix of single and grouped dwellings developments ranging from one to three storeys in height. A location plan is included as **Attachment 1**.

At its Ordinary Council Meeting on 24 July 2018, Council resolved to refuse the development application for five grouped dwellings at the subject site as it was considered to lack the provision of visitor bays, had inadequate space for outdoor living areas and had insufficient provision of stores.

The previous determination and plans are included as **Attachment 2**.

Following Council's refusal, the applicant submitted an application for review with the State Administrative Tribunal (SAT). Administration attended a Mediation Session on 5 October 2018, where the City accepted reconsideration of the application, subject to amended plans being provided that addressed Council's reasons for refusal.

Following mediation, the applicant submitted amended plans for reconsideration, which are included as **Attachment 3**. The main changes from the original plans are summarised as follows:

1. The size of the outdoor living areas for each dwelling have been increased so as to be compliant with the area requirements of the R Codes.
2. The storerooms for units 2, 3 and 4 have been relocated to the balcony, and now satisfy the deemed to comply requirements in terms of size. It should be noted that the store for units 1 and 5 remain in the garages and are also compliant.
3. Changes to the colours and materials used in this design, as follows:
 - Timber detailing has been included within the gables of the dwellings.
 - The infill panels for the front fencing have been changed to be vertical panels to match the vertical battens in the gables.
 - The balustrading for the balconies have been changed to vertical infill to match the front fence and battens within the gables of the dwelling.

- Parts of the balcony have remained red brickwork rather than having all glass panels, resulting in the use of a variety of materials, and assisting in providing an element of privacy for the occupants of the dwellings.
- The provision of exposed eaves to the dwellings to enhance the character of the dwelling and provide visual interest.
- Parts of the grey render on the upper floor have been changed to white render.
- The white cladding on the upper floor has been changed to a light grey colour.

Council is now required to reconsider the proposal pursuant to Section 31 of the *State Administrative Tribunal Act 2004*.

DETAILS:

Summary Assessment

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

Detailed Assessment

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

| Lot Boundary Setbacks and Walls Built on Boundary | |
|--|---|
| Deemed-to-Comply Standard | Proposal |
| Clause 5.3 of Built Form Policy and 5.1.3 of the R Codes | |
| <u>West</u> | <u>West</u> |
| Unit 5: <u>Upper Floor</u> <i>Whole wall</i> Setback Required = 2.2m | Unit 5: <u>Upper Floor</u> <i>Whole wall</i> Setback Provided = 1.3m – 1.7m |
| <u>Ground floor</u> <i>Kitchen to living room wall</i> Setback Required = 1.5m | <u>Ground floor</u> <i>Kitchen to living room wall</i> Setback Provided = 1.017m – 1.5m |

| Outdoor Living Areas | |
|---|---|
| Deemed-to-Comply Standard | Proposal |
| <p>Clause 5.3.1 Outdoor Living Areas of the R Codes</p> <p>In accordance with Table 1 of the R Codes, each of the five grouped dwelling is required to have a 16 metre squared outdoor living area that must be:</p> <ul style="list-style-type: none"> • Behind the street setback area; • Directly accessible from a habitable room of the dwelling; • Minimum length and width dimensions of 4m; • To have at least two-thirds of the required area without permanent roof cover. | <p><u>Unit 1: Balcony</u> Minimum dimension: 1.2m</p> <p><u>Unit 1: Courtyard</u> Located within the street setback area.</p> <p><u>Unit 2: Balcony</u> Area without permanent roof cover: Nil</p> <p><u>Unit 3: Balcony</u> Area without permanent roof cover: Nil</p> <p><u>Unit 4: Balcony</u> Area without permanent roof cover: Nil</p> <p><u>Unit 5: Balcony</u> Area without permanent roof cover: Nil</p> |
| Parking and Access | |
| Deemed-to-Comply Standard | Proposal |
| <p>Clause 5.3.3 Parking of the R Codes</p> <p>1 visitor car bay provided on site provided by common access.</p> | <p>No shared visitor car bay provided on site.</p> |

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:

The proposal submitted for the reconsideration did not require additional community consultation as the development plans have not significantly changed from those previously considered by Council, and do not involve further departures from the deemed to comply requirements of the R Codes and Built Form Policy.

Design Review Panel (DRP):

Referred to DRP: Yes

The original application was referred to the DRP for comments on the 27 April 2018. The comments received are summarised as follows:

- Consider more articulation between the dwellings so that they look more like individual dwellings.
- Consider tandem parking to reduce the bulk of garages, potentially from two crossovers at Leeder Street. This would allow for north facing outdoor living areas and allow the dwellings to have better frontage to the primary street.
- Consider bringing the brickwork to the ground to emphasise the townhouse look. The gable end design elements could be further developed and emphasised to provide rhythm and provide a sense of individual identity for each of the townhouses.
- Unit 1 is a prominent unit on the corner. It needs to be carefully considered, perhaps with its own design elements to depart from the repetition of the adjacent units.
- Fencing is continuous and repetitive. Consider how the fence could be more informed and altered by redesign of the proposal; potentially reduced in height and made more visually permeable.
- Concerns regarding the lack of response to the north facing aspect and Jugan Street, including an unattractive facade to the driveway.
- Reconsider the orientation of the outdoor living areas to face north. The dimensions of the outdoor living areas need to be revised and compliant with the requirements of the R Codes. Consider flipping the design to provide private, rear courtyards.

- The site does not allow for the planting of mature trees to achieve canopy cover. Increase canopy cover to enhance the amenity of residents. Consider using native tree and shrub species to enhance local biodiversity.

Subsequently, the applicant lodged amended plans on 29 May 2018 to address the above comments. On 25 June 2018, the applicant submitted further plans detailing amendments to the materials and landscaping. It was the later plans that were refused by Council on 24 July 2018.

The plans submitted for reconsideration were referred to the Chair of the DRP for comments. In respect of the impact on the streetscape, the Chair commented that whilst the built form and scale of the corner unit is poorly resolved, he is supportive of the simplicity of the building materials, brick render and the corrugated roof used in the development.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

The applicant has exercised their right to have Council's initial decision to refuse the application reviewed by the SAT in accordance with Part 14 of the *Planning and Development Act 2005*. The SAT has invited Council to reconsider the application based on a revised proposal. In accordance with Section 31 of the *State Administrative Tribunal Act 2004*, Council in reconsidering the proposal may:

1. Affirm its decision;
2. Vary its decision;
3. Set aside the decision and substitute a new decision.

Should Council approve the application, the applicant may withdraw the appeal or alternatively, continue with the application for review in relation to one or more of the conditions imposed. If Council refuses the application, the applicant may request that the matter be determined by the SAT at a full hearing.

Delegation to Determine Applications:

The matter is being referred to Council as the proposal relates to a matter previously determined by Council, and as the development incorporates five grouped dwellings.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

"Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Should the matter proceed to a full SAT hearing, the City may need to engage a consultant to assist. Such engagement would incur a cost for the City.

COMMENTS:

The applicant has submitted amended plans to address the reasons for refusal. Some aspects of the proposal comply with applicable standards. The proposal maintains some departures to the requirements of the R Codes and Built Form Policy.

Lot Boundary Setbacks

The ground floor is set back 1.017 metres to 1.5 metres in lieu of the required 1.5 metres, and the portions of the upper floor are set back 1.3 metres to 1.7 metres in lieu of 2.2 metres.

In considering this matter, the following is relevant:

- The setback variation for the ground floor is relatively minor, and would be mitigated by the provision of a standard 1.8 metre residential dividing fence.
- The setback variation for the upper floor would not inhibit natural light and ventilation from reaching the neighbouring site, and would not present undue bulk to the adjoining property, which is currently vacant land adjacent to the Mitchell Freeway.
- The upper floor has no major openings facing towards the western boundary and would not result in a loss of privacy.
- No objections to the setback variation were received from the owners of the abutting property.

Based on the above, the setback variations are considered acceptable.

Outdoor Living Areas

One of the outdoor living areas for unit 1 involves a dimension less than 4 metres (balcony) and the other is located within the street setback area (courtyard). In considering these matters, the following is relevant:

- Unit 1 is provided is provided with both a balcony and a ground level courtyard. The combined area of those two spaces is 39.3 metres squared, well above the deemed to comply requirement.
- Both spaces are capable of use in conjunction with habitable rooms.
- Both spaces have a northern exposure and access to winter sun.

The outdoor living areas for units 2 to 5 have no portion that is uncovered, in lieu of the required minimum two-thirds of outdoor living area required to be uncovered. In considering this matter, the following is relevant:

- The outdoor living areas are directly accessed from habitable rooms of the dwelling.
- The open nature of the balconies and their north facing aspect means that they will be open to winter sun and ventilation.
- The balconies being raised above the natural ground level allows them to optimise the full extent of the northern aspect of the site.

The proposed outdoor living areas meet the Design Principles and are acceptable.

Parking and Access

The proposal does not comply with the requirements of the R Codes for visitor parking, as no shared visitor parking is provided in lieu of the one bay required. In considering this matter, the following is relevant:

- Due to the site's proximity to Glendalough train station, the proposed development falls into Location A under the R Codes, with each dwelling requiring only one car bay. As each dwelling is provided with two car bays, the site is provided with 10 resident bays in excess of the 5 required. This is considered to assist in alleviating any pressure placed on the surrounding area through the lack of an on-site visitor bay.

- The subject site is located approximately 450 metres away from Glendalough train station and 600 metres away from the bus stop at Anzac Road before Powis Street, which is serviced by a bus every 8 to 10 minutes in peak hour. The subject site is well serviced by public transport which would assist in mitigating the lack of a shared visitor bay.
- Leeder Street provides no access to the bike path located adjacent to Mitchell Freeway. Access is provided from the south end of Jugan Street, approximately 150 metres from the subject site.
- There are a number of car parking bays constructed within the Leeder Street verge.
- Given the low volumes of traffic, Leeder Street is able to accommodate on-street parking, particularly given the only other development in the cul-de-sac is a church.

The lack of a shared visitor parking bay would not impact on the locality as a surplus of parking is provided on site. The variation is acceptable.

Landscaping

The proposal does not comply with the Built Form Policy's requirements for landscaping, proposing 13.7 percent deep soil zone in lieu of the required 15 percent, and 25 percent tree canopy in lieu of the 30 percent canopy cover. The site could accommodate 30 percent canopy cover by incorporating appropriate tree species and distribution. It is recommended that a condition be imposed to that effect.

The development plans incorporate the provision of an additional street tree along Leeder Way. The applicant is willing to provide a further two street trees along Jugan Street in order to increase the tree canopy of the area and reduce the visual impact of the proposed two-storey development. It is recommended that a condition be imposed to that effect.

The proposed landscaping responds to the relevant design principles through the provision of tree canopy and deep soil zones that would contribute to the City's green canopy and would reduce the impact of the development on the surrounding residential area. The proposal is acceptable from a landscaping perspective.

Design

The storerooms for units 2, 3 and 4 have been relocated to the balconies and have been reconfigured to meet the minimum dimension requirements. The proposed storerooms are an inferior outcome and would materially affect the use of the subject balconies.

The applicant has made very minor changes to the building treatments in an attempt to make the development more sympathetic to the streetscape and local area. The addition of the timber detailing and exposed eaves does reflect elements of the broader locality and are supported. The DRP Chair is supportive of the simplicity of the building materials, brick render and the corrugated roof used in the development. The built form and scale of the corner unit is poorly resolved but, the visual impact of the Jugan Street elevation would be effectively moderated by the provision of on-site landscaping as well as two street trees.

Acoustic Report

Due to the proximity of the subject site to the Mitchell Freeway, the applicant has provided an acoustic report prepared by Resonate Consultants, dated 2 July 2018, in accordance with the requirements of State Planning Policy 5.4 Road and Rail Noise.

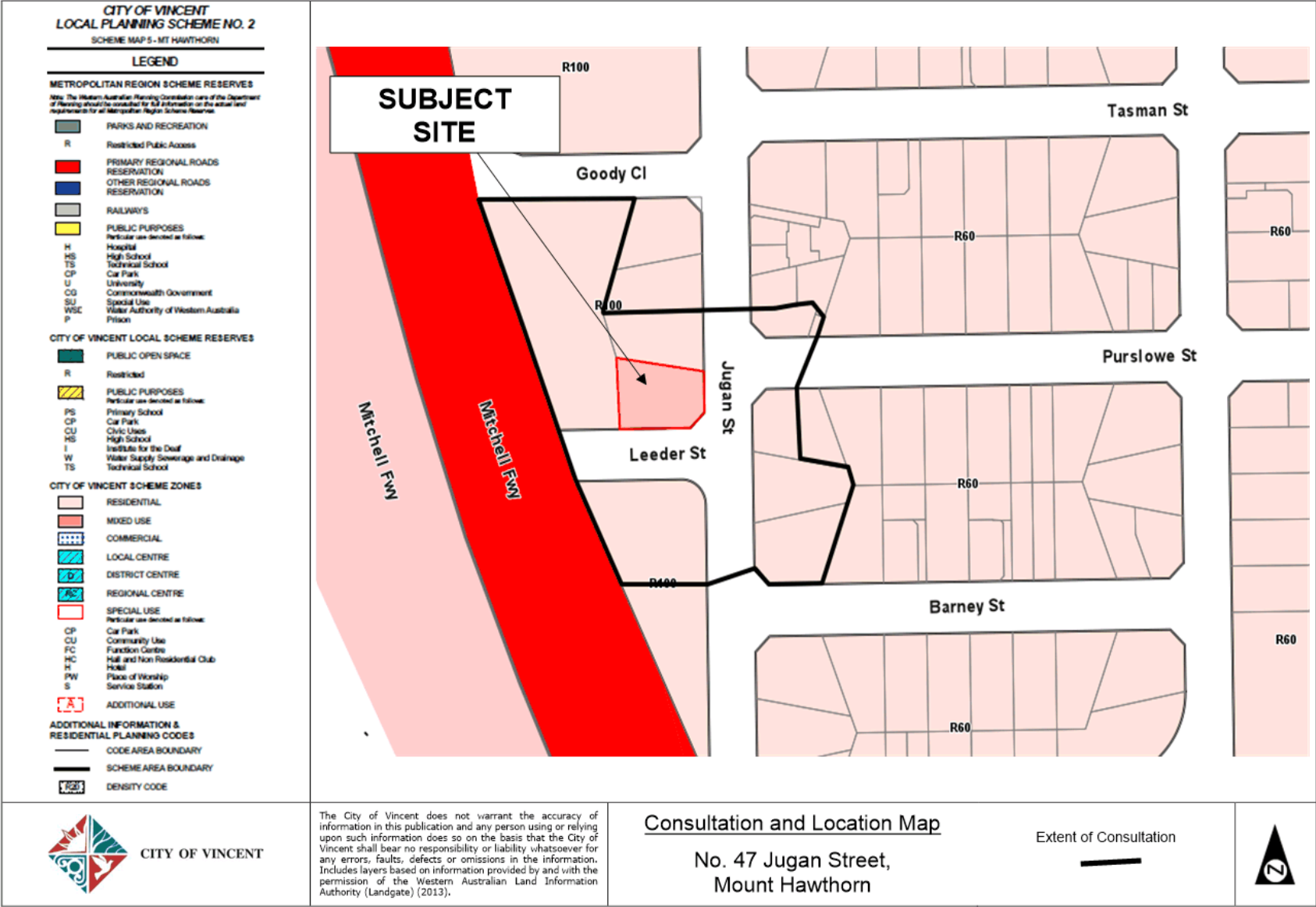
An acoustic report was requested to ensure that any noise attenuation measures required to be implemented at Building Permit stage would not require changes to the design of the proposed dwellings. Some noise attenuation measures have been recommended such as thicker glazing on windows. The recommended measures would have no impact on the proposed design of the dwellings.

The noise attenuation requirements for the proposed dwellings would have no impact on the design and no impact on the recommendation for planning approval of this development.

Conclusion

The previous reasons for refusal related to the lack of a visitor bay, inadequate space for outdoor living areas and insufficient provision of stores. The amended proposal has increased the minimum dimension of the outdoor living areas and the stores, resolving these variations. The proposal has not included a visitor bay but the development provides 10 resident bays in lieu of the five required, which is ample parking for the development.

It is recommended that Council sets aside its previous decision and resolves to approve the application subject to conditions.





ORDINARY COUNCIL MEETING MINUTES

24 JULY 2018

9.4 NO. 47 (LOT: 502; D/P: 50409) JUGAN STREET, MOUNT HAWTHORN - PROPOSED FIVE GROUPED DWELLINGS**TRIM Ref:** D18/83209**Author:** Fiona Atkins, Urban Planner**Authoriser:** Luke Gibson, A/Director Development Services**Ward:** North

Attachments:

1. Attachment 1 - Location and Consultation Plan 
2. Attachment 2 - Development Plans (received 25 June 2018) 
3. Attachment 3 - Summary of Submissions - Officer Comments 
4. Attachment 4 - Summary of Submissions - Applicant Comments 
5. Attachment 5 - Acoustic Report 
6. Attachment 6 - Determination Advice Notes 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the proposed Five Grouped Dwellings at No. 47 (Lot: 502; D/P: 50409) Jugan Street, Mount Hawthorn, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

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 wall 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 screened from view from the street, and surrounding properties to the satisfaction of the City;

3. Construction Management Plan

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area, to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan shall be prepared in accordance with the requirements of the City's Policy No. 7.5.23 – Construction and include traffic and parking management requirements during construction. Construction on and management of the site shall thereafter comply with the approved Construction Management Plan;

4. Stormwater

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

5. Schedule of External Finishes

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

ORDINARY COUNCIL MEETING MINUTES

24 JULY 2018

6. Verge Tree

No verge trees shall be removed without prior written approval from the City. The verge trees shall be retained and protected from any damage including unauthorised pruning, to the satisfaction of the City;

7. Clothes Drying Facility

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;

8. Landscape and Reticulation Plan

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

- The location and type of existing and proposed trees and plants;
- Areas to be irrigated or reticulated; and
- The provision of 15 percent of the site area as deep soil zones and 30 percent canopy cover at maturity; and

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;

9. Car Parking and Access

9.1 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 occupancy or use of the development;

9.2 Vehicle and pedestrian access points are required to match into existing footpath levels; and

9.3 All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications;

10. Acoustic Report

All recommended measures in the Acoustic Report submitted as part of this development application 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; and

11. 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.

ORDINARY COUNCIL MEETING MINUTES24 JULY 2018

Moved: Cr Gontaszewski, **Seconded:** Cr Topelberg

That the recommendation be adopted.

At 7:37 pm, Cr Dan Loden left the meeting.

LOST (2-5)

For: Cr Fotakis and Cr Murphy

Against: Presiding Member Mayor Cole, Cr Gontaszewski, Cr Castle, Cr Hallett and Cr Topelberg

(Cr Harley was absent from the Council Chamber and did not vote.)

(Cr Loden was absent from the Council Chamber and did not vote.)

At 7:38 pm, Cr Dan Loden returned to the meeting.

At 7:40 pm, Cr Roslyn Harley returned to the meeting.

COUNCIL DECISION ITEM 9.4

Moved: Cr Gontaszewski, **Seconded:** Cr Topelberg

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for the proposed Five Grouped Dwellings at No. 47 (Lot: 502; D/P: 50409) Jugan Street, Mount Hawthorn, as shown in Attachment 2 for the following reasons:

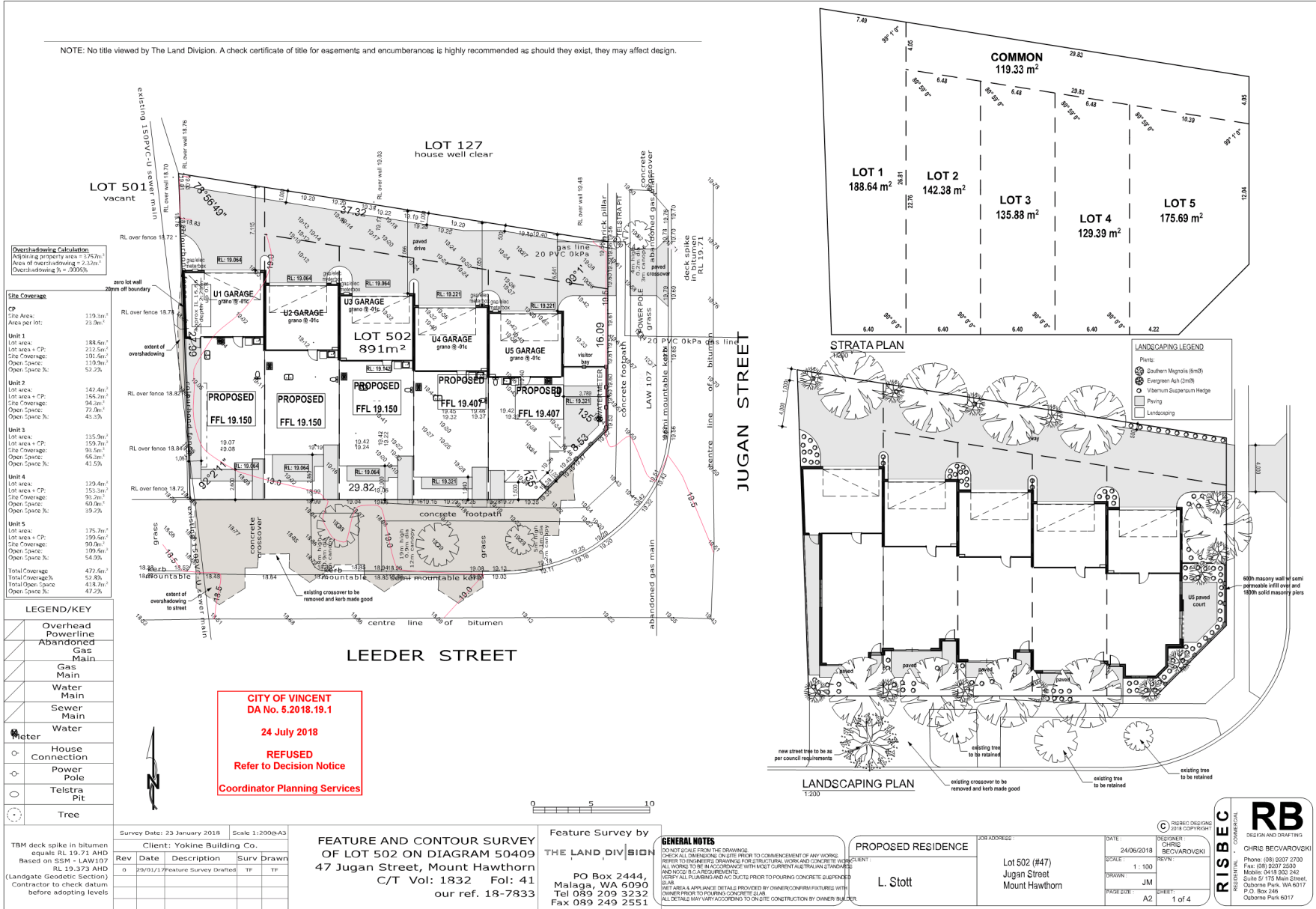
The proposed application -

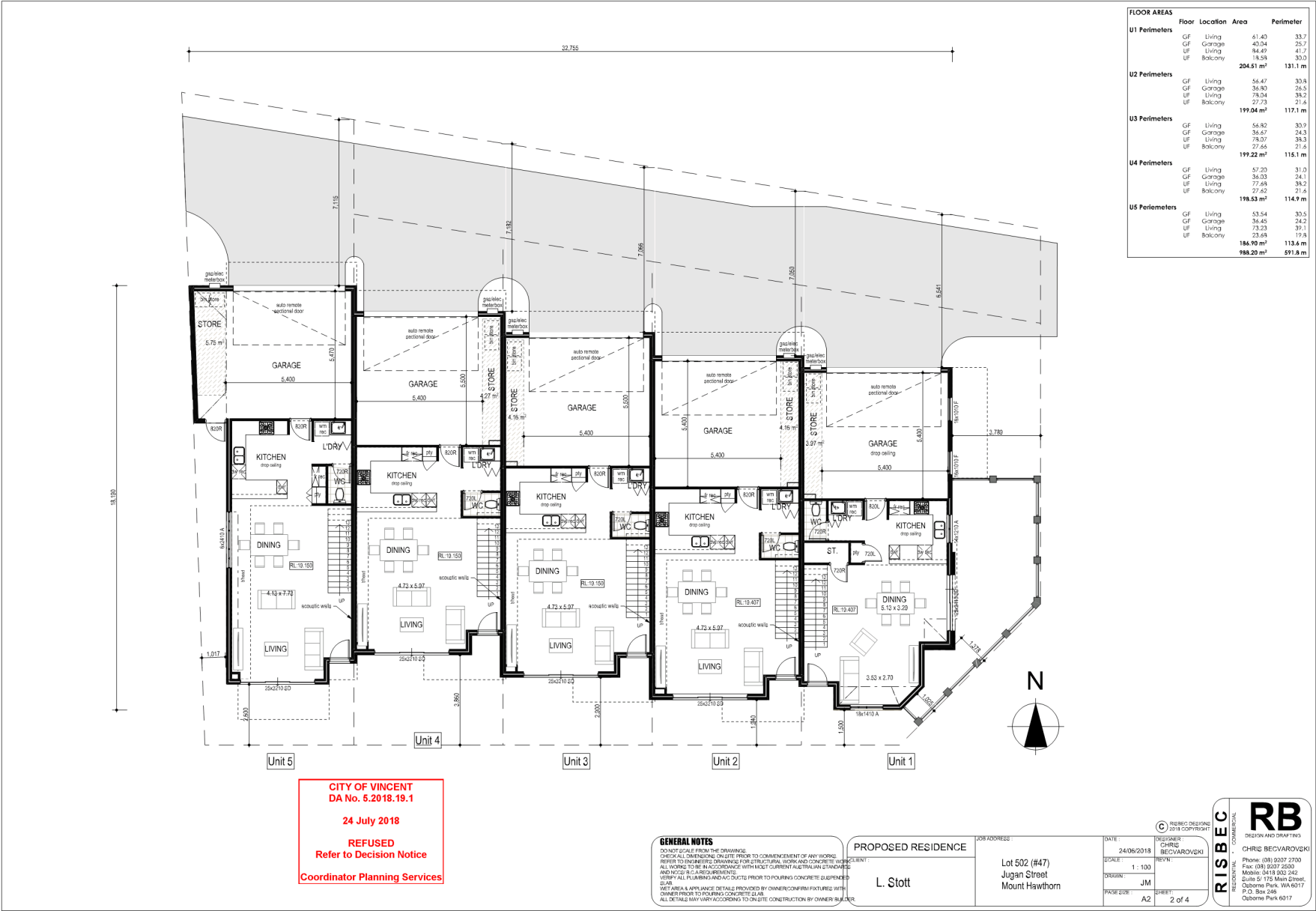
1. Lacks the provision of visitor's bays;
2. Has inadequate space for outdoor living areas; and
3. Has insufficient provision of stores.

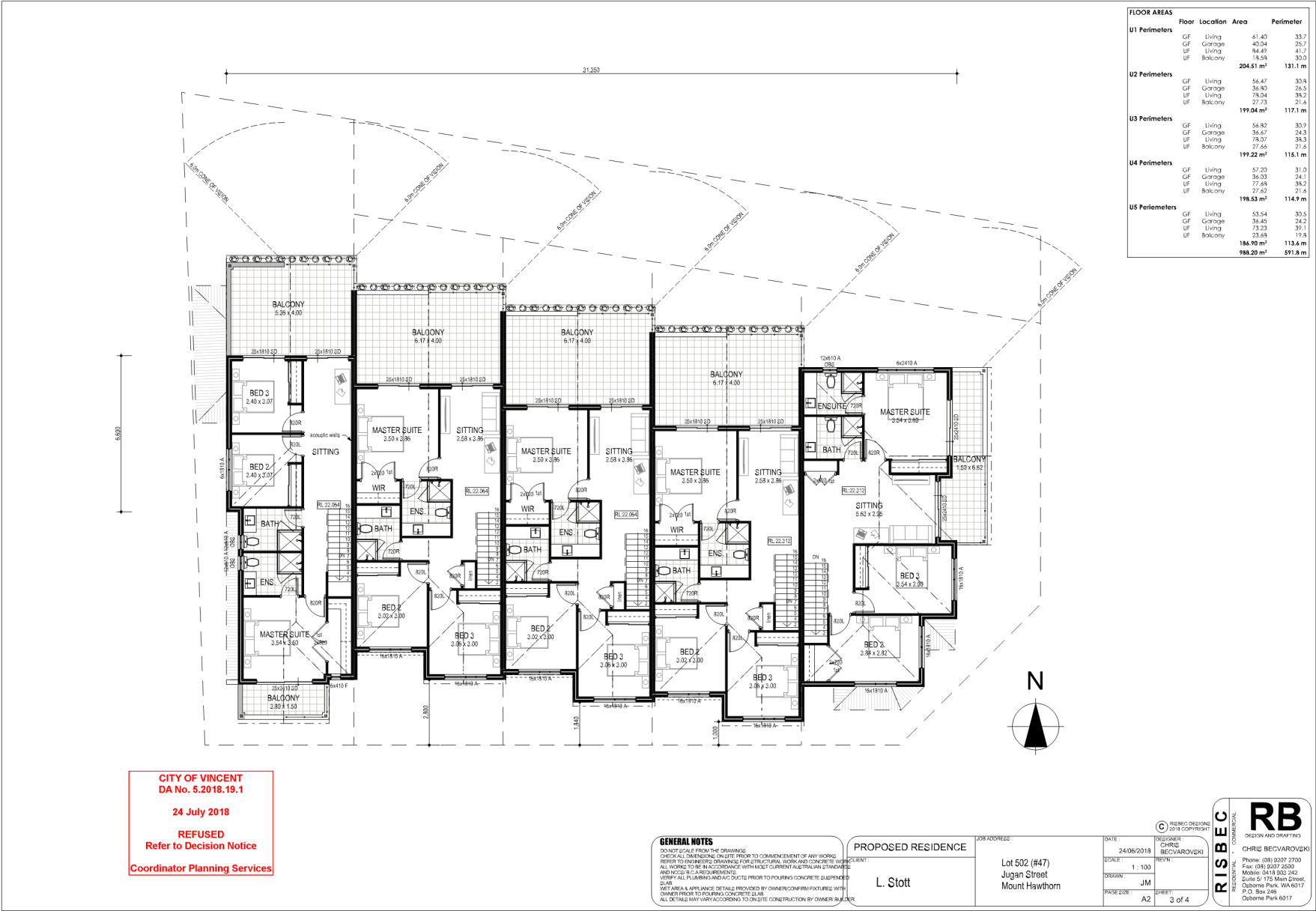
CARRIED (6-3)

For: Cr Gontaszewski, Cr Castle, Cr Fotakis, Cr Hallett, Cr Harley and Cr Topelberg

Against: Presiding Member Mayor Cole, Cr Loden and Cr Murphy











CITY OF VINCENT
DA No. 5.2018.19.1

24 July 2018

REFUSED
Refer to Decision Notice

Coordinator Planning Services

GENERAL NOTES

DO NOT SCALE FROM THE DRAWING.
CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK.
REFER TO THE ENGINEERING DRAWINGS FOR STRUCTURAL, WATER AND CONCRETE REQUIREMENTS.
ALL WORKING TO BE IN ACCORDANCE WITH MOST CURRENT AUSTRALIAN STANDARDS AND NCC/2012 B.C.A. REQUIREMENTS.
VERIFY ALL PLUMBING AND ACCESS PRIOR TO POURING CONCRETE SLAB/FOUNDATION.
GLASS AREA & APPLIANCE DETAILS PROVIDED BY OWNER/CONFORM FEATURES WITH OWNER PRIOR TO POURING CONCRETE SLAB.
ALL DETAILS MAY VARY ACCORDING TO ON SITE CONSTRUCTION BY OWNER/BUILDER.

PROPOSED RESIDENCE

L. Stott

JOB ADDRESS:

Lot 502 (#47)
Jugan Street
Mount Hawthorn

DATE: 24/06/2018

SCALE: 1 : 100

DRAWN: JM

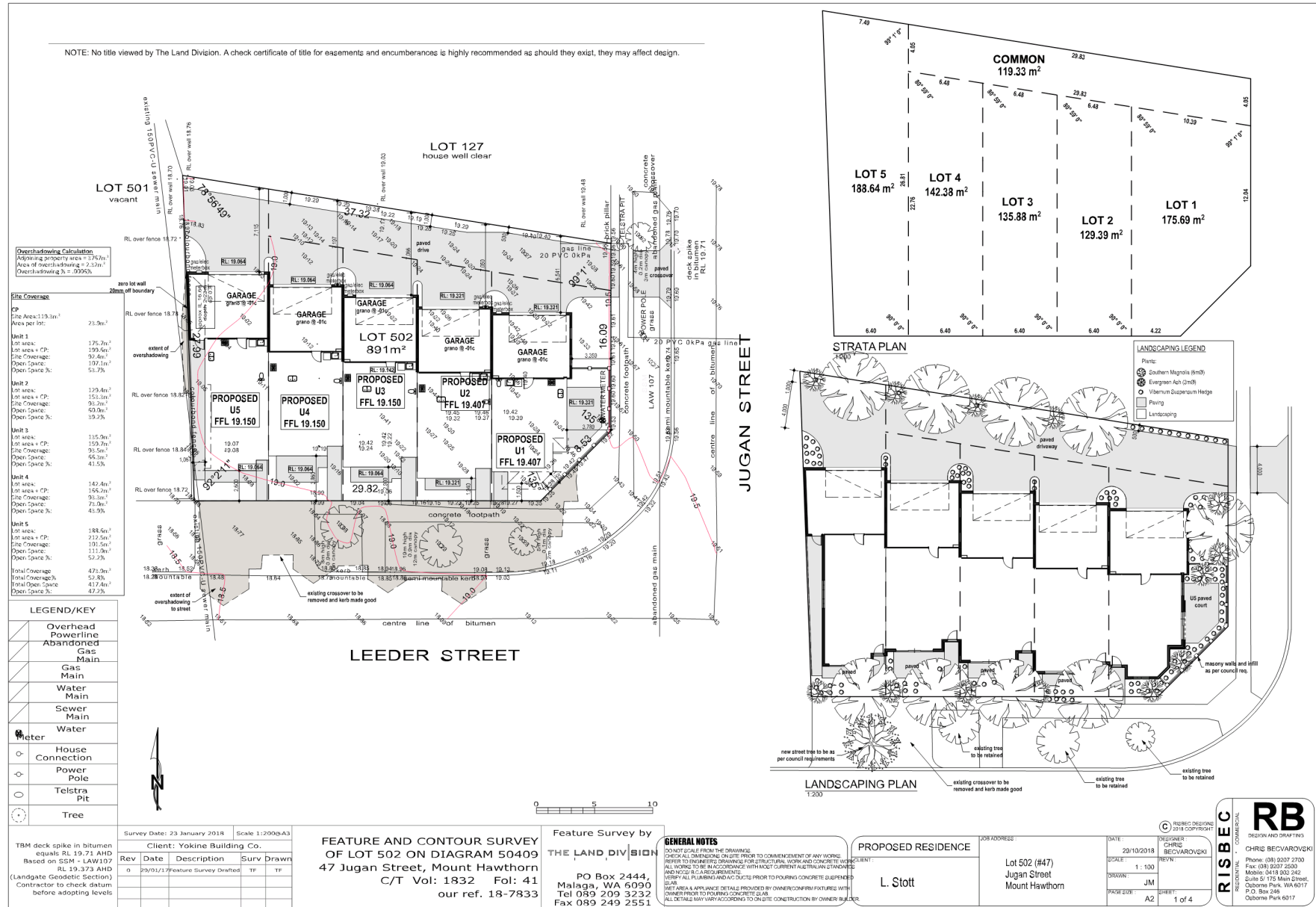
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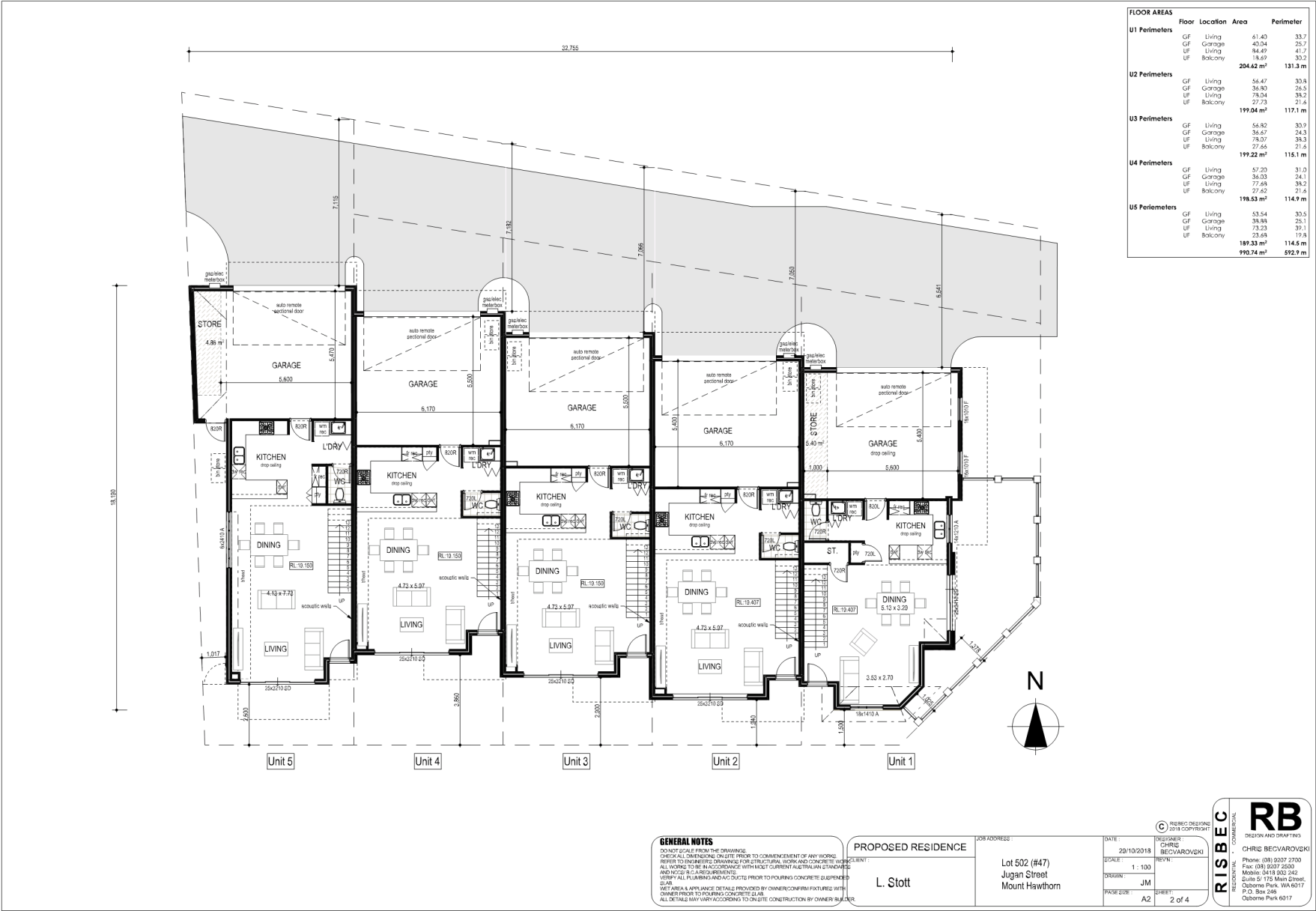
SHEET: 5 of 4

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DESIGN AND DRAFTING

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Suite 5/ 175 Main Street,
Osborne Park, WA 6017.
P.O. Box 246
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GENERAL NOTES

DO NOT SCALE FROM THE DRAWINGS.
CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK.
REFER TO ENGINEER'S DRAWINGS FOR STRUCTURAL WORK AND CONCRETE WORK.
ALL WORKS TO BE IN ACCORDANCE WITH MOST CURRENT AUSTRALIAN STANDARDS
AND NCCS/ B.C.A REQUIREMENTS.
VERIFY ALL PLUMBING AND A/C DUCTS PRIOR TO POURING CONCRETE SUSPENDED
SLAB.
WET AREA & PLUMBING DETAILS PROVIDED BY OWNER/CONFIRM FIXTURES WITH
OWNER PRIOR TO POURING CONCRETE SLAB.
ALL DETAILS MAY VARY ACCORDING TO ON SITE CONSTRUCTION BY OWNER BUILDER.

PROPOSED RESIDENCE

L. Stott

JOB ADDRESS

Lot 502 (#47)
Jugan Street
Mount Hawthorn

[DATE : _____]

| | |
|-------------|---------|
| 29/10/2018 | |
| SCALE : | 1 : 100 |
| DRAWN : | JM |
| PAGE SIZE : | A2 |

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Resonate

47 Jugan St, Mt Hawthorn

Planning Stage Acoustic Report


P180500RP1 Revision 0

Monday, 2 July 2018

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Document Information

| | | |
|-----------------------|--|---|
| Project | 47 Jugan St, Mt Hawthorn | |
| Client | Risbec Corporation Pty. Ltd. | |
| Report title | Planning Stage Acoustic Report | |
| Project Number | P180500 | |
| Author | James Leader Acoustic Consultant p+61 8 9468 7888 m+61 449 165 803 james.leader@resonate-consultants.com |  |
| Reviewed by | Martti Warpenius | |

Revision Table

| Report revision | Date | Comments |
|-----------------|-------------|-------------------------------------|
| 0 | 2 July 2018 | Preliminary report issued to client |
| | | |
| | | |
| | | |
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| | | |

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Glossary

| | |
|----------------|---|
| A-weighting | A spectrum adaption that is applied to measured noise levels to represent human hearing. A-weighted levels are used as human hearing does not respond equally at all frequencies. |
| dB | Decibel—a unit of measurement used to express sound level. It is based on a logarithmic scale which means a sound that is 3 dB higher has twice as much energy. We typically perceive a 10 dB increase in sound as a doubling of that sound level. |
| D_W | Weighted Level Difference—the noise level difference or reduction between two enclosed spaces. It quantifies the acoustic separation between two spaces. It relates to the R_W rating of the separating building elements (such as walls and doors) and also includes all noise flanking paths (such as ceiling voids, joins and seals) and the acoustic absorption in the receiving space. The higher the D_W rating the better the acoustic separation. |
| $L_{n,w}$ | A measure of the noise impact performance of a floor and ceiling. |
| $L_{nT,w}$ | Weighted Standardised Impact Sound Pressure Level—A measure of the impact noise performance of a floor and ceiling between two enclosed spaces. It is an on-site measured level that relates to the laboratory $L_{n,w}$ value. The lower the $L_{nT,w}$ rating the better the impact isolation. |
| R_W | Weighted Sound Reduction Index—A laboratory measured value of the acoustic separation provided by a single building element (such as a partition). The higher the R_W the better the noise isolation provided by a building element. |
| $R_W + C_{tr}$ | A measure of the sound insulation performance of a building element with a C_{tr} spectrum adaptation term placing greater emphasis on the low frequency performance. |



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| 2.2 | BCA/NCC Requirements..... | 3 |
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1 Introduction

Resonate Consultants have been commissioned by Risbec Corporation Pty. Ltd. to undertake a planning stage acoustic assessment for 47 Jugan Street, Mt Hawthorn.

The development consists of 5 two-storey residential units with shared party walls and is located approximately 40 m from Mitchel Freeway.

This report therefore addresses the following issues:

- Acoustical requirements for the building are to comply with the National Construction Code NCC,
- Noise intrusion from traffic is to be designed to meet the requirements of State Planning Policy (SPP) 5.4

The following drawings have been reviewed in this assessment:

- Lot 502 (#47) Jugan Street (5 sheets) dated 17-06-2018



2 Internal Sound Insulation

The proposed residential apartment development is classified as Class 2 under the National Construction Code. These buildings must achieve the objectives outlined in Part F5 of the NCC *Sound Transmission and Insulation*.

The acoustic requirements applicable to this development are outlined in Table 1. Refer also to Figures 1 and 2 for a markup of the required acoustic treatments to meet the NCC for residential apartments.

Additional design advice may be required for non-acoustical requirements such as fire ratings, structural integrity, buildability, etc.

2.1 NCC/BCA Clarifications

The section below outlines specific National Construction Code BCA requirements, which, in our opinion, are not applicable to this project. These clarifications are referred to the certifier to confirm our interpretation.

Apartment Floors over Storerooms/Carparks

The BCA states in Clause F5.4 (a) (ii)

Floors separating apartments from a plantroom, lift shaft, stairway, public corridors, public lobby or the like, or parts with a different classification [such as store room or carpark] to be impact-rated



Resonate Consultants is of the opinion that this impact rating is only applicable for floors where the apartment is under the plantroom or carpark, not for floors where the apartment is over the other space. There is no noise sensitive activity in the space below which requires impact isolation treatment so it is recommended that no impact isolation treatment is to be installed on such floors.



2.2 BCA/NCC Requirements

The development has no common corridors and no units directly above other sole-occupancy units. Hydraulic services are not to cross into other sole-occupancy units.

Table 1: BCA requirements for Class 2 and 3 buildings

| Building element | Description | Impact noise requirements | Airborne noise criterion | Minimum proposed Construction | Legend |
|------------------|--|---------------------------------------|--------------------------|---|--|
| Walls | Separating sole occupancy units | — | $R_w + C_{tr} \geq 50$ | Rendered cavity brickwork - 250 mm Midland Acoustic Maxibricks or equivalent OR Minimum 150 mm concrete |  |
| | Separating a habitable room (other than a kitchen) of a sole occupancy unit from a bathroom, sanitary compartment, laundry or kitchen in an adjacent sole occupancy unit | Discontinuous construction | $R_w + C_{tr} \geq 50$ | Rendered cavity brickwork - 250 mm Midland Acoustic Maxibricks or equivalent with no ties or resilient ties OR Minimum 150 mm concrete with free-standing stud and plasterboard. Gap between stud and concrete is to be no less than 20 mm. |  |
| Pumps | The point of connection between the service pipes in a building and any circulating or other pump. | A flexible coupling at the connection | — | | Not shown |

Notes to Table above

1. No supply or waste pipes to have direct contact with surrounding elements. All pipes to be acoustically fixed at mounting points/penetrations. Use Bradflex, 6 mm thick neoprene, closed-cell foam or 'unicushion' between all pipes and pipe clamps.
2. Acoustically rated walls to extend full height to underside of soffit/roof. Where this does not occur, ceilings to be acoustically rated and services / penetrations are to be acoustically treated.
3. Unless noted otherwise, all acoustic insulation to be 14 kg/m³ acoustic grade glasswool insulation or equivalent. Nominal thickness 75 mm unless otherwise noted
4. Walls are not to be chased, and pipes are not to be fixed to the wall leaf on the side adjoining any other sole-occupancy unit and must have a clearance not less than 10 mm to the other wall leaf.
5. Plasterboard is not to be glued to concrete or masonry walls. Where required, it may be fixed using 28 mm furring channels with 25 mm insulation.



2.3 BCA/NCC Markups

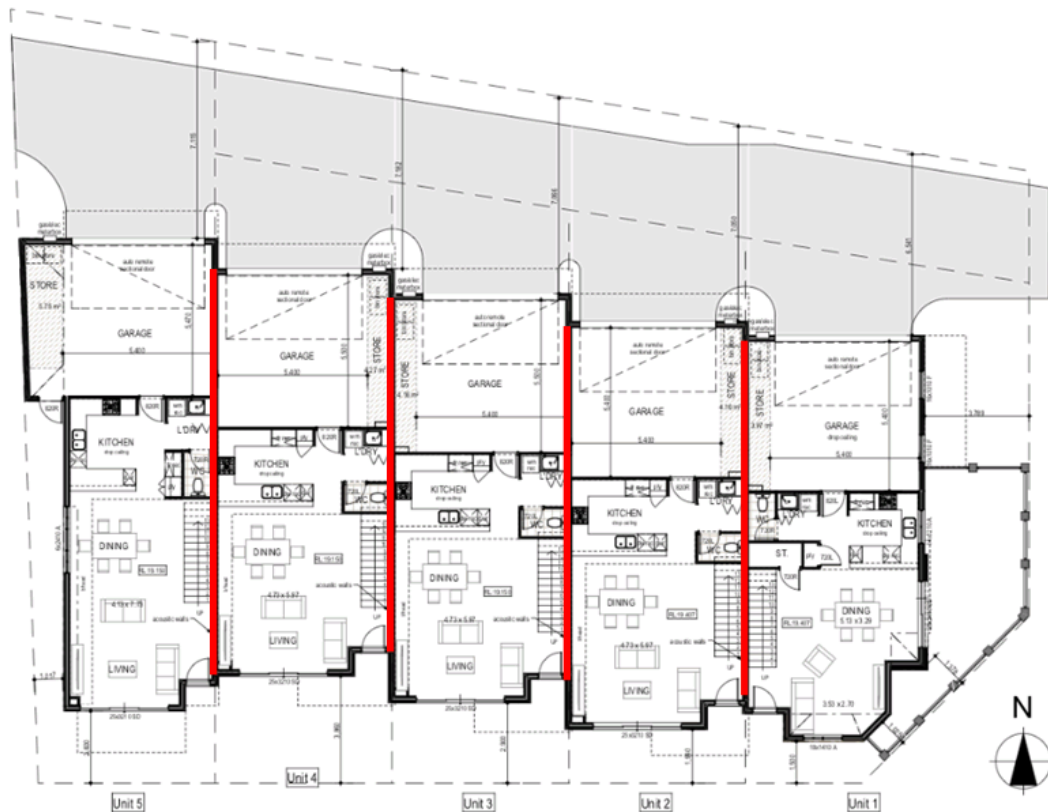


Figure 1: Ground floor BCA/NCC markup

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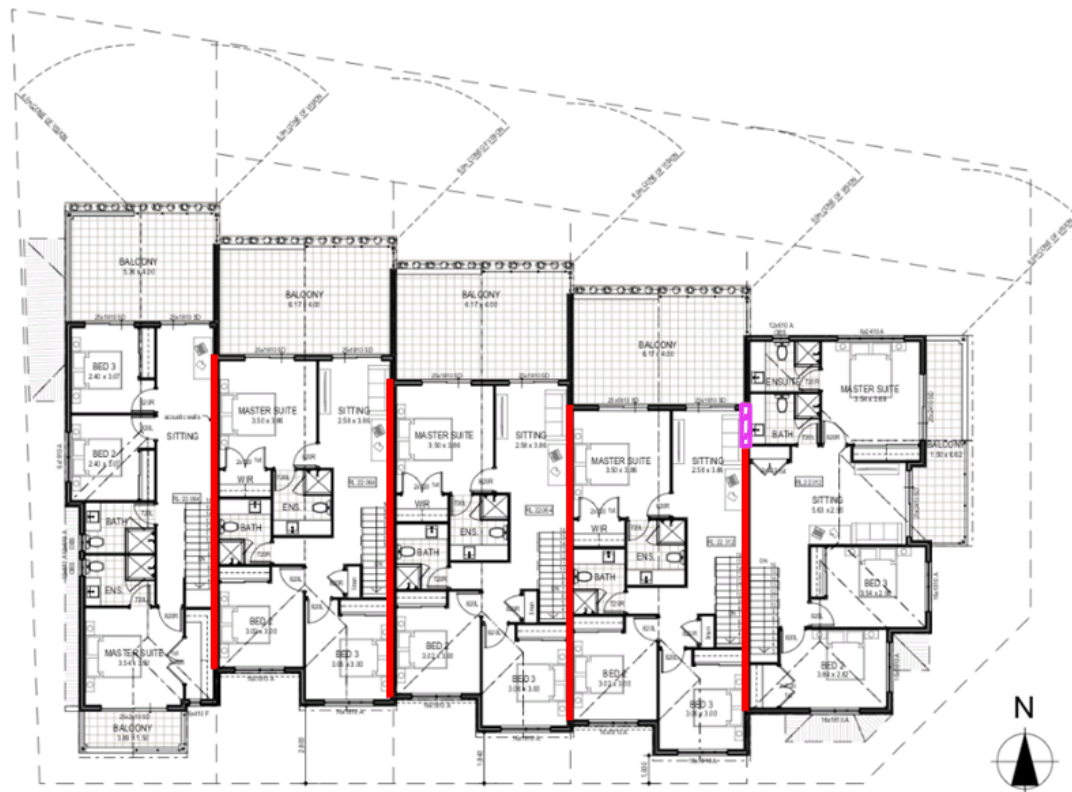


Figure 2: First floor BCA/NCC Requirements

47 Jugan St Mt Hawthorn—Planning Stage Acoustic Report

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3 Noise Intrusion Requirements

3.1 Forecast Traffic Noise Level

The closest part of the development is approximately 45 m from the Mitchel Freeway which has historically recorded 147,000 vehicles per day (DMR 2013/15, 2015/16). There is an existing noise wall on the edge of the freeway, approximately 1500 mm high, and the neighbouring property at 45 Jugan Street is single storey.

A noise logger is to be deployed at the current site to obtain 3 days of unattended measurements. In this preliminary report, the noise level has been forecast based on the SPP 5.4 guideline. This forecast level is $L_{Aeq,day}$ 70 dB (free-field). The treatments will be updated once the noise data has successfully been collected under suitable weather conditions.

3.2 Required Treatments

Glazing systems selected are to possess a laboratory test certificated to demonstrate that they meet the minimum requirements specified in Figure 3 and Figure 4, noting that performance is strongly dependent on the frames and seals of a selected system rather than the glass thickness alone. The NRC 0.9 acoustic lining required on nominated balconies may be Reapor 50 mm, Stratocell Whisper 50 mm, or equivalent.



Figure 3: Ground floor glazing markup

47 Jugan St Mt Hawthorn—Planning Stage Acoustic Report

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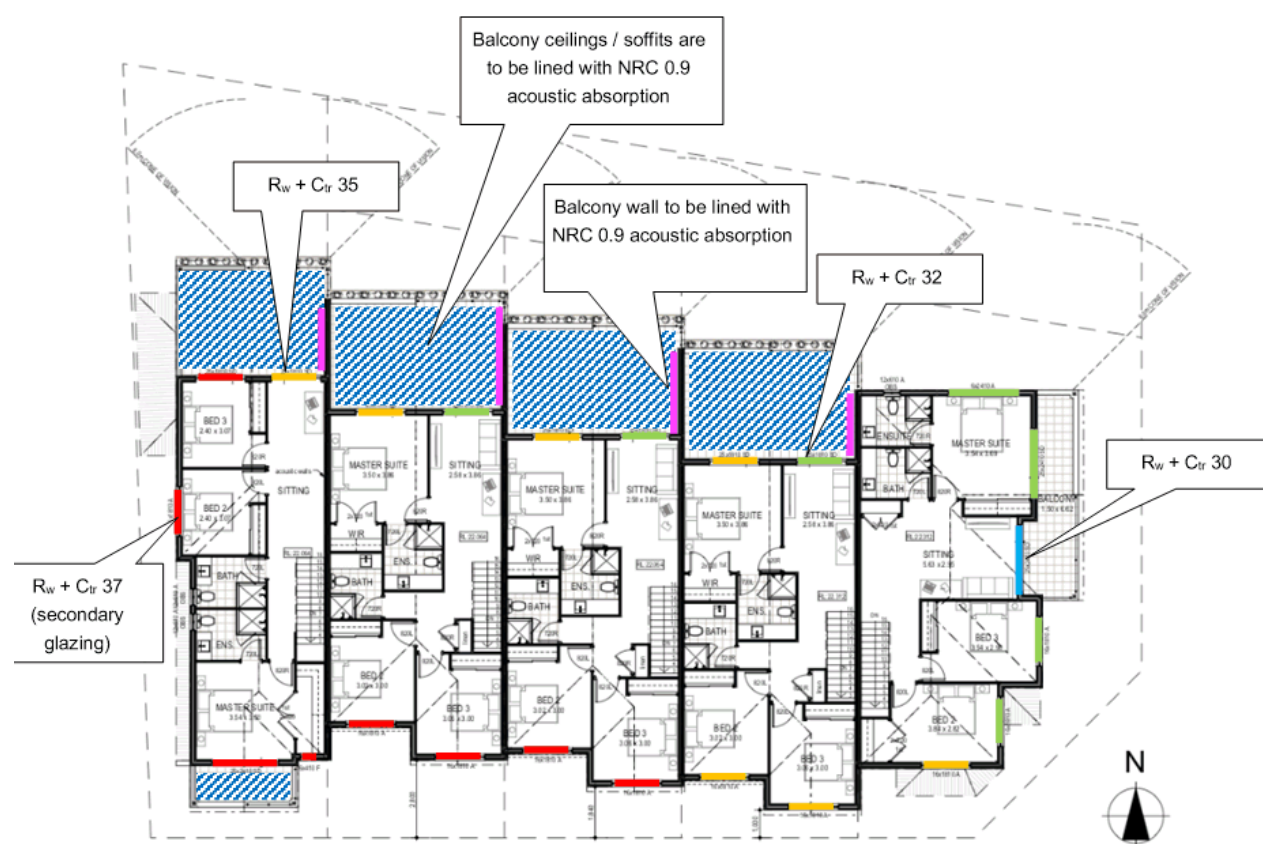


Figure 4: First floor glazing markup

Table 2: Example tested systems to meet required ratings

| Rw + Ctr | Awning | Sliding door |
|---------------------------|--|--|
| 37 (secondary glazing) | 10.38 / 92 / 6.38 laminated Alspec Altitude | 10.38 / 100 / 6.38 laminated AWS 584 |
| 35 | 12.5 Vlam Stegbar Aluminum | 10.5 Vlam sliding door with 12.5 Vlam fixed part Capral 900 |
| 32 | 6.38 laminated Capral Genesis | 10.38 laminated AWS 541 |
| 30 | 6.38 laminated Alspec ProTilt | 6.38 laminated Alspec ProGlide |

Additionally:

- All external doors are to be R_w 30
- External walls are to be $R_w + C_{tr}$ 50
- Top level ceilings are to be constructed with 2 x 10 mm plaster board with insulation laid over
- Mechanical ventilation to be considered to allow glazing to be kept closed
- No untreated façade penetrations are permitted



4 Conclusions







This report has provided advice to meet BCA/NCC and SPP 5.4 requirements.

Once the constructions nominated in this report have been implemented, the development is forecast to meet BCA/NCC and SPP 5.4 requirements.

Determination Advice Notes:

1. An Infrastructure Protection Bond for the sum of \$3,000 together with a non-refundable inspection fee of \$100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.
2. With regard to Condition 4, no further consideration shall be given to the disposal of stormwater 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations of the proposed storm water disposal shall be lodged together with the building permit application working drawings.
3. 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. Permits are required for placement of any material within the road reserve.
4. Standard 'Visual Truncations', in accordance with the City's Policy No. 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve boundary, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised.
5. All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications.
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.
7. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
8. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

5.4 NO. 108 (LOT: 3; D/P: 3110) VINCENT STREET, NORTH PERTH - CHANGE OF USE FROM SINGLE HOUSE TO UNLISTED USE (MILLINERY)**TRIM Ref:** D18/164405**Author:** Stephanie Norgaard, Urban Planner**Authoriser:** Luke Gibson, A/Director Development Services**Ward:** South

- Attachments:**
1. Attachment 1 - Consultation and Location Map [↓](#) 
 2. Attachment 2 - Development Plans [↓](#) 
 3. Attachment 3 - Statement of Use [↓](#) 
 4. Attachment 4 - Car Parking Management Plan [↓](#) 
 5. Attachment 5 - Summary of Submissions [↓](#) 
 6. Attachment 6 - Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for a proposed Change of Use from Single House to Unlisted Use (Millinery) at No. 108 (Lot: 3; D/P: 3110) Vincent Street, North Perth, in accordance with the plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 6:

1. Use of Premises

- 1.1 This approval relates to a Change of Use from 'Single House' to 'Unlisted Use (Millinery)' on the approved plans dated 9 May 2018. It does not relate to any other development on the site;
- 1.2 A maximum of one employee and three customers shall occupy the building at any one time; and
- 1.3 The hours of operation for the 'Unlisted Use (Millinery)' shall be limited to between 9:00am and 5:00pm, Monday to Friday;

2. Car Parking and Access

A minimum of one car bay shall be provided for the exclusive use of the Unlisted Use (Millinery);

3. Signage

A maximum of one external sign is permitted, which shall not exceed 0.5 square metres in area; and

4. General

The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists.

PURPOSE OF REPORT:

To consider an application for development approval for a change of use from Single House to Unlisted Use (Millinery) at No. 108 Vincent Street, North Perth (subject site).

PROPOSAL:

The application proposes to change the use of the existing Single House on the subject site to an Unlisted Use (Millinery). The millinery business involves the design, sewing and sale of boutique hats. The applicant's millinery business is currently operating at No. 323 Fitzgerald Street, North Perth, as per a development approval for an Unlisted Use granted on 9 October 2013.

The Unlisted Use (Millinery) is proposed to operate Monday to Friday from 9:00am to 5:00pm. The business would operate with a single employee and the majority of the business sales occur through the website. A maximum of three customers are expected to be on the site at any one time. Customers are not expected to be on the site on a regular basis.

The application does not propose any physical works to the exterior of the building. The applicant's development plans are included as **Attachment 2**. The applicant has also provided a statement of use and parking management plan (**Attachments 3 and 4**).

BACKGROUND:

| | |
|-----------------------------|--|
| Landowner: | Julie Mitcheson-Low and Mark Mitcheson-Low |
| Applicant: | Julie Mitcheson-Low and Mark Mitcheson-Low |
| Date of Application: | 6 July 2018 |
| Zoning: | MRS: Urban LPS2: Zone: Residential R Code: R40 |
| Built Form Area: | Residential |
| Existing Land Use: | Single House and Ancillary Dwelling |
| Proposed Use Class: | Unlisted Use (Millinery) |
| Lot Area: | 597.1m ² |
| Right of Way (ROW): | Yes – 5.0 metres in width, sealed and owned by the City of Vincent |
| Heritage List: | No |

The subject site is located on the corner of Vincent Street and comprises a Single House and an Ancillary Dwelling. The site is bound by a Right of Way (ROW) to the north, Norfolk Street to the east, Vincent Street to the south and two Grouped Dwellings to the west (currently under construction).

The application was originally lodged as a change of use from Single House to Office to facilitate the use of the Single House as an architectural firm. Prior to the application being advertised, the applicant amended the development application to change the purpose of the proposed Office from an architectural firm to a millinery business.

The activities would most appropriately be classed as an Unlisted Use, despite the applicant requesting the application be assessed as an Office. Following community consultation, the applicant was advised that Administration was not supportive of approving an Office use on the subject site due to the flexibility the Office land use provides for future tenants and the car parking shortfall provided on the site. The applicant subsequently amended the application to change the use of the site from Single House to Unlisted Use (Millinery).

The subject site contains both a Single House and an Ancillary Dwelling. The existing dwelling on the subject site is a federation style home which it is not listed on the local or State heritage register. The federation style home has been maintained in a good condition and contains many of the traditional federation features. The proposal would re-use the existing building on the site with no modification proposed to the external façade. Should the current application use be approved, the Ancillary Dwelling would be considered as a Single House. The conversion of the Ancillary Dwelling to a Single House is exempt from development approval as the building meets the deemed-to-comply requirements for car parking and outdoor living areas under the Residential Design Codes. The applicant has indicated that the Ancillary Dwelling is currently vacant.

DETAILS:**Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2) and the City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Parking Policy). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

| Planning Element | Use Permissibility/ Deemed-to-Comply | Requires the Discretion of Council |
|------------------|---|---------------------------------------|
| Land Use | | ✓ |
| Car Parking | | ✓ |

Detailed Assessment

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

| Land Use | |
|--|---|
| Deemed-to-Comply Standard | Proposal |
| Local Planning Scheme No. 2 "P" Use | Unlisted Use is considered an "A" use in accordance with Clause 18(4)(b) of LPS2 |
| Car Parking | |
| Deemed-to-Comply Standard | Proposal |
| Policy No. 7.7.1 – Non-Residential Parking Requirement Unlisted Uses have no prescribed parking requirement under Table 1 of the Parking Policy, with parking to be determined by the City based on a site specific parking management plan. | The application proposes one on-site parking bay and is supported by a parking management plan. |

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 for the original proposal (change of use to an Office) was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, for a period of 21 days from 11 August 2018 to 1 September 2018. The method of consultation included a sign being placed on site, a notice being placed in the local newspaper and ten letters being mailed to all the owners and occupiers of the properties adjoining the subject site, as shown in **Attachment 1**.

During the community consultation, the City received three submissions neither supporting nor objecting to the change of use, but raising the following concerns:

- Appropriateness of an Office use within the Residential zone;
- Appropriateness of an Office use within a Single House with heritage character;
- The negative impact any future signage would have on the residential streetscape character;
- Inadequate provision of car parking relative to the size of the subject building; and
- Concerns that the development may operate at a more intense scale than proposed by the applicant.

The amended application for a change of use to Unlisted Use (Millinery) was re-advertised for a period of 14 days from 10 October 2018 to 24 October 2018. Ten letters were mailed to all the owners and occupiers of the properties adjoining the subject site (see **Attachment 1**).

Two submissions were received objecting to the proposal. The submissions raised the following key concerns:

- Inconsistency with the objectives of the Residential zone and potential impact of the development of the residential character and amenity of the area;
- Concerns regarding the lack of activity at the subject site outside of business hours;
- Concerns over the visual impact of any future commercial signage;
- Inadequate provision of car parking to service the development;
- Safety concerns regarding the nearby intersection at Vincent Street and Norfolk Street; and
- Concerns regarding the appropriateness of the Ancillary Dwelling.

Administration's response to the summary of submissions is provided in **Attachment 5**.

Design Review Panel (DRP):

Referred to DRP: No

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements; and
- Policy No. 4.1.5 – Community Consultation.

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

Delegation to Determine Applications:

This matter is being referred to Council as the application proposes an Unlisted Use.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

"Thriving Places

- *We are recognised as a City that supports local and small business."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Land Use

The subject site is zoned Residential under the City's LPS2. The nearby properties to the north, east and west are also zoned Residential and the land located to the south is reserved as Parks and Recreation under the Metropolitan Region Scheme.

The proposed 'Millinery' land use is not specifically identified in the land use table provided in LPS2 and does not fall within the interpretation of one of the land use definitions, particularly given that the operator of the business would not reside on the subject site. In accordance with Clause 18(4) of LPS2, Council is required to have regard to the objectives of the Residential zone in determining the appropriateness of an Unlisted Use. The LPS2 provides the following objectives for the Residential zone:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*
- *To promote and encourage design that incorporates sustainability principles, including but not limited to solar passive design, energy efficiency, water conservation, waste management and recycling.*
- *To enhance the amenity and character of the residential neighbourhood by encouraging the retention of existing housing stock and ensuring new development is compatible within these established areas.*

In considering the appropriateness of the proposed use, the following is relevant:

- The development proposes to operate at a low scale with one employee and up to a maximum of three customers at any one time. If the application is approved, it would be recommended that a condition is imposed to this effect;
- Customer visitation is infrequent with the majority of sales being processed online;
- The existing Single House has four bedrooms and could accommodate a similar or greater level of activity than that proposed by the Unlisted Use (Millinery) if it were used for residential purposes. The scale of development is compatible and complimentary with the residential area;
- If the application is approved, it would be recommended that a condition be imposed requiring any future signage to be of the same scale as the signage permitted for a Home Business. This would ensure the streetscape character is retained;
- The subject site will still serve a residential function by virtue of the existing Ancillary Dwelling which will effectively become a Single House; and
- The City has no records of receiving any complaints relating to the operations of the existing Unlisted Use (Millinery) at No. 323 Fitzgerald Street, North Perth.

The proposal is consistent with the objectives of the Residential zone.

Car Parking

In accordance with the City's Parking Policy, Unlisted Uses are required to be determined on a case by case basis on a site specific management plan. The applicant has provided a parking management plan (see **Attachment 4**).

The parking management plan outlines that there are two onsite car bays. The second car bay is associated with the Ancillary Dwelling on the site which does not form part of this application. There is only one dedicated car bay available to the Unlisted Use (Millinery).

In considering the matter, the following is relevant:

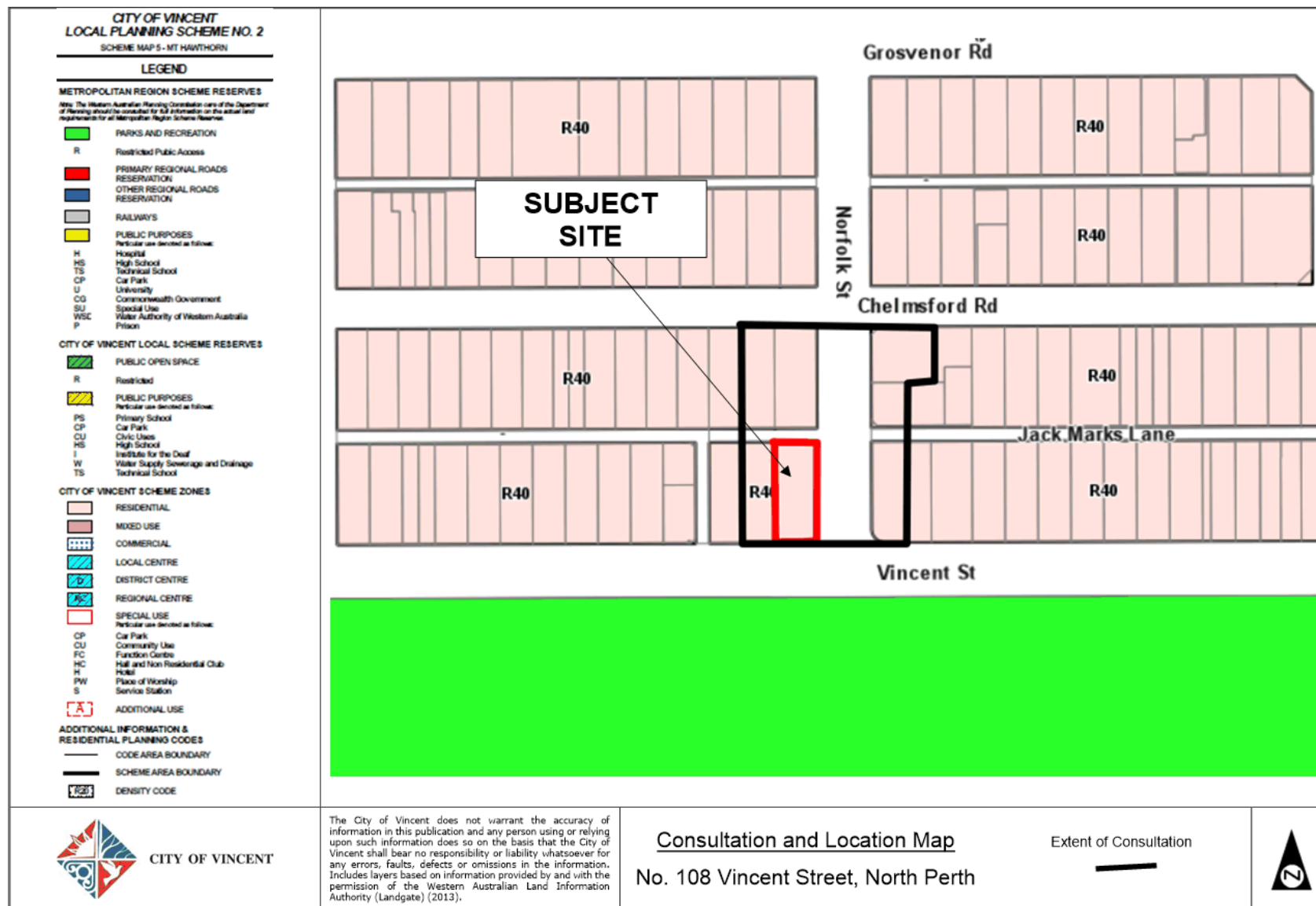
- During the consultation period, a number of submissions were received objecting to the proposal and raising concerns regarding car parking and impact on the availability of on-street parking bays;
- The business has been operating with one car bay at No. 323 Fitzgerald Street, North Perth since 2013. The City has no records of any complaints being received in relation to car parking from this property. The development can operate at the proposed scale with one car bay without having a detrimental impact on the locality;
- There is currently on-street car parking available directly adjacent to the subject site along Vincent Street and Norfolk Street. These on-street car bays are subject to a three hour parking limit and are generally used by visitors to Hyde Park. The proposed operating hours are 9:00am to 5:00pm Monday to Friday, which is typically the off-peak period for visitors to Hyde Park;

- The subject site is located 350 metres from the Fitzgerald Street high frequency bus route and 375 metres from the William Street high frequency bus route;
- The parking management plan outlines that there would be a provision of bicycle parking facilities on the subject site, which would be supported by the existing end of trip facilities, including a bathroom, shower and storage room; and
- As part of the development approval for No. 323 Fitzgerald Street, North Perth, the applicant paid a cash-in-lieu contribution of \$5,837 for car parking. It is not necessary to require a further cash-in-lieu contribution, given a contribution has already been made for this business for another site in North Perth.

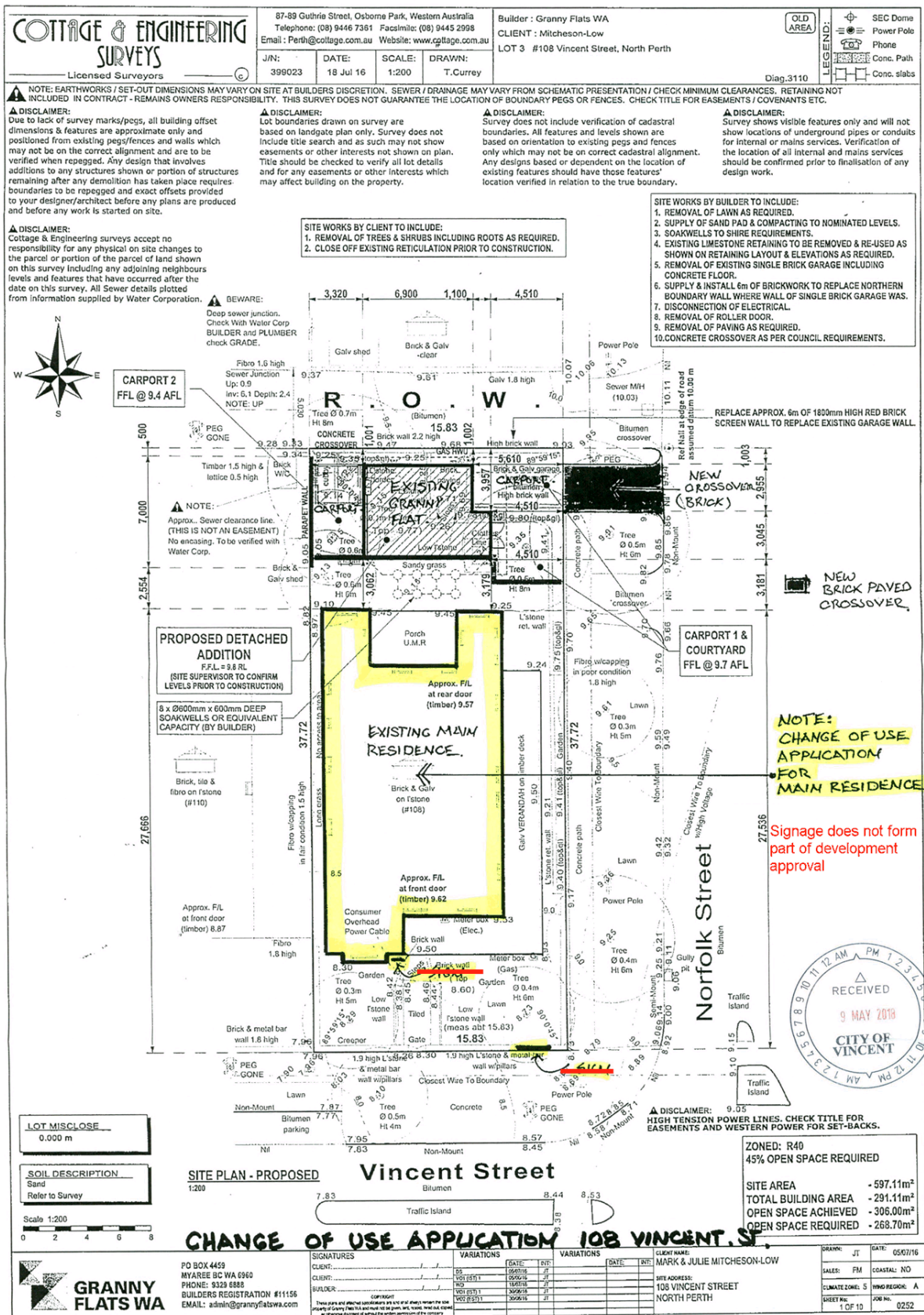
There is sufficient parking on the site and within the immediate locality as well as adequate public transport to service the development.

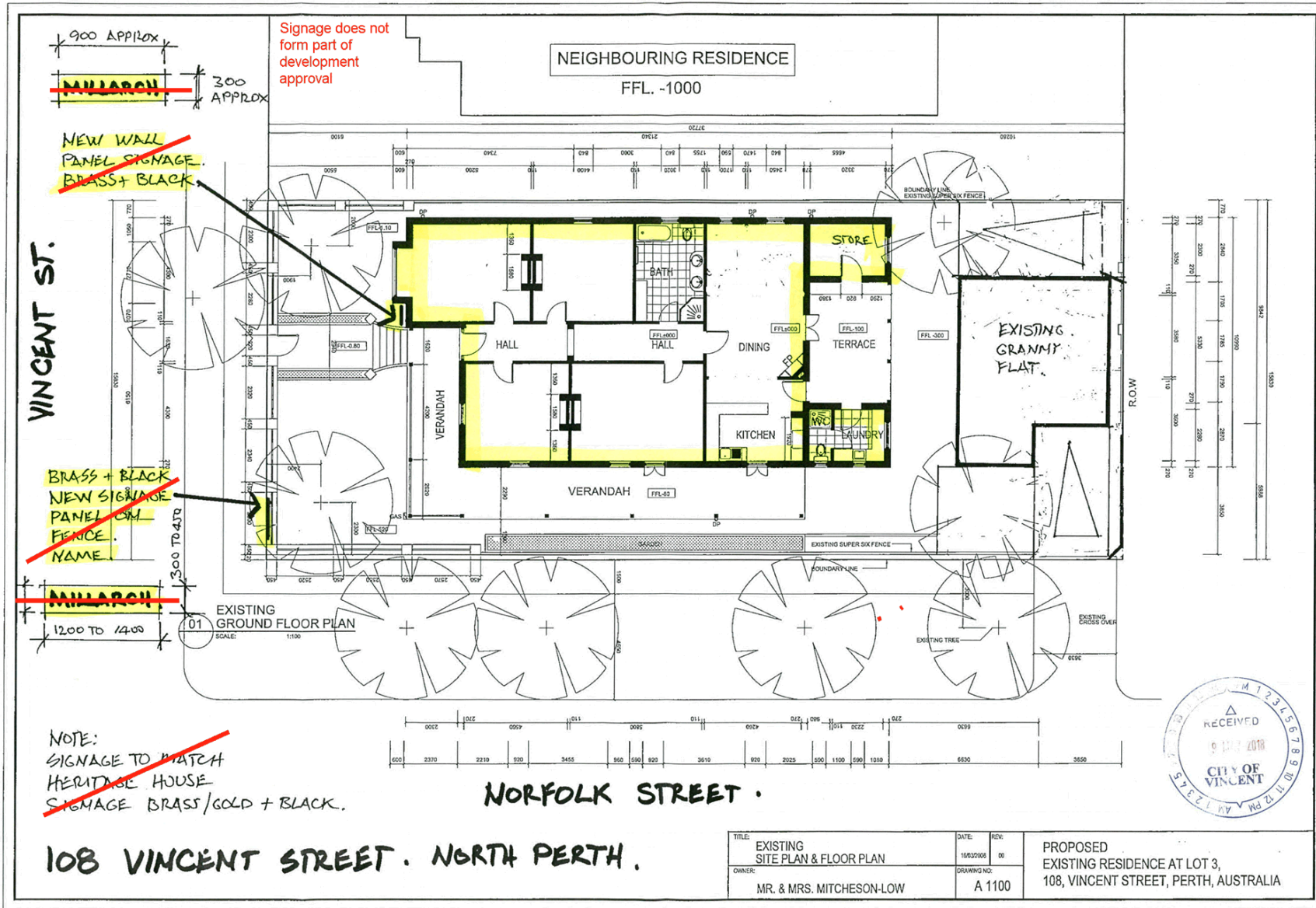
Conclusion

Council is required to exercise its discretion with respect to the acceptability of the proposed land use and car parking. The proposed Unlisted Use (Millinery) is a low intensity use compatible with the subject site and surrounding locality. The impact of the development can be appropriately managed through conditions of approval to ensure the development has no undue impact on the nearby residential properties. It is recommended that the proposal be approved subject to the recommended conditions.









CHANGE OF USE APPLICATION

108 Vincent Street, North Perth

STATEMENT OF USE


The proposed use is for a millinery atelier (design and create).

- It is a low impact, passive studio. The operating hours will generally be 9.00am to 5.00pm, Monday to Friday. No machinery or chemicals are used.
- I work alone so there will only be one occupant for the majority of the time.
- Client visitation will be minimal and will vary between one and three people at any one time intermittently (not regularly or daily). Most sales are through my website to eastern states and overseas customers.

TRANSPORT IMPACT

- The property has two dedicated car bays.
- There is ample off-street parking and public transport in the vicinity.

PARKING MANAGEMENT PLAN FRAMEWORK

| Owner/Applicant Details | |
|--------------------------------|---|
| Name: | <u>Julie Mitcheson-Low</u> |
| Address: | |
| Phone: | |
| Email: | |
| Applicant Signature: |  |

| Property Details | |
|-------------------------|---------------------------------------|
| Lot Number: | <u>Lot 3</u> |
| Address: | <u>108 Vincent Street North Perth</u> |

| Parking Allocation | |
|---|--|
| Total Number Car Parking Spaces: | <u>2 on site + 3 to 4 verge parking by order of resident on Norfolk Street</u> |
| Total Number Short Term Bicycle Parking Spaces: | <u>2 to 3</u> |
| Total Number Long Term Bicycle Parking Spaces: | <u>2 to 3</u> |
| Total Number Other Bays: | <u>Ample additional bicycle spaces on site</u> |

| Development Type | Development Users | Parking Allocation | | | |
|------------------|-------------------|--------------------|----------------|--------------------|------------------|
| | | Type / Duration | No. Car spaces | No. Bicycle Spaces | No. Other Spaces |
| | Staff | 1/9am to 5pm | 1 | 2 | 1 |

| | | | | | |
|--|-----------|------------------------------|---|---|---|
| | Customers | 1/ by appointment (one hour) | 1 | 1 | 1 |
| | Other | Nil | | | |
| | | | | | |

Alternative Transport:

| <u>Transport Option</u> | <u>Type & Level of Service</u> |
|-------------------------|---|
| Public Transport | |
| Train | Bus Connection to City Rail stations and to City Cat routes |
| Bus | Regular Bus service into the city via Fitzgerald Street and William Street (5 minute walk) from 108 Vincent Street |
| Pedestrian | |
| Paths | Pedestrian footpath to two boundaries of property Footpath to both sides of Norfolk Street Footpath to North side of Vincent and Hyde Park paths to South side. |
| Facilities | Pedestrian footpaths to both sides of Vincent Street and to both sides of Norfolk street |
| Cycling | |
| Paths | Cycle paths in Hyde Park Precinct |
| Facilities | General amenities in area as per City of Vincent provisions |
| Secure Bicycle Parking | Lockable Bike Store available |
| Lockers | Locker / Store room available |
| Showers/Change Room | Shower and change rooms available |

| | |
|--|--|
| | |
|--|--|

Public Parking:

| | No. Marked Spaces | Location | Parking Restrictions |
|--------------------|-------------------------|--|-------------------------|
| On Street Parking | ~62 | Vincent St (Norfolk to Ethel St) | 3 Hour to Day |
| | ~45 | Vincent St (Norfolk to Hyde St) | 3 Hour to Day |
| | ~14 | Norfolk St (Vincent to Chelmsford) | 3 Hour |
| Off Street Parking | 2 3 to 4 | Carport Bays Registered Verge Parking (by order of resident) | Nil |

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.

Change of Use to Office

| Comments Received Neither Supporting or Objecting: | Officer Technical Comment: |
|---|--|
| <u>Land Use</u> <ul style="list-style-type: none"> Concerns raised relating to the proposed 'Office' use. Submissions note that the development plans show an Office of a generous scale that could accommodate more than the one proposed employee. Concerns raised in regards the appropriateness of a non-residential use within a residential area. Submissions request that this section of Vincent Street remain as residential. Concerns raised in regards to the impact of the commercial use (and future signage) will have on the character of the existing house and the broader streetscape. Concerns raised that the proposed change of use would set a precedent for further commercial development along Vincent Street. Concerns raised in regards to the impact of the proposed Office on the amenity of Hyde Park. | <ul style="list-style-type: none"> The applicant has amended the development application to propose and Unlisted Use (Millinery). A condition of approval has been recommended to ensure a maximum of one employee and three customers occupy the premises at any one time. The development proposes to operate at a low scale and will retain the existing federation style home on the subject site. The level of activity proposed is considered similar to that of a Single House and is therefore considered to be compatible with the residential zone. A condition of approval has been recommended requiring a maximum of one sign on the property with an area not greater than 0.5 square metres. The merit of any future development applications will be determined on a case by case basis. As above, the proposal will maintain the existing Single House on the subject site, which has federation characteristics. The preservation of the existing building on the site with no modification proposed to the external façade is considered to maintain and enhance the existing streetscape character. |
| <u>Parking</u> <ul style="list-style-type: none"> Concerns raised in regards to the lack of on street parking on the subject site. Submission notes that the proposed Office building could accommodate a greater work force than the proposed one employees. Submission notes that there is already limited on-street parking available on Norfolk Street and query what the total parking demand for the development is (employees, clients and suppliers). | <ul style="list-style-type: none"> As above, the applicant has amended the development application to propose and Unlisted Use (Millinery). A condition of approval has been recommended to ensure a maximum of one employee and three customers occupy the premises at any one time. The development is proposed to operate 9:00am to 5:00pm Monday to Friday, which is considered to be the off-peak period for the on-street car parking available along Vincent Street and Norfolk Street. The subject site is also located within close proximity to the Fitzgerald Street and William Street high frequency bus route. The development is currently operating from its current location at No. 323 Fitzgerald Street with one car bay. The City has no records of receiving any complaints in relation to car parking at this property. Given the above, it is considered that there is sufficient parking on the site and within the immediate locality, along with adequate public transport to service the development. |
| <u>Other</u> <ul style="list-style-type: none"> Submissions suggest conditioning the approval to ensure the proposed operates as proposed, with regards to number of employees, client visitation and hours of operation. | <ul style="list-style-type: none"> A condition of approval have been recommended ensure the development operates within the proposed parameters. |

Summary of Submissions:**Change of Use to Unlisted Use (Millinery)**

| Comments Received in Objection: | Officer Technical Comment: |
|--|--|
| <p><u>Land Use</u></p> <ul style="list-style-type: none"> • Submissions raised concerns in regards the appropriateness of a non-residential use within a residential area and that the proposal will set a precedent for future commercial uses. • Commercial business are considered inappropriate opposite to Hyde Park. Submission notes that there are only four non-residential uses located along the streets fronting Hyde Park. • Concerns raised in regards to the scale of the subject building. • Submissions suggest that should the application be approved, appropriate conditions are imposed that require the development to operate as outlined by the applicant; and that any future signage is of small scale that is consistent with a home business. | <ul style="list-style-type: none"> • As discussed above, the development proposes to operate at a low scale with the level of activity being considered similar to that of a Single House. The preservation of the existing building is considered to maintain and enhance the existing streetscape character. Based on this, the development is considered compatible with the residential zone. • A condition of approval has been recommended to ensure a maximum of one employee and three customers occupy the premises at any one time. Another condition of approval has been recommended requiring a maximum of one sign on the property with an area not greater than 0.5 square metres, which is consistent with the signage requirements of a Home Business. |
| <p><u>Parking</u></p> <ul style="list-style-type: none"> • Concerns raised in regards to the lack of on-site car parking. Submissions note that the on-street parking along Vincent Street and Norfolk Street is already congested. • Concerns regarding the safety of the intersection at Vincent Street and Norfolk Street. | <ul style="list-style-type: none"> • As discussed above, it is considered that there is sufficient parking on the site and within the immediate locality, along with adequate public transport to service the development. • The development proposes to utilise the existing approved vehicle access crossovers to Norfolk Street and the ROW. The level of activity proposed is considered to be similar to that of a standard residential dwelling in terms of vehicle trips. The potential occurrence vehicle conflict at the nearby intersection cannot be managed through the development approval process. |
| <p><u>Other</u></p> <ul style="list-style-type: none"> • Submission notes that substantial investment has been made into residential property on Vincent Street. Submission notes the current sale price of properties on Vincent Street. • Concerns in regards to the aesthetics and safety of the verge car parking bays. • The proposed use is substantially in excess of what would be allowed in a residential area as a 'Home Business' under the City's Policy No. 7.5.9 – Home Business, Home Occupation and Home Office and Home Store. • <i>'It appears the granny flat was built with this change of use in mind – it effectively becomes the main residence under this proposal. If this is so, the granny flat approval was apparently obtained under false pretences. Does this proposed configuration and use comply with the general requirements for granny flats or any specific condition of approval?'</i> | <ul style="list-style-type: none"> • Perceptions on estate prices are not a relevant planning concern and cannot be considered in the assessment of a development application. • The car parking bays provided within the verge area are outside of the scope of this development application. The matter has been referred to the City's Assets and Engineering team for further investigation. • The development application does not seek approval for a Home Business and is therefore not subject to the requirements of Policy No. 7.5.9 – Home Business, Home Occupation and Home Office and Home Store. The development cannot be assessed as a Home Business as the business owner is not residing at the subject site. • The existing Ancillary Dwelling meets the minimum requirements for car parking and outdoor living areas and therefore can be considered a Single House, should the Unlisted (Millinery) be approved. The details of the original Ancillary Dwelling approval are not available to |

Summary of Submissions:

| Comments Received in Objection: | Officer Technical Comment: |
|--|--|
| <p>Non-residential uses within the residential zone should be secondary to the primary residential uses, occupying no more than 50 percent of the residential component. There is no indication that someone will be living in the granny flat.</p> <ul style="list-style-type: none"> • <i>'With the proposed configuration, the front of the building would be 'dead' outside of business hours, with no visual or other interaction – in conflict with one of the key principles of 'Safer Design' or 'Crime Prevention Through Environmental Design' (CPTED) (https://www.healthypaces.org.au/userfiles/file/Safety_and_Surveillance_June09.pdf). This is particularly important given the limited visual interaction of the adjoining new developments of 110 and 112 Vincent Street.'</i> | <p>the public without the landowners consent.</p> <ul style="list-style-type: none"> • Applications for Unlisted Uses are determined on a case by case basis, based on the compatibility of the use with the objectives of the Residential zone. The City has no planning requirements requiring a proportion of a commercial application to be residential. • The application relates to a change of use only with no physical modifications proposed to the built form. The referenced 'Crime Prevention through Environmental Design' fact sheet relates to the design of new buildings, streets and neighbourhoods. The proposal will maintain the existing dwelling on site, which includes open style fencing, veranda and windows that provide integration to the street. <p>The approved development at No. 110-112 Vincent Street, North Perth is a separate matter and falls outside of the scope of this development application.</p> |

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

Determination Advice Notes:

1. An Occupancy Permit is required prior to the occupation of the building. A Building Permit may also be required for any internal works associated with the change in building classification.
2. If the 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.
3. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

| | |
|------------|---|
| 5.5 | NO. 157 (LOT: 17; D/P: 1509) LOFTUS STREET, LEEDERVILLE - PROPOSED FOUR DWELLINGS (MULTIPLE) |
|------------|---|










TRIM Ref: D18/176382

Authors: Andrea Terni, Urban Planner
Mitchell Hoad, Senior Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: North

Attachments:

1. Attachment 1 - Location and Consultation Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Development Application Supporting Information [↓](#) 
4. Attachment 4 - Summary of Submissions [↓](#) 
5. Attachment 5 – Applicant’s Response to Submissions [↓](#) 
6. Attachment 6 - Department of Planning comments [↓](#) 
7. Attachment 7 - Design Review Panel comments [↓](#) 
8. Attachment 8 - Sustainable Design Assessment Report [↓](#) 
9. Attachment 9 - Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for Four Dwellings (Multiple) at No. 157 (Lot: 17; D/P: 1509) Loftus Street, Leederville in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 9:

1. Landscaping

1.1 A detailed landscape and reticulation plan for the development site and adjoining road verge to the City’s satisfaction is 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:

- The location and type of existing and proposed trees and plants; and
- Areas to be irrigated or reticulated; and
- The location of canopy cover at maturity equating to no less than 30 percent of the site;

1.2 All works shown in the plans as identified in Condition 1.1 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;

2. Schedule of External Finishes

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

3. Boundary Walls

The owners of the subject land shall finish and maintain the surface of the boundary walls in a good and clean condition prior to the occupation or use of the development and thereafter to the satisfaction of the City;

4. 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;

5. Stormwater

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

6. Access

Prior to the first occupation of the development, the full length and width of the adjacent Right of Way shall be sealed and drained in accordance with the City's specification at the full cost of the develop;

7. Acoustic Report

An Acoustic Report shall be prepared and approved by the City prior to the lodgement of a building permit application, in accordance with the City's Policy No. 7.5.21 relating to Sound Attenuation. The recommended measures of the acoustic report shall be implemented and certification provided by an acoustic consultant that the measures have been undertaken, prior to the first occupation of the development;

8. Construction Management Plan

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area, to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan shall be prepared in accordance with the requirements of the City's Policy No. 7.5.23 – Construction Management Plans and include traffic and parking management requirements during construction. Construction on and management of the site shall thereafter comply with the approved Construction Management Plan;

9. Environmentally Sustainable Design

Prior to the issuing of an Occupancy Permit, the Applicant must implement the recommendations of the submitted Sustainable Design Assessment Report. All initiatives must be maintained for the duration of the development, to the satisfaction of the City; and

10. General

The obligation to comply with the requirements of a time limited condition continues whilst the approved development exists.

PURPOSE OF REPORT:

To consider an application for development approval for four dwellings (Multiple) at No. 157 Loftus Street, Leederville (subject site).

PROPOSAL:

The application proposes the development of four two-storey multiple dwellings; consisting of three, three bedroom multiple dwellings and one, two bedroom multiple dwelling. Each dwelling will be provided with separate vehicle access from Austen lane and the right of way (ROW). A total of eight car parking bays have been included onsite with two car bays provided in tandem formation for each unit.

BACKGROUND:

| | |
|-----------------------------|---|
| Landowner: | Kentville Holdings Pty Ltd |
| Applicant: | Pindan Homes Pty Ltd |
| Date of Application: | 26 September 2018 |
| Zoning: | MRS: Urban LPS2: Zone: Residential R Code: R60 |
| Built Form Area: | Transit Corridor (Three storey height limit) |
| Existing Land Use: | Single House |
| Proposed Use Class: | Dwellings (Multiple) |
| Lot Area: | 534m ² (The property is subject to road widening and ROW widening) |
| Right of Way (ROW): | Yes, 4.0 to 5.0 metres wide, drained and sealed |
| Heritage List: | No |

The subject site is located at No. 157 Loftus Street, Leederville, as shown on the location plan included as **Attachment 1**. The subject site currently comprises of a single storey house.

The subject site is bound by Loftus Street to the east and Austen Lane to the south. The immediate adjoining properties adjacent Loftus Street are characterised by single storey houses and the surrounding properties adjacent Austen Lane are characterised by single and double storey houses. The property directly adjoining the northern lot boundary has undergone a survey strata subdivision and consists of an existing single storey grouped dwelling fronting Loftus Street and two vacant lots to the rear which have recently been approved for single storey grouped dwellings. Council has also approved an application for 10 multiple dwellings (across three storeys) at No. 161 Loftus Street. Development is currently in progress for the site.

Loftus Street is reserved as an Other Regional Road (ORR) in the Metropolitan Region Scheme (MRS) and is affected by a 1.1 metre portion of ORR reservation as per the Department of Planning, Lands and Heritage (DPLH) Land Requirement Plan. The property is also subject to a one metre ROW widening requirement.

A copy of the development plans is included as **Attachment 2** and the applicant's supporting information of the proposed development is included as **Attachment 3**.

DETAILS:**Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the Built Form Policy and the State Government's Residential Design Codes (R Codes). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table. Administration has used a net site area of 504.65 square metres (the parent lot excluding the required road and RoW widening).

| Planning Element | Use Permissibility/ Deemed-to-Comply | Requires the Discretion of Council |
|---|---|---------------------------------------|
| Building Size | | ✓ |
| Street Setback | | ✓ |
| Front Fence | ✓ | |
| Lot Boundary Setbacks | | ✓ |
| Building Height/Storeys | ✓ | |
| Roof Form | ✓ | |
| Open Space | | ✓ |
| Outdoor Living Areas | ✓ | |
| Landscaping (R Codes) | ✓ | |
| Visual Privacy | | ✓ |
| Parking & Access | | ✓ |
| Bicycle Facilities | ✓ | |
| Solar Access | ✓ | |
| Site Works/Retaining Walls | | ✓ |
| External Fixtures | ✓ | |
| Surveillance | ✓ | |
| Environmentally Sustainable Design | | ✓ |

Detailed Assessment

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

| Building Size | |
|---|--|
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 6.1.1 | |
| Plot Ratio: 0.7 (354.809m ²) | Plot Ratio: 0.84 (425.7m ²) |
| Street Setback | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 6.1.3 | |
| Secondary street setback: 2.0m | Secondary street setback: 1.25m |
| Lot Boundary Setbacks | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 6.1.4 | |
| <u>Western lot boundary</u> | <u>Western lot boundary</u> |
| Unit 4, Bedroom 3: 6.5m from the mid-point of the ROW | Unit 4, Bedroom 3: 6.4m from the midway point of the ROW |
| Unit 4, Balcony: 7.5m from the mid-point of the ROW | Unit 4, Balcony: 6.6m from the midway point of the ROW |
| Open Space | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 6.1.5 | |
| Open space = 45% | Open space = 37.77% |
| Visual Privacy | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 6.4.1 | |
| Unit 1, dining room: 4.5m | Unit 1, dining room: 4.4m |
| Unit 4, bedroom 2: 3.0m | Unit 4, bedroom 2: 2.6m |
| Parking and Access | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 6.3.3 | |
| Visitor car parking bays: 1 | Visitor car parking bays: Nil |
| Site Works / Retaining Walls | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 6.3.6 and 6.3.7 | |
| Excavation and retaining: 0.5m | Excavation: 0.8m along the northern lot boundary |

The above elements of the proposal do not meet the specified deemed-to-comply standards and is 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 23 October 2018 and concluding on 5 November 2018. Community consultation was undertaken by means of written notification being sent to surrounding landowners within a 75 metre radius of the subject property, as shown in **Attachment 1** and a notice on the City's website in accordance with the City's Policy No. 4.1.5 – Community Consultation. Four submissions were received by the City during the community consultation period. Two submissions were received objecting to the proposal and two submissions were received neither supporting nor objecting to the proposal.

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

- Concerns regarding the building size and lack of open space due to the over development of the site;
- The bulk and mass of the development creating a negative impact on the current and evolving streetscape of Austen Lane;
- The lack of landscaping proposed and the visual impact of a hardstand streetscape;
- The shortfall in car parking increasing the reliance on street car parking to Austen Lane and Galwey Street;
- Concerns regarding road safety on Austen Lane and how local traffic would cope and be impacted within a narrow and congested street; and
- Driveways should be orientated to exit onto Austen Lane rather than the ROW to avoid damage to the adjoining property.

A summary of the submissions and Administration's responses is included as **Attachment 4**.

In response to the consultation process and the DRP referral (discussed below), the applicant provided responses to the submissions received (included as **Attachment 5**) and also lodged the following modifications:

- The removal of the visitor car parking bay which increases the open space and deep soil zone of the site;
- The setback to the Unit 4 garage being increased from 3.9 metres to 5.7 metres to provide for a second parking space in a tandem configuration;
- A context plan to portray the development within the existing streetscape;
- Sections of the development;
- An outline of the adjacent dwellings;
- An overshadowing diagram confirming shadow over Austen Lane; and
- A schedule of the materials and finishes to confirm the architectural features of the proposed development.

Administration subsequently provided the amended plans to the submitters who raised objections to the proposal to allow them to provide feedback on the amended plans. Administration did not receive any further comments on the proposal.

Department of Planning, Lands and Heritage

Administration referred the proposed development plans to the DPLH for comments. The comments received are included as **Attachment 6** and are summarised as follows:

- The site is affected by a 1.1 metre portion of ORR reservation for Loftus Street and no permanent structures are permitted within the road widening area;
- The access arrangements are in accordance with WAPC's Regional Roads (Vehicle Access) Policy which seeks to minimise the number of new crossovers onto regional roads;
- Given the proximity of the proposed development to the Other Regional Road, due considerations shall be given to State Planning Policy 5.4 - Road and Rail Transport Noise and Freight Considerations in Land Use Planning; and
- The DPLH has no objection to the proposal on regional planning transport grounds subject to the above recommendations.

To address the DPLH comments, Administration recommends the imposition of a condition requiring the submission of an acoustic report for approval by the City prior to the lodgement of a building permit.

Design Review Panel (DRP):

Referred to DRP: Yes

Administration referred the original development plans to the Chair of the DRP for comments. The comments received are included as **Attachment 7** and are summarised as follows:

- The applicant should consider pitching the roof from the high point north to the low point south to enable northern light to penetrate the upper living areas and/or bedrooms. This would also improve the massing and aesthetics of the building from the two streets;
- The visitor bay is in an awkward location and the City should encourage its deletion as it impacts on the amenity of Unit 3;
- An elevation or 3D image showing the development in context;
- Provide north-south and east-west sections of the development from the right-of-way to Loftus Street;
- Provide plans of the northern lot and development west of the right-of-way;
- Show shadow diagrams; and
- Prepare external materials and finishes schedule.

The modified plans appropriately address the comments made by the DRP.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy;
- Policy No. 7.5.21 – Sound Attenuation; and
- Policy No. 7.5.23 – Construction Management Plans.

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

Delegation to Determine Applications:

This matter is being referred to Council in accordance with the City's Delegated Authority Register as the proposed development incorporates more than three dwellings.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

"Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:Building Size

- The property is located in a Transit Corridor built form area permitting a maximum building height of three storeys. The development proposes two storeys which minimise the building bulk on adjoining properties and is consistent with the existing built form of the locality which is predominantly single storey and double storey dwellings;
- The design of the development incorporates multiple articulations and open style balconies to the street which provide visual relief and a significant reduction of building bulk to the streetscape;
- The development incorporates a number of design measures to reduce the impact of bulk and scale to the surrounding properties including feature face brickwork (Midland Brick Subiaco Red), feature cladding (James Hardie Primeline Cladding, Newport, Timber Look Stain) and multiple extensive major openings which assist in the breakup of solid wall dominating the streetscape. The provision of major openings and balconies provide an 'open' appearance to the building and significantly reduced the overall building mass to the street; and
- Landscaping has also been incorporated around the perimeter of the building. The landscaping proposed assists in softening the appearance of the built form and mitigating effects of the building to the street.

The proposed development retains elements of the existing character building onsite by incorporating the predominant building material of red brick. The development proposes elevations that are well articulated with contrasting materials, colours, openings and façade depths that moderate the visual impact of the built form. The proposal has been developed within the building envelope with regard to building height, street and lot boundary setbacks. The proposal meets the design principle of the R Codes and is acceptable.

Street Setback

In considering the acceptability of the secondary street (Austen Lane) setback proposed, the following is noted:

- The design of the proposal has incorporated balconies to the secondary street and the support structures of the balconies protrude into the secondary street setback area only with the main building line setback greater than required;
- The proposal provides an articulated façade to the street together with contrasting materials and finishes and numerous significant glazed major openings to the external walls of the building;
- The design provides articulation of the building on the secondary street and minimise the impact of building bulk on the adjoining properties from Austen Lane; and
- The street setback proposed is an appropriate distance as the area between the development and the street boundary has allowed significant landscaping to the secondary street façade which reduces the impact of development on adjoining properties and contributes to a desirable streetscape.

The proposal meets the design principles of the R Codes and is supported.

Lot Boundary Setback

The application involves an upper floor setback of 6.4 metres from the main building line and a 6.6 metre setback from the balcony, both measured from the mid-point of the Right of Way.

In considering the acceptability of the lot boundary setback proposed, the following is noted:

- The development has been designed to incorporate a courtyard area between the main building and the ROW which will allow the provision of considerable landscaping at ground level. This includes three 45 litre Magnolia Little Gem Trees and a 100 litre Gleditsia Sunburst which are positioned immediately between the ROW and the proposed dwelling. The trees assist in minimising the impact of the development from the neighbouring property and provide a sense of open space between the subject dwelling and the dwelling on the other side of the ROW;
- The development has been designed to not present excessive bulk to the adjoining property from the western lot boundary as the proposal incorporates various materials and finishes, including;
 - Subiaco Red feature face brick work which is incorporated to the ground floor design of the building and to the boundary fence which has been selected to maintain the character of the existing dwelling onsite;

- Timber look stain feature cladding material to the upper storey portion of the wall between the white rendered brickwork and the roof line of the building which has been selected as a distinctive character material of the local area; and
- Multiple large glazed openings including an open balcony to minimise the solid visual aspect of the development to the neighbouring properties;
- The setbacks proposed from the ROW are appropriate in maintaining adequate ventilation and sunlight to the proposed development and the existing dwelling on the other side of the ROW; and
- The City did not receive comments regarding the lot boundary setback provision.

The proposal meets the design principles of the Built Form Policy with regards to lot boundary setbacks and is supported.

Open Space

- The proposal has been designed to allow for considerable open space surrounding the development which minimises the visual aspect of the building to the street and allows for deep soil vegetation including 13 trees that address Austen Lane, three trees that address Loftus Street and four trees that address the ROW;
- Courtyard space has been proposed for each of the units on the northern lot boundary in addition to the balconies for each individual unit. The courtyard space provides further opportunities for residents to use space external of the building, reduces the impact of building bulk on the adjoining property and allows for further tree canopy;
- The building has been designed to provide multiple articulations and setbacks from the street and particularly to the northern lot boundary which maintains direct sun and ventilation and overall amenity to the surrounding properties; and
- The proposal effectively sets aside approximately 30 square metres of land for road widening. Inclusion of that area as part of the calculation would increase open space to approximately 42 percent.

The proposal meets the design principles of the R Codes and is supported.

Visual Privacy

In accordance with the R Codes, major openings to bedrooms require a 3 metre setback from the lot boundary and major openings to dining rooms require a 4.5 metre setback. Bedroom 2 to Unit 4 would be setback 2.6 metres from the northern lot boundary and the dining room of Unit 1 would be setback 4.4 metres from the northern lot boundary.

In considering the acceptability of visual privacy proposed, the following is noted:

- The setback of the Dining Room is only 0.1m from being Deemed-to-Comply.
- A major opening is proposed to the upper floor, abutting the stair case of Unit 1 which is proposed to soften the extent of solid wall on the northern elevation by providing glazing and a means of northern light to the upper storey areas of the dwelling. The small portion of overlooking extends into the adjoining property's pedestrian access way and would not overlook any active habitable space;
- Bedroom 2 of Unit 4 proposes a major opening on the west elevation which overlooks the adjoining property of No. 159A Loftus Street within the cone of vision. The cone of vision is subject to overlooking of the proposed (approved) roof cover over the front entry and car parking bay. The overlooking would not pose an undue impact on the neighbour's outdoor active habitable area; and
- The City did not receive comments regarding the visual privacy provision.

The proposal meets the design principles of the R Codes and is supported.

Car Parking

In considering the acceptability of the lack of a dedicated visitor bay, the following is noted:

- The development has been designed to provide two exclusive car parking bays in a tandem formation for each unit. The resident car parking provided onsite exceeds the requirement in accordance with the R Codes by three bays.

- The application involves the provision of bicycle facilities which are located directly in front of the entry to each unit which is appropriate and convenient to the occupants and visitors. The bicycle facilities provided onsite exceed the requirement of the R Codes which requires one bicycle facility to each three dwellings and one bicycle facility to each ten dwellings for visitors;
- The property is located on a high frequency bus route and is directly adjacent a bus stop on Loftus Street. The property is located in an area that provides alternate transport options given its location on a major bus route;
- The existing single dwelling on site does not accommodate any visitor parking;
- There are opportunities for on-street parking within Austen Lane on the development side (north) between the ROW and Loftus Street; and
- On-street parking in Austen Lane occurs currently and any occasional visitor parking resulting from the subject development would not have a significant impact on the local area.

The proposal meets the design principles of the R Codes and is supported.

Site Works and Retaining Walls

The development proposes portions of excavation and retaining walls of up to 0.8 metres along the northern lot boundary at its maximum point before tapering down to be consistent with the natural ground level.

In considering the acceptability of the site works and retaining walls proposed, the following is noted:

- The excavation is proposed to provide a consistent finished floor level for the dwellings and the courtyards that will be of benefit to the residents specifically to Units 2 and 3;
- The retaining walls are proposed at a height of 0.8 metres at its maximum height before tapering down toward the street as the site becomes level. The retaining walls are required to provide support of the proposed different ground levels between the subject property and the neighbouring property;
- The proposed site works and retaining walls would be below natural ground level and do not pose an undue impact on the locality; and
- The City did not receive comments regarding the site works and retaining walls.

The proposal meets the design principles of the R Codes and is supported.

Environmentally Sustainable Design

The applicant provided an ESD Report which forms part of the application to satisfy the requirements of the City's Built Form Policy. The ESD Report is included in **Attachment 8**.

As per the requirements of the Built Form Policy, the ESD Report demonstrates that the development:

1. Maximises passive solar heating, cooling, natural ventilation and light penetration;
2. Is capable of recovery and re-use of water run-off;
3. Installation of climate moderation devices can be incorporate into the building design; and
4. Is capable of achieving a 5 star Green Star rating in accordance with the Green Building Council of Australia's Green Star rating system.

The ESD Report outlines the following features that will be considered during construction, including:

- Indoor environment quality;
- Energy efficiency;
- Water efficiency;
- The use of high durable materials;
- Minimal emissions; and
- Building innovation.

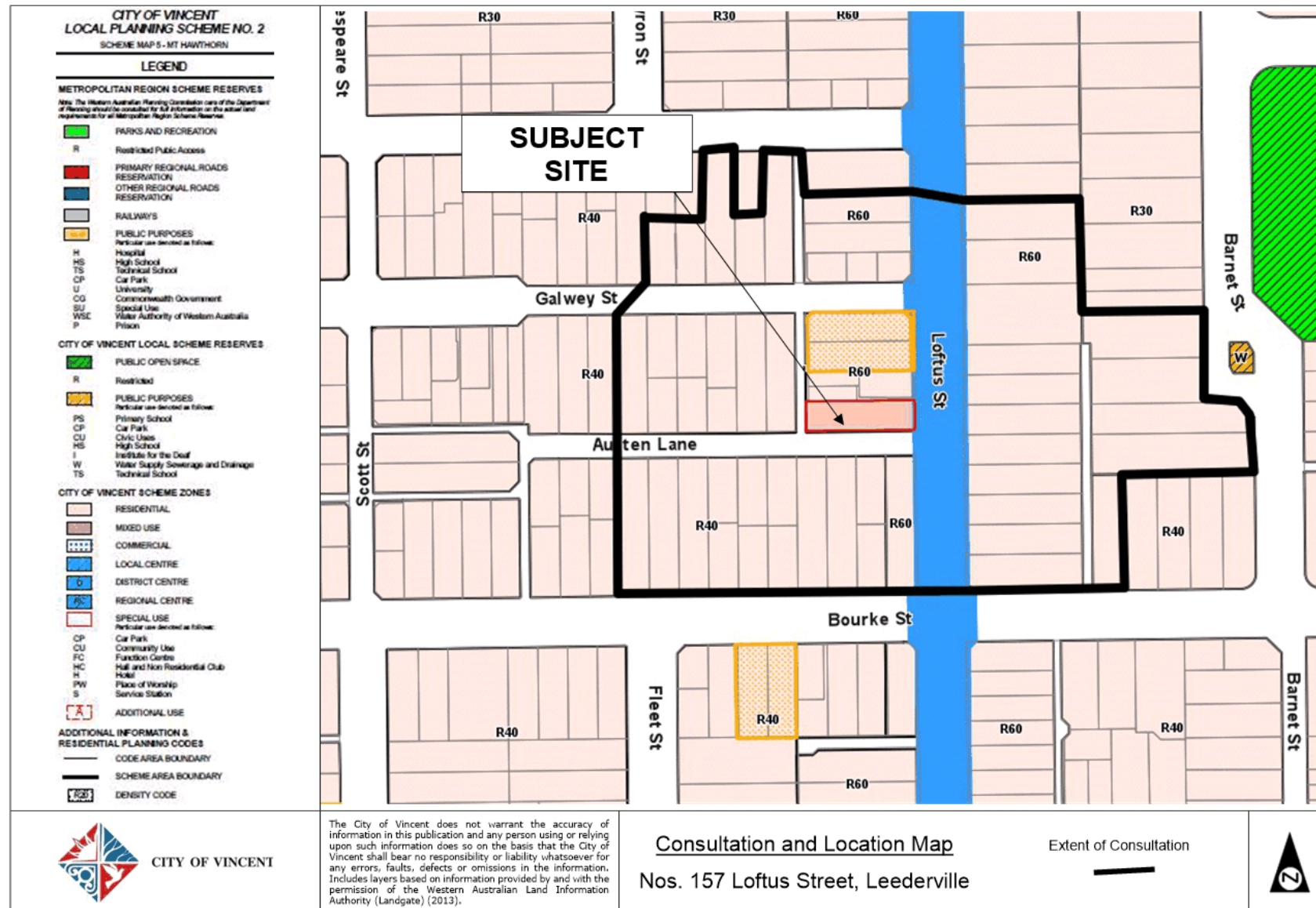
The report demonstrates that the development has been designed to achieve the ESD outcomes which are equivalent to a 5 Star Green Star building. The proposal satisfies the environmentally sustainable design requirements of the City's Built Form Policy and is acceptable. It is recommended that a condition be imposed requiring the submitted ESD report to be implemented.

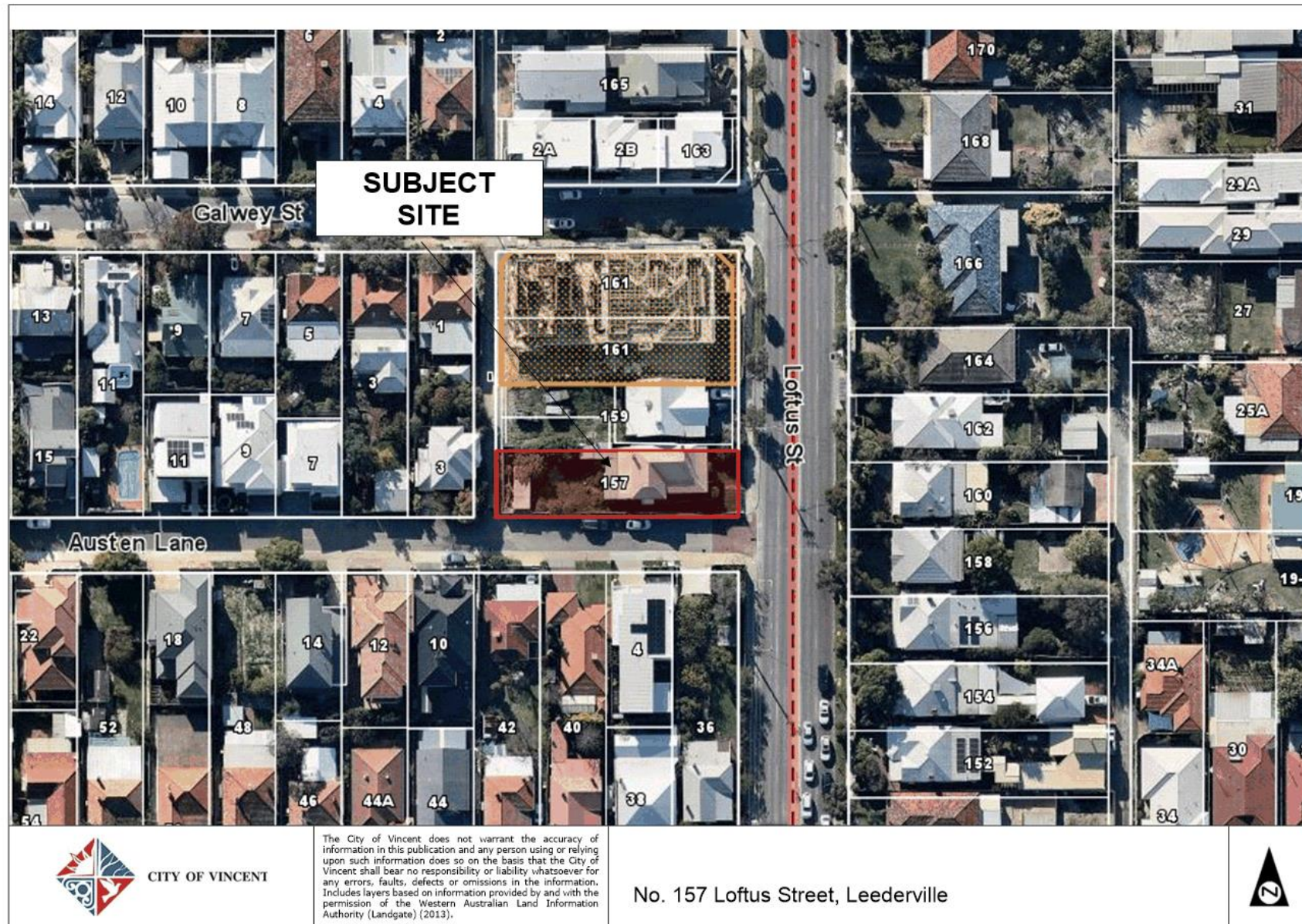
Landscaping

The application provides for 14.43 percent deep soil zone and 31.74 percent tree canopy cover at maturity. Given that the site is capable of accommodating over 30 percent canopy, the proposed deep soil zone (being 14.43 percent rather than a deemed-to-comply 15 percent) is considered acceptable, although a detailed landscaping plan is required to confirm the acceptability of the tree species and the reticulation details. Should the application be approved, it is recommended that a condition be imposed for a Landscape and Reticulation Plan to be submitted and approved prior to completion of the development.

Conclusion

The proposal requires Council to exercise its discretion in relation to building size, street setback, lot boundary setback, open space, landscaping, car parking, site works, retaining walls and visual privacy for this development. The proposed development has been designed to reduce impact on the surrounding properties and the streetscape of Loftus Street and Austen Lane. The applicant has proposed appropriate landscaping of the site, varying materials and finishes and major open style glazing of the dwellings which would reduce impacts of building bulk and provide additional amenity for the locality. It is recommended that the application be approved subject to conditions.





PROPOSED
KENTVILLE HOLDINGS PTY LTD
(AS TRUSTEE FOR THE MARZEC SUPERANNUATION FUND)
DEVELOPMENT

LOT 17 (#157) LOFTUS STREET,
LEEDERVILLE



PROPOSED
KENTVILLE HOLDINGS PTY LTD
(AS TRUSTEE FOR THE MARZEC SUPERANNUATION FUND)
DEVELOPMENT

LOT 17 (#157) LOFTUS STREET,
LEEDERVILLE



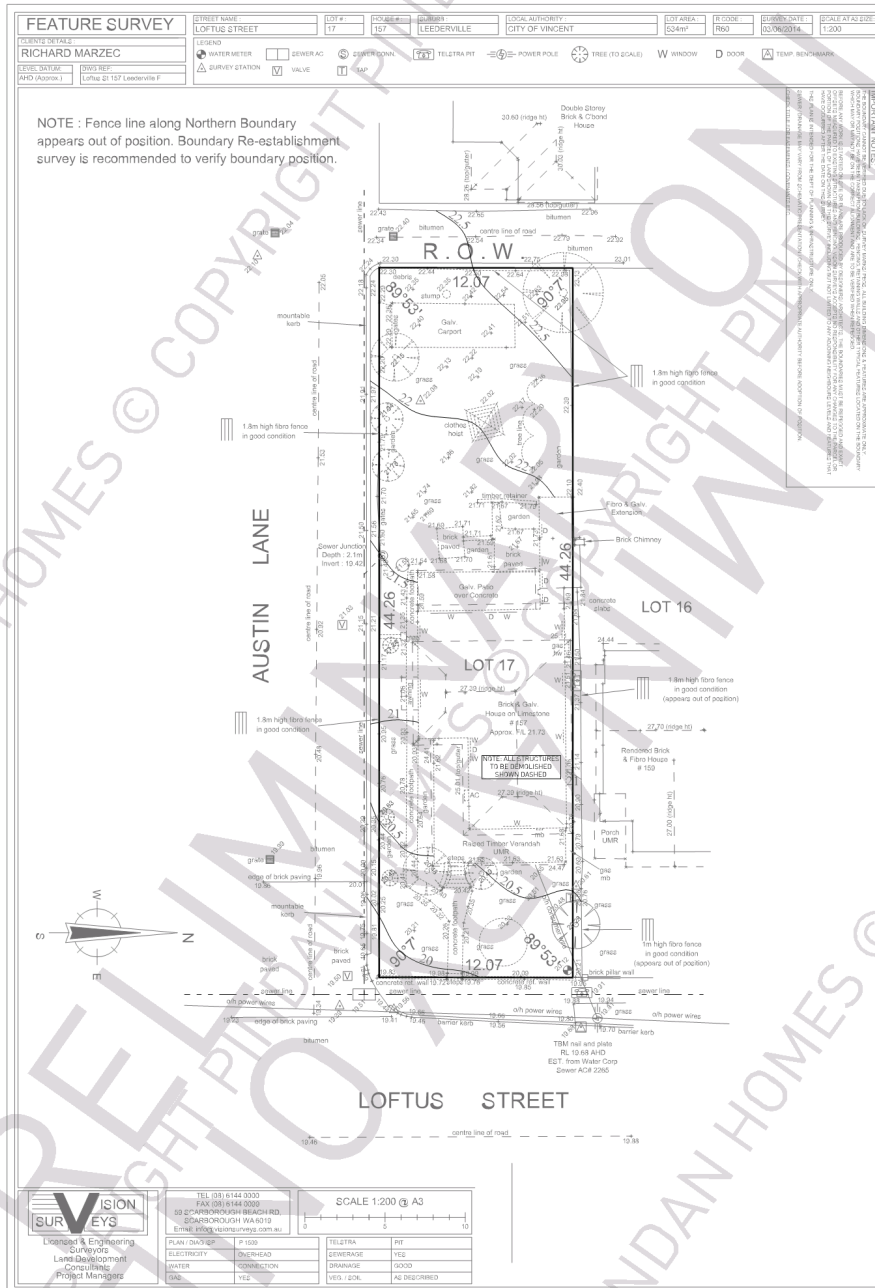
CONTEXT PLAN



3 STOREY APARTMENT BUILDINGS
+ 300

PARKING PROVIDED
EGMENTS-7
SITING-4

VEHICLE BAYS PROVIDED
BAYS



THIS IS THE DRAWING REFERRED TO IN THE
CONTRACT DATED:

PROPRIETOR
WITNESS
BUILDER
WITNESSES

PINDAN HOMES

191 Great Eastern Highway,
Belmont WA 6104
P.O. Box 93
Belmont WA 6104
Tel: (08) 9471 5300
www.pindanhomes.com.au

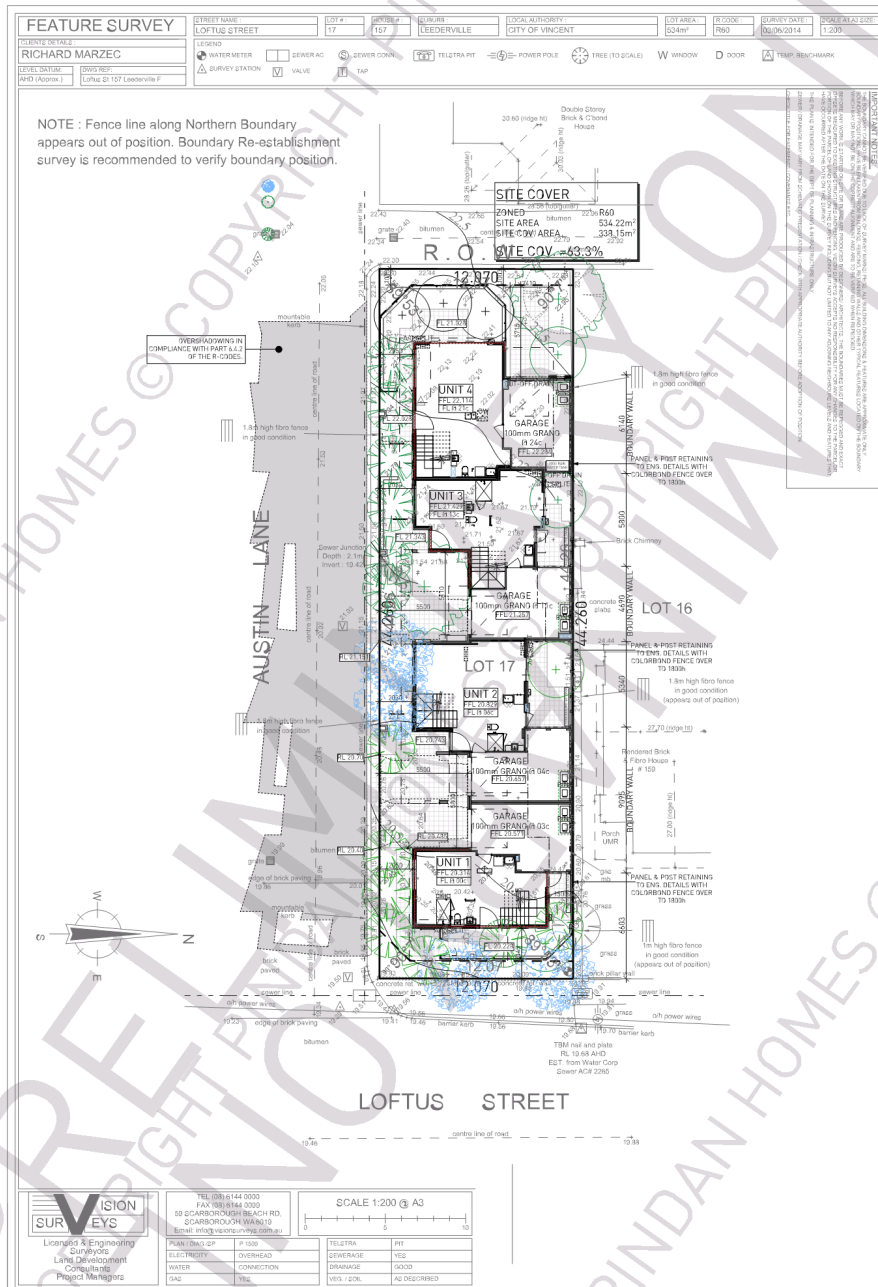
LOT 17 (#157) LOFTUS STREET, LEEDERVILLE
KENTVILLE HOLDINGS PTY LTD
VINCENT
INDUST & SPEC
SPECIAL LIFESTYLE

| REV | DATE | SHEET | DESCRIPTION | BY | C |
|-----|----------|-------|---------------------|----|---|
| 1 | 15/07/18 | ALL | EGG FOR PLANNING | 01 | 1 |
| 2 | 18/07/18 | ALL | PLANNING AMENDMENTS | 01 | 1 |
| 3 | 20/07/18 | ALL | PLANNING AMENDMENTS | 01 | 1 |

| DRAWING | DEMOLITION PLAN | A2 |
|---------|-----------------|-------------|
| JOB NO. | SW180704 | SCALE 1:200 |
| DWG NO. | SW180704 | REV NO. 2 |

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3 STOREY APARTMENT BUILDING
(1:500)
PARKING PROVIDED
ESENTS-7
SITE-1
VILLAGE BAYS PROVIDED
BAYS



SITE PLAN
1:200

THIS IS THE DRAWING REFERRED TO IN THE
CONTRACT DATED:

PROPRIETOR:
WITNESSES:
BUILDER:
WITNESSES:



191 Great Eastern Highway,
Belmont WA 6104
P.O. Box 93
Belmont WA 6104
Tel: (08) 9477 5300
www.pindanhomes.com.au

LOT 17 (#157) LOFTUS STREET, LEEDERVILLE
KENTVILLE HOLDINGS PTY LTD
VINCENT

| REV | DATE | SHEET | DESCRIPTION | BY | CHECKED |
|-----|----------|-------|---------------------|----|---------|
| 1 | 15/07/18 | ALL | FOR PLANNING | DP | DP |
| 2 | 18/07/18 | ALL | PLANNING AMENDMENTS | DP | DP |
| 3 | 20/07/18 | ALL | PLANNING AMENDMENTS | DP | DP |

DRAWING **SITE PLAN** **A2**
JOB NO. SW180704 SCALE 1:200
DWG NO. SW180704.04 REV NO. 2

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PLOT RATIO: 1:1
PLOT RATIO: 433.93 / 534m² = 0.812

DEEP SOIL ZONES
DEEP SOIL AREA: 79.19

NOTE: SUSPENDED SLAB SUBJECT TO BUILDING SURVEYOR APPROVAL

| LANDSCAPE LEGEND | |
|------------------|---------------------------------------|
| | 10% CHINESE TALLOW 20% CANOPY |
| | 10% OLEIFOLIA SUNBURST 20% CANOPY |
| | 45% MANILLA LITTLE TREE 70% CANOPY |
| | 45% EUCALYPTUS DEASIA 70% CANOPY |
| | 1800m COLOURBOND FENCE |

NOTE: LANDSCAPING STOWN INDICATIVE ONLY
PLANS TO BE PREPARED BY A REGISTERED
LANDSCAPE ARCHITECT TO COMPLY WITH CITY OF
VINCENT POLICY 7.1.1.1 PRIOR TO DEVELOPMENT
APPLICATION

R-CODE VARIATIONS:

4.1.1 BUILDING SIZE
• Plot Ratio exceeds 0.7

4.1.4 LOT BOUNDARY SETBACKS
• North boundary non-compliant (U3 end)

4.1.5 OPEN SPACE
• Open space non-compliant (45% Req.)

4.3.2 LANDSCAPING
• Carparking within secondary street setback

4.3.4 DESIGN OF CAR PARKING SPACES
• Carparking visible from street
• Visitor Bays provide an accessible path of travel for people with disabilities

4.3.6 SITE WORKS
• Erosion greater than 0.5m

4.3.7 RETAINING WALLS
• Retaining greater than 0.5m

4.4.1 VISUAL PRIVACY
• Overlooking from Unit 1

PLANNING POLICY 7.1.1 NOTES:

- 4.1.1 LANDSCAPING
 - Deep soil zone area non-compliant
 - Canopy cover TBA - Pending Landscape Plan
 - Landscape maintenance schedule pending
- 4.23 ENVIRONMENTALLY SUSTAINABLE DESIGN
 - Greywater suitability to be confirmed (Insufficient property area is available to approve the necessary setbacks and area required for irrigation)
 - 5 star Green Star Rating pending

LANDSCAPE CALCULATIONS:

SITE AREA = 534.22m²
R.O.W. AREA = 13.28m²
ROAD WIDENING = 14.07m²
REDUCED SITE AREA = 506.87m²

DEEP SOIL ZONE RED = 76.03m² = 15%
• PROVIDED = 79.26m² = 15.63%

FRONTYARD SETBACK AREA (EXCLUDING ROAD WIDENING) = 22.78m²
• SOFT LANDSCAPE PROVIDED = 11.54m² = 50.92%

CANOPY COVER REQUIRED = 152.06m² = 30%
• PROVIDED = 153.37 = 30.25%

NCC VOL 1 NOTES:

PART 10 ACCESSIBILITY FOR PEOPLE WITH DISABILITY - SUBJECT TO BUILDING SURVEYOR APPROVAL

WORKS BY OWNER:

- THESE WORKS DO NOT FORM PART OF THE CONTRACT
- DEMOLITION
 - RAIN WATER TANKS BY OWNER
 - DRY WATER
 - FLOOR COVERINGS (EXCLUDING WET AREAS)
 - LANDSCAPING
 - WINDOW TREATMENTS
 - DATES
 - INTERNAL WALL PAINTING
 - AIR CONDITIONING

SITE COVER

ZONED R60
SITE AREA 534.22m²
SITE COV. AREA 338.15m²
SITE COV. = 63.3%
MAX 50% R-CODE VARIATION ALLOWED



| AREAS | AREA (m ²) | PERIM (m) |
|---------------|------------------------|-----------|
| U1 | | |
| GF AREA | 38.78 | 27.13 |
| FF AREA | 62.13 | 33.75 |
| GARAGE/ST | 25.04 | |
| PORCH | 8.14 | |
| BALCONY | 14.80 | |
| U1 TOTAL AREA | 148.91 m ² | |
| U2 | | |
| GF AREA | 47.82 | 28.99 |
| FF AREA | 40.03 | 33.74 |
| GARAGE/ST | 24.97 | |
| PORCH | 13.34 | |
| BALCONY | 12.34 | |
| U2 TOTAL AREA | 149.47 m ² | |
| U3 | | |
| GF AREA | 45.85 | 31.90 |
| FF AREA | 47.57 | 40.92 |
| GARAGE/ST | 26.52 | |
| PORCH | 1.44 | |
| BALCONY | 17.01 | |
| U3 TOTAL AREA | 148.01 m ² | |
| U4 | | |
| GF AREA | 49.25 | 29.81 |
| FF AREA | 48.72 | 34.73 |
| GARAGE/ST | 24.34 | |
| PORCH | 1.13 | |
| BALCONY | 11.69 | |
| U4 TOTAL AREA | 155.13 m ² | |
| TOTAL AREA | 613.52 m ² | |

| ROOF AREAS | AREA (m ²) | PERIM (m) |
|------------|------------------------|-----------|
| GF ROOF | 35.89 | 0.00 |
| FF ROOF | 272 | 63.60 |
| | 328.00 m ² | 63.60 m |

DESIGN NOTES

- THE FOLLOWING APPLY UNLESS NOTED OTHERWISE ON THE PLANS.
- INSTRUMENTED CONCRETE SLAB (FIRST FLOOR)
 - CEILING HEIGHTS (AFL):
 - GF: 31c U.O.N.
 - FF: 31c U.O.N.
 - RENDER EXTERNALLY TO ENTIRE EXTERIOR
 - WINDOW HEAD HEIGHTS (AFL):
 - GF: 28c U.O.N.
 - FF: 28c U.O.N.
 - INTERNAL DOOR HEIGHTS (AFL):
 - GF: 2340mm U.O.N.
 - FF: 2340mm U.O.N.
 - LOCATION OF A/C SPLIT SYSTEMS SUBJECT TO INSTALLER'S RECOMMENDATIONS (BY OWNER)

GENERAL NOTES:

- EXTENT OF PAVING & LANDSCAPING SHOWN FOR ILLUSTRATION PURPOSES ONLY - REFER CONTRACT FOR ALLOWANCES
- SERVICES TO BE CONFIRMED PRIOR TO FINAL WORKING DRAWINGS
- FINAL HOUSE POSITION IS SUBJECT TO FEATURE SURVEY, COUNCIL AND / OR DEVELOPER APPROVAL
- FINAL DESIGN IS SUBJECT TO COMPLIANCE WITH BSA ENERGY EFFICIENCY REQUIREMENTS
- PURPOSE OF THIS PLAN FOR ILLUSTRATION PURPOSES ONLY
- NO ALLOWANCE FOR NEW FENCING, REMOVING AND RELINQUISHING OF EXISTING FENCING, POLE FENCING, RATES OR RETAINING WALLS UNLESS NOTED IN THE CONTRACT
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- NEGOTIATING & GAINING PERMISSION FOR THE REMOVAL OF FENCING WITH THE ADJOINING OWNER WHERE APPLICABLE IN ACCORDANCE WITH SECTION 10 OF THE BUILDING ACT
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 120mm RESTRICTED OPENINGS AS PER AS 2014 AS/NZS 4455.2 SECTION 3.1.2.5 PROTECTION OF OPENABLE WINDOWS

PROPOSED RESIDENCE FOR:

KENTVILLE HOLDINGS PTY LTD

SITE ADDRESS:

LOT 17 (151) LOFTUS STREET, LEEDERVILLE

DATE:

18/07/18

SKETCH NO:

SW180704

REVISION NO:

0

ZONING:

R60

DESIGN TYPE:

SPECIAL

SPECIFICATION:

LIFESTYLE

HOME CONSULTANT:

CS

DRAWN BY:

DE

PLANNING APPL:

YES

LOCAL AUTHORITY:

VINCENT

BAL:

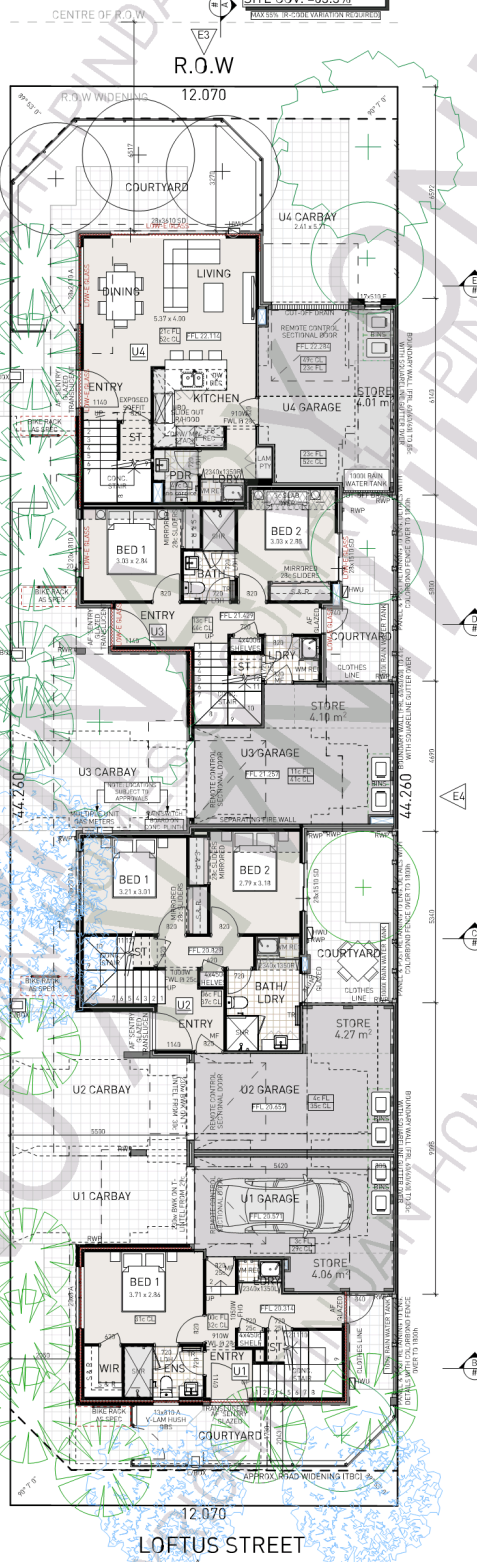
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PINDAN HOMES

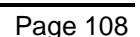
191 Great Eastern Highway,
Belmont WA 6104
Ph Box 93

Belmont WA 6104

Tel: (08) 9471 5300

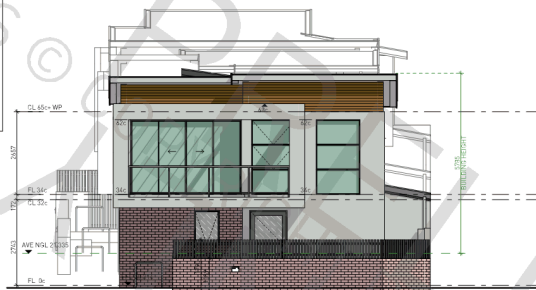


GROUND FLOOR PLAN
Scale 1:100



DESIGN NOTES
THE FOLLOWING APPLY UNLESS NOTED OTHERWISE ON THE PLANS.

- NGITU SUSPENDED CONCRETE SLAB (FIRST FLOOR)
- CEILING HEIGHTS (AFL) OF 31c U.O.N.
- FF 31c U.O.N.
- RENDER EXTERNALLY TO ENTIRE HOME, INC. INSIDE GARAGE
- WINDOW HEAD HEIGHTS (AFL) OF 20c U.O.N.
- FF 20c U.O.N.
- INTERNAL DOOR HEIGHTS (AFL) OF 2340mm U.O.N.
- FF 2340mm U.O.N.
- LOCATION OF A/C SPLIT SYSTEMS SUBJECT TO INSTALLERS RECOMMENDATIONS (BY OWNER)



ELEVATION 1
Scale 1:100



ELEVATION 3
Scale 1:100



ELEVATION 2
Scale 1:100



ELEVATION 4
Scale 1:100



| AREAS | | |
|---------------|------------------------|-----------|
| | AREA (m ²) | PERIM (m) |
| U1 | | |
| GF AREA | 38.78 | 27.09 |
| FF AREA | 62.13 | 33.75 |
| GARAGE/ST | 25.04 | |
| PORCH | 8.16 | |
| BALCONY | 14.80 | |
| U1 TOTAL AREA | 148.91 | |
| U2 | | |
| GF AREA | 47.82 | 28.99 |
| FF AREA | 60.03 | 33.94 |
| GARAGE/ST | 24.97 | |
| PORCH | 1.31 | |
| BALCONY | 13.34 | |
| U2 TOTAL AREA | 147.47 | |
| U3 | | |
| GF AREA | 45.85 | 31.90 |
| FF AREA | 62.59 | 40.92 |
| GARAGE/ST | 24.12 | |
| PORCH | 1.44 | |
| BALCONY | 19.01 | |
| U3 TOTAL AREA | 148.01 | |
| U4 | | |
| GF AREA | 47.35 | 29.81 |
| FF AREA | 60.72 | 34.73 |
| GARAGE/ST | 24.24 | |
| PORCH | 1.13 | |
| BALCONY | 11.69 | |
| U4 TOTAL AREA | 145.13 | |
| TOTAL AREA | 613.52 | |
| ROOF AREAS | | |
| | AREA (m ²) | PERIM (m) |
| GF ROOF | 25.89 | 0.00 |
| FF ROOF | 292.11 | 63.60 |
| | 328.00 | 63.60 |

GENERAL NOTES:

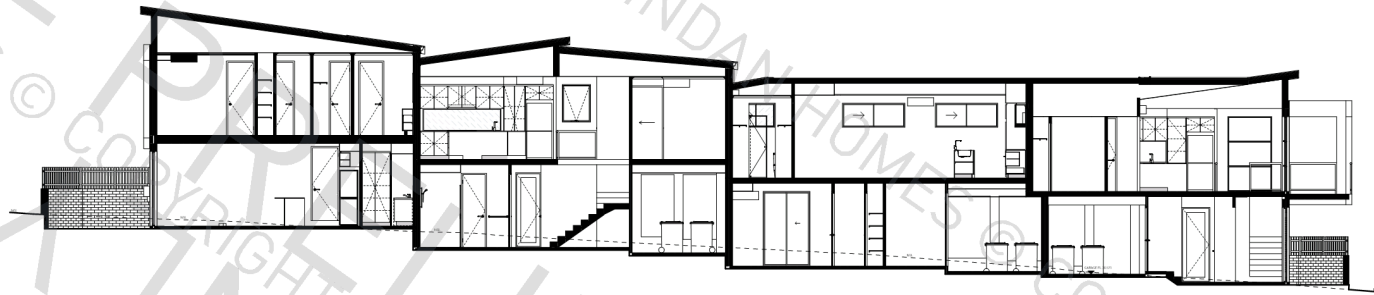
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- NEGOTIATING & OBTAINING PERMISSION FOR THE REMOVAL OF FENCING WITH THE ADJOINING OWNER WHERE APPLICABLE IN ACCORDANCE WITH SECTION 3.8.2 OF THE BUILDING ACT
- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 10mm RESTRICTED OPENINGS AS PER AS 2946:2014, VOLUME 1, SECTION 3.8.2.3 PROTECTION OF OPENABLE WINDOWS

PROPOSED RESIDENCE FOR:
KENTVILLE HOLDINGS PTY LTD
SITE ADDRESS:
LOT 17 (M167) LOFTUS STREET,
LEEDERVILLE
DATE:
18/07/18
SKETCH NO:
SW180704
REVISION NO:
0
ZONING:
R60
DESIGN TYPE:
SPECIAL
SPECIFICATION:
LIFESTYLE
HOME CONSULTANT:
CS
DRAWN BY:
DT
PLANNING/APPL:
YES
LOCAL AUTHORITY:
VINCENT
BAL:
N/A

PINDAN HOMES
191 Great Eastern Highway,
Belmont WA 6104
PO Box 92
Belmont WA 6994
Tel: (08) 9471 5300
www.pindanhomes.com.au

DESIGN NOTES
THE FOLLOWING APPLY UNLESS NOTED OTHERWISE ON THE PLANS.

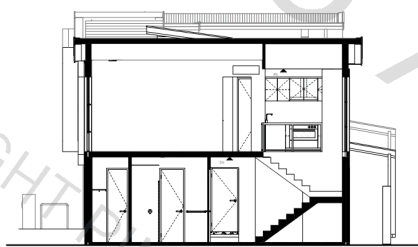
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OF 20c U.O.N.
FF 20c U.O.N.
- INTERNAL DOOR HEIGHTS (AFL):
OF 2340mm U.O.N.
FF 2340mm U.O.N.
- LOCATION OF A/C SPLIT SYSTEMS SUBJECT TO INSTALLERS RECOMMENDATIONS (BY OWNER)



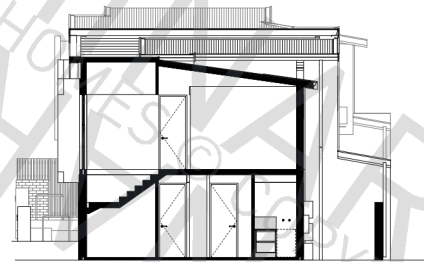
SECTION A
Scale 1:100



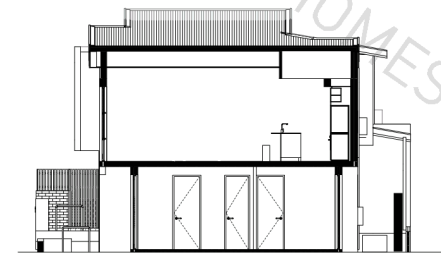
| AREAS | AREA (m ²) | PERIM (m) |
|---------------|------------------------|-----------|
| U1 | | |
| GF AREA | 38.78 | 27.09 |
| FF AREA | 62.13 | 33.75 |
| GARAGE/ST | 25.04 | |
| PORCH | 8.16 | |
| BALCONY | 14.80 | |
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| BALCONY | 13.34 | |
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| GF AREA | 45.85 | 31.90 |
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| FF AREA | 60.72 | 34.73 |
| GARAGE/ST | 24.24 | |
| PORCH | 1.13 | |
| BALCONY | 11.69 | |
| U4 TOTAL AREA | 145.13 m ² | |
| TOTAL AREA | 613.52 m ² | |
| ROOF AREAS | | |
| GF ROOF | 25.89 | 0.00 |
| FF ROOF | 292.11 | 63.40 |
| | 328.00 m ² | 63.40 m |



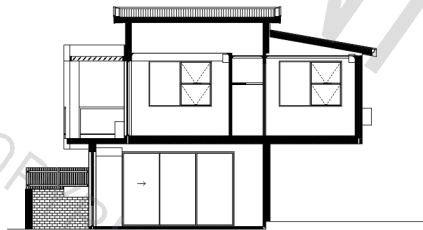
SECTION B
Scale 1:100



SECTION C
Scale 1:100



SECTION D
Scale 1:100



SECTION E
Scale 1:100

GENERAL NOTES:

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- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 100mm RESTRICTED OPENINGS AS PER AS 2946:2014, VOL 3 SECTION 3.2.2 PROTECTION OF OPENABLE WINDOWS

PROPOSED RESIDENCE FOR:

KENTVILLE HOLDINGS PTY LTD
SITE ADDRESS:
LOT 17 (M167) LOFTUS STREET,
LEEDERVILLE
DATE: 18/07/18
SKETCH NO: SW180704
REVISION NO: 0
ZONING: R60
DESIGN TYPE: SPECIAL
SPECIFICATION: LIFESTYLE
HOME CONSULTANT: CS
DRAWN BY: DT
PLANNING/APPL: YES
LOCAL AUTHORITY: VINCENT
BAL: N/A

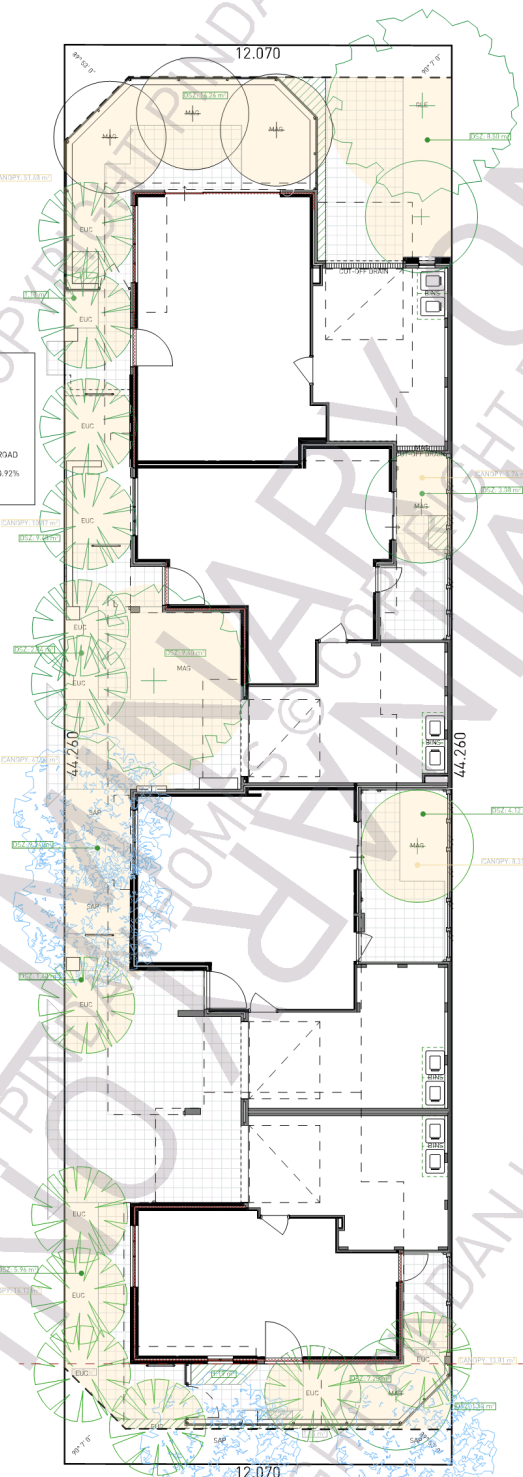


191 Great Eastern Highway,
Belmont WA 6104
PO Box 92
Belmont WA 6994
Tel: (08) 9471 5300
www.pindanhomes.com.au

| LANDSCAPE LEGEND | |
|------------------|--|
| | 100L CHINESE TALLOW 200L TALLY |
| | 100L SLEIGHTSIA SUNBURST 200L TALLY |
| | 40L MAGNOLIA LITTLE REM 100L TALLY |
| | 40L EUCALYPTUS CEASIA 100L TALLY |
| | 1800L COLORBOND FENCE |
| | DEEP SOIL AREA (1-1m) |
| | LANDSCAPE AREA |

NOTE: LANDSCAPING SHOWN INDICATIVE ONLY
PLANS TO BE PREPARED BY A REGISTERED
LANDSCAPE ARCHITECT TO COMPLY WITH CITY OF
VINCENT POLICY 7.1.1 PRIOR TO DEVELOPMENT
APPLICATION

| LANDSCAPE CALCULATIONS | |
|---|--|
| SITE AREA = 534.22m ² | |
| ROAD AREA = 13.23m ² | |
| ROAD WIDENING = 16.07m ² | |
| REDUCED SITE AREA = 504.97m ² | |
| DEEP SOIL ZONE REQ = 26.03m ² = 15% | |
| • PROVIDED = 79.24m ² = 15.43% | |
| PRIMARY FRONT SETBACK AREA (EXCLUDING ROAD WIDENING) = 22.70m ² | |
| • SOFT LANDSCAPE PROVIDED = 11.54m ² = 50.92% | |
| CANOPY COVER REQUIRED = 152.06m ² = 30% | |
| • PROVIDED = 153.37m ² = 30.25% | |



GROUND FLOOR PLAN
Scale 1:100



| AREAS | | |
|---------------|------------------------|-----------|
| | AREA (m ²) | PERIM (m) |
| U1 | 58.78 | 27.13 |
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| GARAGE/ST | 25.04 | |
| PORCH | 8.14 | |
| BALCONY | 14.80 | |
| U1 TOTAL AREA | 148.91 m ² | |
| U2 | | |
| FF AREA | 47.82 | 28.99 |
| GARAGE/ST | 40.03 | 33.74 |
| PORCH | 24.97 | |
| BALCONY | 3.31 | |
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| U3 | | |
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| FF AREA | 67.57 | 40.92 |
| GARAGE/ST | 26.52 | |
| PORCH | 1.44 | |
| BALCONY | 17.01 | |
| U3 TOTAL AREA | 160.01 m ² | |
| U4 | | |
| FF AREA | 49.35 | 29.81 |
| FF AREA | 68.72 | 34.73 |
| GARAGE/ST | 24.34 | |
| PORCH | 1.13 | |
| BALCONY | 11.69 | |
| U4 TOTAL AREA | 155.13 m ² | |
| TOTAL AREA | 613.52 m ² | |
| ROOF AREAS | | |
| | AREA (m ²) | PERIM (m) |
| GF ROOF | 35.89 | 0.00 |
| FF ROOF | 272 | 63.60 |
| | 328.00 m ² | 63.60 m |

DESIGN NOTES

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 - CEILING HEIGHTS (AFL):
OF 31c U.O.N.
FF 31c U.O.N.
 - RENDER EXTERNALLY TO ENTIRE HOME, INC. INSIDE GARAGE
 - WINDOW HEAD HEIGHTS (AFL):
OF 23c U.O.N.
FF 23c U.O.N.
 - INTERNAL DOOR HEIGHTS (AFL):
OF 2340mm U.O.N.
FF 2340mm U.O.N.
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- ALL FIRST FLOOR BEDROOM WINDOWS TO HAVE 100mm RESTRICTED OPENINGS AS PER AS 2014 AC2014, VUL SECTION 3.9.2.5 PROTECTION OF OPENABLE WINDOWS

PROPOSED RESIDENCE FOR:

KENTVILLE HOLDINGS PTY LTD

SITE ADDRESS:

LOT 17 (157) LOFTUS STREET,
LEEDERVILLE

DATE: 18/07/18

SKETCH NO: SW180704

REVISION NO: 0

ZONING: R40

DESIGN TYPE: SPECIAL

SPECIFICATION: LIFESTYLE

HOME CONSULTANT: CS

DRAWN BY: DE

PLANNING APPL: YES

LOCAL AUTHORITY: VINCENT

BAL: N/A


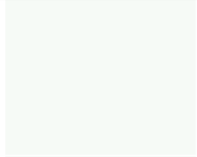




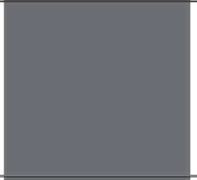

**PINDAN
HOMES**

191 Great Eastern Highway,
Belmont WA 6104
P.O. Box 93
Belmont WA 6104
Tel: (08) 9471 5300

External Finishes Schedule

Project: 157 Loftus Street, Leederville



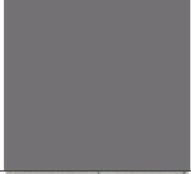

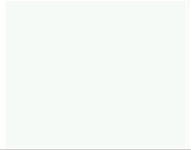
Date: 02/11/18

| | | | |
|---|--|---|--|
| Feature 1c Face Brickwork | Midland Brick (Subiaco Red) |  | |
| Main Render Colour | Dulux – Vivid White |  | |
| Feature Cladding (James Hardies) | James Hardie Primeline Cladding (Newport) Timber Look Stain |  |  |
| Window Frames | Charcoal Lustre |  | |
| Roof Cover | Colorbond Custom Orb Basalt |  | |
| Balcony Balustrade Frame: | Basalt Glass infill Panels |  | |
| Fencing Infill Frame: | Basalt |  | |

External Colour Scheme – Lot

Client Initials _____

External Finishes Schedule

| | | | |
|-------------------------------------|--------------------------------------|--|--|
| Gutters & Fascia | Basalt |  | |
| Down pipes | Basalt |  | |
| Front Entry Door & Frame | Basalt Glass infill |  | |
| Paving | Midland Brick Promenade Pewter |  | |
| Electric/ Gas Meter box | To match render |  | |

External Colour Scheme – Lot

Client Initials _____

Attention: Planning Department
City of Vincent
PO Box 82
Leederville
WA 6902



ACN 619 383 407
168 Stirling Highway
Nedlands WA 6009

Wednesday, 1 August 2018

Justification Letter | 157 Loftus Street, Leederville

Dear Sir/Madam

The purpose of this letter is to justify several variations to deemed-to-comply (DTC) planning provisions of the applicable local planning framework for a Development Application (DA) at 157 Loftus Street, Leederville, henceforth known as the 'subject site.' The DA seeks approval for four (4) multiple dwellings.

BACKGROUND

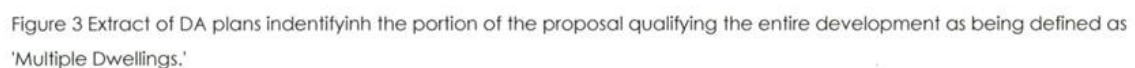
1. The lot is zoned R60.
2. The lot is of a rectangular shape. It is 12.07m wide with a site area of 534 m².
3. The subject site has a fall of 3.1m. The site rises away Loftus Street.
4. The subject site is subject to road widening at both the front and rear.
5. The lot immediately to the north has been recently subdivided. Subdivision has created a pedestrian accessway which will buffer the development from the retaining dwelling to the north.
6. The subject site is located in the 'Transit Corridor' and is subject to a maximum three (3) storey building height limit.



Figure 1 Street view of the subject site (Google Maps)



The development conforms to the R-Codes definition requiring it to be assessed and classified as Multiple Dwellings on account of a portion of the plot ratio area of Unit 4 (bed 1) being vertically above a part of the plot ratio area of Unit 3 (bed 2) below.



VARIATIONS & JUSTIFICATION

The following section outlines variations identified by the Client and justifies those variations against applicable design principles, objectives, and relevant town planning considerations.

R-CODES CLAUSE 6.1.1 BUILDING SIZE

| Design Principle | Justification |
|---|---|
| <i>Plot Ratio exceeds 0.7. The proposal seeks a plot ratio of 0.775. The variation can be quantified as an additional 40m² of plot ratio area.</i> | |
| P1 Development of the building is at a bulk and scale indicated in the local planning framework and is consistent with the existing or future desired built form of the locality. | <p>The siting and design of the development has been carefully considered to ensure a limited impact upon adjoining residences to ensure the variation can be successfully assessed against the design principles. The plot ratio has exceeded the deemed-to-comply criteria of the R-Codes to deliver a high-quality design which incorporates strong sustainable principles and the highest level of amenity for its residents.</p> <p>The built form outcome is consistent with other development approved in very similar locations. In comparison, we believe the proposal, makes a greater contribution to the streetscape as it integrates well with the surrounding built form environment.</p> |



Figure 4 An architectural render of the proposed development.



Figure 5 Hn.163 Loftus Street, Leederville in very similar location.


| Design Principle | Justification |
|------------------|--|
| |  |

Figure 6 Hn. 175 Loftus Street, Leederville in very similar location.



Figure 7 Hn. 174 and Hn. 172 Loftus Street, North Perth located in a proximate location.

It is considered the scale of the building harmonises with the character of the surrounding built environment. The proposed plot ratio variation of 40m² is considered to be minor as it does not give rise to the creation of an additional dwelling.



Figure 8 Street view of the subject site 157 Loftus Street, Leederville (Google Maps)

| Design Principle | Justification |
|---|--|
| The upper floor north boundary wall to U3 ensuite is not setback is compliantly. | |
| P4.1 Buildings set back from lot boundaries or adjacent buildings on the same lot so as to: | |
| <ul style="list-style-type: none"> • ensure adequate daylight, direct sun and ventilation for buildings and the open space associated with them; | <p>The protruding portion of wall is design to correspond to the location where the pedestrian accessway adjoining returns north. The portion of wall itself has no capacity to impact direct sunlight to adjoining dwellings as it is located due south.</p> <p>The position of the wall relative to the remaining portion of the developments results in the variation having little to no ability to impact on natural ventilation to any discernable degree.</p> |



Figure 9 Site analysis/context plan, upper floor (hatched black), ground floor (hatched red.) (Variation articulated in dark blue).

- | | |
|---|---|
| <ul style="list-style-type: none"> • moderate the visual impact of building bulk on a neighbouring property; | <p>The wall setback variation provides articulating to the north facing façade and provides the elevation with a vertical emphasis. The protrusion could have the effect of screening the remaining upper level of the proposal as viewed from the western-most northern adjoining lot. This portion of wall, whilst setback greater than the remaining elevation has the least amount of articulation.</p> |
|---|---|



Figure 10 North facing elevation (variation shaded yellow)

- ensure access to daylight and direct sun for adjoining properties; and
- assist with the protection of privacy between adjoining properties.

The position of the subject site and the remaining built form, relative to the only adjoining residential area (north,) results in the variation being unable to contribute to any loss of direct natural sunlight at any time of the day.

The minor mass of the wall allows additional privacy to be enjoyed by the users of the ground floor courtyard of proposed Unit 2 positioned immediately east of the variation.

Local Planning Framework Design Principles

- | | |
|---|--|
| <p>P4.3.1 Development which incorporates design elements that reduce the impact of building bulk.</p> | <p>The proposal has used massing and articulation to achieve a reduction in building bulk. The varying wall setbacks are combined with staggered FFLs and corresponding building heights which following the natural contours of the subject site.</p> |
| <p>P4.3.2 Development which maximises natural light access, natural ventilation, internal and external privacy.</p> | <p>The use of a white masonry render finish will improve natural light reflectivity to the southern façade of northern adjoining properties as well as external spaces appurtenant to the proposal. The reflectivity of natural light can be considered to offset any impact of the reduced wall setback being that the wall is located directly south.</p> <p>An examination of the floor plans reveal each multiple dwelling is designed to achieve a high level of cross ventilation across each level.</p> |
| <p>P4.3.3 Setbacks that facilitate the provision of landscaping.</p> | <p>The northern setback and the design scheme in general has been prepared to specifically accommodate landscaping on the northern side boundary. The landscaping is expected to reduce the bulk and scale of the façade as it will have a reduced visual prominence.</p> <p>The protrusion sits above an on boundary wall and therefore cannot impact the provision of landscaping.</p> |

| Design Principle | Justification |
|--|--|
| <p>Diagram illustrating a site plan with dimensions and a prevailing wind direction (3PM) indicated by a blue arrow.</p> | <p>Diagram illustrating a site plan with dimensions and a prevailing wind direction (3PM) indicated by a blue arrow.</p> |

Figure 11 A depiction of vegetation currently proposed along the northern boundary only on the subject site.

| | |
|---|---|
| P4.3.4 Development which activates and addresses rights of way. | The design as proposed activates and addresses both adjoining ROW's whilst ensuring privacy of the dwelling opposite. Architectural renders and the elevations submitted as part of this DA demonstrate the designs ability to successfully address this housing objective. |
|---|---|



Figure 12 West facing elevation.



Figure 13 South facing elevation, Austen Lane in foreground.

R-CODES CLAUSE 6.1.5 OPEN SPACE

| Design Principle | Justification |
|------------------|---------------|
|------------------|---------------|

Open space non-compliant (45% Req.) 37.5% proposed.

P4 Development incorporates suitable open space for its context to:

P5 Open space respects existing or preferred neighbourhood character and responds to the features of the site.

To ensure design is respectful of local context and in a response to the transitional location of the site, the proposal has demonstrated restraint by not building to three (3) storeys as permitted. Whilst the subject site itself is located in the transit zone, three (3) adjacent lots to the south and the adjacent lot to the west are not, and are subject to a two (2) storey height limit.

The lot to the north has been subdivided into three lots which included the retention of a heritage style single storey dwelling, generally incapable of achieving two (2) storeys let alone three (3).



Figure 14 Extract - Built Form Areas Policy No. 7.1.1. - Transit Zone (Green)

The design has responded well to the existing features of the site, particularly the natural ground levels as it avoid major interference with. This preserves the natural topography at the expense of have to use stepped footings and upper level slab.

The figure below articulates the extent of FFL variation required in the design to remain completely sympathetic with the natural ground levels.


| Design Principle | Justification |
|--|---------------|
|  | |

Figure 15 FFLs of both slabs highlights along the southern façade.

The design is skilful and promotes site-sensitive design to make the best of the natural terrain to achieve diversity of housing styles and a sense of place and neighbourhood identity.

The design choice to limit building height to a contextually sympathetic two (2) storeys has contributed to a short fall in open space whilst better reflecting the existing neighbourhood character.

R-CODES CLAUSE 6.3.2 LANDSCAPING & LPP CLAUSE 4.1

| Design Principle | Justification |
|---|---------------|
| 1. The design proposes carparking within secondary street setback | |
| 2. The deep soil zone area is 13.41% in lieu of 15%. The shortfall is 8.45m². | |
| 3. The design submission is pending a <u>Landscape Plan</u> and <u>Landscape maintenance schedule</u> . The former will determine accurately the amount of canopy cover achieved. | |

P2 The space around the building is designed to allow for planting. Landscaping of the site is to be undertaken with appropriate planting, paving and other landscaping that:

- meets the projected needs of the residents; In comparison to a typical multiple dwelling development or grouped dwelling development, this design has not been required to sacrifice a significant amount of open space area to achieve a compliant vehicle movement network. The design outcome has manifested itself in each dwelling's external living areas far exceeding minimum requirements and a far superior outcome.
 - contribute to the streetscape; and Each dwelling is provided a minimum of two (2) 'habitable' external areas, with a minimum of one having access to direct winter northern sunlight. Further, OLAs are provided without fixed cover to maximise natural light penetration.
 - enhance security and safety for residents; The majority of landscaping proposed is located along the boundaries of the subject site adjoining each of the three street frontages. As a formal landscape plan is yet prepared, the applicant will incorporate feedback provided during the design review and assessment process into appropriate plant selections.
- The design submitted provides a high level of natural surveillance, both active and perceived to the surrounding public spaces. The minimal setback of the upper level balconies, and the driveway areas below will ensure landscaping does not obstruct line-of-sight to Austen Lane.

Local Housing Objectives

| Design Principle | Justification |
|---|---|
| P4.10.1 Landscaping is to be designed to reduce the impact of development on adjoining residential zones and public spaces. | The proposal has ensured sufficient space along the northern boundary is provided to ensure a suitable vegetation buffer is achieved between the properties. |
| P4.10.2 Landscaping should provide increased urban air quality, tree and vegetation coverage and a sense of open space between buildings. | The multiple dwelling land use has triggered the requirement to provide a substantial rear buffer, not otherwise achieved in a group dwelling development. This has emphasised the sense of open space between the proposal and the building to the west. |
| P4.10.3 The integration of sustainable landscape design with the building creating a greater landscaping amenity for residents and occupants and the community. | The landscape plan has not yet been prepared. The built form has been designed to be able to integrate with areas designated for landscaping. |
| P4.10.4 The provision of landscaping that will make an effective and demonstrated contribution to the City's green canopy to reduce the impact of the urban heat island effect. | The landscape plan has not yet been prepared. It is anticipated, that with appropriate plant selection to the areas designated for landscaping, the proposal will be able to achieve 30% canopy cover. |
| P4.10.5 Landscaping design which facilitates the retention of existing vegetation and deep soil zones. | The subject site has two trees capable of being considered worthy of retention. The larger tree is located in the rear setback area designated for landscaping. |



Figure 16 Existing trees to be retained.

P4.10.6 Landscaping at the rear of the property should not negatively

The landscape plan has not yet been prepared. The vehicle access to unit 4 is aligned with a major opening located on the level above. The proposal will maintain its ability to activate the ROW with active natural surveillance.


| Design Principle | Justification |
|--|--|
| <p>impact on the use and activation of a right of way.</p> |  |

Figure 17 Major opening located above driveway will ensure perpetual activation of the ROW.

P4.10.7 Open air car parks should be appropriately landscaped to provide adequate shading and reduce the impact on adjoining properties.

The four 'external' car parks are ensured shading through design. Three of the car bays are located on the southern side of the proposal and are afforded permanent cover from the balcony above to 4.14m of the 5.5m bay length.

As the area without cover would be afforded greater shade as the sun is not directly above, a B85 dimension vehicle would typically only have sun cast, if any, onto the boot area.

Figure 18 A B85 dimensioned vehicle (yellow) positioned into the partly covered car bay (covered area shaded red).

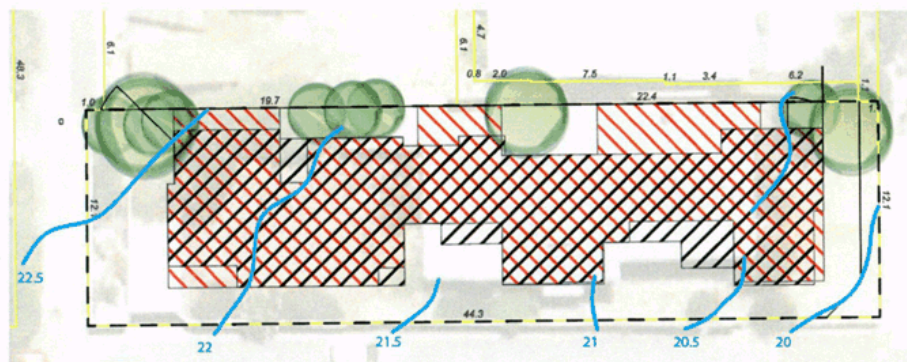
The Unit 4 car bay will be shaded by the larger retained tree and other trees proposed as part of the landscaping plan, as indicated on the site plan submitted.

R-CODES CLAUSE 6.3.4 DESIGN OF CAR PARKING SPACES

| Design Principle | Justification |
|---|--|
| <ol style="list-style-type: none"> 1. <i>Carparking is visible from street.</i> 2. <i>Visitor Bays provide an accessible path of travel for people with disabilities.</i> | |
| <p>P4 Car, cycle and other parking facilities are to be designed and located on-site to be conveniently accessed, secure, consistent with the streetscape and appropriately manage stormwater to protect the environment.</p> | <p>The car parking visible from the street is very difficult to conceal on this particular site due to it being bound on three sides by public vehicle accessway. The car parking is however designed to be accessed from Austen Lane, as opposed to Loftus Street. As each dwelling is only required to provide one resident car bay, the tandem bays will be able to perform the function of a visitor parking bay, which is otherwise required to be visible from the street.</p> <p>Generally, the impact of garage doors on the streetscape has been limited by the decision to propose a tandem parking configuration for each dwelling. The garage doors are setback 5.5 m from Austen Lane as a result.</p> <p>The visitor bay provided is accessible directly from Austen Lane, a gazetted road. Austen Lane is 10m wide and is serviced by a functionally dimensioned footpath. The traffic volume on Austen Lane is expected to be minimal, with the road being safe to cross to those requiring the disability accessible path of travel located on the opposite site of the road.</p> |

R-CODES CLAUSE 6.3.6 SITE WORKS

| Design Principle | Justification |
|---|---|
| <p><i>The development proposes excavation greater than 0.5m</i></p> <p>P7.1 Development that considers and responds to the natural features of the site and requires minimal excavation/fill.</p> | <p>Considering the extent of the fall which exists across both axis's, the limited extent of excavation and retaining required is quite remarkable. To ensure no overlooking result from earthworks, a cautious approach favouring excavation was adopted. This decision ensured that car bays were provide compliant access in respect to gradients from Austen Lane. The nature and extent of the topography affecting the site is highlighted in the figure below.</p> |



R-CODES CLAUSE 6.3.7 RETAINING WALLS

| Design Principle | Justification |
|--|---|
| <i>Retaining proposed is greater than 0.5m</i> | |
| P8 Retaining walls that result in land which can be effectively used for the benefit of residents and do not detrimentally affect adjoining properties and are designed, engineered and landscaped having regard to clauses 6.3.6 and 6.4.1. | <p>Any retaining proposed exceeding 500mm is required to be certified by an engineer and approved as part of a subsequent Building Permit application. 50% of the retaining wall adjoins the newly created pedestrian access leg which will buffer against any perceived impact.</p> <p>It was not considered that terracing the excavation would result in an improved outcome for the following reasons:</p> <ul style="list-style-type: none"> • The excavation to the boundary facilitates an external FFL at the same grade (1cl lower) as the appurtenant habitable room. Not only does this make the courtyard functional and capable of being used in conjunction with the internal areas of the dwelling, it prevents the ingress of water during storm events; and • Terracing the retaining the result in a 1m setback from the boundary would prohibit the area to qualify as a deep root zone. |

R-CODES CLAUSE 6.4.1 VISUAL PRIVACY

| Design Principle | Justification |
|---|---------------|
| Overlooking from Unit 1 into the adjacent dwelling. The location and extent of overlooking is depicted in pink in the figure below. | |

The diagram shows an aerial view of a building footprint with overlooking areas highlighted in pink. The building is a long, rectangular structure with several internal courtyards and setbacks. The pink areas are located on the roof and upper floors of the building, indicating the extent of overlooking from Unit 1 into the adjacent dwelling. The diagram includes various dimensions and a scale bar.

Figure 21 Extent of overlooking (Shaded in pink)

P1.2 Maximum visual privacy to side and rear boundaries through measures such as:

- offsetting the location of ground and first floor windows so that viewing is oblique rather than direct;
- building to the boundary where appropriate;
- setting back the first floor from the side boundary;
- providing higher or opaque and fixed windows; and/or
- screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).

The proposal overlooks areas which are considered to be in the public realm. The overlooking is extremely minor and is the unintended result of major openings and balconies being positioned to provide natural surveillance of public areas.

The indicative landscape plan identifies vegetation on the north boundary which is expected to have a screening effect upon maturity. The screening would not be perennial in the likely event tree selections are deciduous. Regardless, the front balcony would be seldom used in colder months when any deciduous tree has lost its foliage.

LOCAL PLANNING FRAMEWORK

LPP CLAUSE 4.23 ENVIRONMENTALLY SUSTAINABLE DESIGN

| Design Principle | Justification |
|--|---|
| <ul style="list-style-type: none"> • Greywater suitability to be confirmed (Insufficient property area is available to achieve the necessary setbacks and area required for irrigation) • 5 star Green Star Rating pending | |
| P1.8.1 It maximises passive solar heating, cooling, natural ventilation and light penetration to reduce energy consumption; | <p>The design concept suitably balances obligations to maintain the privacy of the northern adjoining properties, with a desire to maximise passive solar heating and light penetration.</p> <p>Ground floor OLA's are selected, where appropriate, to capture northern light, whilst the primary upper level OLAs of the two central units are to be constructed with a fixed open pergola structure to offset the inability to locate the OLA on the northern boundary. Direct sunlight is captured to the upper level kitchen to ensure light penetration to the living area. The upside down design has allowed for an improved passive solar design outcome.</p> <p>With reference to natural ventilation, the physically unobstructed southern and western elevation ensure the upper level balconies are able to harness the cooling prevailing winds.</p> |
| P1.8.2 It is capable of recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications. | Due to confined site dimensions, the applicant is currently confirming if the proposal is suitable to adopt greywater reuse technology. The proposal does specify 1000L rainwater tanks for each unit. |
| P1.8.3 Climate moderation devices can be incorporated to reduce passive solar gain in summer and increase passive solar gain in winter. | Most north facing windows are shielded from direct summer sun through eaves, thus limiting unwanted solar gains. The windows without eave coverage align with areas designated for landscaping which provide a natural solar-shielding solution. |
| P1.8.4 That it is capable of achieving one of the environmental performance ratings shown in the below table, or their equivalent*. | The proposal is seeking to achieve a 5 star Green Star rating. We ask the City liaise with the applicant for further details during assessment of the application. |

SUMMARY

The proposal has been carefully drafted by the designer through multiple revisions to achieve a site responsive a site response outcome which is being highly reflective of the City's local planning framework. The proposal considers its immediate context and responds to ensure the amenity of the location is not only maintained, but improved, whilst also creating a functional and well-designed development.

Should clarification on any aspects of this matter, please do not hesitate to contact myself on [REDACTED] or by email at [REDACTED]

Kind regards

[REDACTED]

[REDACTED]

Director | Principal Planner

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: |
|---|--|
| <u>Building Size</u> Concerns raised in regards to the building size impacting on lot boundary setbacks, street setbacks, open space and landscaping. | Regarding concerns relating to building size, the following responses are provided: <ul style="list-style-type: none"> • In accordance with the City's Built Form Policy, the maximum building height permitted for the site is three storeys. The development proposes a maximum building height of two storeys which will minimise building bulk on the adjoining properties and is consistent with the existing scale and context of development within the immediate locality; • The primary street setback to Loftus Street complies with the R Codes requirement allowing for adequate landscaping and tree canopy cover to be provided which has contributed to a desired streetscape; • The proposed lot boundary setbacks to the development comply with the deemed-to-comply requirements of the R Codes with the exception of the upper storey setbacks to the secondary street and rear lot boundary which pose minor variations. The development has been designed to respect and reduce the visual impact of building bulk on the surrounding properties; • The applicant has provided landscaping around the perimeter of the building particularly to the primary and secondary street and the rear laneway. The significant landscaping is proposed to soften the appearance of the built form and contribute to green canopy for a desired streetscape; and • The development has been designed to provide open space surrounding the development allowing for deep soil zones between the street boundary and the building and mitigating the impact of building bulk to the street. |
| <u>Street Setback</u> Concerns raised in regards to the impact of the street setback to Austen Lane which will create a tunnelling effect and have a negative impact on the current and evolving streetscape. The street setback provide adequate depth for vehicle parking of residents and visitors. | Regarding concerns relating to street setback, the following responses are provided: <ul style="list-style-type: none"> • The upper storey secondary street setback proposes minor departures as the support wall structures protrude into the setback area. It is noted that the main building line of the development is setback greater than required; • The design of the proposal has incorporated balconies to the secondary street and significant major openings together with an articulated façade to the street which is considered to minimise the impact of building bulk on the adjoining properties from Austen Lane; and • The area of the street setback proposed has allowed for deep soil zones to be provided and the applicant has included a total of 13 trees fronting Austen Lane. The broad landscaping proposed is considered to provide a sense of open space between the development and the street and mitigate any perceived tunnel effect as a result of the development. |
| <u>Lot Boundary Setback</u> Concerns raised in regards to providing greater visual truncations at the corner of Loftus Street and the ROW. | The development plans have been amended to provide a 2 metre by 2 metre visual truncation at the intersection of Austen Lane and the ROW. The visual truncation will ensure appropriate line of sight for vehicles entering and exiting the ROW to Austen Lane. |
| <u>Open Space</u> Concerns raised in regards to the lack of open space | Following community consultation, the applicant submitted amended plans to increase the open space from 32.68 percent to 34.17 percent. The amendment included the deletion of the |

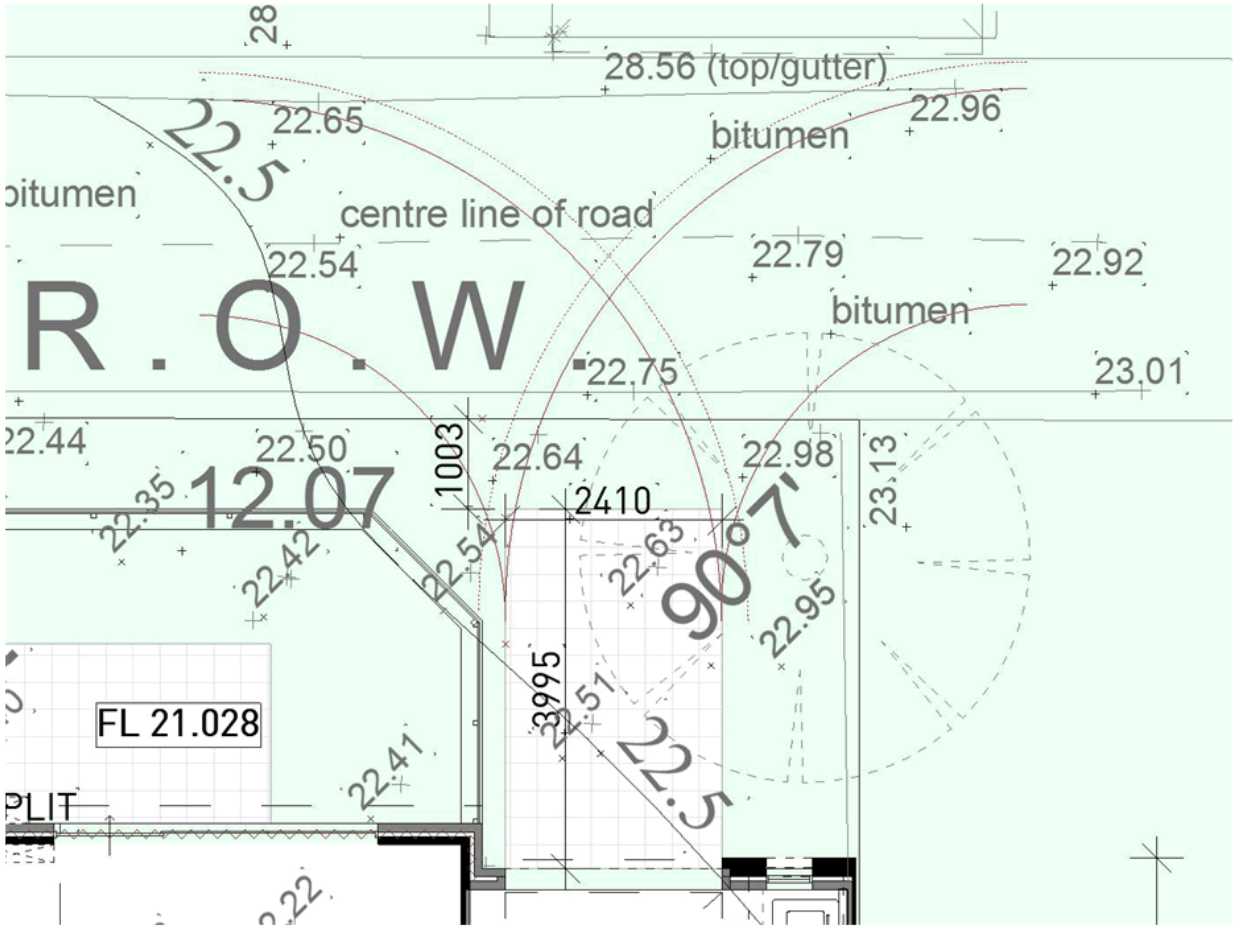
Summary of Submissions:

| Comments Received in Support: | Officer Technical Comment: |
|---|--|
| provided by the development which has impacted on meaningful deep soil zones and landscaping and providing an overdevelopment of the site. | visitor car parking bay. As a result, the deep soil zone and tree canopy cover onsite increased as well as improving the overall amenity of Unit 3. The proposal has been designed to allow for considerable open space surrounding the development which has allowed for deep soil vegetation. 13 trees have been proposed to address Austen Lane, three trees are proposed to address Loftus Street and four trees have been proposed to address the ROW. |
| <u>Landscaping</u> Concerns raised regarding a lack of canopy coverage proposed for the site which contributes to heat island effect. | The applicant provided amended plans in response to the concerns received regarding landscaping. The deep soil zone has increased to 15.70 per cent and the tree canopy cover is 30.1 percent which exceed the requirements of the City's Built Form Policy. These have been distributed evenly around the primary and secondary streets and the rear of the subject site which will reduce the impact of the overall development as viewed from the public realm. The landscaping proposed is considered to make an effective and demonstrated contribution to the City's green canopy and reduce the impact of the urban heat island effect. |
| <u>Car Parking</u> Concerns raised in regards to the impact of car parking on Austen Lane. | The car parking provided is considered to meet the demand of the occupants and visitors of the site for the following reasons: <ul style="list-style-type: none"> • The overall car parking provided onsite exceeds the requirements in accordance with Clause 6.3.3 of the R Codes; • In response to the visitor car parking shortfall provided, the applicant increased the bicycle facilities onsite from three bicycle facilities to a total of four bicycle facilities. The bicycle facilities provided onsite exceed the requirement of the R Codes; and • The property is located on a high frequency bus route and is directly adjacent a bus stop on Loftus Street. The property is located in an area that provides alternate transport options given its location on a major bus route. Should vehicle movement be impeded on Austen lane, the matter may be referred to the City's Ranger Services for investigation by contacting the City's Administration. |
| <u>General Comments</u> Concerns raised in regards to the rear laneway being narrow for vehicle access of Unit 4 and the potential to damage the adjoining property of No. 3 Austen Lane. Vehicle access can be proposed to Austen Lane. | In regards to the ROW width, this will be widened by one metre to equate to a total width of 5 metres. The Car parking provided for Unit 4 is setback 4 metres from the ROW lot boundary allowing a total manoeuvring space of nine metres. The manoeuvring space proposed onsite exceeds the requirement in accordance with Clause 6.3.4 of the R Codes which requires six metres. <p>In regards to vehicle access, this is proposed for Unit 4 via the ROW as it is available for lawful use and is in accordance with Clause 6.3.5 of the R Codes with regard to vehicle access to a lot.</p> |

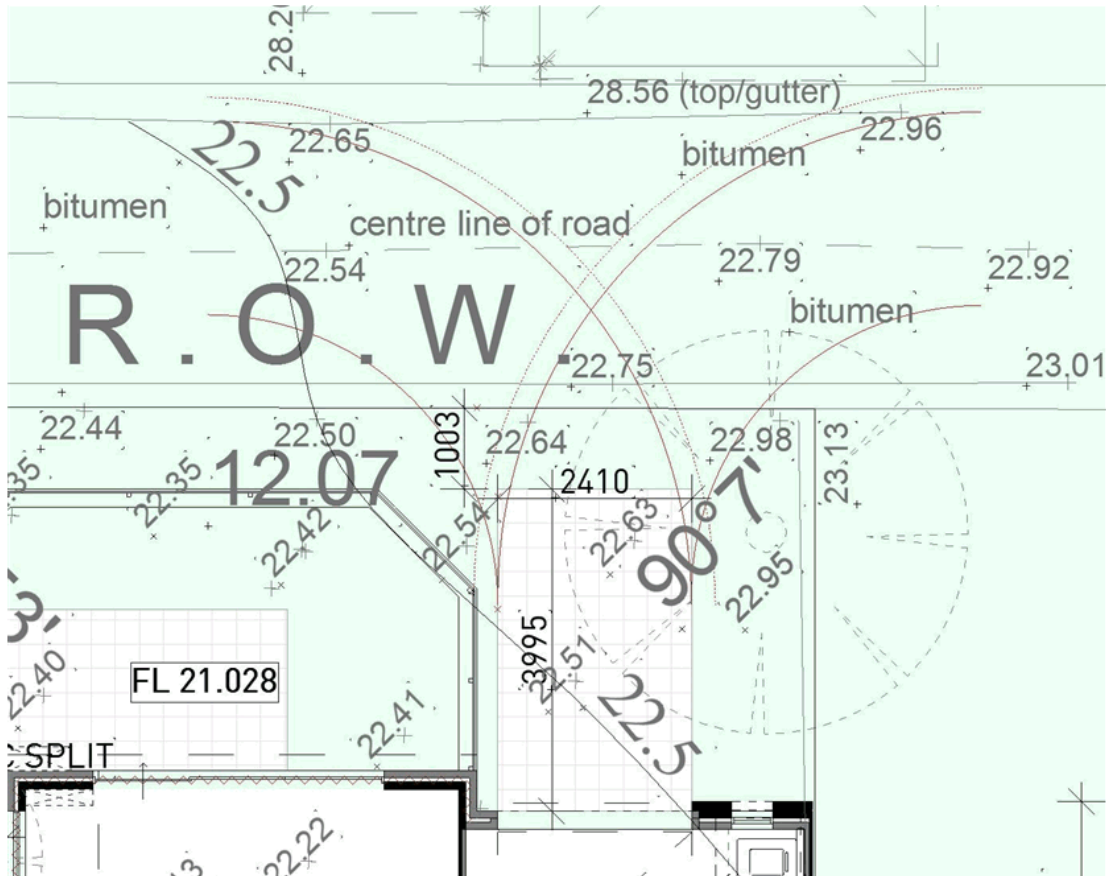
Note: Submissions are considered and assessed by issue rather than by individual submitter.

| Comments Received in Objection: | Applicant Comment: |
|--|--|
| <p><u>Building Size</u></p> <p>Concerns raised in regards to the building size impacting on lot boundary setbacks, street setbacks, open space and landscaping.</p> | <ul style="list-style-type: none"> • There is a minor wall setback variation proposed to Unit 3 ensuite. This will allow for improved functionality of bedroom 3. • There are no variations proposed to street setbacks. • The design choice to limit building height to a contextually sympathetic two story development has contributed to a short fall in open space, whilst better reflecting the existing neighbourhood character. • Landscaping plans have been updated to meet the requirements of LPP 7.1.1 Built Form |
| <p><u>Street Setback</u></p> <p>Concerns raised in regards to the impact of the street setback to Austen Lane which will create a tunnelling effect and have a negative impact on the current and evolving streetscape. The street setback provide adequate depth for vehicle parking of residents and visitors.</p> | <ul style="list-style-type: none"> • The building has been designed with articulation to achieve a reduction in building bulk as viewed from the street. All street setbacks are in compliance with the R-Codes and LPP 7.1.1 Built Form. • The increased setbacks proposed allow for areas of landscaping as well as parking for residents and visitors. |
| <p><u>Lot Boundary Setback</u></p> <p>Concerns raised in regards to providing greater visual truncations at the corner of Loftus Street and the ROW.</p> | <ul style="list-style-type: none"> • Plans have been updated to increase the visual truncation. |
| <p><u>Open Space</u></p> <p>Concerns raised in regards to the lack of open space provided by the development which has impacted on meaningful deep soil zones and landscaping and providing an overdevelopment of the site.</p> | <ul style="list-style-type: none"> • Plans have been updated to reduce the amount of paving and increase areas of landscaping. This has resulted in the landscaping being compliant with LPP 7.1.1 Built Form. |
| <p><u>Landscaping</u></p> <p>Concerns raised regarding a lack of canopy coverage proposed for the site which contributes to heat island effect.</p> | <ul style="list-style-type: none"> • Plans have been updated to reduce the amount of paving and increase areas of landscaping. Deep soil zones and canopy cover have been increased to be in compliance with LPP 7.1.1 Built Form |

| Comments Received in Objection: | Applicant Comment: |
|--|---|
| <p><u>Car Parking</u></p> <p>Concerns raised in regards to the impact of car parking on Austen Lane.</p> | <ul style="list-style-type: none"> • The R-Codes require 6 bays for residents and 1 bay for visitors. The current plans propose 7 car bays in total. We have also allowed for four bicycle bays in lieu of the three required by the R-Codes. • The lot is approx. 1000m from the Leederville train station. It is also in close proximity to high frequency bus routes, approximately 600m from Charles Street and 750m from Scarborough Beach Road. |
| <p><u>General Comments</u></p> <p>Concerns raised in regards to the rear laneway being narrow for vehicle access of Unit 4 and the potential to damage the adjoining property of No. 3 Austen Lane. Vehicle access can be proposed to Austen Lane;</p> <p>Will a dilapidation report be provided; and</p> <p>What type of fence/wall will be erected around the perimeter of the property?</p> | <ul style="list-style-type: none"> • I have included a diagram of a single sweep path for B85 and B99 vehicles. This is with the bitumen in its current location. There will be enough room to manoeuvre any vehicle using a three point turn if necessary, which is in compliance with AS2890.1 • If a dilapidation report is a requirement of planning approval it can be provided, otherwise there is no intention to provide one as vehicle manoeuvring is in compliance with AS2890.1 • There is a brick fence with aluminium slats proposed to street elevations, and colorbond fencing proposed between the lot boundaries where there is no boundary wall. |



B85 VEHICLE – SINGLE SWEEP PATH



B99 VEHICLE – SINGLE SWEEP PATH



Department of **Planning,
Lands and Heritage**

Your ref: 5.2018.303.1
Our ref: DP/11/01779
Enquires: [REDACTED]
Ph: [REDACTED]
Date: 18 October 2018

City of Vincent
PO Box 82
Leederville WA 6902

Attention: Andrea Terni

Dear Andrea,

Lot 17 (157) Loftus Street, North Perth

I refer to your letter dated 15 October 2018 regarding the above application. In accordance with the Western Australian Planning Commission's (WAPC) Instrument of Delegation dated 30 May 2017, the following transport comments are provided. This proposal seeks approval for four grouped dwellings.

Land Requirements

The site abuts Loftus Street, which is reserved as an Other Regional Road (ORR) in the Metropolitan Region Scheme (MRS) and Category 2 per WAPC Plan No. SP 694/4. The site is affected by a 1.1 metre portion of ORR reservation for Loftus Street per Land Requirement Plan No. 1.3160/1. This requirement has been acknowledged on the submitted development plans. Please note that no permanent structures are supported within the future road widening area.

For further information, the applicant may apply for a Clause 42 Certificate. The form can be downloaded from <http://www.planning.wa.gov.au/639.asp>

Access

No access is proposed to Loftus Street. All access will be obtained via Austen Lane, a lower order road. This is in accordance with the Commission's Regional Roads (Vehicular Access) Policy D.C. 5.1, which seeks to minimise the number of new crossovers onto regional roads.

WAPC SPP 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning

Given the proximity of the proposed development to the Other Regional Road, WAPC's State Planning Policy 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning (SPP5.4) is applicable. Loftus Street accommodates approximately 21,667 vehicle movements per day in the subject location. The Local Government should ensure that due considerations have been given to the SPP requirements and that all necessary measures, as detailed in the SPP Implementation Guidelines, have been applied.

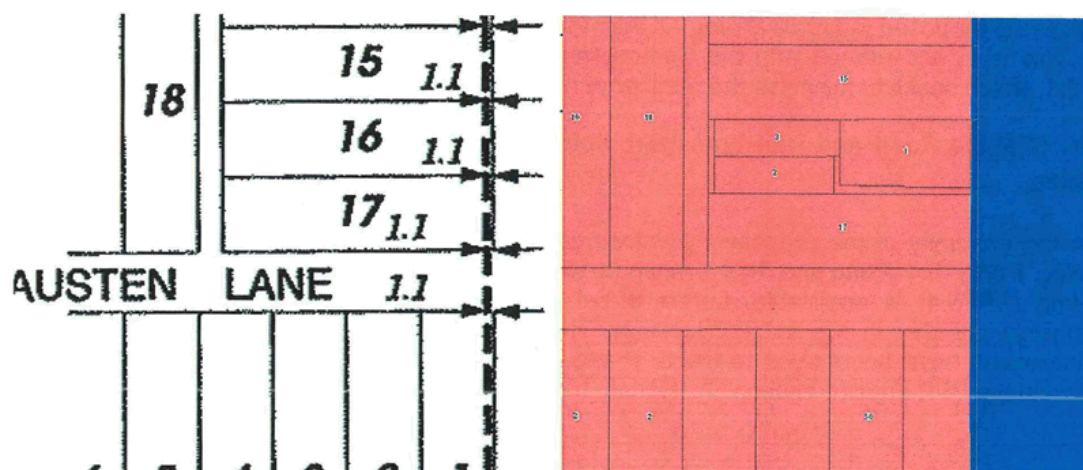
Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000
Tel: (08) 655 18002 Fax: (08) 655 19001 info@dph.wa.gov.au www.dph.wa.gov.au
ABN 68 565 723 484
wa.gov.au

Recommendation

The Department of Planning, Lands and Heritage has no objection to the proposal on regional planning transport grounds subject to the above recommendations.

Regards

Principal Planning Officer
Strategy and Engagement



Land Requirement Plan No. 1.3160/1

Andrea Terni

From: [REDACTED]
Sent: Monday, 29 October 2018 4:04 PM
To: Andrea Terni
Cc: [REDACTED]
Subject: 18016 / FW: No. 157 Loftus Street, Leederville
Attachments: 157 Loftus Street - Development Assessment Report.pdf; 157 Loftus Street - Development Plans.pdf

Dear Andrea,

The applicant should consider pitching the roof from the high point north to low point south, to enable northern light to penetrate the upper living areas and / or bedrooms. This will also improve the massing and aesthetics of the building from the two streets.

The visitor bay is in an awkward location (the City should encourage its deletion) as it impacts on the amenity of Unit 3.

The applicant needs to provide the following:

- An elevation or 3D image showing the development in context.
- Section NS and EW (from ROW to Loftus Street)
- Show plan/s of northern lot and development west of ROW.
- Show shadow diagrams
- Prepare external finishes schedule and finishes boards.

Yours sincerely,

[REDACTED]
Managing Director

CHRISTOU

ARCHITECTURE / URBAN DESIGN / INTERIOR DESIGN



CHRISTOU Design Group
12 Guger Street
Claremont WA 6010



P [REDACTED]
P [REDACTED]
PO Box 3061
Port Adelaide SA 5015

LBS REFERENCE NUMBER
LBS614

DATE
Thursday, 6 September 2018

SUSTAINABLE DESIGN ASSESSMENT REPORT

PROJECT NAME
Proposed Townhouse Development

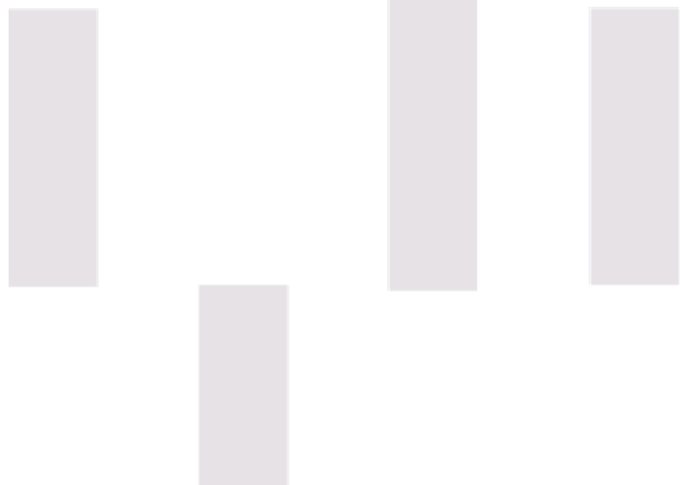
PROJECT ADDRESS
4 x Units - Lot17 (157) Loftus Street, Leederville WA 6007

BUILDING CLASS
Class 1 & 2

CLIMATE ZONE
5

REPORT COMMISSIONED BY
Pindan Homes

CLIENT REFERENCE NUMBER
157 Loftus



DESIGN | CONSULT | CONSTRUCT

livingbuildingsolutions.com.au

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DOCUMENT CONTROL

| Revision | Date | Description | Author | Reviewed |
|----------|----------|-------------------------|--------|----------|
| D1.0 | 06.Sep18 | Draft for client review | JM | MC |



DESIGN | CONSULT | CONSTRUCT

1.0 INTRODUCTION

The proposed development is located within a transit corridor within the City of Vincent, meaning the development must be designed and constructed in accordance with the City's Policy 7.1.1 Built Form – P1.8 – Environmentally Sustainable Design. P.1.8 outlines that the development must:

- P1.8.1 - It maximises passive solar heating, cooling, natural ventilation and light penetration to reduce energy consumption;
- P1.8.2 - It is capable of recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications.
- P1.8.3 - Climate moderation devices can be incorporated to reduce passive solar gain in summer and increase passive solar gain in winter.
- P1.8.4 - That it is capable of achieving one of the environmental performance ratings shown in the below:
 - Green Star 5 Star; or
 - Life Cycle Assessment; or
 - Equivalent rating system

Living Building Solutions (LBS) has proposed to assess the proposed development using a Sustainable Design Assessment or SDA that is deemed equivalent to P1.8.4. This document demonstrates that the development has been designed to achieve ESD outcomes which are equivalent to a 5 Star Green Star Building under the Green Star Design & As Built V1.3 Tool.

The SDA will assess the development against following ESD Categories:

Indoor Environment Quality

Transport

Energy Efficiency

Waste Management

Water Efficiency

Urban Ecology

Stormwater Management

Innovation

Building Materials

Construction / Building Management



GREEN STAR POINTS SUMMARY

Table 2 outlines the equivalent Green Star Design & As Built points achieved through successful implementation of this SDA. Successful implementation of the Sustainable Initiatives will result in equivalent to a 5 Star Green rating (≥60 points).

Table 1 - Green Star Points Summary

| Category | Points Achieved |
|-------------------------------------|------------------------|
| MANAGEMENT | 10 / 14 |
| Suitable Consultant | 1 / 1 |
| Commissioning & Tuning | 3 / 4 |
| Adaptation & Resilience | 0 / 2 |
| Building Information | 1 / 1 |
| Commitment to Performance | 0 / 2 |
| Metering | 1 / 1 |
| Responsible Construction Practices | 2 / 2 |
| Operational Waste | 1 / 1 |
| INDOOR ENVIRONMENT QUALITY | 13 / 17 |
| Indoor Air Quality | 4 / 4 |
| Acoustic Comfort | 1 / 3 |
| Lighting Comfort | 3 / 3 |
| Visual Comfort | 3 / 3 |
| Indoor Pollutants | 2 / 2 |
| Thermal Comfort | 0 / 2 |
| ENERGY | 11.1 / 22 |
| Energy Consumption Reduction | 3.6 / 4 |
| Greenhouse Gas Emissions | 5.1 / 12 |
| Lighting | 1 / 1 |
| Domestic Hot Water | 0.5 / 2 |
| Appliances and Equipment | 1 / 1 |
| Peak Electricity Demand Reduction | 0 / 2 |
| SUSTAINABLE TRANSPORT | 5 / 10 |
| Access to Public Transport | 3 / 3 |
| Low Emission Vehicle Infrastructure | 0 / 1 |
| Active Transport Facilities | 1 / 1 |
| Reduce Car Parking Provisions | 0 / 1 |
| Walkable Neighbourhoods | 1 / 1 |
| WATER | 6 / 12 |
| Sanitary Fixture Efficiency | 1 / 1 |
| Rainwater reuse | 1 / 1 |
| Heat Rejection | 2 / 2 |
| Landscape Irrigation | 1 / 1 |
| Fire Protection System Test Water | 1 / 1 |
| MATERIALS | 3 / 26 |
| Life Cycle Impacts | 0 / 10 |
| Life Cycle Impacts – Concrete | 0 / 3 |
| Life Cycle Impacts – Steel | 0 / 2 |
| Life Cycle Impacts – Building Reuse | 0 / 4 |
| Responsible Building Materials | 2 / 3 |
| Sustainable Products | 0 / 3 |
| Construction and Demolition Waste | 1 / 1 |
| LAND USE AND ECOLOGY | 2 / 6 |
| Ecological Value | 0 / 3 |



| | |
|----------------------------|------------|
| <i>Sustainable Sites</i> | 2 / 2 |
| <i>Heat Island Effect</i> | 0 / 1 |
| EMISSIONS | 2 / 5 |
| <i>Stormwater</i> | 0 / 2 |
| <i>Light Pollution</i> | 1 / 1 |
| <i>Microbial Control</i> | 1 / 1 |
| <i>Refrigerant Impacts</i> | 0 / 1 |
| INNOVATION | 8 / 10 |
| TOTAL | 60.2 / 110 |

ESD ASSESSMENT TOOLS

The following tools and / or modelling programs have been used as relevant benchmarks and to outline how the above objectives have been met.

- *Green Star Design & As Built V1.2*
- *Built Environment Sustainable Scorecard (BESS)*
- *NCC Volume 2 Section 3.12–Energy Efficiency*
- *NCC Volume 1 Section J – Energy Efficiency*
- *NCC Volume 2 – P2.6.1 & P2.6.2*
- *American Society of Heating, Refrigeration and Air Conditioning (ASHRAE)*
- *Australian Institute of Refrigeration, Air Conditioning and Heating (AIRAH)*
- *The Air Tightness Testing & Measurement Association*
- *Australian Standards*
- *InSite Water Calculator*
- *Walk Score*

ENVIRONMENTAL SUSTAINABLE DESIGN (ESD) STRATEGY

The project team has collaborated to consider ESD principles and initiatives during the design phase, these principles have been based on the following ESD hierarchy:

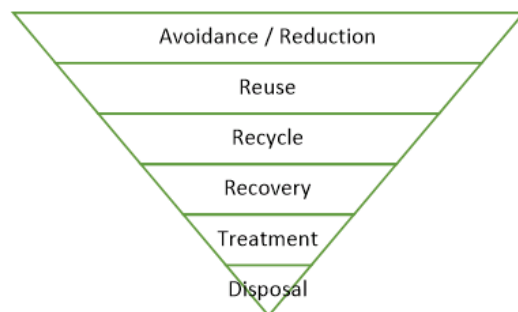


Figure 1 - ESD Hierarchy

SITE DESCRIPTION

| | |
|--------------------------------|--|
| Address | 4 x Units - Lot17 (157) Loftus Street, Leederville WA 6007 |
| <i>Proposed building works</i> | 4 x Townhouses (Class 1 & Class 2) |
| <i>Impervious area</i> | 460 m ² |
| <i>Pervious Green Space</i> | 74 m ² |
| <i>Total Site Area</i> | 534 m ² |

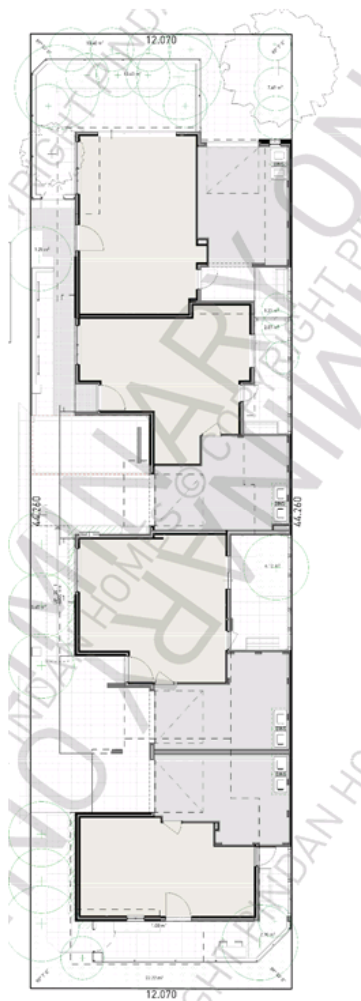


Figure 2 – 157 Loftus Street, Leederville Proposed Site



DESIGN | CONSULT | CONSTRUCT

2.0 IMPLEMENTATION SCHEDULE

To assist in achieving the sustainable best practice objectives of the SDA, the following ESD Implementation Schedule has been prepared to assist the Development Manager and project team. The project team may include but is not limited to:

- Development Manager (DM)
- Architect (Arch)
- ESD Consultant (ESD)
- Building Services Consultant (SC)
- Civil Services Consultant (CS)
- Waste Management Consultant (WM)
- Fire Engineer (FM)

Each Design Initiative is outlined in further detail in Section 3.0 Sustainable Initiatives.

| <i>Design Initiative</i> | <i>Design Response</i> | <i>Responsibility</i> |
|------------------------------------|--|-----------------------|
| <i>Building Commissioning</i> | Pre-commissioning and commissioning assuring key building services are designed, installed and operated in accordance with project requirements. Sign off provided by relevant trades. | DM |
| <i>Building Systems Tuning</i> | Builder / owner commit to a tuning process for all key building services (HVAC, HWS, Lighting) following practical completion and during defects liability period | DM |
| <i>Building Information</i> | Key building services (HVAC, HWS, Lighting) manuals provided to all building owners | DM |
| <i>Air Permeability Testing</i> | Air permeability rate of <7.5m3(h.m2)@50 to be achieved. Verified through post construction air permeability testing in accordance with ATTMA TSL1 | DM |
| <i>Operation Waste</i> | Each unit is to be provided with: - Internal general waste plastic lined bins ≥20L - Internal commingled recycling bins ≥20L General Waste and commingled recycling facilities are to be provided in accordance with local relevant authority | DM |
| <i>Entry of Outdoor Pollutants</i> | HVAC air intakes to be located in open space. | DM / Update on plans |
| <i>Maintenance & Cleaning</i> | Mechanical Ventilation Systems will be designed / located to provide adequate access for maintenance, to both sides of all moisture / debris catching components, within the air distribution system | DM |
| <i>Exhaust Pollution</i> | Kitchen exhaust extraction to be in accordance with AS1668.2 2012 | DM |
| <i>Acoustics</i> | All boundary walls between units to achieve a Rw value of ≥45 | DM / Update on plans |
| <i>Low VOC Products</i> | ≥ 95% of paints, adhesives, sealants (by volume) or carpets (by area) meet the total VOC limits specified in Appendix A. | DM / Update on plans |



| | | |
|---|---|----------------------|
| | Compliance with carpets will be met by complying with VOC limits outlined in Appendix A or use of a product certified under Product Certification Scheme found on http://new.gbca.org.au/product-certification-schemes/ or equivalent | |
| <i>Flicker Free Lighting</i> | All lighting to be flicker free (excludes garage) | DM |
| <i>Illuminance & Glare Reduction</i> | - All downlights to have rated colour variation ≤ 3 MacAdam Ellipses | SC |
| | - Bare light sources are to be fitted with baffles, louvers, translucent diffusers, design or other means that obscures the direct light source from all viewing angles of the occupants. | |
| <i>Glare Reduction</i> | Internal solar blinds to all habitable windows provided by the builder or occupants | DM |
| <i>Surface Illuminance</i> | $\geq 95\%$ of ceilings to have a surface reflectance of ≥ 0.75 (Matte flat white ceiling) | DM |
| <i>Localised Lighting Control</i> | - Sufficient power outlets to be provided for future task lights / lamps | DM/SC |
| <i>Internal Lighting</i> | - Task lighting provided above Kitchen benches and bathroom vanities | |
| | - Lighting to have maximum wattage of 10% less than the maximum requirements of NCC Vol1 & Vol2 | DM/SC |
| | - Independent light switching to be provided to each room. In open plan living areas, each functional area must be separately switched. | |
| <i>Energy Efficiency</i> | Refer to preliminary Section J / 3.12 report for specification | DM / Update on plans |
| <i>Energy Efficiency</i> | All heating and cooling to have the following coefficient of performance: E.E.R - ≥ 3.78 C.O.P - ≥ 4.08 | DM / Update on plans |
| <i>Appliances</i> | All appliances in the unit at handover are to have a minimum Energy Star rating of 1-star below the maximum Energy Star rating available for that appliance type and capacity - Washing machine (if applicable) - Dishwasher | DM |
| <i>Metering</i> | Accessible metering is to be provided to each tenancy for all building energy and water consumption | DM |
| <i>Rainwater Re-use</i> | Rainwater tanks $\geq 1000L$ provided to each unit. Tank to be connected to upper roof space of each unit and plumed to ≥ 1 toilet | DM |
| <i>Landscape Irrigation</i> | Water efficient landscaping is installed and if irrigation is required a drip or sub surface irrigation is installed | DM |
| <i>Urban Ecology</i> | A tap and floor waste is to be provided to each balcony to encourage the growth of plants | DM / Update on plans |
| <i>Water Efficiency</i> | Specify WELS fixtures in accordance with nominated WELS Star rating: - Taps: ≥ 5 Star - Showers: ≥ 3 Star (>4.5 but ≤ 6.0 flow rate) - Dishwashers: ≥ 4 Star - WC: ≥ 5 Star - Washing Machine: ≥ 4 Star | DM / Update on plans |
| <i>Responsible Construction Practices</i> | - Primary contractor is ISO 14001 accredited | DM |
| <i>Responsible Construction Practices</i> | - A program / policy is implemented to ensure occupational health and safety / positive mental and physical health of key trades. The program should address areas such as: - Healthy eating | DM |



| | | |
|-------------------------------|--|----------------------|
| | <ul style="list-style-type: none"> - Reduce harmful alcohol and drug tobacco free living - Increase social cohesion, community and cultural participation - Understanding depression - Preventing violence and injury - Suicide prevention - Decrease psychological distress | |
| Construction Waste Management | ≥90% (by weight) of the waste generated during construction and demolition to be diverted from landfill. Dumping certificates to be provides. | DM |
| Structural Steel | If steel framing is used: ≥95% (by mass) of the buildings steel is sourced from a responsible steel maker. Steel maker has current ISO 14004 certification or is a member of a recognised environmental group / charter | DM |
| Timber | ≥95% of structural / joinery timber (by cost) is from a certified forest certification scheme | DM |
| Hazardous Materials | A hazardous materials survey has or will be conducted of any existing buildings, structures in accordance with relevant Environmental and Occupational Health Standards. If asbestos, lead or PCBs are identified, they are to be removed and disposed of in accordance with best practice guidelines | DM |
| Active Transport Facilities | 1 bicycle park to be provided for each unit | DM / Update on Plans |
| Sustainable Transport | Information on local public transport and bicycle networks to be provided to building occupants as part of handover package | DM |
| Light Pollution | All external luminaries to face the ground resulting in an upward output ratio of less than 5% | DM |
| Financial Transparency | Builder to disclose the additional cost associated with achieving sustainable objectives | Practical Completion |

3.0 SUSTAINABLE INITIATIVES

The following sections outline the sustainable initiatives and design responses that will be incorporated into the design, construction and operation of the proposed development. In addition, this section outlines applicable benchmark standards and the equivalent points achieve under Green Star Design & As Built V1.3.

For the purpose of this report the nominated area is considered all areas a person is expected to work or remain for an extended period of time.

MANAGEMENT

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|------------------------------|-----------------|--|---------------|
| <i>Suitable Professional</i> | GBCA 1.0 | Design team has engaged a suitably qualified professional to provide advice, support and information related to the sustainable principles, structure, timing and process, at all stages of the project, leading to successful implementation of the SDA | 1 |



| | | | |
|------------------------------|----------|--|---|
| <i>Preliminary Modelling</i> | BESS 2.2 | Preliminary energy modelling has been undertaken on all thermally unique dwellings | 1 |
|------------------------------|----------|--|---|

COMMISSION & TUNING

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|---------------------------------|-----------------|--|---------------|
| <i>Building Commissioning</i> | GBCA 2.2 | Pre-commissioning and commissioning assuring key building services are designed, installed and operated in accordance with project requirements. Sign off provided by relevant trades. | 1 |
| <i>Air Permeability Testing</i> | GBCA 2.2 | Post construction air permeability testing to be completed by Living Building Solutions or suitable qualified consultant in accordance with ATTMA TSL1. Air permeability rate of <7.5m3(h.m2)@50 to be achieved | 1 |
| <i>Building Systems Tuning</i> | GBCA 2.3 | Following practical completion and during defects liability period the owner / client commit to a tuning process for all key building services | 1 |
| <i>Building Information</i> | GBCA 4.0 | Operation and Maintenance Manuals for key building services to be provided to all owners. | 1 |

OPERATIONAL WASTE

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|---------------------------|-----------------|---|---------------|
| <i>Operational Waste</i> | BESS WAS 2.2 | <ul style="list-style-type: none"> - Waste recycling facilities to be as conveniently located as those for general waste - All waste streams are to be separated and clearly identified through adequate signage - General Waste and commingled recycling facilities are to be provided in accordance with local relevant authority - Each unit is to be provided with general waste plastic lined bins ≥20L - Each unit is to be provided with commingled recycling bins ≥20L | 1 |

INDOOR ENVIRONMENT QUALITY

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|------------------------------------|-----------------|--|---------------|
| <i>Entry of Outdoor Pollutants</i> | GBCA 9.1 | Building ventilation systems to be designed with minimum separation distances between pollution sources and outdoor air intakes. Designed in accordance with ASHRAE Standard 62.1:2013: -Intake located in open space | 1 |



| | | | |
|-------------------------------|------------------------|--|---|
| Maintenance & Cleaning | GBCA 9.1.1 | Mechanical Ventilation Systems will be designed / located to provide adequate access for maintenance, to both sides of all moisture / debris catching components, within the air distribution system | - |
| Provision for Outdoor Air | GBCA 9.2 | All units are naturally ventilated and exceed the following requirements: -Health & Amenity NCC 2016 3.8 -Natural Ventilation NCC 2016 3.12.4 | 2 |
| Exhausting Pollutants | GBCA 9.3B | All kitchens or designated cooking areas to be ventilated in accordance with AS1668.2:2012. | 1 |
| Acoustic Separation | GBCA 10.3A | Partition walls between units to achieve a Rw value of ≥ 45 | 1 |
| Daylight | GBCA 12.1 | Daylight modelling demonstrates that $\geq 60\%$ of the nominated area achieves a daylight factor of at least 2.0%. Refer to separate Daylight report | 2 |
| External Views | GBCA 12.2 | $\geq 60\%$ of the nominated floor area has a clear line of sight to a high quality external view | 1 |
| Low VOC Products | GBCA 13.1 | $\geq 95\%$ of paints, adhesives, sealants (by volume) or carpets (by area) meet the total VOC limits specified in Appendix A. Compliance with carpets will be met by complying with VOC limits outlines in Appendix A or use of a product certified under Product Certification Scheme found on http://new.gbca.org.au/product-certification-schemes/ or equivalent | 1 |
| Engineered Wood Products | GBCA 13.2 | No new engineered wood products are used in the proposed dwellings. This excludes timber veneers | 1 |
| Flicker Free Lighting | GBCA 11.0 | All lighting in the nominated area to be flicker free (excludes garage) | - |
| Illuminance & Glare Reduction | GBCA 11.1 | - The lighting design includes or permits general fixed lighting that provides good maintained illuminance values for the entire room - All downlights to have rated colour variation ≤ 3 MacAdam Ellipses - Bare light sources are to be fitted with baffles, louvers, translucent diffusers, design or other means that obscures the direct light source from all viewing angles of the occupants. | 1 |
| Glare Reduction | GBCA 12.0B | Internal solar blinds to all habitable windows provided by the builder or occupants | 1 |
| Surface Illuminance | GBCA 11.2 | $\geq 95\%$ of ceilings within the nominated area to have a surface reflectance of ≥ 0.75 (Matte flat white ceiling) | 1 |
| Localised Lighting Control | GBCA 11.3 | - Sufficient power outlets to be provided for future task lights / lamps - Task lighting provided above Kitchen benches and bathroom vanities | 1 |
| Solar Control | Best Practice / P1.8.3 | The combination of external fixed shading, louvres and internal solar blinds has been incorporated into the design to minimise the impacts of unwanted heat gain and glare on building occupants | - |



ENERGY EFFICIENCY

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|---|-----------------|--|---------------|
| <i>Energy Consumption Reduction</i> | GBCA 15E | On average, the proposed designs results in an energy consumption reduction of 17% when compared to a minimum compliance in accordance NCC Vol 1 and Vol 2. 2016 | 3.60 |
| <i>Greenhouse Gas Emissions Reduction</i> | GBCA 15E | The proposed design results in a Greenhouse Gas Emission reduction of 32% when the building fabric, glazing and HVAC is compared to a Benchmark Building. The Benchmark Building represents a 10% improvement on the Reference Building. - HVAC system based on Daikin L-Series system: E.E.R - ≥ 3.78 C.O.P - ≥ 4.08 | 5.14 |
| <i>Internal Lighting</i> | GBCA 15B | -Lighting to have maximum wattage of 10% less than the maximum requirements of NCC Vol 1 and Vol 2 2016 -Independent light switching to be provided to each room. In open plan living areas, each functional area must be separately switched. | 1 |
| <i>Domestic Hot Water</i> | GBCA15B | Primary hot water service is instantaneous gas | 0.5 |
| <i>Appliances & Equipment</i> | GBCA 15B | All appliances in the unit at handover are to have a minimum Energy Star rating of 1-star below the maximum Energy Star rating available for that appliance type and capacity - Washing machine (if applicable) - Dishwasher | 1 |
| <i>Metering</i> | GBCA 6.0 | Accessible metering is to be provided to each tenancy for all building energy and water consumption | 1 |



WATER / STORMWATER

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|------------------------------------|-----------------|--|---------------|
| <i>Sanitary Fixture Efficiency</i> | GBCA 18B.1 | All fixtures and fittings to be WELS fixtures in accordance with nominated WELS Star rating: - Taps: ≥ 5 Star - Showers: ≥ 3 Star (>4.5 but ≤ 6.0 flow rate) - Dishwashers: ≥ 4 Star - WC: ≥ 4 Star - Washing Machine: ≥ 4 Star | 1 |
| <i>Rainwater Re-use</i> | GBCA 18B.2 | Rainwater tanks ≥ 1000L provided to each unit. Tank to be connected to upper roof space of each unit and plumbed to ≥ 1 toilet | 1 |
| <i>Heat Rejection</i> | GBCA 18B.3 | HVAC System to use air cooled condenser components | 2 |
| <i>Landscape Irrigation</i> | GBCA 18B.4 | Water efficient landscaping is to be installed and if irrigation is required a drip or sub surface irrigation is installed | 1 |
| <i>Fire Protection System</i> | GBCA 18B.5 | No water sourced fire protection systems required | 1 |



MATERIALS / CONSTRUCTION





| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|---|-----------------|---|---------------|
| <i>Structural Steel</i> | GBCA20.1 | If steel framing is used: ≥95% (by mass) of the buildings steel is sourced from a responsible steel maker. Steel maker has current ISO 14004 certification or is a member of a recognised environmental group / charter | 1 |
| <i>Timber</i> | GBCA20.2 | ≥95% of structural / joinery timber (by cost) is from a certified forest certification scheme | 1 |
| <i>Construction Waste</i> | GBCA 22B | ≥90% (by weight) of the waste generated during construction and demolition will be diverted from landfill | 1 |
| <i>Responsible Construction Practices</i> | GBCA 7.0 | An Environmental Management Plan and Environmental Management System to be developed in accordance with NSW Environmental Management Systems; or primary contractor is ISO 14001 accredited | 1 |
| <i>High Quality Staff Support</i> | GBCA 7.2 | A program / policy is implemented to ensure occupational health and safety / positive mental and physical health. The program should address areas such as: - Healthy eating - Reduce harmful alcohol and drug tobacco free living - Increase social cohesion, community and cultural participation - Understanding depression - Preventing violence and injury - Suicide prevention - Decrease psychological distress | 1 |



LAND USE & URBAN ECOLOGY

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|--|-----------------|---|---------------|
| <i>Endangered, Threatened & Vulnerable Species Re-use Land</i> | GBCA 23.0 | No critically endangered, endangered, vulnerable species, or ecological communities were present on the site at the time of purchase or contract | |
| | GBCA 24.1 | The proposed site was previously developed as a detached Class 1 dwelling | 1 |
| <i>Hazardous Materials</i> | GBCA 24.2B | A hazardous materials survey has or will be conducted of any existing buildings, structures in accordance with relevant Environmental and Occupational Health Standards. If asbestos, lead or PCBs are identified, they are to be removed and disposed of in accordance with best practice guidelines | 1 |

TRANSPORT

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|------------------------------------|-----------------|--|---------------|
| <i>Access to Public Transport</i> | GBCA 17B | The proposed development in close proximity to a variety of public transport and achieves 16.7% under Green Star Design & As Built Access by Public Transport | 3 |
| <i>Active Transport Facilities</i> | GBCA 17B.4 | 1 bicycle park to be provided for each unit | 1 |
| <i>Walkability</i> | GBCA 17B.5 | The proposed development achieves: - Walk Score – Very Walkable (78) - Transit Score – Good Transit (56) Commute to Downtown Perth:  5min  22min  11min  39+min | 1 |



EMISSIONS

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|---------------------------|-----------------|--|---------------|
| <i>Light Pollution</i> | GBCA 27.1 | All external luminaries to face the ground resulting in an upward output ratio of less than 5% | 1 |
| <i>Microbial Control</i> | GBCA 28.0 | All building cooling heat rejection systems to not use or contain water | 1 |

INNOVATION

| <i>Design Requirement</i> | <i>Standard</i> | <i>Design Response</i> | <i>Points</i> |
|---------------------------------|-----------------------------|--|---------------|
| <i>ISO 14001 Certification</i> | International Best Practice | Primary contractor is ISO 14001 accredited | 1 |
| <i>Urban Ecology</i> | BESS | A tap and floor waste is provided to each balcony to encourage the growth of plants | 1 |
| <i>Vegetation</i> | BESS Urban Ecology 2.1 | Vegetated areas are provided that serve the amenity and environmental performance of the development. An area of $\geq 15\%$ of the total development area will be dedicated to on-site vegetation | 1 |
| <i>Potable Water Reduction</i> | InSite Water Best Practice | The combination of efficient fixtures / fittings and rainwater harvesting results in a 44.7% reduction in potable water use | 2 |
| <i>Financial Transparency</i> | Best Practice | Builder to disclose the additional cost associated with achieving sustainable objectives | 1 |
| <i>Sustainable Materials</i> | Best Practice | Consideration has been given to the choice of materials during the design phase: - Concrete has been specified to some of the structure, whilst this contains a high level of embodied energy it has a positive impact on the passive design / operational performance. This is demonstrated in the preliminary JV3 results - Steel roof sheets specified in the design also has high embodied energy but is easily recyclable at the end of buildings life cycle - Any timber used in the design will generally be sourced from sustainably managed plantations. | 1 |
| <i>Maintenance / Durability</i> | Best Practice | Durable low maintenance building fabric materials (aluminium windows, steel sheet, concrete) have been specified to reduce to need for maintenance / replacement during lifecycle of the building | 1 |
| <i>Transport</i> | Best Practice | Information on local public transport and bicycle networks to be provided to building occupants as part of handover package | 1 |



4.0 CONCLUSION

If the content of this document and supporting documentation are followed the proposed development will achieve the key objectives of the Green Building Policy and have the equivalent performance to a 5 Star Green Star Development.

The contents of this document should be read in conjunction with the following supporting documentation:

- Preliminary Energy Results
- Daylight Report



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5.0 APPENDIX A

Compliance with Low VOC products is met the product meets the requirements of Table 3 or is recognised under a Product Certification Scheme - <http://new.gbca.org.au/product-certification-schemes/>

Table 2 - Max TVOC Limits for Paints, Adhesive and Sealants

| Product Category | Max TVOC content in grams per litre of ready to use product |
|--|--|
| General purpose adhesives and sealants | 50 |
| Interior wall and ceiling paint, all sheen levels | 16 |
| Interior wall and ceiling paint, all sheen levels | 75 |
| Primers, sealers and prep coats | 65 |
| One and two pack performance coatings for floors | 140 |
| Acoustic sealants, architectural sealant, waterproofing membranes and sealant, fire retardant sealants and adhesives | 250 |
| Structural glazing adhesive, wood flooring and laminate adhesives and sealants | 100 |

Compliance with Carpets is met by demonstrating the carpet meets the requirements of Table 4 or is recognised under a Product Certification Scheme - <http://new.gbca.org.au/product-certification-schemes/>

Table 3 - Carpet Test Standards and TVOC Emissions Limit

| Compliance Option | Test Protocol | Limit |
|--------------------------|---|--------------------|
| ASTM D5116 | ASTM D5116 - Total VOC limit* | 0.5mg/m2 per Hour |
| | ASTM D5116 - 4-PC (4-Phenylcyclohexene)* | 0.05mg/m2 per Hour |
| ISO 16000 / EN 13419 | ISO 16000 / EN 13419 - TVOC at three days | 0.5 mg/m2 per hour |



ISO 10580 / ISO/TC 219 (Document N238)

ISO 10580 / ISO/TC 219 (Document N238) - TVOC at 24 hours

0.5 mg/m² per hour

* Both limits should be met when testing against ASTM D5116

Compliance with engineered wood products is met by demonstrating the product meets the requirements of Table 5 or is recognised under a Product Certification Scheme - <http://new.gbca.org.au/product-certification-schemes/>

Table 4 - Formaldehyde Emission Limit Values for Engineered Wood Products

| Test Protocol | Emission Limit / Unit of Measure |
|---|---|
| S/NZS 2269:2004, testing procedure AS/NZS 2098.11:2005 method 10 for Plywood | ≤1mg/ L |
| AS/NZS 1859.1:2004 - Particle Board, with use of testing procedure AS/NZS 4266.16:2004 method 16 | ≤1.5 mg/L |
| AS/NZS 1859.2:2004 - MDF, with use of testing procedure AS/NZS 4266.16:2004 method 16 | ≤1mg/ L |
| AS/NZS 4357.4 - Laminated Veneer Lumber (LVL) | ≤1mg/ L |
| Japanese Agricultural Standard MAFF Notification No.701 Appendix Clause 3 (11) - LVL | ≤1mg/ L |
| JIS A 5908:2003- Particle Board and Plywood, with use of testing procedure JIS A 1460 | ≤1mg/ L |
| JIS A 5905:2003 - MDF, with use of testing procedure JIS A 1460 | ≤1mg/ L |
| JIS A1901 (not applicable to Plywood, applicable to high pressure laminates and compact laminates) | ≤0.1 mg/m ² hr* |
| ASTM D5116 (applicable to high pressure laminates and compact laminates) | ASTM D5116 (applicable to high pressure laminates and compact laminates) |
| ISO 16000 part 9, 10 and 11 (also known as EN 13419), applicable to high pressure laminates and compact laminates | ≤0.1 mg/m ² hr (at 3 days) |
| ASTM D6007 | ≤0.12mg/m ³ ** |
| ASTM E1333 | ≤0.12mg/m ³ *** |
| EN 717-1 (also known as DIN EN 717-1) | ≤0.12mg/m ³ |
| EN 717-2 (also known as DIN EN 717-2) | ≤3.5mg/m ² hr |

*mg/m²hr may also be represented as mg/m²/hr.

**The test report must confirm that the conditions of Table 3 comply for the particular wood product type, the final results must be presented in EN 717-1 equivalent (as presented in the table) using the correlation ratio of 0.98.

***The final results must be presented in EN 717-1 equivalent (as presented in the table), using the correlation ratio of 0.98.





P 0428 468 009
PO Box 3061
Port Adelaide SA 5015

info@livingbuildingsolutions.com.au

ABN: 66 619 063 633

LBS REFERENCE NUMBER
LBS_614

DATE
31/08/2018

DAYLIGHT MODELLING REPORT

PROJECT NAME
Proposed Townhouse Development

PROJECT ADDRESS
Lot 17 (157) Loftus Street, Leederville WA 6007

BUILDING CLASS
Class 2

CLIMATE ZONE
5

REPORT COMMISSIONED BY
Pindan Homes

ON BEHALF OF
Kentville Holdings Pty Ltd

CLIENT REFERENCE NUMBER
180704



DESIGN | CONSULT | CONSTRUCT

livingbuildingsolutions.com.au

INTRODUCTION

The proposed development is located within a transit corridor within the City of Vincent, meaning the development must be designed and constructed in accordance with the City's Policy 7.1.1 Built Form – P1.8 – Environmentally Sustainable Design. P1.8 outlines that the development must:

- P1.8.1 It maximises passive solar heating, cooling, natural ventilation and light penetration to reduce energy consumption;
- P1.8.2 It is capable of recovery and re-use of rainwater, storm water, grey water and/or black water for non-potable water applications.
- P1.8.3 Climate moderation devices can be incorporated to reduce passive solar gain in summer and increase passive solar gain in winter.
- P1.8.4 That it is capable of achieving one of the environmental performance ratings shown in the below:
 - Green Star 5 Star; or
 - Life Cycle Assessment; or
 - Equivalent rating system

Living Building Solutions (LBS) has proposed to assess the proposed development using a Sustainable Design Assessment that is deemed equivalent to P1.8.4. The SDA demonstrates that the development has been designed to achieve ESD outcomes which are equivalent to a 5 Star Green Star Building under the Green Star Design & As Built V1.3 Tool.

COMPLIANCE SUMMARY

The proposed development has been assessed using the prescribed Green Star Daylight Modelling Methodology: *12.1B Compliance Using Daylight Factor* to determine compliance with the Visual Comfort Credit **12.1 – Daylight**.

Compliance with Visual Comfort Credit 12.1 – Daylight is achieved where it is demonstrated that >40% of the nominated floor area achieves a daylight factor of at least 2%. Points are awarded as follows:

- >40% of nominated floor area achieves daylight factor of 2% **(1 point)**
- >60% of nominated floor area achieves daylight factor of 2% **(2 points)**

-The proposed development achieves 90% of the nominated floor area meeting the minimum 2% daylight factor and is awarded 2 points.

CALCULATION METHODOLOGY

The results were calculated using the DesignBuilder Radiance simulation engine which provides a detailed multi-zone physics-based calculation of illumination levels on the working planes of the building. The calculations allow light to be transmitted through exterior and interior windows and the shading and reflective effect of local shading devices and component/assembly blocks is included.

The modelling is based on the attached architectural drawings and the following assumptions:

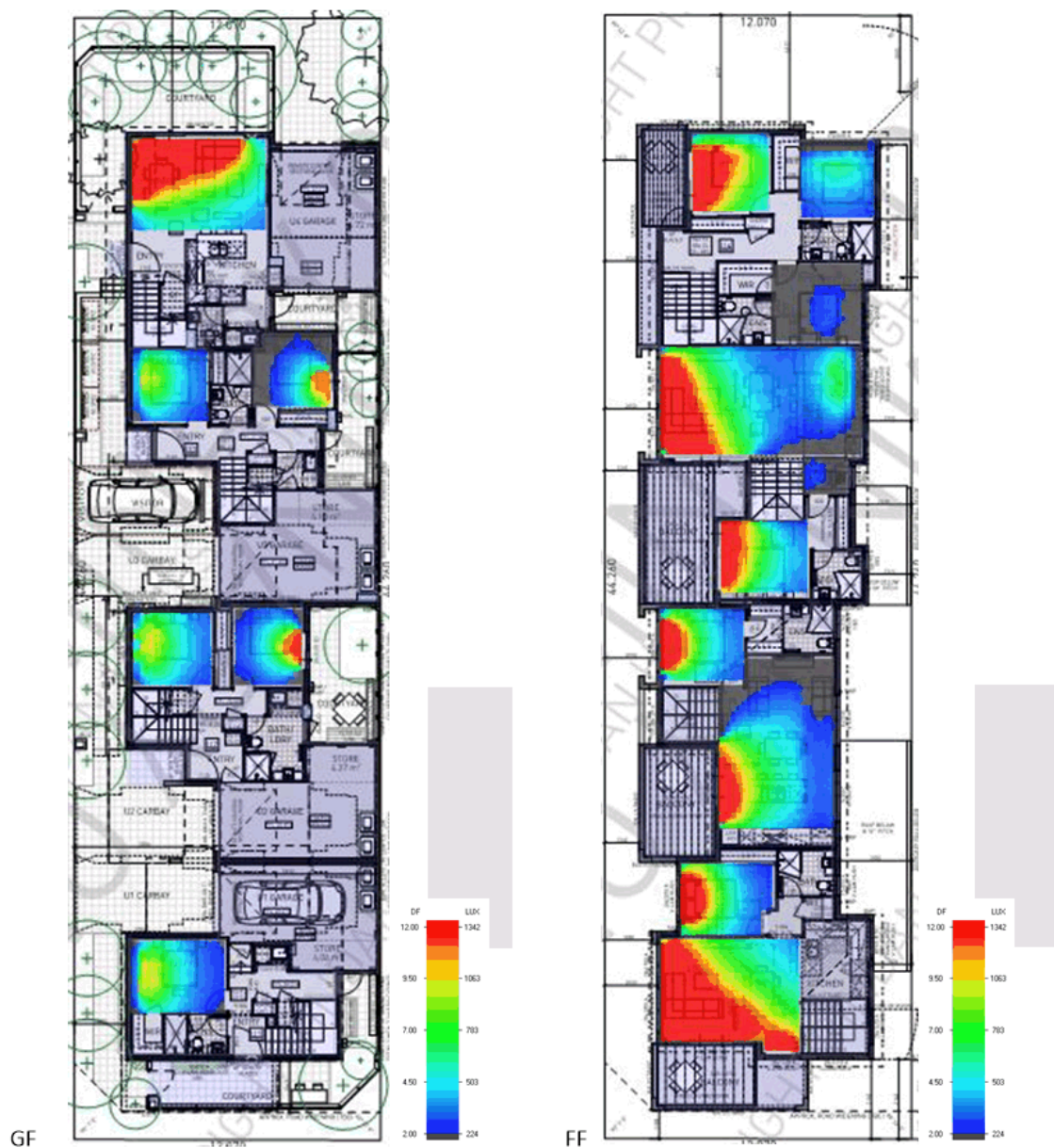
- Glazing visible light transmittance(VLT) of 60% (Clear/Low-E single glazing)
- Floor surface reflectance of 35%
- Internal wall surface reflectance of 70%
- Internal ceiling surface reflectance of 80%



- Working plane nominated as finished floor level
- No significant overshadowing elements
- CIE Overcast Day
- Modelling grid area of 0.1m x 0.1m
- Perimeter margin of 0.01m
- Perth (IWEC2) location/weather file

Daylight Factor is defined as the ratio of internal horizontal illuminance to external global horizontal illuminance. It represents the proportion of available external light which illuminates a given point inside the building.

MODELLING OUTPUT



DESIGN | CONSULT | CONSTRUCT

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SIMULATION SUMMARY

The proposed development has been assessed against the Green Star Visual Comfort Credit 12.1 – Daylight and 90% of the nominated floor area meets the minimum 2% daylight factor, achieving 2 Points.

| LEVEL | AREA TYPE | FLOOR AREA (m ²) | % FLOOR AREA ABOVE 2.0% DF |
|--------|------------|---------------------------------|-------------------------------|
| GROUND | LIVING/BED | 67 | 94 |
| FIRST | LIVING/BED | 147 | 86 |
| | | 214 | 90 |

DF = Daylight Factor

CONCLUSION

The results of the analysis demonstrate the Green Star requirements for Visual Comfort Credit 12.1 – Daylight have been satisfied.

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PRELIMINARY SECTION J & 3.12 RESULTS

P [REDACTED]
 P [REDACTED]
 PO Box 3061
 Port Adelaide SA 5015

ABN: 66 619 063 633

PROJECT ADDRESS: 4 x Units - Lot17 (157) Loftus Street, Leederville WA 6007

BUILDING CLASS: Class 1 / 2

CLIMATE ZONE: 5

REPORT COMMISSIONED BY: Pindan Homes

CLIENT REFERENCE NUMBER: Loftus

Unit 1 -4

Base Specification

| | |
|-------------------|--|
| Plans | Construction as per plans |
| Insulation | R5.0 insulation to all roofs Reflective foil to roof space of upper level No cavity insulation to heavy weight walls R2.0 insulation to lightweight highlight walls |
| Glazing | Jason aluminium single glazed windows |
| Sealing | All exhaust fans are sealed to outside air and / or roof space |
| Services | If installed, all down lights are a sealed IC rated LED system |

| Unit No. | Specification Upgrades Required |
|---------------|---|
| Unit 1 | - Aircell Permican to external walls of Ktn, Dining, Living, Bed1-2, Entry (excluding boundary walls) |
| Unit 2 | - Aircell Permican to external walls of Ktn, Dining, Living (excluding boundary walls) |
| Unit 3 | - Aircell Permican to external walls of Ktn, Dining, Living, Bed1-2, Entry (excluding boundary walls) - Jason aluminium SP10 (Low-E) to all glazing |
| Unit 4 | - Aircell Permican to external walls of Ktn, Dining, Living, Bed1-2, Entry (excluding boundary walls) - Jason aluminium SP10 (Low-E) to Entry 28x1140, Dining 28x2410, Living 28x3610, Courtyard 28x940, Stair 28xSPA, Balcony 28x840, Bed3 28x2410, Bed1 9 x 2010 - ≥1200mm ceiling fan to Ktn, Living, Dining |



DESIGN | CONSULT | CONSTRUCT

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DESIGN | CONSULT | CONSTRUCT

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Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
2. With reference to Condition 5, 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. With reference to Condition 3, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls;
4. Prior to the first occupation of the development, the ROW widening area from Austin Lane to the full extent of proposed Unit 4 of the development Lot, shall be sealed and drained in accordance with the City's specification, at the full cost of the developer;
5. An Infrastructure Protection Bond for the sum of \$5000 together with a non-refundable inspection fee of \$100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable;
6. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Right of Way levels to the satisfaction of the City;
7. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
8. With reference to Condition 1, the City encourages landscaping methods and species selection which do not rely on reticulation;
9. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. If the safety of the path is compromised resulting from either construction damage or as a result of a temporary obstruction appropriate warning signs (in accordance with AS1742.3) shall be erected. Should a continuous path not be able to be maintained, an 'approved' temporary pedestrian facility suitable for all path users shall be put in place. If there is a request to erect scaffolding, site fencing etc. or if building materials are required to be stored within the road reserve, once a formal request has been received, the matter will be assessed by the City and if considered appropriate a permit shall be issued by the City. No permit will be issued if the proposed encroachment into the road reserve is deemed to be inappropriate;
10. Any additional property numbering to the abovementioned address which results from this application will be allocated by the City of Vincent. The applicant is requested to liaise with the City in this regard during the building permit process;
11. A Demolition Permit shall be obtained from the City prior to commencement of any demolition works on the site; and

Determination Advice Notes:

12. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

| | |
|------------|---|
| 5.6 | NO. 5 (LOT: 14; D/P: 1149) SCOTT STREET, LEEDERVILLE - TWO GROUPED DWELLINGS |
|------------|---|




TRIM Ref: D18/159387

Authors: Clair Morrison, Urban Planner
Mitchell Hoad, Senior Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: South

Attachments:

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Summary of Submissions [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for two Grouped Dwellings at No. 5 (Lot: 14; D/P: 1149) Scott Street, Leederville, in accordance with the plans provided in Attachment 2, for the following reason:

1. The development does not satisfy the design principles of Clause 5.4.2 (Solar Access for Adjoining Sites) as it will result in the overshadowing of major openings to the existing dwelling on the abutting No. 3 Scott Street.

PURPOSE OF REPORT:

To consider an application for development approval for two grouped dwellings at No. 5 Scott Street, Leederville.

PROPOSAL:

The application proposes two two-storey grouped dwellings in a battle-axe configuration, with primary access from Scott Street.

BACKGROUND:

| | |
|-----------------------------|---|
| Landowner: | Tascone Design |
| Applicant: | Colin Carson |
| Date of Application: | 22 August 2018 |
| Zoning: | MRS: Urban LPS2: Zone: Residential R Code: R30 |
| Built Form Area: | Residential |
| Existing Land Use: | Vacant |
| Proposed Use Class: | Dwelling (Group) |
| Lot Area: | 607m ² |
| Right of Way (ROW): | No. |
| Heritage List: | No. |

The subject site is as shown on the location plan included as **Attachment 1** and comprises a vacant lot which has been cleared and levelled in preparation for development. The subject site is bound by Scott Street to the east, grouped dwellings to the north and south and a single house to the west. Scott Street and the broader area surrounding the subject site is characterised by one and two-storey single, grouped and multiple dwellings.

The subject site and the adjacent lot, No. 7 Scott Street, share a driveway through an access easement on the Certificate of Titles and Deposited Plans. This access easement effectively restricts the manner in which the site can be developed.

DETAILS:**Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the LPS2, the Built Form Policy and the 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 | | ✓ |
| Front Fence | ✓ | |
| Building Setbacks/Boundary Wall | ✓ | |
| Building Height/Storeys | ✓ | |
| Open Space | ✓ | |
| Outdoor Living Areas | | ✓ |
| Landscaping (R Codes) | ✓ | |
| Privacy | ✓ | |
| Parking & Access | ✓ | |
| Bicycle Facilities | ✓ | |
| Solar Access | | ✓ |
| Site Works/Retaining Walls | ✓ | |
| Essential Facilities | ✓ | |
| External Fixtures | ✓ | |
| Surveillance | ✓ | |

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 |
| Built Form Policy Clause 5.2 Street Setback | |
| Average of five adjoining properties: 5.98 metres | 3.0 metres |
| Outdoor Living Areas | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 5.3.1 Outdoor Living Areas | |
| Not located within the front setback area | Located within the front setback area |
| Solar Access | |
| Deemed-to-Comply Standard | Proposal |
| R Codes Clause 5.4.2 Solar Access for Adjoining Sites | |
| Maximum overshadowing of 35 percent | 41.6 percent |

The above element 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 in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, for a period of 14 days commencing on 28 September 2018 and concluding on 11 October 2018. Community consultation was undertaken by means of written notification being sent to surrounding landowners, as shown in **Attachment 1** and a notice on the City's website.

The City received eight submissions: one in support; one expressing concern; and six objecting to the proposal. The submissions received presented concerns relating to overshadowing, visual privacy and the design of the dwellings. A summary of submissions received and Administration's response to these is included as **Attachment 3**.

Following the first consultation period, the applicant sought to respond to the objections through the submissions of amended plans, which involved the following modifications:

- Increased street setback of dwelling line from 4.4 metres to 5.2 metres and amended façade design;
- Increased canopy cover; and
- Re-design of Unit 2 to allow for winter sun to access the southern adjoining dwelling's ground floor living room window.

Administration subsequently provided the amended plans to the submitters who raised objections to the proposal to allow them to provide feedback on the amended plans. Administration did not receive any submissions which raised new concerns. Feedback was provided which reiterated previous concerns received, including:

- Concerns regarding the impact of visual privacy on the property at the rear of the subject site;
- It is noted that the amended plans now allow winter sun into the highlight window on the upper floor of the rear dwelling on the adjoining property to the south (No. 3A), however, there remains concerns around winter sun being restricted to the downstairs living and outdoor living area; and
- The solar access to the front dwelling of the adjoining property to the south (No. 3) remains impacted as a result of the proposal.

Design Review Panel (DRP):

Referred to DRP: Yes

Administration referred the proposed development plans to the Chair of the DRP for comment in relation to the street setback and front elevation. The Chair of the DRP was of the opinion that the proposed street setback provides a rhythm along the streetscape, and an appropriate transition between the setbacks on either side of the subject site.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

Delegation to Determine Applications:

This matter is being referred to Council as the development application received more than five objections during community consultation, in accordance with the City's Delegated Authority Register 2018 – 2019.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

"Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:Street Setback

The applicant proposes a street setback of 3.0 metres, in lieu of the deemed-to-comply 5.98 metres. The existing setbacks for the dwellings on the abutting properties are as follows:

- No. 1 Scott Street – 6.4 metre street setback;
- No. 3 Scott Street (immediately south of the subject site) – 6.7 metre street setback;
- No. 7 Scott Street (immediately north of the subject site) – 2.52 metre street setback;
- No. 9 Scott Street – 7.5 metre street setback; and
- No. 11 Scott Street – 6.8 metre street setback.

In addition to these properties:

- The developments on the northern and southern ends of the street block have nil setbacks to Scott Street which is the secondary street frontage for each of these properties.
- The setbacks along the opposite side of Scott Street range from 4.4 metres (being 10 Scott Street) to 9.1 metres (being 4 Scott Street).

Whilst the above have not been calculated toward the deemed-to-comply street setback, the street block does provide an inconsistent streetscape.

In considering the proposed street setback relative to the applicable Design Principles and Local Housing Objective, the following is relevant:

- The 3.0 meters setback is to the proposed balcony, which occupies only 40 percent of the front and is relatively open and does contribute significant building bulk;
- The dwelling line (being the main portion of the building excluding the balcony), is setback 5.18 meters from the street;
- Compared to the equivalent components on the abutting No. 7, the proposed balcony has a 0.5 meter greater setback and the proposed main portion of the building has a 2.2 meters greater setback. The subject proposal provides a reasonable transition between the 2.52 metre setback to the north and 6.7 metre setback to the south;
- The street setback allows for adequate privacy and open space for both dwellings and allows adequate space for the provision of the required parking and landscaping requirements and all essential facilities and utilities;
- The provision of the balcony and courtyard within the front setback area provides for additional street surveillance, contributing to a safer public realm;
- Given the amount of deep soil area located within the front setback area, the proposed landscape plan is intended to provide tree planting to mitigate the impact of building bulk on the street;
- The proposed façade presents a number of materials, including varying shades of grey render, red face brick work and extensive glazing. These materials are consistent with the streetscape and assist in mitigating the impact of building bulk when viewed from the street;
- The garages are located behind the front dwelling, reducing bulk from garage doors as viewed from the street; and
- As detailed earlier in the report, Scott Street accommodated a varied streetscape, with setbacks ranging from nil to over 7.0 meters.

The application satisfies the design principles relating to Street Setback and is supported.

Solar Access

The applicant proposes a total of 41 percent overshadowing onto the parent lot of the southern adjoining lot, in lieu of the deemed-to-comply 35 percent.

The property is orientated east-west, which will inevitably result in some overshadowing regardless of the resultant development on-site. For example, the overshadowing cast by a standard 1.8 metre high fence is approximately 119 square metres or 20 percent of the southern adjoining lot. With respect to the design principles, the proposed development:

- Would not result in any overshadowing onto the roof space of either dwelling to the south of the subject site (No's. 3 and 3A) and appropriately takes into account the existing rood mounted solar collectors;
- Results in overshadowing to the northern facing major openings of No. 3 Scott Street at midday on 21 June of each year;
- Does not restrict sunlight into the ground-floor, north-facing highlight windows of No. 3A Scott Street, due to the height of those windows; and
- Appropriately responds to the outdoor living areas of both dwellings to the south and restricts only a very small amount of sun into those areas.

Whilst largely acceptable from a solar access perspective, the proposal does not satisfy the design principles of the R Codes as it does not protect solar access for the north facing major openings of the abutting No. 3 Scott Street.

Outdoor Living Area

The applicant proposes an outdoor living area for Unit 1 in the street setback area, in lieu of the deemed-to-comply provision of the R Codes requiring the outdoor living area to be located behind the street setback area.

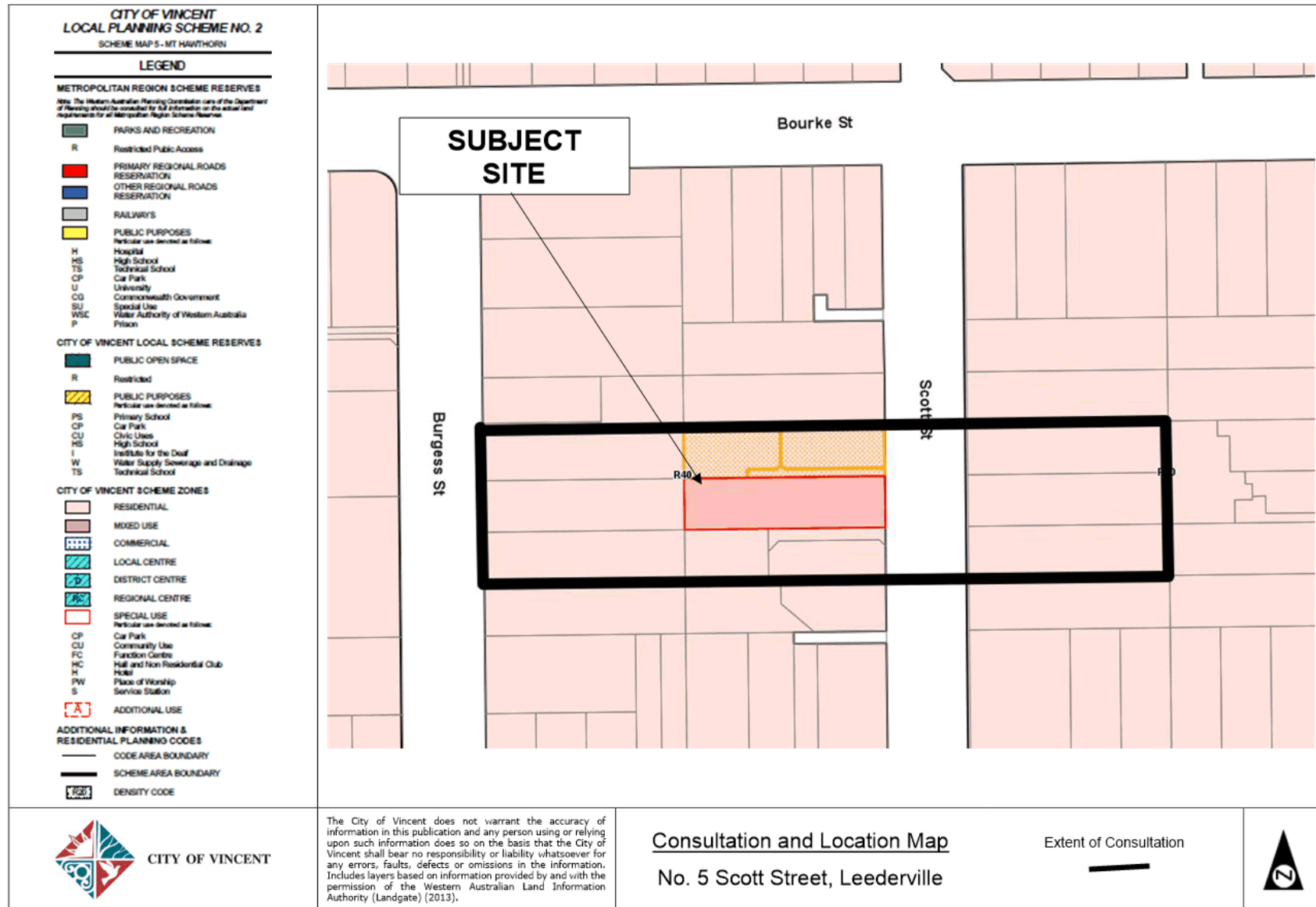
Both outdoor living areas, including the courtyard and balcony, are capable of being used in conjunction with habitable rooms. All outdoor living areas have been designed to make optimum use of the northern aspect of the site and are open to winter sun and ventilation. The outdoor living areas within the street setback area allows for additional passive surveillance over the public realm. The proposed outdoor living areas are consistent with the design principles of the R Codes and are supported.

Landscaping

Administration have calculated that the proposal provides 92 square metres, or 15 percent, deep soil zone. Based on the indicative landscaping plan, the site is able to provide 30 percent canopy cover. The proposal complies with the deemed-to-comply requirements set out in the Built Form Policy, although a detailed landscaping plan is required to confirm the acceptability of the tree species and the reticulation details. Should the application be approved, it is recommended that a condition be imposed that a Landscape and Reticulation Plan is submitted and approved prior to completion of the development.

Conclusion

The proposal requires Council to exercise its discretion in relation to the proposed development. The proposed dwellings present a façade that draws on design elements, colours and materials of the existing streetscape. The street setback allows for adequate outdoor living area and provision of landscaping, which mitigates the impact of building bulk when viewed from the street and neighbouring properties. However the extent of overshadowing will restrict access to natural light of the ground floor living areas of the adjoining dwelling. It is recommended that the application be refused for this reason.





| | | | | | | | | | | | | |
|--|--|--|---|--------|--------|--------|-----------|-------|------------|---|--|---|
|  | 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 | Builder : Dale Alcock Homes Pty Ltd CLIENT : Carson LOT 14 #5 Scott Street, Leederville | <div style="border: 1px solid black; padding: 2px; display: inline-block;">OLD AREA</div> | | | | | | | | | |
| Licensed Surveyors © | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">J/N:</td> <td style="width: 15%;">DATE:</td> <td style="width: 15%;">SCALE:</td> <td style="width: 15%;">DRAWN:</td> </tr> <tr> <td style="text-align: center;">435657</td> <td style="text-align: center;">02 May 18</td> <td style="text-align: center;">1:200</td> <td style="text-align: center;">M. Bateman</td> </tr> </table> | J/N: | DATE: | SCALE: | DRAWN: | 435657 | 02 May 18 | 1:200 | M. Bateman | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; text-align: center;">  <div style="border: 1px solid black; padding: 2px; display: inline-block;">OLD AREA</div> </td> <td style="width: 15%; text-align: center;">  SEC Dam Power P Phone F [] [] Water Cor [TP 10:00] Top Pillar/ [TW 10:00] Top Wall/ [TR 10:00] Top Retain [TF 10:00] Top Fence </td> </tr> </table> |  <div style="border: 1px solid black; padding: 2px; display: inline-block;">OLD AREA</div> |  SEC Dam Power P Phone F [] [] Water Cor [TP 10:00] Top Pillar/ [TW 10:00] Top Wall/ [TR 10:00] Top Retain [TF 10:00] Top Fence |
| J/N: | DATE: | SCALE: | DRAWN: | | | | | | | | | |
| 435657 | 02 May 18 | 1:200 | M. Bateman | | | | | | | | | |
|  <div style="border: 1px solid black; padding: 2px; display: inline-block;">OLD AREA</div> |  SEC Dam Power P Phone F [] [] Water Cor [TP 10:00] Top Pillar/ [TW 10:00] Top Wall/ [TR 10:00] Top Retain [TF 10:00] Top Fence | | | | | | | | | | | |

DISCLAIMER:
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show encumbrances or other matters 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 on the ground and are not guaranteed to be accurate. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

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

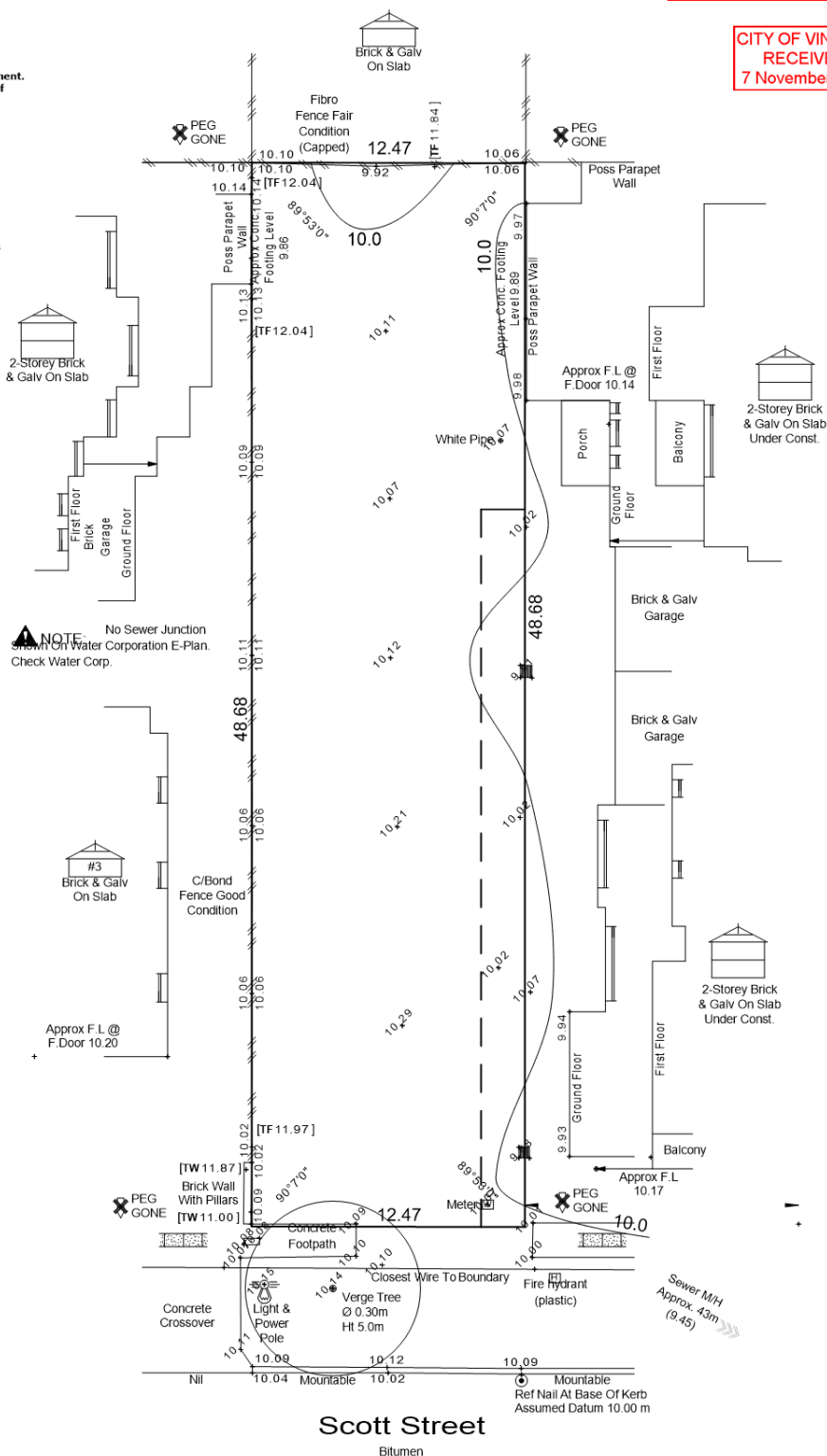
DISCLAIMER:
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours lot boundaries that may occur subsequent after the date on this survey. All Sewer details plotted from information supplied by Water Corporation.

LOT MISCLOSE
0.000 m

SOIL DESCRIPTION
Sand
Light Grass Cover



NOTE: No Sewer Junction
Shown On Water Corporation E-Plan
Check Water Corp.



 NOTE/BEWARE: ADVISE TRADES
O/Head power lines

Scale 1:200

Amended Pla

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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

Builder : Dale Alcock Homes Pty Ltd
CLIENT : Carson
LOT 14 #5 Scott Street, Leederville

OLD AREA

| LEGEND | SEC Dome |
|--------|-----------------|
| + | Power Pole |
| ○ | Phone Pits |
| ○ | Water Conn. |
| ○ | Top Pillar/Post |
| ○ | Top Wall |
| ○ | Top Retaining |
| ○ | Top Fence |

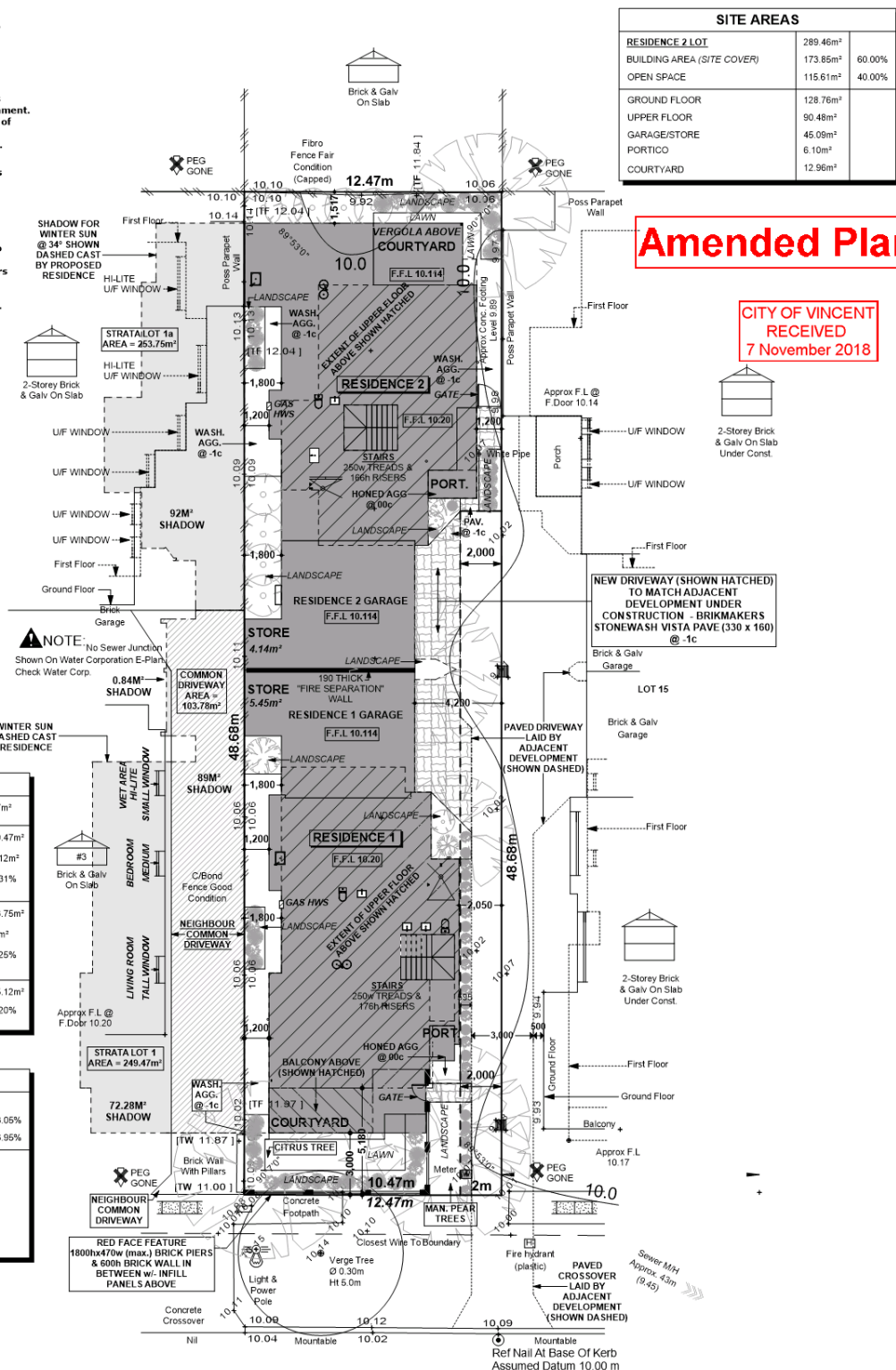
J/N: 435657 DATE: 02 May 18 SCALE: 1:200 DRAWN: M. Bateman

Plan1149

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

SOIL DESCRIPTION
Sand
Light Grass Cover



| SHADOW AREAS | |
|---|----------------------|
| TOTAL NEIGHBOURS (#3 SCOTT ST) LOT AREA (APPROX.) | 607m ² |
| TOTAL NEIGHBOURS LOT 1 AREA (APPROX.) | 249.47m ² |
| TOTAL SHADOW CAST ONTO LOT 1 | 73.12m ² |
| TOTAL SHADED AREA (OF NEIGHBOURING LOT 1) | 29.31% |
| TOTAL NEIGHBOURS LOT 1A AREA (APPROX.) | 253.75m ² |
| TOTAL SHADOW CAST ONTO LOT 1A | 92m ² |
| TOTAL SHADED AREA (OF NEIGHBOURING LOT 1A) | 36.25% |
| TOTAL SHADOW CAST (BY PROPOSED RESIDENCE EXCLUDING COMMON DRIVEWAY) | 165.12m ² |
| | 27.20% |

| SITE AREAS | |
|----------------------------|-----------------------------|
| RESIDENCE 1 LOT | 317.58m ² |
| BUILDING AREA (SITE COVER) | 168.49m ² 53.05% |
| OPEN SPACE | 149.05m ² 46.95% |
| GROUND FLOOR | 122.82m ² |
| UPPER FLOOR | 118.24m ² |
| GARAGE/STORE | 45.67m ² |
| PORTICO | 2.04m ² |
| COURTYARD | 18.88m ² |
| BALCONY | 10.97m ² |

DISCLAIMER NOTE

PLEASE NOTE THAT WHILE ALL CARE WAS TAKEN IN PREPARING THIS SET OF PLANS & ELEVATIONS ANY CONSTRUCTION WORK, ALTERATIONS OR RENOVATIONS SHOULD BE RE-CHECKED BEFORE COMMENCING ANY WORK TO ENSURE ACCURACY

NOTE/BEWARE ADVISE TRADES
Of/Head power lines

Scale 1:200



PROPOSED SITE PLAN
SCALE 1:200

PAGE 2 OF 7

DISCLAIMER NOTE

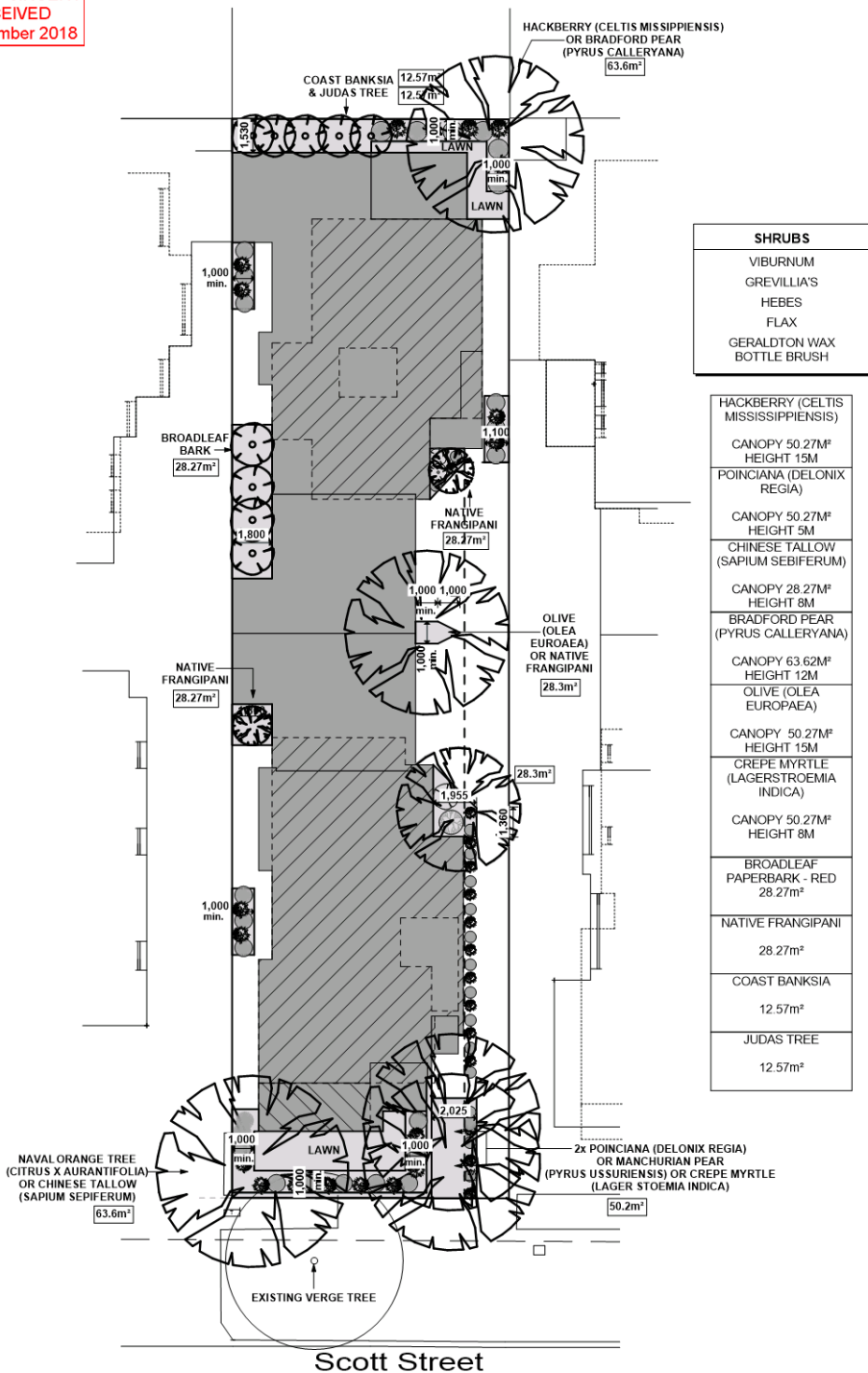
PLEASE NOTE THAT WHILE ALL CARE WAS TAKEN IN PREPARING THIS SET OF PLANS & ELEVATIONS ANY CONSTRUCTION WORK, ALTERATIONS OR RENOVATIONS SHOULD BE RE-CHECKED BEFORE COMMENCING ANY WORK TO ENSURE ACCURACY

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LANDSCAPING AREA

TOTAL LANDSCAPE AREA 88m² 14.5%



LANDSCAPING PLAN

SCALE 1:200

AMENDED PLANNING

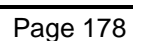
TASCON E
DESIGN

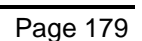
p. 08 9227 6719 f. 08 9328 4326
www.tascone.com.au
422 Newcastle Street (first floor) West Perth, W.A. 6005



PROPOSED CARSON DEVELOPMENT
LOT 14, #5 SCOTT STREET, LEEDERVILLE

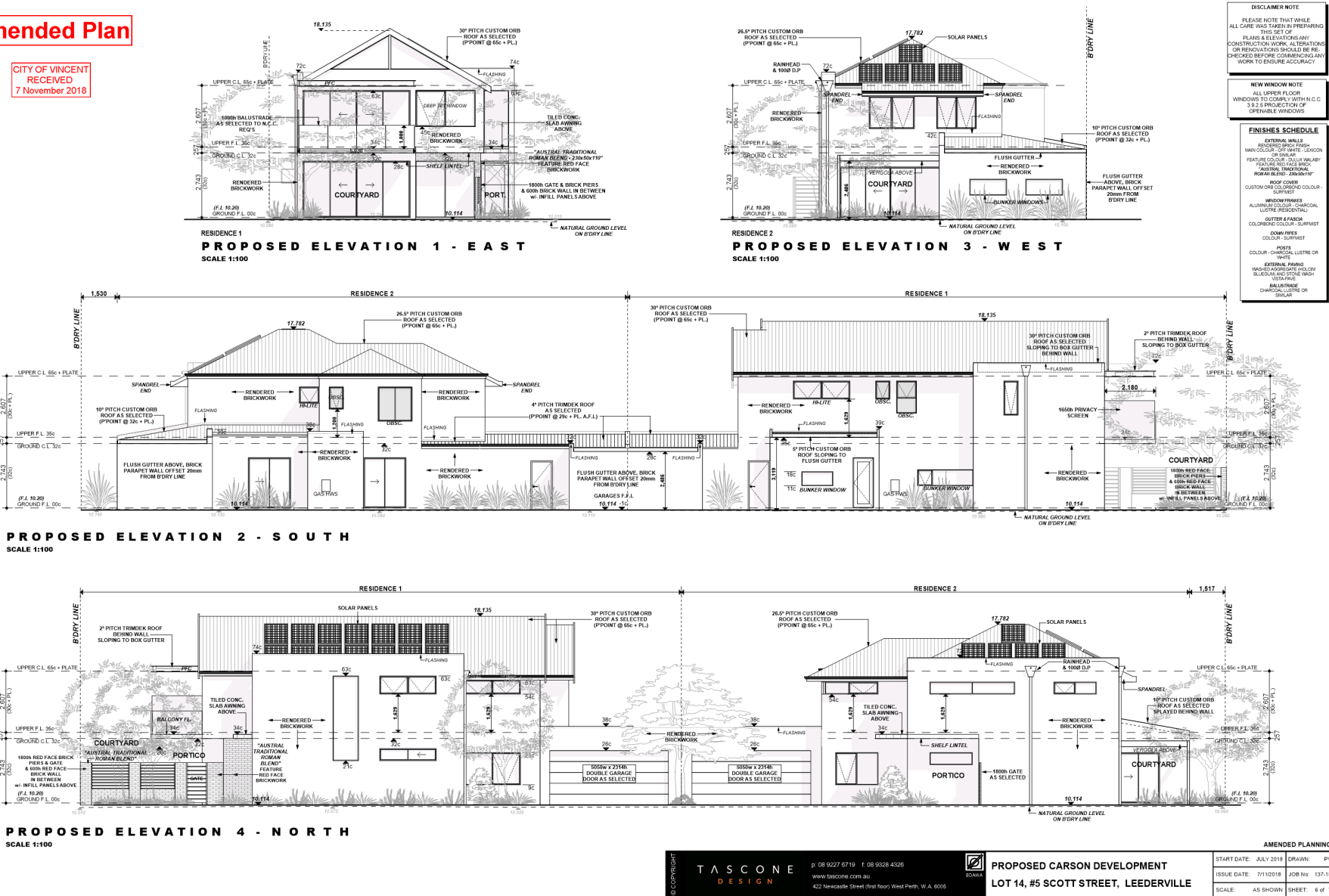
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|-------------|-----------|---------|--------|
| START DATE: | JULY 2018 | DRAWN: | PI |
| ISSUE DATE: | 7/11/2018 | JOB No: | 137-1 |
| SCALE: | AS SHOWN | SHEET: | 3 of 1 |





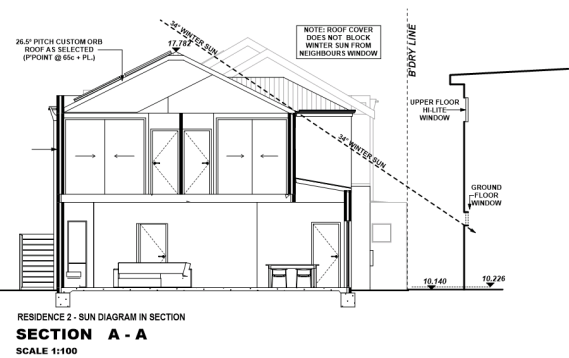
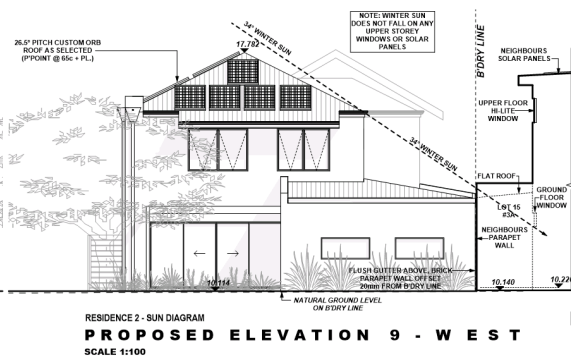
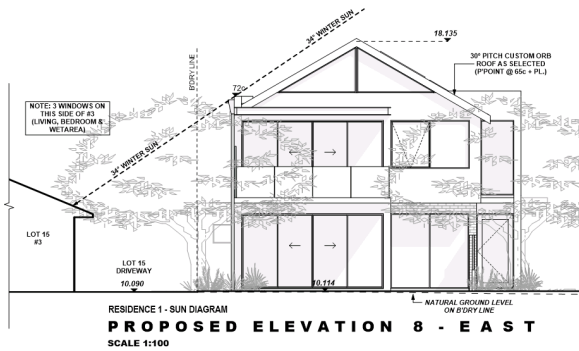
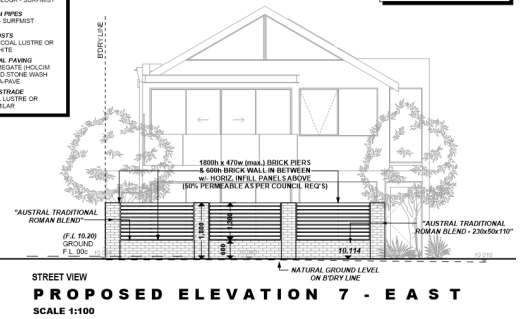
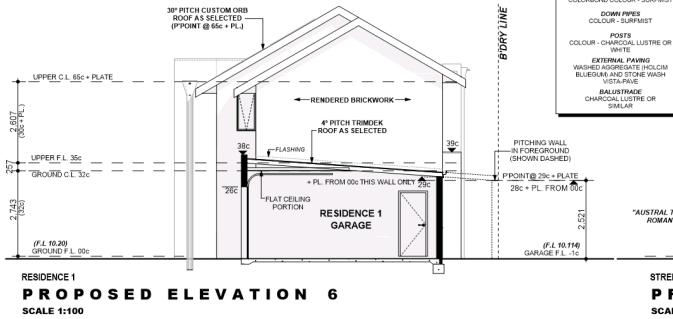
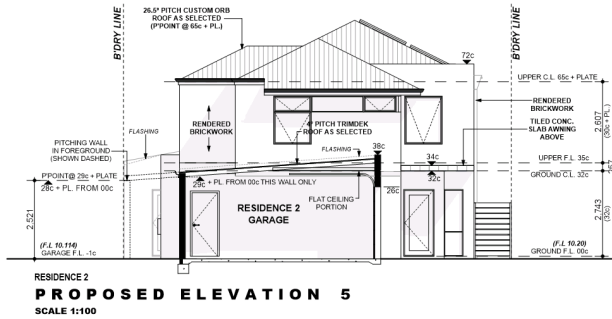
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FINISHES SCHEDULE

EXTERNAL WALLS
RENDERED BRICK FINISH
MAIN COLOUR - OFF WHITE - LEXCEL
OR SIMILAR
FEATURE COLOUR - DULUX WALAE
FEATURE RED FACE BRICK
*AUSTRAL TRADITIONAL
ROMAN BLEND - 230x60x110"

ROOF COVER
CUSTOM ORB COLORBOND COLOUR
SUBEMIST

WINDOW FRAMES
ALUMINIUM COLOUR - CHARCOAL

ALUMINUM COLOUR - CHARCOAL
LUSTRE (RESIDENTIAL)

GUTTER & FASCIA
COLGROOND COLOUR - SURFMS[®]

DOWN PIPES
COLOUR - SURFMIST

POSTS
COLOUR • CHARCOAL • LUSTRE OF

EXTERNAL PAVING

WASHED AGGREGATE (HOLCIM
BLUEGRIN) AND STONE WASH

VISTA-PAVE
BALUSTRADE

CHARCOAL LUSTRE OR
SIMLAR

WALL
H. H. W.

(UND
(MED)

A horizontal beam of length 10 m is shown. A triangular load starts at 0 kN/m at the left end and increases linearly to 10 kN/m at the right end. A vertical reaction force of 10 kN acts upwards at the right end. The beam is labeled with dimensions and load values.

ROM 00c

*AUSTRAL
EQUINE

2.5 ROMAN

L 10.114)
E1 -1c

A number line with a solid dot at -1 and an open circle at 1. The line is shaded between these two points, representing the interval $(-1, 1)$.

STRE

P

SCA

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NEW WINDOW NOTE
ALL LIDDER FLOOR

ALL UPPER FLOOR
WINDOWS TO COMPLY WITH N.C.C
3.9.2.5 PROJECTION OF
OPENABLE WINDOWS

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><u>Overshadowing</u></p> <ul style="list-style-type: none"> Only natural light for ground floor of neighbouring dwelling is from the northern facing major openings and an outdoor living area, which will be blocked out due to the development. The functionality and liveability of the houses on No. 3 Scott Street will be impacted. The proposed dwelling is too large which will result in shadow which is too large. The proposal will restrict the ability to install solar panels on the southern houses. | <p>Following community consultation period, the applicant submitted amended plans. As these plans do propose a departure from the deemed-to-comply overshadowing requirements of the Residential Design Codes (R Codes), the development has been assessed against the design principles relating to Clause 5.4.2 Solar Access to Adjoining Sites. The proposed development allows for direct winter sun into the openings of the southern adjoining living area, all windows on the first floor and over the existing solar panels on the southern adjoining lot. However, the proposal will result in overshadowing of major openings to the adjoining property to the south at No. 3 Scott Street and does not satisfy the design principles of the R Codes.</p> |
| <p><u>Landscaping</u></p> <p>There is only half of what is required.</p> | <p>Following community consultation period, the applicant submitted amended plans. These plans present a total canopy cover at maturity of 516m², which exceeds the amount required to achieve 30% canopy cover on site. As such, it is considered that the proposed canopy is adequate without compromising the outdoor living area of residents. It is considered that the proposed sustainable landscape design will contribute to reducing the impact of building bulk and provide a sense of open space between the development and surrounding neighbours, make use of the retained deep soil zones and positively contribute to the reduction of the urban heat island effect and the greater landscaping amenity of the City. Therefore, the proposal is considered to satisfy the local housing objectives of the Built Form Policy and was presented to Council with the recommendation of approval.</p> |
| <p><u>Visual Privacy</u></p> <ul style="list-style-type: none"> It does not indicate whether the applicant proposes obscure glass on the bathroom, laundry and toilet, concerns relating to visual privacy from these rooms Would like to see all windows on the southern façade frosted The front balcony within the street setback will result in direct overlooking onto 3 Scott Street and 4 Scott Street The bedroom windows overlooking the back yard of the neighbouring property, would like to see highlight windows instead | <p>The proposed grouped dwellings are fully compliant with the deemed-to-comply provisions relating to Visual Privacy of the R Codes. Therefore, the windows of the rear bedrooms and the front balcony are not subject to the discretion of Council.</p> |
| <p><u>Design</u></p> <ul style="list-style-type: none"> The homes are large and not sustainable in design | <p>Following community consultation period, the applicant submitted amended</p> |

Summary of Submissions:

| Comments Received in Objection: | Officer Technical Comment: |
|--|--|
| <ul style="list-style-type: none">The size of the property and style does not suit the character of the street and properties will be overwhelmed and dominated. | plans. The proposed dwellings have decreased significantly in size, in order to address the concerns of surrounding residents. The proposed dwellings meet the requirements of open space, lot boundary setbacks and building height. In addition, there is significant landscaping proposed in locations that will assist in mitigating the impact of the dwelling on surrounding residents. The development incorporates articulated design with materials and colours that reflect existing development along Scott Street. In addition, the proposed landscaping will reduce the perception of building bulk on surrounding properties and when viewed from the street. As such, the design is considered acceptable and was presented to Council with the recommendation of approval. |
| <u>Parapet Walls</u> Three walls will contribute to the overshadowing. | The proposed grouped dwellings are fully compliant with the deemed-to-comply provisions relating to Lot Boundary Walls of the Built Form Policy and R Codes. Therefore, the lot boundary walls are not subject to the discretion of Council. |

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

| | |
|------------|--|
| 5.7 | NO. 629 (LOT: 100; D/P: 58812) NEWCASTLE STREET, LEEDERVILLE - PROPOSED BILLBOARD SIGNAGE |
|------------|--|






TRIM Ref: D18/126864

Author: Natasha Trefry, Urban Planning Advisor

Authoriser: Luke Gibson, A/Director Development Services

Ward: South

Attachments:

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Sign Strategy [↓](#) 
4. Attachment 4 - Development Application [↓](#) 
5. Attachment 5 - Hoarding Signs Application and Approval [↓](#) 
6. Attachment 6 - Main Roads Response to Proposed Third Party Advertising [↓](#) 
7. Attachment 7 - Additional Justification Received From Applicant [↓](#) 

RECOMMENDATION:

That Council in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for two Billboard Signs at No. 629 (Lot: 100; D/P: 58812) Newcastle Street, Leederville as shown in Attachment 2 for the following reason:

1. The proposal does not comply with Policy No. 7.5.2 – Signs and Advertising as it involves third party signage and a variation to the policy would result in a detrimental impact on the visual amenity of the local area.

PURPOSE OF REPORT:

To consider an application for development approval for billboard signage at No. 629 Newcastle Street, Leederville.

PROPOSAL:

The application involves the display of third party advertising on two previously approved hoarding signs. Each sign will be 3 metres high, 6 metres wide and supported by a 1.3 metres high rock wall base. The overall height of the development, measured from the natural ground level to the top of the signs is 4.3 metres. The signs are proposed to display the third party advertising for a maximum of six months a year. The billboard signs are proposed to be located adjacent the western boundary (corner of Leederville Parade and Frame Court, setback one metre from the truncation) and adjacent to the eastern boundary (corner of Newcastle Street and Loftus Street, setback two metres from the road widening truncation), as shown in **Attachment 1**.

The applicant has advised that the lease arrangements, such as length of display, number of advertisements and timing for the proposed third party advertisements are yet to be determined and will be determined upon market demand. The applicant has noted the proposed billboard signage will provide revenue for the Water Corporation, with generated revenue to be used to fund Water Corporation community messaging.

The development plans that were lodged and advertised are included as **Attachment 2**. Information regarding the proposed signage and the applicant's justification for the signage are included as **Attachments 3, 4 and 7** respectively.

BACKGROUND:

| | |
|-----------------------------|---|
| Landowner: | Water Corporation |
| Applicant: | Creative Design & Planning |
| Date of Application: | 26 July 2018 (extension granted on 9 October) |

| | |
|----------------------------|-------------------------------------|
| Zoning: | MRS: Urban LPS2: Regional Centre |
| Built Form Area: | Town Centre |
| Existing Land Use: | Public Utility |
| Proposed Use Class: | Billboard Signs |
| Lot Area: | 37,243m ² |
| Right of Way (ROW): | No |
| Heritage List: | No |

The subject site is located at the south west corner of Newcastle Street and Loftus Street, and is bound by the Mitchell Freeway to the south and commercial development and associated car parking to the west. A location plan is included as **Attachment 1**. The site is 37,243 square metres in area and is owned and used by the Water Corporation.

The site and surrounding area are zoned Regional Centre and is characterised by a mix of commercial development. Residential development is also located further to the east of the site, opposite Loftus Street. The site forms part of the Town Centre in accordance with the City's Policy No. 7.7.1 – Built Form.

On 13 July 2017, the City approved an application for two hoarding signs within the site, and orientated to address Newcastle Street and Loftus Street; and Leederville Parade and Frame Court. The application was approved on the basis that they were not classed as billboard signs as they did not propose third party advertising, as per the definition in the City's Policy No. 7.5.2 – Signs and Advertising. The signs were proposed to promote ongoing sustainable water usage measures and campaigns in conjunction with other Water Corporation media. A copy of this approval is included as **Attachment 5**. These signs have not yet been constructed.

The subject application proposes signage of the same size and location as the hoarding signs previously approved by the City, however, the current application proposes the display of third party advertising.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City's Local Planning Scheme No. 2 (LPS2) and the City's Policy No. 7.5.2 - Signs and Advertising. In each instance where the proposal requires the discretion of Council, the 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 |
|----------------------------|---|---------------------------------------|
| Signage (Billboard) | | ✓ |

Detailed Assessment

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

| Policy No. 7.5.2 – Signs and Advertising | |
|--|---|
| Deemed-to-Comply Standard | Proposal |
| Part 3. iii) Bill Posting and Billboards Bill Posting, Billboards and the structures of a similar or identical type are not permitted within the City of Vincent. | The application proposes two Billboard signs. |

The above element 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 in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days commencing on 20 August 2018 to 2 September 2018. Community consultation was undertaken by means of written notifications being sent to surrounding landowners and a notice on the City's website. At the conclusion of the community consultation period, no submissions were received by the City.

Main Roads WA Referral

The application was referred to Main Roads WA on 2 August 2018 on the basis that it could potentially have an impact on the function of a Primary Regional Road – Mitchell Freeway. A response was received by the City on 22 August 2018, with Main Roads WA having no objection to the proposal subject to the imposition of conditions. A copy of Main Roads WA response is included as **Attachment 6**.

Design Review Panel (DRP):

Referred to DRP: No

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy; and
- Policy No. 7.5.2 – Signs and Advertising

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

Delegation to Determine Applications:

The matter is referred to Council as the development of a billboard sign is not able to be determined under Delegated Authority, as per Part 6.2 of the City of Vincent's Delegated Authority Register.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

"Sensitive Design

- *Our built form is attractive and diverse, in line with our growing and changing community."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

The Signs Policy does not permit billboard signage, although Council may, at its discretion, vary a standard or provision where it is established that the particular standard or provision is unreasonable or undesirable. This is discussed below.

Applicant's Justification

The applicant has provided justification regarding the appropriateness of the setting of the subject site for billboard signs displaying third party advertising. This is included as **Attachment 4**. As per the requirements of the Signs Policy, the applicant has also submitted a signage strategy that details how the sign will be managed in order to have minimal impact upon the surrounding area, as included in **Attachment 3**.

The justification provided by the applicant in support of the proposal is summarised as follows:

- The proposed signs are consistent with size, number and location controls that apply to a Hoarding Sign.
- There are several other locations within the City of Vincent where billboards have been approved, for example the major billboard installation on an elevated and prominent site on the corner of Loftus and Newcastle Streets, diagonally opposite the subject land.
- The proposed signs are located within the Regional Centre zoning. The signs are of a scale suitable to the current and anticipated land use mix, as well as the built form of the location.
- Neither of the signs will be visible from residential properties.
- Landscaping on site is consistently managed and maintained to a high standard by Water Corporation.
- Noting the Australian Advertising Standards Bureau is the most appropriate authority to determine whether the content of advertising signs is considered 'offensive' or contravene relevant regulations, the Water Corporation would nevertheless seek to ensure that any proposed content is aligned with its corporate standards as well as normal community standards.
- For up to 50 percent of the year, the content of the signs will remain focused on the Water Corporation sustainable water initiatives. The applicant has noted the reduced need to convey this material in the winter months and is of the view that the signage may be more appropriately used for third party advertising given the highly visible location.

Additional written justification for the proposed billboards was submitted to the City on 12 October 2018. The additional justification is provided as **Attachment 7**. The justification further addresses requirements of the Signs Policy, regarding proposed controls for the advertising material. The proposed controls are summarised below:

- Water Corporation to review and approve all third-party content.
- The City of Vincent to act as referral agency in the submission and approval process for third party advertising.
- Administrative burden to be lessened on the City as it will not act as the approval authority.
- Third party advertising is proposed for a maximum six month period over the course of a year.

The applicant also outlined reasons to differentiate the proposal from other billboard signage applications within the City. The applicant noted the following as part of this:

- Third party advertising is for a maximum six month period only over the course of a year.
- Water Corporation is located in the Regional Centre zone, with multiple frontages to the Mitchell Freeway and Loftus Street. There are currently no residential neighbours that would be impacted by the signage.
- Water Corporation will be the curator of third party content and will work with the City to ensure the signage is appropriate.
- Signage is adjacent to existing billboard signage, and the proposal will rationalise the location of similar signage.

Administration's Comment

The locality is currently characterised by low and medium rise commercial development, and is identified as a Town Centre area under the City's Policy No. 7.1.1 – Built Form. The site is in a highly visible location, adjacent to the Mitchell Freeway and Leederville train station, and is bordered by Leederville Parade, Newcastle Street and Loftus Street being major arterial roads carrying a high volume of passing traffic.

The advertising for commercial tenancies in the immediate area promote only the businesses and services offered at the respective sites.

The intent of the previously approved hoarding signs on the site was to display water-wise messaging relating to sustainable water consumption in Western Australia. In this way, the approved signage is related and bears relevance to the business activities of the Water Corporation. The previous application for two hoarding signs to the site, was approved on the basis that the material, size and location of signs were appropriate to the use of the site and consistent with the City's Signs Policy. Signage for the subject lot and its surrounding area currently provides for advertising in a manner that is proportionate and bears relevance to, the premises and land on which they are located.

The application is not supported for the following reasons:

- The messaging and content of the third party advertising material intended to be displayed on the proposed billboard signage does not bear relevance or relate to services and activities offered by the Water Corporation.
- The previously approved application for signage at the Water Corporation site, facing two separate street corners were approved as hoarding signs only. The applicant is not proposing the consolidation or rationalisation of the third party advertising proposed to be displayed on the two approved hoarding signs. This does not minimise the total area of the third party advertising for the site. Furthermore, the location of one of the proposed billboard signs on the corner of Newcastle Street and Loftus Street adjacent to time-limited approved billboard signs on Nos. 596-598 Newcastle Street, Perth will exacerbate third party advertising in this location.
- It is acknowledged that approval could set a precedent and encourage further applicants within the District.
- The billboard signs are not commensurate with the needs for advertising and promoting business activities and services relating to the Water Corporation. The justification provided by the applicant in support of the third party advertising is that it is to provide an additional revenue source to be used to fund Water Corporation community messaging. This is not a relevant planning consideration.
- The applicant has suggested that the City could review all proposed third party advertising. This does not ensure the content and nature of third party advertising will be to the City's and community's expectations, and does not provide certainty that at the conclusion of a complaint resolution process that it will result in the need for the removal of the offending signage.

Previous Billboard Signage proposals

Council has previously approved billboard signs in the district, including at the nearby Nos. 596-598 Newcastle Street, Perth. On 6 March 2018, Council resolved to conditionally approve an application for an extension of time for two billboard signs that have been in-situ since 2004. The report to Council on that matter acknowledged the following:

- The signs are billboards and present third party advertising.
- The billboards have been on the site with approval from the City for the past 14 years and formed part of the established streetscape.
- The billboards are not visible from the nearby residential properties.
- The site and vehicular access to the site is constrained given its location on the corner of Loftus and Newcastle Streets.
- The site is identified as being within the Activity Corridor Area under Policy No. 7.1.1 – Built Form with six storeys permitted for the site.

In approving the application at Nos. 596-598 Newcastle Street, a time limitation for the billboard signs was imposed to allow the site to be used for the interim until the development context of the area changes in line with the optimal development outcome envisaged in the City's Policy No. 7.1.1 – Built Form.

It is considered that the above circumstances do not extend to the proposed billboard signage at No. 629 Newcastle Street, Leederville.

More recently, on 24 July 2018, Council resolved to refuse an application for billboard signage at No. 2 Edward Street, Perth, for the following reasons:

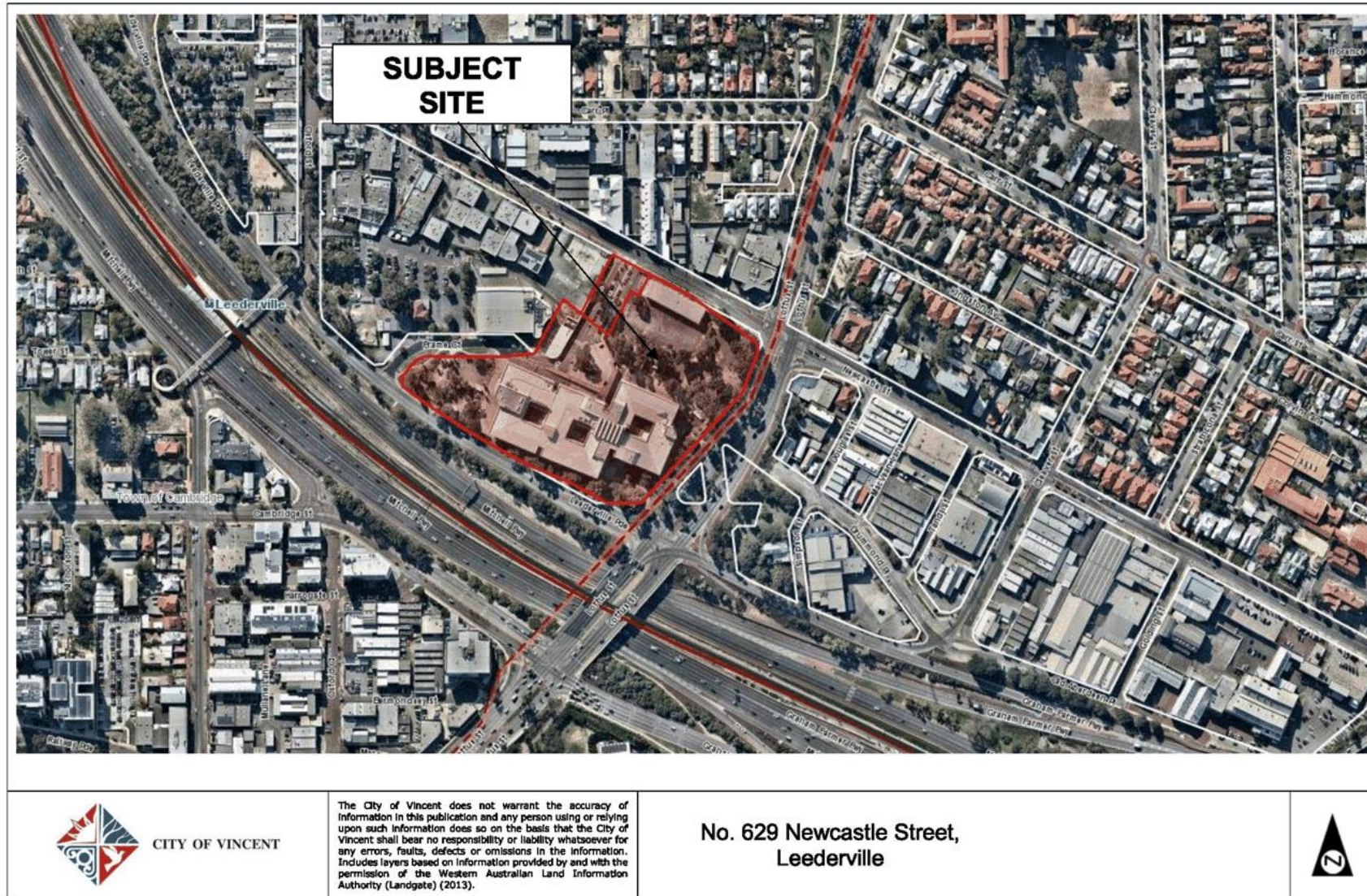
"1. The proposal is contrary to the orderly and proper planning of the area for the following reasons:

- 1.1 *the scale of the proposed signage will have a negative visual impact and detract from the amenity of the surrounding area; and*
 - 1.2 *the LED signage has the potential to endanger the safety of the public using Graham Farmer Freeway; and*
2. *The sign does not comply with the requirements of the City's Policy No.7.5.2 – Signs and Advertising, as it constitutes a Billboard advertising third party signage."*

Conclusion

The application is for two billboards signs at No. 629 Newcastle Street, Leederville, to display third party advertising for a maximum period of 6 months in a year, on the hoarding signs previously approved by the City. The City's Signs Policy does not permit billboards within the district and it is recommended that the application be refused.









Potential Site East



Notwithstanding to this and be part of this design and not argument of opinion. The design and construction of this project are the responsibility of the client. The design of this project is a preliminary design and is subject to change without notice. The design of this project is a preliminary design and is subject to change without notice.

Project: Water Corporation - Billboard Sign
Drawing Number: 2
Date Issued: 23/01/17

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Potential Site West

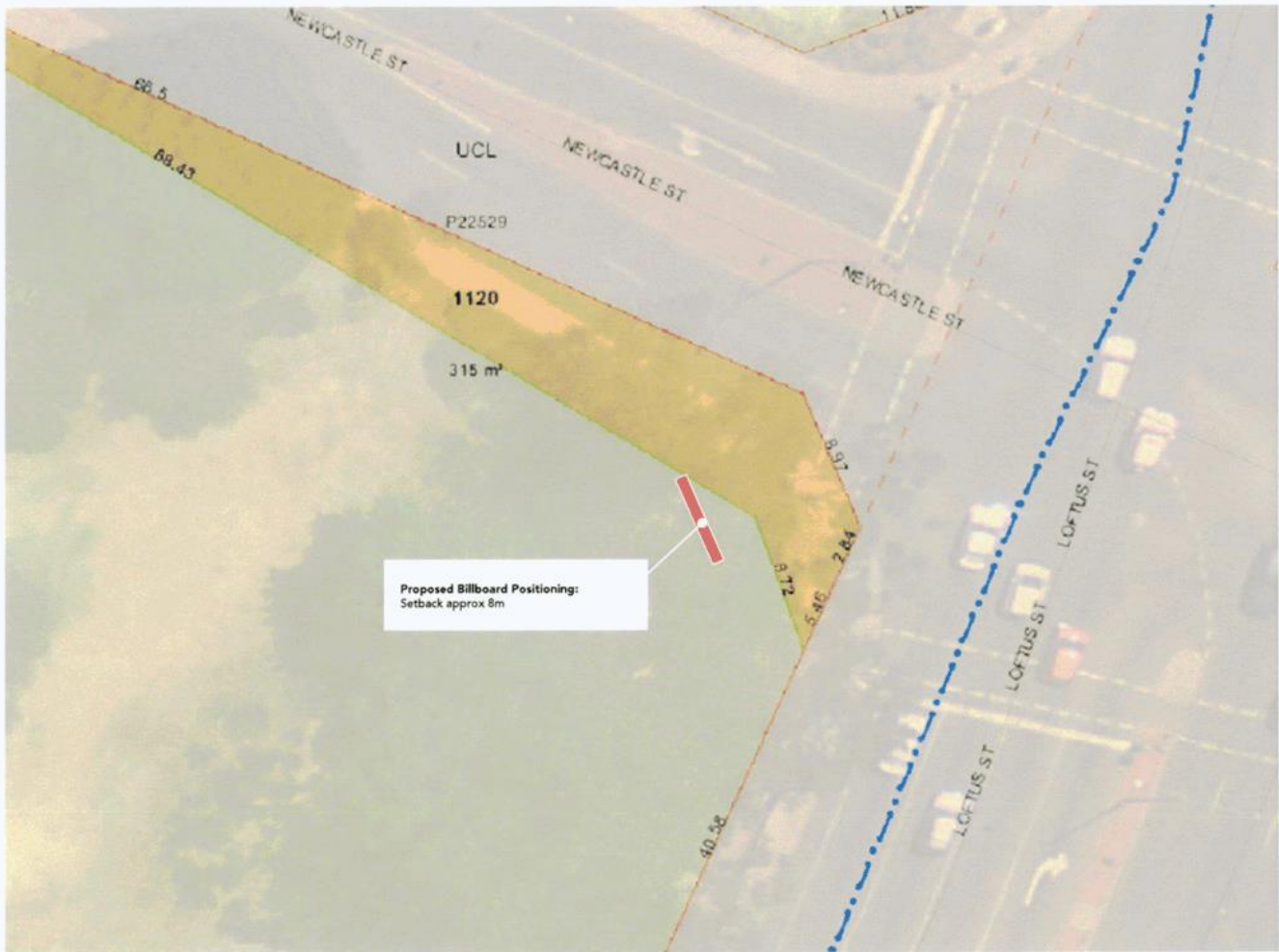


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Project: Water Corporation - Billboard Sign
Drawing Number: 3
Date Issued: 23/01/17



Potential Site East

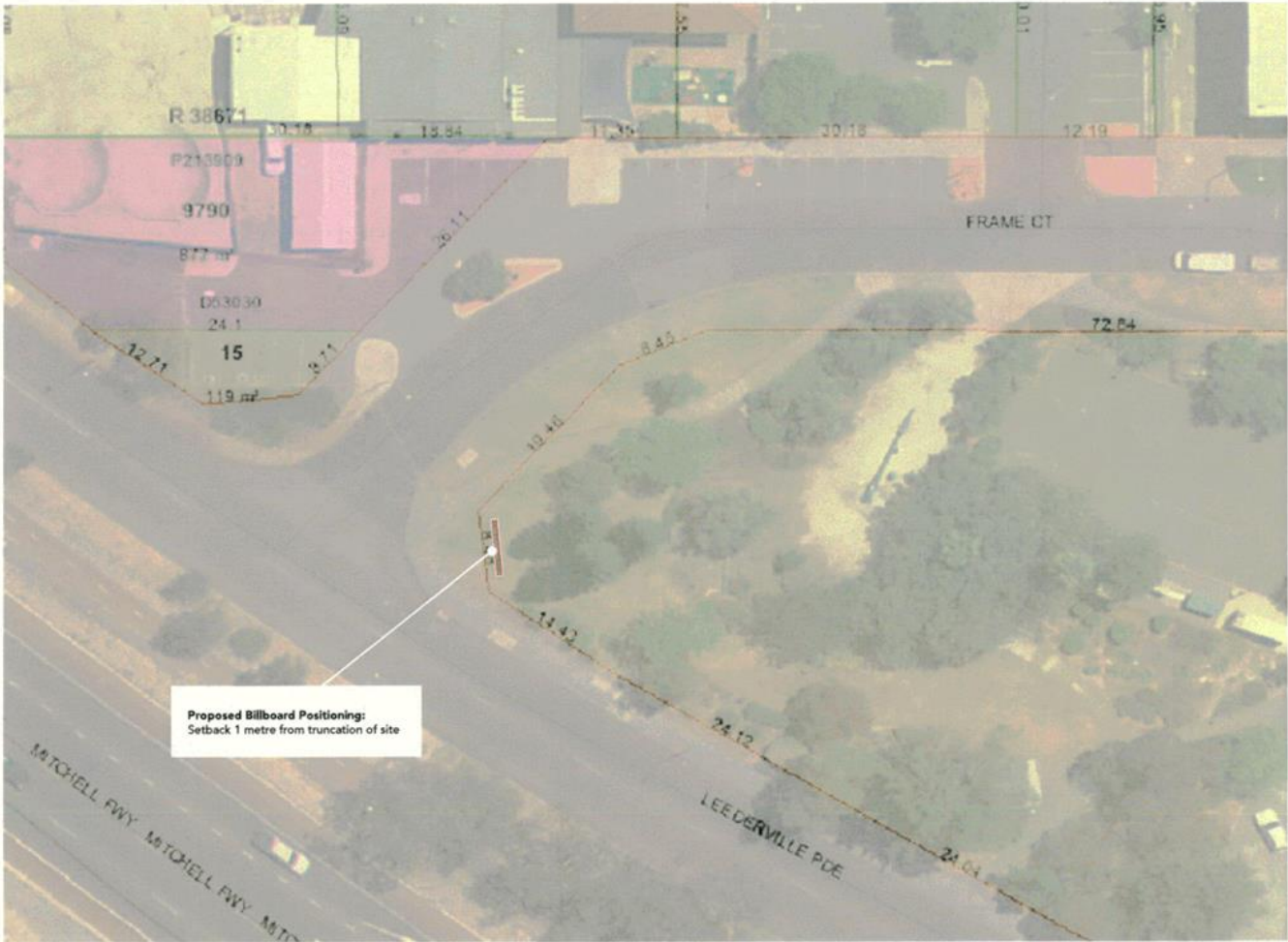


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Project: Water Corporation - Billboard Sign
Drawing Number: 4
Date Issued: 23/01/17

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design

Potential Site West



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| <small>Information on this drawing is for informational purposes only and is not intended to be used for any other purpose. The user of this drawing is responsible for ensuring that the information is accurate and complete. The user of this drawing is responsible for ensuring that the information is accurate and complete. The user of this drawing is responsible for ensuring that the information is accurate and complete.</small> | | Project: | Water Corporation - Billboard Sign |
| | | Drawing Number: | 6 |
| | | Date Issued: | 23/01/17 |





TOWN OF VINCENT

SIGN STRATEGY PRO FORMA

COMMERCIAL AND RESIDENTIAL PROPERTIES

As per the Town's Policy No. 3.5.2 relating to Signs and Advertising, a Sign Strategy is to be submitted with Development Applications in the following instances:

- Signage advertising services or products other than those available on the lot;
- Pylon signage with a width exceeding 300 millimetres;
- Wall signage exceeding ten (10) percent in area in total on any one wall (excluding projecting signs); and
- Applications for variation of standards for proposals involving three (3) or more signs that do not comply with the standards of the Town.

A Sign Strategy is required in the above instances to assist the Council in exercising its discretion in relation to signage applications, to ensure:

- a reasonable and equitable level of identification to businesses and community facilities within the Town of Vincent is provided;
- signage compliments the character and visual amenity of an area, the buildings on which they are displayed, and the general environment; and
- there is no proliferation of signage to the detriment of existing signage.

1.0 Personal and Site Details**1.1 Personal Details:**

Applicant Name: Kasia Betka (Creative Design + Planning)

Address: 28 Brown Street, PO Box 6697

Suburb: East Perth Postcode: 6892

Tel (H) 9325 0200 (WK) (Mob) _____

E-Mail: kasia@creativedp.com.au

Planning Application Number: 5.2018.272.1

*1.2 Site Details:*Address: 629 Newcastle StreetSuburb: Leederville Postcode: 6007Approved land use (e.g. house, office, shop): OfficeContext of immediate surrounds (residential or commercial): CommercialIs the property heritage listed? (tick appropriate box) Yes ☐ No ☒*2.0 Existing Signage**2.1 Photographs:*

Photographs, showing all of the building/sites existing signage, is to be included.

Have photographs been attached to this Pro Forma? Yes ☐ No ☒ N/ATo your knowledge, have these signs been approved? Yes ☐ No ☒ N/A*3.0 Proposed Signage (including re-badging of existing signage)**3.1 Table:*

Please insert details of the proposed signage in the following table. This table is to correspond with the plans and elevations as stipulated by section 3.2 below:

| Signage No. | Sign Type | Message (Sign Content) | Height and Width (mm) | Area (m2) | Method of Illumination |
|-------------|-----------|------------------------|-----------------------|------------------|------------------------|
| 1. (East) | Billboard | Refer to Plan | 3000x6000 | 18m ² | External Lighting |
| 2. (West) | Billboard | Refer to Plan | 3000x6000 | 18m ² | External Lighting |
| | | | | | |
| | | | | | |
| | | | | | |

3.2 Diagrams:

As per the Planning Application Checklist relating to signage, a site plan and elevations showing the proposed location of signage are to be provided, inclusive of the following:

- ☒ Dimensions of proposed signage (width, depth and area in square metres)
- ☒ Height from natural ground level to underside of all signage

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☒ N/A Percentage of sign area in relation to the wall or building façade where proposed


As per the requirements in the Planning Application Checklist, have diagrams been attached to this Pro Forma? Yes ☒ No ☐

4.0 Rationale for Proposed Signage relating to Specific Assessment Criteria

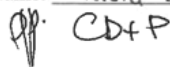
Please provide written justification in relation to the below specific assessment criteria, to demonstrate that consideration has been given to the impact of the signage on the amenity of the adjacent property and surrounding area.

- ☒ The proposed signage respects the amenity of the area;
- ☒ The proposed signage does not compete with existing signage within the site;
- ☒ The size and impact of the proposed signage responds to the size of the premises on which the signage is to be displayed and the scale of the surrounding buildings;
- ☒ The proposed signage does not negatively impact on the appearance and efficiency of a road or other public way in terms of colour, brightness and location;
- ☒ The pattern and theme of the proposed signage matches that of existing signage in the area;
- ☒ The proposed signage responds to any objects of scenic, historic, architectural, scientific or cultural interest; and
- ☒ The proposed signage does not dominate the streetscape.

Applicant's Name: Kasia Betka

Signature: 

Date: 03/09/18

 CD+P

Note:

If the Sign Strategy is approved by the Town, the signage approved as part of the strategy may be renewed or replaced with no additional planning approval, (only a Sign Licence). However, planning approval will be required if:

- the advertisement area is to be increased;
- the renewal or replacement would result in a different type of sign; and
- the sign is to be erected in a different location.

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WESTERN



AUSTRALIA

RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893

| | |
|--------------------------------------|-------------------------------------|
| REGISTER NUMBER 100/D58812 | |
| DUPLICATE EDITION N/A | DATE DUPLICATE ISSUED N/A |

VOLUME **1824** FOLIO **380**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 100 ON DIAGRAM 58812

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

WATER CORPORATION OF 629 NEWCASTLE STREET, LEEDERVILLE

(A G163535) REGISTERED 30/4/1996

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

1. THE RIGHT TO MINES OF COAL OR OTHER MINERALS BEING EXCLUDED FROM PORTION OF THE SAID LAND
2. TITLE EXCLUDES THE LAND SHOWN ON PLAN 22529 AND 22530.
3. *G780808 TAKING ORDER. THE DESIGNATED PURPOSE OF PUBLIC PURPOSES. AS TO THE PORTION OF PLAN 22529 CONTAINED HEREIN. REGISTERED 1/5/1998.
4. *G780808 TAKING ORDER. THE DESIGNATED PURPOSE OF PUBLIC PURPOSES. AS TO THE PORTION OF PLAN 22530 CONTAINED HEREIN. REGISTERED 1/5/1998.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1824-380 (100/D58812)
PREVIOUS TITLE: 1817-236
PROPERTY STREET ADDRESS: 629 NEWCASTLE ST, LEEDERVILLE.
LOCAL GOVERNMENT AUTHORITY: CITY OF VINCENT
RESPONSIBLE AGENCY: WATER CORPORATION

NOTE 1: M271060 DEPOSITED PLAN 76258 LODGED.
NOTE 2: M295655 DEPOSITED PLAN (INTEREST ONLY) 76259 LODGED

LANDGATE COPY OF ORIGINAL NOT TO SCALE Thu Jul 5 14:47:09 2018

JOB 57113549


Landgate
www.landgate.wa.gov.au

18 July 2018

City of Vincent
PO Box 82
LEEDERVILLE WA 6902



ATTENTION: Andrea Terni

Dear Ms Terni

RE: APPLICATION FOR APPROVAL TO COMMENCE DEVELOPMENT – BILLBOARD SIGNS
LOT 100 (No.629) NEWCASTLE STREET, LEEDERVILLE

On behalf of our client, the Water Corporation, please find enclosed the required documentation pertaining to an application for proposed signage on Lot 100 Newcastle Street, Leederville, referred herein as the "subject land".

The documentation enclosed as part of this application is listed below:

- Application for Development Approval Form
- Cheque for Planning Application fee (\$240 based on an estimated development cost of \$75,000)
- Certificate of Title (**Attachment 1**)
- Signage Location Plan
- Signage Elevations.

Details

The application proposes two signs on land owned and managed by the Water Corporation. The proposed locations are shown in **Attachment 2** – Local Context and Site Plan. Each of the signs is 6.0m x 3.0m and supported by a 1.3m high gabion wall base, as indicated on **Attachment 3**.

The main purpose of the signs is to display water-wise messaging, however as the need for this is significantly reduced during the winter months, this development application seeks approval for third party advertising to be displayed on these signs for up to 50% of the year. For the other 50% of the year, generally coinciding with summer months, the Water Corporation will use these signs to display key public messages relating to sustainable water consumption in Western Australia (as approved under DA 5.2017.57.1).

Development History

A development application for Hoarding Signage was approved by the City of Vincent over Lot 100 Newcastle Street in June 2017 (DA 5.2017.57.1). Since that time, *Local Planning Scheme No.2* (LPS 2) has been gazetted. The subject land is zoned 'Regional Centre' under LPS 2. It is bounded by Loftus Street, Newcastle Street, Leederville Parade and other Regional Centre land uses.

Under clause 61(1)(h) of the *Deemed Provisions*, a development application is only required for signs that vary in some way from the provisions of *Local Planning Policy No. 7.5.2 – Signs and Advertising* (LPP 7.5.2). In this instance, although no modifications to the location, size or primary function of the Hoarding Signage as previously approved by the City of Vincent are proposed by this Development Application, the City of Vincent has advised that inclusion of third party

C:\Users\KasiaB\Documents\180718 Billboard DA_WC (002).docx

28 BROWN STREET
EAST PERTH WA 6004
PO BOX 7655

T +61 8 9325 0200
F +61 8 9325 4818
E info@creativedp.com.au

ACN 600 658 722
ABN 47 600 658 722
CD & P PTY LTD T/AS CREATIVE DESIGN + PLANNING

content would mean that the signage would now be considered as "Billboard" signage under LPP 7.5.2 and hence require a new approval.

This development application seeks to modify the permissible content of the signs; all other aspects of the proposal are identical to the previous approved signs under DA 5.2017.57.1 2.

Assessment

Under LPP 7.5.2 they are now defined the of 'Billboard Sign' is:

"A sign erected for the purpose of advertising products or services which are not being offered on a site on which the sign is erected. "

LPP 7.5.2 further states:

"Bill Posting, Billboard and the structures of a similar or identical type are not permitted within the City of Vincent."

Whilst noting the general presumption against Billboard signage within the City of Vincent, we consider that the Council can support the proposal in this location and site for the following reasons:

- Except for potential third party for up to half the year, the proposed signs remain consistent with the definition of 'Hoarding Sign', that is they:
 - a) have a maximum area of 20 square metres;
 - b) are limited to a maximum of one sign per street frontage of the lot;
 - c) are not less than 1.2 metres or greater than 6 metres from the finished ground level; and
 - d) will not be erected in the area between any building and any street boundary of a lot except with the approval of the City of Vincent (DA 5.2017.57.1).
- A major billboard installation far larger than proposed by this application already exists on an elevated and prominent site on the corner of Loftus and Newcastle Streets, diagonally opposite the subject land (see Figure 1). Those billboards were first approved by the City in 2004 and have been given further approvals four times since, most recently in March 2018 when a further ten-year approval was granted, notwithstanding the Signage Policy having been in place since 2001 and last updated in 2011. From this, it can only be concluded that the billboards are acceptable in this location. At 12.6m wide (excluding support structures) and 5.05m high (including the base structure), the billboards are significantly larger than the signs proposed on the subject land. The proposed signs will have significantly less impact on streetscape noting the far smaller footprint, their setback from the street corners, and their lower elevation, as established under DA 5.2017.57.1.
- There are several other locations within the City of Vincent where billboards have been approved.
- Previous approval DA 5.2017.57.1 established that the size and form of the signage is suitable in this location. Moreover, having been referred to Main Roads previously, we understand there is no impact on the road network, in keeping with the Main Roads advice notes previously imposed on approval DA 5.2017.57.1.
- The proposed signs are both located within the 'Regional Centre' zoning. The signs are of a scale suitable to the current and anticipated land use mix, as well as the built form of the location.



Figure 1: Existing billboards diagonally opposite the subject land, on Loftus Street



- Both proposed signs will be in locations not visible from residential properties. One sign is proposed to orientate towards the intersection of Newcastle and Loftus Streets, whilst the other orientates to Leederville Parade. They are of a quality and scale that will not detract from local amenity. Additionally, with no adjoining properties, the proposed signs do not block views of significance or obscure any architectural detailing.
- Landscaping on site is consistently managed and maintained to a high standard by Water Corporation. This will assist in softening any perceived impacts on the streetscape amenity.
- Noting the Australian Advertising Standards Bureau is the most appropriate authority to determine whether the content of advertising signs is considered 'offensive' or contravene relevant regulations, the Water Corporation would nevertheless seek to ensure that any proposed content is aligned with its corporate standards as well as normal community standards.
- For up to 50% of the year, the content of the signs will remain focused on the Water Corporations sustainable water initiatives as approved under DA 5.2017.57.1.
- Neither proposed sign poses a risk to public safety or health.

Conclusion

The proposed signs are in all physical respects identical to those deemed acceptable in the previous approval DA 5.2017.57.1 2. The primary purpose of the signs remains that of displaying public information and education messages related to the Water Corporation's functions as a public water service provider. However, at times of the year when water messaging is not required, the Water Corporation seeks to allow the display of third party signs that are not inconsistent with its corporate objectives.

Deemed scheme provision 61(1)(h) allows for variations from general policy intent. We are confident that the City will agree that the proposed signs with occasional third-party content will in no way detract from the amenity of the



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locality or be contrary to any of the matters that it is required to consider under deemed provision 67, however should you require any further information to assist with consideration of this proposal, please do not hesitate to contact Kasia Betka of this office on

Yours faithfully

CREATIVE DESIGN + PLANNING



FRANK ARANGIO
DIRECTOR



Page 14

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ATTACHMENT 2 –
LOCAL CONTEXT & SIGNAGE LOCATION PLAN



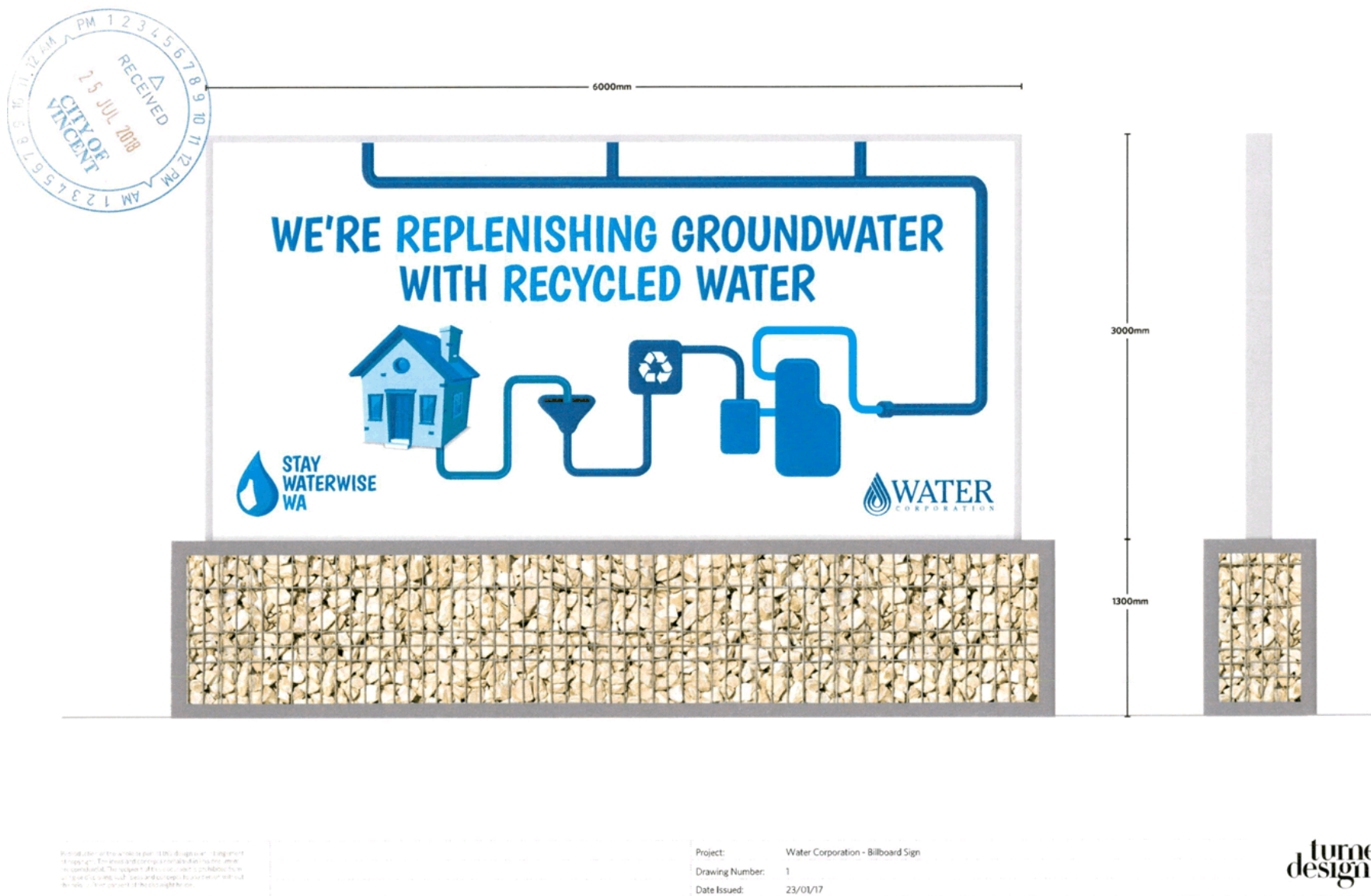


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ATTACHMENT 3 – SIGNAGE ELEVATION





Potential Site East



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Project: Water Corporation - Billboard Sign
Drawing Number: 2
Date Issued: 23/01/17

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Potential Site West

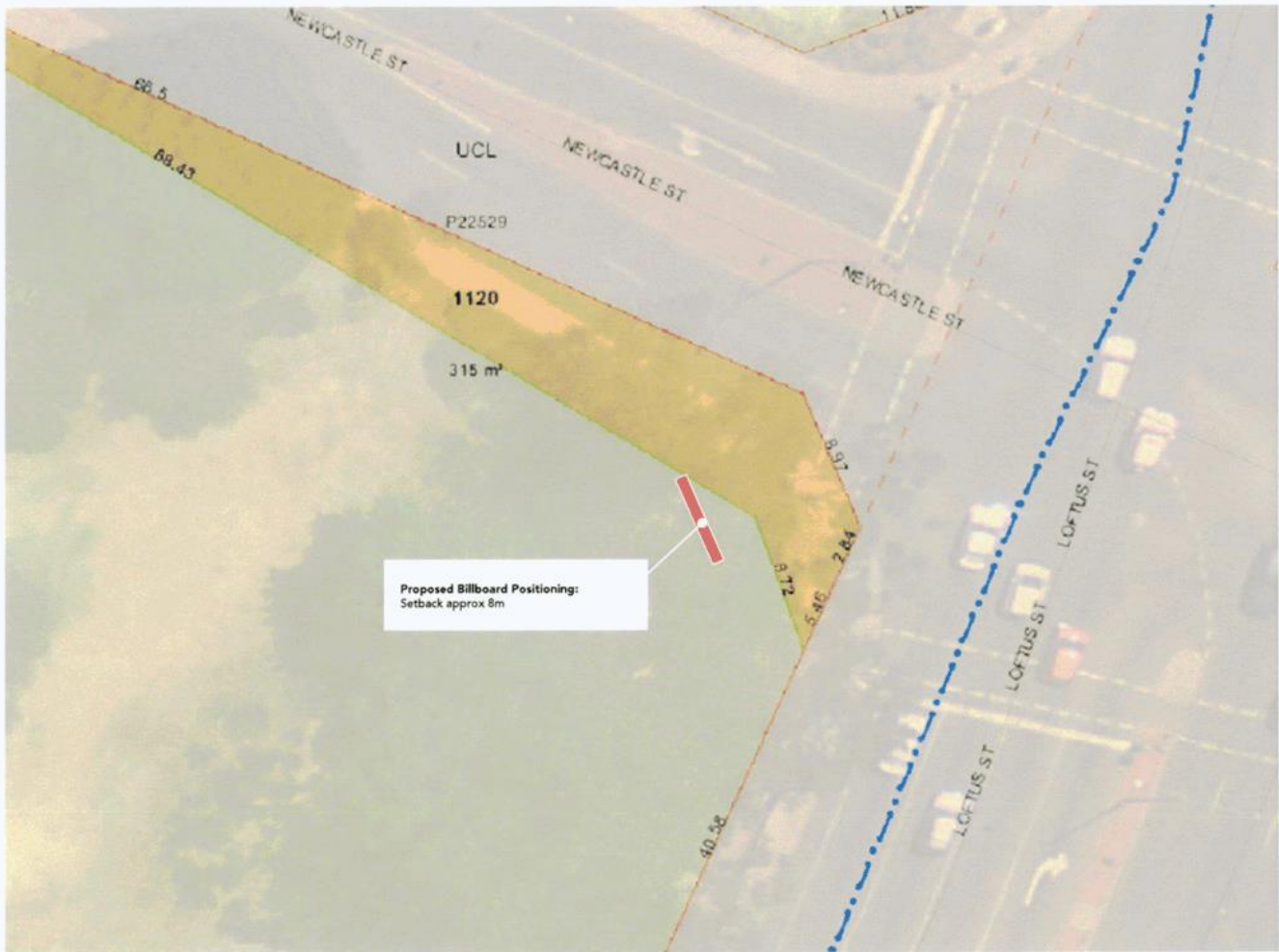


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Project: Water Corporation - Billboard Sign
Drawing Number: 3
Date Issued: 23/01/17



Potential Site East

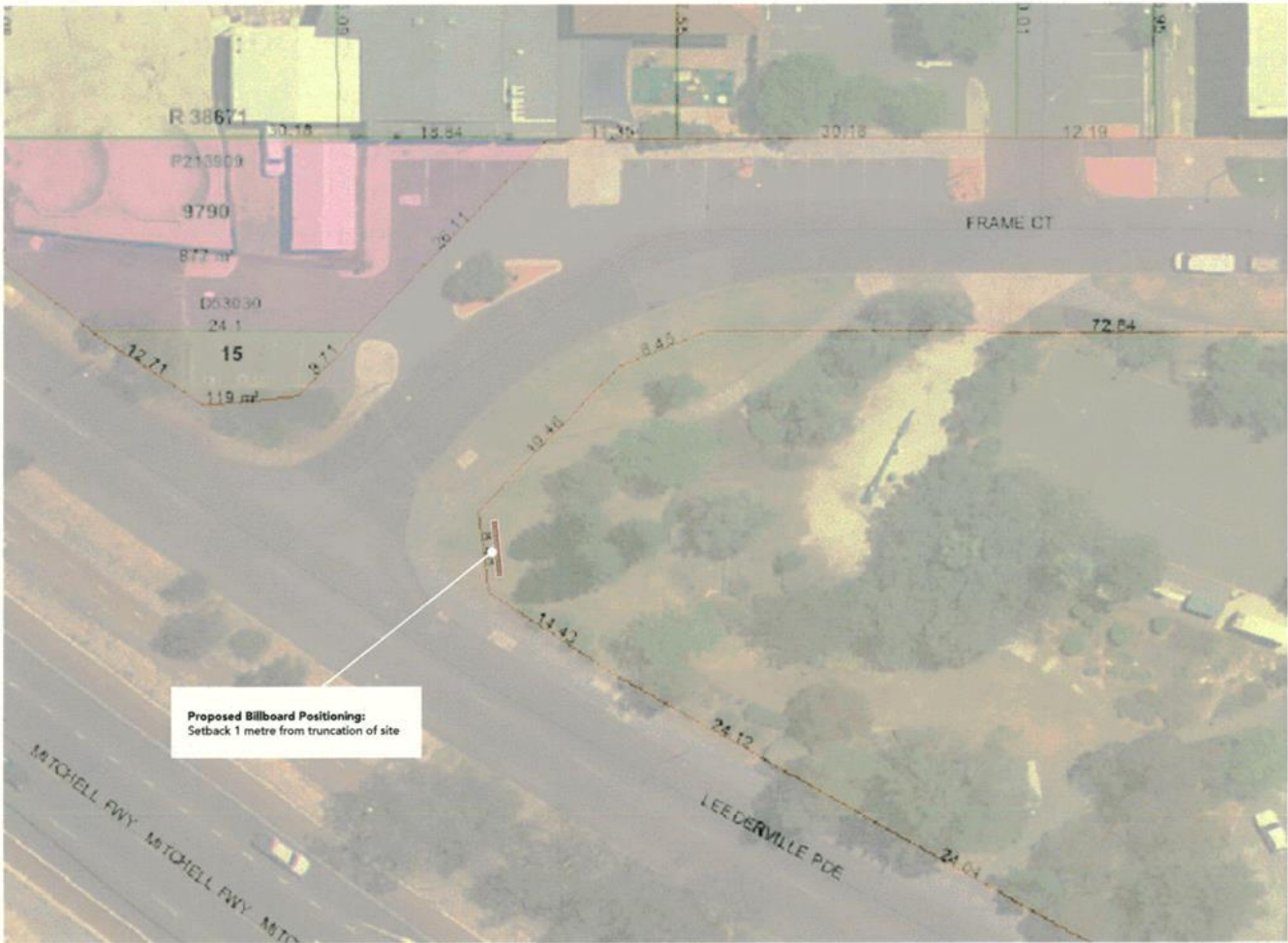


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Project: Water Corporation - Billboard Sign
Drawing Number: 4
Date Issued: 23/01/17

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Potential Site West



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Project: Water Corporation - Billboard Sign
Drawing Number: 6
Date Issued: 23/01/17



ENQUIRIES TO: Colin Connor
Approval Services, (08) 9273 6578
OUR REF: 5.2017.57.1



CITY OF VINCENT

13 June 2017

TPG Town Planning, Urban Design and Heritage
PO Box 7375 Cloisters Square
PERTH WA 6850



Dear Sir/Madam,

**NO. 629 (LOT: 100 D/P: 58812) NEWCASTLE STREET, LEEDERVILLE – PROPOSED TWO
HOARDING SIGNS TO OFFICE BUILDING**

I refer to your Application for Approval to Commence Development dated 6 February 2017, received 13 February 2017 for the above proposal.

I wish to advise that the proposal was assessed and found to be in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and associated policies. Therefore, the application has been granted conditional approval under delegated authority from the Council subject to the terms and conditions shown on the attached form.

Your attention is drawn to the fact that this consent constitutes development approval only and that a Building Permit must be obtained from the City prior to commencement of any construction works. The nominated builder should be provided with a copy of the Notice of determination on application for development approval. Please ensure that the drawings and information submitted to the City with your Building Permit application are identical to those approved by the City with this development approval to avoid delays in the issue of your Building Permit. Please note that any amendments to the drawings and information approved in this development approval that are proposed in the Building Permit application may result in the requirement for a new development application to be submitted for assessment and determination.

I trust that the information is to your satisfaction, however if you have any enquiries regarding the above matter, please do not hesitate to contact Colin Connor on 9273 6578.

Yours sincerely

**CATHRINE TEMPLE
A/COORDINATOR APPROVAL SERVICES**

Cc. *Water Corporation*
PO Box 100
LEEDERVILLE WA 6902



- 2 -

Planning and Development Act 2005

City of Vincent

Notice of determination on application for development approval

Location: No. 629 Newcastle Street, LEEDERVILLE

Lot, Plan/Diagram: LOT: 100 D/P: 58812

Vol. No: 1824

Folio No: 380

Application date: 13/02/2017

Received on: 13/02/2017

Serial No: 5.2017.57.1

Description of proposed development: Two Hoarding Signs to Office Building

Plans dated: 13/02/2017 & 12/06/2017

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

1. This approval is for the two hoarding signs as shown on the approved plans only and not to any other development on the lot;
2. The proposed signage shall:
 - 2.1 not have flashing or intermittent lighting;
 - 2.2 be kept in a good state of repair, safe, non-climbable, and free from graffiti for the duration of its display on-site;
 - 2.3 not extend beyond any lot boundary, therefore not protruding over Council property, including footpaths or a neighbour's property;
3. The proposed signage shall not encroach into land designated for the widening of Newcastle and Loftus Streets intersection;
4. No verge trees shall be removed without the prior written approval of the City. The verge trees shall be retained and protected from any damage including unauthorised pruning, to the satisfaction of the City; and,
5. All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City;

ADVICE NOTES:

1. The City may require that any further proposals for signage on site in particular adjacent to street frontages be undertaken in accordance with an approved signage strategy prepared by the landowner in accordance with the City's Policy 7.5.2 - Signs and Advertising and Signage Strategy Pro Forma application form.

- 3 -

2. Main Roads WA have advised as follows:

- 2.1 external illumination of the sign is not to exceed 300cd/m²;
- 2.2 the sign shall not contain fluorescent, reflective or retro reflective colours or materials;
- 2.3 no earthworks are to encroach into the road reserve;
- 2.4 no stormwater drainage shall be discharged onto the road reserve; and,
- 2.5 the landowner/ applicant shall make good any damage caused to the existing verge vegetation.

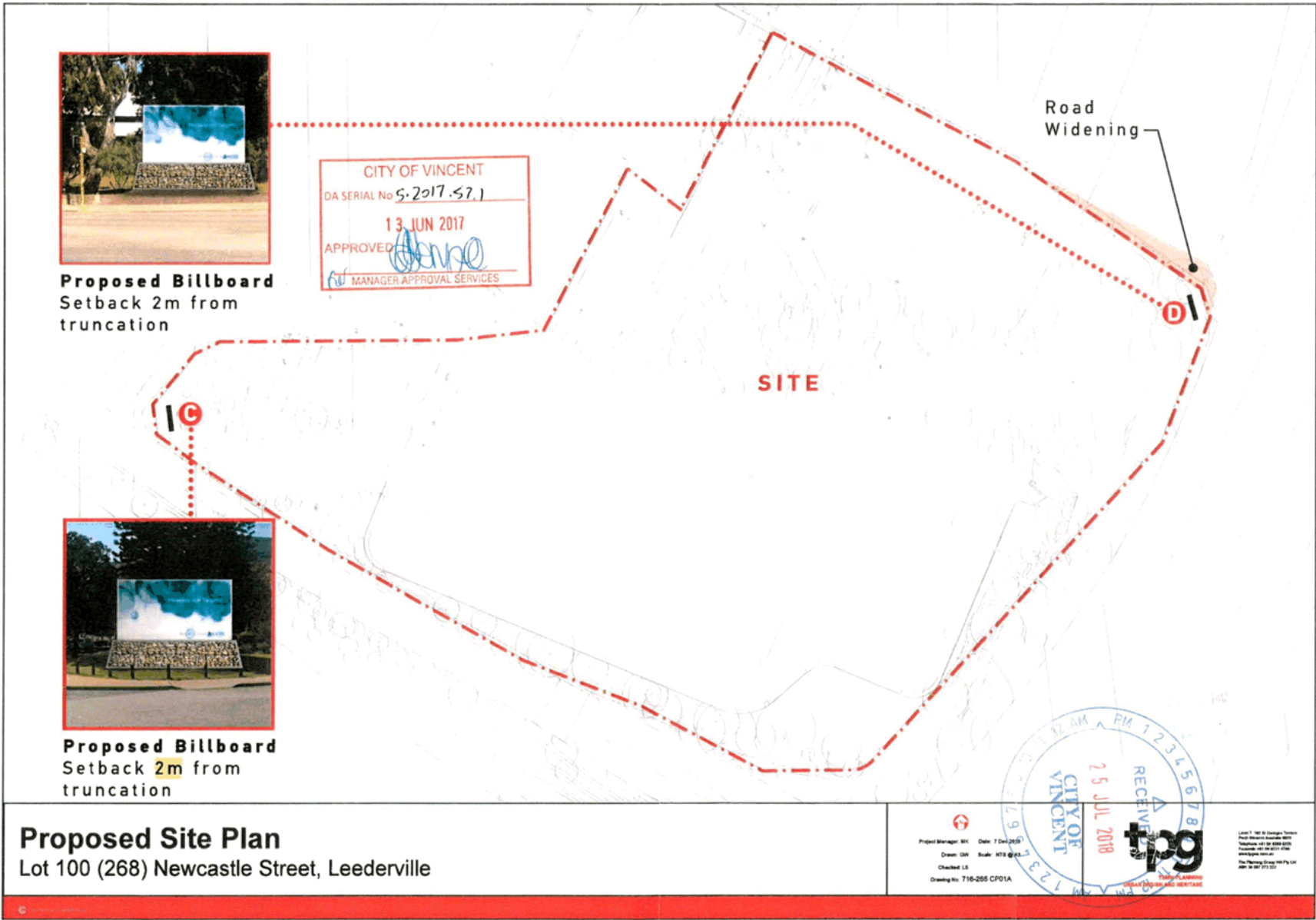
Date of determination: - 13 June 2017

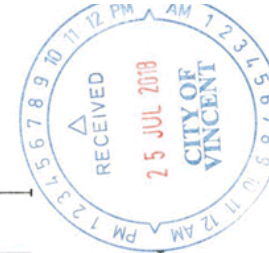
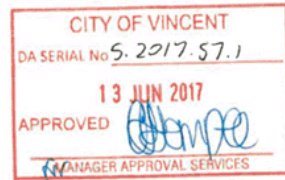
- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Signed:  Dated: 13/6/2017

CATHRINE TEMPLE
A/COORDINATOR APPROVAL SERVICES

for and on behalf of the City of Vincent





3000mm

1300mm

*'Gabion wall' type cladding or similar
aesthetic treatment to base of signage*



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| Project: | Water Corporation - Billboard Sign |
| Drawing Number: | 1 |
| Date Issued: | 23/01/17 |

turner
design



mainroads
WESTERN AUSTRALIA

Enquiries: Byron McKie on (08) 9323 6436
Our Ref: 17/2616 (D18#734614)
Your Ref: 5.2016.272.1

21 August 2018

Chief Executive Officer
City of Vincent
PO Box 82
LEEDERVILLE WA6902
Email: mail@vincent.wa.gov.au (via email)

ATTENTION: NATASHA TREFRY

Dear Madam

**PROPOSED SIGNAGE ALTERATION – LOT 100 (629) NEWCASTLE STREET,
LEEDERVILLE**

Thank you for your correspondence dated 2 August 2018 requesting Main Roads comments on the above proposal.

Main Roads has now had the opportunity to review the information provided and has no objection subject to the following conditions being imposed:

1. The type of sign, size, content and location must comply with all relevant by-laws and planning schemes made by Council.
2. The sign and sign structure is to be placed on private property and shall not over hang or encroach upon the road reserve.
3. If the sign is illuminated, it must be of a low-level not exceeding 300cd/m^2 , not flash, pulsate or chase.
4. The device shall not contain fluorescent, reflective or retro reflective colours or materials.
5. No other unauthorized signing is to be displayed.
6. Main Roads agreement is to be obtained prior to any future modifications.
7. Vegetation within the state road reserve shall not be removed or trimmed to improve the visibility of the proposed advertising sign.

Should the City disagree with or resolve not to include as part of its conditional approval any of the above conditions or advice, Main Roads requests an opportunity to meet and discuss the application further, prior to a final determination being made.

Also, would you please forward a copy of the City's final determination on this proposal quoting file reference 17/2616 (D18#734614).

Main Roads Western Australia

Don Aitken Centre, Waterloo Crescent, East Perth WA 6004

PO Box 6202, East Perth WA 6002

mainroads.wa.gov.au

enquiries@mainroads.wa.gov.au



mainroads
WESTERN AUSTRALIA

If you require any further information please contact Planning Information Officer Byron McKie on (08) 9323 6436 or via email at byron.mckie@mainroads.wa.gov.au.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Zeljko Zagorac'.

Zeljko Zagorac
Statutory Road Planning Manager



12 October 2018

City of Vincent

PO Box 82

LEEDERVILLE WA 6902

ATTENTION: Natasha Trefry – Urban Planning Advisor

Dear Natasha

RE: DEVELOPMENT APPLICATION 5.2018.272.1 (BILLBOARD SIGNAGE) – ADDITIONAL INFORMATION

Further to our meeting 9 October, we present for the City of Vincent's (CoV) consideration additional information and justification in support of our application for billboard signage.

With respect to the CoV's Policy 7.5.2 – *Signs and Advertising* (the Policy), we understand the general presumption against billboard signage as the signage content proposed will not relate to the service associated with the site for 6 months of the year. Notwithstanding the general presumption against billboard signage, we note Clause 2 (i) (c) makes it clear that billboards can be entertained if justified through submission of a signage strategy that addresses the site. Clause 5 of the Policy also offers opportunities for the CoV to consider billboard signage for approval. Both clauses are specifically addressed below, followed by additional information regarding proposed methods to control content and ensure all parties are satisfied with potential advertising displays. Moreover, we have addressed in the conclusion how the merits of this proposal differ from other third-party signage applications within the CoV.

Clause 2(i)(c) and Clause 5 of Policy 7.5.2 – *Signs and Advertising*

With reference to common signage standards, including advertisement signs, Clause 2 (i) (c) of Policy 7.5.2 states: "*if they advertise services or products other than those available on the lot, require the submission of a sign strategy acceptable to the City of Vincent for the whole site*".

As part of the initial assessment process, a Sign Strategy Pro Forma was submitted as requested by the CoV. To expand on that signage strategy, we offer the following justification against the *Rationale for Proposed Signage relating to Specific Assessment Criteria*:

- *The proposed signage respects the amenity of the area;*

The existing amenity of the area is generally commercial in nature. The Water Corporation (WC) site on which the signage is proposed is quite large and does not abut any residential uses. As such, there will be no adverse impact on residential amenity in this area and the proposed signage is generally consistent with what is expected within a *Regional Centre* zone.

Additionally, the proposed signs are located in landscaped areas under the control of the Water Corporation. The landscaping in these areas is maintained to a high standard and will continue to be into the future.

- *The proposed signage does not compete with existing signage within the site;*

The billboard signage will display important (Water Corporation based) community messages for 6 months of the year, with the alternate 6 months providing for third party advertising to fund these waterwise messages. The offer of

S:\Word\CDP\Wac\Dev\Signage DA\4. Correspondence + Reports\Reports\181012 Signage DA (5.2018.272.1) - Additional Information.docx

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CD & P PTY LTD T/AS CREATIVE DESIGN + PLANNING

advertising signage in this location will complement rather than compete with existing billboard signage on the corner of Newcastle St and Loftus St. In keeping with the objectives of the Policy, the proposal will seek to **rationalise** third party advertising within the CoV to a limited location rather than pursuing it in a broader and 'ad hoc' manner across the CoV. No other signage of significance exists within the WC site.

- *The size and impact of the proposed signage responds to the size of the premises on which the signage is to be displayed and the scale of the surrounding buildings;*

The form, function and location of the signs have been approved under a previous Development Application. We do note however that the proposed signage is relatively small compared to the surrounding scale of open space and buildings and will be nestled within landscaped areas, rather than displayed on a building façade.

- *The proposed signage does not negatively impact on the appearance and efficiency of a road or other public way in terms of colour, brightness and location;*

As per the above, the form, function and location of the signs was approved under a previous Development Application. Nevertheless, it is worthwhile noting the previous application was considered by Main Roads and was deemed to be acceptable.

- *The pattern and theme of the proposed signage matches that of existing signage in the area;*

Although the form, function and location of the signage was previously approved, the revised content of the proposed signage does differ. In this respect, the proposed use of the signage for 3rd party advertising for 6 months of the year fits the pattern and theme of existing signage in the area, being the significantly larger billboard signage of the corner of Newcastle St and Loftus St.

- *The proposed signage responds to any objects of scenic, historic, architectural, scientific or cultural interest; and*

The content of the signage for 6 months of the year will include important 'waterwise' public community messages. Aside from these community messages, there are no scenic, historic, architectural, scientific or culturally significant objects within vicinity of the proposed advertising.

- *the proposed signage does not dominate the streetscape.*

As per the above, the form, function and location of the signs was approved under a previous Development Application. In comparison to the existing billboard signage on the corner of Newcastle St and Loftus St, the proposed signage is significantly less imposing.

In addition to the above, Clause 5 of the Policy provides an opportunity to establish that a particular standard or provision of the Policy is **unreasonable** or **undesirable** in the particular circumstances, the CoV may at its discretion vary the standard or provision subject to conditions as it thinks fit.

In this instance, we consider the application of the policy to be **undesirable** in this circumstance for the following reasons:

- The advertisements to be displayed do not have an adverse impact on the amenity, noting they are located in a Regional Centre zoning, diagonally opposite from existing (larger) billboard signage and not visible from residential premises.



- The proposed third-party nature of the signage content will provide for rationalisation of this form of signage content to a limited area within the CoV, rather than an ad hoc approach to advertising displays. Additionally, the proposed application consolidates the proposed billboard use with the existing approved hoarding sign.
- The size, form, location and function of the signage has been established as acceptable to the CoV as per the previous approval. Beyond the sign itself, the proposed change in content will provide both an avenue for important public communications for 6 months of the year as well as direct funding model to support these public communications through third party advertisements for the remaining 6 months. The third-party advertising content is critical to support the funding model for the WC's public communication strategy.
- The signage is located in such a way that it has no undue impact on the surrounding road network and safety of pedestrian or vehicles. The location provides appropriate exposure of these important public messages, whilst also being in a location that is commercially viable for third party advertising to underpin the funding model for this signage.

With respect to the "principles" set out under Clause 5 (i) and (ii), these are addressed by the original development application which establishes the suitability of the proposed signages' form, function and location in this area.

Proposed Content Controls

We understand a reasonable concern of the CoV's is how the content will be controlled and what measures may be in place to ensure appropriate third-party content is displayed. To allay any concerns, the WC will approve all third-party content proposed for display. Additionally, the Water Corporation will notify the CoV (affording the CoV an opportunity to comment) prior to posting third party content and will avoid the display of any political or otherwise inappropriate third-party content.

The above proposed content controls are beneficial in that the CoV and WC can liaise directly with each other, rather than a third-party supplier moving forward. Additionally, with the WC notifying the CoV this will minimise any administrative burden on the CoV to formally approve content whilst providing an opportunity to be involved the process to ensure all parties are satisfied. Lastly, we re-iterate that all third-party advertising will be time limited for 6 months of the year as per the details provided in the initial application package.

Conclusion

As part of this additional justification package, we understand the need to **differentiate** this application from other third-party signage applications. To summarise the above and our views on this matter, we contest that this application should be considered differently on its merits for the following reasons:

- The proposed third-party advertising is limited to 6 months of the year and will fund important WC community messaging.
- The broader WC landholding within the Regional Centre zone is unique in its size. The frontage to Loftus Street and the Mitchell Freeway, in addition to the absence of residential neighbours or view corridors to the signs, offers this as a rational location for signage.
- The signage is proposed next to an existing, long-standing area of billboard signage. As such, we are seeking to rationalise the location of billboard signage in the CoV, within the Regional Centre.
- The WC will be the curator of advertising content for this signage and will work closely with the CoV to ensure appropriate signage is displayed to the satisfaction of all parties.



Your consideration of the above additional justification in due course would be greatly appreciated. Should you wish to discuss the application or additional justification provided, please do not hesitate to contact the undersigned or Kasia Betka on 9325 0200.

Yours faithfully

CREATIVE DESIGN + PLANNING

FRANK ARANGIO
MANAGING DIRECTOR

CC:

Enc



**5.8 AMENDMENT NO. 3 TO LOCAL PLANNING SCHEME NO. 2 - NO. 51 (LOT: 25; D/P: 1230)
MARIAN STREET, LEEDERVILLE**

TRIM Ref: D18/161755

Author: Mitchell Hoad, Senior Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: North

Attachments: 1. Attachment 1 - Location Plan  
2. Attachment 2 - Amendment No. 3 to Local Planning Scheme No. 2 Map  
3. Attachment 3 - Amendment No. 3 to Local Planning Scheme No. 2 Report  

RECOMMENDATION:

That Council:

1. **ADOPTS** Amendment No. 3 to Local Planning Scheme No. 2, included as Attachment 3, pursuant to Section 75 of the *Planning and Development Act 2005*;
2. **ADVISES** the Western Australian Planning Commission that Amendment No. 3 to Local Planning Scheme No. 2 is considered a standard amendment pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* as the amendment:
 - Is consistent with the City's Local Planning Strategy which identifies the provision of high density residential and commercial activities within a walkable catchment of the Mount Hawthorn and Leederville Town Centres;
 - Is consistent with the intent of the Urban zone under the Metropolitan Region Scheme to provide for a range of commercial and residential activities;
 - Will have minimal impact on land in the scheme area that is not the subject of the amendment, with this detail to be resolved through a future development application;
 - Does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
 - Is not a complex or basic amendment;
3. **REFERS** Amendment No. 3 to Local Planning Scheme No. 2 to the Environmental Protection Authority, pursuant to Section 81 of the *Planning and Development Act 2005*; and
4. Subject to the approval of the Environmental Protection Authority, **ADVERTISES** Amendment No. 3 to Local Planning Scheme No 2 for public comment for a period of 42 days, pursuant to Regulation 47(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
5. **REQUESTS** the Western Australian Planning Commission to require a Local Development Plan for 320 - 324 Oxford Street and 51 Marian Street, pursuant to Clause 47(d) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PURPOSE OF REPORT:

To consider the adoption of proposed Amendment No. 3 to the Local Planning Scheme No. 2 (LPS2) in accordance with Section 75 of the *Planning and Development Act 2005*.

PROPOSAL:

The application proposes to rezone No. 51 Marian Street, Leederville (the subject site) from Residential R30 to Mixed Use R100.

BACKGROUND:

| | |
|-----------------------------|---|
| Landowner: | Synergy Property Investments Pty Ltd |
| Applicant: | Urbanista Town Planning |
| Date of Application: | 17 October 2018 |
| Zoning: | MRS: Urban LPS2: Zone: Residential R Code: R30 |
| Built Form Area: | Residential |
| Existing Land Use: | Single House |
| Lot Area: | 432m ² |
| Right of Way (ROW): | No |
| Heritage List: | No |

The subject site fronting Marian Street is zoned Residential R30 under LPS2 and is located within the Residential Built Form area under the City's Policy No. 7.1.1 – Built Form (Built Form Policy). The land to the east is also zoned Residential R30 under LPS2 within the Residential Built Form area and consists of Single Houses. The land to the west and south is zoned Mixed Use R100 within the Activity Corridor Built Form area and consists of a mix of commercial and residential uses. A location plan is included as **Attachment 1**.

DETAILS:

Amendment No. 3 to LPS2 proposes to rezone the subject site from Residential R30 to Mixed Use R100 to match the existing zoning and density of the adjoining land to the west and south (No. 318, 320, 322 and 324 Oxford Street). The landowner of the subject site also owns No. 320 - 324 Oxford Street and the applicant has advised that the ultimate intent is for these lots to be amalgamated to facilitate a mixed-use development on the site. A copy of the Amendment No. 3 to LPS2 map is included as **Attachment 2** and the accompanying report is included as **Attachment 3**.

No subdivision nor development application for the site(s) has been lodged. A preliminary concept plan showing the potential building footprint for this redevelopment is included in Figure 6 of **Attachment 3** for indicative purposes only.

The applicant's justification for the amendment is summarised below.

- The amendment would enable the redevelopment of the adjoining lots in a mixed use development and the achievement of affordable housing outcomes consistent with State Government policy and the City's strategic vision;
- The rezoning of this site is consistent with the adjoining properties (to the west) and follows the line of the Mixed Use zone at the rear;
- The subject site is well located within proximity to Leederville and Mount Hawthorn, essential services, public recreation facilities, primary, secondary and tertiary education facilities, community mental and physical health services and other multi-modal transport options. The subject site is suitable for high density residential development that would take advantage of the amenity and walkability of the local area; and
- The higher density coding would allow the City to maximise its contribution to the State's urban consolidation objectives and support an increase in housing stock in strategic areas consistent with LPS2.

CONSULTATION/ADVERTISING:

If Council resolves that Amendment No. 3 to LPS2 is a standard amendment, in accordance with Regulation 47(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the proposal must be advertised for public consultation. The amendment would also need to be referred to the Environmental Protection Authority (EPA) to assess the environmental impacts of the proposal and to determine whether any formal environmental assessment was necessary.

The standard amendment must be advertised for public comment for a period of 42 days. Advertising is to occur in the following manner, consistent with the requirements of the City's Policy No. 4.1.5 – Community Consultation and the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- Advertisement in a local and state newspaper;
- Display notice of the proposal in Council offices;

- Referral in writing to affected persons/agencies;
- Display on the City's website;
- Placement of a sign on site, giving notice of the proposal; and
- Any other way the local government considered appropriate.

Following the 42 day advertising period, a summary of submissions received and Administration's responses to those submissions would be included in a report to Council for consideration of whether to support or not support the amendment.

Design Review Panel (DRP):

Referred to DRP: No

LEGAL/POLICY:

Section 75 of the *Planning and Development Act 2005* allows a local government authority to amend its local planning scheme with the approval of the Minister for Planning.

Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires a resolution of a local government to adopt an amendment to a local planning scheme which must specify if the amendment is a "basic amendment", "standard amendment" or "complex amendment". This matter is discussed later in the report.

If Council resolves to adopt the amendment, the City would advise the Western Australian Planning Commission (WAPC) what type of amendment it was considered to be in accordance with Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and would forward the amendment documentation to the EPA for its consideration in accordance with Regulation 47(1).

RISK MANAGEMENT IMPLICATIONS:

There are minimal risks to Council and the City's business function to consider adopting Amendment No. 3 to LPS2 for the purposes of public consultation.

STRATEGIC IMPLICATIONS:

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

"Sensitive Design

- *Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Administration Comment

The amendment would facilitate the amalgamation of the subject site with the adjoining sites to the west which are in the same ownership. That amalgamation would create a landholding of 2,016 square metres and would facilitate mixed use development on the site. The subject site is well located given its proximity to public transport (including a high frequency bus route along Oxford Street and the Leederville Train Station approximately 1,200 metres to the south) and the Leederville and Mount Hawthorn Town Centres (approximately 330 metres and 370 metres respectively).

The amendment would provide for a more intensive use of the subject site under the proposed Mixed Use R100 zoning than what is permitted under the current Residential R30 zoning. In considering this, the following is relevant:

- The amendment would consolidate the zoning of the lots within single ownership.
- Irrespective of the subject amendment, a zoning boundary between the Mixed Use R100 zone and the Residential R30 zone would remain.
- Any future development of the subject site (as part of the larger amalgamated site) would be guided by the Built Form Policy (and potentially a Local Development Plan) which seeks to achieve appropriate buildings setbacks particularly where abutting sites have different density codes. Development on the higher density site would need to be setback 6.5 metres for the first three stories and 12.5 metres for the fourth storey and above, which would provide an appropriate transition.
- Across from the subject site, there is Mixed Use 100 zoned land fronting Oxford Street, a 5.0 metre wide laneway and Aranmore Catholic College.

Amendment No. 3 to LPS2 is appropriate for the purposes of advertising, subject to there being a requirement for a Local Development Plan to guide the transition between the higher density along Oxford Street and the lower density along Marian Street. Initiation of the amendment does not bind Council to support final adoption of the amendment.

Amendment Type

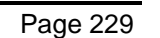
Under the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council is required to consider whether the amendment is basic, standard or complex. The amendment is considered to be a standard amendment for the following reasons:

- The amendment is consistent with the City's Local Planning Strategy, which identifies the subject site as being within the Oxford Street Urban Corridor. The intent of this corridor under the Local Planning Strategy is *"to focus higher density residential and commercial activities along the corridor in a way that provides increased opportunities for diverse housing and employment within a walkable catchment area of the Leederville and Mount Hawthorn Town Centres"*. The amendment would facilitate the provision of a higher density of residential and commercial activities through the development of the subject site as part of a larger landholding with the adjoining properties fronting Oxford Street. The amendment would provide this density within close proximity to a high-frequency public transport route along Oxford Street, and is located approximately 370 metres and 330 metres from the Mount Hawthorn and Leederville Town Centres respectively;
- The amendment does not alter the Urban zoning under the Metropolitan Region Scheme (MRS);
- The amendment would have a material impact on the adjoining property to the east in terms of the likely development outcome. That outcome could be appropriately controlled as part of a future development application process, as guided by Council's Built Form Policy.
- The development is proposed across a larger landholding which would provide the opportunity for the design to respond to the local context and to mitigate impacts on the existing development the area. This would be resolved through a future development application;
- The amendment would not result in any significant environmental, social, economic or governance impacts; and
- The amendment is not considered to be a basic or complex amendment, as defined within the *Planning and Development (Local Planning Schemes) Regulations 2015*.

It is recommended that Council formally consider the amendment to be a standard amendment for the purposes of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Built Form Policy

If ultimately approved by the Minister, the subject site would be zoned Mixed Use R100 but be within the Residential Built Form area, while the adjoining properties to the west would be within the Transit Corridor Built Form area. It would be necessary for the Built Form Policy to be amended to include the subject site within the Transit Corridor Built Form area. This matter does not require immediate action and could be progressed if the amendment was approved.



| CITY OF VINCENT Scheme Amendment No. ____ | | LOCAL PLANNING SCHEME No. 2 SCHEME AMENDMENT MAP | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| City of Vincent Town Planning Scheme No. 2 Map 02 – Vincent South West (As at 12 October 2018) Proposed Scheme Amendment for No. 51 Marian Street, Leederville | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Existing Zoning</p> | | <p>Scheme Amendment</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| RESOLVE TO ADOPT (LGA) | RESOLVE TO ENDORSE (LGA) | FINAL APPROVAL (WAPC) | LEGEND | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Adopted by Resolution of the Council of the City of Vincent at the Meeting of the Council held on the _____ day of _____ 20____. | Approved by Resolution of the Council of the City of Vincent at the Meeting of the Council held on the _____ day of _____ 20____, and the Common Seal of the Municipality was, pursuant to that Resolution, hereunto affixed in the presence of: | Recommended / Submitted for Approval by the Western Australian Planning Commission Delegated under S.16 of the PD Act 2005 Date _____ Final Approval Granted _____ Minister for Planning _____ Date _____ | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>LOCAL SCHEME ZONES</p> <table border="0"> <tr> <td>RC Commercial</td> <td>CP Residential</td> </tr> <tr> <td>DC Regional Centre</td> <td>CU Special Use : Car Park</td> </tr> <tr> <td>LC District Centre</td> <td>HC Special Use : Community Use</td> </tr> <tr> <td>LC Local Centre</td> <td>HC Special Use : Hall and Non Residential Club</td> </tr> <tr> <td>LC Local Centre</td> <td>HC Special Use : Hall and Non Residential Club</td> </tr> <tr> <td>LC Local Centre</td> <td>HC Special Use : Hall and Non Residential Club</td> </tr> <tr> <td>LC Local Centre</td> <td>HC Special Use : Hall and Non Residential Club</td> </tr> <tr> <td>LC Local Centre</td> <td>HC Special Use : Hall and Non Residential Club</td> </tr> <tr> <td>LC Local Centre</td> <td>HC Special Use : Hall and Non Residential Club</td> </tr> <tr> <td>LC Local Centre</td> <td>HC Special Use : Hall and Non Residential Club</td> </tr> </table> <p>LOCAL SCHEME RESERVES</p> <table border="0"> <tr> <td>PS Public Open Space</td> <td>PSHS Public Purposes : Primary School</td> </tr> <tr> <td>PS Public Open Space</td> <td>PSHS Public Purposes : Primary School/High School</td> </tr> <tr> <td>PS Public Open Space</td> <td>TS Public Purposes : Technical School</td> </tr> <tr> <td>PS Public Open Space</td> <td>W Public Purposes : Water Supply Sewerage and Drainage</td> </tr> <tr> <td>PS Public Open Space</td> <td></td> </tr> <tr> <td>PS Public Open Space</td> <td></td> </tr> <tr> <td>PS Public Open Space</td> <td></td> </tr> <tr> <td>PS Public Open Space</td> <td></td> </tr> <tr> <td>PS Public Open Space</td> <td></td> </tr> <tr> <td>PS Public Open Space</td> <td></td> </tr> </table> <p>OTHER CATEGORIES</p> <table border="0"> <tr> <td> Scheme Area Boundary</td> <td>PS Subject Property</td> </tr> <tr> <td> Local Government Boundary</td> <td></td> </tr> <tr> <td> R20 R Codes</td> <td></td> </tr> <tr> <td> A.I Additional Uses</td> <td></td> </tr> <tr> <td> Precinct Boundary</td> <td></td> </tr> </table> </div> </div> | | | RC Commercial | CP Residential | DC Regional Centre | CU Special Use : Car Park | LC District Centre | HC Special Use : Community Use | LC Local Centre | HC Special Use : Hall and Non Residential Club | LC Local Centre | HC Special Use : Hall and Non Residential Club | LC Local Centre | HC Special Use : Hall and Non Residential Club | LC Local Centre | HC Special Use : Hall and Non Residential Club | LC Local Centre | HC Special Use : Hall and Non Residential Club | LC Local Centre | HC Special Use : Hall and Non Residential Club | LC Local Centre | HC Special Use : Hall and Non Residential Club | PS Public Open Space | PSHS Public Purposes : Primary School | PS Public Open Space | PSHS Public Purposes : Primary School/High School | PS Public Open Space | TS Public Purposes : Technical School | PS Public Open Space | W Public Purposes : Water Supply Sewerage and Drainage | PS Public Open Space | | PS Public Open Space | | PS Public Open Space | | PS Public Open Space | | PS Public Open Space | | PS Public Open Space | | Scheme Area Boundary | PS Subject Property | Local Government Boundary | | R20 R Codes | | A.I Additional Uses | | Precinct Boundary | |
| RC Commercial | CP Residential | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DC Regional Centre | CU Special Use : Car Park | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| LC District Centre | HC Special Use : Community Use | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| LC Local Centre | HC Special Use : Hall and Non Residential Club | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| LC Local Centre | HC Special Use : Hall and Non Residential Club | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| LC Local Centre | HC Special Use : Hall and Non Residential Club | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | PSHS Public Purposes : Primary School | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | PSHS Public Purposes : Primary School/High School | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | TS Public Purposes : Technical School | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | W Public Purposes : Water Supply Sewerage and Drainage | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| PS Public Open Space | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PS Public Open Space | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Scheme Area Boundary | PS Subject Property | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Local Government Boundary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| R20 R Codes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A.I Additional Uses | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Precinct Boundary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



No. 51 MARIAN STREET LEEDERVILLE

SCHEME AMENDMENT REPORT

This report has been prepared by Urbanista Town Planning on behalf of Giorgi Architects & Builders for 320–324 Oxford Street and 51 Marian Street Leederville.

Petar Mrdja | Director

Urbanista Town Planning |
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INTRODUCTION

The purpose of this amendment is to rezone approximately 432sqm of land located at No. 51 (Lot 25) Marian Street, Leederville from Residential R30 to Mixed-Use R100 under the City of Vincent Local Planning Scheme No. 2.

The successful progression of this scheme amendment will ultimately result in the amalgamation of the subject site with Nos. 320, 322 and 324 Oxford Street and will facilitate a redevelopment of these sites for a high-quality mixed-use development.

SUBJECT SITE

PROPERTY DESCRIPTION

The subject site is located at No. 51 (Lot 25) Marian Street, Leederville and is located within 50m of the intersection of Oxford Street. The subject site has a total land area of 432sqm with a frontage of 12.1m and a depth of 35.8m. The site currently contains a single storey weatherboard detached single dwelling and an associated outbuilding and swimming pool.



FIGURE 1: SUBJECT SITE – NO. 51 MARIAN STREET, LEEDERVILLE



FIGURE 2: MARIAN STREET STREETScape. SOURCE: GOOGLE

SITE CONTEXT

The subject site has its frontage to Marion Street, however on its western boundary, the site adjoins three properties that front Oxford Street and are zoned Mixed Use R100. Adjoining the subject site's southern (rear) boundary, is the rear of a No. 318 Oxford Street, which is also zoned Mixed Use R100 and currently contains six two-storey grouped dwellings. The site is also adjoining a single dwelling to the east, which is currently zoned Residential R30.

Marion Street runs in an east-west direction between Oxford Street and Loftus Street and is primarily made up of single and two-storey single dwellings, however also contains Aranmore Catholic College, which is located directly opposite the subject site.

As indicated in figure 3 below, within the immediate street block where the subject site is contained, Marion Street slopes upwards approximately 7m from Oxford Street to Rae Street.

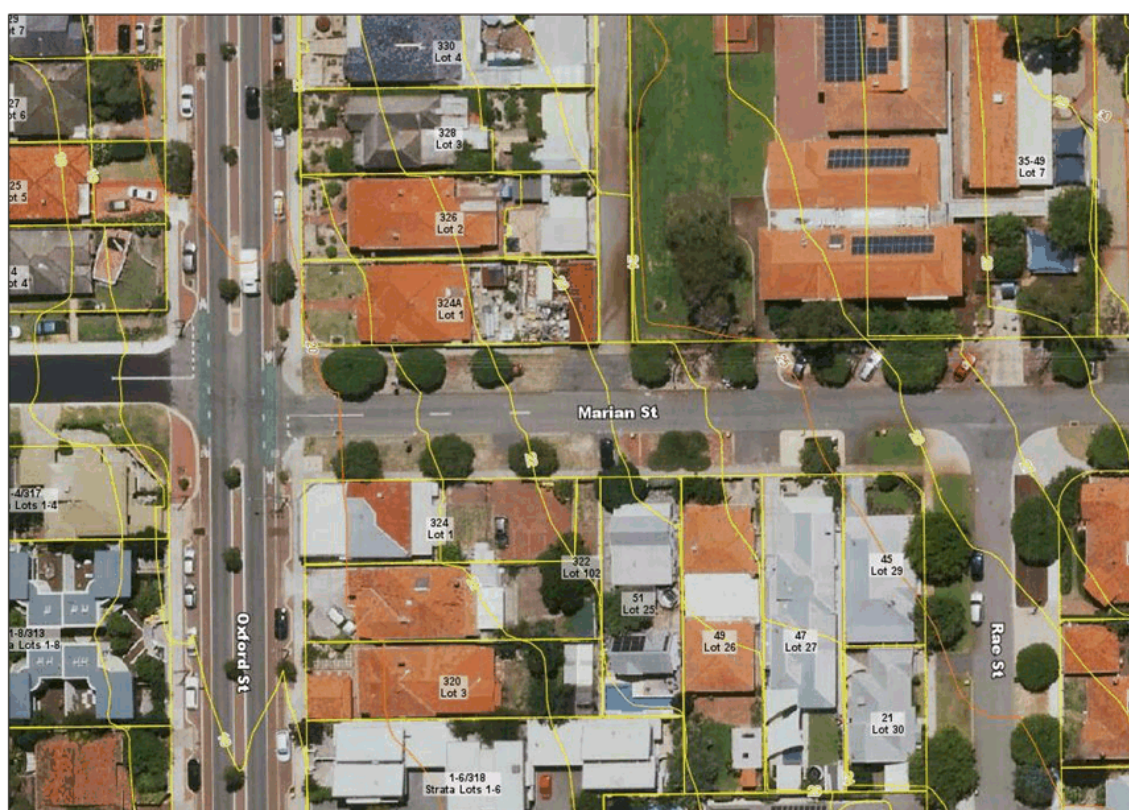


FIGURE 3: SITE CONTEXT AND TOPOGRAPHY MAP. SOURCE: CITY OF VINCENT.

PLANNING FRAMEWORK

STRATEGIC PLANNING FRAMEWORK

DIRECTIONS 2031 AND BEYOND

The Western Australian Planning Commission (WAPC)'s Directions 2031 and Beyond document is a spatial framework and a high-level strategic plan that establishes a vision for the future growth of the Perth and Peel region.

Directions 2031 provides a framework to guide the detailed planning and delivery of housing, infrastructure and services necessary to accommodate growth.

Directions 2031 establishes a vision for the future growth of the Perth and Peel region, which states:

"By 2031, Perth and Peel people will have created a world-class liveable city: green, vibrant, more compact and accessible with a unique sense of place."

The above vision is supported by a number of key objectives. The objectives relevant to this scheme amendment proposal are as follows:

- *Sustainable: We should grow within the constraints placed on us by the environment we live in; and*
- *Responsible: We have a responsibility to manage urban growth and the make most efficient use of available land and infrastructure.*

A primary strategy underpinning the document is establishing targets to improve upon current infill development trends to assist in accommodating the rapidly growing population of the Perth and Peel region. Specifically, Directions 2031 sets a target of 47% or 154,000, of the required 328,000 dwellings, being provided as infill development as a way of managing growth. The subject site is identified by Directions 2031 as being within the 'Central Metropolitan Perth Sub-Region', which is a key region targets for infill development.

This scheme amendment application directly responds to these aspirations for proposing to develop an under-utilised portion of land for appropriate infill housing, which responds to the form and density of surrounding development, in a location that is in very close proximity to the services and transport opportunities on offer along Oxford Street.

PERTH AND PEEL @3.5MILLION

Perth and Peel @3.5million is the overarching strategic planning framework for the Perth and Peel metropolitan regions. Perth and Peel @3.5million proposes five strategic themes for a liveable, prosperous, connected, sustainable and collaborative City. The framework aspires to a City that provides "a network of connected activity centres which deliver employment, entertainment and high-density lifestyle choices". The framework further identifies that additional 215,000 dwellings will be required to be accommodated in the central precinct (urban infill). No. 51 Marian Street, Leederville is located within an Urban Corridor area within the strategy. The strategy identifies

that: “the aim is for the majority of all new infill residential development to occur within the preferred urban consolidation precincts [particularly] Urban Corridor areas. The Urban Corridor zone identifies the following key strategic directions and actions applicable to private development as proposed:

- That the site responds to and is situated with high quality links to multimodal transport options (excluding private vehicles), particularly high-frequency public transport;
- That the site significantly prioritises the use of public transport over the use of private vehicles;
- That the site provides for appropriate and responsive urban consolidation;
- That the site provides higher-density residential development;
- That the site provides a minimal impact of the existing fabric of the surrounding local area; and
- That the site contributes to an increase in density and diversity of land-uses through mixed-use development as appropriate.

The site is within close proximity to employment, transport, and retail services. Critically, the proposed scheme amendment amalgamates three adjoining lots to enable densification within this Urban Corridor precinct, which would otherwise not be able to take place. The following key points are summarised:

URBAN DENSIFICATION AND CONSOLIDATION:

The proposed development is consistent with the strategic objectives of Perth and Peel @3.5million. At a broad level, the site promotes higher density infill residential development in an inner urban area which is a strategic focus of urban consolidation. The scheme amendment enables a mixed-use R100 development to take place, and increases the financial viability of the development, allowing greater opportunity for high quality design elements in the final development. The proposal is consistent with the objectives relating to increasing urban density and consolidation.

ENCOURAGES MULTIMODAL TRANSPORT EXCLUDING THE USE OF PRIVATE VEHICLES:

The site is located in a “Location A” area as under Part 6 of the R-Codes. The site is located 80m from bus stops on bus route 15, which meets the criteria of a high-frequency route, providing five peak weekday services (each-way) per hour. Route 15 services Perth Busport and Glendalough Train Station, travelling via Leederville. This bus route interconnects through to numerous other bus services in Mount Hawthorn, Leederville, and the CBD, alongside the Joondalup Railway and Leederville Train Station. Additionally, the local bicycle network is well above average, provided via a linear road network, on-street cycle lanes, and a short distance between high quality activity nodes including Mount Hawthorn and Leederville. The proposed built form will include end-on-trip facilities for cyclists, and promote the use of public transport through design elements to integrate the development with the streetscape. The proposal is consistent with the objectives relating to multi-modal transport.

ENCOURAGES APPROPRIATE AND RESPONSIVE LAND USE DIVERSITY:

The proposed development includes a mixed-use element fronting Oxford Street (not on the subject lot). The mixed-use element increases the diversity of land uses. Mixed-use is not proposed to front Marian Street at the current No. 51 Marian Street (the subject of the scheme amendment) to respond to and respect the established predominantly residential local fabric of the area. The proposal is consistent with these objectives.

CITY OF VINCENT LOCAL PLANNING STRATEGY

The site is located within an Urban Corridor area and the Oxford Activity Corridor area as identified by the 2014 City of Vincent Local Planning Strategy No. 2. The City of Vincent Local Planning Strategy identifies similar considerations to those identified by Perth and Peel @3.5million. These include:

- Focus residential growth in Urban Corridor areas;
- Encourage higher-density residential development in the medium term (5-10 years from 2014) within areas in close proximity to high-frequency public transport;
- Discourage the use of private vehicles through limiting parking ratios where in close proximity to public transport and public transport nodes (Leederville / Mount Hawthorn);
- Encourage the use of multimodal transport (excluding private vehicles) by strongly supporting and encouraging high quality walking, cycling, and public transport options;
- Promote an attractive pedestrian friendly development; and
- Retain, respond to, and enhance urban character, preference for a contemporary architectural design.

Similar response to the City's Local Planning Strategy is provided, with reference to Perth and Peel@3.5million. Additional comment includes:

- The development is proposed is of the type, scale, and form responsive to the Local Planning Strategy, and is proposed to be developed within the timeframe identified by the City of Vincent;
- Reduced requirement for car-parking (to respond to the Location A criteria) is appropriate for this development, outside the scope of this scheme amendment;
- A responsive quality design aesthetic is proposed which links and responds to the Oxford Street streetscape and local urban character of the area.

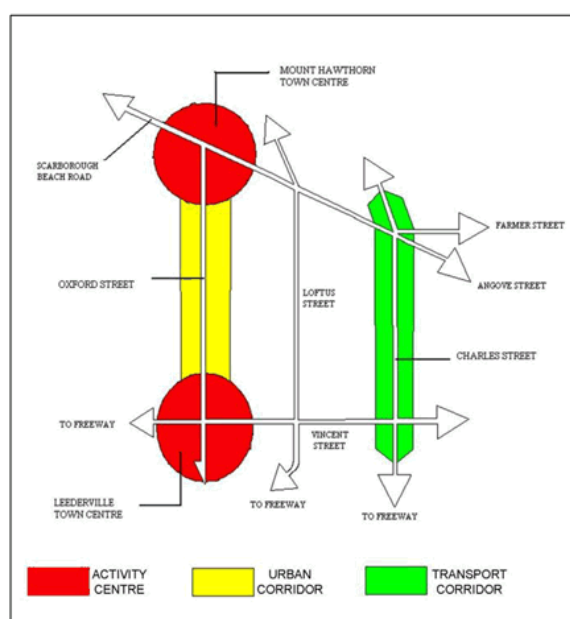


FIGURE 4: LOCAL PLANNING STRATEGY NO. 2. SOURCE: CITY OF VINCENT

STATUTORY PLANNING FRAMEWORK

PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEME) REGULATIONS 2015

The Planning and Development (Local Planning Scheme) Regulations 2015 divide scheme amendment types into 'basic', 'standard' and 'complex' amendments. It is considered that the proposed scheme amendment is classified as a 'standard' amendment, which is defined as follows:

- "(a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;*
- (b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;*
- (c) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;*
- (d) an amendment to the scheme map that is consistent with a structure plan, activity centre plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme does not currently include zones of all the types that are outlined in the plan;*
- (e) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;*
- (f) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;*
- (g) any other amendment that is not a complex or basic amendment."*

Based on the above definition it is considered that the proposed scheme amendment is a 'standard' amendment for the following reasons:

- The proposed zone is consistent with the zoning of the adjoining properties to the west and to the south of the subject site.
- The proposed rezoning allows for the amalgamation of the site with Nos. 320, 322 and 324 Oxford Street, to facilitate a redevelopment of the site into a mixed-use development.
- The redevelopment of the site for a mixed-use development is consistent with the State and Local Strategic Planning Framework, which identifies Oxford Street and as an Activity Corridor, which should facilitate high density development with a mix of land uses.

CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2

The City of Vincent Local Planning Scheme No. 2 was very recently gazetted on 16 May 2018 and is a statutory Scheme that provides guidance for the development and use of land and buildings in the City. The subject site is currently zoned 'Residential' with a density coding of R30.

LOCAL PLANNING POLICY 7.1.1 – BUILT FORM

The City's Local Planning Policy 7.1.1 – Built Form, was prepared by the City of Vincent to provide development requirements in addition to those in the Residential Design Codes, the Local Planning Scheme and the Deemed Provisions. The objectives of the policy are as follows:

1. *Development which integrates land use, public space and the form of the built environment.*
2. *Ensure development is respectful of local and historic context.*
3. *Preserve and reinterpret established built form and social character.*
4. *Facilitate redevelopment while maintaining and enhancing amenity.*
5. *To facilitate good quality and well-designed development, including both buildings and landscaping.*
6. *Development which facilitates activity and vibrancy.*
7. *Contribute to and bridges between planning and design specialties.*
8. *Encourage development that incorporates the principles of Crime Prevention through Environmental Design.*
9. *To facilitate orderly and proper planning by providing Deemed to Comply requirements as a straightforward pathway to approval and Design Principles and Local Housing Objectives for innovative solutions resulting in positive development outcomes.*
10. *High quality urban places that are efficient, functional and attractive, and can respond to the changing needs of the community, environment and the economy over time.*
11. *Resource, energy and water efficiency throughout lifecycle including construction, maintenance and ongoing upkeep. Encourage building design that incorporates sustainable and energy efficient design that befits the local climate and provides comfortable living conditions.*
12. *Maximise the opportunities provided by the City of Vincent's proximity to the Perth central business district, major public transport routes, and cycling networks.*
13. *To provide a range of development types and encourage a range of housing typologies to address the demographic and needs of the community.*
14. *A focus on the retention and adaptive re-use of the City's building stock and the provision of affordable housing.*

Any future development of the subject site, which is a result of the successful progression of the scheme amendment, would still be required to demonstrate that the requirements and intend of the City's Policy are satisfied.

THE PROPOSAL

The subject of this proposed scheme amendment is to rezone the subject site from Residential R30 to Mixed Use R100 to be consistent with the adjoining properties that front Oxford Street.

This scheme amendment proposal forms part of a future proposal to develop the subject lot (No. 51 Marian Street) together with Nos. 320, 322, and 324 Oxford Street Leederville, into a high quality mixed use development.

The proposed scheme amendment is consistent with the objectives of the gazetted Town Planning Scheme No. 2 to increase the density of residential and “commercial” mixed-uses on the Oxford Street corridor connecting Leederville Town Centre and Mount Hawthorn.

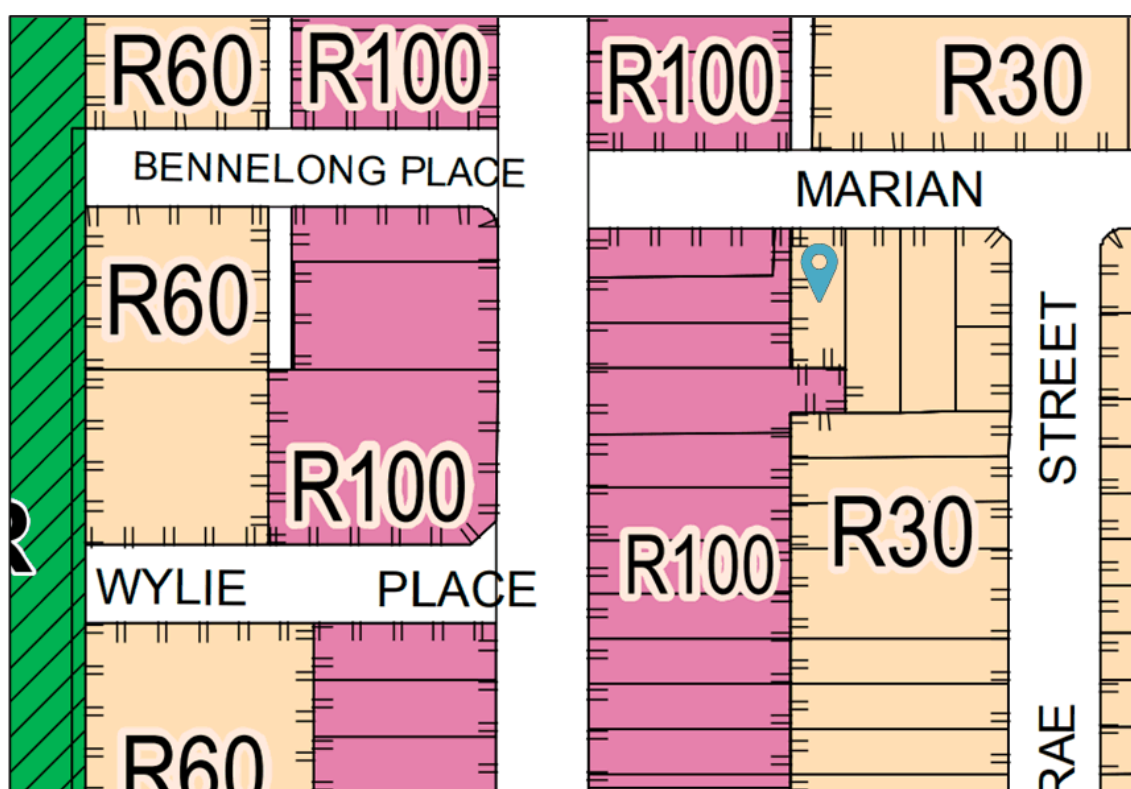


FIGURE 5: LOCAL PLANNING SCHEME NO. 2 SCHEME MAP NO. 2

JUSTIFICATION

The amendment proposes to rezone No. 51 Marian Street to Mixed Use R100 to enable the redevelopment of the adjoining lots in a mixed-use development, and the achievement of affordable housing outcomes consistent with government policy and the strategic vision for the City of Vincent.

As demonstrated in Figure 5 the subject site abuts the Mixed Use R100 zone to the west and to the south of the lot and is directly adjacent to a right of way and a school on the opposite side of the road. Given the slope of the site as shown in figure 3 it is considered that a rezoning of this site is consistent with the adjoining properties and follows the line of the Mixed-Use zone at the rear of the subject property.

The subject site is well located within proximity to Leederville and Mount Hawthorn, essential services, public recreation facilities, primary, secondary and tertiary education facilities, community mental and physical health services, and other multi-modal transport options. The subject site is well located for high density residential development and presents an appropriate and highly desirable opportunity for infill development that would take advantage of the amenity and walkability of the local area.

The site has several locational advantages, including those listed above and its proximity to local and district activity centres, and high frequency bus and train public transport opportunities. Furthermore, the higher density coding would allow the City of Vincent to maximise its contribution to the State's strategic consolidation aspirations in keeping with Perth and Peel@3.5million. Further, also supporting an increase in housing stock in strategic areas within the City of Vincent consistent with the Scheme

POTENTIAL FUTURE DEVELOPMENT

As detailed previously, the subject site as well as the Nos. 320-324 Oxford Street, have been purchased with the intent to amalgamate the four sites and redevelop the amalgamated site to facilitate a mixed-use development. The architect has prepared an indicative building layout and as well as design inspiration which is provided in figure 6 below.

Whilst it is noted that any development of the subject sites will be the subject of a separate planning application, it is highly likely that the Marian Street lot will primarily be used for access to and from the building. Furthermore, in the event the proposed scheme amendment is gazetted, any future development will be required to be assessed against clause 2 of the City's Built Form Policy relating to Activity Corridors.

Clause C4.3.6 of the City's Built Form Policy states that a building's ground and first floor are to be setback 6.5m from properties zoned R50 and below and the second floor and above are to be setback at least 12.5m. Given this, in the event the scheme amendment is approved and gazetted, it is considered that a potential future development will in fact have a lesser impact on the neighbouring than a potential two-storey single house or grouped dwelling developed at the current zoning.



FIGURE 6: PROPOSED SITE CONCEPT PLAN. SOURCE: GIORGI.

CONCLUSION

The subsequent section details and provides the resolution to amend the local planning scheme. Enclosed is a copy of the scheme amendment report map. The applicant duly requests that the scheme amendment be approved as detailed in the enclosed report and scheme amendment map.

The proposed development associated with the scheme amendment aims to create a positive outcome for the site and local area through provision of housing of a contextually appropriate design standard suitable for the local area. Further this will be supported by mixed-uses in the development. The development site is well serviced in terms of local amenities, public open space and public transport.

The support of the City of Vincent and the Western Australian Planning Commission in the approval of the subject Local Planning Scheme amendment is therefore welcomed.

Should you have any question in relation to the details provided in this submission, please contact Petar Mrdja on 6441 9171 or petar@urbanistaplanning.com.au.

Yours Sincerely



Petar Mrdja | Director
Urbanista Town Planning

**ATTACHMENT 1:
RESOLUTION TO PREPARE AN AMENDMENT TO
LOCAL PLANNING SCHEME**

*PLANNING AND DEVELOPMENT ACT 2005***RESOLUTION TO PREPARE AN AMENDMENT TO LOCAL PLANNING SCHEME****CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2****AMENDMENT NO. 3**

Resolved that the Local Government pursuant to Section 75 of the *Planning and Development Act 2005*, to amend the above Local Planning Scheme by:

1. Rezoning No. 51 (Lot 25) Marian Street, Leederville, from Residential R30 to Mixed Use R100 and amending the scheme map accordingly.

The Amendment is a standard amendment under the provisions of the Planning and Development (Local Planning Scheme) Regulations 2015 for the following reasons:

- The proposed zone is consistent with the zoning of the adjoining properties to the west and to the south of the subject site.
- The proposed rezoning allows for the amalgamation of the site with Nos. 320, 322 and 324 Oxford Street, to facilitate a redevelopment of the site into a mixed use development.
- The redevelopment of the site for a mixed-use development is consistent with the State and Local Strategic Planning Framework, which identifies Oxford Street and as an Activity Corridor, which should facilitate high density development with a mix of land uses.

Dated this _____ day of _____ 20_____

David MacLennan
Chief Executive Officer

**ATTACHMENT 2:
SCHEME AMENDMENT MAP**

**ATTACHMENT 3:
CERTIFICATE OF TITLE**

WESTERN



AUSTRALIA

RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893

| | |
|------------------------------------|--|
| REGISTER NUMBER 25/P1230 | |
| DUPLICATE EDITION 1 | DATE DUPLICATE ISSUED 4/7/2018 |

VOLUME **1616** FOLIO **291**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 25 ON PLAN 1230

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

SYNERGY PROPERTY INVESTMENTS PTY LTD
TONIC PROPERTY INVESTMENTS PTY LTD
BOTH OF PO BOX 3335 JOONDALUP WA 6027
AS TENANTS IN COMMON IN EQUAL SHARES

(T N935692) REGISTERED 3/7/2018

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

1. THE LAND THE SUBJECT OF THIS CERTIFICATE OF TITLE EXCLUDES ALL PORTIONS OF THE LOT DESCRIBED ABOVE EXCEPT THAT PORTION SHOWN IN THE SKETCH OF THE SUPERSEDED PAPER VERSION OF THIS TITLE. VOL 1616 FOL 291.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1616-291 (25/P1230)
PREVIOUS TITLE: 1071-578
PROPERTY STREET ADDRESS: 51 MARIAN ST, LEEDERVILLE.
LOCAL GOVERNMENT AUTHORITY: CITY OF VINCENT

5.9 SMALL BUSINESS FRIENDLY LOCAL GOVERNMENTS CHARTER

TRIM Ref: D18/165760

Author: Gerrad Gibson, Heritage Officer

Authoriser: Jordan Korovesi, Coordinator Policy & Place

Attachments:

1. Attachment 1 - Small Business Friendly Local Governments Charter [↓](#) 
2. Attachment 2 - Small Business Friendly Local Governments Brochure [↓](#) 
3. Attachment 3 - Small Business Friendly Local Governments Reporting Template [↓](#) 

RECOMMENDATION:

That Council AGREES to:

1. the terms outlined in the Small Business Friendly Local Governments Charter and
2. implement the Small Business Friendly Local Governments initiative.

PURPOSE OF REPORT:

For Council to consider implementing the Small Business Friendly Local Governments (SBFLG) initiative and agreeing to the SBFLG Charter.

BACKGROUND:

The City has been invited to participate in the Small Business Development Corporation's (SBDC) Small Business Friendly Local Governments initiative to recognise and promote local government authorities in WA that are committed to actively supporting small businesses in their local area.

Local governments are encouraged to sign the Small Business Friendly Local Governments Charter to show they have committed to work with, and support, small business by:

- Offering enhanced customer service;
- Reducing red tape;
- Making on-time payments;
- Having a process in place to handle disputes; and
- Introducing other activities to improve the operating environment for small businesses in their area.

Participating local governments are required to submit a report card to SBDC twice a year, explaining how they are meeting their commitments. A copy of the Charter is included as **Attachment 1**, further information is provided in the brochure included as **Attachment 2** and a template for the report card is included as **Attachment 3**.

There are currently 24 local governments participating in the SBFLG initiative, including Town of Victoria Park, City of Subiaco, Town of Cambridge and City of Stirling. On 13 July 2018, the City met with the SBDC to discuss participating in the SBFLG initiative, what the City would have to do, and what benefits the City and community would gain.

DETAILS:

The City currently meets most of the commitments required in the SBFLG Charter, including providing a high level of customer service, proactively reducing administrative burdens, regularly consulting with small businesses, paying invoices within 30 days and implementing other activities to support small business.

The City would need to undertake some additional tasks if it signs onto the Charter, including providing progress reports to the SBDC twice a year, promoting and marketing the SBFLG initiative, and providing access to a dispute resolution service on our website. These extra tasks would require minimal resourcing and can be met by the City's current operating budget.

There is no expiry to the SBFLG Charter and as long as the City maintains its commitments, it would be eligible for the 'Small Business Friendly' branding and accreditation. With this, the City would gain opportunities to:

- promote its work through the State Government;
- build an ongoing positive relationship with the SBDC; and
- send the clear message to its residents that the City is committed to supporting small business.

CONSULTATION/ADVERTISING:

On 8 November 2018, the matter was presented to the Business Advisory Group for discussion. The Business Advisory Group supports the proposal as recommended.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS:

Low risk to agree to the Charter and commit to supporting small business.

STRATEGIC IMPLICATIONS:

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

"Thriving Places

- *We are recognised as a City that supports local and small business."*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

The costs associated with agreeing to the Charter can be met by the City's existing operational budget.

COMMENTS:

Implementing the Small Business Friendly Local Government initiative would have a positive impact on local businesses and residents and would help the City meet its commitments outlined in the Strategic Community Plan 2018-2028. The initiative would complement the City's development of an Economic Development Strategy. It is recommended that Council agrees to the Charter and to implement the initiative.

WESTERN AUSTRALIAN SMALL BUSINESS FRIENDLY LOCAL GOVERNMENTS

Charter

Commitment to this Charter is a requirement for participation in the Small Business Friendly Local Governments (SBFLG) initiative and outlines what the local government agrees to do to support small business in their area.

1. Commitment to small business

The local government agrees to:

- a) recognise that the small business community is an important stakeholder;
- b) undertake regular and targeted consultation with this group;
- b) work towards understanding how its local small business community operates, its needs and goals, and the key challenges;
- c) provide networking and other development opportunities for its local small business community; and
- d) actively engage, where appropriate, with the Small Business Development Corporation (SBDC) on matters affecting small business.

2. Commitment to customer service

The local government agrees to:

- a) maintain open lines of communication with small businesses through both formal and informal approaches;
- b) provide clear advice and guidance to small businesses with a focus on assisting them to understand and meet their regulatory obligations, and to work with them to achieve compliance;
- c) publish a set of clear service standards setting out what small businesses can expect from them;
- d) consider the needs of local small business owners for whom English is not a first language; and
- e) publish a link on its website to take small business owners to resources available on the SBDC website, including the Business Licence Finder.

3. Administration and regulation

The local government agrees to:

- a) take reasonable action to limit unnecessary administrative burdens on small business such as:
 - i. only asking for information that is absolutely necessary;
 - ii. not asking for the same information twice;
 - iii. working collaboratively with other local governments;
- b) undertake regular policy reviews to limit their impact on small businesses, and to test new policies and procedures for 'small business friendliness'; and
- c) ensure that its officers have the necessary knowledge and skills to apply plans and regulations in a consistent manner.

4. On-time payment policy

The local government agrees to work towards ensuring all invoices from small business suppliers are paid within 30 days.

5. Small business engagement

The local government agrees to regularly meet and consult with the small business community, including small business operators and members of representative bodies, to assist their understanding of small business needs in their local area.



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Development Corporation



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6. Dispute resolution

The local government agrees to implement a timely, cost-effective and non-judicial process to manage any disputes it may have with small businesses and to publish details of this on its website. The process could include referring the dispute to an independent dispute resolution service (such as that offered by the SBDC).

7. Additional activities to support small business

In addition to items 4, 5, and 6 above, the local government agrees to implement at least three other activities to improve the operating environment for small businesses within its authority. Details of the initiatives are to be included in the local government's bi-annual reports to the SBDC.

8. Progress reports

The local government agrees to:

- a) provide the SBDC with a biannual progress report that outlines the results achieved in relation to its small business friendly initiatives, including its policy relating to small business being paid on-time, business advisory group, and dispute resolution process; and
- b) forward success stories and case studies to the SBDC in relation to the SBFLG initiative when requested.

9. Promotion and marketing of the program

The local government:

- a) agrees that the Mayor and Chief Executive Officer will make a public statement in relation to its commitment to the SBFLG initiative, and to post this statement on its website;
- b) will be provided with a logo which it agrees to use in accordance with the SBFLG style guide supplied by the SBDC; and
- c) is encouraged to promote the SBFLG initiative by displaying the approved logo on its online and printed marketing and communication materials.

10. Contact details

The local government agrees:

- a) that the primary contact for the SBFLG initiative will be the Chief Executive Officer and that a secondary contact will also be nominated, as a delegate of the Chief Executive Officer; and
- b) to provide the SBDC with direct contact details for the nominated contacts.

| | Name | Position | Phone number | Email address |
|-------------------|-----------------|----------------------------|--------------|-----------------------------------|
| Primary contact | David MacLennan | Chief Executive Officer | 9273 6002 | david.maclennan@vincent.wa.gov.au |
| Secondary contact | Jordan Korovesi | Coordinator Policy & Place | 9273 6546 | jordan.korovesi@vincent.wa.gov.au |

11. Acceptance

On behalf of the City of Vincent, we agree to the terms outlined in this Charter and agree to implement the SBFLG initiative.

Mayor

Chief Executive Officer

Print name:

Print name:

Signature:

Signature:

Date:

Date:

MAR17/006



Small Business Friendly

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Development Corporation



Is **your** local government small business friendly?

smallbusiness.wa.gov.au



Small Business
Development Corporation

SBDC working with local government to support small business

Accounting for 97 per cent of all businesses in Western Australia, small business has a significant impact on our economy – small business is big business!

Small business owners (and operators) create local employment, provide essential goods and services and help create attractive, liveable communities. The right mix of small businesses can create a sense of vibrancy and attract people to live, work and visit.

Local governments can have a significant influence over how attractive their area is for businesses to set up, and established enterprises to grow. They also play a key role in the lifecycle of a small business; in fact most of the interactions business owners have with government are at a local level.

To help build stronger, more productive relationships between small business and local government, the Small Business Development Corporation (SBDC) has developed the Small Business Friendly Local Governments initiative. The initiative aims to recognise local governments that are working to support their small business communities.

IN WESTERN AUSTRALIA

97%
of businesses employ
fewer than 20 staff

There are more than
218,000
small businesses

45%
of employees in the private
sector are employed by
small business





How you can be involved

To participate in the initiative, we're asking you to sign a Charter – to formally commit to the initiative and to your small business community.

Taking part in the initiative means you have committed through the Charter to work with, and support, small businesses by adopting three 'standard' activities and at least three 'flexible' activities (ones that suit your particular organisation and community).

Standard activities

In response to some of the most common issues small business owners face in dealing with their local government the initiative involves engaging in standard activities that include:

- adopting a policy to pay invoices from small business suppliers within 30 days
- regularly meeting with and consulting members of the local small business community to improve our understanding of their needs
- introducing and promoting a timely and cost effective process to manage any disputes arising between your organisation and small business clients

Additional activities

We understand that each local government area differs in size, demographics and geography, so you can choose at least three additional activities that best suit your circumstances. These may include, but are not limited to:

- surveying local small businesses to assess their needs
- accepting online payments
- introducing deemed approvals
- simplifying processes and forms
- providing more small business information on your website
- improving communication and customer service
- encouraging 'buy local' shopping campaigns
- supporting business incubators or start-up spaces
- offering contracts to local small business suppliers
- introducing an economic development team
- facilitating small business forums and events

Your selected activities need not necessarily impose an additional burden on your resources. We can help you to develop ideas that will work best for your organisation.

Reporting

We understand there are many demands on your time, so reporting involves nothing more onerous than completing a simple report card twice a year.

Promoting

After committing to the initiative, it's your opportunity to let everyone know that you are 'small business friendly'. You'll be able to use the Small Business Friendly Local Governments logo on your print and online publications, and display a one page overview of the Small Business Charter, personalised for your organisation. We'll also list your organisation on our website and in other marketing material associated with the initiative.

Being small business friendly doesn't have to be onerous or expensive - little changes can often have a big impact.



Why you need to be involved

Being small business friendly can bring many benefits for your organisation and your community, including:

- creating a desirable location to live and to establish a business
- supporting your local economy, including providing employment opportunities
- building vibrancy in your community
- meeting the needs of ratepayers for local goods and services
- collaborating and sharing with other small business friendly local governments

Your next steps

Our Small Business Friendly Local Governments Project Manager can help you sign up to the Small Business Friendly Local Governments initiative and answer any questions.

T: 13 12 49

E: sbfriendly@smallbusiness.wa.gov.au



For some business owners it's their interaction with local government, not compliance with regulations, that can create problems.



A key role for the Small Business Development Corporation is advocating on behalf of small business at all tiers of government. We value our relationship with local governments and are keen to strengthen our engagement with this important sector. 

DAVID EATON,
SMALL BUSINESS COMMISSIONER, CEO OF THE SBDC



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An initiative of the Small Business
Development Corporation

Small Business Friendly Local Governments initiative Report card One

Report for City of Vincent:

| Standard activities | Activity details and goal | | Date: |
|----------------------------------|---|-------|---|
| | | | Progress |
| On-time payment policy | Are all invoices paid within 30 days? | Y / N | <i>To be completed at 6 and 12 month mark. Please indicate percentage of invoices paid within 30 days</i> |
| Small business engagement | Have you regularly met and consulted with the small business community and their representative bodies? | Y / N | <i>To be completed at 6 and 12 month mark. Please outline the details of this engagement</i> |
| Dispute handling | Is there a process in place (and all relevant staff advised of it) to handle disputes between your organisation and small business clients? | Y / N | <i>To be completed at 6 and 12 month mark. Please outline the details of this.</i> |

| Additional activities | Activity details and goal* | Strategies to achieve the goal | Date: |
|-----------------------|--|--|--|
| | | | Progress |
| Activity 1 | <i>To be nominated at commencement of initiative</i> | <i>To be nominated at commencement of initiative</i> | <i>To be completed at 6 and 12 month mark.</i> |
| Activity 2 | <i>To be nominated at commencement of initiative</i> | <i>To be nominated at commencement of initiative</i> | <i>To be completed at 6 and 12 month mark.</i> |
| Activity 3 | <i>To be nominated at commencement of initiative</i> | <i>To be nominated at commencement of initiative</i> | <i>To be completed at 6 and 12 month mark.</i> |

*Wherever possible goals should follow the SMART principle ie. specific, measurable, attainable, relevant and time-based

6 ENGINEERING

6.1 MINOR PARKING RESTRICTION IMPROVEMENTS/AMENDMENTS

TRIM Ref: D18/181202

Author: Craig Wilson, Manager Asset & Engineering

Authoriser: Andrew Murphy, Director Engineering

Attachments: 1. Plan No. 3495-PP-01  
2. Plan No. 3496-PP-01  

RECOMMENDATION:

That Council:

1. **APPROVES** the following minor parking restriction improvements and amendments:
 - 1.1 the introduction of a 3P 8.00am to 6.00pm Monday to Friday parking restriction on Wavertree Place, and on Britannia Road, between Oxford Street and Seabrook Street as shown on Plan No. 3495-PP-01 (Attachment 1); and
 - 1.2 an on-road Loading Zone adjacent to 'Beaufort Central' at 250 Beaufort Street, Perth, as shown on Plan No. 3496-PP-01 (Attachment 2); and
2. **NOTES** that Administration will advise residents and businesses directly impacted by these minor parking restriction improvements and amendments.

PURPOSE OF REPORT:

To consider improvements/amendments to parking arrangements at various locations throughout the City of Vincent as detailed in the report.

BACKGROUND:

The City regularly receives requests for the introduction of, or changes to, parking restrictions in both residential and commercial areas. Administration generally undertakes a range of investigations including parking demand and traffic volume surveys to assess traffic and on-street parking conditions. The data is then used to determine whether new or amended restrictions are warranted to improve parking availability and amenity. Where changes are considered justifiable a report is then presented to Council for consideration as Administration does not have delegated authority to make such changes.

DETAILS:

A number of parking issues have recently been identified and investigated with details provided below.

Britannia Road, Leederville/Mt Hawthorn

Britannia Road, Leederville/Mt Hawthorn is classified as an Access Road under the Metropolitan Functional Road Hierarchy and is in the care and control of the City.

Temporary parking restrictions were implemented on Britannia Road, between Oxford Street and Seabrook Street, during construction of the Rosewood Aged Care facility at No. 5 – 9 Britannia Road given the negative impact that contractor vehicles were having on local resident amenity and on-street parking availability.

Rosewood Aged Care opened at Britannia Road in August 2017 and accommodates approximately 120 residents. Development approval conditions included a restriction on visiting hours to between 8am and 8pm daily, and a restriction on delivery times to between 7am and 7pm daily (with no deliveries between 8.00am and 9.00am and 2.30pm and 3.30pm on school days). There is no restriction regarding staff working times or shift changes.

The number of staff and extent of visitors associated with the aged care facility has led to increased usage of on-street parking on Britannia Road particularly between Wavertree Place and Brentham Street. Based upon complaints from local residents the City's Rangers conducted a parking occupancy survey on Britannia Road between Oxford Street and Seabrook Street as well as Wavertree Place over a two week period. The survey was undertaken at 8.00am, 2.00pm and 6.00pm on designated days across that period. The survey identified that the Britannia Road on-street bays were at 42% average occupancy and the Wavertree Place on-street bays were at 60% average occupancy.

On some occasions Wavertree Place peaked at an occupancy rate of 100% (probably due to the proximity of an aged care facility and a primary school) which indicates that restrictions could be considered at Wavertree Place. Installing restrictions in Wavertree Place would almost certainly displace parked vehicles onto the nearby section of Britannia Road.

In order to improve the amenity for residents, while maintaining some parking for the public, including for resident visitors and Rosewood Aged Care visitors, it is proposed to implement 3P 8.00am to 6.00pm Monday to Friday restriction on Wavertree Place. In addition, it is proposed to implement the same restriction on Britannia Road, between Oxford Street and Seabrook Street given its close proximity to Wavertree Place and Rosewood Aged Care. These proposed restrictions are shown on Plan No. 3495-PP-01 (**Attachment 1**).

These restrictions would likely impact Rosewood staff who are currently utilising on-street parking on Britannia Road. The aged care facility does include an underground car park with capacity for some staff and the Britannia Reserve car park located less than 500 metres away provides an opportunity for extended parking Monday to Friday. Short-term visitors to the aged care facility would be able to utilise the proposed 3P on-street bays.

Request for a Loading Zone, Beaufort Street, Perth

'Beaufort Central' located at 250 Beaufort Street, Perth, is a relatively new four storey mixed use development comprising 148 commercial and residential units, located between Brisbane and Parry Streets, and extending through to Stirling Street. The Beaufort Street ground floor includes a food premises with other commercial and retail tenancies.

The City has received a number of requests for a loading zone to service, 250 Beaufort Street and the surrounding businesses. Installing a loading zone at this location will result in the loss of two paid (ticket) parking bays and is subject to an AM bus lane clearway restriction.

It is recommended that a loading zone with operational times 9.00am to 5.30pm Monday to Friday and 8.00am to 12noon Saturdays be approved as shown on Plan No. 3496-PP-01 (**Attachment 2**).

CONSULTATION/ADVERTISING:

All affected property owners and occupiers would be notified of the parking restriction changes. There would be minimal impact upon the wider community.

LEGAL/POLICY:

The *City of Vincent Parking and Parking Facilities Local Law 2007* regulates the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the City and provides for the management and operation of parking facilities.

RISK MANAGEMENT IMPLICATIONS:

Low: These proposed parking restriction changes would deliver amenity and safety improvements for residents, businesses and visitors.

STRATEGIC IMPLICATIONS:

These minor parking amendments align with one of the City's Strategic Community Plan and the City's Corporate Business Plan; namely – "Accessible City".

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

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


"Accessible City"

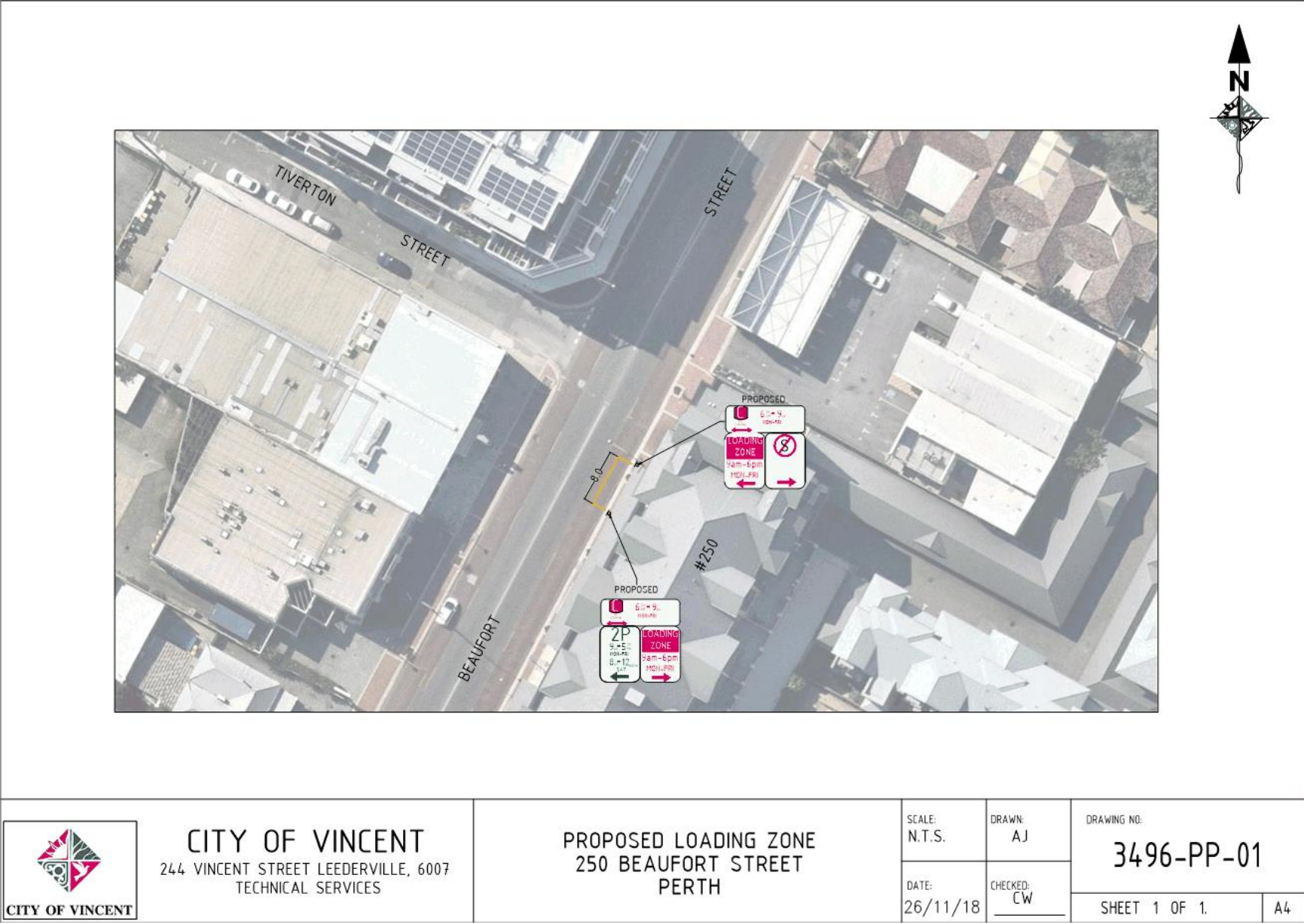
- *We have better integrated all modes of transport and increased services throughout the City."*

COMMENTS:

These minor improvements and amendments should improve amenity and on-street parking availability. More significant changes to parking arrangements in the City should await completion of the Integrated Transport Strategy.



| | | | | | |
|---|--|---|-----------------------|----------------|--------------------------------------|
|  | CITY OF VINCENT 244 VINCENT STREET LEEDERVILLE, 6007 TECHNICAL SERVICES | PROPOSED PARKING RESTRICTIONS BRITANNIA ROAD BETWEEN OXFORD AND SEABROOK STREETS | SCALE: N.T.S. | DRAWN: AJ | DRAWING NO: 3495-PP-01 |
| | | | DATE: 23 / 11 / 18 | CHECKED: CW | |



| | |
|------------|---|
| 6.2 | TENDER NO. 561/18 - NORTH PERTH COMMON CONSTRUCTION – APPOINTMENT OF A SUCCESSFUL TENDERER |
|------------|---|

TRIM Ref: D18/159245

Author: Tahnee Bunting, Place Manager

Authoriser: Andrew Murphy, Director Engineering

Attachments: 1. Tender Evaluation and Pricing Schedule - Confidential

RECOMMENDATION:

That Council ACCEPTS the tender submitted by BOS Civil for Tender No. 561/18 for the North Perth Common Construction.

PURPOSE OF REPORT:

To consider the awarding of Tender No. 561/18 – Appointment of a Contractor for the Construction of North Perth Common Shared Space.

BACKGROUND:

The delivery of a new public shared space for North Perth in the current financial year has been identified in several of the City's strategic documents, including the City's Corporate Business Plan 2018/19- 2021/22 (Item 4.8) and the North Perth Place Plan (Item 1.1).

The project is moving into the construction phase and the City requires a suitably qualified construction team to undertake the next stage of works.

DETAILS:

As the contract value exceeds \$250,000, *Policy No. 1.2.3 – Purchasing* requires an open public tender process.

Under CEO Delegation 1.19 of the Delegated Authority Register, the Director Engineering approved the Procurement Plan, which included the following Evaluation Criteria:

| Qualitative Criteria | Weighting |
|--|-----------|
| A. Relevant Experience Tenderers must address the following information in an attachment and label it “ Relevant Experience ”: <ol style="list-style-type: none"> a) Provide details of similar projects undertaken including scope of the Tenderer's involvement and confirming successful completion of the project. | 30% |
| B. Key Personnel Skills and Experience Tenderers must address the following information in an attachment and label it “ Key Personnel Skills and Experience ”: Tenderers to provide as a minimum information on the proposed personnel to be allocated to this project such as: <ul style="list-style-type: none"> ▪ Their role in the performance of the Contract; ▪ Qualifications, with particular emphasis on experience of personnel in projects of a similar size and scope; | 20% |
| C. Tenderer's Resources As a minimum, Tenderers should provide a current plant/equipment schedule in an attachment and label it “ Tenderer's Resources ”. Tenderers should indicate which pieces of plant/equipment will be allocated to this project, confirm if the item is owned/leased or intended to be hired and indicate any contingency measures for breakdowns or emergencies that result in plant/equipment not being available. | 10% |

| | |
|---|------------|
| D. Demonstrated Understanding of the project Tenderers must provide the following information in an attachment and label it “ Demonstrated Understanding ”: <ol style="list-style-type: none"> A project delivery plan including key stages and timelines. General site operation procedures/plans. Site safety procedures including measures to ensure public safety Traffic management procedures/plans. | 30% |
| E. Environmental Responsibility <ul style="list-style-type: none"> Provide details of your organisation’s environmental policy and/or practices which manage or reduce the impact on the environment; Offer details of any initiatives for this project that would support the sustainability objectives of the Principal and assist them to achieve environmental targets (e.g. use of recycled construction products, recovery/recycling of site waste etc). | 10% |

The Request for Tender 561/18 was publicly advertised from 6 October 2018 and invited submissions until 30 October 2018.

At the close of the advertising period, four responses were received from the following companies:

- BOS Civil
- Environmental Industries
- Phase 3 Landscaping
- West Coast Profilers

Tender Assessment

The tenders were assessed by members of the Tender Evaluation Panel (below) and each tender was assessed using the above Evaluation Criteria, with a scoring system being used as part of the assessment process.

| Title | Role |
|---|-------------------------------|
| Director Engineering | Voting |
| Manager Engineering | Voting |
| Place Manager | Voting |
| Procurement and Contracts Officer | Voting |
| Emerge Associates Director, Principal Landscape Architect | Technical Advice (non-voting) |

Evaluation

A summary of each compliant Tenderer is provided below. A full outline of the Qualitative Evaluation Criteria for each tenderer is contained within **Confidential Attachment 1**.

| Company | Qualitative Score / 100 | Ranking |
|--------------------------|--------------------------------|----------------|
| BOS Civil | 77 | 1 |
| Environmental Industries | 69.5 | 2 |
| Phase 3 Landscaping | 69 | 3 |
| WCP | 56 | 4 |

Once the tenders were ranked on the Qualitative Evaluation Criteria, the evaluation panel made a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine which Tender presented the best value for money.

The price summary for the Tender is included as **Confidential Attachment 1**. This also lists prices for the additional extras, such as three phase power and bollards.

CONSULTATION/ADVERTISING:

The Request for Tender No. 561/18 was advertised in the West Australian on 6 October 2018 and on the City's website and Tenderlink portal between 6 October and 30 October 2018.

LEGAL/POLICY:

- Section 3.57 of the *Local Government Act 1995*;
- Part 4 of the *Local Government (Functions and General) Regulations 1996*; and
- City of Vincent Policy No. 1.2.3 – Purchasing.

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to appoint a construction company to undertake these works.

STRATEGIC IMPLICATIONS:

North Perth Common will contribute to three of the six community priorities identified in the City's Strategic Community Plan and the City's Corporate Business Plan; namely – "Enhanced Environment", "Accessible City" and "Thriving Places".

North Perth Common has also been identified as a key priority project within the North Perth Town Centre Place Plan. The delivery of this project was initially identified in the North Perth Master Plan to provide the area with a centrally located public meeting space.

SUSTAINABILITY IMPLICATIONS:

North Perth Common will contribute to the greening of Vincent by providing additional town centre green space and canopy cover.

FINANCIAL/BUDGET IMPLICATIONS:

The project was allocated a total budget of \$741,000, made up as follows:

- \$71,620 – Design Documentation and Project Management.
- \$669,380 – Construction, inclusive of materials and labour.

These funds have been spread over the 2017/2018 and 2018/2019 financial years.

COMMENTS:

North Perth Common will be a prominent and highly visible public space within the town centre. The site context has complexities that need to be addressed to achieve a high quality outcome. It was essential that tenderers demonstrated how they had considered the site context, such as the location near Fitzgerald Street, the adjoining and surrounding businesses and large number of people regularly frequenting the area.



The submission for BOS Civil complies with all the tender requirements, including demonstrated understanding of the project, relevant experience, expertise, project team and capacity to deliver the works outlined in the specification.

The BOS Civil submission was superior in the responses, particularly in relation to relevant experience and demonstrated understanding. The submission demonstrated an appropriate allowance of time in delivering the project in both the methodology and similar examples which reinforced the panel's confidence in the ability of BOS Civil to deliver the project efficiently and to a high quality.

Reference checks were conducted for BOS Civil on 23 November 2018.

The Evaluation Panel recommends that Council accept the Tender submitted by **BOS Civil** for Tender No. 561/18 as the best overall value for money to the City.

6.3 FURTHER REPORT IN RESPONSE TO PETITION - ALMA ROAD AND CLAVERTON STREETS, NORTH PERTH TRAFFIC CALMING

TRIM Ref: D18/180120
Author: Craig Wilson, Manager Asset & Engineering
Authoriser: Andrew Murphy, Director Engineering
Attachments: 1. Plan No. 3484-CP-01  

RECOMMENDATION:**That Council:**

1. **NOTES** the discussion of the Urban Mobility Advisory Group (UMAG) and the comments of the residents received as an outcome of the Public Forum held at the North Perth Town Hall on 12 November 2018;
2. **APPROVES** mid-block single lane slow points in Alma Road, between Camelia and Persimmon Streets and in Alfonso Street, between Claverton and Vincent Streets, as shown on Plan No. 3484-CP-01 (Attachment 1);
3. **AUTHORISES** the Director Engineering to:
 - 3.1 **determine** the precise location and extent of the works described in recommendation 2 above, in consultation with affected adjacent landowners; and
 - 3.2 **assess** the impact of the mid-block single lane slow points once constructed and uses the data in liaison with the UMAG, to review the effectiveness of the slow points; and
4. **Inform**s the petitioners of the Council's decision.

PURPOSE OF REPORT:

To advise Council of the outcome of the public consultation and the Urban Mobility Advisory Group's discussion in respect of the approved and possible additional traffic calming measures to be introduced in the area bounded by Leake, Vincent, Charles and View Streets, North Perth as requested by Council at its Ordinary Meeting held on 18 September 2018.

BACKGROUND:

At its Ordinary Meeting of Council held on 1 May 2018 a 42 signature petition was tabled outlining residents' concerns about the speed, volume, composition and origins of traffic using the local road network bounded by Leake, Vincent, Charles and View Streets.

A report was presented to the Ordinary Meeting of Council held on 18 September 2018 recommending a number of actions including installing 'a single lane slow point' in Claverton Street and realigning a portion of the on-road parking in Leake Street to deter speeding.

Prior to the Council considering the report a number of residents requested additional traffic calming, over and above what was being recommended, as well as raising concerns about a number of issues such as the adequacy of the street lighting and damaged footpaths.

Having considered both the report and the residents comments, the Council decided in part to:

"2. NOTES:

- 2.3 *that there are three locations (Alma Road, Camelia and Alfonso Streets) where recorded speeds are close to the intervention level;*

3. APPROVES:

- 3.1 a mid-block single lane slow in Claverton Street, between Camelia and Alfonso Streets; and
- 3.2 a mid-block single lane slow in Leake Street, between Grosvenor and Chelmsford Roads;

4. AUTHORIZES the Director Engineering to:

- 4.1 determine the precise location and extent of the proposed works described in 3.1 and 3.2 above; and
- 4.2 engage with the residents within the streets as nominated in the petition and the Urban Mobility Advisory Group on additional traffic calming, safety and amenity measures in the streets nominated in the Petition including locations identified in item 2.3;”.

DETAILS:

Urban Mobility Advisory Group (UMAG)

The residents’ concerns expressed in the petition were discussed at length by the UMAG at its meeting of 8 October 2018.

The current urban speed limit is 50kph with 85% speed of 50kph as a measure of a safe road environment.

Some UMAG members suggested the City should be trying to achieve an 85% speed in the order of 35 to 40 kph. The Group also discussed the appropriate number of traffic calming devices that should be considered for the respective streets in order to achieve the desired road environment. Instead of installing the two already approved slow points it was proposed to incorporate ‘entry statements’ as means of changing the driver’s perception of the road environment for the area.

The group also discussed the approved locations (in Claverton and Leake Streets) being installed as a trial and adding additional ‘trial’ locations in Alma Road, Alfonso and possibly Camelia Streets and testing the outcomes. The group suggested that Council consider deferring any works so that the entire ‘cell’ could be considered and implemented as a single project.

The Chair advised that the Council had already approved the Claverton and Leake Streets locations, to be funded from the 2018/19 Miscellaneous Traffic Management budget, and the existing (Miscellaneous Traffic Management) budget was not sufficient to construct the six suggested slow points and associated entry statements.

Public Forum North Perth Town Hall Monday 12 November 2018

On 2 November 2018 the City letters delivered to 156 properties within the study area (bounded by Leake, Vincent, Charles and View Streets) inviting them to meet with Elected Members, Engineering and Community Engagement staff and representative of the WA Police, at a Public Forum at the North Perth Town Hall on Monday 12 November 2018.

18 residents took the opportunity to attend during a two-hour period between 4.00pm and 6.00pm. The residents were asked to provide written comments.

The majority were supportive of the approved single lane slow points in Claverton and Leake Street but thought that the longer streets, specifically Alma Road and Claverton and Leake Streets, should have a minimum of two or more devices. The Alma Road residents in particular expressed strong support for traffic calming, preferably two or more slow points, to be installed in their street as part of this project and not deferred to a later date. Two residents expressed support for a slow point in Alfonso Street.

Two residents submitted very detailed (emailed) responses, which expanded upon the discussion to include specific suggestions such as closing roads (i.e. Alma Road) to through traffic; additional streets trees; entry statements; infrastructure improvements; regulatory controls at internal intersections; and changes to parking. These are beyond the scope of the current proposals. UMAG Could consider these proposals following review of the effectiveness of the proposed works.

Another shared concern was the likely impact of the North Perth Common development upon traffic within the precinct. A number of residents stated would ultimately push more traffic onto the surrounding streets.

CONSULTATION/ADVERTISING:

A Public Forum was held at the North Perth Town Hall on Monday 12 November 2018.

LEGAL/POLICY:

The roads, other than Charles Street, as discussed in this report, come under the care, control and management of the City.

RISK MANAGEMENT IMPLICATIONS:

Low/Medium: The study has shown that, other than two locations the operating speeds and volumes within the study area are within the operating criteria for the respective streets in accordance with their classification.

STRATEGIC IMPLICATIONS:

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

"Accessible City"

- *We have better integrated all modes of transport and increased services throughout the City."*

SUSTAINABILITY IMPLICATIONS:

Not applicable.

FINANCIAL/BUDGET IMPLICATIONS:

To construct a single lane slow point costs around \$7,000, with the two previously approved locations to be funded from the 2018/19 Miscellaneous Traffic Management budget. If Council were to approve the two additional single lane slow points (a total of \$28,000), as discussed in the body of the report, they could also be funded from this budget.

COMMENTS:

The installation of the four slow points will enable the City to compare the effectiveness of 'hard' traffic calming measures versus that of signage only. It is also recommended that the matter again be referred to the UMAG to review the effectiveness of the slow points with a view to considering if further interventions should be considered.



7 CORPORATE SERVICES

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|--|
| 7.1 LATE REPORT: INVESTMENT REPORT AS AT 30 NOVEMBER 2018 |
|--|

REPORT TO BE ISSUED PRIOR TO THE COUNCIL MEETING - 11 DECEMBER 2018




7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 17 OCTOBER 2018 TO 13 NOVEMBER 2018

TRIM Ref: D18/175206

Author: Nikki Hirrill, Accounts Payable Officer

Authoriser: Kerryn Batten, Director Corporate Services

Attachments:

1. Payments by EFT and BPAY November 18 [↓](#) 
2. Payments by Cheque November 18 [↓](#) 
3. Payments by Credit Card November 18 [↓](#) 

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 17 October 2018 to 13 November 2018 as detailed in attachment 1, 2 and 3 as summarised below:

| | |
|---|-----------------------|
| Cheque Numbers 82434 - 82470 | \$9,840.00 |
| Cancelled cheques | \$0.00 |
| EFT and BPAY Documents 2317 – 2328 and 2330 | \$3,498,680.05 |
| Payroll | \$1,256,017.17 |
| Direct Debits | |
| • Lease Fees | \$385.00 |
| • Loan Repayments | \$148,540.85 |
| • Bank Fees and Charges | \$28,556.32 |
| • Credit Cards | \$6,499.05 |
| Total Direct Debit | \$183,981.22 |
| Total Accounts Paid | \$4,948,518.44 |

PURPOSE OF REPORT:

To present to Council the expenditure and list of accounts paid for the period 17 October 2018 to 13 November 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 17 October 2018 to 13 November 2018, covers the following:

| FUND | CHEQUE NUMBERS/ PAY PERIOD | AMOUNT |
|---|---------------------------------------|-----------------------|
| Municipal Account (Attachment 1, 2 and 3) | | |
| Cheques | 82434 - 82470 | \$9,840.00 |
| Cancelled Cheques | | \$0.00 |
| EFT and BPAY Payments | 2317 – 2328 and 2330 | \$3,498,680.05 |
| Sub Total | | \$3,508,520.05 |
| | | |
| Transfer of Payroll by EFT | 22/10/18 Ad hoc | \$825.40 |
| | 30/10/18 | \$620,238.10 |
| | 31/10/18 Ad hoc | \$609.70 |
| | 13/11/18 | \$634,343.97 |
| | October/November 2018 | \$1,256,017.17 |
| | | |
| Bank Charges and Other Direct Debits | | |
| Lease Fees | | \$385.00 |
| Loan Repayments | | \$148,540.85 |
| Bank Charges – CBA | | \$28,556.32 |
| Credit Cards | | \$6,499.05 |
| Total Bank Charges and Other Direct Debits (Sub Total) | | \$183,981.22 |
| | | |
| Total Payments | | \$4,948,518.44 |

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 which establish satisfactory controls, supported by the internal and external audit functions.

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.

| Creditors Report - Payments by EFT and BPAY 17/10/2018 to 13/11/2018 | | | | |
|---|-------------|---|---|---------------|
| <i>Creditor</i> | <i>Date</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
| 2317.2008-01 | 18/10/2018 | Alinta Energy | Electricity and gas charges - various locations | \$ 127.60 |
| 2317.2108-01 | 18/10/2018 | J Van Den Bok | Expense reimbursement - Garden judging panel lunch | \$ 457.20 |
| 2317.2204-01 | 18/10/2018 | Telstra Corporation Ltd | Telephone and internet charges - various locations | \$ 19.25 |
| 2317.3001-01 | 18/10/2018 | Hays Specialist Recruitment (Australia) Pty Ltd | Temporary staff - Building | \$ 2,287.33 |
| 2317.3359-01 | 18/10/2018 | Department of Mines, Industry Regulation and Safety | Building services levy collection | \$ 24,929.59 |
| 2317.5936-01 | 18/10/2018 | Outsource Business Support Solutions Pty Ltd | Technical support to Authority system | \$ 250.80 |
| 2317.6903-01 | 18/10/2018 | APARC | Meter maintenance - 2 months | \$ 47,740.00 |
| 2317.7955-01 | 18/10/2018 | Synergy | Electricity and gas charges - various locations | \$ 19,477.30 |
| 2317.9599-01 | 18/10/2018 | Sustainable Platform Pty Ltd | Sustainability review and assessment | \$ 8,800.00 |
| 2318.3144-01 | 22/10/2018 | Caltex Australia Petroleum Pty Ltd | Fuel and oils | \$ 33,760.51 |
| 2319.98000-01 | 22/10/2018 | Australian Taxation Office | Payroll deduction | \$ 187,795.00 |
| 2320.2020-01 | 22/10/2018 | Australian Services Union | Payroll deduction | \$ 284.90 |
| 2320.2045-01 | 22/10/2018 | Child Support Agency | Payroll deduction | \$ 983.08 |
| 2320.2153-01 | 22/10/2018 | L.G.R.C.E.U. | Payroll deduction | \$ 20.50 |
| 2320.2213-01 | 22/10/2018 | City of Vincent | Payroll deduction | \$ 977.16 |
| 2320.2216-01 | 22/10/2018 | City of Vincent Staff Social Club | Payroll deduction | \$ 482.00 |
| 2320.3133-01 | 22/10/2018 | Depot Social Club | Payroll deduction | \$ 76.00 |
| 2320.6156-01 | 22/10/2018 | Health Insurance Fund of WA | Payroll deduction | \$ 240.00 |
| 2320.8120-01 | 22/10/2018 | Selectus Employee Benefits Pty Ltd | Payroll deduction | \$ 1,388.54 |
| 2321.98000-01 | 23/10/2018 | Australian Taxation Office | Fringe benefit tax | \$ 35,918.29 |
| 2323.2007-01 | 31/10/2018 | Aline Brick Paving | Brick paving services - various locations | \$ 6,517.50 |
| 2323.2008-01 | 31/10/2018 | Alinta Energy | Electricity and gas charges - various locations | \$ 147.25 |
| 2323.2029-01 | 31/10/2018 | Bunnings Trade | Hardware supplies - various departments | \$ 184.13 |
| 2323.2030-01 | 31/10/2018 | Benara Nurseries | Supply of plants | \$ 591.66 |
| 2323.2033-01 | 31/10/2018 | BOC Limited | CO2 for beverage, oxygen and forklift gas supplies | \$ 687.50 |
| 2323.2049-01 | 31/10/2018 | City Of Perth | Collection of food waste bins - Admin | \$ 29.36 |
| 2323.2051-01 | 31/10/2018 | Cleansweep (WA) Pty Ltd | Hire of road sweepers - various locations | \$ 1,158.85 |
| 2323.2052-01 | 31/10/2018 | Cobblestone Concrete | Concrete path construction & repairs - various locations | \$ 30,649.85 |
| 2323.2053-01 | 31/10/2018 | Coca-Cola Amatil (Aust) Pty Limited | Beatty Park Café supplies | \$ 942.57 |
| 2323.2072-01 | 31/10/2018 | Landgate | Gross rental valuations for interims; aerial image extraction | \$ 820.82 |
| 2323.2085-01 | 31/10/2018 | Farinosi & Sons Pty Ltd | Hardware supplies - rakes | \$ 223.80 |
| 2323.2087-01 | 31/10/2018 | Department of Fire and Emergency Services (DFES) | Emergency services levy | \$ 82,074.38 |
| 2323.2106-01 | 31/10/2018 | Programmed Integrated Workforce Ltd | Temporary staff - Waste | \$ 3,725.85 |
| 2323.2119-01 | 31/10/2018 | Line Marking Specialists | Line marking services - various locations | \$ 14,186.11 |
| 2323.2120-01 | 31/10/2018 | LO-GO Appointments | Temporary staff - Waste | \$ 3,344.72 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|---|--|---------------|
| 2323.2122-01 | 31/10/2018 | Bucher Municipal Pty Ltd | Plant repairs and maintenance | \$ 2,455.32 |
| 2323.2123-01 | 31/10/2018 | Major Motors Pty Ltd | Truck repairs and maintenance | \$ 69.22 |
| 2323.2126-01 | 31/10/2018 | Mayday Earthmoving | Bobcat, truck and mini excavator hire - various locations | \$ 3,663.00 |
| 2323.2136-01 | 31/10/2018 | Mindarie Regional Council | Processable and non processable waste | \$ 79,928.54 |
| 2323.2175-01 | 31/10/2018 | Pro Turf Services | Plant repairs and maintenance - various | \$ 3,832.29 |
| 2323.2185-01 | 31/10/2018 | Galvins Plumbing Supplies | Plumbing supplies | \$ 254.63 |
| 2323.2189-01 | 31/10/2018 | SAS Locksmiths | Key cutting & lock maintenance service - various locations | \$ 2,347.09 |
| 2323.2192-01 | 31/10/2018 | Sigma Chemicals | Pool chemicals | \$ 3,677.85 |
| 2323.2195-01 | 31/10/2018 | Civica Pty Limited | Staff training - Online development approval | \$ 2,370.50 |
| 2323.2200-01 | 31/10/2018 | Sportsworld Of WA | Merchandise - BPLC | \$ 11,396.55 |
| 2323.2204-01 | 31/10/2018 | Telstra Corporation Ltd | Telephone and internet charges - various locations | \$ 3,635.34 |
| 2323.2221-01 | 31/10/2018 | Turfmaster Facility Management | Weed control program - various locations | \$ 5,015.34 |
| 2323.2234-01 | 31/10/2018 | Water Corporation | Water and hydrant standpipe charges - various locations | \$ 3,252.59 |
| 2323.2241-01 | 31/10/2018 | Zipform | Rates notices - 2nd instalment & final notices | \$ 12,324.94 |
| 2323.3001-01 | 31/10/2018 | Hays Specialist Recruitment (Australia) Pty Ltd | Temporary staff - Corporate Services | \$ 2,204.96 |
| 2323.3038-01 | 31/10/2018 | St John Ambulance Western Australia Ltd | First aid kit supplies - various | \$ 457.32 |
| 2323.3057-01 | 31/10/2018 | European Foods Wholesalers Pty Ltd. | Beatty Park Café supplies | \$ 1,000.26 |
| 2323.3091-01 | 31/10/2018 | Sam's Repairs & Maintenance | Sign installation and maintenance - various locations | \$ 1,232.00 |
| 2323.3092-01 | 31/10/2018 | Flick Anticimex Pty Ltd T/As The Pest Guys (WA) | Pest control services - various locations | \$ 1,341.14 |
| 2323.3099-01 | 31/10/2018 | Total Packaging WA Pty Ltd | Supply of bin liners | \$ 4,259.20 |
| 2323.3110-01 | 31/10/2018 | Depiazzi | Supply of mulch | \$ 3,185.60 |
| 2323.3146-01 | 31/10/2018 | KS Black Pty Ltd | Electrical works - various locations | \$ 5,080.81 |
| 2323.3154-01 | 31/10/2018 | PPG Industries Australia Pty Ltd | Graffiti removal supplies | \$ 1,294.94 |
| 2323.3170-01 | 31/10/2018 | Elliotts Irrigation Pty Ltd | Reticulation repairs and maintenance - various locations | \$ 7,473.02 |
| 2323.3213-01 | 31/10/2018 | Domus Nursery | Supply of plants | \$ 1,386.33 |
| 2323.3235-01 | 31/10/2018 | My Best Friend Veterinary Centre | Vet services | \$ 1,523.00 |
| 2323.3315-01 | 31/10/2018 | RPG Auto Electrics | Plant repairs and maintenance - various | \$ 2,292.45 |
| 2323.3397-01 | 31/10/2018 | Fuji Xerox Australia Pty Ltd | Copy costs - Depot | \$ 103.33 |
| 2323.3410-01 | 31/10/2018 | Allmark and Associates Pty Ltd | Name plate supplies | \$ 37.95 |
| 2323.3459-01 | 31/10/2018 | State Law Publisher | Government gazette advertising | \$ 218.04 |
| 2323.3474-01 | 31/10/2018 | CSP Group Pty Ltd | Plant repairs and maintenance - various | \$ 1,748.45 |
| 2323.3481-01 | 31/10/2018 | Constable Care Child Safety Foundation (Inc) | Funding for 2018/19 | \$ 11,000.00 |
| 2323.3492-01 | 31/10/2018 | West Australian Newspapers Limited | Newspapers for resale | \$ 114.06 |
| 2323.3683-01 | 31/10/2018 | Naturalis Spring Water | Bottled spring water supplies - Customer Service | \$ 32.40 |
| 2323.3712-01 | 31/10/2018 | Sports Turf Technology Pty Ltd | Leaf analysis & fertilising recommendations - BPLC | \$ 2,376.00 |
| 2323.3757-01 | 31/10/2018 | J & K Hopkins | Office furniture supplies - Admin | \$ 4,306.00 |
| 2323.3814-01 | 31/10/2018 | Western Power | Tree pruning services - Stirling Street | \$ 3,750.48 |
| 2323.3913-01 | 31/10/2018 | Kennards Hire | Equipment hire - various | \$ 441.00 |
| 2323.4034-01 | 31/10/2018 | Penske Power Systems | Ad blue supplies - additive to reduce truck carbon emissions | \$ 1,241.86 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|-------------------------------------|---|---------------|
| 2323.4091-01 | 31/10/2018 | Bardfield Engineering | Repairs to indoor pool seating - BPLC | \$ 2,750.00 |
| 2323.4103-01 | 31/10/2018 | Asphaltech Pty Ltd | Asphalt supplies - various locations | \$ 111,609.16 |
| 2323.4156-01 | 31/10/2018 | Wanneroo Plant Farm | Supply of plants | \$ 1,694.00 |
| 2323.4191-01 | 31/10/2018 | G Burgess | Distribution services - Waste event pamphlets | \$ 4,080.00 |
| 2323.4214-01 | 31/10/2018 | Kerbing West | Kerbing services - various locations | \$ 5,934.73 |
| 2323.4221-01 | 31/10/2018 | Suez Recycling & Recovery Pty Ltd | Waste collection services - BPLC | \$ 719.66 |
| 2323.4367-01 | 31/10/2018 | Academy Services WA Pty Ltd | Cleaning services - Admin | \$ 1,677.52 |
| 2323.4418-01 | 31/10/2018 | West-Sure Group Pty Ltd | Cash collection services - Admin | \$ 438.90 |
| 2323.4447-01 | 31/10/2018 | Blackwoods | Personal protective equipment & hardware supplies - Depot | \$ 964.35 |
| 2323.4493-01 | 31/10/2018 | Tom Lawton - Bobcat Hire | Bobcat hire - various locations | \$ 6,405.30 |
| 2323.4493-01 | 31/10/2018 | Tom Lawton - Bobcat Hire | Verge tipping fees | \$ 7,601.00 |
| 2323.4627-01 | 31/10/2018 | Flexi Staff Pty Ltd | Temporary staff - various departments | \$ 16,722.58 |
| 2323.4637-01 | 31/10/2018 | Multi Mix Concrete Pty Ltd | Concrete supplies - various locations | \$ 597.96 |
| 2323.4674-01 | 31/10/2018 | Fulton Hogan Industries Pty Ltd | Asphalt supplies | \$ 712.80 |
| 2323.4687-01 | 31/10/2018 | Jaycar Electronics | Supply of cables - IT | \$ 237.25 |
| 2323.4692-01 | 31/10/2018 | City Of Bayswater | Long service leave liability | \$ 4,442.43 |
| 2323.4724-01 | 31/10/2018 | Landmark Operations Limited | Supply of weedkiller | \$ 3,179.00 |
| 2323.4727-01 | 31/10/2018 | Professional Tree Surgeons | Tree pruning and removal services - various locations | \$ 6,932.75 |
| 2323.4749-01 | 31/10/2018 | Picton Press | Printing services - flyers and postcards | \$ 701.85 |
| 2323.4768-01 | 31/10/2018 | Optus Billing Services Pty Ltd | Telephone and internet charges - various locations | \$ 11,539.93 |
| 2323.4862-01 | 31/10/2018 | Primavera Quality Meats | Catering supplies - Ride to Work breakfast | \$ 149.00 |
| 2323.4957-01 | 31/10/2018 | WA Profiling | Profiling services - Brentham Street | \$ 6,820.00 |
| 2323.4971-01 | 31/10/2018 | Totally Workwear | Uniform supplies - various departments | \$ 1,889.85 |
| 2323.5074-01 | 31/10/2018 | St Vincent de Paul Society WA (Inc) | Rates refund - property now exempt | \$ 1,427.63 |
| 2323.5080-01 | 31/10/2018 | Repco | Auto part supplies | \$ 79.75 |
| 2323.5106-01 | 31/10/2018 | Way Funky Company Pty Ltd | Merchandise - BPLC | \$ 7,855.87 |
| 2323.5193-01 | 31/10/2018 | Protector Fire Services Pty Ltd | Fire equipment maintenance - various locations | \$ 3,482.60 |
| 2323.5281-01 | 31/10/2018 | Cyclemania | Repairs to electric bicycle | \$ 706.96 |
| 2323.5294-01 | 31/10/2018 | A Team Printing | Printing services - BPLC | \$ 739.20 |
| 2323.5301-01 | 31/10/2018 | Kott Gunning | Legal services - prosecution fees | \$ 2,931.50 |
| 2323.5342-01 | 31/10/2018 | Ozscot Horticulture | Supply of plants | \$ 1,358.94 |
| 2323.5398-01 | 31/10/2018 | Subaru Osborne Park | Vehicle service and repairs | \$ 751.15 |
| 2323.5482-01 | 31/10/2018 | Erections (WA) | Supply & install pedestrian fencing - various locations | \$ 3,471.60 |
| 2323.5511-01 | 31/10/2018 | Writing WA | Annual membership renewal - Library | \$ 135.00 |
| 2323.5598-01 | 31/10/2018 | Total Eden Pty Ltd | Reticulation supplies | \$ 527.49 |
| 2323.5700-01 | 31/10/2018 | Jack Lockers | Locker hire - BPLC | \$ 1,205.00 |
| 2323.5882-01 | 31/10/2018 | Artery Media Solutions | Artwork on traffic control box - deposit | \$ 275.00 |
| 2323.6009-01 | 31/10/2018 | ZIP Heaters Aust Pty Ltd | Hydrotap maintenance - Gymnastics WA | \$ 268.40 |
| 2323.6072-01 | 31/10/2018 | PFD Food Services Pty Ltd | Beatty Park Café supplies | \$ 3,454.65 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|---|---|---------------|
| 2323.6184-01 | 31/10/2018 | Data 3 | Annual licence renewal - Microsoft | \$ 89,635.81 |
| 2323.6218-01 | 31/10/2018 | Devco Builders | Maintenance and repairs - various locations | \$ 17,748.47 |
| 2323.6259-01 | 31/10/2018 | Australian HVAC Services Pty Ltd | Airconditioning maintenance & repairs - DSR | \$ 3,601.68 |
| 2323.6269-01 | 31/10/2018 | City of Nedlands | Staff training - Authority & resource management scheduling | \$ 1,137.84 |
| 2323.6278-01 | 31/10/2018 | T & H Wilkes Pty Ltd | Gravel supplies | \$ 2,310.00 |
| 2323.6383-01 | 31/10/2018 | WC Convenience Management Pty Ltd | Maintenance exeloo's - Weld Square | \$ 665.78 |
| 2323.6468-01 | 31/10/2018 | Scarboro Toyota | Vehicle service and repairs | \$ 508.21 |
| 2323.6482-01 | 31/10/2018 | Department of Transport | Vehicle ownership searches | \$ 4,318.00 |
| 2323.6489-01 | 31/10/2018 | Osborne Park Volkswagen | Vehicle service and repairs | \$ 192.30 |
| 2323.6551-01 | 31/10/2018 | iSUBSCRIBE Pty Ltd | Library magazine subscriptions | \$ 1,635.25 |
| 2323.6712-01 | 31/10/2018 | Joe Crisafio Kia | Vehicle service and repairs | \$ 297.57 |
| 2323.6733-01 | 31/10/2018 | 1905 Coffee on Newcastle | Catering services - Council meetings & farewell morning tea | \$ 638.00 |
| 2323.6783-01 | 31/10/2018 | Action Asbestos Removals | Asbestos removal services | \$ 484.00 |
| 2323.6787-01 | 31/10/2018 | Optima Press | Printing services - stock of infringement reminder notices | \$ 1,259.50 |
| 2323.6799-01 | 31/10/2018 | Beaufort Street Network Inc. | Festival funding - Dogtober 2018 | \$ 5,500.00 |
| 2323.6872-01 | 31/10/2018 | Truck Centre (WA) Pty Ltd | Truck repairs and maintenance | \$ 2,143.01 |
| 2323.6903-01 | 31/10/2018 | APARC | Parking meter test transactions | \$ 12.00 |
| 2323.7104-01 | 31/10/2018 | Turf Care WA Pty Ltd | Turf maintenance - various locations | \$ 32,670.00 |
| 2323.7118-01 | 31/10/2018 | C Wood Distributors | Beatty Park Café supplies | \$ 330.00 |
| 2323.7132-01 | 31/10/2018 | Catek Equipment Repairs | Bain marie repairs - BPLC | \$ 610.54 |
| 2323.7189-01 | 31/10/2018 | Steann Pty Ltd | Collect and dispose of illegally dumped goods | \$ 990.00 |
| 2323.7382-01 | 31/10/2018 | Turf Developments (WA) Pty Ltd | Returfing works - various locations | \$ 28,273.74 |
| 2323.7384-01 | 31/10/2018 | LGISWA | Performance based premium adjustment 2009/10 | \$ 32,721.70 |
| 2323.7399-01 | 31/10/2018 | Briskleen Supplies | Toiletry and cleaning products - BPLC; sanipod service | \$ 3,573.42 |
| 2323.7445-01 | 31/10/2018 | Scott Print | Printing services - waste brochures | \$ 1,654.40 |
| 2323.7454-01 | 31/10/2018 | DX Mail | Annual membership renewal | \$ 374.00 |
| 2323.7477-01 | 31/10/2018 | Expo Group | Printing services - various departments | \$ 1,522.40 |
| 2323.7480-01 | 31/10/2018 | F Sauzier | Reimbursement of expenses - Ride to Work breakfast | \$ 457.34 |
| 2323.7481-01 | 31/10/2018 | Regents Commercial | Rent and variable outgoings - Barlee Street car park | \$ 23,913.34 |
| 2323.7510-01 | 31/10/2018 | Northsands Resources | Sand supplies | \$ 3,705.29 |
| 2323.7561-01 | 31/10/2018 | Allcare Monitoring Services | After hour calls service | \$ 1,156.00 |
| 2323.7576-01 | 31/10/2018 | Action Logistics (WA) Pty Ltd t/a Action Couriers | Courier services | \$ 22.12 |
| 2323.7593-01 | 31/10/2018 | Yoshino Sushi | Beatty Park Café supplies | \$ 162.14 |
| 2323.7605-01 | 31/10/2018 | Centropak | Beatty Park Café supplies | \$ 983.50 |
| 2323.7608-01 | 31/10/2018 | Pride Western Australia Inc | Sponsorship - Pride WA 2018 | \$ 7,700.00 |
| 2323.7654-01 | 31/10/2018 | Worldwide East Perth | Printing services - business cards for various departments | \$ 330.00 |
| 2323.7733-01 | 31/10/2018 | Acurix Networks Pty Ltd | Public Wi Fi service - various locations | \$ 4,639.80 |
| 2323.7799-01 | 31/10/2018 | Bent Logic | RFID card supplies for swim school | \$ 1,210.00 |
| 2323.7830-01 | 31/10/2018 | Castledine Gregory | Professional fees - SAT review | \$ 7,598.80 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|---|---|---------------|
| 2323.7878-01 | 31/10/2018 | Uptempo Design | Delivery charge for CoV Ride to Work t-shirts | \$ 44.00 |
| 2323.7938-01 | 31/10/2018 | Talis Consultants Pty Ltd - ATF Talis Unit Trust | Consultancy - Waste strategy implementation | \$ 4,438.50 |
| 2323.7950-01 | 31/10/2018 | Rawlicious Delights | Beatty Park Café supplies | \$ 266.20 |
| 2323.7955-01 | 31/10/2018 | Synergy | Electricity and gas charges - various locations | \$ 6,944.40 |
| 2323.7962-01 | 31/10/2018 | AAM Pty Ltd | Surveying services - Brisbane Street car park | \$ 3,245.00 |
| 2323.7967-01 | 31/10/2018 | CS Legal | Debt recovery services | \$ 110.00 |
| 2323.8040-01 | 31/10/2018 | Wilson Security | Security services - Depot | \$ 71.50 |
| 2323.8108-01 | 31/10/2018 | Leo Heaney Pty Ltd | Street tree services - various locations | \$ 55,077.70 |
| 2323.8111-01 | 31/10/2018 | SimplePay Solutions Pty Ltd | Credit card transactions for parking terminals - 3 months | \$ 28,161.06 |
| 2323.8146-01 | 31/10/2018 | Exteria | Bus shelter seat - Anzac Road | \$ 1,557.60 |
| 2323.8180-01 | 31/10/2018 | Pedaling Beans | Supply of beverages - Ride to Work breakfast | \$ 480.00 |
| 2323.8211-01 | 31/10/2018 | Phase3 Landscape Construction Pty Ltd | Refund of infrastructure bond | \$ 3,000.00 |
| 2323.8222-01 | 31/10/2018 | Harbour Software Pty Ltd | Annual subscription - Docs on Tap | \$ 4,917.00 |
| 2323.8398-01 | 31/10/2018 | Jean-Paul Barbier | Fitness instructor fees | \$ 297.00 |
| 2323.8406-01 | 31/10/2018 | Inglewood Little Athletics Centre | Kidsport vouchers | \$ 600.00 |
| 2323.8420-01 | 31/10/2018 | Corsign WA Pty Ltd | Sign supplies - various locations | \$ 3,806.31 |
| 2323.8468-01 | 31/10/2018 | Innovations Catering | Catering services - Council meeting | \$ 560.00 |
| 2323.8490-01 | 31/10/2018 | Subthermal | Engineering consultancy - BPLC | \$ 12,180.71 |
| 2323.8498-01 | 31/10/2018 | Wheelers Books | Library books | \$ 97.48 |
| 2323.8536-01 | 31/10/2018 | Bicycle for Humanity (WA) Inc. | Hire of bike swap meet bays | \$ 200.00 |
| 2323.8547-01 | 31/10/2018 | AWB Building Co. | Plumbing services - various locations | \$ 1,207.79 |
| 2323.8586-01 | 31/10/2018 | Tree Amigos | Street trees & parks pruning/removal - various locations | \$ 3,623.17 |
| 2323.8620-01 | 31/10/2018 | Boyan Electrical Services | Electrical services - various locations | \$ 6,948.43 |
| 2323.8645-01 | 31/10/2018 | Domain Catering Pty Ltd | Catering services - Urban mobility meeting | \$ 185.00 |
| 2323.8649-01 | 31/10/2018 | Club 55 Travel | Bus hire - seniors outing | \$ 3,105.00 |
| 2323.8665-01 | 31/10/2018 | Zumba Fitness Patricia Rojo | Fitness instructor fees | \$ 248.00 |
| 2323.8671-01 | 31/10/2018 | Design Right Pty Ltd | Design services - various locations | \$ 14,850.00 |
| 2323.8672-01 | 31/10/2018 | Brownes Foods Operations Pty Ltd | Beatty Park Café supplies | \$ 2,214.54 |
| 2323.8684-01 | 31/10/2018 | Ip Khalsa Pty Ltd | Mail delivery service | \$ 86.66 |
| 2323.8707-01 | 31/10/2018 | Dale Alcock Homes Pty Ltd | Refund of infrastructure bond | \$ 2,000.00 |
| 2323.8743-01 | 31/10/2018 | Konica Minolta Business Solutions Australia Pty Ltd | Copy costs - various departments | \$ 1,146.63 |
| 2323.8757-01 | 31/10/2018 | Suez Recycling & Recovery (Perth) Pty Ltd | Waste collection services - Jugan Street | \$ 3,344.51 |
| 2323.8765-01 | 31/10/2018 | Bowden Tree Consultancy | Arboricultural services - Keith Frame Reserve | \$ 1,001.00 |
| 2323.8784-01 | 31/10/2018 | Boya Equipment | Plant repairs and maintenance | \$ 191.18 |
| 2323.8793-01 | 31/10/2018 | Nightlife Music Pty Ltd | Crowd DJ - BPLC | \$ 560.43 |
| 2323.8823-01 | 31/10/2018 | Uni-Active | Kidsport voucher | \$ 123.20 |
| 2323.8842-01 | 31/10/2018 | Emerge Associates | Consultancy services - North Perth Common | \$ 31,512.80 |
| 2323.8860-01 | 31/10/2018 | Bladon WA Pty Ltd | Supply of reusable bags | \$ 411.40 |
| 2323.8915-01 | 31/10/2018 | Metal Artwork Creations | Supply of staff name badges - various departments | \$ 488.73 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|--|---|---------------|
| 2323.8946-01 | 31/10/2018 | Market Creations | Intranet and Councillor portal development | \$ 3,967.90 |
| 2323.8947-01 | 31/10/2018 | SPP Group WA Pty Ltd | Mechanical consultancy - Mt Hawthorn Lesser Hall | \$ 3,850.00 |
| 2323.8949-01 | 31/10/2018 | WA Library Supplies | Library supplies | \$ 399.00 |
| 2323.8959-01 | 31/10/2018 | KP Electric (Australia) Pty Ltd | Electrical services - various locations | \$ 8,183.68 |
| 2323.8963-01 | 31/10/2018 | Smoke and Mirrors AV | Supply of PA system for Citizenship ceremony | \$ 563.50 |
| 2323.8976-01 | 31/10/2018 | Stott Hoare | Supply of computer monitors | \$ 676.50 |
| 2323.8991-01 | 31/10/2018 | Securus | Security services - Depot | \$ 212.50 |
| 2323.8997-01 | 31/10/2018 | Fiona Oakshott | Fitness instructor fees | \$ 56.84 |
| 2323.9030-01 | 31/10/2018 | The Event Mill | Hire of stall at Pride event | \$ 635.80 |
| 2323.9165-01 | 31/10/2018 | Vigilant Traffic Management Group Pty Ltd | Traffic management services - various locations | \$ 53,444.00 |
| 2323.9169-01 | 31/10/2018 | Signbiz WA | Sign supplies - BPLC | \$ 462.00 |
| 2323.9194-01 | 31/10/2018 | EcoAdvance | Consultancy services - Solar PV installation project | \$ 3,786.75 |
| 2323.9214-01 | 31/10/2018 | J D Penangke | Artist fee - Traffic control box painting | \$ 275.00 |
| 2323.9225-01 | 31/10/2018 | Cockburn Party Hire | Chair hire for Citizenship ceremony | \$ 670.00 |
| 2323.9230-01 | 31/10/2018 | Nature Calls Portable Toilets | Hire of portable toilets for Armistice Day | \$ 784.00 |
| 2323.9253-01 | 31/10/2018 | Canvale Pty Ltd T/A Corporate Living | Office chair supplies - BPLC | \$ 745.80 |
| 2323.9263-01 | 31/10/2018 | Zimbulis Foods | Beatty Park Café supplies | \$ 826.07 |
| 2323.9286-01 | 31/10/2018 | Manic Botanic (Manic WA Pty Ltd) | Supply of Christmas floral centre pieces | \$ 630.00 |
| 2323.9299-01 | 31/10/2018 | SpacetoCo Pty Ltd | Consultancy fee - Facilities reporting & financial handling | \$ 165.00 |
| 2323.9356-01 | 31/10/2018 | Bonfire Digital Pty Ltd | Marketing services - BPLC | \$ 8,547.00 |
| 2323.9431-01 | 31/10/2018 | D Cook | Speaker at Library event - That was my home | \$ 350.00 |
| 2323.9434-01 | 31/10/2018 | Aboriginal Health Council of Western Australia | Refund of car park annual registration fee | \$ 200.00 |
| 2323.9570-01 | 31/10/2018 | L F Media | Vinyl wrap waste recycling station | \$ 1,078.00 |
| 2323.9572-01 | 31/10/2018 | CSE Crosscom Pty Ltd | Supply of hand held & vehicle mounted radios & accessories | \$ 117,025.70 |
| 2323.9573-01 | 31/10/2018 | Randstad Pty Limited | Temporary employment - Corporate Services | \$ 2,287.22 |
| 2323.9586-01 | 31/10/2018 | EN. YOGA | Fitness instructor fees | \$ 180.00 |
| 2323.9629-01 | 31/10/2018 | Moodjar Consultancy | Consultancy - Banks Reserve Noongar report | \$ 8,250.00 |
| 2323.9642-01 | 31/10/2018 | P Stokes | Fitness instructor fees | \$ 45.00 |
| 2323.9644-01 | 31/10/2018 | Department of Planning Lands and Heritage | Amended DAP fees | \$ 5,844.00 |
| 2323.9668-01 | 31/10/2018 | Nexus Home Improvements | Refund of infrastructure bond | \$ 3,000.00 |
| 2323.9695-01 | 31/10/2018 | Gundi Consulting Pty Ltd | Welcome to Country - Citizenship ceremony | \$ 660.00 |
| 2323.9704-01 | 31/10/2018 | Northside Nissan | Purchase of three vehicles | \$ 85,057.35 |
| 2323.9734-01 | 31/10/2018 | Les Mills Asia Pacific Industries | Purchase of gym equipment - BPLC | \$ 774.25 |
| 2323.9737-01 | 31/10/2018 | Specialist Security Shredding | Security bin exchange - BPLC | \$ 115.50 |
| 2323.9758-01 | 31/10/2018 | Peard Real Estate Leederville Pty Ltd | Rates refund - overpayment | \$ 467.68 |
| 2323.9761-01 | 31/10/2018 | L Leng | Refund of hall bond | \$ 250.00 |
| 2323.9763-01 | 31/10/2018 | S Selvarajah | Rates refund - overpayment | \$ 1,900.50 |
| 2323.9764-01 | 31/10/2018 | B A Lyons | Rates refund - due to pension rebate | \$ 679.88 |
| 2323.9765-01 | 31/10/2018 | M Baker | Artist fee - Lightbox Laneway gallery | \$ 1,250.00 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|---|--|---------------|
| 2323.9766-01 | 31/10/2018 | B L Fraser | Rates refund - due to pension rebate | \$ 140.41 |
| 2323.9769-01 | 31/10/2018 | Perth Symphony Orchestra Ltd | Wind quartet for North Perth Halloween event | \$ 2,750.00 |
| 2323.9770-01 | 31/10/2018 | E E Wisbey | Rates refund - overpayment | \$ 1,100.00 |
| 2323.9771-01 | 31/10/2018 | Holmes a Court Gallery | Sponsorship - Australiayianality exhibition | \$ 8,000.00 |
| 2323.9771-01 | 31/10/2018 | Holmes a Court Gallery | Deposit for venue hire - WA Aids Council StyleAID | \$ 500.00 |
| 2323.9772-01 | 31/10/2018 | Richwood Pty Ltd | Rates refund - property settlement | \$ 2,297.96 |
| 2323.9773-01 | 31/10/2018 | Department of Human Services Centrepay Recoveries | Refund of Centrelink payments, received in error | \$ 38.02 |
| 2323.9774-01 | 31/10/2018 | A Beckett | Ex gratia payment for insurance excess | \$ 500.00 |
| 2323.9775-01 | 31/10/2018 | A Manik | Refund of parking permits | \$ 346.40 |
| 2323.9776-01 | 31/10/2018 | The Owners of SP 38403 | Planning application fee refund | \$ 73.50 |
| 2323.9777-01 | 31/10/2018 | Amanda Kendle Consulting | Public talk at Library - Top 10 apps | \$ 363.00 |
| 2323.9779-01 | 31/10/2018 | DND Building Co Pty Ltd | Refund of infrastructure bond | \$ 3,000.00 |
| 2323.9780-01 | 31/10/2018 | Pennant House | Flag supplies - various department | \$ 3,465.00 |
| 2323.9781-01 | 31/10/2018 | Trendsetter Homes | Refund of infrastructure bond | \$ 500.00 |
| 2323.9782-01 | 31/10/2018 | Pilcone Pty Ltd | Refund of infrastructure bond | \$ 2,000.00 |
| 2323.9783-01 | 31/10/2018 | P and C Hood | Refund of infrastructure bond | \$ 1,000.00 |
| 2323.9784-01 | 31/10/2018 | N M Ravlich | Crossover subsidy | \$ 1,560.00 |
| 2323.9785-01 | 31/10/2018 | C P McClintock | Refund of infrastructure bond | \$ 1,000.00 |
| 2323.9786-01 | 31/10/2018 | T L Nguyen | Refund of infrastructure bond | \$ 3,000.00 |
| 2323.9787-01 | 31/10/2018 | L Barling | Crossover subsidy | \$ 2,560.00 |
| 2323.9788-01 | 31/10/2018 | T Drabble | Part refund of dog registration | \$ 30.00 |
| 2323.9789-01 | 31/10/2018 | D Cagorski | Part refund of dog registration | \$ 51.66 |
| 2323.9797-01 | 31/10/2018 | D Turner | Part refund of dog registration | \$ 150.00 |
| 2323.9798-01 | 31/10/2018 | S Iuliano | Reimbursement - Local History Centre competition display | \$ 187.38 |
| 2324.5243-01 | 31/10/2018 | NetRegistry Pty Ltd | Domain name registration - beattypark.com.au | \$ 46.95 |
| 2324.8004-01 | 31/10/2018 | Australian Communications and Media Authority | Annual licence renewal | \$ 234.00 |
| 2324.9567-01 | 31/10/2018 | Westnet Pty Ltd | IT ADSL link | \$ 39.95 |
| 2325.2008-01 | 05/11/2018 | Alinta Energy | Electricity and gas charges - various locations | \$ 2,173.55 |
| 2325.2106-01 | 05/11/2018 | Programmed Integrated Workforce Ltd | Temporary staff - Waste | \$ 2,017.85 |
| 2325.2234-01 | 05/11/2018 | Water Corporation | Water charges - various locations | \$ 17,517.96 |
| 2325.3257-01 | 05/11/2018 | Kone Elevators Pty Ltd | Lift service fee - BPLC | \$ 815.23 |
| 2325.4627-01 | 05/11/2018 | Flexi Staff Pty Ltd | Temporary staff - various departments | \$ 8,758.58 |
| 2325.7384-01 | 05/11/2018 | LGISWA | Workcare contribution insurance - 2nd instalment | \$ 106,359.51 |
| 2325.7384-01 | 05/11/2018 | LGISWA | Property insurance - 2nd instalment | \$ 112,564.74 |
| 2325.7384-01 | 05/11/2018 | LGISWA | Liability insurance - 2nd instalment | \$ 89,926.86 |
| 2325.7395-01 | 05/11/2018 | Asset Infrastructure Management | Revaluation of infrastructure assets 2017/18 | \$ 7,700.00 |
| 2325.7955-01 | 05/11/2018 | Synergy | Electricity and gas charges - various locations | \$ 15,884.30 |
| 2325.8638-01 | 05/11/2018 | All Aussie Carpet Clean | Carpet cleaning services - BPLC | \$ 1,078.00 |
| 2325.9165-01 | 05/11/2018 | Vigilant Traffic Management Group Pty Ltd | Traffic management services - various locations | \$ 740.00 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|---|--|---------------|
| 2325.9768-01 | 05/11/2018 | Australian Swim Schools Management Pty Ltd | ASSA conference attendance - BPLC staff | \$ 550.00 |
| 2326.98000-01 | 05/11/2018 | Australian Taxation Office | Payroll deduction | \$ 183,937.00 |
| 2327.2020-01 | 05/11/2018 | Australian Services Union | Payroll deduction | \$ 284.90 |
| 2327.2045-01 | 05/11/2018 | Child Support Agency | Payroll deduction | \$ 824.44 |
| 2327.2153-01 | 05/11/2018 | L.G.R.C.E.U. | Payroll deduction | \$ 20.50 |
| 2327.2213-01 | 05/11/2018 | City of Vincent | Payroll deduction | \$ 977.16 |
| 2327.2216-01 | 05/11/2018 | City of Vincent Staff Social Club | Payroll deduction | \$ 508.00 |
| 2327.3133-01 | 05/11/2018 | Depot Social Club | Payroll deduction | \$ 76.00 |
| 2327.6156-01 | 05/11/2018 | Health Insurance Fund of WA | Payroll deduction | \$ 240.00 |
| 2327.8120-01 | 05/11/2018 | Selectus Employee Benefits Pty Ltd | Payroll deduction | \$ 1,388.54 |
| 2328.2019-01 | 12/11/2018 | Australia Post (Agency Commission) | Commission charges | \$ 491.09 |
| 2328.2029-01 | 12/11/2018 | Bunnings Trade | Hardware supplies - various departments | \$ 482.61 |
| 2328.2030-01 | 12/11/2018 | Benara Nurseries | Supply of plants | \$ 3,512.08 |
| 2328.2033-01 | 12/11/2018 | BOC Limited | Forklift gas supplies - Depot | \$ 73.24 |
| 2328.2051-01 | 12/11/2018 | Cleansweep (WA) Pty Ltd | Hire of road sweepers - various locations | \$ 563.75 |
| 2328.2053-01 | 12/11/2018 | Coca-Cola Amatil (Aust) Pty Limited | Beatty Park Café supplies | \$ 3,050.17 |
| 2328.2072-01 | 12/11/2018 | Landgate | Land enquiries | \$ 51.40 |
| 2328.2106-01 | 12/11/2018 | Programmed Integrated Workforce Ltd | Temporary staff - Waste | \$ 1,340.44 |
| 2328.2119-01 | 12/11/2018 | Line Marking Specialists | Line marking services - various locations | \$ 9,043.10 |
| 2328.2120-01 | 12/11/2018 | LO-GO Appointments | Temporary staff - Waste | \$ 3,367.78 |
| 2328.2122-01 | 12/11/2018 | Bucher Municipal Pty Ltd | Plant repairs and maintenance | \$ 732.49 |
| 2328.2126-01 | 12/11/2018 | Mayday Earthmoving | Bobcat, truck and mini excavator hire - various locations | \$ 6,891.50 |
| 2328.2134-01 | 12/11/2018 | Midland Brick Company | Supply of brick pavers | \$ 2,035.70 |
| 2328.2136-01 | 12/11/2018 | Mindarie Regional Council | Processable and non processable waste | \$ 108,538.80 |
| 2328.2188-01 | 12/11/2018 | Running Bare Australia Pty Ltd | Merchandise - BPLC | \$ 3,819.75 |
| 2328.2189-01 | 12/11/2018 | SAS Locksmiths | Key cutting & lock maintenance service - various locations | \$ 1,667.50 |
| 2328.2192-01 | 12/11/2018 | Sigma Chemicals | Pool chemicals | \$ 3,194.18 |
| 2328.2195-01 | 12/11/2018 | Civica Pty Limited | Licence renewal - online applications | \$ 3,644.92 |
| 2328.2200-01 | 12/11/2018 | Sportsworld Of WA | Merchandise - BPLC | \$ 809.05 |
| 2328.2204-01 | 12/11/2018 | Telstra Corporation Ltd | Telephone and internet charges - various locations | \$ 786.37 |
| 2328.2234-01 | 12/11/2018 | Water Corporation | Water charges - various locations | \$ 18,127.91 |
| 2328.3001-01 | 12/11/2018 | Hays Specialist Recruitment (Australia) Pty Ltd | Temporary staff - Corporate Services | \$ 4,024.31 |
| 2328.3030-01 | 12/11/2018 | Rentokil Initial Pty Ltd | Pest control services - BPLC | \$ 1,893.06 |
| 2328.3034-01 | 12/11/2018 | Sanax Medical & First Aid Supplies | First aid supplies - BPLC | \$ 235.53 |
| 2328.3038-01 | 12/11/2018 | St John Ambulance Western Australia Ltd | First aid kit supplies and defibrillator pads - various | \$ 429.21 |
| 2328.3040-01 | 12/11/2018 | Shenton Enterprises Pty Ltd | Service of AIDS memorial fountain | \$ 1,131.90 |
| 2328.3057-01 | 12/11/2018 | European Foods Wholesalers Pty Ltd. | Beatty Park Café supplies | \$ 1,086.03 |
| 2328.3066-01 | 12/11/2018 | The Royal Life Saving Society Western Australia Inc | Pool equipment - BPLC | \$ 364.00 |
| 2328.3091-01 | 12/11/2018 | Sam's Repairs & Maintenance | Sign installation and maintenance - various locations | \$ 2,882.00 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|---|--|---------------|
| 2328.3092-01 | 12/11/2018 | Flick Anticimex Pty Ltd T/As The Pest Guys (WA) | Pest control services - various locations | \$ 1,561.39 |
| 2328.3099-01 | 12/11/2018 | Total Packaging WA Pty Ltd | Supply of dog litter bags | \$ 3,432.00 |
| 2328.3110-01 | 12/11/2018 | Depiazzi | Supply of mulch | \$ 3,185.60 |
| 2328.3137-01 | 12/11/2018 | WALGA | Staff training - managing contracts in Local Government | \$ 677.00 |
| 2328.3146-01 | 12/11/2018 | KS Black Pty Ltd | Bore/pump maintenance - otterbine aerators | \$ 11,352.00 |
| 2328.3156-01 | 12/11/2018 | Australian Plant Wholesalers | Supply of plants | \$ 1,848.00 |
| 2328.3170-01 | 12/11/2018 | Elliotts Irrigation Pty Ltd | Reticulation repairs and maintenance - various locations | \$ 4,094.60 |
| 2328.3190-01 | 12/11/2018 | Coates Hire Operations Pty Ltd | Hire of mini excavator | \$ 297.18 |
| 2328.3215-01 | 12/11/2018 | Les Mills Asia Pacific | Licence fees for fitness classes | \$ 1,553.41 |
| 2328.3239-01 | 12/11/2018 | Award Contracting | Locating services - Anzac House | \$ 836.00 |
| 2328.3246-01 | 12/11/2018 | Ellenby Tree Farm Pty Ltd | Supply of plants and trees | \$ 572.00 |
| 2328.3299-01 | 12/11/2018 | Baileys Fertilisers | Soil wetter supplies | \$ 10,696.40 |
| 2328.3315-01 | 12/11/2018 | RPG Auto Electrics | Plant repairs and maintenance - various | \$ 444.13 |
| 2328.3337-01 | 12/11/2018 | E Bentley | Reimbursement of expenses - workshop & digital music kit | \$ 142.55 |
| 2328.3410-01 | 12/11/2018 | Allmark and Associates Pty Ltd | Name plate supplies | \$ 37.95 |
| 2328.3474-01 | 12/11/2018 | CSP Group Pty Ltd | Plant repairs and maintenance - various | \$ 660.90 |
| 2328.3492-01 | 12/11/2018 | West Australian Newspapers Limited | Newspapers for resale | \$ 342.18 |
| 2328.3496-01 | 12/11/2018 | Orbit Health & Fitness Solutions Pty Ltd | Gym equipment supplies - BPLC | \$ 714.89 |
| 2328.3566-01 | 12/11/2018 | Kelyn Training Services | Staff training - Basic worksite traffic management & control | \$ 480.00 |
| 2328.3613-01 | 12/11/2018 | Donegan Enterprises Pty Ltd | Playground inspections and maintenance - various locations | \$ 2,365.00 |
| 2328.3636-01 | 12/11/2018 | M E McKahey | Reimbursement of expenses - soft drinks for meetings | \$ 52.20 |
| 2328.3662-01 | 12/11/2018 | Western Resource Recovery Pty Ltd | Grease trap maintenance - various locations | \$ 657.80 |
| 2328.3700-01 | 12/11/2018 | Quality Traffic Management Pty Ltd | Traffic management services - Green Street | \$ 891.00 |
| 2328.3712-01 | 12/11/2018 | Sports Turf Technology Pty Ltd | Annual groundwater monitoring report | \$ 1,996.50 |
| 2328.3757-01 | 12/11/2018 | J & K Hopkins | Office furniture supplies - Admin | \$ 399.00 |
| 2328.3907-01 | 12/11/2018 | A.T. Brine & Sons | Refund of infrastructure bond | \$ 2,000.00 |
| 2328.3913-01 | 12/11/2018 | Kennards Hire | Equipment hire - various | \$ 105.00 |
| 2328.3929-01 | 12/11/2018 | Chittering Valley Worm Farm | Worms and castings | \$ 110.00 |
| 2328.3943-01 | 12/11/2018 | Cleanaway | Recycling contract | \$ 24,697.93 |
| 2328.3951-01 | 12/11/2018 | NVMS Pty Ltd | Staff training - Local Government environmental noise course | \$ 2,530.00 |
| 2328.3957-01 | 12/11/2018 | Elite Pool Covers Pty Ltd | Repairs to automatic pool cover roller - BPLC | \$ 4,919.00 |
| 2328.4161-01 | 12/11/2018 | Instant Windscreens | Vehicle repairs and maintenance | \$ 120.00 |
| 2328.4214-01 | 12/11/2018 | Kerbing West | Kerbing services - various locations | \$ 3,880.80 |
| 2328.4244-01 | 12/11/2018 | Able Westchem | Supply of cleaning chemicals | \$ 370.26 |
| 2328.4367-01 | 12/11/2018 | Academy Services WA Pty Ltd | Cleaning services - Admin | \$ 721.34 |
| 2328.4447-01 | 12/11/2018 | Blackwoods | Personal protective equipment & hardware supplies - Depot | \$ 998.78 |
| 2328.4492-01 | 12/11/2018 | Main Roads WA | Traffic signal modification & line marking - various locations | \$ 6,041.47 |
| 2328.4493-01 | 12/11/2018 | Tom Lawton - Bobcat Hire | Bobcat hire - various locations | \$ 7,166.50 |
| 2328.4627-01 | 12/11/2018 | Flexi Staff Pty Ltd | Temporary staff - various departments | \$ 8,451.49 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|--|---|---------------|
| 2328.4727-01 | 12/11/2018 | Professional Tree Surgeons | Tree pruning and removal services - various locations | \$ 6,462.45 |
| 2328.4757-01 | 12/11/2018 | Sacred Heart Primary School | Community grant funding - Watch this Space street art project | \$ 2,500.00 |
| 2328.4783-01 | 12/11/2018 | Jackson McDonald | Legal services - Rates advice | \$ 2,849.00 |
| 2328.4807-01 | 12/11/2018 | Fencemakers | Supply and install fence - Woodville Reserve | \$ 7,400.00 |
| 2328.4919-01 | 12/11/2018 | David Gray & Co Pty Ltd | Weed control supplies | \$ 475.20 |
| 2328.4971-01 | 12/11/2018 | Totally Workwear | Uniform supplies - various departments | \$ 3,659.35 |
| 2328.4995-01 | 12/11/2018 | Town of Claremont | COV share for regional emergency services coordinator | \$ 21,100.00 |
| 2328.5080-01 | 12/11/2018 | Repco | Auto part supplies | \$ 136.40 |
| 2328.5084-01 | 12/11/2018 | ATF Services Pty Ltd | Security fence - various locations | \$ 724.46 |
| 2328.5193-01 | 12/11/2018 | Protector Fire Services Pty Ltd | Fire equipment maintenance - various locations | \$ 1,615.90 |
| 2328.5368-01 | 12/11/2018 | Tamala Park Regional Council | Account for GST for sale of land | \$ 8,032.74 |
| 2328.5398-01 | 12/11/2018 | Subaru Osborne Park | Vehicle service and repairs | \$ 534.50 |
| 2328.5598-01 | 12/11/2018 | Total Eden Pty Ltd | Purchase of octave meters - BPLC | \$ 12,681.41 |
| 2328.5683-01 | 12/11/2018 | Tourism Brochure Exchange | Distribution services - BPLC | \$ 165.00 |
| 2328.5773-01 | 12/11/2018 | Dsatco Pty Ltd | Mulch supplies | \$ 1,198.50 |
| 2328.5989-01 | 12/11/2018 | Lion Dairy and Drinks (LD&D) Australia Pty Ltd | Milk supplies | \$ 222.82 |
| 2328.6041-01 | 12/11/2018 | Battery World Osborne Park | Supply of batteries | \$ 143.00 |
| 2328.6072-01 | 12/11/2018 | PFD Food Services Pty Ltd | Beatty Park Café supplies | \$ 3,348.70 |
| 2328.6184-01 | 12/11/2018 | Data 3 | Annual licence renewal - Trend micro smart protection | \$ 17,072.49 |
| 2328.6218-01 | 12/11/2018 | Devco Builders | Maintenance and repairs - various locations | \$ 44,247.87 |
| 2328.6259-01 | 12/11/2018 | Australian HVAC Services Pty Ltd | Airconditioning maintenance & repairs - various locations | \$ 2,933.70 |
| 2328.6269-01 | 12/11/2018 | City of Nedlands | Staff training - Authority & resource management scheduling | \$ 1,137.84 |
| 2328.6383-01 | 12/11/2018 | WC Convenience Management Pty Ltd | Maintenance exelooos - various locations | \$ 3,992.44 |
| 2328.6390-01 | 12/11/2018 | Eric Hood Pty Ltd | Painting services - Admin | \$ 7,309.50 |
| 2328.6451-01 | 12/11/2018 | MizCo | Air conditioning maintenance and repairs - DSR | \$ 20,119.00 |
| 2328.6455-01 | 12/11/2018 | The BBQ Man | Bin, BBQ & pressure cleaning services - various locations | \$ 7,070.68 |
| 2328.6468-01 | 12/11/2018 | Scarboro Toyota | Purchase of vehicle | \$ 27,546.86 |
| 2328.6497-01 | 12/11/2018 | Lazco | Fridge repairs - Britannia Reserve Pavilion | \$ 2,172.89 |
| 2328.6650-01 | 12/11/2018 | Thrifty Car Rental | Bus hire for garden competition judging | \$ 290.99 |
| 2328.6712-01 | 12/11/2018 | Joe Crisafio Kia | Vehicle service and repairs | \$ 520.00 |
| 2328.6733-01 | 12/11/2018 | 1905 Coffee on Newcastle | Catering services - Council meetings | \$ 211.00 |
| 2328.6781-01 | 12/11/2018 | Sean Cappeau | Installation of stickers on signage - nib stadium | \$ 1,221.00 |
| 2328.6903-01 | 12/11/2018 | APARC | Central management system licensing; meter maintenance | \$ 10,834.92 |
| 2328.7073-01 | 12/11/2018 | Atom Supply | Personal protective equipment - Hats | \$ 343.60 |
| 2328.7118-01 | 12/11/2018 | C Wood Distributors | Beatty Park Café supplies | \$ 1,051.05 |
| 2328.7168-01 | 12/11/2018 | Christou Nominees Pty Ltd | Design advisory fee | \$ 550.00 |
| 2328.7189-01 | 12/11/2018 | Steann Pty Ltd | Collect and dispose of illegally dumped goods | \$ 825.00 |
| 2328.7282-01 | 12/11/2018 | Rubek Automatic Doors | Repair automatic door - various locations | \$ 616.00 |
| 2328.7335-01 | 12/11/2018 | Canningvale Flooring Xtra | Supply & install carpet tiles - North Perth Child Health Centre | \$ 4,196.50 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|-------------------------------------|---|---------------|
| 2328.7399-01 | 12/11/2018 | Briskleen Supplies | Toiletry and cleaning products - BPLC | \$ 2,002.98 |
| 2328.7445-01 | 12/11/2018 | Scott Print | Printing services - postcards and posters | \$ 479.60 |
| 2328.7477-01 | 12/11/2018 | Expo Group | Printing services - various departments | \$ 4,065.60 |
| 2328.7481-01 | 12/11/2018 | Regents Commercial | Variable outgoings - Barlee Street car park | \$ 6,683.38 |
| 2328.7561-01 | 12/11/2018 | Allcare Monitoring Services | After hour calls service | \$ 1,560.00 |
| 2328.7572-01 | 12/11/2018 | Compu-Stor | Records digitisation and off-site storage | \$ 1,253.97 |
| 2328.7593-01 | 12/11/2018 | Yoshino Sushi | Beatty Park Café supplies | \$ 209.00 |
| 2328.7605-01 | 12/11/2018 | Centropak | Beatty Park Café supplies | \$ 1,058.75 |
| 2328.7657-01 | 12/11/2018 | Shape Design | Graphic design service - Illegal dumping campaign | \$ 822.25 |
| 2328.7664-01 | 12/11/2018 | Raymond Sleeman | Fitness instructor fees | \$ 227.36 |
| 2328.7733-01 | 12/11/2018 | Acurix Networks Pty Ltd | Public Wi Fi service - various locations | \$ 2,319.90 |
| 2328.7736-01 | 12/11/2018 | Buggy Buddys Pty Ltd | Brand builder advertising package - BPLC | \$ 1,375.00 |
| 2328.7776-01 | 12/11/2018 | Aqueo Import & Distribution Pty Ltd | Merchandise - BPLC | \$ 657.36 |
| 2328.7950-01 | 12/11/2018 | Rawlicious Delights | Beatty Park Café supplies | \$ 272.25 |
| 2328.7955-01 | 12/11/2018 | Synergy | Electricity and gas charges - various locations | \$ 34,122.05 |
| 2328.7967-01 | 12/11/2018 | CS Legal | Debt recovery services | \$ 2,167.95 |
| 2328.8040-01 | 12/11/2018 | Wilson Security | Security services - various locations | \$ 214.50 |
| 2328.8051-01 | 12/11/2018 | Planning Institute Australia | PIA WA 2018 awards presentation ceremony | \$ 1,393.00 |
| 2328.8108-01 | 12/11/2018 | Leo Heaney Pty Ltd | Street tree services - various locations | \$ 27,979.60 |
| 2328.8116-01 | 12/11/2018 | A M Curtin | Reimbursement of expenses - purchases for Halloween event | \$ 101.20 |
| 2328.8118-01 | 12/11/2018 | Vendpro | Vending machine hire - BPLC | \$ 235.40 |
| 2328.8129-01 | 12/11/2018 | Alexander Colquhoun & Son Pty Ltd | Supply of green waste bags | \$ 5,324.00 |
| 2328.8307-01 | 12/11/2018 | MessageMedia | SMS integrating for Phoenix | \$ 149.83 |
| 2328.8369-01 | 12/11/2018 | Technology One Ltd | GIS consulting services | \$ 902.00 |
| 2328.8420-01 | 12/11/2018 | Corsign WA Pty Ltd | Sign supplies - various locations | \$ 621.50 |
| 2328.8468-01 | 12/11/2018 | Innovations Catering | Catering services - Council meeting & TPRC dinner | \$ 1,659.00 |
| 2328.8498-01 | 12/11/2018 | Wheeler Books | Library books | \$ 829.71 |
| 2328.8523-01 | 12/11/2018 | Stephen Carrick Architects Pty Ltd | Design advisory fee | \$ 440.00 |
| 2328.8542-01 | 12/11/2018 | Window Shading Solutions Pty Ltd | Supply & install blinds - Admin | \$ 3,382.00 |
| 2328.8547-01 | 12/11/2018 | AWB Building Co. | Plumbing services - various locations | \$ 3,720.58 |
| 2328.8580-01 | 12/11/2018 | Peta Roebuck | Artist fee - Chatsworth Deli design submission | \$ 250.00 |
| 2328.8585-01 | 12/11/2018 | Kuditj (as a partner of Sodexo) | Catering services - Citizenship ceremony | \$ 1,903.00 |
| 2328.8586-01 | 12/11/2018 | Tree Amigos | Street trees & parks pruning/removal - various locations | \$ 295.77 |
| 2328.8593-01 | 12/11/2018 | Colleagues Nagels | Integrated transferable parking permits | \$ 164.12 |
| 2328.8620-01 | 12/11/2018 | Boyan Electrical Services | Electrical services - various locations | \$ 17,281.42 |
| 2328.8645-01 | 12/11/2018 | Domain Catering Pty Ltd | Catering services - Solar PV community workshop | \$ 680.00 |
| 2328.8646-01 | 12/11/2018 | Apollo Plumbing and Gas Pty Ltd | Plumbing services - BPLC | \$ 1,180.00 |
| 2328.8665-01 | 12/11/2018 | Zumba Fitness Patricia Rojo | Fitness instructor fees | \$ 620.00 |
| 2328.8671-01 | 12/11/2018 | Design Right Pty Ltd | Design services - Forrest Park Croquet Club | \$ 3,850.00 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|--|--|---------------|
| 2328.8672-01 | 12/11/2018 | Brownes Foods Operations Pty Ltd | Beatty Park Café supplies | \$ 1,091.83 |
| 2328.8694-01 | 12/11/2018 | Nordic Fitness Equipment | Cleaning wipes for gym | \$ 995.00 |
| 2328.8708-01 | 12/11/2018 | Perth Office Equipment Repairs | Supply of laminating film - Library | \$ 154.00 |
| 2328.8737-01 | 12/11/2018 | Unilever Australia Ltd | Beatty Park Café supplies | \$ 3,551.29 |
| 2328.8757-01 | 12/11/2018 | Suez Recycling & Recovery (Perth) Pty Ltd | Recycling contract | \$ 84,060.50 |
| 2328.8763-01 | 12/11/2018 | StrataGreen | Soil wetter supplies | \$ 5,642.38 |
| 2328.8765-01 | 12/11/2018 | Bowden Tree Consultancy | Arboricultural services - various locations | \$ 858.00 |
| 2328.8770-01 | 12/11/2018 | Perth City Glass | Glass repair services - Loftus Community Centre | \$ 675.00 |
| 2328.8810-01 | 12/11/2018 | Australia Post | Postage charges | \$ 9,753.50 |
| 2328.8821-01 | 12/11/2018 | My Media Intelligence Pty Ltd | Media monitoring | \$ 694.72 |
| 2328.8845-01 | 12/11/2018 | Gymcare | Gym equipment repairs and maintenance | \$ 344.10 |
| 2328.8854-01 | 12/11/2018 | Tyres 4U Pty Ltd | Tyre replacements and maintenance | \$ 2,030.49 |
| 2328.8859-01 | 12/11/2018 | Ferret Boilermaking | Remove & dispose of skate board ramp - Oxford Park | \$ 6,644.00 |
| 2328.8915-01 | 12/11/2018 | Metal Artwork Creations | Supply of staff name badges - various departments | \$ 61.00 |
| 2328.8920-01 | 12/11/2018 | Assured Certification Services | Certification services - Braithwaite Park ablutions | \$ 550.00 |
| 2328.8938-01 | 12/11/2018 | Atmos Foods Pty Ltd | Beatty Park Café supplies | \$ 237.60 |
| 2328.8947-01 | 12/11/2018 | SPP Group WA Pty Ltd | Mechanical consultancy - North Perth Town Hall | \$ 10,725.00 |
| 2328.8954-01 | 12/11/2018 | M.A. Lalli & Associates | Structural inspection & report - Braithwaite Hall | \$ 935.00 |
| 2328.8959-01 | 12/11/2018 | KP Electric (Australia) Pty Ltd | Electrical services - various locations | \$ 13,279.62 |
| 2328.8964-01 | 12/11/2018 | New Dimension Mechanical Services | Air conditioning repairs - BPLC | \$ 239.25 |
| 2328.8970-01 | 12/11/2018 | Gay and Lesbian Singers of Western Australia | Community grant funding - Stories from a gay choir project | \$ 3,780.00 |
| 2328.8976-01 | 12/11/2018 | Stott Hoare | Computer restocking fee | \$ 134.81 |
| 2328.8987-01 | 12/11/2018 | Matt Biocich | Photography services - Girls in sport | \$ 315.00 |
| 2328.8989-01 | 12/11/2018 | Allflow Industrial | Oil and water separator repairs | \$ 287.05 |
| 2328.8991-01 | 12/11/2018 | Securus | Security services - Depot | \$ 227.50 |
| 2328.9009-01 | 12/11/2018 | Event Artillery | Christmas tree for Seniors lunch | \$ 340.00 |
| 2328.9030-01 | 12/11/2018 | The Event Mill | Park bench hire - Remembrance Day | \$ 2,376.00 |
| 2328.9056-01 | 12/11/2018 | Dalin Electrical Controls | Service geothermal system - BPLC | \$ 1,600.50 |
| 2328.9163-01 | 12/11/2018 | UDLA | Architectural consultancy - Banks Reserve master plan | \$ 4,323.00 |
| 2328.9187-01 | 12/11/2018 | Ward Packaging | Supply of paper cups | \$ 160.60 |
| 2328.9227-01 | 12/11/2018 | Sport and Leisure Solutions Pty Ltd | Facility management & business performance review - BPLC | \$ 22,000.00 |
| 2328.9263-01 | 12/11/2018 | Zimbulis Foods | Beatty Park Café supplies | \$ 715.87 |
| 2328.9286-01 | 12/11/2018 | Manic Botanic (Manic WA Pty Ltd) | Supply of wreath for Remembrance Day | \$ 300.00 |
| 2328.9323-01 | 12/11/2018 | Sid Thoo | Design advisory fee | \$ 440.00 |
| 2328.9369-01 | 12/11/2018 | K Roach | Fitness instructor fees | \$ 341.04 |
| 2328.9417-01 | 12/11/2018 | A Duckworth-Smith | Design advisory fee | \$ 400.00 |
| 2328.9572-01 | 12/11/2018 | CSE Crosscom Pty Ltd | Supply of hand held radio & accessories for Noongar patrol | \$ 1,335.40 |
| 2328.9576-01 | 12/11/2018 | Mount Lawley Art Framers | Stretching of community art canvas | \$ 187.00 |
| 2328.9643-01 | 12/11/2018 | Paintinspec | Painting inspection of structural steelwork - BPLC | \$ 550.00 |

| Creditor | Date | Payee | Description | Amount |
|-----------------|-------------|---|--|---------------|
| 2328.9644-01 | 12/11/2018 | Department of Planning Lands and Heritage | Amended DAP fees | \$ 5,603.00 |
| 2328.9652-01 | 12/11/2018 | Perth Auto Alliance Pty Ltd | Vehicle service and repairs | \$ 360.00 |
| 2328.9694-01 | 12/11/2018 | Conway Highbury Pty Ltd | Statutory review of City's wards and representation | \$ 1,980.00 |
| 2328.9760-01 | 12/11/2018 | Office National Perth | Purchase of magnetic frame - Library | \$ 269.80 |
| 2328.9767-01 | 12/11/2018 | Professional Search Group Australia | Temporary employment - Corporate Services | \$ 11,393.91 |
| 2328.9779-01 | 12/11/2018 | DND Building Co Pty Ltd | Refund of infrastructure bond | \$ 275.00 |
| 2328.9790-01 | 12/11/2018 | S Bone | Refund of hall bond | \$ 2,500.00 |
| 2328.9791-01 | 12/11/2018 | Enzed Malaga | Plant repairs and maintenance | \$ 1,433.85 |
| 2328.9794-01 | 12/11/2018 | Bluegum Bay Pty Ltd | Rates refund - overpayment | \$ 2,936.21 |
| 2328.9795-01 | 12/11/2018 | T D Twynham | Rates refund - property settlement | \$ 1,524.50 |
| 2328.9799-01 | 12/11/2018 | Movies By Burswood Inc | Sponsorship - Pop up cinema community event | \$ 24,200.00 |
| 2328.9800-01 | 12/11/2018 | Rio Lane Pty Ltd | Rates refund - overpayment | \$ 809.71 |
| 2328.9801-01 | 12/11/2018 | R W Proud | Rates refund - due to pension rebate | \$ 514.33 |
| 2328.9803-01 | 12/11/2018 | CAI Fences | Supply chainmesh fencing & gates - Woodville Reserve | \$ 12,925.00 |
| 2328.9805-01 | 12/11/2018 | The Rare Flower | Catering services - staff Christmas function | \$ 900.00 |
| 2328.9806-01 | 12/11/2018 | The Little Bar Cart | Bar cart for staff Christmas function | \$ 2,134.00 |
| 2328.9810-01 | 12/11/2018 | J Colli | Reimbursement of expenses - team lunch | \$ 274.50 |
| 2328.9812-01 | 12/11/2018 | Seaspray Catering | Catering services - Parks team building event | \$ 792.00 |
| 2328.9813-01 | 12/11/2018 | LSV Borrello Lawyers | Legal services - Dividing fence advice | \$ 2,013.00 |
| 2328.9814-01 | 12/11/2018 | Arcus Refrigeration Service Pty Ltd | Service dishwasher - Admin | \$ 426.25 |
| 2328.9815-01 | 12/11/2018 | W Wei | Part refund of Beatty Park Leisure Centre | \$ 48.96 |
| 2328.9816-01 | 12/11/2018 | D Shepherd | Part refund of Beatty Park Leisure Centre | \$ 305.37 |
| 2328.9817-01 | 12/11/2018 | L Shryock | Part refund of Beatty Park Leisure Centre | \$ 361.50 |
| 2328.9818-01 | 12/11/2018 | D Byles | Refund of overpaid parking ticket | \$ 34.84 |
| 2328.9819-01 | 12/11/2018 | Youth With A Mission (Perth) Inc | Community grant funding - 2018 Carols by Candlelight | \$ 560.00 |
| 2328.9820-01 | 12/11/2018 | L Millstead | Refund of grounds bond | \$ 250.00 |
| 2328.9821-01 | 12/11/2018 | Brady St Music Inc | Community grant funding - Eat, learn, play program | \$ 3,377.00 |
| 2328.9822-01 | 12/11/2018 | S Hodges | Part refund of Beatty Park Leisure Centre | \$ 257.13 |
| 2328.9823-01 | 12/11/2018 | D Chen | Part refund of Beatty Park Leisure Centre | \$ 429.26 |
| 2328.9824-01 | 12/11/2018 | M Lee | Part refund of Beatty Park Leisure Centre | \$ 380.00 |
| 2328.9826-01 | 12/11/2018 | P D & D Crogan | Refund of infrastructure bond | \$ 3,000.00 |
| 2328.9827-01 | 12/11/2018 | Ardman Developments Pty Ltd | Refund of infrastructure bond | \$ 3,000.00 |
| 2328.9828-01 | 12/11/2018 | Design Renovate Pty Ltd | Refund of infrastructure bond | \$ 2,500.00 |
| 2328.9829-01 | 12/11/2018 | T Le | Refund of infrastructure bond | \$ 3,000.00 |
| 2328.9830-01 | 12/11/2018 | RU Development Pty Ltd | Refund of infrastructure bond | \$ 3,000.00 |
| 2328.9831-01 | 12/11/2018 | Bacic Group | Refund of infrastructure bond | \$ 3,000.00 |
| 2328.9832-01 | 12/11/2018 | Advanced Specialised Builders | Refund of infrastructure bond | \$ 2,000.00 |
| 2328.9833-01 | 12/11/2018 | C M Boyne | Refund of infrastructure bond | \$ 1,000.00 |
| 2328.9834-01 | 12/11/2018 | R Nelson | Part refund of dog registration | \$ 30.00 |

| Creditor | Date | Payee | Description | Amount |
|---------------------------|-------------|---|--|------------------------|
| 2328.9836-01 | 12/11/2018 | J Wells | Donation - World Anthem recording | \$ 350.00 |
| 2328.9838-01 | 12/11/2018 | The Gaelic Games Junior Academy of WA | Refund of grounds bond | \$ 300.00 |
| 2328.9839-01 | 12/11/2018 | Goodwill Homes | Refund of infrastructure bond | \$ 2,000.00 |
| 2328.9840-01 | 12/11/2018 | GMF Contractors Pty Ltd | Refund of infrastructure bond | \$ 2,000.00 |
| 2328.9841-01 | 12/11/2018 | N Dabag | Refund of infrastructure bond | \$ 2,000.00 |
| 2328.9842-01 | 12/11/2018 | A R Wiggett | Refund of infrastructure bond | \$ 1,000.00 |
| 2328.9843-01 | 12/11/2018 | D & A Salomone | Refund of infrastructure bond | \$ 2,000.00 |
| 2328.9844-01 | 12/11/2018 | N Brooks | Reimbursement of expenses - tablecloths | \$ 45.00 |
| 2328.9847-01 | 12/11/2018 | E Parkinson | Rates refund - property settlement | \$ 1,300.52 |
| 2328.9850-01 | 12/11/2018 | S Schreck | Reimbursement of expenses - TravelSmart breakfast | \$ 56.24 |
| 2328.9851-01 | 12/11/2018 | A Bargain Bin | Skip bin hire - Lane Street | \$ 1,600.00 |
| 2328.9852-01 | 12/11/2018 | Picton Press Pty Ltd (Administrators Appointed) | Printing services - Admin | \$ 346.45 |
| 2330.9209-01 | 12/11/2018 | Mercer Spectrum | Superannuation | \$ 11,956.06 |
| 2330.9437-01 | 12/11/2018 | SuperChoice Services Pty Ltd | Superannuation | \$ 212,295.09 |
| | | | | |
| | | | | \$ 3,498,680.05 |
| | | | | |
| Direct Debit | | | | |
| Credit Card | | Commonwealth Bank | Full listing in Attachment 3 | \$ 6,499.05 |
| | | | | |
| Lease Fees | 02/11/2018 | Neopost 1659932 | Franking machine | \$ 385.00 |
| | | | | |
| Loan Repayments | | Treasury Corporation | Department Sport and Recreation Building, Loftus Centre, Loftus Underground Carpark, Beatty Park Leisure Centre | \$ 148,540.85 |
| | | | | |
| Bank Fees and Charges | | Commonwealth Bank | Bank fees | \$ 28,556.32 |
| | | | | |
| Total Direct Debit | | | | \$ 183,981.22 |
| | | | | |
| | | | | |

| Creditors Report - Payments by Cheque 17/10/2018 to 13/11/18 | | | | |
|---|--------------------|---|--|----------------------|
| <i>Creditor</i> | <i>Date</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
| 00082434 | 24/10/2018 | Magistrates Court Perth WA | Payment of 7 parking prosecution hearing notices | \$ 898.10 |
| 00082435 | 24/10/2018 | B Johnson | Part refund of dog registration | \$ 7.50 |
| 00082436 | 24/10/2018 | G Haynes | Part refund of Beatty Park Leisure Centre fees | \$ 882.00 |
| 00082437 | 26/10/2018 | G Cooper | 2018 garden competition winner | \$ 500.00 |
| 00082438 | 26/10/2018 | L Quinn | 2018 garden competition winner | \$ 300.00 |
| 00082439 | 26/10/2018 | E Parker | 2018 garden competition winner | \$ 200.00 |
| 00082440 | 26/10/2018 | E Parker | 2018 garden competition winner | \$ 250.00 |
| 00082441 | 26/10/2018 | G Hallett & D Smart | 2018 garden competition winner | \$ 150.00 |
| 00082442 | 26/10/2018 | E Carr | 2018 garden competition winner | \$ 100.00 |
| 00082443 | 26/10/2018 | E Sinclair & M Drobek | 2018 garden competition winner | \$ 250.00 |
| 00082444 | 26/10/2018 | D Watts | 2018 garden competition winner | \$ 150.00 |
| 00082445 | 26/10/2018 | P Faraone | 2018 garden competition winner | \$ 100.00 |
| 00082446 | 26/10/2018 | J & T Bruins | 2018 garden competition winner | \$ 250.00 |
| 00082447 | 26/10/2018 | L Hinton | 2018 garden competition winner | \$ 150.00 |
| 00082448 | 26/10/2018 | G Neindorf | 2018 garden competition winner | \$ 100.00 |
| 00082449 | 26/10/2018 | C Montgomery | 2018 garden competition winner | \$ 250.00 |
| 00082450 | 26/10/2018 | K Hicks | 2018 garden competition winner | \$ 150.00 |
| 00082451 | 26/10/2018 | J Malik | 2018 garden competition winner | \$ 100.00 |
| 00082452 | 26/10/2018 | Stomp Coffee - C Watt | 2018 garden competition winner | \$ 250.00 |
| 00082453 | 26/10/2018 | Babylon Cafe - S Adonis | 2018 garden competition winner | \$ 150.00 |
| 00082454 | 26/10/2018 | Chinta - R Smith | 2018 garden competition winner | \$ 100.00 |
| 00082455 | 26/10/2018 | P & D Burgess | 2018 garden competition winner | \$ 500.00 |
| 00082456 | 26/10/2018 | C & F Leuenberger | 2018 garden competition winner | \$ 300.00 |
| 00082457 | 26/10/2018 | S Woodley | 2018 garden competition winner | \$ 200.00 |
| 00082458 | 07/11/2018 | Petty Cash - Beatty Park Leisure Centre | Petty cash recoup | \$ 321.50 |
| 00082459 | 07/11/2018 | Petty Cash - Finance | Petty cash recoup | \$ 341.85 |
| 00082460 | 07/11/2018 | Petty Cash - Library | Petty cash recoup | \$ 323.75 |
| 00082461 | 07/11/2018 | Petty Cash - CEO | Petty cash recoup | \$ 185.30 |
| 00082462 | 07/11/2018 | Sacred Heart Primary School | Student citizenship award 2018 | \$ 300.00 |
| 00082463 | 07/11/2018 | Highgate Primary School | Student citizenship award 2018 | \$ 300.00 |
| 00082464 | 07/11/2018 | Kyilla Primary School | Student citizenship award 2018 | \$ 300.00 |
| 00082465 | 07/11/2018 | North Perth Primary School | Student citizenship award 2018 | \$ 300.00 |
| 00082466 | 07/11/2018 | Aranmore Catholic Primary School | Student citizenship award 2018 | \$ 300.00 |
| 00082467 | 07/11/2018 | Mount Hawthorn Primary School | Student citizenship award 2018 | \$ 300.00 |
| 00082468 | 07/11/2018 | D De Fretes | Refund of inspection fee paid twice | \$ 80.00 |

| <i>Creditor</i> | <i>Date</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|-----------------------------------|--------------------|---|--------------------------------|----------------------|
| 00082469 | 07/11/2018 | Mount Hawthorn Education Support Centre | Student citizenship award 2018 | \$ 300.00 |
| 00082470 | 12/11/2018 | Petty Cash - Library | Petty cash float increase | \$ 200.00 |
| | | | | |
| Total Nett Cheque Payments | | | | \$ 9,840.00 |

| Credit Card Transactions for the Period 06 October 2018 - 06 November 2018 | | | | |
|--|-------------|-------------------------------|--|--------------------|
| <i>Card Holder</i> | <i>Date</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
| Director Corporate Services | 17/10/2018 | Coles | Catering - Travelsmart breakfast | 318.75 |
| | 02/11/2018 | SAI Global Limited | Australian standards | 341.12 |
| | 02/11/2018 | CV Check | CV check - Leederville Gardens appointees | 106.59 |
| | | | | \$ 766.46 |
| Director Community Engagement | 12/10/2018 | Dan Murphys | Beverage supplies - Council functions | 338.85 |
| | 16/10/2018 | Allstamps | Purchase of CEO stamp | 34.28 |
| | 02/11/2018 | CPP Cultural Centre | Parking - WAMCon industry breakfast | 8.08 |
| | | | | \$ 381.21 |
| Manager Community Partnerships | 30/10/2018 | DBCA | Library magazine subscription | 30.00 |
| | 30/10/2018 | Magshop | Library magazine subscription | 74.99 |
| | 30/10/2018 | Lions Roar magazine | Library magazine subscription | 63.54 |
| | 30/10/2018 | International transaction fee | Library magazine subscription | 1.59 |
| | 31/10/2018 | K Mart | Library supplies | 292.00 |
| | | | | \$ 462.12 |
| Manager Marketing and Communications | 10/10/2018 | Mailchimp.com | Email campaign | 300.05 |
| | 12/10/2018 | Balcatta Cash & Carry | Supplies - Angove Street Halloween event | 150.70 |
| | 12/10/2018 | Workpower Incorporated | Couch and lounge chairs - Outdoor cinema | 70.00 |
| | 12/10/2018 | Spotlight | Supplies - Angove Street Halloween event | 45.93 |
| | 16/10/2018 | Spotlight | Table cloth - Council function | 316.89 |
| | 19/10/2018 | Dropbox | Yearly subscription - sending data | 152.90 |
| | 25/10/2018 | STK Shutterstock | Subscription | 108.90 |
| | 26/10/2018 | Perth Police Station | Road closure - Buxton Street for Halloween event | 80.90 |
| | 31/10/2018 | Spudshed | Supplies - Angove Street Halloween event | 10.43 |
| | 31/10/2018 | Facebook | Advertising | 172.85 |
| | 31/10/2018 | Facebook | Advertising | 46.65 |
| | 31/10/2018 | International transaction fee | Advertising | 1.17 |
| | 31/10/2018 | Doyles Fancy | Hire of Halloween costumes - Angove St event | 607.25 |
| | 01/11/2018 | Createsend.com | Email campaign | 32.01 |
| | 03/11/2018 | Doyles Fancy | Refund for Halloween costumes - Angove St event | - 150.00 |
| | 06/11/2018 | CPP Council House | Parking - City of Perth meeting | 5.05 |
| | 06/11/2018 | CPP Council House | Parking - City of Perth meeting | 5.05 |
| | | | | \$ 1,956.73 |

| <i>Card Holder</i> | <i>Date</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|-------------------------------------|--------------------|-----------------------|--|----------------------|
| Manager Human Resources | 10/10/2018 | ASIC | Company search | 9.00 |
| | 16/10/2018 | Identity Matters | Garden competition prizes - mats | 1,741.74 |
| | 18/10/2018 | Manic Botanic Flowers | Flowers for a 100th birthday - refer policy 4.1.28 | 80.00 |
| | 18/10/2018 | ASIC | Company search | 9.00 |
| | 19/10/2018 | ASIC | Company search | 9.00 |
| | 24/10/2018 | STG WACA Events | Business bash social cricket - Leederville Oval | 500.00 |
| | 26/10/2018 | STG WACA Events | Business bash social cricket - Leederville Oval | 500.00 |
| | 29/10/2018 | Officeworks | Stationery supplies - Employee engagement survey | 74.79 |
| | 01/11/2018 | ASIC | Company search | 9.00 |
| | | | | \$ 2,932.53 |
| | | | | |
| | | | | |
| Total Corporate Credit Cards | | | | \$ 6,499.05 |

| |
|---|
| 7.3 FINANCIAL STATEMENTS AS AT 31 OCTOBER 2018 |
|---|

TRIM Ref: D18/178449

Author: Nilesh Makwana, Accounting Officer

Authoriser: Kerry Batten, Director Corporate Services

Attachments: 1. Financial Statements as at 31 October 2018 [↓](#) 

RECOMMENDATION:

That Council **RECEIVES** the financial statements for the month ended 31 October 2018 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the financial statements for the period ended 31 October 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 the relevant accounting standard, 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 31 October 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 | 6-64 |
| 5. | Capital Expenditure and Funding and Capital Works Schedule | 65-77 |
| 6. | Cash Backed Reserves | 78 |
| 7. | Rating Information and Graph | 79-80 |
| 8. | Debtor Report | 81 |
| 9. | Beatty Park Leisure Centre Financial Position | 82 |

The following table provides a summary view of the year to date actual, compared to the adopted and year to date budget.

Summary of Financial Activity by Program as at 31 October 2018

| | Revised Budget 2018/19 \$ | YTD Budget 2018/19 \$ | YTD Actual 2018/19 \$ | Variance 2018/19 \$ | Variance 2018/19 % |
|--|------------------------------------|--------------------------------|--------------------------------|---------------------------|--------------------------|
| REVENUE | 23,398,772 | 7,990,415 | 7,993,210 | 2,795 | 0% |
| EXPENDITURE | (59,698,331) | (16,295,475) | (15,164,100) | 1,131,375 | -7% |
| NET OPERATING EXCLUDING RATES | (36,299,559) | (8,305,060) | (7,170,890) | 1,134,170 | -14% |
| OPERATING ACTIVITIES EXCLUDED FROM BUDGET | | | | | |
| NON-CASH EXPENDITURE AND REVENUE | | | | | |
| Add Deferred Rates Adjustment | 0 | 0 | 15,034 | 15,034 | 0% |
| Add Back Depreciation | 10,289,210 | 13,310 | 0 | (13,310) | -100% |
| (Profit)/Loss on Asset Disposals | (687,908) | (114,837) | 0 | 114,837 | -100% |
| AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES | 9,601,302 | (101,527) | 15,034 | 116,561 | -115% |
| INVESTING ACTIVITIES | 1,829,854 | 657,334 | 430,987 | (226,347) | -34% |
| Non-Operating Grants, Subsidies and Contributions | | | | | |
| Capital Expenditure | (14,949,424) | (4,149,916) | (2,386,872) | 1,763,044 | -42% |
| Proceeds from Joint Venture Operations | 583,333 | 0 | 0 | 0 | 0% |
| Proceeds from Disposal of assets | 475,000 | 166,000 | 101,559 | (64,441) | -39% |
| | (12,061,237) | (3,326,582) | (1,854,326) | 1,472,256 | -44% |
| FINANCING ACTIVITIES | | | | | |
| Repayments Loan Capital | (1,017,424) | (307,474) | (307,475) | (1) | 0% |
| Proceeds from New Debentures | \$428,000 | 0 | 0 | 0 | 0% |
| Transfers from Reserves | 1,546,190 | 237,190 | 97,923 | (139,267) | -59% |
| Transfers to Reserves | (1,542,713) | (599,498) | (207,758) | 391,740 | -65% |
| | (585,947) | (669,782) | (417,310) | 252,472 | -38% |
| Plus: Surplus/(Deficiency) brought forward 1 July 2018 | 4,829,483 | 4,829,483 | 5,524,405 | 694,922 | 14% |
| | (34,515,958) | (7,573,468) | (3,903,088) | 3,670,381 | -48% |
| Surplus/(Deficiency) Before General Rates | 34,717,855 | 34,467,855 | 34,315,366 | (152,489) | 0% |
| Total amount raised from General Rates | | | | | |
| Restricted Grant | 0 | 0 | 0 | 0 | 0% |
| NET CURRENT ASSETS at JULY 31 C/FWD - SURPLUS/(DEFICIT) | 201,897 | 26,894,387 | 30,412,279 | 3,517,892 | 13% |

Comments on the statement of financial activity as at Attachment 1:**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', however this is excluded in the Nature and Type report and 'Rates' revenue is added.

Revenue by Program is showing a variance of \$2,795. This is due to:

- Community Amenities - \$282,405, largely due to timing difference for additional rubbish services of \$122,795 and development application fees which have exceeded year to date budget by \$99,663; and
- Recreation and Culture – (\$151,505), largely due to lower revenue in Beatty Park membership by (\$53,895), Café – Sale of food is low by (\$21,157).

Operating revenue as presented on the 'Nature and Type' report (Page 4 of **Attachment 1**) is showing zero variance.

Operating Expenditure

Expenditure by Program is showing a positive variance of 7% (\$1,131,375) as a result of underspending in most programs.

Similarly, the operating expenditure listed under the Nature and Type report reflects a corresponding favourable variance of 7%, with the largest variances in:

- Materials and Contracts (\$1,014,886 favourable), where the variance is due to timing on works and receipt of invoices;
- Employee costs (\$162,903 unfavourable), where the variance is largely due to seasonal labour requirements; and
- Internal allocations (\$574,600 favourable). Internal allocations methodology is currently being reviewed for accuracy and doesn't affect actual expenditure.

Transfer from Reserves

Transfers from Reserves is aligned with the timing of capital works projects that are reserve funded.

Capital expenditure

The variance is attributed to timing on commencement of the projects. For further detail, refer to Note 5 on **Attachment 1**.

Transfer to Reserves

Transfer to reserves as appropriate have been completed as at 31 October.

Opening surplus brought forward - 2018/19

The actual opening net surplus position brought forward for 2018/19 is \$5,524,405 as stated in the recently audited 2017/2018 financials. The estimated budgeted opening surplus position for 2018/19 was \$4,829,483. Administration will adjust the opening surplus position during the December 2018 budget review process.

Closing surplus 2018/19

There is currently a surplus of \$30,412,279 compared to the year to date budget surplus of \$26,894,387. This variance is substantially attributed to the positive variance in operating expenditure and underspend in capital against budget.

An explanation of each report within the Statement of Financial Activity (**Attachment 1**), along with some commentary, is 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. The net current funding position as at 31 October 2018 is \$30,412,279.

4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 64)

This statement shows a summary of operating revenue and expenditure by service unit.

5. Capital Expenditure and Funding Summary (Note 5 Page 65 - 77)

The following table is a summary of the '2018/2019 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**.

| EXPENDITURE | Adopted Budget \$ | YTD Budget \$ | YTD Actual \$ | Remaining Budget % |
|-------------------------|----------------------|---------------------|---------------------|--------------------------|
| Land and Buildings | 2,729,200 | 571,200 | 348,125 | 87% |
| Infrastructure Assets | 7,939,502 | 2,666,404 | 1,642,647 | 79% |
| Plant and Equipment | 3,085,811 | 414,401 | 196,420 | 94% |
| Furniture and Equipment | 1,194,911 | 497,911 | 199,680 | 83% |
| Total | 14,949,424 | 4,149,916 | 2,386,872 | 84% |

| FUNDING | Adopted Budget \$ | YTD Budget \$ | YTD Actual \$ | Remaining Budget % |
|--------------------------------|----------------------|---------------------|---------------------|--------------------------|
| Own Source Funding - Municipal | 11,098,380 | 3,089,392 | 1,756,403 | 84% |
| Cash Backed Reserves | 1,546,190 | 237,190 | 97,923 | 94% |
| Capital Grant and Contribution | 1,829,854 | 657,334 | 430,987 | 76% |
| Other (Disposals/Trade In) | 475,000 | 166,000 | 101,559 | 79% |
| Total | 14,949,424 | 4,149,916 | 2,386,872 | 84% |

Note: Detailed analysis is included on page 65 - 77 of Attachment 1.

* Infrastructure assets increased by \$160,000 based on Council decision 16 October 2018.

6. Cash Backed Reserves (Note 6 Page 78)

The Cash Backed Reserves schedule details movements in the reserves, including transfers and funds used, and compares actual results with the annual budget. The balance as at 31 October 2018 is \$11,541,805.

7. Rating Information (Note 7 Page 79 – 80)

The notices for rates and charges levied for 2018/19 were issued on 26 July 2017.

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

| | |
|-------------------|-----------------|
| First Instalment | 31 August 2018 |
| Second Instalment | 31 October 2018 |
| Third Instalment | 04 January 2019 |
| Fourth Instalment | 04 March 2019 |

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 31 October 2018 is \$11,950,414 (this includes deferred rates of \$104,528). This represents 33.54% of collectable income compared to 35.08% at the same time last year.

8. Receivables (Note 8 Page 81)

Receivables of \$2,175,681 are outstanding as at 31 October 2018, of which \$1,758,486 has been outstanding over 90 days. This is comprised of:

- \$1,143,461 (65.0%) 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), which then collects the outstanding balance for a fee.

Due to the age analysis of infringement debtors, Administration has increased the provision of doubtful debts for infringement debtors and has also transferred a significant amount (\$1,066,403) of infringement debtors to long term debtors.

- \$319,433 (18.2%) relates to Cash in Lieu Parking. Some Cash in Lieu Parking debtors have special payment arrangements over more than one year; and
- \$78,047 (16.8%) relates to Other Receivables, refer to attachment - page 81.

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 82)

As at 31 October 2018 the operating deficit for the centre was \$591,305 in comparison to the year to date budgeted deficit of \$739,775.

Note: Actual deficit would be \$752,535 if the duplicate journal was not posted as per the comment on page 22 of **attachment 1**.

10. Explanation of Material Variances

All material variances as at 31 October 2018 have been detailed in the variance comments report in **Attachment 1**.

The materiality thresholds used for reporting variances are 10% and \$20,000. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year to date budget or where that variance exceeds \$20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2018/19 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 other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted Annual Budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates.

Section 6.8 of the Local Government Act 1995, specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports fulfils a statutory requirement.

STRATEGIC IMPLICATIONS:

This recommendation aligns with the “Innovative and Accountable” priority in the City’s Strategic Community Plan 2018 – 2028:

“The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.”

SUSTAINABILITY IMPLICATIONS:

Not applicable.

FINANCIAL/BUDGET IMPLICATIONS:

Not applicable.

COMMENTS:

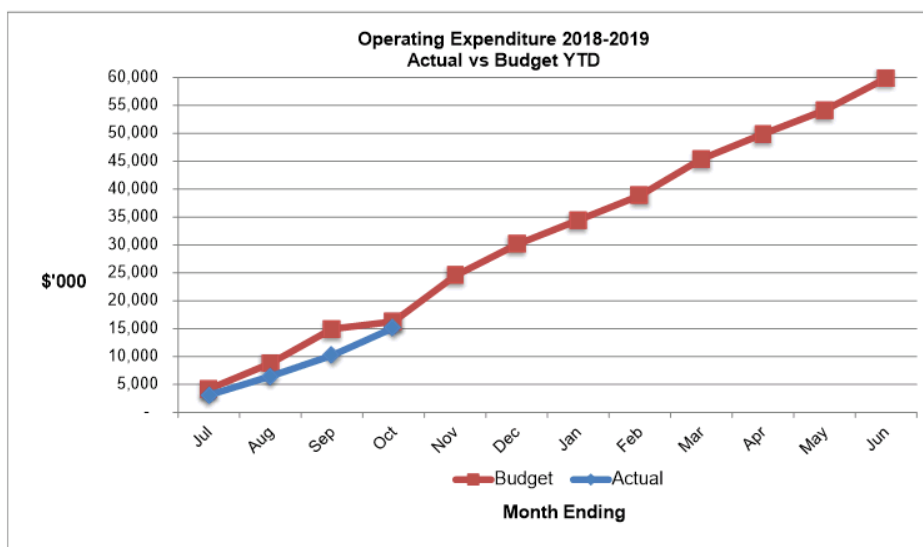
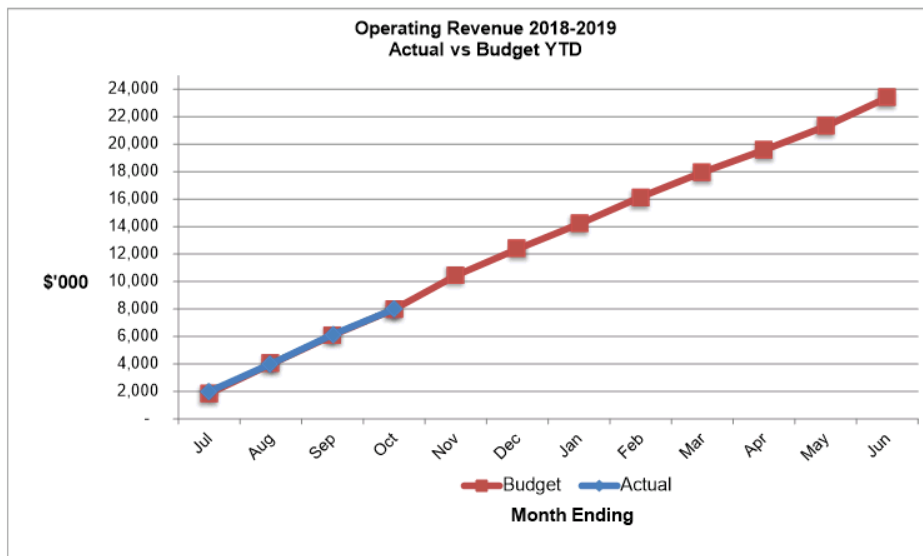
All expenditure included in the Financial Statements is incurred in accordance with Council’s adopted budget.

CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAM
AS AT 31 OCTOBER 2018

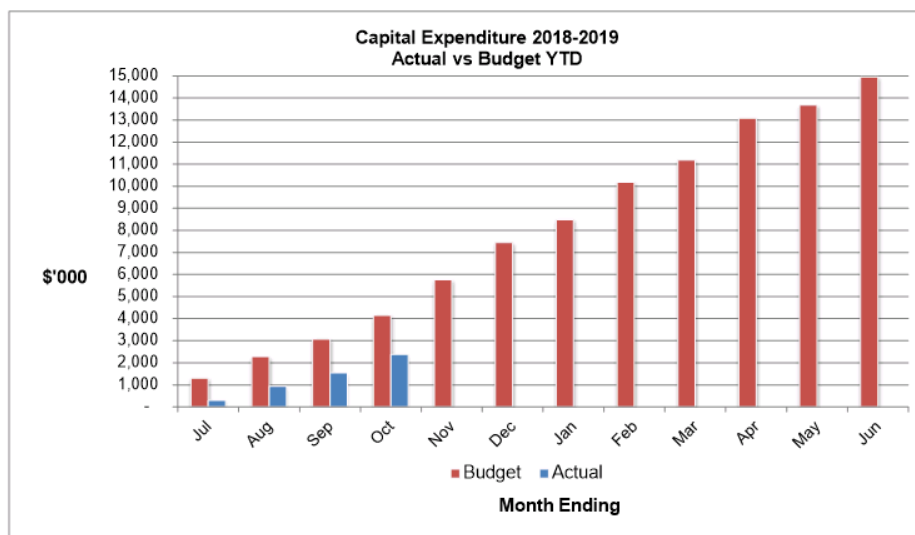
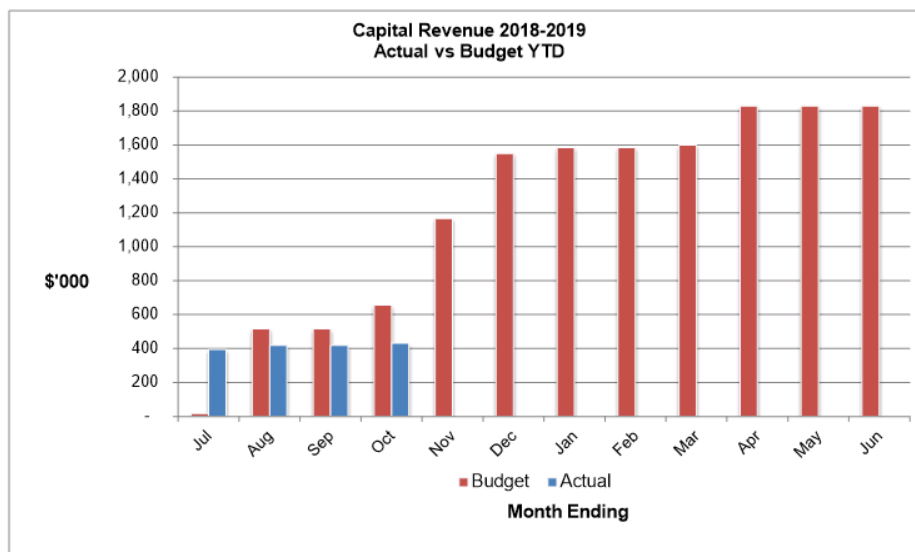


| | Adopted Budget 2018/19 \$ | YTD Budget 2018/19 \$ | YTD Actual 2018/19 \$ | YTD Variance 2018/19 \$ | YTD Variance 2018/19 % |
|--|------------------------------------|--------------------------------|--------------------------------|----------------------------------|---------------------------------|
| REVENUE FROM OPERATING ACTIVITIES (EXCLUDING RATES) | | | | | |
| Governance | 91,240 | 5,960 | 15,678 | 9,718 | 163% |
| General Purpose Funding | 1,951,908 | 957,203 | 942,052 | (15,151) | -2% |
| Law, Order, Public Safety | 215,385 | 70,647 | 56,822 | (13,825) | -20% |
| Health | 355,390 | 283,002 | 287,341 | 4,339 | 2% |
| Education and Welfare | 231,115 | 109,712 | 44,050 | (65,662) | -60% |
| Community Amenities | 836,304 | 352,722 | 635,127 | 282,405 | 80% |
| Recreation and Culture | 10,302,207 | 3,252,717 | 3,101,212 | (151,505) | -5% |
| Transport | 8,222,300 | 2,769,479 | 2,765,199 | (4,280) | 0% |
| Economic Services | 238,250 | 90,084 | 100,724 | 10,640 | 12% |
| Other Property and Services | 954,673 | 98,889 | 45,004 | (53,885) | -54% |
| | 23,398,772 | 7,990,415 | 7,993,210 | 2,795 | 0% |
| EXPENDITURE FROM OPERATING ACTIVITIES | | | | | |
| Governance | (2,921,428) | (933,154) | (778,371) | 154,783 | -17% |
| General Purpose Funding | (594,907) | (225,392) | (237,861) | (12,469) | 6% |
| Law, Order, Public Safety | (1,583,005) | (562,853) | (426,719) | 136,134 | -24% |
| Health | (1,390,458) | (421,903) | (328,821) | 93,082 | -22% |
| Education and Welfare | (1,239,595) | (316,277) | (198,071) | 118,206 | -37% |
| Community Amenities | (12,554,205) | (3,283,064) | (3,212,878) | 70,186 | -2% |
| Recreation and Culture | (23,641,463) | (6,567,478) | (6,009,560) | 557,918 | -8% |
| Transport | (12,839,008) | (3,413,099) | (3,372,007) | 41,092 | -1% |
| Economic Services | (919,834) | (294,567) | (250,790) | 43,777 | -15% |
| Other Property and Services | (2,014,428) | (277,688) | (349,021) | (71,333) | 26% |
| | (59,698,331) | (16,295,475) | (15,164,100) | 1,131,375 | -7% |
| NET RESULT EXCLUDING GENERAL RATES | (36,299,559) | (8,305,060) | (7,170,890) | 1,134,170 | -14% |
| OPERATING ACTIVITIES EXCLUDED FROM BUDGET | | | | | |
| NON-CASH EXPENDITURE AND REVENUE | | | | | |
| Add Deferred Rates Adjustment | 0 | 0 | 15,034 | 15,034 | 0% |
| (Profit)/Loss on Asset Disposals | (687,908) | (114,837) | 0 | 114,837 | -100% |
| Add Back Depreciation | 10,289,210 | 13,310 | 0 | (13,310) | -100% |
| AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES | 9,601,302 | (101,527) | 15,034 | 116,561 | -115% |
| INVESTING ACTIVITIES | | | | | |
| Non-Operating Grants, Subsidies and Contributions | 1,829,854 | 657,334 | 430,987 | (226,347) | -34% |
| Purchase Land and Buildings | (2,729,200) | (571,200) | (348,125) | 223,075 | -39% |
| Purchase Infrastructure Assets | (7,939,502) | (2,666,404) | (1,642,647) | 1,023,757 | -38% |
| Purchase Plant and Equipment | (3,085,811) | (414,401) | (196,420) | 217,981 | -53% |
| Purchase Furniture and Equipment | (1,194,911) | (497,911) | (199,680) | 298,231 | -60% |
| Proceeds from Joint Venture Operations | 583,333 | 0 | 0 | 0 | 0% |
| Proceeds from Disposal of Assets | 475,000 | 166,000 | 101,559 | (64,441) | -39% |
| | (12,061,237) | (3,326,582) | (1,854,326) | 1,472,256 | -44% |
| FINANCING ACTIVITIES | | | | | |
| Repayments of Debentures | (1,017,424) | (307,474) | (307,475) | (1) | 0% |
| Proceeds from New Debentures | 428,000 | 0 | 0 | 0 | 0% |
| Transfers to Reserves (Restricted Assets) | (1,542,713) | (599,498) | (207,758) | 391,740 | -65% |
| Transfers from Reserves (Restricted Assets) | 1,546,190 | 237,190 | 97,923 | (139,267) | -59% |
| | (585,947) | (669,782) | (417,310) | 252,472 | -38% |
| Plus: Surplus/(Deficiency) Brought Fwd 1 July 2018 | 4,829,483 | 4,829,483 | 5,524,405 | 694,922 | 14% |
| Surplus/(Deficiency) before General Rates | (34,515,958) | (7,573,468) | (3,903,088) | 3,670,381 | -48% |
| Total Amount raised from General Rates | 34,717,855 | 34,467,855 | 34,315,366 | (152,489) | 0% |
| NET CURRENT ASSETS C/FWD - SURPLUS/(DEFICIT) | 201,897 | 26,894,387 | 30,412,279 | 3,517,892 | 13% |

CITY OF VINCENT
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
 BY PROGRAM - GRAPH
 AS AT 31 OCTOBER 2018



CITY OF VINCENT
NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM
AS AT 31 OCTOBER 2018



CITY OF VINCENT
NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME
BY NATURE AND TYPE
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance Oct-18 \$ | YTD Variance Oct-18 % |
|---|------------------------------------|-------------------------------|-------------------------------|---------------------------------|--------------------------------|
| REVENUE | | | | | |
| Rates | 34,717,855 | 34,467,855 | 34,315,366 | (152,489) | 0% |
| Operating Grants, Subsidies and Contributions | 779,453 | 210,995 | 240,213 | 29,218 | 14% |
| Fees and Charges | 19,261,366 | 6,798,028 | 6,961,612 | 163,584 | 2% |
| Interest Earnings | 941,260 | 477,568 | 511,519 | 33,951 | 7% |
| Other Revenue | 1,536,630 | 385,737 | 279,866 | (105,871) | -27% |
| | 57,236,564 | 42,340,183 | 42,308,576 | (31,607) | 0% |
| EXPENDITURE | | | | | |
| Employee Costs | (26,808,873) | (9,083,012) | (9,245,915) | (162,903) | 2% |
| Materials and Contracts | (18,457,433) | (6,326,022) | (5,311,136) | 1,014,886 | -16% |
| Utilities Charges | (1,852,150) | (504,781) | (516,537) | (11,756) | 2% |
| Interest Expenses | (954,449) | (165,038) | (164,703) | 335 | 0% |
| Insurance Expenses | (675,216) | (219,995) | (225,072) | (5,077) | 2% |
| Depreciation on Non-Current Assets | (10,289,210) | (13,310) | - | 13,310 | -100% |
| Other Expenditure | (468,845) | 19,933 | 299,262 | 279,329 | 1401% |
| | (59,506,176) | (16,292,225) | (15,164,100) | 1,128,125 | -7% |
| Non-Operating Grants, Subsidies and Contributions | 1,829,854 | 657,334 | 430,987 | (226,347) | -34% |
| Profit on Asset Disposals | 880,063 | 118,087 | - | (118,087) | -100% |
| Loss on Asset Disposals | (192,155) | (3,250) | - | 3,250 | -100% |
| | 2,517,762 | 772,171 | 430,987 | (341,184) | -44% |
| NET RESULT | 248,150 | 26,820,129 | 27,575,463 | 755,334 | 3% |
| OTHER COMPREHENSIVE INCOME | | | | | |
| Changes on Revaluation of Non-Current Assets | - | - | - | - | 0% |
| TOTAL OTHER COMPREHENSIVE INCOME | 248,150 | 26,820,129 | 27,575,463 | 755,334 | 3% |
| TOTAL COMPREHENSIVE INCOME | 248,150 | 26,820,129 | 27,575,463 | 755,334 | 3% |

CITY OF VINCENT
NOTE 3 - NET CURRENT FUNDING POSITION
AS AT 31 OCTOBER 2018



| | Ref Note | Actual 31-Oct-18 \$ | Actual 30-Jun-18 \$ |
|--|-------------|---------------------------|---------------------------|
| Current Assets | | | |
| Cash - Unrestricted | | 24,364,306 | 9,434,051 |
| Cash - Restricted Reserves | | 11,541,804 | 11,431,969 |
| Trade and Other Receivables - Rates | | 12,614,839 | 488,384 |
| Trade and Other Receivables - Other Debtors | 8 | 2,947,743 | 2,651,072 |
| Inventories | | 446,740 | 184,342 |
| Total Current Assets | | 51,915,431 | 24,189,818 |
| Less: Current Liabilities | | | |
| Sundry and Other Creditors | | (7,052,806) | (4,332,747) |
| Provisions - Current | | (3,374,946) | (3,367,101) |
| Total Current Liabilities | | (10,427,752) | (7,699,847) |
| Less: | | | |
| Reserves - Restricted Cash | | (11,541,804) | (11,431,969) |
| Trade and Other Receivables - Other Debtors - Restricted Grant | | (600,000) | (600,000) |
| Infringement Debtors transferred to non current asset | | 1,066,403 | 1,066,403 |
| Net Current Funding Position | | 30,412,279 | 5,524,405 |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | October 2018 Budget YTD \$ | October 2018 Actual YTD \$ | % YTD Budget |
|---|---------------------------------|----------------------------------|----------------------------------|-----------------|
| <u>Operating Revenue By Service Area</u> | | | | |
| Chief Executive Officer | (200) | (68) | 0 | 0% |
| Human Resources | (50,040) | (5,560) | (8,632) | 155% |
| Director Corporate Services | (1,388,308) | (474,238) | (425,642) | 90% |
| Other Governance | (35,000) | 0 | 0 | 0% |
| Record Management | (1,000) | (332) | (90) | 27% |
| Rates Services | (35,418,455) | (34,986,747) | (34,861,739) | 100% |
| Finance Services | (700) | (190) | (177) | 93% |
| Marketing and Communications | (5,000) | 0 | (6,956) | 0% |
| Beatty Park Leisure Centre | (7,757,360) | (2,502,990) | (2,410,921) | 96% |
| Community Partnerships | (76,800) | (34,936) | (23,317) | 67% |
| Library & Local History Services | (21,300) | (7,100) | 47,675 | -671% |
| Ranger Services | (8,278,650) | (2,804,841) | (2,818,848) | 100% |
| Health Services | (350,385) | (283,002) | (287,341) | 102% |
| Compliance Services | (20,750) | (248) | (11,839) | 4774% |
| Statutory Planning Services | (374,000) | (132,768) | (283,598) | 214% |
| Policy and Place Services | (1,600) | (532) | (678) | 127% |
| Building Services | (236,250) | (88,084) | (97,946) | 111% |
| Engineering Design Services | (90,250) | (13,373) | (13,817) | 103% |
| Environment Services | (26,000) | (6,500) | (8,988) | 138% |
| Parks Services | (2,623,977) | (763,518) | (761,478) | 100% |
| Waste Management Services | (331,839) | (193,924) | (316,997) | 163% |
| Works & Operations Services | (148,700) | (41,232) | (17,245) | 42% |
| Operating Revenue By Service Area Total | (57,236,564) | (42,340,183) | (42,308,576) | 100% |
| <u>Operating Expenditure By Service Area</u> | | | | |
| Chief Executive Officer | 516,350 | 167,647 | 240,860 | 144% |
| Human Resources | 50,040 | 5,560 | 8,632 | 155% |
| Director Corporate Services | 74,000 | 57,269 | 28,173 | 49% |
| Other Governance | 606,596 | 188,150 | 143,521 | 76% |
| Record Management | 1,000 | 332 | 90 | 27% |
| Rates Services | 594,907 | 225,392 | 237,861 | 106% |
| Finance Services | 700 | 190 | 177 | 93% |
| Marketing and Communications | 1,740,267 | 571,797 | 385,358 | 67% |
| Beatty Park Leisure Centre | 10,445,207 | 3,242,765 | 3,002,226 | 93% |
| Community Partnerships | 1,436,178 | 467,703 | 450,182 | 96% |
| Library & Local History Services | 1,724,858 | 543,000 | 529,272 | 97% |
| Ranger Services | 6,447,269 | 2,278,373 | 2,149,402 | 94% |
| Health Services | 1,390,458 | 421,903 | 328,821 | 78% |
| Compliance Services | 662,006 | 199,406 | 219,069 | 110% |
| Statutory Planning Services | 1,681,575 | 529,048 | 648,878 | 123% |
| Policy and Place Services | 2,495,716 | 664,061 | 535,563 | 81% |
| Building Services | 876,834 | 284,317 | 242,176 | 85% |
| Engineering Design Services | 2,232,661 | 577,715 | 540,688 | 94% |
| Environment Services | 357,692 | 124,470 | 154,494 | 124% |
| Parks Services | 13,326,515 | 3,544,960 | 3,131,004 | 88% |
| Waste Management Services | 6,786,138 | 1,607,662 | 1,611,556 | 100% |
| Works & Operations Services | 5,199,151 | 346,372 | 416,244 | 120% |
| Community Connections | 488,278 | 182,014 | 81,349 | 45% |
| Art and Culture | 371,780 | 62,119 | 78,504 | 126% |
| Operating Expenditure By Service Area Total | 59,506,176 | 16,292,225 | 15,164,100 | 93% |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Chief Executive Officer</u> | | | | | | |
| Chief Executive Officer Expenditure | | | | | | |
| Employee Costs | 501,489 | 173,537 | 137,060 | (36,477) | -21% | Positive variance on salaries. |
| Other Employee Costs | 17,432 | 5,476 | 4,000 | (1,476) | -27% | |
| Other Expenses | 117,050 | 98,492 | 60,247 | (38,245) | -39% | Timing variance on management programs. |
| Operating Projects | 200,000 | 66,700 | 0 | (66,700) | -100% | Beatty park options project still in planning stage. |
| Chief Executive Officer Expenditure Total | 835,971 | 344,205 | 201,307 | (142,898) | -42% | |
| Chief Executive Officer Indirect Costs | | | | | | |
| Allocations | (835,971) | (344,205) | (201,307) | 142,898 | -42% | |
| Chief Executive Officer Indirect Costs Total | (835,971) | (344,205) | (201,307) | 142,898 | -42% | |
| Chief Executive Officer Total | 0 | 0 | 0 | (0) | 100% | |
| <u>Members of Council</u> | | | | | | |
| Members Of Council Revenue | | | | | | |
| Revenue | (200) | (68) | 0 | 68 | -100% | |
| Members Of Council Revenue Total | (200) | (68) | 0 | 68 | -100% | |
| Members Of Council Expenditure | | | | | | |
| Employee Costs | 72,784 | 25,184 | 29,490 | 4,306 | 17% | |
| Other Employee Costs | 10,000 | 2,500 | 741 | (1,759) | -70% | |
| Other Expenses | 385,490 | 127,246 | 121,606 | (5,640) | -4% | |
| Members Of Council Expenditure Total | 468,274 | 154,930 | 151,836 | (3,094) | -2% | |
| Members Of Council Indirect Costs | | | | | | |
| Allocations | 48,076 | 12,717 | 89,024 | 76,307 | 600% | |
| Members Of Council Indirect Costs Total | 48,076 | 12,717 | 89,024 | 76,307 | 600% | |
| Members of Council Total | 516,150 | 167,579 | 240,860 | 73,281 | 44% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| Other Governance | | | | | | |
| Other Governance Revenue | | | | | | |
| Revenue | (35,000) | 0 | 0 | 0 | | |
| Other Governance Revenue Total | (35,000) | 0 | 0 | 0 | | |
| Other Governance Expenditure | | | | | | |
| Employee Costs | 259,717 | 89,879 | 88,521 | (1,358) | -2% | |
| Other Employee Costs | 14,000 | 4,668 | 2,710 | (1,958) | -42% | |
| Other Expenses | 144,800 | 43,123 | 7,247 | (35,876) | -83% | Positive variance made up of consultant fee \$11k, internal audit fees \$11k not yet required, and other variances that are individually immaterial. |
| Operating Projects | 50,800 | 12,000 | 0 | (12,000) | -100% | Project to commence in January 2019. |
| Other Governance Expenditure Total | 469,317 | 149,670 | 98,479 | (51,191) | -34% | |
| Other Governance Indirect Costs | | | | | | |
| Allocations | 137,279 | 38,480 | 45,042 | 6,562 | 17% | |
| Other Governance Indirect Costs Total | 137,279 | 38,480 | 45,042 | 6,562 | 17% | |
| Other Governance Total | 571,596 | 188,150 | 143,521 | (44,629) | -24% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Human Resources</u> | | | | | | |
| Human Resources Revenue | | | | | | |
| Revenue | (50,040) | (5,560) | (8,632) | (3,072) | 55% | |
| Human Resources Revenue Total | (50,040) | (5,560) | (8,632) | (3,072) | 55% | |
| Human Resources Expenditure | | | | | | |
| Employee Costs | 670,002 | 214,123 | 247,899 | 33,776 | 16% | Due to positive variance of paid parental leave provision \$11k and salaries \$19k. |
| Other Employee Costs | 81,300 | 22,696 | 29,621 | 6,925 | 31% | |
| Other Expenses | 146,500 | 61,175 | 42,461 | (18,714) | -31% | Variance due to \$13k legal costs and \$8k consultants cost not yet required. |
| Human Resources Expenditure Total | 897,802 | 297,994 | 319,982 | 21,988 | 7% | |
| Human Resources Indirect Costs | | | | | | |
| Allocations | (847,762) | (292,434) | (311,350) | (18,916) | 6% | |
| Human Resources Indirect Costs Total | (847,762) | (292,434) | (311,350) | (18,916) | 6% | |
| Human Resources Total | 0 | 0 | 0 | 0 | | |
| <u>Director Corporate Services</u> | | | | | | |
| Director Corporate Services Expenditure | | | | | | |
| Employee Costs | 541,970 | 187,553 | 174,761 | (12,792) | -7% | |
| Other Employee Costs | 7,776 | 2,592 | 2,198 | (394) | -15% | |
| Other Expenses | 26,700 | 5,812 | 1,043 | (4,769) | -82% | |
| Director Corporate Services Expenditure Total | 576,446 | 195,957 | 178,002 | (17,955) | -9% | |
| Director Corporate Services Indirect Costs | | | | | | |
| Allocations | (576,446) | (195,957) | (178,002) | 17,955 | -9% | |
| Director Corporate Services Indirect Costs Total | (576,446) | (195,957) | (178,002) | 17,955 | -9% | |
| Director Corporate Services Total | 0 | 0 | (0) | 0 | | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Insurance Premium</u> | | | | | | |
| Insurance Premium Expenditure | | | | | | |
| Other Expenses | 675,216 | 219,995 | 225,072 | 5,077 | 2% | |
| Insurance Premium Expenditure Total | 675,216 | 219,995 | 225,072 | 5,077 | 2% | |
| Insurance Premium Recovery | | | | | | |
| Allocations | (675,216) | (191,644) | (225,087) | (33,443) | 17% | |
| Insurance Premium Recovery Total | (675,216) | (191,644) | (225,087) | (33,443) | 17% | |
| Insurance Premium Total | 0 | 28,351 | (15) | (28,366) | -100% | |
| <u>Insurance Claim</u> | | | | | | |
| Insurance Claim Recoup | | | | | | |
| Revenue | (45,000) | (16,603) | (10,172) | 6,431 | -39% | |
| Insurance Claim Recoup Total | (45,000) | (16,603) | (10,172) | 6,431 | -39% | |
| Insurance Claim Expenditure | | | | | | |
| Other Expenses | 25,000 | 2,648 | 1,920 | (728) | -27% | |
| Insurance Claim Expenditure Total | 25,000 | 2,648 | 1,920 | (728) | -27% | |
| Insurance Claim Total | (20,000) | (13,955) | (8,251) | 5,704 | -41% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Mindarie Regional Council</u> | | | | | | |
| Mindarie Regional Council Revenue | | | | | | |
| Revenue | (92,000) | (19,324) | (19,792) | (468) | 2% | |
| Mindarie Regional Council Revenue Total | (92,000) | (19,324) | (19,792) | (468) | 2% | |
| Mindarie Regional Council Expenditure | | | | | | |
| Other Expenses | 49,000 | 26,270 | 26,268 | (2) | 0% | |
| Mindarie Regional Council Expenditure Total | 49,000 | 26,270 | 26,268 | (2) | 0% | |
| Mindarie Regional Council Total | (43,000) | 6,946 | 6,476 | (470) | -7% | |
| <u>General Purpose Revenue</u> | | | | | | |
| General Purpose Revenue | | | | | | |
| Revenue | (1,251,308) | (438,311) | (395,679) | 42,632 | -10% | \$38k for ESL administration fees received in November 2018. |
| General Purpose Revenue Total | (1,251,308) | (438,311) | (395,679) | 42,632 | -10% | |
| General Purpose Revenue Total | (1,251,308) | (438,311) | (395,679) | 42,632 | -10% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Rates Services</u> | | | | | | |
| Rates Services Revenue | | | | | | |
| Revenue | (35,418,455) | (34,986,747) | (34,861,739) | 125,008 | 0% | Timing on process of finalising interim rates. |
| Rates Services Revenue Total | (35,418,455) | (34,986,747) | (34,861,739) | 125,008 | 0% | |
| Rates Services Expenditure | | | | | | |
| Employee Costs | 242,595 | 83,953 | 87,534 | 3,581 | 4% | |
| Other Expenses | 208,400 | 103,385 | 107,287 | 3,902 | 4% | |
| Rates Services Expenditure Total | 450,995 | 187,338 | 194,821 | 7,483 | 4% | |
| Rates Services Indirect Costs | | | | | | |
| Allocations | 143,912 | 38,054 | 43,039 | 4,985 | 13% | |
| Rates Services Indirect Costs Total | 143,912 | 38,054 | 43,039 | 4,985 | 13% | |
| Rates Services Total | (34,823,548) | (34,761,355) | (34,623,879) | 137,476 | 0% | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Finance Services</u> | | | | | | |
| Finance Services Revenue | | | | | | |
| Revenue | (700) | (190) | (177) | 13 | -7% | |
| Finance Services Revenue Total | (700) | (190) | (177) | 13 | -7% | |
| Finance Services Expenditure | | | | | | |
| Employee Costs | 850,284 | 294,247 | 239,815 | (54,432) | -18% | Variance due to a position being vacant. |
| Other Employee Costs | 11,510 | 3,940 | 14,011 | 10,071 | 256% | Cost relates to external recruitment. |
| Other Expenses | 49,510 | 9,366 | 73,618 | 64,252 | 686% | Agency labour required to backfill the vacant position. |
| Finance Services Expenditure Total | 911,304 | 307,553 | 327,443 | 19,890 | 6% | |
| Finance Services Indirect Costs | | | | | | |
| Allocations | (910,604) | (307,363) | (327,266) | (19,903) | 6% | |
| Finance Services Indirect Costs Total | (910,604) | (307,363) | (327,266) | (19,903) | 6% | |
| Finance Services Total | 0 | 0 | 0 | 0 | 100% | |
| <u>Information Technology</u> | | | | | | |
| Information Technology Expenditure | | | | | | |
| Employee Costs | 559,936 | 193,766 | 152,054 | (41,712) | -22% | Variance due to a position being vacant. |
| Other Employee Costs | 37,500 | 12,500 | 1,034 | (11,466) | -92% | Training and agency labour costs not yet required. |
| Other Expenses | 873,352 | 416,775 | 394,155 | (22,620) | -5% | |
| Information Technology Expenditure Total | 1,470,788 | 623,041 | 547,243 | (75,798) | -12% | |
| Information Technology Indirect Costs | | | | | | |
| Allocations | (1,470,788) | (623,041) | (547,243) | 75,798 | -12% | |
| Information Technology Indirect Costs Total | (1,470,788) | (623,041) | (547,243) | 75,798 | -12% | |
| Information Technology Total | 0 | 0 | (0) | 0 | 100% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Records Management</u> | | | | | | |
| Records Management Revenue | | | | | | |
| Revenue | (1,000) | (332) | (90) | 242 | -73% | |
| Records Management Revenue Total | (1,000) | (332) | (90) | 242 | -73% | |
| Records Management Expenditure | | | | | | |
| Employee Costs | 292,907 | 101,360 | 96,366 | (4,994) | -5% | |
| Other Employee Costs | 20,150 | 6,716 | 9 | (6,707) | -100% | |
| Other Expenses | 53,400 | 15,804 | 14,179 | (1,625) | -10% | |
| Operating Projects | 7,200 | 7,200 | 0 | (7,200) | -100% | |
| Records Management Expenditure Total | 373,657 | 131,080 | 110,555 | (20,525) | -16% | |
| Records Management Indirect Costs | | | | | | |
| Allocations | (372,657) | (130,748) | (110,465) | 20,283 | -16% | |
| Records Management Indirect Costs Total | (372,657) | (130,748) | (110,465) | 20,283 | -16% | |
| Records Management Total | 0 | 0 | 0 | (0) | 100% | |
| <u>Director Community Engagement</u> | | | | | | |
| Director Community Engagement Expenditure | | | | | | |
| Employee Costs | 281,128 | 97,287 | 150,721 | 53,434 | 55% | Variance due to two rangers incorrectly paid from DCE, to be corrected in November 2018 report. |
| Other Employee Costs | 7,566 | 2,188 | 2,171 | (17) | -1% | |
| Other Expenses | 6,300 | 1,178 | 1,054 | (124) | -10% | |
| Director Community Engagement Expenditure Total | 294,994 | 100,653 | 153,947 | 53,294 | 53% | |
| Director Community Engagement Indirect Costs | | | | | | |
| Allocations | (294,994) | (100,653) | (153,947) | (53,294) | 53% | |
| Director Community Engagement Indirect Costs Total | (294,994) | (100,653) | (153,947) | (53,294) | 53% | |
| Director Community Engagement Total | 0 | 0 | 0 | (0) | 100% | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Marketing and Communications</u> | | | | | | |
| Marketing and Communications Revenue | | | | | | |
| Revenue | (5,000) | 0 | (6,956) | (6,956) | 100% | |
| Marketing and Communications Revenue Total | (5,000) | 0 | (6,956) | (6,956) | 100% | |
| Marketing and Communications Expenditure | | | | | | |
| Employee Costs | 717,001 | 248,121 | 239,846 | (8,275) | -3% | |
| Other Employee Costs | 9,750 | 3,700 | 1,574 | (2,126) | -57% | |
| Other Expenses | 676,300 | 220,409 | 73,173 | (147,236) | -67% | Timing variance on Events Contribution expense. |
| Operating Projects | 37,000 | 20,000 | 0 | (20,000) | -100% | Timing variance on operating initiatives project. |
| Marketing and Communications Expenditure Total | 1,440,051 | 492,230 | 314,593 | (177,637) | -36% | |
| Marketing and Communications Indirect Costs | | | | | | |
| Allocations | 300,216 | 79,567 | 70,765 | (8,802) | -11% | |
| Marketing and Communications Indirect Costs Total | 300,216 | 79,567 | 70,765 | (8,802) | -11% | |
| Marketing and Communications Total | 1,735,267 | 571,797 | 378,402 | (193,395) | -34% | |
| <u>Art and Culture</u> | | | | | | |
| Art and Culture | | | | | | |
| Other Expenses | 324,750 | 49,750 | 69,046 | 19,296 | 39% | Timing variance on Revelation Film Festival and Mt Hawthorn Hub - Youth Events. |
| Art and Culture Total | 324,750 | 49,750 | 69,046 | 19,296 | 39% | |
| Art and Culture Indirect Costs | | | | | | |
| Allocations | 47,030 | 12,369 | 9,458 | (2,911) | -24% | |
| Art and Culture Indirect Costs Total | 47,030 | 12,369 | 9,458 | (2,911) | -24% | |
| Art and Culture Total | 371,780 | 62,119 | 78,504 | 16,385 | 26% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Customer Service Centre</u> | | | | | | |
| Customer Services Centre Expenditure | | | | | | |
| Employee Costs | 350,265 | 121,206 | 145,696 | 24,490 | 20% | Variance due to an employee incorrectly paid from CSC, to be corrected in November 2018 report. |
| Other Employee Costs | 29,750 | 5,600 | 124 | (5,476) | -98% | |
| Other Expenses | 46,800 | 13,972 | 8,715 | (5,257) | -38% | |
| Customer Services Centre Expenditure Total | 426,815 | 140,778 | 154,536 | 13,758 | 10% | |
| Customer Services Centre Indirect Costs | | | | | | |
| Allocations | (426,815) | (140,778) | (154,536) | (13,758) | 10% | |
| Customer Services Centre Indirect Costs Total | (426,815) | (140,778) | (154,536) | (13,758) | 10% | |
| Customer Service Centre Total | 0 | 0 | (0) | (0) | 100% | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Beatty Park Leisure Centre Administration</u> | | | | | | |
| Beatty Park Leisure Centre Admin Revenue | | | | | | |
| Revenue | (2,614,800) | (888,591) | (833,255) | 55,336 | -6% | |
| Beatty Park Leisure Centre Admin Revenue Total | (2,614,800) | (888,591) | (833,255) | 55,336 | -6% | |
| Beatty Park Leisure Centre Admin Indirect Revenue | | | | | | |
| Allocations | 2,614,800 | 888,591 | 833,255 | (55,336) | -6% | |
| Beatty Park Leisure Centre Admin Indirect Revenue Total | 2,614,800 | 888,591 | 833,255 | (55,336) | -6% | |
| Beatty Park Leisure Centre Admin Expenditure | | | | | | |
| Employee Costs | 918,012 | 317,673 | 288,329 | (29,344) | -9% | 2017/18 workers compensation claims reimbursed. |
| Other Employee Costs | 13,531 | 4,216 | 4,880 | 664 | 16% | |
| Other Expenses | 273,644 | 140,469 | 218,741 | 78,272 | 56% | \$63k over spending in legal costs. Budget to be amended in midyear review. |
| Operating Projects | 180,000 | 180,000 | 0 | (180,000) | -100% | Paint project to commence in January 2019. |
| Beatty Park Leisure Centre Admin Expenditure Total | 1,385,187 | 642,358 | 511,950 | (130,408) | -20% | |
| Beatty Park Leisure Centre Admin Indirect Costs | | | | | | |
| Allocations | (1,385,187) | (642,358) | (511,950) | 130,408 | -20% | |
| Beatty Park Leisure Centre Admin Indirect Costs Total | (1,385,187) | (642,358) | (511,950) | 130,408 | -20% | |
| Beatty Park Leisure Centre Administration Total | 0 | 0 | 0 | 0 | 100% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Beatty Park Leisure Centre Building</u> | | | | | | |
| Beatty Park Leisure Centre Building Revenue | | | | | | |
| Revenue | (159,260) | (53,084) | (53,233) | (149) | 0% | |
| Beatty Park Leisure Centre Building Revenue Total | (159,260) | (53,084) | (53,233) | (149) | 0% | |
| Beatty Park Leisure Centre Occupancy Costs | | | | | | |
| Building Maintenance | 526,150 | 184,643 | 169,562 | (15,081) | -8% | Timing variance. |
| Ground Maintenance | 55,700 | 18,568 | 19,364 | 796 | 4% | |
| Other Expenses | 2,051,655 | 215,283 | 294,766 | 79,483 | 37% | \$65k unfavourable variance in gas cost due to geothermal failure. |
| Beatty Park Leisure Centre Occupancy Costs Total | 2,633,505 | 418,494 | 483,692 | 65,198 | 16% | |
| Beatty Park Leisure Centre Indirect Costs | | | | | | |
| Allocations | (2,474,245) | (365,410) | (430,459) | (65,049) | 18% | |
| Beatty Park Leisure Centre Indirect Costs Total | (2,474,245) | (365,410) | (430,459) | (65,049) | 18% | |
| Beatty Park Leisure Centre Building Total | 0 | 0 | (0) | 0 | | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| Swimming Pool Areas | | | | | | |
| Swimming Pool Areas Revenue | | | | | | |
| Revenue | (1,785,800) | (476,594) | (475,220) | 1,374 | 0% | |
| Swimming Pool Areas Revenue Total | (1,785,800) | (476,594) | (475,220) | 1,374 | 0% | |
| Swimming Pool Areas Indirect Revenue | | | | | | |
| Allocations | (738,236) | (250,878) | (235,228) | 15,650 | -6% | |
| Swimming Pool Areas Indirect Revenue Total | (738,236) | (250,878) | (235,228) | 15,650 | -6% | |
| Swimming Pool Areas Expenditure | | | | | | |
| Employee Costs | 955,091 | 330,498 | 344,478 | 13,980 | 4% | |
| Other Employee Costs | 21,000 | 9,802 | 3,450 | (6,352) | -65% | |
| Other Expenses | 238,345 | 83,258 | 129,455 | 46,197 | 55% | Negative variance due to geothermal pump repairs and maintenance \$57k. |
| Swimming Pool Areas Expenditure Total | 1,214,436 | 423,558 | 477,383 | 53,825 | 13% | |
| Swimming Pool Areas Indirect Costs | | | | | | |
| Allocations | 1,631,562 | 469,828 | 733,225 | 263,397 | 56% | |
| Swimming Pool Areas Indirect Costs Total | 1,631,562 | 469,828 | 733,225 | 263,397 | 56% | |
| Swimming Pool Areas Total | 321,962 | 165,914 | 500,161 | 334,247 | 201% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|----------------------|---------------------|
| <u>Swim School</u> | | | | | | |
| Swim School Revenue | | | | | | |
| Revenue | (1,549,000) | (573,701) | (584,788) | (11,087) | 2% | |
| Swim School Revenue Total | (1,549,000) | (573,701) | (584,788) | (11,087) | 2% | |
| Swim School Indirect Revenue | | | | | | |
| Allocations | (732,242) | (248,839) | (233,311) | 15,528 | -6% | |
| Swim School Indirect Revenue Total | (732,242) | (248,839) | (233,311) | 15,528 | -6% | |
| Swim School Expenditure | | | | | | |
| Employee Costs | 791,984 | 274,050 | 329,420 | 55,370 | 20% Timing variance. | |
| Other Employee Costs | 7,500 | 2,250 | 1,445 | (805) | -36% | |
| Other Expenses | 32,520 | 11,822 | 9,592 | (2,230) | -19% | |
| Swim School Expenditure Total | 832,004 | 288,122 | 340,457 | 52,335 | 18% | |
| Swim School Indirect Costs | | | | | | |
| Allocations | 1,616,764 | 465,493 | 190,953 | (274,540) | -59% | |
| Swim School Indirect Costs Total | 1,616,764 | 465,493 | 190,953 | (274,540) | -59% | |
| Swim School Total | 167,526 | (68,925) | (286,690) | (217,765) | 316% | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|------------------------------------|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| Café | | | | | | |
| Cafe Revenue | | | | | | |
| Revenue | (714,000) | (230,864) | (205,534) | 25,330 | -11% | Reduction in sale of food/refreshment by \$21k and birthday party hire \$3.4k. |
| Cafe Revenue Total | (714,000) | (230,864) | (205,534) | 25,330 | -11% | |
| Cafe Indirect Revenue | | | | | | |
| Allocations | (305,369) | (103,774) | (97,324) | 6,450 | -6% | |
| Cafe Indirect Revenue Total | (305,369) | (103,774) | (97,324) | 6,450 | -6% | |
| Cafe Expenditure | | | | | | |
| Employee Costs | 400,312 | 138,525 | 149,656 | 11,131 | 8% | |
| Other Employee Costs | 1,000 | 500 | 0 | (500) | -100% | |
| Other Expenses | 324,950 | 100,051 | 70,957 | (29,094) | -29% | Timing variance on stock purchase. |
| Cafe Expenditure Total | 726,262 | 239,076 | 220,613 | (18,463) | -8% | |
| Cafe Indirect Costs | | | | | | |
| Allocations | 674,966 | 194,368 | 76,150 | (118,218) | -61% | |
| Cafe Indirect Costs Total | 674,966 | 194,368 | 76,150 | (118,218) | -61% | |
| Café Total | 381,859 | 98,806 | (6,095) | (104,901) | -106% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--------------------------------------|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| Retail | | | | | | |
| Retail Revenue | | | | | | |
| Revenue | (520,000) | (143,909) | (133,290) | 10,619 | -7% | |
| Retail Revenue Total | (520,000) | (143,909) | (133,290) | 10,619 | -7% | |
| Retail Indirect Revenue | | | | | | |
| Allocations | (58,292) | (19,809) | (18,582) | 1,227 | -6% | |
| Retail Indirect Revenue Total | (58,292) | (19,809) | (18,582) | 1,227 | -6% | |
| Retail Expenditure | | | | | | |
| Employee Costs | 70,197 | 24,293 | 21,815 | (2,478) | -10% | |
| Other Employee Costs | 1,500 | 750 | 0 | (750) | -100% | |
| Other Expenses | 286,650 | 52,257 | (96,585) | (148,842) | -285% | Duplicate journal of \$161,230 to be corrected in November 2018 report. |
| Retail Expenditure Total | 358,347 | 77,300 | (74,771) | (152,071) | -197% | |
| Retail Indirect Costs | | | | | | |
| Allocations | 128,671 | 37,048 | 41,270 | 4,222 | 11% | |
| Retail Indirect Costs Total | 128,671 | 37,048 | 41,270 | 4,222 | 11% | |
| Retail Total | (91,274) | (49,370) | (185,372) | (136,002) | 275% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| Health and Fitness | | | | | | |
| Health and Fitness Revenue | | | | | | |
| Revenue | (195,500) | (66,414) | (57,812) | 8,602 | -13% | |
| Health and Fitness Revenue Total | (195,500) | (66,414) | (57,812) | 8,602 | -13% | |
| Health and Fitness Indirect Revenue | | | | | | |
| Allocations | (381,130) | (129,520) | (121,489) | 8,031 | -6% | |
| Health and Fitness Indirect Revenue Total | (381,130) | (129,520) | (121,489) | 8,031 | -6% | |
| Health and Fitness Expenditure | | | | | | |
| Employee Costs | 507,671 | 175,671 | 193,173 | 17,502 | 10% | |
| Other Employee Costs | 8,500 | 2,625 | 23 | (2,602) | -99% | |
| Other Expenses | 174,359 | 88,415 | 78,714 | (9,701) | -11% | |
| Health and Fitness Expenditure Total | 690,530 | 266,711 | 271,910 | 5,199 | 2% | |
| Health and Fitness Indirect Costs | | | | | | |
| Allocations | 842,599 | 242,650 | 230,409 | (12,241) | -5% | |
| Health and Fitness Indirect Costs Total | 842,599 | 242,650 | 230,409 | (12,241) | -5% | |
| Health and Fitness Total | 956,499 | 313,427 | 323,019 | 9,592 | 3% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| Group Fitness | | | | | | |
| Group Fitness Revenue | | | | | | |
| Revenue | (171,500) | (55,474) | (50,731) | 4,743 | -9% | |
| Group Fitness Revenue Total | (171,500) | (55,474) | (50,731) | 4,743 | -9% | |
| Group Fitness Indirect Revenue | | | | | | |
| Allocations | (151,734) | (51,563) | (48,329) | 3,234 | -6% | |
| Group Fitness Indirect Revenue Total | (151,734) | (51,563) | (48,329) | 3,234 | -6% | |
| Group Fitness Expenditure | | | | | | |
| Employee Costs | 291,001 | 100,694 | 125,511 | 24,817 | 25% | Timing variance. |
| Other Employee Costs | 1,000 | 250 | 130 | (120) | -48% | |
| Other Expenses | 97,802 | 39,551 | 23,288 | (16,263) | -41% | Timing variance on payment for music licences. |
| Group Fitness Expenditure Total | 389,803 | 140,495 | 148,929 | 8,434 | 6% | |
| Group Fitness Indirect Costs | | | | | | |
| Allocations | 336,939 | 97,097 | 77,111 | (19,986) | -21% | |
| Group Fitness Indirect Costs Total | 336,939 | 97,097 | 77,111 | (19,986) | -21% | |
| Group Fitness Total | 403,508 | 130,555 | 126,980 | (3,575) | -3% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Aqua Fitness</u> | | | | | | |
| Aqua Fitness Revenue | | | | | | |
| Revenue | (31,000) | (8,685) | (9,212) | (527) | 6% | |
| Aqua Fitness Revenue Total | (31,000) | (8,685) | (9,212) | (527) | 6% | |
| Aqua Fitness Indirect Revenue | | | | | | |
| Allocations | (24,481) | (8,319) | (7,833) | 486 | -6% | |
| Aqua Fitness Indirect Revenue Total | (24,481) | (8,319) | (7,833) | 486 | -6% | |
| Aqua Fitness Expenditure | | | | | | |
| Employee Costs | 52,823 | 18,280 | 11,856 | (6,424) | -35% | |
| Other Expenses | 9,352 | 3,464 | 511 | (2,953) | -85% | |
| Aqua Fitness Expenditure Total | 62,175 | 21,744 | 12,367 | (9,377) | -43% | |
| Aqua Fitness Indirect Costs | | | | | | |
| Allocations | 54,448 | 15,694 | 58,762 | 43,068 | 274% | |
| Aqua Fitness Indirect Costs Total | 54,448 | 15,694 | 58,762 | 43,068 | 274% | |
| Aqua Fitness Total | 61,142 | 20,434 | 54,084 | 33,650 | 165% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--------------------------------------|---------------------------------|----------------------------|----------------------------|--------------------|----------------------|---------------------|
| Creche | | | | | | |
| Creche Revenue | | | | | | |
| Revenue | (16,500) | (5,674) | (7,846) | (2,172) | 38% | |
| Creche Revenue Total | (16,500) | (5,674) | (7,846) | (2,172) | 38% | |
| Creche Indirect Revenue | | | | | | |
| Allocations | (223,316) | (75,889) | (71,160) | 4,729 | -6% | |
| Creche Indirect Revenue Total | (223,316) | (75,889) | (71,160) | 4,729 | -6% | |
| Creche Expenditure | | | | | | |
| Employee Costs | 230,458 | 66,749 | 79,762 | 13,013 | 19% Timing variance. | |
| Other Employee Costs | 1,250 | 625 | 0 | (625) | -100% | |
| Other Expenses | 2,075 | 1,297 | 160 | (1,137) | -88% | |
| Creche Expenditure Total | 233,783 | 68,671 | 79,923 | 11,252 | 16% | |
| Creche Indirect Costs | | | | | | |
| Allocations | 492,658 | 141,826 | 64,302 | (77,524) | -55% | |
| Creche Indirect Costs Total | 492,658 | 141,826 | 64,302 | (77,524) | -55% | |
| Creche Total | 486,625 | 128,934 | 65,219 | (63,715) | -49% | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Community Partnership Mgmt Administration</u> | | | | | | |
| Community Partnerships Management Administration | | | | | | |
| Employee Costs | 688,837 | 238,373 | 203,265 | (35,108) | -15% | Savings due to employee on unpaid leave. |
| Other Expenses | 187,350 | 62,456 | 7,589 | (54,867) | -88% | Timing variance on consultant cost not yet required. |
| Community Partnerships Management Administration Total | 876,187 | 300,829 | 210,854 | (89,975) | -30% | |
| Community Partnerships Mgmt Admin Indirect Costs | | | | | | |
| Allocations | 83,065 | 28,371 | 28,723 | 352 | 1% | |
| Library Occupancy Costs Allocations | 6,191 | 924 | 0 | (924) | -100% | |
| Community Partnerships Mgmt Admin Recove | (965,443) | (330,124) | (239,577) | 90,547 | -27% | |
| Community Partnerships Mgmt Admin Indirect Costs Total | (876,187) | (300,829) | (210,854) | 89,975 | -30% | |
| Community Partnership Mgmt Administration Total | 0 | 0 | (0) | 0 | | |
| <u>Community Connections</u> | | | | | | |
| Community Connections Expenditure | | | | | | |
| Employee Costs | 86,190 | 29,830 | 31,064 | 1,234 | 4% | |
| Other Employee Costs | 5,200 | 1,300 | 2,183 | 883 | 68% | |
| Other Expenses | 84,400 | 45,037 | 27,661 | (17,376) | -39% | Timing variance on Safer Vincent initiatives and payment to Noongar Outreach Service. |
| Community Connections Expenditure Total | 175,790 | 76,167 | 60,908 | (15,259) | -20% | |
| Community Connections Indirect Costs | | | | | | |
| Allocations | 65,777 | 22,515 | 20,441 | (2,074) | -9% | |
| Community Partnerships Mgmt Admin Alloca | 241,362 | 82,531 | 0 | (82,531) | -100% | |
| Library Occupancy Costs Allocations | 5,349 | 801 | 0 | (801) | -100% | |
| Community Connections Indirect Costs Total | 312,488 | 105,847 | 20,441 | (85,406) | -81% | |
| Community Connections Total | 488,278 | 182,014 | 81,349 | (100,665) | -55% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Recreation, Arts and Culture</u> | | | | | | |
| Recreation, Arts and Culture Revenue | | | | | | |
| Revenue | (44,800) | (14,936) | (18,000) | (3,064) | 21% | |
| Recreation, Arts and Culture Revenue Total | (44,800) | (14,936) | (18,000) | (3,064) | 21% | |
| <u>Recreation, Arts and Culture Expenditure</u> | | | | | | |
| Employee Costs | 88,266 | 30,543 | 73,946 | 43,403 | 142% | Salary of an employee incorrectly costed, to be corrected in November 2018 report. |
| Other Employee Costs | 4,372 | 1,456 | 1,312 | (144) | -10% | |
| Other Expenses | 152,170 | 36,597 | 44,547 | 7,950 | 22% | |
| Recreation, Arts and Culture Expenditure Total | 244,808 | 68,596 | 119,805 | 51,209 | 75% | |
| Recreation, Arts and Culture Indirect Costs | | | | | | |
| Allocations | 147,504 | 50,458 | 45,231 | (5,227) | -10% | |
| Community Partnerships Mgmt Admin Alloca | 181,022 | 61,899 | 107,809 | 45,910 | 74% | |
| Library Occupancy Costs Allocations | 11,755 | 1,758 | 0 | (1,758) | -100% | |
| Recreation, Arts and Culture Indirect Costs Total | 340,281 | 114,115 | 153,041 | 38,926 | 34% | |
| Recreation, Arts and Culture Total | 540,289 | 167,775 | 254,846 | 87,071 | 52% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Senior, Disability and Youth Services</u> | | | | | | |
| Senior, Disability and Youth Services Revenue | | | | | | |
| Revenue | (32,000) | (20,000) | (5,317) | 14,683 | -73% | Timing variance on Kidsport grant. |
| Senior, Disability and Youth Services Revenue Total | (32,000) | (20,000) | (5,317) | 14,683 | -73% | |
| Senior, Disability and Youth Services Expenditure | | | | | | |
| Employee Costs | 147,122 | 50,914 | 38,127 | (12,787) | -25% | Variance due to vacant position. |
| Other Employee Costs | 1,200 | 400 | 0 | (400) | -100% | |
| Other Expenses | 222,600 | 70,302 | 21,828 | (48,474) | -69% | Timing variance for donations/sponsorship expense. |
| Senior, Disability and Youth Services Expenditure Total | 370,922 | 121,616 | 59,955 | (61,661) | -51% | |
| Senior, Disability and Youth Serv Indirect Costs | | | | | | |
| Allocations | 53,505 | 18,306 | 21,551 | 3,245 | 18% | |
| Community Partnerships Mgmt Admin Alloca | 422,380 | 144,429 | 95,831 | (48,598) | -34% | |
| Library Occupancy Costs Allocations | 4,282 | 641 | 0 | (641) | -100% | |
| Senior, Disability and Youth Serv Indirect Costs Total | 480,167 | 163,376 | 117,381 | (45,995) | -28% | |
| Senior, Disability and Youth Services Total | 819,089 | 264,992 | 172,020 | (92,972) | -35% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Library Services</u> | | | | | | |
| Library Services Revenue | | | | | | |
| Revenue | (21,300) | (7,100) | 47,675 | 54,775 | -771% | Variance due to reversal of accrued income of \$50,665 for Library debtors for lost/damaged books, to be corrected in November 2018 report. Actual revenue would be \$2,990 which would be under by \$4,110 compared to year to date budget. |
| Library Services Revenue Total | (21,300) | (7,100) | 47,675 | 54,775 | -771% | |
| Library Services Expenditure | | | | | | |
| Employee Costs | 863,982 | 298,980 | 301,790 | 2,810 | 1% | |
| Other Employee Costs | 7,510 | 2,504 | 920 | (1,584) | -63% | |
| Other Expenses | 106,550 | 35,516 | 30,656 | (4,860) | -14% | |
| Library Services Expenditure Total | 978,042 | 337,000 | 333,366 | (3,634) | -1% | |
| Library Services Indirect Costs | | | | | | |
| Allocations | 369,296 | 126,322 | 121,211 | (5,111) | -4% | |
| Community Partnerships Mgmt Admin Alloca | 120,679 | 41,265 | 35,936 | (5,329) | -13% | |
| Library Occupancy Costs Allocations | 29,307 | 4,384 | 0 | (4,384) | -100% | |
| Library Services Indirect Costs Total | 519,282 | 171,971 | 157,147 | (14,824) | -9% | |
| Library Services Total | 1,476,024 | 501,871 | 538,188 | 36,317 | 7% | |

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Library Building</u> | | | | | | |
| Library Occupancy Costs | | | | | | |
| Building Maintenance | 89,000 | 23,606 | 24,318 | 712 | 3% | |
| Ground Maintenance | 0 | 0 | 258 | 258 | 100% | |
| Other Expenses | 190,408 | 17,259 | 12,510 | (4,749) | -28% | |
| Library Occupancy Costs Total | 279,408 | 40,865 | 37,087 | (3,778) | -9% | |
| Library Indirect Costs | | | | | | |
| Allocations | 5,010 | 1,672 | 1,672 | 0 | 0% | |
| Library Occupancy Costs Recovery | (56,884) | (8,508) | 0 | 8,508 | -100% | |
| Library Indirect Costs Total | (51,874) | (6,836) | 1,672 | 8,508 | -124% | |
| Library Building Total | 227,534 | 34,029 | 38,759 | 4,730 | 14% | |
| <u>Ranger Services Administration</u> | | | | | | |
| Ranger Services Administration Revenue | | | | | | |
| Revenue | (2,800) | (932) | (823) | 109 | -12% | |
| Ranger Services Administration Revenue Total | (2,800) | (932) | (823) | 109 | -12% | |
| Ranger Services Administration Expenditure | | | | | | |
| Employee Costs | 2,273,952 | 786,897 | 772,314 | (14,583) | -2% | Variance due to salary incorrectly paid from DCE, to be corrected in November 2018 report. |
| Other Employee Costs | 44,491 | 14,828 | 8,855 | (5,973) | -40% | |
| Other Expenses | 195,800 | 52,439 | 41,567 | (10,872) | -21% | \$10k consultants cost not yet required. |
| Ranger Services Administration Expenditure Total | 2,514,243 | 854,164 | 822,736 | (31,428) | -4% | |
| Ranger Services Administration Indirect Costs | | | | | | |
| Allocations | (2,511,443) | (853,232) | (821,913) | 31,319 | -4% | |
| Ranger Services Administration Indirect Costs Total | (2,511,443) | (853,232) | (821,913) | 31,319 | -4% | |
| Ranger Services Administration Total | 0 | 0 | (0) | (0) | 100% | |

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Fire Prevention</u> | | | | | | |
| Fire Prevention Revenue | | | | | | |
| Revenue | (5,000) | (1,668) | 0 | 1,668 | -100% | |
| Fire Prevention Revenue Total | (5,000) | (1,668) | 0 | 1,668 | -100% | |
| Fire Prevention Indirect Costs | | | | | | |
| Allocations | 31,832 | 10,712 | 69,063 | 58,351 | 545% | |
| Fire Prevention Indirect Costs Total | 31,832 | 10,712 | 69,063 | 58,351 | 545% | |
| Fire Prevention Total | 26,832 | 9,044 | 69,063 | 60,019 | 664% | |
| <u>Animal Control</u> | | | | | | |
| Animal Control Revenue | | | | | | |
| Revenue | (103,200) | (34,396) | (41,568) | (7,172) | 21% | |
| Animal Control Revenue Total | (103,200) | (34,396) | (41,568) | (7,172) | 21% | |
| Animal Control Expenditure | | | | | | |
| Other Expenses | 16,250 | 5,416 | 6,470 | 1,054 | 19% | |
| Animal Control Expenditure Total | 16,250 | 5,416 | 6,470 | 1,054 | 19% | |
| Animal Control Indirect Costs | | | | | | |
| Allocations | 331,022 | 111,389 | 68,865 | (42,524) | -38% | |
| Animal Control Indirect Costs Total | 331,022 | 111,389 | 68,865 | (42,524) | -38% | |
| Animal Control Total | 244,072 | 82,409 | 33,767 | (48,642) | -59% | |

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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Local Laws (Law and Order)</u> | | | | | | |
| Local Laws (Law and Order) Revenue | | | | | | |
| Revenue | (51,350) | (17,116) | (14,431) | 2,685 | -16% | |
| Local Laws (Law and Order) Revenue Total | (51,350) | (17,116) | (14,431) | 2,685 | -16% | |
| Local Laws (Law and Order) Indirect Costs | | | | | | |
| Allocations | 484,223 | 162,940 | 137,729 | (25,211) | -15% | |
| Local Laws (Law and Order) Indirect Costs Total | 484,223 | 162,940 | 137,729 | (25,211) | -15% | |
| Local Laws (Law and Order) Total | 432,873 | 145,824 | 123,298 | (22,526) | -15% | |
| <u>Abandoned Vehicles</u> | | | | | | |
| Abandoned Vehicles Revenue | | | | | | |
| Revenue | (24,000) | (8,000) | (4,715) | 3,285 | -41% | |
| Abandoned Vehicles Revenue Total | (24,000) | (8,000) | (4,715) | 3,285 | -41% | |
| Abandoned Vehicles Expenditure | | | | | | |
| Other Expenses | 31,000 | 10,332 | 2,993 | (7,339) | -71% | |
| Abandoned Vehicles Expenditure Total | 31,000 | 10,332 | 2,993 | (7,339) | -71% | |
| Abandoned Vehicles Indirect Costs | | | | | | |
| Allocations | 409,361 | 137,749 | 68,865 | (68,884) | -50% | |
| Abandoned Vehicles Indirect Costs Total | 409,361 | 137,749 | 68,865 | (68,884) | -50% | |
| Abandoned Vehicles Total | 416,361 | 140,081 | 67,142 | (72,939) | -52% | |

CITY OF VINCENT
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 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Inspectorial Control</u> | | | | | | |
| Inspectorial Control Revenue | | | | | | |
| Revenue | (2,428,920) | (820,404) | (977,717) | (157,313) | 19% | Due to revenue increase in parking infringements and fines |
| Inspectorial Control Revenue Total | (2,428,920) | (820,404) | (977,717) | (157,313) | 19% | |
| Inspectorial Control Expenditure | | | | | | |
| Other Expenses | 1,176,900 | 600,582 | 588,291 | (12,291) | -2% | |
| Inspectorial Control Expenditure Total | 1,176,900 | 600,582 | 588,291 | (12,291) | -2% | |
| Inspectorial Control Indirect Costs | | | | | | |
| Allocations | 2,442,154 | 821,782 | 803,422 | (18,360) | -2% | |
| Inspectorial Control Indirect Costs Total | 2,442,154 | 821,782 | 803,422 | (18,360) | -2% | |
| Inspectorial Control Total | 1,190,134 | 601,960 | 413,995 | (187,965) | -31% | |
| <u>Car Park Control</u> | | | | | | |
| Car Park Control Revenue | | | | | | |
| Revenue | (2,979,830) | (1,015,174) | (938,012) | 77,162 | -8% | Due to revenue decrease in parking ticket machine by \$83k and positive variance in parking fees by \$4.7k. |
| Car Park Control Revenue Total | (2,979,830) | (1,015,174) | (938,012) | 77,162 | -8% | |
| Car Park Control Expenditure | | | | | | |
| Ground Maintenance | 169,830 | 53,714 | 52,338 | (1,376) | -3% | |
| Other Expenses | 771,933 | 201,001 | 183,666 | (17,335) | -9% | |
| Car Park Control Expenditure Total | 941,763 | 254,715 | 236,004 | (18,711) | -7% | |
| Car Park Control Total | (2,038,067) | (760,459) | (702,008) | 58,451 | -8% | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Kerbside Parking Control</u> | | | | | | |
| Kerbside Parking Control Revenue | | | | | | |
| Revenue | (2,683,550) | (907,151) | (841,582) | 65,569 | -7% | |
| Kerbside Parking Control Revenue Total | (2,683,550) | (907,151) | (841,582) | 65,569 | -7% | |
| Kerbside Parking Control Expenditure | | | | | | |
| Other Expenses | 556,964 | 140,906 | 166,396 | 25,490 | 18% | Timing variance, \$10k Armoured Security Services and \$13k on leasing cost. |
| Kerbside Parking Control Expenditure Total | 556,964 | 140,906 | 166,396 | 25,490 | 18% | |
| Kerbside Parking Control Total | (2,126,586) | (766,245) | (675,186) | 91,059 | -12% | |
| <u>Dog Pound Expenditure</u> | | | | | | |
| Dog Pound Expenditure | | | | | | |
| Building Maintenance | 23,000 | 20,918 | 482 | (20,436) | -98% | No major maintenance yet required. |
| Dog Pound Expenditure Total | 23,000 | 20,918 | 482 | (20,436) | -98% | |
| Dog Pound Expenditure Total | 23,000 | 20,918 | 482 | (20,436) | -98% | |
| <u>Director Development Services</u> | | | | | | |
| Director Development Services Expenditure | | | | | | |
| Employee Costs | 425,393 | 147,207 | 134,276 | (12,931) | -9% | |
| Other Employee Costs | 2,290 | 38 | 282 | 244 | 641% | |
| Other Expenses | 3,880 | 1,627 | 611 | (1,016) | -62% | |
| Director Development Services Expenditure Total | 431,563 | 148,872 | 135,168 | (13,704) | -9% | |
| Director Development Services Indirect Costs | | | | | | |
| Allocations | (431,563) | (148,872) | (135,168) | 13,704 | -9% | |
| Director Development Services Indirect Costs Total | (431,563) | (148,872) | (135,168) | 13,704 | -9% | |
| Director Development Services Total | 0 | 0 | (0) | (0) | 100% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Health Administration and Inspection</u> | | | | | | |
| Health Administration and Inspection Revenue | | | | | | |
| Revenue | (329,700) | (275,442) | (282,093) | (6,651) | 2% | |
| Health Administration and Inspection Revenue Total | (329,700) | (275,442) | (282,093) | (6,651) | 2% | |
| Health Administration and Inspection Expenditure | | | | | | |
| Employee Costs | 734,929 | 254,322 | 199,472 | (54,850) | -22% | Timing variance on salaries, and one vacant position. |
| Other Employee Costs | 24,056 | 8,777 | 4,986 | (3,791) | -43% | |
| Other Expenses | 110,300 | 24,946 | 5,472 | (19,474) | -78% | Made up of various positive variances that are individually immaterial. |
| Health Administration and Inspection Expenditure Total | 869,285 | 288,045 | 209,929 | (78,116) | -27% | |
| Health Administration and Inspection Indirect Cost | | | | | | |
| Allocations | 412,058 | 110,892 | 98,172 | (12,720) | -11% | |
| Health Administration and Inspection Indirect Cost Total | 412,058 | 110,892 | 98,172 | (12,720) | -11% | |
| Health Administration and Inspection Total | 951,643 | 123,495 | 26,009 | (97,486) | -79% | |
| <u>Food Control</u> | | | | | | |
| Food Control Revenue | | | | | | |
| Revenue | (1,000) | (332) | 0 | 332 | -100% | |
| Food Control Revenue Total | (1,000) | (332) | 0 | 332 | -100% | |
| Food Control Expenditure | | | | | | |
| Other Expenses | 20,500 | 5,832 | 8,701 | 2,869 | 49% | |
| Food Control Expenditure Total | 20,500 | 5,832 | 8,701 | 2,869 | 49% | |
| Food Control Total | 19,500 | 5,500 | 8,701 | 3,201 | 58% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| Health Clinics | | | | | | |
| Health Clinics Revenue | | | | | | |
| Revenue | (19,685) | (7,228) | (5,248) | 1,980 | -27% | |
| Health Clinics Revenue Total | (19,685) | (7,228) | (5,248) | 1,980 | -27% | |
| Health Clinics Expenditure | | | | | | |
| Building Maintenance | 20,950 | 12,333 | 6,177 | (6,156) | -50% | |
| Ground Maintenance | 0 | 0 | 1,232 | 1,232 | 100% | |
| Other Expenses | 65,849 | 4,193 | 4,069 | (124) | -3% | |
| Health Clinics Expenditure Total | 86,799 | 16,526 | 11,479 | (5,047) | -31% | |
| Health Clinics Indirect Costs | | | | | | |
| Allocations | 1,816 | 608 | 540 | (68) | -11% | |
| Health Clinics Indirect Costs Total | 1,816 | 608 | 540 | (68) | -11% | |
| Health Clinics Total | 68,930 | 9,906 | 6,770 | (3,136) | -32% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Statutory Planning Services</u> | | | | | | |
| Statutory Planning Services Revenue | | | | | | |
| Revenue | (374,000) | (132,768) | (283,598) | (150,830) | 114% | Revenue on Development Application fees and Cash in Lieu higher than estimated. |
| Statutory Planning Services Revenue Total | (374,000) | (132,768) | (283,598) | (150,830) | 114% | |
| Statutory Planning Services Expenditure | | | | | | |
| Employee Costs | 901,966 | 312,130 | 433,186 | 121,056 | 39% | Manager's cost and two employee budgeted costs were incorrectly allocated to Building Services and Corporate Services. To amend in December 2018 budget review. |
| Other Employee Costs | 60,588 | 22,156 | 4,799 | (17,357) | -78% | \$15k Agency labour cost not yet required. |
| Other Expenses | 210,500 | 58,421 | 76,030 | 17,609 | 30% | Higher Development Application Panel fees due to increased applications. |
| Statutory Planning Services Expenditure Total | 1,173,054 | 392,707 | 514,015 | 121,308 | 31% | |
| Statutory Planning Services Indirect Costs | | | | | | |
| Allocations | 508,521 | 136,341 | 134,862 | (1,479) | -1% | |
| Statutory Planning Services Indirect Costs Total | 508,521 | 136,341 | 134,862 | (1,479) | -1% | |
| Statutory Planning Services Total | 1,307,575 | 396,280 | 365,279 | (31,001) | -8% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Compliance Services</u> | | | | | | |
| Compliance Services Revenue | | | | | | |
| Revenue | (20,750) | (248) | (11,839) | (11,591) | 4674% | Revenue received for fines and penalties as per court order, received earlier than anticipated. |
| Compliance Services Revenue Total | (20,750) | (248) | (11,839) | (11,591) | 4674% | |
| Compliance Services Expenditure | | | | | | |
| Employee Costs | 376,256 | 130,203 | 143,222 | 13,019 | 10% | |
| Other Employee Costs | 6,047 | 2,571 | 1,740 | (831) | -32% | |
| Other Expenses | 57,200 | 7,396 | 14,103 | 6,707 | 91% | |
| Compliance Services Expenditure Total | 439,503 | 140,170 | 159,065 | 18,895 | 13% | |
| Compliance Services Indirect Costs | | | | | | |
| Allocations | 222,503 | 59,236 | 60,004 | 768 | 1% | |
| Compliance Services Indirect Costs Total | 222,503 | 59,236 | 60,004 | 768 | 1% | |
| Compliance Services Total | 641,256 | 199,158 | 207,229 | 8,071 | 4% | |

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Policy and Place Services</u> | | | | | | |
| Policy and Place Services Revenue | | | | | | |
| Revenue | (1,600) | (532) | (678) | (146) | 27% | |
| Policy and Place Services Revenue Total | (1,600) | (532) | (678) | (146) | 27% | |
| Policy and Place Serv Expenditure | | | | | | |
| Employee Costs | 1,013,962 | 350,883 | 353,510 | 2,627 | 1% | |
| Other Employee Costs | 13,427 | 4,546 | 4,108 | (438) | -10% | |
| Other Expenses | 784,300 | 98,018 | 51,863 | (46,155) | -47% | Budget for donations/sponsorship and heritage Grants not yet acquitted. |
| Operating Projects | 168,000 | 73,000 | 3,659 | (69,341) | -95% | Timing variance. \$10k on business engagement program and \$60k on parking surveys. |
| Policy and Place Serv Expenditure Total | 1,979,689 | 526,447 | 413,140 | (113,307) | -22% | |
| Policy and Place Services Indirect Cost | | | | | | |
| Allocations | 516,027 | 137,614 | 122,424 | (15,190) | -11% | |
| Policy and Place Services Indirect Cost Total | 516,027 | 137,614 | 122,424 | (15,190) | -11% | |
| Policy and Place Services Total | 2,494,116 | 663,529 | 534,886 | (128,643) | -19% | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Building Control</u> | | | | | | |
| Building Control Revenue | | | | | | |
| Revenue | (236,250) | (88,084) | (97,946) | (9,862) | 11% | |
| Building Control Revenue Total | (236,250) | (88,084) | (97,946) | (9,862) | 11% | |
| Building Control Expenditure | | | | | | |
| Employee Costs | 542,049 | 187,581 | 138,948 | (48,633) | -26% | Statutory Planning Manager and one employee costs was incorrectly posted. To amend in December 2018 budget review. |
| Other Employee Costs | 16,260 | 8,752 | 28,669 | 19,917 | 228% | Variance due to hire of agency labour while a position was vacant. |
| Other Expenses | 37,200 | 12,732 | 1,807 | (10,925) | -86% | Made up of various favourable variances that are individually immaterial. |
| Building Control Expenditure Total | 595,509 | 209,065 | 169,423 | (39,642) | -19% | |
| Building Control Indirect Costs | | | | | | |
| Allocations | 281,325 | 75,252 | 72,752 | (2,500) | -3% | |
| Building Control Indirect Costs Total | 281,325 | 75,252 | 72,752 | (2,500) | -3% | |
| Building Control Total | 640,584 | 196,233 | 144,230 | (52,003) | -27% | |
| <u>Director Engineering Expenditure</u> | | | | | | |
| Director Engineering Expenditure | | | | | | |
| Employee Costs | 400,220 | 138,496 | 150,395 | 11,899 | 9% | |
| Other Employee Costs | 12,775 | 2,728 | 3,823 | 1,095 | 40% | |
| Other Expenses | 59,200 | 15,775 | 25,663 | 9,888 | 63% | |
| Director Engineering Expenditure Total | 472,195 | 156,999 | 179,882 | 22,883 | 15% | |
| Director Engineering Indirect Costs | | | | | | |
| Allocations | (472,195) | (156,999) | (179,882) | (22,883) | 15% | |
| Director Engineering Indirect Costs Total | (472,195) | (156,999) | (179,882) | (22,883) | 15% | |
| Director Engineering Expenditure Total | 0 | 0 | 0 | (0) | 100% | |

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Engineering Design Services</u> | | | | | | |
| Engineering Design Services Revenue | | | | | | |
| Revenue | (8,250) | (873) | (1,661) | (788) | 90% | |
| Engineering Design Services Revenue Total | (8,250) | (873) | (1,661) | (788) | 90% | |
| Engineering Design Services Expenditure | | | | | | |
| Employee Costs | 498,444 | 172,492 | 198,768 | 26,276 | 15% | Salary of an employee incorrectly costed, to be corrected in November 2018 report. |
| Other Employee Costs | 30,871 | 8,078 | 3,391 | (4,687) | -58% | |
| Other Expenses | 274,550 | 61,138 | 42,542 | (18,596) | -30% | Consultants not yet required. |
| Engineering Design Services Expenditure Total | 803,865 | 241,708 | 244,701 | 2,993 | 1% | |
| Engineering Design Services Indirect Costs | | | | | | |
| Allocations | 319,887 | 93,094 | 80,142 | (12,952) | -14% | |
| Engineering Design Services Indirect Costs Total | 319,887 | 93,094 | 80,142 | (12,952) | -14% | |
| Engineering Design Services Total | 1,115,502 | 333,929 | 323,182 | (10,747) | -3% | |
| <u>Bike Station Expenditure</u> | | | | | | |
| Bike Station Expenditure | | | | | | |
| Other Expenses | 8,000 | 2,000 | 579 | (1,421) | -71% | |
| Bike Station Expenditure Total | 8,000 | 2,000 | 579 | (1,421) | -71% | |
| Bike Station Expenditure Total | 8,000 | 2,000 | 579 | (1,421) | -71% | |

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Street Lighting</u> | | | | | | |
| Street Lighting Revenue | | | | | | |
| Revenue | (23,000) | 0 | 0 | 0 | | |
| Street Lighting Revenue Total | (23,000) | 0 | 0 | 0 | | |
| Street Lighting Expenditure | | | | | | |
| Other Expenses | 785,000 | 192,509 | 172,745 | (19,764) | -10% | Timing variance on invoice for electricity. |
| Street Lighting Expenditure Total | 785,000 | 192,509 | 172,745 | (19,764) | -10% | |
| Street Lighting Total | 762,000 | 192,509 | 172,745 | (19,764) | -10% | |
| <u>Underground Power Project</u> | | | | | | |
| Underground Power Project Revenue | | | | | | |
| Revenue | 0 | 0 | (100) | (100) | 100% | |
| Underground Power Project Revenue Total | 0 | 0 | (100) | (100) | 100% | |
| Underground Power Project Total | 0 | 0 | (100) | (100) | 100% | |
| <u>Bus Shelter</u> | | | | | | |
| Bus Shelter Revenue | | | | | | |
| Revenue | (59,000) | (12,500) | (12,055) | 445 | -4% | |
| Bus Shelter Revenue Total | (59,000) | (12,500) | (12,055) | 445 | -4% | |
| Bus Shelter Expenditure | | | | | | |
| Other Expenses | 99,409 | 5,121 | 3,539 | (1,582) | -31% | |
| Bus Shelter Expenditure Total | 99,409 | 5,121 | 3,539 | (1,582) | -31% | |
| Bus Shelter Total | 40,409 | (7,379) | (8,516) | (1,137) | 15% | |

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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Parking and Street Name Signs Expenditure</u> | | | | | | |
| Parking and Street Name Signs Expenditure | | | | | | |
| Other Expenses | 86,000 | 26,030 | 20,450 | (5,580) | -21% | |
| Parking and Street Name Signs Expenditure Total | 86,000 | 26,030 | 20,450 | (5,580) | -21% | |
| Parking and Street Name Signs Expenditure Total | 86,000 | 26,030 | 20,450 | (5,580) | -21% | |
| <u>Crossovers</u> | | | | | | |
| Crossovers Expenditure | | | | | | |
| Other Expenses | 13,000 | 4,332 | 5,130 | 798 | 18% | |
| Crossovers Expenditure Total | 13,000 | 4,332 | 5,130 | 798 | 18% | |
| Crossovers Total | 13,000 | 4,332 | 5,130 | 798 | 18% | |
| <u>Roads Linemarking Expenditure</u> | | | | | | |
| Roads Linemarking Expenditure | | | | | | |
| Other Expenses | 65,000 | 11,693 | 13,210 | 1,517 | 13% | |
| Roads Linemarking Expenditure Total | 65,000 | 11,693 | 13,210 | 1,517 | 13% | |
| Roads Linemarking Expenditure Total | 65,000 | 11,693 | 13,210 | 1,517 | 13% | |
| <u>Tree Lighting Leederville Expenditure</u> | | | | | | |
| Tree Lighting Leederville Expenditure | | | | | | |
| Other Expenses | 50,000 | 0 | 0 | 0 | | |
| Tree Lighting Leederville Expenditure Total | 50,000 | 0 | 0 | 0 | | |
| Tree Lighting Leederville Expenditure Total | 50,000 | 0 | 0 | 0 | | |

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Parklets Expenditure</u> | | | | | | |
| Parklets Expenditure | | | | | | |
| Other Expenses | 2,500 | 1,228 | 193 | (1,036) | -84% | |
| Parklets Expenditure Total | 2,500 | 1,228 | 193 | (1,036) | -84% | |
| Parklets Expenditure Total | 2,500 | 1,228 | 193 | (1,036) | -84% | |
| <u>Environmental Services</u> | | | | | | |
| Environmental Services Revenue | | | | | | |
| Revenue | (26,000) | (6,500) | (8,988) | (2,488) | 38% | |
| Environmental Services Revenue Total | (26,000) | (6,500) | (8,988) | (2,488) | 38% | |
| Environmental Services Expenditure | | | | | | |
| Employee Costs | 89,486 | 30,967 | 28,923 | (2,044) | -7% | |
| Other Employee Costs | 1,500 | 375 | 0 | (375) | -100% | |
| Other Expenses | 229,440 | 80,857 | 112,228 | 31,371 | 39% | Adopt-a-verge program has increased expenditure over this period. |
| Environmental Services Expenditure Total | 320,426 | 112,199 | 141,150 | 28,951 | 26% | |
| Environmental Services Indirect Costs | | | | | | |
| Allocations | 37,266 | 12,271 | 13,344 | 1,073 | 9% | |
| Environmental Services Indirect Costs Total | 37,266 | 12,271 | 13,344 | 1,073 | 9% | |
| Environmental Services Total | 331,692 | 117,970 | 145,506 | 27,536 | 23% | |

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Property Management Administration</u> | | | | | | |
| Property Management Administration Revenue | | | | | | |
| Revenue | (2,000) | (668) | (775) | (107) | 16% | |
| Property Management Administration Revenue Total | (2,000) | (668) | (775) | (107) | 16% | |
| Property Management Administration Expenditure | | | | | | |
| Employee Costs | 263,176 | 91,074 | 53,226 | (37,848) | -42% | Employee salary incorrectly costed to Engineering Services, to be corrected in November 2018 report. |
| Other Employee Costs | 5,534 | 1,844 | 1,489 | (355) | -19% | |
| Other Expenses | 44,102 | 14,696 | 11,913 | (2,783) | -19% | |
| Property Management Administration Expenditure Total | 312,812 | 107,614 | 66,628 | (40,986) | -38% | |
| Property Management Administration Indirect Costs | | | | | | |
| Allocations | 155,246 | 41,823 | 42,721 | 898 | 2% | |
| Property Management Administration Indirect Costs Total | 155,246 | 41,823 | 42,721 | 898 | 2% | |
| Property Management Administration Total | 466,058 | 148,769 | 108,574 | (40,195) | -27% | |
| <u>Civic Centre Building</u> | | | | | | |
| Civic Centre Building Expenditure | | | | | | |
| Building Maintenance | 178,900 | 68,419 | 46,837 | (21,582) | -32% | Lower reactive maintenance expended relative to budget. |
| Ground Maintenance | 58,900 | 19,632 | 10,955 | (8,677) | -44% | |
| Other Expenses | 713,873 | 40,779 | 46,598 | 5,819 | 14% | |
| Civic Centre Building Expenditure Total | 951,673 | 128,830 | 104,390 | (24,440) | -19% | |
| Civic Centre Building Indirect Costs | | | | | | |
| Allocations | (1,506,875) | (128,830) | (104,390) | 24,440 | -19% | |
| Civic Centre Building Indirect Costs Total | (1,506,875) | (128,830) | (104,390) | 24,440 | -19% | |
| Civic Centre Building Total | (555,202) | 0 | 0 | 0 | | |

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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Child Care Centres and Play Groups</u> | | | | | | |
| Child Care Centres and Play Groups Revenue | | | | | | |
| Revenue | (18,757) | (6,252) | (2,783) | 3,469 | -55% | |
| Child Care Centres and Play Groups Revenue Total | (18,757) | (6,252) | (2,783) | 3,469 | -55% | |
| Child Care Centres and Play Groups Expenditure | | | | | | |
| Building Maintenance | 8,800 | 3,070 | 2,465 | (605) | -20% | |
| Ground Maintenance | 0 | 0 | 720 | 720 | 100% | |
| Other Expenses | 44,739 | 1,612 | 1,560 | (52) | -3% | |
| Child Care Centres and Play Groups Expenditure Total | 53,539 | 4,682 | 4,745 | 63 | 1% | |
| Child Care Centres and Play Groups Indirect Costs | | | | | | |
| Allocations | 1,999 | 664 | 664 | 0 | 0% | |
| Child Care Centres and Play Groups Indirect Costs Total | 1,999 | 664 | 664 | 0 | 0% | |
| Child Care Centres and Play Groups Total | 36,781 | (906) | 2,625 | 3,531 | -390% | |

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Pre Schools and Kindergartens</u> | | | | | | |
| Pre Schools and Kindergartens Revenue | | | | | | |
| Revenue | (53,685) | (17,896) | (15,362) | 2,534 | -14% | |
| Pre Schools and Kindergartens Revenue Total | (53,685) | (17,896) | (15,362) | 2,534 | -14% | |
| Pre Schools and Kindergartens Expenditure | | | | | | |
| Building Maintenance | 8,625 | 4,313 | 737 | (3,577) | -83% | |
| Ground Maintenance | 350 | 116 | 0 | (116) | -100% | |
| Other Expenses | 50,945 | 2,444 | 685 | (1,759) | -72% | |
| Pre Schools and Kindergartens Expenditure Total | 59,920 | 6,873 | 1,421 | (5,452) | -79% | |
| Pre Schools and Kindergartens Indirect Costs | | | | | | |
| Allocations | 1,468 | 492 | 492 | 0 | 0% | |
| Pre Schools and Kindergartens Indirect Costs Total | 1,468 | 492 | 492 | 0 | 0% | |
| Pre Schools and Kindergartens Total | 7,703 | (10,531) | (13,449) | (2,918) | 28% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Community and Welfare Centres</u> | | | | | | |
| Community and Welfare Centres Revenue | | | | | | |
| Revenue | (91,673) | (30,564) | (20,588) | 9,976 | -33% | |
| Community and Welfare Centres Revenue Total | (91,673) | (30,564) | (20,588) | 9,976 | -33% | |
| Community and Welfare Centres Expenditure | | | | | | |
| Building Maintenance | 31,350 | 10,650 | 6,683 | (3,967) | -37% | |
| Ground Maintenance | 9,250 | 3,084 | 1,149 | (1,935) | -63% | |
| Other Expenses | 224,384 | 2,640 | 3,381 | 741 | 28% | |
| Community and Welfare Centres Expenditure Total | 264,984 | 16,374 | 11,213 | (5,161) | -32% | |
| Community and Welfare Centres Indirect Costs | | | | | | |
| Allocations | 6,596 | 2,200 | 2,200 | 0 | 0% | |
| Community and Welfare Centres Indirect Costs Total | 6,596 | 2,200 | 2,200 | 0 | 0% | |
| Community and Welfare Centres Total | 179,907 | (11,990) | (7,175) | 4,815 | -40% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Department of Sports and Recreation Building</u> | | | | | | |
| Dept of Sports and Recreation Building Revenue | | | | | | |
| Revenue | (727,091) | (239,327) | (241,692) | (2,365) | 1% | |
| Dept of Sports and Recreation Building Revenue Total | (727,091) | (239,327) | (241,692) | (2,365) | 1% | |
| Dept of Sports and Recreation Building Expenditure | | | | | | |
| Building Maintenance | 144,550 | 80,508 | 30,351 | (50,157) | -62% | Lower reactive maintenance expended relative to budget. |
| Ground Maintenance | 10,200 | 3,400 | 2,314 | (1,086) | -32% | |
| Other Expenses | 663,175 | 70,815 | 70,752 | (63) | 0% | |
| Dept of Sports and Recreation Building Expenditure Total | 817,925 | 154,723 | 103,418 | (51,305) | -33% | |
| Dept of Sports and Recreation Building Indirect Costs | | | | | | |
| Allocations | 11,521 | 3,840 | 3,840 | 0 | 0% | |
| Dept of Sports and Recreation Building Indirect Costs Total | 11,521 | 3,840 | 3,840 | 0 | 0% | |
| Department of Sports and Recreation Building Total | 102,355 | (80,764) | (134,434) | (53,670) | 66% | |
| <u>nib Stadium</u> | | | | | | |
| nib Stadium Revenue | | | | | | |
| Revenue | (27,150) | (27,150) | (27,409) | (259) | 1% | |
| nib Stadium Revenue Total | (27,150) | (27,150) | (27,409) | (259) | 1% | |
| nib Stadium Expenditure | | | | | | |
| Other Expenses | 17,800 | 0 | 0 | 0 | | |
| nib Stadium Expenditure Total | 17,800 | 0 | 0 | 0 | | |
| nib Stadium Total | (9,350) | (27,150) | (27,409) | (259) | 1% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Leederville Oval</u> | | | | | | |
| Leederville Oval Revenue | | | | | | |
| Revenue | (490,591) | (62,286) | (68,518) | (6,232) | 10% | |
| Leederville Oval Revenue Total | (490,591) | (62,286) | (68,518) | (6,232) | 10% | |
| Leederville Oval Expenditure | | | | | | |
| Building Maintenance | 36,100 | 11,175 | 11,926 | 751 | 7% | |
| Ground Maintenance | 100,000 | 28,039 | 33,693 | 5,654 | 20% | |
| Other Expenses | 453,822 | 30,908 | 26,708 | (4,200) | -14% | |
| Leederville Oval Expenditure Total | 589,922 | 70,122 | 72,327 | 2,205 | 3% | |
| Leederville Oval Indirect Costs | | | | | | |
| Allocations | 10,969 | 3,656 | 3,656 | 0 | 0% | |
| Leederville Oval Indirect Costs Total | 10,969 | 3,656 | 3,656 | 0 | 0% | |
| Leederville Oval Total | 110,300 | 11,492 | 7,465 | (4,027) | -35% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|------------------------------------|
| <u>Loftus Centre</u> | | | | | | |
| Loftus Centre Revenue | | | | | | |
| Revenue | (664,125) | (219,092) | (222,000) | (2,908) | 1% | |
| Loftus Centre Revenue Total | (664,125) | (219,092) | (222,000) | (2,908) | 1% | |
| Loftus Centre Expenditure | | | | | | |
| Building Maintenance | 102,100 | 28,724 | 42,195 | 13,471 | 47% | Variance due to graffiti cleaning. |
| Ground Maintenance | 28,900 | 9,632 | 7,789 | (1,843) | -19% | |
| Other Expenses | 896,912 | 59,423 | 36,597 | (22,826) | -38% | Timing on payment of subsidy. |
| Operating Projects | 140,000 | 0 | 0 | 0 | | |
| Loftus Centre Expenditure Total | 1,167,912 | 97,779 | 86,581 | (11,198) | -11% | |
| Loftus Centre Indirect Costs | | | | | | |
| Allocations | 20,044 | 6,680 | 6,680 | 0 | 0% | |
| Loftus Centre Indirect Costs Total | 20,044 | 6,680 | 6,680 | 0 | 0% | |
| Loftus Centre Total | 523,831 | (114,633) | (128,740) | (14,107) | 12% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| Public Halls | | | | | | |
| Public Halls Revenue | | | | | | |
| Revenue | (163,125) | (41,950) | (53,758) | (11,808) | 28% | Revenue higher than budget estimates for the period. |
| Public Halls Revenue Total | (163,125) | (41,950) | (53,758) | (11,808) | 28% | |
| Public Halls Expenditure | | | | | | |
| Building Maintenance | 140,000 | 48,308 | 29,728 | (18,580) | -38% | Lower reactive maintenance expended relative to budget. |
| Ground Maintenance | 2,500 | 1,250 | 0 | (1,250) | -100% | |
| Other Expenses | 233,556 | 11,161 | 13,032 | 1,871 | 17% | |
| Operating Projects | 8,000 | 0 | 0 | 0 | | |
| Public Halls Expenditure Total | 384,056 | 60,719 | 42,760 | (17,959) | -30% | |
| Public Halls Indirect Costs | | | | | | |
| Allocations | 5,304 | 1,768 | 1,768 | 0 | 0% | |
| Public Halls Indirect Costs Total | 5,304 | 1,768 | 1,768 | 0 | 0% | |
| Public Halls Total | 226,235 | 20,537 | (9,229) | (29,766) | -145% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Reserves Pavilions and Facilities</u> | | | | | | |
| Reserves Pavilions and Facilities Revenue | | | | | | |
| Revenue | (80,390) | (20,835) | (29,137) | (8,302) | 40% | |
| Reserves Pavilions and Facilities Revenue Total | (80,390) | (20,835) | (29,137) | (8,302) | 40% | |
| Reserves Pavilions and Facilities Expenditure | | | | | | |
| Building Maintenance | 404,705 | 143,028 | 101,978 | (41,050) | -29% | Lower reactive maintenance expended relative to budget. |
| Ground Maintenance | 5,500 | 2,750 | 0 | (2,750) | -100% | |
| Other Expenses | 301,348 | 29,232 | 29,177 | (55) | 0% | |
| Operating Projects | 53,000 | 53,000 | 0 | (53,000) | -100% | Timing variance on demolition of Beatty park pavilion and Loton park toilets. |
| Reserves Pavilions and Facilities Expenditure Total | 764,553 | 228,010 | 131,155 | (96,855) | -42% | |
| Reserves Pavilions and Facilities Indirect Costs | | | | | | |
| Allocations | 6,828 | 2,276 | 2,276 | 0 | 0% | |
| Reserves Pavilions and Facilities Indirect Costs Total | 6,828 | 2,276 | 2,276 | 0 | 0% | |
| Reserves Pavilions and Facilities Total | 690,991 | 209,451 | 104,295 | (105,156) | -50% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Sporting Clubs Buildings</u> | | | | | | |
| Sporting Clubs Buildings Revenue | | | | | | |
| Revenue | (174,590) | (58,988) | (32,527) | 26,461 | -45% | Timing variance on maintenance and lease agreement. |
| Sporting Clubs Buildings Revenue Total | (174,590) | (58,988) | (32,527) | 26,461 | -45% | |
| Sporting Clubs Buildings Expenditure | | | | | | |
| Building Maintenance | 54,050 | 22,863 | 12,923 | (9,940) | -43% | |
| Ground Maintenance | 2,000 | 1,000 | 0 | (1,000) | -100% | |
| Other Expenses | 700,940 | 31,106 | 23,087 | (8,019) | -26% | |
| Operating Projects | 40,000 | 40,000 | 0 | (40,000) | -100% | Timing variance on demolition of Litis stadium. |
| Sporting Clubs Buildings Expenditure Total | 796,990 | 94,969 | 36,009 | (58,960) | -62% | |
| Sporting Clubs Buildings Indirect Costs | | | | | | |
| Allocations | 25,797 | 8,604 | 8,604 | 0 | 0% | |
| Sporting Clubs Buildings Indirect Costs Total | 25,797 | 8,604 | 8,604 | 0 | 0% | |
| Sporting Clubs Buildings Total | 648,197 | 44,585 | 12,086 | (32,499) | -73% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|------------------------------|
| <u>Parks and Reserves Administration</u> | | | | | | |
| Parks and Reserves Administration Revenue | | | | | | |
| Revenue | (3,200) | (1,068) | (1,065) | 3 | 0% | |
| Parks and Reserves Administration Revenue Total | (3,200) | (1,068) | (1,065) | 3 | 0% | |
| Parks and Reserves Administration Expenditure | | | | | | |
| Employee Costs | 1,094,146 | 378,694 | 330,358 | (48,336) | -13% | Timing variance on salaries. |
| Other Employee Costs | 56,025 | 18,680 | 13,907 | (4,773) | -26% | |
| Other Expenses | 165,800 | 14,828 | 9,233 | (5,595) | -38% | |
| Parks and Reserves Administration Expenditure Total | 1,315,971 | 412,202 | 353,498 | (58,704) | -14% | |
| Parks and Reserves Administration Indirect Costs | | | | | | |
| Allocations | 1,294,487 | 428,544 | 343,403 | (85,141) | -20% | |
| On Costs Recovery | (1,377,619) | (450,645) | (486,005) | (35,360) | 8% | |
| Parks and Reserves Administration Indirect Costs Total | (83,132) | (22,101) | (142,602) | (120,501) | 545% | |
| Parks and Reserves Administration Total | 1,229,639 | 389,033 | 209,831 | (179,202) | -46% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Parks and Reserves</u> | | | | | | |
| Parks and Reserves Revenue | | | | | | |
| Revenue | (61,550) | (19,430) | (6,087) | 13,343 | -69% | Timing variance in reserve and ground hire. Budget to be amended during midyear review. |
| Parks and Reserves Revenue Total | (61,550) | (19,430) | (6,087) | 13,343 | -69% | |
| Parks and Reserves Expenditure | | | | | | |
| Ground Maintenance | 2,107,100 | 793,328 | 855,657 | 62,329 | 8% | |
| Other Expenses | 808,960 | 19,180 | 13,561 | (5,619) | -29% | |
| Parks and Reserves Expenditure Total | 2,916,060 | 812,508 | 869,218 | 56,710 | 7% | |
| Parks and Reserves Indirect Costs | | | | | | |
| Allocations | 299 | 100 | 100 | 0 | 0% | |
| Parks and Reserves Indirect Costs Total | 299 | 100 | 100 | 0 | 0% | |
| Parks and Reserves Total | 2,854,809 | 793,178 | 863,231 | 70,053 | 9% | |
| <u>Sporting Grounds</u> | | | | | | |
| Sporting Grounds Revenue | | | | | | |
| Revenue | (64,050) | (16,012) | (36,999) | (20,987) | 131% | Revenue higher than budget estimates for the period. |
| Sporting Grounds Revenue Total | (64,050) | (16,012) | (36,999) | (20,987) | 131% | |
| Sporting Grounds Expenditure | | | | | | |
| Ground Maintenance | 1,159,500 | 388,647 | 393,752 | 5,105 | 1% | |
| Other Expenses | 543,854 | 14,096 | 158 | (13,938) | -99% | |
| Sporting Grounds Expenditure Total | 1,703,354 | 402,743 | 393,910 | (8,833) | -2% | |
| Sporting Grounds Total | 1,639,304 | 386,731 | 356,911 | (29,820) | -8% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|--|
| <u>Road Reserves Expenditure</u> | | | | | | |
| Road Reserves Expenditure | | | | | | |
| Ground Maintenance | 407,550 | 160,472 | 123,804 | (36,668) | -23% | Timing variance on ground maintenance. |
| Other Expenses | 14,010 | 4,668 | 3,651 | (1,017) | -22% | |
| Road Reserves Expenditure Total | 421,560 | 165,140 | 127,455 | (37,685) | -23% | |
| <u>Road Reserves Expenditure Total</u> | <u>421,560</u> | <u>165,140</u> | <u>127,455</u> | <u>(37,685)</u> | <u>-23%</u> | |
| <u>Parks Other</u> | | | | | | |
| Parks Other Revenue | | | | | | |
| Revenue | (2,000) | (2,000) | (2,778) | (778) | 39% | |
| Parks Other Revenue Total | (2,000) | (2,000) | (2,778) | (778) | 39% | |
| Parks Other Expenditure | | | | | | |
| Other Expenses | 2,121,420 | 850,500 | 885,388 | 34,888 | 4% | Timing variance on street trees contractors expense. |
| Money/Monger Street Trees Surgery | 10,000 | 10,000 | 14,880 | 4,880 | 49% | |
| Parks Other Expenditure Total | 2,131,420 | 860,500 | 900,268 | 39,768 | 5% | |
| <u>Parks Other Total</u> | <u>2,129,420</u> | <u>858,500</u> | <u>897,489</u> | <u>38,989</u> | <u>5%</u> | |

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Processable Waste Collection</u> | | | | | | |
| Processable Waste Collection Revenue | | | | | | |
| Revenue | (327,339) | (192,799) | (315,552) | (122,753) | 64% | Additional rubbish services revenue. |
| Processable Waste Collection Revenue Total | (327,339) | (192,799) | (315,552) | (122,753) | 64% | |
| Processable Waste Collection Expenditure | | | | | | |
| Employee Costs | 852,716 | 295,107 | 255,734 | (39,373) | -13% | Timing variance on salaries. |
| Other Employee Costs | 13,907 | 4,218 | 3,448 | (770) | -18% | |
| Other Expenses | 4,222,765 | 1,038,181 | 1,165,258 | 127,077 | 12% | Timing variance on tipping and labour costs. |
| Processable Waste Collection Expenditure Total | 5,089,388 | 1,337,506 | 1,424,441 | 86,935 | 6% | |
| Processable Waste Collection Indirect Costs | | | | | | |
| Allocations | 734,719 | 242,703 | 204,984 | (37,719) | -16% | Timing variance for waste management on-costs recovery |
| On Costs Recovery | (630,519) | (220,606) | (238,554) | (17,948) | 8% | |
| Processable Waste Collection Indirect Costs Total | 104,200 | 22,097 | (33,571) | (55,668) | -252% | |
| Processable Waste Collection Total | 4,866,249 | 1,166,804 | 1,075,318 | (91,486) | -8% | |
| <u>Other Waste Services</u> | | | | | | |
| Other Waste Services Revenue | | | | | | |
| Revenue | (4,500) | (1,125) | (1,445) | (320) | 28% | |
| Other Waste Services Revenue Total | (4,500) | (1,125) | (1,445) | (320) | 28% | |
| Other Waste Services Expenditure | | | | | | |
| Other Expenses | 677,550 | 55,091 | 33,105 | (21,986) | -40% | Timing variance for \$11k waste management programs, \$7k dumped rubbish and others that are individually immaterial. |
| Other Waste Services Expenditure Total | 677,550 | 55,091 | 33,105 | (21,986) | -40% | |
| Other Waste Services Total | 673,050 | 53,966 | 31,660 | (22,306) | -41% | |

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 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|------------------------------|
| <u>Recycling Expenditure</u> | | | | | | |
| Recycling Expenditure | 915,000 | 192,968 | 187,580 | (5,388) | -3% | |
| Recycling Expenditure Total | 915,000 | 192,968 | 187,580 | (5,388) | -3% | |
| <u>Public Works Overhead</u> | | | | | | |
| Public Works Overhead Revenue | | | | | | |
| Revenue | (48,700) | (16,232) | (13,202) | 3,030 | -19% | |
| Public Works Overhead Revenue Total | (48,700) | (16,232) | (13,202) | 3,030 | -19% | |
| Public Works Overhead Expenditure | | | | | | |
| Employee Costs | 315,550 | 109,217 | 146,666 | 37,449 | 34% | Timing variance on salaries. |
| Other Employee Costs | 36,784 | 11,003 | 12,487 | 1,484 | 13% | |
| Other Expenses | 33,000 | 6,782 | 6,173 | (609) | -9% | |
| Public Works Overhead Expenditure Total | 385,334 | 127,002 | 165,327 | 38,325 | 30% | |
| Public Works Overhead Indirect Costs | | | | | | |
| Allocations | 474,925 | 157,221 | 165,801 | 8,580 | 5% | |
| On Costs Recovery | (483,911) | (179,775) | (189,685) | (9,910) | 6% | |
| Public Works Overhead Indirect Costs Total | (8,986) | (22,554) | (23,885) | (1,331) | 6% | |
| Public Works Overhead Total | 327,648 | 88,216 | 128,241 | 40,025 | 45% | |

CITY OF VINCENT
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| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---|
| <u>Plant Operating</u> | | | | | | |
| Plant Operating Expenditure | | | | | | |
| Other Expenses | 1,669,270 | 223,787 | 232,176 | 8,389 | 4% | |
| Plant Operating Expenditure Total | 1,669,270 | 223,787 | 232,176 | 8,389 | 4% | |
| Plant Operating Indirect Costs | | | | | | |
| Allocations | (1,375,622) | (441,640) | (374,822) | 66,818 | -15% | |
| Plant Operating Indirect Costs Total | (1,375,622) | (441,640) | (374,822) | 66,818 | -15% | |
| Plant Operating Total | 293,648 | (217,853) | (142,647) | 75,206 | -35% | |
| <u>Recoverable Works</u> | | | | | | |
| Recoverable Works Revenue | | | | | | |
| Revenue | (100,000) | (25,000) | (4,044) | 20,956 | -84% | No major recoverable works carried out. |
| Recoverable Works Revenue Total | (100,000) | (25,000) | (4,044) | 20,956 | -84% | |
| Recoverable Works Expenditure | | | | | | |
| Other Expenses | 50,000 | 0 | 3,994 | 3,994 | 100% | |
| Recoverable Works Expenditure Total | 50,000 | 0 | 3,994 | 3,994 | 100% | |
| Recoverable Works Total | (50,000) | (25,000) | (50) | 24,950 | -100% | |
| <u>Drainage Expenditure</u> | | | | | | |
| Drainage Expenditure | | | | | | |
| Other Expenses | 338,022 | 51,066 | 42,661 | (8,405) | -16% | |
| Drainage Expenditure Total | 338,022 | 51,066 | 42,661 | (8,405) | -16% | |
| Drainage Expenditure Total | 338,022 | 51,066 | 42,661 | (8,405) | -16% | |

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 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|------------------------------------|
| <u>Footpaths/Cycleways Expenditure</u> | | | | | | |
| Footpaths/Cycleways Expenditure | | | | | | |
| Other Expenses | 915,914 | 60,810 | 83,298 | 22,488 | 37% | Timing variance. |
| Footpaths/Cycleways Expenditure Total | 915,914 | 60,810 | 83,298 | 22,488 | 37% | |
| Footpaths/Cycleways Expenditure Total | 915,914 | 60,810 | 83,298 | 22,488 | 37% | |
| <u>Rights of Way Expenditure</u> | | | | | | |
| Rights of Way Expenditure | | | | | | |
| Other Expenses | 220,510 | 36,620 | 7,973 | (28,647) | -78% | No major maintenance yet required. |
| Rights of Way Expenditure Total | 220,510 | 36,620 | 7,973 | (28,647) | -78% | |
| Rights of Way Expenditure Total | 220,510 | 36,620 | 7,973 | (28,647) | -78% | |
| <u>Roads Expenditure</u> | | | | | | |
| Roads Expenditure | | | | | | |
| Other Expenses | 2,090,709 | 46,968 | 38,750 | (8,218) | -17% | |
| Roads Expenditure Total | 2,090,709 | 46,968 | 38,750 | (8,218) | -17% | |
| Roads Expenditure Total | 2,090,709 | 46,968 | 38,750 | (8,218) | -17% | |
| <u>Street Cleaning Expenditure</u> | | | | | | |
| Street Cleaning Expenditure | | | | | | |
| Other Expenses | 747,500 | 245,408 | 226,746 | (18,662) | -8% | |
| Street Cleaning Expenditure Total | 747,500 | 245,408 | 226,746 | (18,662) | -8% | |
| Street Cleaning Expenditure Total | 747,500 | 245,408 | 226,746 | (18,662) | -8% | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|--|---------------------------------|----------------------------|----------------------------|--------------------|---------------|---------------------|
| <u>Traffic Control for Roadworks Expenditure</u> | | | | | | |
| Traffic Control for Roadworks Expenditure | | | | | | |
| Other Expenses | 166,000 | 18,588 | 14,027 | (4,562) | -25% | |
| Traffic Control for Roadworks Expenditure Total | 166,000 | 18,588 | 14,027 | (4,562) | -25% | |
| <u>Traffic Control for Roadworks Expenditure Total</u> | <u>166,000</u> | <u>18,588</u> | <u>14,027</u> | <u>(4,562)</u> | <u>-25%</u> | |
| <u>Roadwork Signs and Barricades Expenditure</u> | | | | | | |
| Roadwork Signs and Barricades Expenditure | | | | | | |
| Other Expenses | 500 | 317 | 0 | (317) | -100% | |
| Roadwork Signs and Barricades Expenditure Total | 500 | 317 | 0 | (317) | -100% | |
| <u>Roadwork Signs and Barricades Expenditure Total</u> | <u>500</u> | <u>317</u> | <u>0</u> | <u>(317)</u> | <u>-100%</u> | |

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 OCTOBER 2018

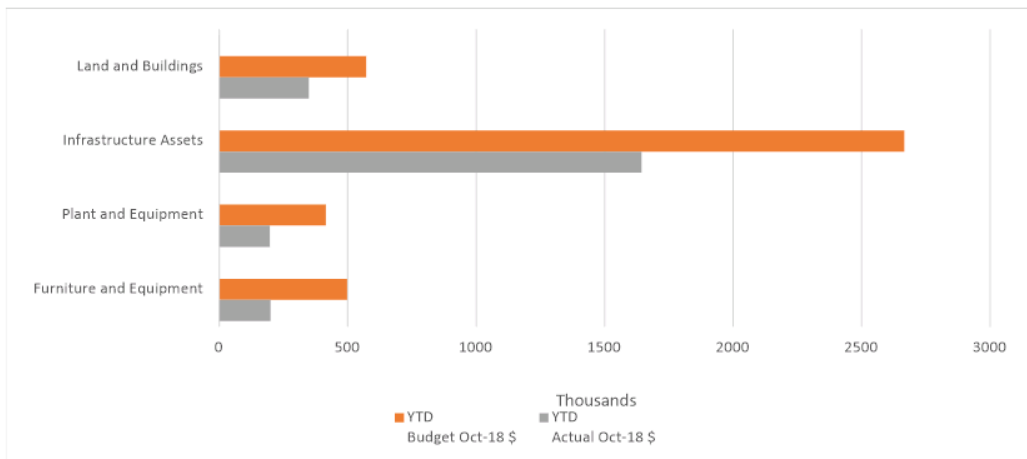


| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actual Oct-18 \$ | YTD Variance \$ | Variance % | Variance Commentary |
|---|---------------------------------|----------------------------|----------------------------|--------------------|---------------|------------------------------|
| <u>Works Depot</u> | | | | | | |
| Works Depot Expenditure | | | | | | |
| Employee Costs | 226,552 | 78,397 | 61,623 | (16,774) | -21% | Timing variance on salaries. |
| Other Employee Costs | 3,000 | 1,000 | 472 | (528) | -53% | |
| Other Expenses | 9,750 | 3,685 | 2,874 | (811) | -22% | |
| Works Depot Expenditure Total | 239,302 | 83,082 | 64,969 | (18,113) | -22% | |
| Works Depot Indirect Costs | | | | | | |
| Allocations | (239,302) | (83,082) | (64,969) | 18,113 | -22% | |
| Works Depot Indirect Costs Total | (239,302) | (83,082) | (64,969) | 18,113 | -22% | |
| Works Depot Total | 0 | 0 | 0 | 0 | 100% | |
| <u>Depot Building</u> | | | | | | |
| Depot Occupancy Costs | | | | | | |
| Building Maintenance | 101,350 | 30,240 | 22,785 | (7,455) | -25% | |
| Ground Maintenance | 5,100 | 2,432 | 3,404 | 972 | 40% | |
| Other Expenses | 243,103 | 42,948 | 42,450 | (498) | -1% | |
| Depot Occupancy Costs Total | 349,553 | 75,620 | 68,638 | (6,982) | -9% | |
| Depot Indirect Costs | | | | | | |
| Allocations | (349,553) | (75,620) | (68,638) | 6,982 | -9% | |
| Depot Indirect Costs Total | (349,553) | (75,620) | (68,638) | 6,982 | -9% | |
| Depot Building Total | 0 | 0 | 0 | 0 | | |
| Net Operating | 2,269,612 | (26,047,958) | (27,144,476) | (1,096,518) | 4% | |

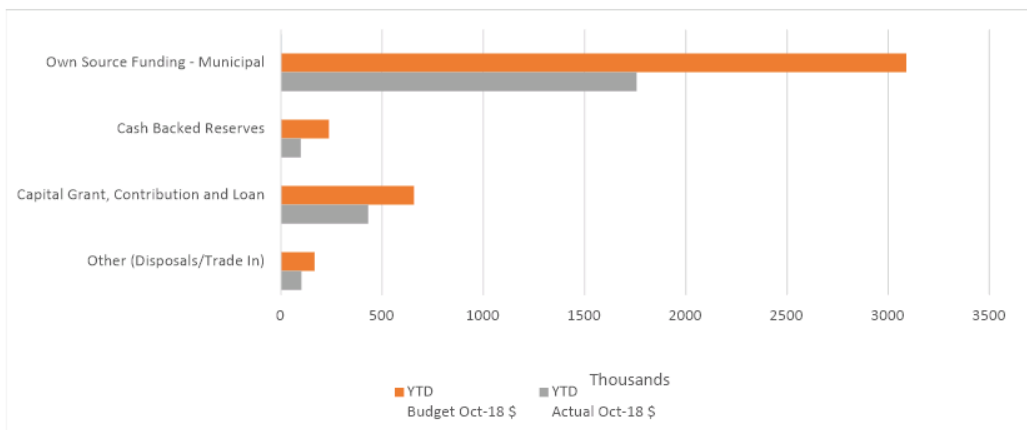
CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| CAPITAL EXPENDITURE | Adopted Budget | YTD Budget | YTD Actual | YTD Variance | Variance |
|-------------------------|-------------------|------------------|------------------|--------------------|-------------|
| | 2018/19 | Oct-18 | Oct-18 | | |
| | \$ | \$ | \$ | \$ | % |
| Land and Buildings | 2,729,200 | 571,200 | 348,125 | (223,075) | -39% |
| Infrastructure Assets | 7,939,502 | 2,666,404 | 1,642,647 | (1,023,757) | -38% |
| Plant and Equipment | 3,085,811 | 414,401 | 196,420 | (217,981) | -53% |
| Furniture and Equipment | 1,194,911 | 497,911 | 199,680 | (298,231) | -60% |
| Total | 14,949,424 | 4,149,916 | 2,386,872 | (1,763,044) | -42% |



| FUNDING | Adopted Budget | YTD Budget | YTD Actual | YTD Variance | Variance |
|--------------------------------------|-------------------|------------------|------------------|--------------------|-------------|
| | 2018/19 | Oct-18 | Oct-18 | | |
| | \$ | \$ | \$ | \$ | % |
| Own Source Funding - Municipal | 11,098,380 | 3,089,392 | 1,756,403 | (1,332,989) | -43% |
| Cash Backed Reserves | 1,546,190 | 237,190 | 97,923 | (139,267) | -59% |
| Capital Grant, Contribution and Loan | 1,829,854 | 657,334 | 430,987 | (226,347) | -34% |
| Other (Disposals/Trade In) | 475,000 | 166,000 | 101,559 | (64,441) | -39% |
| Total | 14,949,424 | 4,149,916 | 2,386,872 | (1,763,044) | -42% |



CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|--|---------------------------|--------------------------|--------------------------|-----------------|----------|---|
| LAND & BUILDING ASSETS | | | | | | |
| ADMINISTRATION & CIVIC CENTRE | | | | | | |
| Administration and Civic Centre - Workforce Accommodation Upgrade/Renewal | 120,000 | 70,000 | 29,927 | (40,073) | -57% | Work in progress. |
| BEATTY PARK LEISURE CENTRE | | | | | | |
| Beatty Park Leisure Centre - Risk Renewals | 700,000 | 0 | 30,947 | 30,947 | 100% | Work commenced ahead of schedule. |
| Beatty Park Leisure Centre - Plumbing Compliance | 60,000 | 0 | 22,370 | 22,370 | 100% | Work commenced ahead of schedule. |
| Beatty Park Leisure Centre - Remedial Works | 70,000 | 70,000 | 14,744 | (55,256) | -79% | Timing variance, works in progress. |
| Beatty Park Leisure Centre - Changeroom Tiles Replacement | | | 2,970 | 2,970 | 0% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| DEPARTMENT OF SPORTS AND RECREATION | | | | | | |
| Carpet Replacement - DSR □ | 150,000 | 0 | 0 | 0 | 0% | |
| LOFTUS RECREATION CENTRE | | | | | | |
| Loftus Centre Stormwater Infrastructure Renewal | 10,000 | 0 | 5,742 | 5,742 | 100% | Work commenced ahead of schedule. |
| Renewal of ceiling fabric and upgrade of lights throughout centre | 115,000 | 115,000 | 75,963 | (39,037) | -34% | Timing variance, works in progress. |
| Refrigerated A/C Plant Renewal | 0 | 0 | 3,159 | 3,159 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| LEEDERVILLE OVAL | | | | | | |
| Leederville Oval - Miscellaneous Structural Renewal | 60,000 | 0 | 0 | 0 | 0% | |
| Carpet Replacement - Leederville Oval Buildings (East Perth Football Club) | 30,000 | 0 | 0 | 0 | 0% | |
| WORKS DEPOT | | | | | | |
| Depot - Resurfacing and Reconstruction of Front Bin Bays | 75,000 | 0 | 0 | 0 | 0% | |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Commentary |
|---|---------------------------|--------------------------|--------------------------|------------------|-------------|---|
| MISCELLANEOUS | | | | | | |
| Braithwaite Park public toilet block upgrade and refurbishment | 120,000 | 120,000 | 98,611 | (21,389) | -18% | Work completed, awaiting invoice from supplier. |
| Mens Shed - Macerator Sewer Upgrade | 46,200 | 46,200 | 34,862 | (11,338) | -25% | Work completed, awaiting invoice from supplier. |
| Child Health Centres - Yield Up to Lease Renewal. Leederville Child Health Clinic | 17,500 | 0 | 0 | 0 | 0% | |
| Child Health Centres - Yield Up to Lease Renewal Mt Hawthorn Child Health Clinic | 17,500 | 0 | 0 | 0 | 0% | |
| Child Health Centres - Yield Up to Lease Renewal Highgate Child Health Clinic | 17,500 | 0 | 0 | 0 | 0% | |
| Child Health Centres - Yield Up to Lease Renewal North Perth. | 17,500 | 0 | 0 | 0 | 0% | |
| North Perth Main Hall - A/C New | 100,000 | 0 | 0 | 0 | 0% | |
| North Perth Bowling Club - Timber Floor Renewal | 15,000 | 0 | 0 | 0 | 0% | |
| Miscellaneous Building Renewal | 50,000 | 10,000 | 11,228 | 1,228 | 12% | |
| Mt Hawthorn Community Centre - Hub Upgrade | 350,000 | 0 | 4,737 | 4,737 | 100% | |
| Loton Park Tennis Club - Compliance and Structure Renewal | 20,000 | 20,000 | 0 | (20,000) | -100% | Works to commence in January 2019. |
| Sports Club - Forrest Park Croquet Ceiling and Lighting Renewal | 80,000 | 80,000 | 0 | (80,000) | -100% | Works to commence in March 2019. |
| Solar Photovoltaic Panel System Installation - Library | 107,000 | 0 | 0 | 0 | 0% | |
| Solar Photovoltaic Panel System Installation - Beatty Park | 107,000 | 0 | 0 | 0 | 0% | |
| Solar Photovoltaic Panel System Installation - Administration and Civic Centre | 107,000 | 0 | 3,443 | 3,443 | 100% | |
| Solar Photovoltaic Panel System Installation - Depot | 107,000 | 0 | 0 | 0 | 0% | |
| Library - Reception Desk Fit-Out Renewal | 35,000 | 35,000 | 0 | (35,000) | -100% | Works to commence in February 2019. |
| Airconditioner Renewal Program | 25,000 | 5,000 | 0 | (5,000) | -100% | |
| Woodville Reserve - Power upgrade | 0 | 0 | 9,424 | 9,424 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| FOR LAND & BUILDING ASSETS | 2,729,200 | 571,200 | 348,125 | (223,075) | -39% | |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|--|---------------------------|--------------------------|--------------------------|-----------------|----------|---|
| INFRASTRUCTURE ASSETS | | | | | | |
| TRAFFIC MANAGEMENT | | | | | | |
| Improvements at Vincent/Oxford Streets | 5,500 | 5,500 | 0 | (5,500) | -100% | |
| Intersections at Bourke and Loftus Streets | 30,000 | 30,000 | 33,602 | 3,602 | 12% | |
| Improved pedestrian crossings at signalised intersections | 230,000 | 230,000 | 0 | (230,000) | -100% | Timing variance, Main Roads WA conducting design works. |
| 40kph area wide speed zone trial | 150,000 | 0 | 5,674 | 5,674 | 100% | |
| Intersection Modifications Scarborough Beach Road, Green, Main and Brady Streets | 30,000 | 15,000 | 0 | (15,000) | -100% | Works to commence in February 2019. |
| Retractable Bollards Leederville Town Centre | 60,000 | 0 | 0 | 0 | 0% | |
| Miscellaneous Traffic Management Requests | 80,000 | 20,000 | 15,436 | (4,564) | -23% | |
| Safety Balustrade Beaufort Street, Highgate | 15,000 | 15,000 | 4,066 | (10,934) | -73% | Work in progress. |
| Signalised Pedestrian Crossings Program | 250,000 | 0 | 0 | 0 | 0% | |
| BLACK SPOT PROGRAM | | | | | | |
| Newcastle and Palmerston Streets | 40,000 | 40,000 | 0 | (40,000) | -100% | Project on hold, pending discussion with City of Perth and Main Roads WA. |
| Ruby and Fitzgerald Streets | 10,000 | 10,000 | 9,590 | (410) | -4% | |
| Intersection Lincoln and Wright Streets Roundabout | 150,000 | 75,000 | 1,000 | (74,000) | -99% | Major works to commenct in April 2019. |
| STREETSCAPE IMPROVEMENTS | | | | | | |
| Greening (Streetscapes) | 380,000 | 200,000 | 50,971 | (149,029) | -75% | Timing variance, on-going project to be completed by June 2019. |
| North Perth Public Open Space | 719,514 | 92,514 | 28,648 | (63,866) | -69% | Tender preparation in progress, works will commence thereafter. |
| Oxford street/Newcastle street shared space | 310,000 | 30,000 | 0 | (30,000) | -100% | Project to commence in January 2019. |
| Planned Fitzgerald Street Upgrades | 15,000 | 10,000 | 0 | (10,000) | -100% | |
| Streetscape Improvements/Place Making - Miscellaneous Renewals | 30,000 | 10,000 | 12,719 | 2,719 | 27% | |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance Commentary |
|--|---------------------------|--------------------------|--------------------------|-----------------|--|
| ROADWORKS - LOCAL ROADS PROGRAM | | | | | |
| Cleaver St - Carr St - Roundabout | 50,000 | 50,000 | 49,913 | (87) | 0% |
| Norfolk Street - Vincent St to Chelmsford Rd | 0 | 0 | 49 | 49 | 100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Hutt Street - Grosvenor Rd to Raglan Rd | 0 | 0 | 1,003 | 1,003 | 100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Summers Street - Joel to River | 67,000 | 67,000 | 12,214 | (54,786) | -82% Timing variance. |
| Magnolia Street - Farmer to Waugh | 60,000 | 60,000 | 49,836 | (10,164) | -17% Timing variance. |
| Mignonette Street - Farmer to Waugh | 60,000 | 60,000 | 49,986 | (10,014) | -17% Timing variance. |
| Marian Street - Oxford to Scott | 106,000 | 0 | 76,011 | 76,011 | 100% Work commenced ahead of schedule. |
| Rae Street - Marian to Tennyson | 68,000 | 68,000 | 61,474 | (6,526) | -10% |
| Bondi Street - Scar Bch Rd to Merredin | 22,500 | 22,500 | 24,545 | 2,045 | 9% |
| Brentham St - Slow point near school to Namatjira | 131,000 | 0 | 97,963 | 97,963 | 100% Work commenced ahead of schedule. |
| Elven Street - Richmond to Emmerson | 17,500 | 17,500 | 13,261 | (4,239) | -24% |
| Curtis Street - Walcott to Harold | 30,000 | 0 | 20,848 | 20,848 | 100% Work commenced ahead of schedule. |
| Cleaver Street - Carr to Newcasatle | 18,000 | 0 | 24,211 | 24,211 | 100% Work commenced ahead of schedule. |
| ROADWORKS - REHABILITATION (MRRG PROGRAM) | | | | | |
| Beaufort/Brisbane Street Intersection Improvements | 137,779 | 15,000 | 0 | (15,000) | -100% Works to commence in December 2018. |
| Brisbane Street - Beaufort to William Street | 134,214 | 15,000 | 0 | (15,000) | -100% Works to commence in December 2018. |
| Beaufort Street - Brisbane to Parry Street | 51,043 | 0 | 0 | 0 | 0% |
| Bulwer Street, Lord Street to Brisbane Street | 156,600 | 33,000 | 95,091 | 62,091 | 188% Timing variance, works commenced ahead of schedule. |
| Newcastle Street, Loftus Street to Charles Street | 226,600 | 33,000 | 655 | (32,346) | -98% Timing variance. |
| Lincoln Street to Harold Street | 224,200 | 34,000 | 103,492 | 69,492 | 204% Timing variance, works commenced ahead of schedule. |
| ROADWORKS - ROADS TO RECOVERY PROGRAM | | | | | |
| Curtis Street - Walcott to Harold | 41,662 | 0 | 66,606 | 66,606 | 100% Work commenced ahead of schedule. |
| Cleaver Street - Carr to Newcasatle | 118,000 | 0 | 83,158 | 83,158 | 100% Work commenced ahead of schedule. |
| Randell Street - Fitzgerald St to Palmerston St | 0 | 0 | 5,221 | 5,221 | 100% 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|--|---------------------------|--------------------------|--------------------------|-----------------|----------|--|
| RIGHTS OF WAY | | | | | | |
| Rights of Way Renewal Program | 75,000 | 0 | 4,014 | 4,014 | 100% | |
| SLAB FOOTPATH PROGRAMME | | | | | | |
| Footpath Prog - Kalgoorlie St | 0 | 0 | (95) | (95) | 100% | 2017-18 project, refund received. |
| Newcastle St - Water Corp to Loftus St | 22,500 | 0 | 14,799 | 14,799 | 100% | Work commenced ahead of schedule. |
| Walcott St - Alma Rd to Raglan Rd | 8,000 | 8,000 | 7,405 | (595) | -7% | |
| Anzac Rd - Loftus St to Scarborough Bch Road | 19,000 | 19,000 | 11,210 | (7,790) | -41% | |
| Bourke St - Deague Court to Charles St | 12,500 | 12,500 | 0 | (12,500) | -100% | Project to commence in December 2018. |
| Golding St - Newcastle St to Old Aberdeen Place | 13,000 | 0 | 0 | 0 | 0% | |
| Green St - Matlock St to Bus Stop | 25,000 | 0 | 21,436 | 21,436 | 100% | Work commenced ahead of schedule. |
| Tactile Paving Town Centres | 10,000 | 0 | 0 | 0 | 0% | |
| Ellesmere Street path extension - Stage 3 | 52,000 | 26,000 | 0 | (26,000) | -100% | Timing variance, project to commence in December 2018 budget review. |
| BICYCLE NETWORK | | | | | | |
| Bicycle Network Oxford - Anzac to Scarb Bch Rd | 190,000 | 50,000 | 0 | (50,000) | -100% | Timing variance, project to commence in December 2018. |
| Bike Boulevard Stage 2 | 500,000 | 500,000 | 171,209 | (328,791) | -66% | Timing variance, works in progress |
| Bike Network Plan 2015-16 Implementation (Loftus Street - Vincent to Richmond St) | 420,000 | 200,000 | 1,500 | (198,500) | -99% | Ongoing project, to be completed by June 2019. |
| Swan River PSP Upgrade - Summers St to Windan Bridge Link | 135,000 | 0 | 0 | 0 | 0% | |
| Bike Parking | 20,000 | 5,000 | 1,213 | (3,787) | -76% | |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|---|---------------------------|--------------------------|--------------------------|-----------------|----------|---|
| CAR PARK DEVELOPMENT | | | | | | |
| Chelmsford Road Car Park | 0 | 0 | 42,512 | 42,512 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| North Perth Parking | 98,800 | 83,800 | 0 | (83,800) | -100% | Project at planning stage. |
| North Perth ACROD Parking Bays | 0 | 0 | 1,045 | 1,045 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Parking Restriction Implementation | 75,000 | 75,000 | 0 | (75,000) | -100% | Project on planning stage. |
| Chelmsford Road Car Park Rehabilitation Works Stage 2 | 45,000 | 0 | 0 | 0 | 0% | |
| Dunedin Street Car Park Rehabilitation Works | 46,000 | 0 | 0 | 0 | 0% | |
| Frame Court Car Park Rehabilitation Works - Stage 1 | 40,000 | 20,000 | 45,285 | 25,285 | 126% | Work commenced ahead of schedule. |
| Raglan Road Car Park Rehabilitation Works Stage 2 | 48,000 | 0 | 0 | 0 | 0% | |
| The Avenue Car Park Rehabilitation Works - Stage 1 | 40,000 | 20,000 | 20,362 | 362 | 2% | |
| North Perth Parking | | | | | 0% | |
| Beatty Park Reserve car park - Lighting | 0 | 0 | 2,936 | 2,936 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Raglan Road Car Park - Resurfacing & Lighting | 0 | 0 | 31,236 | 31,236 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| DRAINAGE | | | | | | |
| Beatty Park Reserve - Drainage Improvements | 150,000 | 0 | 0 | 0 | 0% | |
| Lawler Street Sump - Infill | 0 | 0 | 1,120 | 1,120 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Gully Soakwell Program | 80,000 | 20,000 | 0 | (20,000) | -100% | Project to commence in January 2019. |
| Drainage - Miscellaneous Improvements | 50,000 | 12,500 | 5,283 | (7,217) | -58% | |
| Drainage - Britannia Road Drain Inspection | 25,000 | 0 | 0 | 0 | 0% | |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Commentary |
|--|---------------------------|--------------------------|--------------------------|-----------------|----------|---|
| PARKS AND RESERVES | | | | | | |
| Axford Park - Redevelopment | 165,000 | 120,000 | 57,174 | (62,826) | -52% | Project pending on council adoption of project plan. |
| Kyllia Park | 0 | 0 | 274 | 274 | 0% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Les Lilleyman Reserve - Eco-zoning | 0 | 0 | 181 | 181 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Menzies Park - Replace groundwater bore | 0 | 0 | 9,562 | 9,562 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Loftus Rec Centre - Synthetic Soccer Pitch Surface | 0 | 0 | 38,460 | 38,460 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Playgrounds for under 4yo | 40,000 | 0 | 0 | 0 | 0% | |
| Hyde Park Lighting Improvement | 20,000 | 0 | 0 | 0 | 0% | |
| Central Control Irrigation System | 60,000 | 30,000 | 38,745 | 8,745 | 29% | Work commenced ahead of schedule. |
| Stuart Street Reserve - Replace Groundwater Bore | 45,000 | 30,000 | 0 | (30,000) | -100% | Works to commence in December 2018. |
| Public Open Space Strategy Implementation | 250,000 | 0 | 0 | 0 | 0% | |
| Banks Reserve Master Plan Implementation - Stage 1 | 450,000 | 0 | 668 | 668 | 100% | |
| Les Lilleyman Reserve - Installation of perimeter path (Stage 2) | 100,000 | 30,000 | 0 | (30,000) | -100% | Works to commence in December 2018. |
| Forrest Park - Replacement Playground Shade Sails | 12,000 | 12,000 | 0 | (12,000) | -100% | Timing variance. |
| Les Lilleyman Reserve - Replace Playground Sofffall | 42,000 | 0 | 40,000 | 40,000 | 100% | |
| Parks Furniture - Replacement | 20,000 | 0 | 0 | 0 | 0% | |
| Woodville Reserve - Extension to Perimeter Fencing | 35,000 | 35,000 | 16,017 | (18,983) | -54% | Timing variance. |
| Jack Marks Reserve - Installation of additional paving | 15,000 | 15,000 | 72 | (14,928) | -100% | Design still in progress. |
| Jack Marks Reserve - Installation of Seating (Dog Park) | 25,000 | 0 | 0 | 0 | 0% | |
| Netball Installation Public Open Space | 12,000 | 0 | 0 | 0 | 0% | |
| Banks Reserve - Foreshore restoration stage 2 | 0 | 0 | 7,750 | 7,750 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|--|---------------------------|--------------------------|--------------------------|--------------------|-------------|---|
| MISCELLANEOUS | | | | | | |
| Upgrade and install new street lighting | 0 | 0 | 0 | 0 | 0% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Bus Shelters | 0 | 0 | 1,210 | 1,210 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Leederville Tennis Club - Bore Motor Replacement | 3,590 | 3,590 | 3,588 | (2) | 0% | |
| North Perth Community Garden (NPCG) | 10,000 | 6,000 | 7,287 | 1,287 | 21% | |
| Oxford Skate Park - Metal Halfpipe Renewal | 50,000 | 50,000 | 18,143 | (31,858) | -64% | Timing variance. |
| Install Recycling Bins in Public Areas | 35,000 | 0 | 980 | 980 | 100% | |
| Upgrade and Install New Street Lighting | 15,000 | 5,000 | 0 | (5,000) | -100% | |
| Bus Shelters- Replace and Upgrade | 40,000 | 20,000 | 22,821 | 2,821 | 14% | |
| Regrade and Resurface Verge Parking for Church Adjacent 49 Jugan Street, Mt Hawthorn | 70,000 | 0 | 0 | 0 | 0% | |
| TOTAL EXPENDITURE | | | | | | |
| FOR INFRASTRUCTURE ASSETS | 7,939,502 | 2,666,404 | 1,642,647 | (1,023,757) | -38% | |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|---|---------------------------|--------------------------|--------------------------|-----------------|----------|---|
| <u>PLANT & EQUIPMENT ASSETS</u> | | | | | | |
| LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME | | | | | | |
| Light Fleet - Annual Changeovers | 542,500 | 133,000 | 102,203 | (30,797) | -23% | |
| MAJOR PLANT REPLACEMENT PROGRAMME | | | | | | |
| Single Axle Truck (Flocon) | 230,000 | 0 | 0 | 0 | 0% | |
| All Terrain Vehicle (ATV) - Parks | 30,000 | 0 | 0 | 0 | 0% | |
| Single Axle Truck (Parks Mowing Operations) | 170,000 | 0 | 0 | 0 | 0% | |
| Replace Existing Rear Loader (Rubbish Truck) | 430,000 | 0 | 0 | 0 | 0% | |
| Replace Existing Hydraulic Breaker | 30,000 | 0 | 0 | 0 | 0% | |
| Renew Existing Plant: Depot Forklift | 40,000 | 40,000 | 0 | (40,000) | -100% | |
| Replace Existing Skid Steer Loader | 130,000 | 0 | 0 | 0 | 0% | |
| Replace Existing Side Loader (Rubbish Truck) | 430,000 | 0 | 0 | 0 | 0% | |
| Tractor/Front End Loader (FEL) - Hyde Park | 70,000 | 0 | 0 | 0 | 0% | |
| Miscellaneous Minor Plant & Equipment - Works & Operations Services | 30,000 | 0 | 290 | 290 | 100% | |
| ADMINISTRATION & CIVIC CENTRE | | | | | | |
| Multiple Sites - CCTV Upgrade/New | 80,000 | 0 | 0 | 0 | 0% | |
| BEATTY PARK LEISURE CENTRE | | | | | | |
| Boiler Replacement | 182,401 | 182,401 | 0 | (182,401) | -100% | Project in planning stage. |
| Upgrade fire panel | 0 | 0 | 3,725 | 3,725 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Switchboard in top level of plantroom | 0 | 0 | 11,934 | 11,934 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Beatty Park Leisure Centre - Safety Fence - New | 25,000 | 25,000 | 21,238 | (3,762) | -15% | Work complete, awaiting invoice from supplier. |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|--|---------------------------|--------------------------|--------------------------|-----------------|----------|---|
| COMMUNITY SERVICES | | | | | | |
| Parking Machines Asset Replacement Program | 40,000 | 30,000 | 0 | (30,000) | -100% | Audit in progress. |
| Rosemount Hotel Car Park - ticket parking machines | 20,000 | 0 | 0 | 0 | 0% | |
| Replace Autocite Units (mobile infringement hardware) | 0 | 0 | 711 | 711 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Parking Machines Asset Replacement Program | 0 | 0 | 5,040 | 5,040 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| WORKS DEPOT | | | | | | |
| Works Depot - APAC HVAC Renewal | 25,000 | 0 | 0 | 0 | 0% | |
| High Pressure Cleaner for Depot | 15,000 | 0 | 11,525 | 11,525 | 100% | |
| MISCELLANEOUS | | | | | | |
| Water and Energy Efficiency Initiatives | 50,000 | 0 | 36,403 | 36,403 | 100% | |
| Loftus Recreation Centre - Asset Renewal Program (Lease) Belgravia Leisure | 50,000 | 0 | 0 | 0 | 0% | |
| Laneway Lighting Program (Right of Way) | 84,990 | 0 | 0 | 0 | 0% | |
| Relocate UMS supply for the CCTV Camera in Oxford street | 20,000 | 0 | 0 | 0 | 0% | |
| Beaufort Street CCTV Network Upgrade | 305,510 | 0 | 0 | 0 | 0% | |
| COMMUNITY SERVICES | | | | | | |
| Parking Sensors Pilot Project | 51,410 | 0 | 0 | 0 | 0% | |
| LIBRARY | | | | | | |
| Library - Split System Renewal | 4,000 | 4,000 | 3,350 | (650) | -16% | |
| TOTAL EXPENDITURE FOR PLANT & EQUIPMENT ASSETS | | | | | | |
| | 3,085,811 | 414,401 | 196,420 | (217,981) | -53% | |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|---|---------------------------|--------------------------|--------------------------|-----------------|----------|---|
| <u>FURNITURE & EQUIPMENT ASSETS</u> | | | | | | |
| ADMINISTRATION & CIVIC CENTRE | | | | | | |
| INFORMATION TECHNOLOGY | | | | | | |
| Upgrade of IT Firewall | 80,000 | 80,000 | 0 | (80,000) | -100% | Work in progress. |
| Upgrade IT Network Remote Access Facility | 30,000 | 30,000 | 0 | (30,000) | -100% | Work in progress. |
| Online Lodgement of Applications | 70,000 | 70,000 | 1,754 | (68,246) | -97% | Work in progress. |
| Upgrade Two Way Radio Fleet | 100,000 | 100,000 | 106,033 | 6,033 | 6% | Timing variance. |
| Backup Server | 40,000 | 0 | 0 | 0 | 0% | |
| Business System Implementation Project | 300,000 | 80,000 | 0 | (80,000) | -100% | Project to commence in December 2018. |
| Disc for Storage System | 10,000 | 0 | 0 | 0 | 0% | |
| Replacement of the old printers | 20,000 | 20,000 | 0 | (20,000) | -100% | |
| Renew Switches | 35,000 | 0 | 0 | 0 | 0% | |
| Wi-Fi Installation | 60,000 | 30,000 | 0 | (30,000) | -100% | |
| Computers - Additional to Fleet PC's | 10,000 | 10,000 | 9,078 | (922) | -9% | |
| Redevelopment of Website (stage 2) | 0 | 0 | 10,885 | 10,885 | 100% | 2017-18 project, carry forward adjustment to be amended in December 2018 budget review. |
| Graffiti Reporting Equipment | 0 | 0 | 3,055 | 3,055 | 100% | Grant of \$11,617 received from WA Police, to be adjusted in December budget review. |
| BEATTY PARK LEISURE CENTRE | | | | | | |
| Beatty Park Leisure Centre - Strength Equipment | 102,000 | 0 | 48,818 | 48,818 | 100% | Project commenced ahead of schedule. |
| Beatty Park Leisure Centre - NFA Renewals | 20,000 | 5,000 | 8,032 | 3,032 | 61% | |
| MARKETING & COMMUNICATIONS | | | | | | |
| Mount Lawley/ Highgate Town Centre Streetscape Upgrades | 75,000 | 0 | 0 | 0 | 0% | |
| Public Art Project | 200,000 | 30,000 | 0 | (30,000) | -100% | Pending council decision after review of Art Development Action Plan. |

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2018/19
AS AT 31 OCTOBER 2018



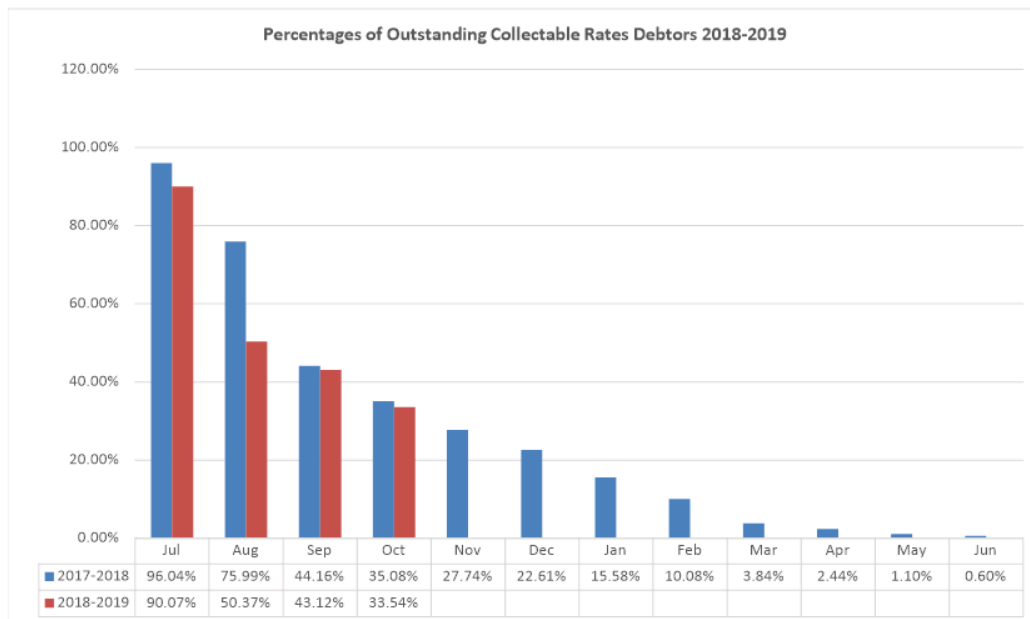
| | Adopted Budget 2018/19 | YTD Budget 2018/19 | YTD Actual 2018/19 | YTD Variance | Variance | Variance Commentary |
|---|---------------------------|--------------------------|--------------------------|--------------------|-------------|---------------------|
| PUBLIC HALLS | | | | | | |
| Halls, Pavilions and Operational Buildings - Non Fixed Assets - Renew | 29,911 | 29,911 | 2,158 | (27,753) | -93% | Timing variance. |
| HEALTH SERVICES | | | | | | |
| Replacement and upgrade of Sound Level Meters | 13,000 | 13,000 | 9,867 | (3,133) | -24% | |
| TOTAL EXPENDITURE FOR FURNITURE & EQUIPMENT ASSETS | 1,194,911 | 497,911 | 199,680 | (298,231) | -60% | |
| TOTAL CAPITAL EXPENDITURE | 14,949,424 | 4,149,916 | 2,386,872 | (1,763,044) | -42% | |

CITY OF VINCENT
NOTE 6 - CASH BACKED RESERVES
AS AT 31 OCTOBER 2018



| Reserve Particulars | Budget Opening Balance 01/07/2018 \$ | Actual Opening Balance 01/07/2018 \$ | Budget Transfers to Reserve 30/06/2019 \$ | YTD Actual Transfers to Reserve 31/10/2018 \$ | Budget Interest Earned 30/06/2019 \$ | YTD Actual Interest Earned 31/10/2018 \$ | Budget Transfers from Reserve 30/06/2019 \$ | YTD Actual Transfers from Reserve 31/10/2018 \$ | Budget Closing Balance 30/06/2019 \$ | Actual Closing Balance 31/10/2018 \$ |
|--|--|--|---|---|--|--|---|---|--|--|
| Administration Centre Reserve | 325 | 363 | 0 | 0 | 8 | 1 | (333) | (364) | 0 | 0 |
| Asset Sustainability Reserve | 3,896,088 | 3,896,230 | 63,585 | 62,173 | 91,212 | 33,348 | (700,000) | (30,947) | 3,350,885 | 3,960,804 |
| Beatty Park Leisure Centre Reserve | 158,558 | 149,681 | 0 | 0 | 3,712 | 1,892 | (55,000) | 0 | 107,270 | 151,573 |
| Capital Reserve | 7,707 | 7,671 | 0 | 0 | 180 | 17 | (7,887) | (7,688) | 0 | 0 |
| Cash in Lieu Parking Reserve | 775,156 | 1,688,491 | 0 | 8,354 | 18,148 | 8,303 | (83,800) | 0 | 709,504 | 1,705,148 |
| Electronic Equipment Reserve | 54,098 | 54,004 | 0 | 0 | 1,267 | 119 | (55,365) | (54,121) | 0 | 2 |
| Hyde Park Lake Reserve | 152,430 | 152,168 | 0 | 0 | 3,569 | 1,290 | 0 | 0 | 155,999 | 153,458 |
| Land and Building Acquisition Reserve | 284,705 | 284,213 | 0 | 0 | 6,665 | 2,409 | 0 | 0 | 291,370 | 286,622 |
| Leederville Oval Reserve | 221,911 | 222,530 | 0 | 0 | 5,195 | 1,885 | (90,000) | 0 | 137,106 | 224,415 |
| Leederville Tennis Reserve | 3,021 | 3,024 | 14,345 | 14,371 | 71 | 72 | (4,805) | (4,803) | 12,632 | 12,664 |
| Loftus Community Centre Reserve | 24,562 | 24,544 | 6,250 | 3,115 | 575 | 217 | 0 | 0 | 31,387 | 27,876 |
| Loftus Recreation Centre Reserve | 58,188 | 58,631 | 57,415 | 19,123 | 1,362 | 536 | 0 | 0 | 116,965 | 78,290 |
| North Perth Tennis Reserve | 47,992 | 47,925 | 4,770 | 227 | 1,124 | 407 | 0 | 0 | 53,886 | 48,559 |
| Office Building Reserve - 246 Vincent Street | 535,380 | 536,594 | 0 | 0 | 12,534 | 4,577 | (150,000) | 0 | 397,914 | 541,171 |
| Parking Facility Reserve | 98,720 | 100,899 | 0 | 0 | 2,311 | 856 | 0 | 0 | 101,031 | 101,755 |
| Percentage For Public Art Reserve | 0 | 0 | 200,000 | 0 | 0 | 0 | (200,000) | 0 | 0 | 0 |
| Plant and Equipment Reserve | 208,302 | 210,436 | 0 | 0 | 4,877 | 1,783 | (199,000) | 0 | 14,179 | 212,219 |
| State Gymnastics Centre Reserve | 75,314 | 83,757 | 10,790 | 8,770 | 1,763 | 766 | 0 | 0 | 87,867 | 93,293 |
| Strategic Waste Management Reserve | 21,440 | 21,402 | 0 | 0 | 502 | 182 | 0 | 0 | 21,942 | 21,584 |
| Tamala Park Land Sales Reserve | 3,478,477 | 3,478,572 | 939,498 | 0 | 81,437 | 29,482 | 0 | 0 | 4,499,412 | 3,508,054 |
| Underground Power Reserve | 201,035 | 200,690 | 0 | 0 | 4,707 | 1,701 | 0 | 0 | 205,742 | 202,391 |
| Waste Management Plant and Equipment Reserve | 206,768 | 210,145 | 0 | 0 | 4,841 | 1,782 | 0 | 0 | 211,609 | 211,927 |
| | 10,510,177 | 11,431,970 | 1,296,653 | 116,133 | 246,060 | 91,625 | (1,546,190) | (97,923) | 10,506,700 | 11,541,805 |

CITY OF VINCENT
NOTE 7 - RATING INFORMATION
AS AT 31 OCTOBER 2018



**CITY OF VINCENT
NOTE 7 - RATING INFORMATION
FOR THE MONTH ENDED 31 OCTOBER 2018**



| | Rateable Value | Rate in Dollar Cents | Budget | Actual | Rates Levied to Budget |
|---|--------------------|----------------------|-------------------|-------------------|------------------------|
| | \$ | | \$ | \$ | % |
| Rate Revenue | | | | | |
| General Rate | | | | | |
| 11,268 Residential | 289,005,644 | 6.4750 | 18,713,135 | 18,713,136 | 100.0% |
| 1627 Other | 128,714,926 | 6.6190 | 8,519,642 | 8,519,642 | 100.0% |
| 39 Vacant Other | 2,410,700 | 12.6280 | 304,423 | 304,423 | 100.0% |
| Minimum Rate | | | | | |
| 5664 Residential @ \$1,180 | 86,742,992 | 6.4750 | 6,683,520 | 6,683,520 | 100.0% |
| 150 Other @ \$1,180 | 1,794,734 | 6.6190 | 177,000 | 177,000 | 100.0% |
| 4 Vacant Other @ \$1,494 | 41,700 | 12.6280 | 5,976 | 5,976 | 100.0% |
| Interim Rates | 0 | | 450,000 | 47,511 | 10.6% |
| Rates Waiver | 0 | | (135,841) | (135,841) | 100.0% |
| Total Amount Made up from Rates | 508,710,696 | | 34,717,855 | 34,315,366 | |
| Non Payment Penalties | | | | | |
| Instalment Interest @ 5.5% | | | 162,000 | 178,722 | 110.3% |
| Penalty Interest @ 11% | | | 110,000 | 67,083 | 61.0% |
| Administration Charge - \$13 per instalment | | | 252,000 | 251,102 | 99.6% |
| Legal Costs Recovered | | | 45,000 | 9,592 | 21.3% |
| Other Reimbursements | | | 600 | 0 | 0.0% |
| Interest Write Off | | | (1,000) | 0 | 0.0% |
| | | | 35,286,455 | 34,821,865 | |
| Other Revenue | | | | | |
| Exempt Bins - Non Rated Properties | | | 147,819 | 147,732 | 99.9% |
| Commercial / Residential Additional Bins | | | 176,820 | 167,001 | 94.4% |
| Swimming Pools Inspection Fees | | | 14,000 | 13,168 | 94.1% |
| | | | 35,625,094 | 35,149,766 | |
| Opening Balance | | | | 432,241 | |
| Total Collectable | | | 35,625,094 | 35,582,007 | 99.88% |
| Less | | | | | |
| Cash Received | | | | 22,589,431 | |
| Rebates Allowed | | | | 1,042,162 | |
| Refunds Allowed | | | | 0 | |
| Rates Balance To Be Collected | | | 35,625,094 | 11,950,414 | 33.54% |
| Add | | | | | |
| ESL Debtors | | | | 366,732 | |
| Pensioner Rebates Not Yet Claimed | | | | 389,631 | |
| ESL Rebates Not Yet Claimed | | | | 12,590 | |
| Less | | | | | |
| Deferred Rates Debtors | | | | (104,528) | |
| Current Rates Debtors Balance | | | | 12,614,839 | |

CITY OF VINCENT
NOTE 8 - DEBTOR REPORT
FOR THE MONTH ENDED 31 OCTOBER 2018



| DESCRIPTION | CURRENT | 31-59 DAYS | 60-89 DAYS | OVER 90 DAYS | BALANCE |
|---|----------------|----------------|-----------------|------------------|------------------|
| | \$ | \$ | \$ | \$ | \$ |
| DEBTOR CONTROL - HEALTH LICENCES | 9,608 | 109,420 | 7,323 | 0 | 126,351 |
| DEBTOR CONTROL - RUBBISH CHARGES | 0 | 0 | 0 | 0 | 0 |
| DEBTOR CONTROL - CASH IN LIEU CAR PARKING * | 41,148 | 0 | 0 | 319,433 | 360,581 |
| DEBTOR CONTROL - PROPERTY INCOME | (30,694) | 438 | 31,159 | 43,730 | 44,632 |
| DEBTOR CONTROL - RECOVERABLE WORKS | (14,648) | (3,914) | (3,914) | (7,828) | (30,305) |
| DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE | 0 | 0 | 0 | 0 | 0 |
| DEBTOR CONTROL - OTHER | 44,911 | (29,650) | 14,910 | 42,145 | 72,317 |
| DEBTOR CONTROL - % ART CONTRIBUTIONS | 0 | 0 | 0 | 0 | 0 |
| DEBTOR CONTROL - GST | 81,683 | 0 | (123,062) | 217,545 | 176,166 |
| DEBTOR CONTROL - INFRINGEMENT * | 151,805 | 74,241 | 56,432 | 1,143,461 | 1,425,939 |
| PROVISION FOR DOUBTFUL DEBT | 0 | 0 | 0 | 0 | 0 |
| TOTAL DEBTORS OUTSTANDING AS AT 31/10/2018 | 283,812 | 150,535 | (17,152) | 1,758,486 | 2,175,681 |
| UNDERGROUND POWER | | | | | 49,881 |
| ACCRUED INCOME | | | | | 0 |
| ACCRUED INTEREST | | | | | 270,466 |
| PREPAYMENTS | | | | | 451,715 |
| TOTAL TRADE AND OTHER RECEIVABLES | | | | | 2,947,743 |

| DATE | DEBTOR OVER 90 DAYS | AMOUNT | DEBT DETAILS | Comments |
|--|--------------------------|------------------|--|---|
| 25/02/2015 | Subiaco Football Club | 16,202.10 | Turf maintenance & top dressing | Negotiations between DCS, DCE and the club. |
| 25/02/2015 | East Perth Football Club | 19,398.04 | Turf maintenance & top dressing | Negotiations between DCS, DCE and the club. |
| 06/07/018 | Loftus Community Centre | 1,640.41 | Utility for 2017/18 | In the process of resolving outstanding debt. |
| 12/09/2016 | Tuart Hill Cricket Club | 6,680.00 | Charles Veryard Reserve for training/matches | Pending new licence fee proposal to Council. |
| 04/11/2016 | C Caferelli | 28,600.00 | Breaches of Planning Development Act | Have been handed over to FER. |
| BALANCE OF 60 DAY DEBTORS OVER \$500.00 | | 72,520.55 | | |

* Administration has created an action plan to resolve these debtors.

CITY OF VINCENT
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 31 OCTOBER 2018



| | Adopted Budget 2018/19 \$ | YTD Budget Oct-18 \$ | YTD Actuals Oct-18 \$ | YTD Actuals Oct-17 \$ | Month Actuals Oct-18 \$ | Month Actuals Oct-17 \$ |
|-------------------------------|------------------------------------|-------------------------------|--------------------------------|--------------------------------|----------------------------------|----------------------------------|
| ADMINISTRATION | | | | | | |
| Revenue | 0 | 0 | 0 | 0 | 0 | 0 |
| Expenditure | 0 | 0 | 0 | 0 | 1,273 | 0 |
| Surplus/(Deficit) | 0 | 0 | 0 | 0 | 1,273 | 0 |
| SWIMMING POOLS AREA | | | | | | |
| Revenue | 2,524,036 | 727,472 | 710,448 | 622,281 | 220,664 | 186,232 |
| Expenditure | (2,845,998) | (893,386) | (1,210,608) | (1,272,985) | (392,339) | (382,631) |
| Surplus/(Deficit) | (321,962) | (165,914) | (500,161) | (650,704) | (171,675) | (196,399) |
| SWIM SCHOOL | | | | | | |
| Revenue | 2,281,242 | 822,540 | 818,099 | 570,043 | 237,459 | 155,974 |
| Expenditure | (2,448,768) | (753,615) | (531,410) | (388,315) | (174,959) | (132,082) |
| Surplus/(Deficit) | (167,526) | 68,925 | 286,690 | 181,728 | 62,500 | 23,892 |
| CAFÉ | | | | | | |
| Revenue | 1,019,369 | 334,638 | 302,858 | 210,338 | 88,795 | 64,340 |
| Expenditure | (1,401,228) | (433,444) | (296,763) | (263,045) | (99,010) | (95,646) |
| Surplus/(Deficit) | (381,859) | (98,806) | 6,095 | (52,707) | (10,215) | (31,305) |
| RETAIL SHOP | | | | | | |
| Revenue | 578,292 | 163,718 | 151,871 | 143,669 | 46,957 | 48,892 |
| Expenditure | (487,018) | (114,348) | 33,501 | (93,475) | 114,076 | (48,919) |
| Surplus/(Deficit) | 91,274 | 49,370 | 185,372 | 50,194 | 161,033 | (27) |
| HEALTH & FITNESS | | | | | | |
| Revenue | 576,630 | 195,934 | 179,300 | 537,187 | 47,964 | 134,845 |
| Expenditure | (1,533,129) | (509,361) | (502,319) | (457,534) | (181,264) | (155,045) |
| Surplus/(Deficit) | (956,499) | (313,427) | (323,019) | 79,653 | (133,300) | (20,200) |
| GROUP FITNESS | | | | | | |
| Revenue | 323,234 | 107,037 | 99,060 | 212,867 | 24,936 | 53,516 |
| Expenditure | (726,742) | (237,592) | (226,040) | (188,277) | (89,558) | (57,133) |
| Surplus/(Deficit) | (403,508) | (130,555) | (126,980) | 24,590 | (64,622) | (3,617) |
| AQUAROBICS | | | | | | |
| Revenue | 55,481 | 17,004 | 17,045 | 75,619 | 4,042 | 19,120 |
| Expenditure | (116,623) | (37,438) | (71,129) | (49,958) | (25,860) | (16,547) |
| Surplus/(Deficit) | (61,142) | (20,434) | (54,084) | 25,661 | (21,819) | 2,573 |
| CRECHE | | | | | | |
| Revenue | 239,816 | 81,563 | 79,006 | 22,708 | 20,660 | 5,216 |
| Expenditure | (726,441) | (210,497) | (144,225) | (109,498) | (47,224) | (34,791) |
| Surplus/(Deficit) | (486,625) | (128,934) | (65,219) | (86,790) | (26,565) | (29,575) |
| Net Surplus/(Deficit) | (2,687,847) | (739,775) | (591,305) | (428,376) | (203,390) | (254,658) |
| Less: Depreciation | (1,161,147) | 0 | 0 | (386,968) | 0 | (96,656) |
| Cash Surplus/(Deficit) | (1,526,700) | (739,775) | (591,305) | (41,408) | (203,390) | (158,002) |

| | |
|------------|---|
| 7.4 | LATE REPORT: FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2018 |
|------------|---|


REPORT TO BE ISSUED PRIOR TO THE COUNCIL MEETING - 11 DECEMBER 2018

| | |
|------------|--|
| 7.5 | LAND EXCHANGE - PORTION OF LOT 75 BRENTHAM STREET (BRENTHAM STREET RESERVE) FOR PORTION OF LOT 100 (NO 20) BRENTHAM STREET (ARANMORE CATHOLIC PRIMARY SCHOOL) |
|------------|--|

TRIM Ref: D17/127577

Authors: Meluka Bancroft, A/Manager Governance and Risk
John Paton, Manager - Office of the CEO

Authoriser: Kerry Batten, Director Corporate Services

Attachments: 1. Plan of proposed land exchange [↓](#) 

RECOMMENDATION:

That Council:

1. **REFUSES** McAuley Property Limited's offer to purchase the northern portion (2,251m²) of Lot 75 Brentham Street, Leederville, for \$470,000;
2. **AGREES** in principle to the exchange of a 1,761m² portion of Lot 100 (No. 20) Brentham Street, Leederville, and Lot 37 Brentham Street, Leederville (area of 539m²), for an equal portion (2,300m²) of Lot 75 Brentham Street, Leederville (Brentham Street Reserve), as shown in Attachment 1, subject to the requirements of section 3.58(3) of the *Local Government Act 1995*;
3. **AUTHORISES** the Chief Executive Officer to provide public notice of the City's intention to dispose of a portion of Lot 75 Brentham Street in accordance with section 3.58(3) of the *Local Government Act 1995*; and
4. **NOTES** that a report will be presented to Council following the provision of public notice as set out in 3. above in respect to the submissions received in response to the public notice, and to determine whether the City enters into a contract with McAuley Property Limited for the exchange of the land specified in 2. above, which is conditional upon the rezoning of the land under the City's Local Planning Scheme No. 2.

PURPOSE OF REPORT:

To consider a land exchange request from the Institute of Sisters of Mercy of Australia and Papua New Guinea (Sisters of Mercy), who own, under the name of McAuley Property Limited (MPL), the land comprising Aranmore Catholic Primary School (School), and seek approval to provide public notice of the proposed disposition in accordance with section 3.58 of the *Local Government Act 1995*.

BACKGROUND:

The School is located on Lot 100 Brentham Street, Leederville. This 11.363 hectare property was purchased by the Sisters of Mercy from the City of Perth in 1976 at market value. Over time the three lots fronting Brentham Street (Lots 37, 38 and 39) were also acquired for use by the School.

In 2012, the two WA congregations of the Sisters of Mercy joined nine other congregations across Australia to form the Institute of Sisters of Mercy of Australia and Papua New Guinea. The land held by St Brigid's Convent of Mercy Perth Inc, including Aranmore Catholic Primary School (and the other three lots fronting Brentham Street; Lot 37, 38 & 39) was transferred to McAuley Property Limited (MPL).

Adjoining the School is the Brentham Street Reserve, which stretches from Wavertree Place to the north, Brentham Street to the west and Bourke Street to the south. It totals 30.55 hectares and comprises the following lots:

| <u>Lot Number</u> | <u>Area (m²)</u> | <u>Ownership</u> |
|-------------------|-----------------------------|---|
| 74 | 1,638 | City of Vincent - freehold |
| 75 | 18,963 | City of Vincent – freehold |
| 76 | 1,421 | City of Vincent – freehold |
| 101 | 4,106 | City of Vincent – freehold |
| 9216 | 4,422 | Crown (Department of Lands) – Management Order to City of Vincent |
| 30,550 | | |

There have been a number of reports considered by Council involving the School and adjoining Lot 75 portion of the Brentham Street Reserve, including:

- 28/08/1995 (Item 12.1.9) Council approved a five year Licence to the School to use a 393m² area for the pre-primary playground with an annual licence fee of \$2,000, subject to the fence installed around the playground being moved to provide a one metre accessway between the fence and Lot 40 (Rosewood Aged Care). At the OMC 22/04/1996 Council approved the annual Licence fee being reduced to \$1,000. At the OMC 10/06/1996, following the tabling of a petition, Council approved a reduction of the annual Licence fee to \$1. The Licence was from 1/01/1995 to 31/12/2000.
- 11/05/1998 (Item 11.3.2) Council resolved that the School and the City would each contribute \$2,500 for the construction of a car park on Lot 75.
- 13/06/2000 (Item 10.1.26) Council considered a report dealing with proposed additions to the School, development of a car park on Lot 74 Wavetree Place and use of nominated areas of Lot 75 under a lease agreement. A lease was executed on 21/12/2000 between the School and the City over the land previously licenced to the School for the pre-primary playground. The lease commenced 1/07/2000 and was for a term of five years with an option of a further five years, expiring 30/06/2010.
- 12/12/2001 (Item 10.2.1) Council considered a report dealing with parking and access issues and approved plans for parking improvements in Brentham Street and at the front of Lot 75, 38 and 39. In addition, Council also approved an amendment to the Lease to include the whole of the portion of Lot 75 north of the School (3,678m²). This report also noted requests from the School for boundary fencing. The parking improvements were to be the subject of a community consultation process.
- 12/02/2001 (Item 10.2.3) Council considered the results of the community consultation process and approved the implementation of the parking improvements. The report indicated that in accordance with the previous Council resolution, *“Aranmore School has been duly notified of the resolution and the respective lease has been amended to include the land area as recommended”*. There is no record of a formal variation to the Lease being made.
- 22/06/2010 (Item 9.3.5) Council considered a report dealing with the Lease which was due to expire on 30 June 2010. The report made no mention of the expanded area, in fact it noted that whilst *“the School has access and uses the Town’s public open space, it does so on an informal basis. The Leased area is primarily used for the pre-primary playground, and is very important to the pre-primary, as it forms part of the existing playground”*. Council approved a ten year lease from 1/07/2010 to 30/06/2020 with a ten year option period for 320m² of Lot 75 (\$1 per annum). The school was advised in writing of the Council decision, however it is noted that the executed Lease does not include the option term.
- 24/04/2012 (Item 9.3.4) Council approved an extension to the lease area to accommodate a proposed natural play area in conjunction with the development of a new kindergarten classroom. The Deed of Variation dated 30 July 2012 indicates the area increasing to approximately 480m².

In September 2015 MPL wrote to the City raising a number of issues in respect to the School, in particular, concerns about:

- there being no clear differentiation between Lot 100 and Lot 75, particularly in the park land behind the School and the potential risk that poses to the City as land owners;
- enclosing the boundary could be perceived to cut off the park access to the local community;
- the School installing fencing at Brentham Street, over the Council land (albeit with gates);
- the School’s use of the parking area on Lot 75; and

- the expiry of the Lease in 2020 of part of Lot 75, which is important for the school continuing to provide pre-school care (see reference to lease term in 22/06/2010 above).

MPL has proposed a realignment of the boundary between Lot 75 and Lot 100 and a land exchange, including the transfer of Lot 37, which would result in no net loss of land for either party.

DETAILS:

Current Situation

Rear oval area – Brentham Street Reserve

- The rear of the School is fenced, however the fence is not installed on the boundary of Lot 100 (in part, approximately 26m from the boundary).
- The open parkland at the rear, which is used as an oval by the school, straddles Lot 100 and Lot 75.
- The senior children at the school (approximately 180) play on the oval at recess, lunch and for active daily sports.
- The School maintains the oval area to the treeline (lawn mowing, reticulation and watering from the school bore), which includes portion of Lot 75.
- Members of the public have full access to the Brentham Street Reserve, including the unfenced section of Lot 100 as there is no delineation between the City's Lot 75 and the School's Lot 100.

North Side of School (Lot 75)

- Junior children (approx. 120) play in this area at recess and lunch.
- The School maintains the area of Lot 75 between the main building and Lot 39, with the City responsible for the section behind Lots 37-39 including the playground equipment.
- Over time fencing (albeit with gates) has been installed adjacent to Brentham Street over Lot 75, therefore appearing to restrict access to the park (albeit with gates).
- With the completion of the Rosewood Aged Care development on Lot 40 and construction of a brick boundary fence, the connection between the western and eastern sections of Brentham Street Reserve has been restricted to a long and narrow corridor of parkland.

Carpark Area off Brentham Street (Lot 75)

- The area is sign posted "Staff Parking Only".

Whilst the School has been granted an exclusive lease of approximately 480m² within Lot 75, adjoining the northern boundary of its Lot 100, there is no known formal arrangement between the City and the School addressing issues of access rights or distribution of maintenance responsibilities over each of the above areas.

In view of the operational and potential liability issues between the City and the School, and also the expiry of the term of the current Lease, MPL proposed an equal land area land exchange, with MPL providing Lot 37 and rear portion of Lot 100 (combined area 2,300m²), with the City exchanging the section of Lot 75 adjoining the northern boundary of the School (2,300m²).

The proposed land exchange would resolve the above issues as it would result in:

- security of access to the pre-school play area and continuity of the School area (between Lot 100 and Lot 37);
- align land ownership with the current fence boundary between Lot 100 (the School) and Lot 75;
- each party being responsible for their respective land holdings;
- the public having access to the remaining portion of Brentham Street Reserve;
- School access to the oval area of the Brentham Street Reserve through a formal shared use arrangement with the City; and
- the playground remaining open to the public with improved visibility through integration of Lot 37.

Option for MPL to purchase additional portion of Lot 75:

Administration has also discussed with representatives of MPL the possibility of MPL acquiring the northern portion of Lot 75 (additional 2,251m²). On 12 December 2017 MPL confirmed that the Catholic Education Office of the Archdiocese of Perth, on behalf of MPL, offered to purchase the additional area for \$470,000.

Administration has obtained valuations for the purchase of this additional portion of Lot 75, which indicates that the land is worth either:

- \$2.1 million based on the highest and best use of the land; or
- \$470,000 based on the current use of the land.

Administration notes that the \$470,000 valuation is based on the value of land decreasing as the area increases, which entails that a lower per square meter value is applied to the School site following the acquisition of the further portion of land.

Administration recommends that the City does not accept MPL's offer of \$470,000 as it does not represent good value for money for the City. Instead, Administration believes the exchange of equal portions of land remains appropriate, for no exchange of funds, as that would resolve the current land use issues.

In order to proceed with the land exchange the following would be involved:

1. Market Valuation of Land

Section 3.58(4)(c) of the *Local Government Act 1995* requires the market valuation of a disposition to be provided as part of the public notice in accordance with section 3.58(3). While the proposed disposition may be exempt, as discussed below, Administration proposes to provide public notice of the market value of the land exchange.

The City has obtained a market valuation, as discussed above, and based on the square meter value used in these calculations (\$300/m²) it is estimated that the value of the 2,300m² of land which is proposed for disposal by the City is \$690,000. As the City is proposing to acquire an equal portion of land from MPL no exchange of funds is required.

2. Public Notice

The proposed exchange involves the City disposing of 2,300m² of land and therefore falls within the scope of a disposition. The City must comply with section 3.58 of the *Local Government Act 1995* (the Act), unless it is an exempt disposition as defined in the *Local Government (Functions and General) Regulations 1996*. MPL is a religious and educational body that is registered as a charity and its members would not receive any pecuniary profit from the proposed land exchange. The proposed disposition would be exempt in accordance with regulation 30(b).

Given the nature and scale of the potential disposition and in the interests of transparency and accountability, Administration would recommend public notice of the proposed exchange be published, along with an invitation for public submissions in accordance with section 3.58(3) of the Act.

Following the provision of public notice and consideration of any submissions received, the City would seek Council's guidance as to whether to proceed with the proposed land exchange.

3. City to initiate scheme amendment

Under the Metropolitan Regional Scheme, both parcels of land are zoned *Urban*. Under the City's Local Planning Scheme No. 2, Lot 100 is reserved *Public Purpose – Primary School* and the City's Lot 75 is reserved *Public Open Space - Restricted*. In view of this, rezoning would be required to facilitate the future use of the land, as set out in the table below:

| Land to be exchanged | Current LPS No.2 reservation | Required zoning |
|-------------------------------|--|--|
| Portion of Lot 100 (to City) | <i>Public Purpose – Primary School</i> | <i>Public Open Space - restricted</i> |
| Portion of Lot 75 (to School) | <i>Public Open Space – restricted</i> | <i>Public Purpose – Primary School</i> |

Lot 37 is currently zoned Residential – R60 and it is proposed that this zoning would remain following the exchange.

It would be necessary for Council to initiate the scheme amendment process. If approved by Council, the City would submit the scheme amendment proposal to the Western Australian Planning Commission (WAPC) for confirmation that it is suitable to be advertised. Following the 21 day advertising period, Council must consider any submissions received and resolve as to whether it proceeds with presenting the scheme amendment to the WAPC and the Minister for approval and endorsement.

The City's fees for the scheme amendment process are estimated in the order of \$3,000. As the City and MPL/ Sisters of Mercy are jointly benefitting from the proposed land exchange and Sisters of Mercy are prepared to fund the subdivision costs, consideration could be given to waiving the fees. The scheme amendment process is likely to take 18 months.

4. Legal Agreement with MPL

Given the time frame for the scheme amendment process, MPL has requested that the land exchange be conditional upon the rezoning of the land. To facilitate this, the City and MPL could enter into an agreement providing that, subject to Council approval, the City would initiate the scheme amendment process, and if the scheme amendment was endorsed by the Minister, the land would be exchanged in accordance with the plan of subdivision.

MPL has confirmed that all costs related to the plan of subdivision, which would depict the amalgamation and subdivision of the two lots, would be paid by the Sisters of Mercy. The costs associated with the preparation of the plan of subdivision, including the WAPC's fee, is estimated to be \$7,600 plus GST. Easements would also be required to protect the Water Corporation sewer main and City of Vincent drainage pipe. This infrastructure and the required easements would be depicted on the plan of subdivision.

Entering into the agreement would require Council approval, and approval should be conditional on the Sisters of Mercy arranging for the plan of subdivision to be prepared prior to the City and MPL entering into the agreement. The Sisters of Mercy have confirmed that they would meet all costs associated with the plan of subdivision (surveying costs), easements and transfer of land documents. The City would prepare the required legal agreement.

5. Agreement becomes unconditional

Following the advertisement of the scheme amendment, the City would consider the submissions and present the submissions to Council, requesting approval for the scheme amendment to be presented to the WAPC and the Minister for endorsement. If the scheme amendment was endorsed, the agreement would become unconditional and a transfer of land could be prepared, at the Sisters of Mercy's cost, to facilitate the land exchange. The transfer of land would need to be registered with Landgate to effect the land exchange.

CONSULTATION/ADVERTISING:

While the City is not required to comply with the requirements set out in section 3.58 of the *Local Government Act 1995*, the City intends to provide public notice of the proposed land exchange (disposition) and consider all submissions.

LEGAL/POLICY:

Local Government Act 1995 section 3.58 - Disposing of Property, provides that, at sub section (2), a local government can only dispose of property (which includes to lease) to:

- “(a) the highest bidder at public auction; or*
- (b) the person who at a public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.”*

A local government can also dispose of property by complying with sub section (3), if, before agreeing to dispose of the property –

- “(a) it gives local public notice of the proposed disposition –*
 - (i) describing the property concerned; and*
 - (ii) giving details of the proposed disposition; and*
 - (iii) inviting submissions to be made to the local government before the date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.”*

If complying with sub section (3), the details required to satisfy sub section (3)(a)(ii) include –

- “(a) the names of all parties concerned; and*

- (b) *the consideration to be received by the local government for the disposition; and*
- (c) *the market value of the disposition –*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.”*

Section 3.58(5) provides that section 3.58 does not apply to certain types of dispositions, including dispositions which are provided by the *Local Government (Functions and General) Regulations 1996* to be exempt. Regulation 30 provides a range of dispositions that are exempt from the application of section 3.58 of the Act, including dispositions to:

- “(b) *A body, whether incorporated or not the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions.”*

As the proposed disposition is to a registered charity the City would not be required to comply with section 3.58.

RISK MANAGEMENT IMPLICATIONS:

Medium The undefined boundary between Lot 75 and Lot 100 and the current use by the School and the public creates liability and maintenance risks for the City, the School and MPL. Accordingly, the ownership and use of the land should be formalised, to reflect the actual use and maintenance of the land.

STRATEGIC IMPLICATIONS:

This recommendation aligns with the objectives of the City’s Strategic Community Plan 2018-2028, particularly:

- enhanced environment;
- connected community;
- thriving places; and
- innovative and accountable.

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

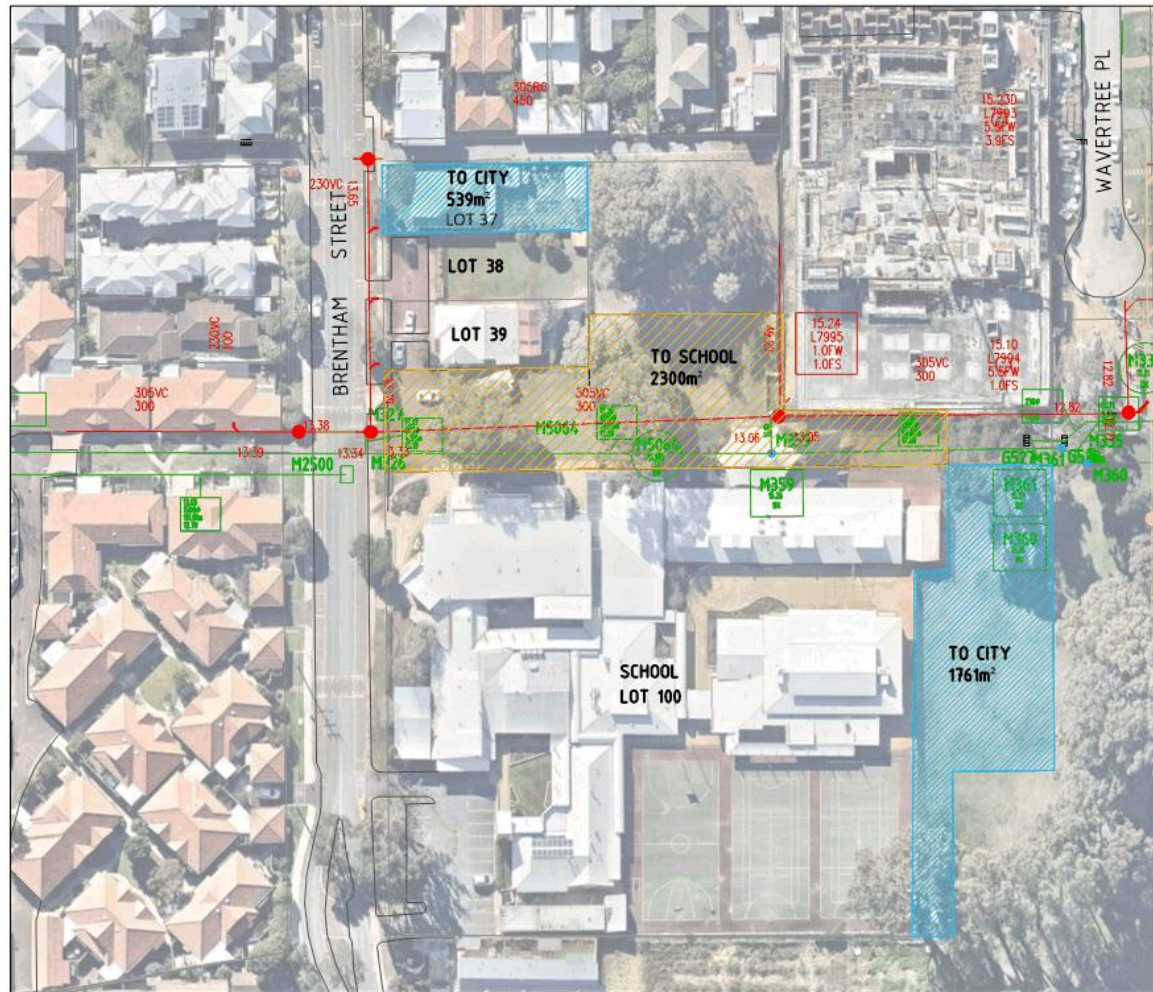
As equal portions of land are proposed to be exchanged it is recommended that no exchange of funds be required.

MPL has offered to purchase an additional 2,251m² portion of Lot 75 for \$470,000. The market value, based on the highest and best use of this portion of Lot 75 (Residential R-60) is estimated to be \$2.1m. On this basis Administration recommends that the City does not accept MPL’s offer, as it does not represent good value for money.

The proposed scheme amendment is not included in the Corporate Business Plan or operational budget. If the scheme amendment was commenced, Administration could investigate and reprioritise its current projects. Alternatively, Administration could investigate and consider including a project in the Corporate Business Plan for 2019/20. In both cases, the scheme amendment process would likely take at least 12-18 months from commencement to final approval.

COMMENTS:

Nil.



LEGEND

- AREA TO SCHOOL 2300m²
- AREA TO CITY 2300m²
- SEWER LINE
- DRAINAGE LINE



CITY OF VINCENT
244 VINCENT STREET LEEDERVILLE, 6007
TECHNICAL SERVICES

PORTION OF LAND TO BE EXCHANGED
BETWEEN THE OWNERS, LOT 37, LOT 100
BRENTHAM STREET & CITY OF VINCENT
OWNER OF LOT 75 BRENTHAM STREET
LEEDERVILLE

| | | |
|-------------------|----------------|--------------------------------------|
| SCALE: N.T.S. | DRAWN: MH | DRAWING NO: 3371-CP-04 |
| DATE: NOV 2018 | CHECKED: MR | |

SHEET 1 OF 1

| | |
|------------|---|
| 7.6 | LATE REPORT: NOVEMBER 2018 BUDGET REVIEW (INCLUDING CARRY FORWARD) |
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REPORT TO BE ISSUED PRIOR TO THE COUNCIL MEETING - 11 DECEMBER 2018

7.7 LEASE OF 15 HAYNES STREET, NORTH PERTH TO NORTH PERTH PLAYGROUP INC.

TRIM Ref: D18/179853

Authors: Kara Davies, Administration Officer Corporate Services
Meluka Bancroft, A/Manager Governance and Risk

Authoriser: Kerryn Batten, Director Corporate Services

Attachments: 1. Plan of North Perth Playgroup location and lease area [↓](#) 

RECOMMENDATION:**That Council:**

1. **APPROVES** a new lease of a portion of the building at 15 Haynes Street, North Perth to North Perth Playgroup Inc., commencing on 1 January 2019, on the following key terms:
 - 1.1 **Term:** Two years, six months, commencing 1 January 2019;
 - 1.2 **Permitted purpose:** playgroup activities;
 - 1.3 **Rent:** \$952.24 including GST (indexed by CPI on 1 July);
 - 1.4 **Rates & Taxes:** payable by the lessee (including ESL and bin charge);
 - 1.5 **Outgoings:** payable by the lessee;
 - 1.6 **Insurance:** lessee to effect and maintain public liability insurance;
 - 1.7 **Indemnity:** lessee indemnifies the lessor against loss / damage / claims;
 - 1.8 **Repainting:** at the lessee's discretion;
 - 1.9 **Repair & maintenance:** lessee to keep premises and fittings & fixtures clean and in good repair, and repair any damage caused by lessee or due to fair wear and tear (unless major structural damage);
 - 1.10 **Structural damage:** if damage renders premises unsafe / unfit for occupation, lease will terminate and no compensation will be payable to lessee;
 - 1.11 **Shared use:** lessee can hire premises to community groups when not in use, and charge fee's consistent with fees in City's Schedule of Fees and Charges; and
 - 1.12 **Termination:** by mutual agreement or by lessor if default occurs.
2. **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 lease in 1 above.

PURPOSE OF REPORT:

To consider granting a short term lease to North Perth Playgroup Inc. (NPPG) to enable the continued use of a portion of the building located at 15 Haynes Street (corner Sydney Street), North Perth.

BACKGROUND:

The NPPG leases a portion of the building located on 15 (Lot 9) Haynes Street and 31 (Lot 100) Sydney Street, North Perth, as shown in the plan attached at **Attachment 1**. Lot 9 was purchased by the City of Perth in 1927 and in 1941 the City of Perth Council resolved that the land be held in trust for the purpose of recreation for the people. The certificate of title for Lot 9 is encumbered by a registrar's caveat which secures the terms of the Deed of Trust. Lot 100 (which previously comprised lots 94, 95 and 96 on Swan Location 660) was resumed for the purpose of public works – recreation ground, Sydney and Haynes Street, North Perth, by the City of Perth in 1945.

Subsequent to the City of Perth acquiring Lot 100, a brick and tile building was constructed on the land. A portion of this building was also constructed over Lot 9, as shown in the plan attached at **Attachment 1**. Since 1958 the building was leased to the Minister for Health (Dental Health Services WA) for the purpose of a dental health clinic. A portion of the building was also used as a child health clinic.

A separate brick and tile building was also constructed on Lot 9 subsequent to 1945 and this building was leased to the Education Department and was used as the Kyilla Pre-Primary. The Kyilla Pre-Primary was relocated to the Kyilla Primary School in 2002 and the building and playground area on Lot 9 was subsequently leased to Kidz Galore Pty Ltd.

From 1986 the NPPG operated several playgroup sessions from the verandah of the child health clinic on Lot 100, with the children accessing the play area facing Haynes Street. There was no known formal arrangement to govern the NPPG's use of this portion of the land. In 1997 (OCM 12 May 1997, Item 11.1.11) the child health clinic was discontinued due to a decrease in numbers and the City entered into a licence with the NPPG in respect to the use of the portion of the building formally comprising the child health clinic (OCM 22 September 1997 Item 11.3.4). The initial licence was for a five year term, with further leases approved in subsequent years.

DETAILS:

The NPPG's current lease, dated 7 March 2014, commenced on 1 January 2014 and will expire on 31 December 2018. The key terms of the lease are as follows:

| | |
|------------------------|---|
| Term: | Five years; |
| Rent: | \$900* plus GST (indexed by CPI); |
| Permitted Use: | playgroup activities; |
| Rates & Taxes: | payable by lessee (including waste bins and rubbish removal); |
| Utilities: | payable by lessee; |
| Repairs & maintenance: | lessee must repair and maintain premises, including all fittings and fixtures, except if the damage is to plumbing / piping or electrical wiring and it is due to the component being at end of life; |
| Painting: | lessee is responsible to repaint the premises in the final two months of the Term (whether or not the Term is to be extended); |
| Insurance: | lessee must effect and maintain public liability insurance and pay the annual building insurance premium and any excess for a claim. |

**GST was not applied to the initial \$900 rental fee, it has only been indexed by CPI. They are currently paying \$952.24 including GST.*

The NPPG by email dated 29 June 2018 advised the City that it would like to enter into a new lease of the building upon the expiry of the current lease.

At that time the NPPG were advised that Administration was awaiting the outcome of the Public Open Space (POS) Strategy, to determine the long term outcome for the land comprising lots 9 and 100.

The City's draft POS strategy identifies that:

- The level of POS provision is relatively low compared to surrounding local government areas with 3.37ha/1,000 population compared to Stirling with 4.38ha/1,000 population and Cambridge 7.54ha/1,000 population; and
- Should no additional POS be provided there will be a gradual decline in provision which based on current population forecasts could equate to 2.98ha/1,000 population by 2036.

One of the actions proposed in the POS strategy to improve the level of POS provisions is to “*Repurpose City owned land as POS in strategic locations where gaps have been identified within the network.*”

Given the assessed shortfall in local open space in North Perth, this site has been identified as a prime site for repurposing.

Pending the preparation and adoption of an implementation plan to repurpose the site Administration is recommending a new short term lease, to align with the expiry of the Dental Health Services lease of the building at 31 Sydney Street (lease expires 30 June 2021). Administration is proposing that the new lease contain terms consistent with the current lease:

| | |
|------------------------|---|
| Term: | Two years six months, commencing 1 January 2019; |
| Rent: | \$952.24 including GST (indexed by CPI); |
| Permitted Use: | playgroup activities; |
| Rates & Taxes: | payable by lessee (including waste bins and rubbish removal); |
| Utilities: | payable by lessee; |
| Repairs & maintenance: | lessee must repair and maintain premises, including all fittings and fixtures, except if the damage is to plumbing / piping or electrical wiring and it is due to the component being at end of life; |
| Insurance: | lessee must effect and maintain public liability insurance and pay the annual building insurance premium and any excess for a claim; |
| Painting: | repainting is at the lessee's discretion. |

CONSULTATION/ADVERTISING:

NPPG have been kept informed throughout the process.

The City is not required to comply with the public notice requirements set out in section 3.58 of the *Local Government Act 1995*.

LEGAL/POLICY:

Local Government Act 1995 section 3.58 - Disposing of Property, provides that, at sub section (2), a local government can only dispose of property (which includes to lease) to:

- “(a) *the highest bidder at public auction; or*
- (b) *the person who at a public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*”

A local government can also dispose of property by complying with sub section (3), if, before agreeing to dispose of the property –

- “(a) *it gives local public notice of the proposed disposition –*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before the date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*”

If complying with sub section (3), the details required to satisfy sub section (3)(a)(ii) include –

- “(a) *the names of all parties concerned; and*
- (b) *the consideration to be received by the local government for the disposition; and*
- (c) *the market value of the disposition –*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*”

Section 3.58(5) provides that section 3.58 does not apply to certain types of dispositions, including dispositions which are provided by the *Local Government (Functions and General) Regulations 1996* to be exempt. Regulation 30 provides a range of dispositions that are exempt from the application of section 3.58 of the Act, including dispositions to:

- “(b) *A body, whether incorporated or not the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions.*”

As the proposed disposition is to an incorporated body which has charitable objectives the City would not be required to comply with section 3.58.

RISK MANAGEMENT IMPLICATIONS:

Low: The NPPG has demonstrated its capacity to manage the lease of the building since 2014. Entering into a short term lease would ensure the City has the flexibility to implement the recommendations of the Public Open Space Strategy and provides sufficient certainty for the NPPG.

STRATEGIC IMPLICATIONS:

This recommendation supports the outcomes we are working towards in the City’s 2018 - 2028 Strategic Community Plan, specifically:

Connected Community

- *We have enhanced opportunities for our community to build relationships and connections with each other and the City; and*
- *Our community facilities and spaces are well known and well used.*

SUSTAINABILITY IMPLICATIONS:

Not applicable.

FINANCIAL/BUDGET IMPLICATIONS:

The City would continue to receive an income of \$952.24 (indexed by CPI) from NPPG for the duration of the lease term.

COMMENTS:

Provision of a short term lease provides the NPPG with sufficient security of tenure to continue to operate its service. It would also allow the City to appropriately plan for the future use of lots 9 and 100 in accordance with the POS strategy recommendations.





8 COMMUNITY ENGAGEMENT

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| 8.1 LATE REPORT: BANKS RESERVE MASTER PLAN - CONSIDERATION OF SUBMISSIONS AND ADOPTION |
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REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING - 4 DECEMBER 2018

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| 8.2 | LATE REPORT: PUBLIC OPEN SPACE STRATEGY - CONSIDERATION OF SUBMISSIONS AND ADOPTION |
|------------|--|

REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING - 4 DECEMBER 2018

9 CHIEF EXECUTIVE OFFICER**9.1 COUNCIL RECESS PERIOD 2018-19 - DELEGATED AUTHORITY TO THE CHIEF EXECUTIVE OFFICER**

TRIM Ref: D18/178997
Author: Meluka Bancroft, A/Manager Governance and Risk
Authoriser: David MacLennan, Chief Executive Officer
Attachments: Nil

RECOMMENDATION:

That Council:

- 1. DELEGATES BY ABSOLUTE MAJORITY, pursuant to section 5.42 of the *Local Government Act 1995*, to the Chief Executive Officer, the power to deal with any items of business that may arise from 12 December 2018 to 28 January 2019, and which are not the subject of delegated authority already granted by Council, subject to:**
 - a. reports being issued to all Council Members for a period of three business days prior to the delegated decision being made and no requests for ‘call-in’ of the matter being received from Council Members;**
 - b. reports being displayed on the City’s website for a period of three business days prior to the delegated decision being made;**
 - c. a report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 5 February 2019; and**
 - d. a Register of Items Approved under this Delegated Authority being kept and made available for public inspection on the City’s website during the period that the delegation applies.**
- 2. DETERMINES for the purpose of section 5.43(b) of the *Local Government Act 1995* that the Chief Executive Officer can accept tenders up to a maximum value of \$420,000 for the period 12 December 2018 to 28 January 2019 subject to conditions a – d in resolution 1. above.**

PURPOSE OF REPORT:

To obtain Council’s approval to deal with matters not already delegated to the Chief Executive Officer (CEO) arising during the 2018-2019 Council recess period, including the acceptance of tenders above \$250,000.

BACKGROUND:

Council will be in recess after the Ordinary Meeting on 11 December 2018 until the Annual General Meeting and Council Briefing on 29 January 2019. Arrangements need to be made to enable items of business that arise during this period to be dealt with by the CEO.

DETAILS:

The Council recess period is from 12 December 2018 to 28 January 2019 inclusive. A Council resolution (absolute majority) is required to allow the CEO to make a decision on matters which may arise during this period for which no delegated authority already exists. Matters which require an absolute majority decision are not able to be delegated, and will be considered at the 5 February 2019 Ordinary Meeting of Council.

Reports relating to decisions proposed to be made using the delegations made for the recess period will be issued to all Council Members for review and comment for a period of three business days. This will allow Council Members to either comment on the proposed decision, and for those comments to be considered prior to any decision being made, or to 'call-in' the matter, thereby preventing the delegation being exercised. If a matter is called in then it would be referred to the 5 February 2019 Ordinary Meeting of Council.

Council has delegated authority to the CEO to accept tenders up to the value of \$250,000. Administration is expecting to be in a position to award the following two tenders over the recess period, which have a proposed value above this threshold:

| Tender No. | Tender Description | Proposed Value |
|-------------------|---|-----------------------|
| 560/18 | Design, supply and installation of rooftop solar photovoltaic systems for four City of Vincent facilities | \$400,000 |
| 563/18 | Mt Hawthorn Community Centre – Lesser Hall upgrade | \$350,000 |

In order for the City to accept these tenders under delegated authority during the Council recess period it is necessary for Council to delegate to the CEO the power to accept tenders above the value of \$250,000. Administration believes that a limit of \$420,000 will be sufficient to enable the CEO to deal with these tenders.

CONSULTATION/ADVERTISING:

There is no statutory requirement for consultation with the community or Council Members in respect to items proposed to be decided under delegated authority during the recess period. Items being processed under delegated authority will be referred to Council Members for comment and 'call-in' for a period of three days prior to the delegated decision being made.

LEGAL/POLICY:

Under Section 5.42 of the *Local Government Act 1995* (Act), Council may, by absolute majority, delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act, other than those referred to in section 5.43. Section 5.42(2) provides specifically that:

“(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.”

Section 5.43 of the Act includes the following:

“5.43 Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- a) any power or duty that requires a decision of an absolute majority or of 75% majority of the local government;*
- b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- c) appointing an auditor;*
- d) acquiring or disposing of property...*
- e) ...”*

The City's "Delegated Authority Register 2018-19" provides that Council has delegated the power to accept tenders up to the value of \$250,000 to the CEO. In order for Council to delegate the power to accept tenders above this value a further delegation is required.

RISK MANAGEMENT IMPLICATIONS:

Low: Council approval of the delegation of its power over the recess period is necessary to ensure business continuity for the City. Council Members will have the opportunity to "call in" any matters proposed to be determined by Administration pursuant to this recess delegation, which mitigates the risk of any decisions being made contrary to Council's position.

STRATEGIC IMPLICATIONS:

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

"Innovative and Accountable"

- *Our community is aware of what we are doing and how we are meeting our goals*
- *We are open and accountable to an engaged community"*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Nil.

9.2 LEEDERVILLE GARDENS INC. - ADOPTION OF NEW RULES OF THE ASSOCIATION**TRIM Ref:** D18/179319**Author:** John Paton, Manager - Office of the CEO**Authoriser:** David MacLennan, Chief Executive Officer**Attachments:**
1. Leederville Gardens Inc. Constitution [↓](#) 
2. Leederville Gardens Inc. - Draft Rules/Constitution 2018 [↓](#) **RECOMMENDATION:****That Council:**

1. **CONSENTS** to the new Rules of the Leederville Gardens Inc. as detailed in Attachment 2 and as approved by special resolution of the members of the Association on Friday 7 December 2018; and
2. **ADVISES** the Board of Management of Leederville Gardens Inc. of its decision in 1 above.

PURPOSE OF REPORT:

To consider proposed amendments to the Rules (previously referenced as the Constitution) of Leederville Gardens Inc.

BACKGROUND:

In 1991 the City of Perth promoted the formation of the Lake Monger Senior Citizens' Centre and Homes (Inc), which was incorporated on 2 December 1991. A name change to Leederville Gardens Inc. (the Association) was subsequently registered on 26 June 1995. The Association was to develop and manage a retirement complex on land in Leederville, which was to be made available by the City and ownership transferred free of charge to the Association.

Leederville Gardens Retirement Village (the Village) is located at 37 Britannia Road, Leederville. Relevant property details are:

| | |
|-----------------------|---|
| Lot: | 100 on Diagram 83036 |
| Certificate of Title: | Volume 1939 Folio 303 |
| Owner: | Leederville Gardens Inc. |
| Area: | 15,829m ² |
| Land Use: | Retirement Village |
| Development: | 66 residential retirement units plus clubroom |

The project was intended as a non-profit venture, with the original Constitution having the following stated objects of the Association:

- "(1) To promote and undertake or assist in promoting and undertaking assistance for elderly people irrespective of creed, class or colour, within the City and without in any way limiting the generality of the foregoing provision the Association shall have power to do or assist in doing any of the following things, namely:*
- (a) To provide benevolent relief to elderly people by establishing and maintaining a club or clubs.*
 - (b) To establish and maintain a meals delivery service.*
 - (c) To organise and maintain a visiting service.*
 - (d) To establish and maintain hostels, nursing homes and day care centres for the accommodation and care of aged and disabled persons entitled to relief under the Aged and Disabled Persons Homes Act 1954 as amended or any statute enacted in substitution thereof.*

- (2) *To provide homes or housing within the City for those aged married couples or single persons who are, in the opinion of the Board, by reason of age, ill health, accident or infirmity, wholly or in part unable to maintain themselves by their own exertions.*
- (3) *To promote and assist the general good of all elderly people in the City by assisting the work of statutory authorities and voluntary organisations engaged in respect of elderly people in providing facilities for physical and mental recreation, developing physical improvement, furthering health, relieving poverty, distress or sickness, or in pursuing any objects which are benevolent.*
- (4) *To promote and organise co-operation in the achievement of the above purposes and to that end bring together in Committee representatives of the authorities and organisations engaged in the furtherance of the above purposes.*
- (5) *To assist any other benevolent body or bodies financially or otherwise in furtherance of any of the above purposes.*
- (6) *To promote and carry out or assist in promoting and carrying out surveys relating to the needs of elderly people and arrange for forwarding to the proper authorities and organisations the relevant facts regarding such cases and causes of distress as it appears to be within the power of those authorities and organisations to alleviate.*
- (7) *To arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures and classes in furtherance of the objects of the Association or any of them."*

The original Constitution provided an ongoing role for the City, being:

- An entitlement to nominate three representatives to be members of the Association, for the purpose of sitting on the Board of Management (clause 6);
- The approval of changes to the Constitution (clause 45); and
- The receipt of the audited 'accumulated operating surplus' of the Association into a Trust account for distribution to public benevolent institutions in the district (clause 46.3).

The Constitution provided for the establishment of a Board of Management (the Board), comprising "six members, three of which shall be persons appointed by the City from time to time". The Board was to appoint a Chairman from among the three members appointed by the City, with each member of the Board entitled to one vote, "providing that in the case of an equality of votes the Chairman at the meeting shall have a second or casting vote".

In 1998 the Constitution was amended to provide that the transfer of funds by way of Trust to the Town, is on the basis that "the Town deposit the excess in a particular Trust account and payments from that account shall be made to one or any of those organisations which:

- (i) *have similar aims and objectives to the Association;*
- (ii) *exist for the acquisition, provision, maintenance, management or extension of the existing village operated by the Association, or the purchase or construction of a similar type of village for senior citizens within the Town's boundaries; and*
- (iii) *are covered by the provisions of section 78(4) and Item 4.1.1 of the Income Tax Assessment Act,*

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of the Trust in each financial year at the completion of the audit referred to in clause 25.

If no organisation exists which satisfies the requirements set out in clause 46(3) the Town may transfer the excess in the manner set out in clause 46(3) to one or any of those organisations which:

- (a) *are covered by the provisions of section 78(4) and Item 4.1.1 of the Income Tax assessment Act; and*
- (b) *are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.*

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of the Trust in each financial year at the completion of the audit referred to in clause 25."

A major review of the Constitution was commenced in 2003 and finalised in 2006. In a report to the Ordinary Meeting of Council on 22 August 2006, it was indicated the “*improvements [to the Constitution] included removing transitional clauses, re-wording the document in ‘plain English’ and adapting the Constitution so it better reflects the administrative requirements of the village*”.

Council approved the amended Constitution (refer to **Attachment 1**) and at the Association’s 2006 AGM, a special resolution was then passed by the members endorsing the amended Constitution. Confirmation of lodgement of the amended Constitution was issued by the Department of Consumer and Employment Protection on 10 November 2006. Key changes to the Constitution included:

- The Objects of the Association were substantially reduced to reflect:

“3. *The objects of the Association shall be:*

- (a) *To establish and maintain housing, villages, flats apartments or similar accommodation specifically for the use enjoyment and well being of retired persons.*
- (b) *To arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures and classes in furtherance of the objects of the Association or any of them.”*

- The Accumulated Operating Surplus (now clause 39, previously clause 46) was amended to change reference for the payment of the surplus to the ‘Town’ to be on the basis of a Trust requiring that the Town deposit the excess “*in a particular **reserve** account*”. In addition, subclause 39(3)(ii) was amended to read (tracked changes included for ease of comparison) –

- (ii) *exist for the acquisition, provision, maintenance, management or extension of ~~the any existing village housing, villages, flats apartments or similar accommodation~~ operated by the Association, or the purchase or construction of a similar type of ~~village~~ facility for senior citizens within the Town’s boundaries; and*

In addition to the constitutional responsibilities, the City has played a significant role in the management of the Village, including being appointed as the Village Manager in 2002, providing all Board support and undertaking the role of Secretary and Treasurer from inception. In addition, until 2015 the City appointed Board members were selected from sitting Council Members. At the Ordinary Meeting of Council held 15 November 2016, Council considered a detailed report on the City’s ongoing management of the Village and resolved:

“*That Council ADVISES the Board of Leederville Gardens Inc. that the City:*

1. *INTENDS to withdraw from the role of Village Manager no later than 1 July 2017;*
2. *WILL ASSIST the Board in developing and undertaking an appropriate procurement process to identify suitably qualified and experienced providers to undertake the role of Village Manager, with a transition/handover period prior to the end of the financial year; and*
3. *REAFFIRMS its commitment to maintain a stewardship role with the Board, which could include providing ex-officio support to the Board or Board meetings.”*

DETAILS:

The Association is a registered charity with the Australian Charities and Not-for-profits Commission. In line with the Council’s previous decisions to withdraw from direct management support of the Board and Village, the Board has been progressively enhancing its strategic management, including the appointment of a Board Advisor and Secretary to assist with the management of the Association and a Village Manager to oversee the day to day management of the Village.

The Association and Board continue to operate under the 2006 Constitution, however the introduction of the *Associations Incorporation Act 2015* on 1 July 2016 imposed minimum requirements that associations must comply with. Model rules were introduced to simplify the compliance process and associations have three years from the introduction of the new Act to ensure that either their rules are consistent with the requirements or to adopt the new model rules.

The Board has prepared a draft set of Rules, based on the new model rules. The *Associations Incorporation Act 2015* states that an incorporated association may alter its rules by special resolution, being at a general

meeting of the association and by the votes of not less than three-fourths of the members who cast a vote at the meeting. The draft Constitution is due to be presented to a Special General Meeting of the Association on 7 December 2018.

Within one month after the passing of a special resolution altering its rules, an incorporated association must lodge the required documents with the Commissioner appointed under the *Associations Incorporation Act 2015*. The complexity in this instance, is that the current Constitution includes the following provision:

38. *The Constitution of the Association may be altered, added to or repealed by a special resolution passed at any annual general or special meeting of members. Any such alteration, addition or repeal shall not become effective until such time as the written consent of the Town to the proposed alteration, addition or repeal is obtained.*

The draft Rules is a full revision of the current Constitution, with the majority of the rules dealing with the business and processes of the Association. There are however a number of provisions that may interest or involve the City, including those that preserve the previously constituted role for the City. Reference to those specific rules, along with an Administration comment is detailed below.

3. Objects

The objects of the Association shall be:

- *To provide independent living accommodation under a retirement village scheme in Western Australia through housing that is suitable for residents as they age;*
- *To provide a safe and healthy living environment which offers a high quality of life for residents as they age through the provision of homes, accommodation, facilities and related services;*
- *To provide care and support for the ageing and the aged;*
- *To provide a range of social, recreational and health and wellbeing services for residents (and the wider aged community where appropriate);*
- *To provide or facilitate in-home care and other services for residents where necessary, including personal care services, housekeeping services and meals;*
- *To work with other organisations, local authorities, and the State and Federal Governments to develop policies and programs that promote the well-being of residents;*
- *To preserve and improve the financial strength of the Association;*
- *To maintain and improve the village for the benefit of current and future residents;*
- *To act in a manner consistent with that of a charitable institution.*
- *To do all such things that are incidental or conducive to the attainment of any or all of the above objects.*

Comment:

This is a significant expansion on the Objects specified in the current Constitution, and more in line with the original Constitution, albeit designed primarily to support residents of the Village.

13 Directors and office holders

- (1) *The Board shall, subject to rule 13(4) comprise up to:*
- (a) *three community Directors appointed by the City under rule 18;*
 - (b) *two resident Directors elected by the members under rule 19; and*
 - (c) *one community Director elected by the members under rule 21.*

Comment:

This is a minor change from clause 7 of the current Constitution, which provides for a Board comprising *up to six (6) Board members, three (3) of whom shall be appointed by the Town and three (3) of whom shall be elected by the members*. The draft Rules now specify that of the three Directors (previously referred to as Board members) elected by the Association members, two will be residents of the Village, with the other member being from the community, with appointment based on a selection criteria defined by the Board to ensure an appropriate level of competency and diversity on the Board.

Currently, the Constitution permits the Board to admit as members of the Association *persons who by their particular skill set, knowledge or experience may be of assistance to either the Board or the Association* and as a result, these members are available to be elected onto the Board. Currently two of the Board members have been elected under these circumstances.

14 Selection criteria

- (1) *The Board will review the selection criteria every year and send any revisions to the City.*
- (2) *Once the City has agreed to the revised selection criteria they will remain in place until revised or new selection criteria are developed by the Board and approved by the City.*

Comment:

This is a new provision to assist the selection process for Directors (Community Directors) based on what the Board considers to be the relevant skills, experience and attributes required for the Board.

18 Appointment of community Directors by the City

- (1) *The Secretary will give the City at least 90 days' notice of the expiry of the term of office of each community Director appointed by the City.*
- (2) *The City will run a search and selection process for each community Director to be appointed by the City, before that position becomes vacant, as follows:*
 - (a) *The City will use the selection criteria in its search and selection process.*
 - (b) *The City will provide a shortlist of potential appointees to the Board.*
 - (c) *The Board will interview the potential appointees and recommend to the City its preferred candidate for appointment to the Board.*
 - (d) *The City will appoint one (or more) of the potential appointees to the Board after taking into consideration the Board's recommendation and the selection criteria.*
- (3) *Where a community Director is eligible for reappointment and confirms their willingness to be reappointed, and the Board recommends that they be reappointed, the City may reappoint them without undertaking a search and selection process.*

Comment:

This specifies a process for the City to apply for the appointment of community Directors, including the application of the approved selection criteria. The process includes shortlisting by the City and the opportunity for the Board to interview the shortlisted candidates and recommend to the City its preferred candidates. The City is to consider the Board's recommendation, but the decision is ultimately Council's.

This aligns to the process applied during the recent expression of interest process for the appointment of City nominated Board members.

22 Appointment of Chair and Deputy Chair

- (1) *The Board shall at its first meeting following every annual general meeting appoint a Chair from among the 3 community Directors appointed by the City, and a Deputy Chair from among any of the Directors who are not appointed as Chair.*
- (2) *The Chair and Deputy Chair shall hold those offices until the first Board meeting held after the next annual general meeting, at which time they shall be eligible for reappointment if they continue to satisfy the criteria in rule 22(1) and confirm their willingness to be reappointed.*
- (3) *A Director seeking to be appointed Chair or Deputy Chair shall not preside at the meeting at which the appointment is to be made until the appointment has been made.*

Comment:

This provision is consistent with clause 10 in the current Constitution.

24 Resignation, cessation and removal from office

- (4) *The Board may, by resolution of 4 or more Directors passed in accordance with these rules, remove a person from being a Director if that person:*
 - (a) *is unwilling to act as a Director;*
 - (b) *breaches the Board's code of conduct; or*
 - (c) *behaves in a manner that brings the Association into disrepute.*
- (5) *When the Board removes a Director under subrule 4, it shall inform:*

- (a) *the City, in the case a community Director appointed by the City; and*
- (b) *the Management Committee, in the case of a Director elected at a general meeting.*

Comment:

This provision is new and is an addition to the Model Rules. Whilst it covers all Director positions on the Board, the requirement for four or more Directors to vote in favour of the removal would necessitate at least one of the City appointed Directors to support the decision. It is likely that this type of resolution would only be required on rare occasions and when the effectiveness of the board is being adversely impacted.

25 **Filling casual vacancies**

- (1) *If a position of Director falls or remains vacant for any reason and:*
 - (a) *in the case of a community Director appointed by the City, the City has not appointed a person to fill that position; or*
 - (b) *in the case of a resident Director or a community Director elected at a general meeting, a person was not elected to that position at an annual general meeting,**then the Board may appoint a person to that position.*
- (2) *The person appointed under this rule:*
 - (a) *in the case of a community Director, must be a person who is not a resident; and*
 - (b) *in the case of a resident Director, should preferably be a resident.*
- (3) *When making an appointment to fill a casual vacancy, the Board shall take into consideration:*
 - (a) *in the case of a community Director, the selection criteria; and*
 - (b) *in the case of a resident Director, the views of the Management Committee.*
- (4) *The term of office of the person so appointed will run until:*
 - (a) *in the case of a community Director appointed by the City, until the City makes an appointment under rule 18, provided that the term of office shall not exceed 3 years;*
 - (b) *in the case of a resident Director or a community Director elected at a general meeting, until the next annual general meeting.*
- (5) *If there are fewer than 4 current Directors, the Board shall be deemed to have a quorum for the purpose of appointing Board members under this rule.*

Comment:

This provision is new, but generally consistent with the Model Rules, but adapted to reflect the specific Board structure and appointment process.

51 **Accumulated operating surplus**

- (1) *In this clause:*
 - (a) **accumulated operating surplus** *means the total of the accumulated funds of the Association after deducting therefrom all amounts paid or allowed for capital expenditure and after paying or allowing for the operating expenses of the Association and includes all moneys received by way of deposits, contribution fees, gifts or donations and rental and maintenance charges but excludes reserves for the purchase, replacement or periodic maintenance of capital items or equipment, reserves for repayment of contribution fees or deposits or reserves arising out of a capital revaluation.*
 - (b) **base amount** *means in respect of a given financial year that amount which is calculated from the formula –*

$$\$1,000,000 \times \frac{CPI - N}{CPI - O}$$

where CPI - O is the index number for the Consumer Price Index (All Groups) as published by the Commonwealth Bureau of Consensus and Statistics for the quarter ending 30 June 1992, and CPI - N is that index number for the quarter ending 30 June in that given financial year.

PROVIDED:

That if the reference base (or basis) of the index numbers used in calculating the value of CPI-O or CPI-N is changed, or if the Consumer Price Index (All Groups) is not calculated or published or calculation or publication is suspended then the Association's auditor shall determine the most appropriate substitutes for both the reference base and/or the Consumer Price Index (All Groups).

- (c) *References to the **Income Tax Assessment Act** are to be read as references to the Income Tax Assessment Act 1936 (Cth) subject to the amendment, repeal and replacement of that legislation from time to time.*
- (2) *Within five months after the end of each financial year the Association's auditor shall certify to the Board the accumulated operating surplus and the base amount.*
- (3) *If at the end of the financial year the amount of the accumulated operating surplus exceeds the base amount, then the Association shall within 30 days after receipt of the Association's auditor's certificate pay the amount of that excess to the City to be deposited by the City in a Particular Trust Account and disbursements therefrom shall only be made to public benevolent institutions which are located within the municipality of the City.*
- (4) *If no organisation exists which satisfies the requirements set out in subrule (3) the City may transfer the excess to one or any of those organisations which:*
 - (a) *are covered by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and*
 - (b) *are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.*

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of any such trust in each financial year at the completion of the audit referred to in rule 38(2)(b)(iii).

Comment:

This provision is generally consistent with clause 39 of the current Constitution, with the following exceptions:

- The base amount has been increased from \$500,000 to \$1,000,000. It is noted that the Association members resolved at the AGM held on 27 September 2007, to amend clause 39(b) of the Constitution by increasing the base amount to \$1,000,000. Whilst Administration has found no record that this special resolution of the members was approved by Council or lodged with the Commissioner (required for the amendment to take effect), it has been taken into account in subsequent audits for the purpose of calculating the accumulated operating surplus. The \$500,000 was included in the original Constitution, however it is unclear how that value was selected or indeed the basis for the Association's decision to increase it to \$1,000,000 in 2007.
- Sub-rule (3) specifies the surplus is to be deposited into a Trust Account, whereas the current Constitution provides for it to be deposited into a Reserve Account. A Trust Account is the correct treatment for these funds and consistent with the City's current practice and Council's resolution from the Ordinary Meeting of Council on 8 March 2016 (item 9.3.5).
- Sub-rule (3) also specifies that disbursements of the Trust funds *shall only be made to public benevolent institutions which are located within the municipality of the City*. This provision has been amended to bring it back in line with the original Constitution, rather than the highly restrictive provision that evolved through successive constitution amendments.

59 *Alteration of rules*

- (1) *These rules may be altered or rescinded by a special resolution passed at a general meeting and by otherwise complying with Part 3 Division 2 of the Act.*
- (2) *Any such alteration or rescission shall not become effective until the written consent of the City to the proposed alteration or rescission is obtained.*
- (3) *The consent of the City may be obtained before or after the alteration or rescission has been put to a general meeting.*

Comment:

Subrule (1) is consistent with the Model Rules and legislation. Subrule (2) and (3) reflect the existing requirement for any amendments to be approved by the City (clause 38 of Constitution).

CONSULTATION/ADVERTISING:

The Board is required to consult with the members of the Association and provide a copy of the proposed amendment to each member at least 21 days prior to the general meeting of the Association.

There is no requirement for the City to consult outside of the Association.

LEGAL/POLICY:***Associations Incorporation Act 2015*****30. Alteration of rules**

- (1) Subject to sections 31 and 33, an incorporated association may alter its rules by special resolution but not otherwise.
- (2) In this section, a reference to rules includes a reference to information provided under section 7(3)(b)(ii) or 29(5).
- (3) Within one month after the passing of a special resolution altering its rules, or such further time as the Commissioner may in a particular case allow, an incorporated association must lodge the required documents with the Commissioner.

RISK MANAGEMENT IMPLICATIONS:

The endorsement of the Rules will ensure Leederville Gardens Inc. meets with the minimum requirements under the Associations Incorporation Act 2015.

STRATEGIC IMPLICATIONS:

Supports the outcomes we are working towards in the City's 2018-2028 Strategic Community Plan:

Connected Community:

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

Innovative and Accountable:

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

SUSTAINABILITY IMPLICATIONS:

N/A

FINANCIAL/BUDGET IMPLICATIONS:

The City does not receive any financial benefit from the Association. The trust previously established by the Constitution between the Association and the City holds surplus funds which have been transferred to the City for disbursement in accordance with the trust.

COMMENTS:

The original Constitution for Leederville Gardens Inc. and subsequent iterations maintained a stewardship role for the City over the management of the Association. The draft Rules preserve this status. The draft Rules have been endorsed by the Board and are required to be presented in a special general meeting of the Association (scheduled for 7 December 2018). An update will be provided prior to the Council Meeting in the event there are any amendments arising from the special resolution at the general meeting.

LEEDERVILLE GARDENS (INC.)**CONSTITUTION****NAME**

1. The name of the Association is "LEEDERVILLE GARDENS (INC)".

INTERPRETATION

- 2 (a) Throughout this Constitution, if not inconsistent with the context:
 - "Association" means LEEDERVILLE GARDENS (INC)
 - "Board" means the Board of Management of the Association.
 - "Constitution" has the same meaning as is given to the expression "the Rules" in the Associations Incorporation Act 1987.
 - "member" means any member, associate member, life member or any other member whose name is entered on the Register of members.
 - "retired person" means a person who has attained the age of 55 years or a person who is or was the spouse, de facto spouse or partner of such a person.
 - "special resolution" means a resolution which is passed by a majority of not less than three-fourths of the members of the association who are entitled under the rules of the association to vote and vote in person or by proxy, at a general meeting of which notice specifying the intention to propose the resolution as a special resolution was given in accordance with those rules.
 - "Town" means the Town of Vincent.
- (b) A reference to any Act or any section of an Act shall include all consolidations, amendments, re-enactments or replacement of any of them.

Words and phrases used in this Constitution have the same meaning as in the Associations Incorporation Act 1987.

A reference to service of any notice, letter or other notification includes a service made electronically or by email.

OBJECTS

3. The objects of the Association shall be:
- (a) To establish and maintain housing, villages, flats apartments or similar accommodation specifically for the use enjoyment and well being of retired persons.
 - (b) To arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures and classes in furtherance of the objects of the Association or any of them.

POWERS

4. The Association shall have power:
- (a) to acquire hold own sell let lease license mortgage caveat or otherwise deal with any property real or personal by purchase, exchange, gift, devise, lease or by any other means whatsoever subject to or not subject to any special or other condition or other conditions and subject to the objects of the Association and to enter into all and any documents required to give to any of the above;
 - (b) to purchase bank endorsed bills of exchange;
 - (c) to build, construct, establish, alter, rebuild, renovate, reconstruct and maintain units, houses, flats, homes, premises, rooms, hostels, nursing homes, day care centres and grounds and other things and places generally for the purpose of carrying out the objects of the Association;
 - (d) to borrow money and, for the purpose of securing repayment of such moneys and interest thereon, to mortgage or charge the whole or any part of the real or personal property of the Association and for such purpose to execute mortgages, bills of sale, debentures or other securities containing such covenants and provisions as the Association may consider necessary;
 - (e) to invest all or any of the funds of the Association in any securities or investments and upon any terms and conditions provided that such securities or investments and such terms and conditions are authorised or permitted by the laws of Western Australia for the investment of trust funds;
 - (f) to enter into any contract it considers necessary or desirable;
 - (g) to establish, assist, support and aid in the establishment, assistance or support of any institution or association established or to be established in furtherance of or with similar objects to the Association and for such purpose to transfer any of the property of the Association whether real or personal by sale or gift to any such institution or association;

- (h) to make alter and rescind by-laws, rules or regulations and other proceedings for the due maintenance of the Association;
 - regulating the duties, control and conduct of persons in the employ or under the care or control of the Association;
 - governing and regulating applications for admission to the home or housing of the Association, the occupancy thereof and the conduct and welfare of the occupants;
- (i) to do all such other lawful things as may be incidental to or deemed to be conducive to the attainment or execution of the objects and powers of the Association or any of them and generally to manage the units, houses, flats, homes, premises, rooms, hostels, nursing homes, day care centres and grounds of the Association.

MEMBERSHIP

5. (a) A person shall be entitled to be a member of the Association if he or she enters into a lease, licence, deed or other written agreement which entitles that person to occupy his or her principal place of residence any unit, house, flat, home, premises, room, hostel, nursing home, day care centre which is owned or managed by the Association.
- (b) The spouse, de facto spouse or partner of the member as described in s 5(a) shall be entitled to be an associate member of the Association for so long as the member remains entitled to occupy and reside lawfully in any unit, house, flat, home, premises, room, hostel, nursing home, day care centre which is owned or managed by the Association.
- (c) The Board may in its discretion admit as members of the Association persons who by their particular skill set, knowledge or experience may be of assistance to either the Board or the Association generally, provided always, that the number of persons that may become members in this way shall not exceed ten per cent (10%) of the total membership of the Association.
- (d) The Town may in its discretion nominate up to six (6) persons to be members of the Association. Three (3) may be Board Members and three (3) Deputy Board Members. At no time may more than three (3) Town nominated members sit at a General, Special or Annual General Meeting. Such persons shall remain members of the Association only for so long as that person serves as a Board Member or Deputy Board Member.
- (e) The Association shall not charge or levy any membership fees.
- (f) Membership of the Association shall come to an end in the event of a member's death or resignation or on the date that a member's entitlement to occupy any unit, house, flat, home, premises, room, hostel, nursing home, day care centre which is owned or managed by the Association.

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LIFE MEMBERSHIP

6. At any annual general meeting of the Association life membership may, by a special resolution, be conferred upon a person or persons in recognition of outstanding service to the Association PROVIDED THAT not more than two (2) life memberships shall be conferred in any one year. Any member may nominate another member for life membership by giving written notice of such nomination to the Secretary of the Association on or before the 15th day of August in any year.

BOARD OF MANAGEMENT

7. (a) The Board shall comprise up to six (6) Board members, three (3) of whom shall be appointed by the Town and three (3) of whom shall be elected by the members. The President of Leederville Gardens Residents' Association Inc. may be invited to attend Board meetings in the capacity of an ex-officio member with no voting rights.
- (b) Each Board member, whether appointed or elected, shall serve for a term of three (3) years and shall be eligible to be re-appointed or re-elected for a further term.
- (c) The Town may appoint deputies for the Board members it has appointed and the Board may appoint deputies for the elected Board members. Deputy Board members shall, when acting, have the same powers, privileges, duties and indemnities as the Board member they deputize for.
- (d) A casual vacancy shall occur on the Board when, because of death, incapacity, ill health or resignation a Board member is unable to complete his or her term.
- (e) (i) Casual Vacancy Community Members
- A casual vacancy in an appointed Board member's position shall be filled by the Board appointing a new Board member. The appointee will be entitled to fill out the remainder of the original term if agreed to by Members of the Association.
- (ii) Casual Vacancy Elected Members
- A casual vacancy in an elected Board member's position shall be filled by the Town appointing a casual Board Member to serve the vacancy.
8. (a) Upon the expiration of an elected Board member's term, an election to fill that position shall be held at the next annual general meeting.
- (b) The Secretary shall call for nominations from members for candidates

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- for the position of Board member so that such nominations may be received no later than 15 August prior to the annual general meeting.
- (c) All nominations must be in writing and be signed by both the nominated candidate and the nominating member and state that the candidate is willing to both stand for election and to serve as a Board member.
9. (a) The Board shall have and shall exercise the sole control direction and management of the Association and of the occupancy of the units, houses, flats, homes, premises, rooms, hostels, nursing homes or day care centres owned and controlled by the Association and shall receive and determine applications for admission thereto.
- (b) The Board shall make and present an annual report to the annual general meeting.
- (c) The Board may establish sub-committees and appoint thereto such members (including Board members) or other persons of experience as the Board thinks fit. All such sub-committees shall be chaired by a Board member.
10. The Board shall at its first meeting following every annual general meeting appoint:
- (a) A Chairman from among the three (3) members appointed by the Town; and
- (b) a Vice Chairman from amongst its remaining members, both of whom shall hold office until the conclusion of the first meeting of the Board held after the annual general meeting next following their appointments. Both of such office bearers shall be eligible for re-appointment.
11. (a) The Board shall meet in a general board meeting at least six (6) times per year and at least once per quarter at such time and place convenient to the Board. The Chairman or any two (2) members of the Board may at any time request the Secretary to convene a special Board meeting.
- (b) At any general or special Board meeting four (4) Board members shall be necessary to be in attendance to form a quorum.
12. At least seven (7) clear days' notice of General Board meetings and three (3) clear days for Emergency Board meetings and the business to be brought forward at the meeting shall be given to each member of the Board verbally, by telephone or letter delivered to the address of the member or by pre-paid post or electronically by email. A notice so sent shall be deemed to have been delivered on the second day after the same has been forwarded.

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13. The Chairman or in the Chairman's absence the Vice Chairman shall preside at all meetings of the Board but in the absence of both the Chairman and the vice Chairman the Board members present shall choose from among their number a chairman for that meeting. All questions at a meeting of the Board shall be determined by a majority of the votes of the Board members present, each of whom shall be entitled to one (1) vote provided that in the case of an equality of votes the chairman at the meeting shall have a second or casting vote.

14. The Board may, in its discretion appoint either a manager or managers to manage any property of the Association or it may contract a company or corporation to manage the property of the Association.

SECRETARY AND TREASURER

15. (a) The Board may appoint a Secretary and Treasurer at such remuneration and on such terms and conditions and with such powers and authorities as it thinks fit and may terminate the appointment of any Secretary or Treasurer so appointed by it. Nothing herein contained shall prevent the Board appointing an Honorary Secretary or Honorary Treasurer. A Secretary, Honorary Secretary, Treasurer or Honorary Treasurer may hold another office in the Association.

(b) The Board may appoint one person to be both the Secretary and the Treasurer

16. The Secretary shall attend all meetings of the Board and of any sub-committee to which he is appointed and shall be entitled to be heard on any question but shall not be entitled to vote.

17. The Treasurer shall:

- (i) be responsible for the receipt of all money on behalf of the Association and give receipts therefore;
- (ii) pay all moneys into such account or accounts in the name of the Association at such bank or banks as the Board may from time to time direct;
- (iii) submit at the annual general meeting, an annual report, balance sheet, statement of income and expenditure the auditor's report and other such information as the Association or Board may require;
- (iv) submit financial statements as and when required by the Board to correctly show the financial transactions and the position of the Association;
- (v) generally carry out the instructions and decisions of the Board relating to the property and finances of the Association.

AUDIT

18. (a) The Association's financial year shall be from the 1st July to the 30th June in the following year and once at least in every year the Board shall cause the Association's accounts to be audited by a duly qualified independent and experienced person or persons who shall be approved by the Town ("the Auditor").
- (b) The Treasurer shall report to the Board on the result of the audit of the Association's accounts and such report shall be presented to the members at the annual general meeting of the Association in each year.

GENERAL MEETINGS

19. Annual general meetings of members of the Association shall be held each year during the month of September. All other general meetings shall be special meetings.
20. Any member may, submit a motion to an annual general meeting. A member intending to submit a motion shall give to the Secretary written notice, together with a copy of the proposed motion, on or before the 15th day of August in any year. The Secretary shall give a copy of the proposed motion to the members with the notice of the annual general meeting.
21. The business of the annual general meeting shall be:
- (a) the confirmation of the minutes of the last annual general meeting and of any special meetings held since the last annual general meeting;
 - (b) the receipt and adoption of a report from the Board and/or Chairman;
 - (c) the receipt and adoption of the Auditor's report and the annual accounts;
 - (d) the election of members of the Board;
 - (e) special business (if any) brought forward after written notice as herein before mentioned;
 - (f) general business.
22. A special general meeting shall be called by the Secretary upon the written demand
- (a) of the Chairman of the Board or, in his absence,
 - (b) of the Vice Chairman of the Board, or
 - (c) of any two (2) members of the Board or
 - (d) of the lesser of twenty per centum (20%) of the membership of the Association or twenty (20) members of the Association.

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23. The Secretary shall give at least fourteen (14) days' but not more than twenty-one (21) days notice of all annual general and any special meeting to the members by posting or causing to be delivered notice thereof to each member at the address or email address appearing in the members register. Such notice shall specify the nature of the business to be transacted at the meeting.

QUORUM

24. At any meeting of members the lesser of twenty per centum (20%) of the membership of the Association at that time or twenty (20) of the members of the Association present in person or by proxy shall form a quorum.

CHAIRMAN

25. The Chairman or in the Chairman's absence the Vice Chairman shall preside at all annual general or special meetings of members of the Association but in the absence of both the Chairman and the Vice Chairman the members present shall choose from among the members present a chairman for that meeting. The Chairman shall present a report to the members at the annual general meeting outlining the results of the previous year and proposed activities during the ensuing year.

VOTING

26. (a) At all annual general or special meetings of members of the Association voting shall be a show of hands save in the case of the election of Board members where voting shall be by secret ballot. In the event of an equality of votes the Chairman of the meeting shall have a second or casting vote.
- (b) A member or associate member shall be entitled to attend and vote at any meeting of members either in person or by written proxy. The secretary (or such other person appointed by the Board) shall when forwarding notices of a meeting to members include a form of proxy for members to complete and return;
- (c) The validity or otherwise of any proxy form shall be determined by the Chairman or in his or her absence the Vice Chairman or in both their absences the chairman of the relevant member's meeting and his or her decision shall be final.

MINUTES, RECORDS AND MEMBERS REGISTER

27. (a) The Secretary shall keep or cause to be kept detailed minutes of the proceedings of every general meeting and of every meeting of the Board and of every meeting of a sub-committee in a book and such book, when signed by the chairman of the meeting in question shall be conclusive evidence that the proceedings minuted therein were regular and actually

took place as minuted and shall be binding on all the members. The book in which the minutes as so entered shall be kept by the Secretary and shall be available for inspection by members during usual business hours.

- (b) It shall be permissible for the Secretary to keep minutes and records of minutes electronically and to display same on any web site of the Association.

28. The Secretary shall prepare and maintain a member's Register which shall indicate inter alia, in relation to each member, the name, address, contact details, membership category, date of admission to membership and date of termination of membership.

29. (a) The Secretary shall have the custody of the records (including the member's Register) books, documents and the securities of the Association.

- (b) Members may inspect the records (including the member's Register), books, documents and securities which relate to the operations of the Association and may request a copy, or take an extract from such records but shall have no right to remove the records for any purpose.

COMMON SEAL

30. The Association shall have a Common Seal which shall be held in the custody of the Town of Vincent Chief Executive Officer. The Common Seal may be affixed to in the presence of two Board members, the Board having previously resolved accordingly. The Common Seal of the Association must not be used without the express authority of the Board and every use of the Common Seal must be minuted.

EMPLOYEES

31. The Board or a sub-committee to which such function has been delegated may employ on behalf of the Association such persons on such terms and conditions as it considers necessary and shall insure all persons so employed under the usual terms of a workers' compensation insurance policy.

BANKING

32. All moneys received by the Association shall be banked in one or more accounts to be opened with a bank selected by the Board. Cheques and other documents relating to every such account shall be signed or otherwise authorized by any two (2) of the Chairman, Vice Chairman or Secretary or such other person as is nominated by the Board for that purpose.

ACCOUNTS FOR PAYMENT

33. All accounts shall be presented to and passed for payment at meetings of the Board or of any sub-committee to which such powers may have been delegated and a proper record of such approval shall be recorded in the minutes. The Board may delegate the responsibility to pay certain specified types of accounts to the Chairman, Vice Chairman and Secretary jointly as and when they fall due subject to those accounts being subsequently presented to and confirmed by the Board.

INCOME AND PROPERTY

34. The income and property of the Association shall be applied solely towards the promotion of the objects of the Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise howsoever to its members providing that nothing herein shall prevent the payment in good faith or remuneration to any officer or servant of the Association for services actually rendered to the Association.

INDEMNITY

35. The Board members (and all deputy Board members) and every sub-committee and all officers of the Association shall be indemnified and saved harmless out of the funds and assets of the Association from and against all charges, cost, losses, damages and expenses which they or any of them shall or may incur or sustain in or about the execution of their respective offices except as may be occasioned by or through their own wilful default or malfeasance and none of them shall be answerable for the acts of the others of them.

DISSOLUTION

36. (1) If at either an annual general or special meeting of the members, a resolution for the dissolution of the Association is passed by a special resolution of the members present at that meeting, the Association shall, thereupon or at such future date as is specified in that resolution, after paying and discharging out of the Association's funds and assets all the Association's debts and other liabilities and with the prior written approval of the Town, transfer the Association's remaining funds and assets (if any) to one or any of those organisations which:
- (a) have objectives similar to the Association;
 - (b) exist for the acquisition, construction, provision, maintenance, management or extension of residential villages for retired persons or other senior citizens within the Town's boundaries; and
 - (c) comply with the provisions of section 78(4) and Item 4.1.1 of the Income Tax Assessment Act;

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and the Deputy Commissioner of Taxation in Western Australia shall be informed in writing of the date of dissolution.

- (2) If no organisation exists which satisfies the requirements set out in clause 36(i) () at the date of dissolution of the Association, the Association shall transfer the Association's remaining funds and assets (if any) to one or any of those organisations which:

- (a) comply with by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and
- (b) are approved in writing by the Town of Vincent as appropriate recipients of the remaining assets

and the Deputy Commissioner of Taxation in Western Australia shall be informed in writing of the date of dissolution.

INTERPRETATION OF THE CONSTITUTION

37. Should any question arise as to the interpretation of this Constitution or of any by-laws rules or regulations which the Association is authorised and empowered to make, such questions shall be decided by the Board whose decision shall be final and binding.

ALTERATIONS TO THE CONSTITUTION

38. The Constitution of the Association may be altered, added to or repealed by a special resolution passed at any annual general or special meeting of members. Any such alteration, addition or repeal shall not become effective until such time as the written consent of the Town to the proposed alteration, addition or repeal is obtained.

In the event of the Constitution being added, altered or repealed by special resolution, the Association shall lodge with the relevant State Government body a notice of the special resolution in accordance with Section 17 (2) of the Associations Incorporations Act 1987.

ACCUMULATED OPERATING SURPLUS

39. (1) In this clause:

- (a) 'accumulated operating surplus' means the total of the accumulated funds of the Association after deducting therefrom all amounts paid or allowed for capital expenditure and after paying or allowing for the operating expenses of the Association and includes all moneys received by way of deposits, contribution fees, gifts or donations and rental and maintenance charges but excludes reserves for the purchase, replacement or periodic maintenance of capital items or equipment, reserves for repayment of contribution fees or deposits or reserves arising out of a capital revaluation.
- (b) 'the base amount' means in respect of a given financial year that amount which is calculated from the formula -

$$\$500,000 \quad \times \quad \frac{\text{CPI} - \text{N}}{\text{CPI} - \text{O}}$$

where CPI - O is the index number for the Consumer Price Index (All Groups) as published by the Commonwealth Bureau of Consensus and Statistics for the quarter ending 30 June 1992, and CPI - N is that index number for the quarter ending 30th June in that given financial year.

PROVIDED:

That if the reference base (or basis) of the index numbers used in calculating the value of CPI-O or CPI-N is changed, or if the Consumer Price Index (All Groups) is not calculated or published or calculation or publication is suspended then the Association's auditor shall determine the most appropriate substitutes for both the reference base and/or the Consumer Price Index (All Groups).

- (2) Within four months after the end of each financial year the Association's auditor shall certify to the Treasurer the accumulated operating surplus and the base amount.
- (3) If at the end of the financial year the amount of the accumulated operating surplus exceeds the base amount, then the Association shall within 30 days after receipt of the Association's auditor's certificate pay the amount of that excess to the Town. This payment to the Town shall be on the basis of a trust to the Town requiring that the Town deposit the excess in a particular reserve account and payments from that account shall be made to one or any of those organisations which:
 - (i) have similar aims and objectives to the Association;

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- (ii) exist for the acquisition, provision, maintenance, management or extension of any existing housing, villages, flats apartments or similar accommodation operated by the Association, or the purchase or construction of a similar type of facility for senior citizens within the Town's boundaries; and
- (iii) are covered by the provisions of section 78(4) and Item 4.1.1 of the Income Tax Assessment Act,

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of the Trust in each financial year at the completion of the audit referred to in clause 18(a).

- (4) If no organisation exists which satisfies the requirements set out in clause 42(3) the Town may transfer the excess to one or any of those organisations which:
 - (a) are covered by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and
 - (b) are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of any such trust in each financial year at the completion of the audit referred to in clause 18(a).

DISPUTES AND MEDIATION

- 40. (1) The grievance procedure set out in this clause applies to disputes between-
 - (a) a member and another member; or
 - (b) a member and the Association or Board; or
 - (c) if the Association provides services to non-members, those non-members who receive services from the Association and the Association.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.
- (3) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- (4) The mediator must be-
 - (a) a person chosen by agreement between the parties; or
 - (b) in the absence of agreement-
 - (i) in the case of a dispute between a member and another

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member, a person appointed by the Board;

- (ii) in the case of any other dispute a person who is a mediator appointed to, or employed with, a not for profit organisation.

- (5) A member of the Association can be a mediator.
- (6) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (7) The mediator, in conducting the mediation, must-
 - (a) give the parties to the mediation process every opportunity to be heard;
 - (b) allow due consideration by all parties of any written statement submitted by any party; and
 - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (8) The mediator must not determine the dispute.
- (9) The mediation must be confidential and without prejudice.
- (10) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Associations Incorporations Act 1987 or otherwise at law.

LEEDERVILLE GARDENS INC

PART 1 — PRELIMINARY

1. Name

The name of the Association is Leederville Gardens Inc.

2. Terms used

In these rules, unless the contrary intention appears:

Act means the Associations Incorporation Act 2015;

Association means the incorporated association to which these rules apply;

Board means the management committee of the Association for the purposes of the Act, constituted in accordance with rule 13;

Board meeting means a meeting of the Board convened in accordance with Part 4 of Division 4 of these rules;

books, of the Association, includes the following:

- (a) a register;
- (b) financial records, financial statements or financial reports, however compiled, recorded or stored;
- (c) a document;
- (d) any other record of information;

whether in physical, electronic or digital form.

Chair means the person appointed in accordance with rule 22 to hold office as the Chair of the Association;

chairperson means the Chair, or Deputy Chair, or other person chairing a meeting in accordance with these rules;

City means the City of Vincent;

Commissioner means the person for the time being designated as the Commissioner under section 153 of the Act;

community Director means a person who is not a resident and who is appointed as a Director in accordance with rule 18 or 21;

Director means a member of the Board, constituted in accordance with rule 13, and:

financial records include:

- (a) invoices, receipts, orders for the payment of money, bills of exchange, cheques, promissory notes and vouchers;
- (b) documents of prime entry; and
- (c) working papers and other documents needed to explain:
 - (i) the methods by which financial statements are prepared; and
 - (ii) adjustments to be made in preparing financial statements;

financial report has the meaning given in section 63 of the Act;

financial year, of the Association, means the 12 month period commencing on 1 July and ending on 30 June the following year;

general meeting, of the Association, means a meeting of the Association that all members are entitled to receive notice of and to attend, including the annual general meeting of the Association;

Management Committee means the management committee of Leederville Gardens Residents' Association (Inc.);

member means a person who is a member of the Association in accordance with rule 5;

office holder means a person holding office in accordance with rule 13(2);

register of members means the register of members referred to in section 53 of the Act;

resident means a person who is a resident of the village under a lease granted to that person by the Association, for a term expiring at the end of the person's lifetime;

resident Director means a resident who is elected as a Director in accordance with rule 19;

rules means these rules of the Association, as in force for the time being;

Secretary means the person holding office as the Secretary of the Association, appointed in accordance with rule 16;

special general meeting means a general meeting of the Association other than the annual general meeting;

selection criteria means the selection criteria developed by the Board and approved by the City in accordance with rule 14 for the search for and selection of community Directors based on what the Board considers to be the relevant skills, experience and attributes for the Board;

special resolution means a resolution passed by the members at a general meeting in accordance with section 51 of the Act;

subcommittee means a subcommittee appointed by the Board under rule 36;

Treasurer means the person holding office as the Treasurer of the Association, appointed in accordance with rule 17;

village means Leederville Gardens retirement village, which is owned and managed by the Association.

PART 2 — OBJECTS

3. Objects

The objects of the Association shall be:

- (1) To provide independent living accommodation under a retirement village scheme in Western Australia through housing that is suitable for residents as they age;
- (2) To provide a safe and healthy living environment which offers a high quality of life for residents as they age through the provision of homes, accommodation, facilities and related services;
- (3) To provide care and support for the ageing and the aged;
- (4) To provide a range of social, recreational and health and wellbeing services for residents (and the wider aged community where appropriate);
- (5) To provide or facilitate in-home care and other services for residents where necessary, including personal care services, housekeeping services and meals;
- (6) To work with other organisations, local authorities, and the State and Federal Governments to develop policies and programs that promote the well-being of residents;
- (7) To preserve and improve the financial strength of the Association;
- (8) To maintain and improve the village for the benefit of current and future residents;
- (9) To act in a manner consistent with that of a charitable institution.
- (10) To do all such things that are incidental or conducive to the attainment of any or all of the above objects.

4. Not-for-profit body

The property and income of the Association must be applied solely towards the promotion of the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any member, except in good faith in the promotion of those objects or purposes, and subject always to any additional limitations applying by virtue of these rules and/or the Act.

PART 3 — MEMBERS

Division 1 — Membership

5. Membership

The Association's members shall comprise:

- (1) Any person who is a resident.
- (2) The Directors.

6. When membership commences

A person's membership commences when:

- (a) In the case of a person who is a resident, the date they become a resident.
- (b) In the case of a person who is a community Director, the date their term of office commences.

7. When membership ceases

- (1) A person ceases to be a member when any of the following takes place:
 - (a) the person dies;
 - (b) for a member who is a resident, the person ceases to be a resident; or
 - (c) for a member who is a community Director, the person ceases to be a Director.
- (2) The Secretary must keep a record, for at least one year after a person ceases to be a member, of:
 - (a) the date on which the person ceased to be a member; and
 - (b) the reason that the person ceased to be a member.

8. Rights not transferable

The rights of a member are not transferable and end when membership ceases.

9. Membership fees

The Association shall not charge or levy any membership fees.

Division 2 — Register of members

10. Register of members

- (1) The Secretary, or another person authorised by the Board, is responsible for the requirements imposed on the Association under section 53 of the Act to maintain the register of members and record in that register any change in the membership of the Association.
- (2) In addition to the matters referred to in section 53(2) of the Act, the register of members must include the date on which each member becomes a member.
- (3) The register of members must be kept at a secure location at the village, or at another place determined by the Board, and may be kept in a digital form.
- (4) A member who wishes to inspect the register of members must contact the Secretary to make the necessary arrangements.
- (5) If:
 - (a) a member inspecting the register of members wishes to make a copy of, or take an extract from, the register under section 54(2) of the Act; or
 - (b) a member makes a written request under section 56(1) of the Act to be provided with a copy of the register of members,

the Board may require the member to provide a statutory declaration setting out the purpose for which the copy or extract is required and declaring that the purpose is connected with the affairs of the Association.

Division 3 —Disputes and mediation

11. Procedure for dealing with disputes

- (1) The procedure set out in this clause applies to disputes relating to the operation and management of the Association, between:
 - (a) members; or
 - (b) a member, and the Association or the Board.It does not apply to:
 - (a) disputes between Directors;
 - (b) matters in respect of which dispute resolution procedures are available under the Retirement Villages Act 1992 (WA) or the code of practice prescribed for retirement villages under the Fair Trading Act 2010 (WA) from time to time.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

- (3) If the parties are unable to resolve the dispute by the end of the 14 day period described in rule 11(2), the parties must, within a further 10 days, hold a meeting in the presence of a mediator and in good faith attempt to settle the dispute by mediation.
- (4) The mediator must:
 - (a) be a person chosen by agreement between the parties; or
 - (b) if unable to be agreed between the parties, be:
 - (i) in the case of a dispute between a member and another member, a person appointed by the Board;
 - (ii) in the case of any other dispute, a person nominated by the City.
- (5) A member may be appointed as a mediator under rule 11(4).
- (6) The mediator, in conducting the mediation, must:
 - (a) give the parties to the mediation process every opportunity to be heard;
 - (b) allow due consideration by all parties of any written statement;
 - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process; and
 - (d) not determine the dispute.
- (7) The mediation must be confidential and without prejudice.
- (8) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

PART 4 — BOARD

Division 1 — Powers of Board

12. Board

- (1) The Board shall have and shall exercise the sole control, direction and management of the Association.
- (2) Subject to the Act and these rules, the Board has power to do all things necessary or convenient to be done for the proper management of the affairs of the Association.
- (3) The Board must take all reasonable steps to ensure that the Association complies with the Act and these rules.

Division 2 — Composition of Board and duties of Directors

13. Directors and office holders

- (1) The Board shall, subject to rule 13(4) comprise up to:
 - (a) three community Directors appointed by the City under rule 18;
 - (b) two resident Directors elected by the members under rule 19; and
 - (c) one community Director elected by the members under rule 21.
- (2) The office holders of the Association are:
 - (a) the Chair, who must be a Director;
 - (b) the Deputy Chair, who must be a Director;
 - (c) the Secretary;
 - (d) the Treasurer; and
 - (e) any other person the Board formally designates as an office holder to perform a function other than the above.
- (3) If persons other than Directors are appointed to the role of the office holders described in paragraph (2)(c) to (2)(e), those officeholders may be paid a fee agreed by the Board, subject to these rules and the Act.
- (4) This rule 13:
 - (a) shall apply when Board vacancies arise from time to time following the commencement of the rule; and
 - (b) does not affect the validity of Director election or appointment made prior to commencement of the rule.

14. Selection criteria

- (1) The Board will review the selection criteria every year and send any revisions to the City.
- (2) Once the City has agreed to the revised selection criteria they will remain in place until revised or new selection criteria are developed by the Board and approved by the City.

15. Chair and Deputy Chair

- (1) It is the duty of the Chair to consult with the Secretary regarding the business to be conducted at each Board meeting and general meeting.
- (2) The Chair has the powers and duties relating to:
 - (a) convening and presiding at Board meetings and presiding at general meetings, as provided for in these rules; and
 - (b) such other powers and duties as may be given to the Chair under these rules or by the Board from time to time.
- (3) If the Chair is absent from a meeting or on leave, the Deputy Chair shall assume the powers and duties of the Chair described above.

16. Secretary

- (1) The Secretary is appointed by the Board and may either be a Director or another person appointed by the Board to fulfil that role.
- (2) The Secretary has the following duties:
 - (a) Advising the Board on governance matters;
 - (b) coordinating the induction of new Directors;
 - (c) dealing with the Association's correspondence;
 - (d) consulting with the Chair regarding the business to be conducted at each Board meeting and general meeting;
 - (e) preparing the notices required for meetings and for the business to be conducted at meetings;
 - (f) maintaining on behalf of the Association the register of members, and recording in the register any changes in the membership, as required under section 53(1) of the Act;
 - (g) maintaining on behalf of the Association an up-to-date copy of these rules, as required under section 35(1) of the Act;
 - (h) maintaining on behalf of the Association a record of Board members and office holders, as required under section 58(2) of the Act;

- (i) ensuring the safe custody of the books of the Association, other than the financial records, financial statements and financial reports, as applicable to the Association;
 - (j) maintaining full and accurate minutes of Board meetings and general meetings;
 - (k) monitoring and advising the Board on compliance with relevant legislation, standards of practice and policies and procedures;
 - (l) facilitating the appointment and reappointment of Board members;
 - (m) carrying out any other duty given to the Secretary under these rules or by the Board.
- (3) The duties of the Secretary may be delegated by the Board in whole or in part to another Director, or to any person who is an employee, contractor or acting in a voluntary or other capacity.

17. Treasurer

- (1) The Treasurer is appointed by the Board and may either be a Director or another person appointed by the Board to fulfil that role.
- (2) The Treasurer has the following duties:
- (a) ensuring that any amounts payable to the Association are collected and issuing receipts for those amounts in the Association's name;
 - (b) ensuring that any amounts paid to the Association are credited to the appropriate account of the Association, as directed by the Board;
 - (c) ensuring that any payments made by the Association have been authorised by the Board or at a general meeting;
 - (d) ensuring that the Association complies with the relevant requirements of Part 5 of the Act;
 - (e) ensuring the safe custody of the Association's financial records, financial statements and financial reports, as applicable to the Association;
 - (f) coordinating the preparation of the Association's financial report before its submission to the Association's annual general meeting;
 - (g) providing any assistance required by an auditor conducting an audit of the Association's financial report under Part 5 Division 5 of the Act;
 - (h) carrying out any other duty given to the Treasurer under these rules or by the Board.
- (3) The duties of the Treasurer may be delegated by the Board in whole or in part to another Director, or to any person who is an employee, contractor or acting in a voluntary or other capacity.

Division 3 — Appointment of Directors and tenure of office

18. Appointment of community Directors by the City

- (1) The Secretary will give the City at least 90 days' notice of the expiry of the term of office of each community Director appointed by the City.
- (2) The City will run a search and selection process for each community Director to be appointed by the City, before that position becomes vacant, as follows:
 - (a) The City will use the selection criteria in its search and selection process.
 - (b) The City will provide a shortlist of potential appointees to the Board.
 - (c) The Board will interview the potential appointees and recommend to the City its preferred candidate for appointment to the Board.
 - (d) The City will appoint one (or more) of the potential appointees to the Board after taking into consideration the Board's recommendation and the selection criteria.
- (3) Where a community Director is eligible for reappointment and confirms their willingness to be reappointed, and the Board recommends that they be reappointed, the City may reappoint them without undertaking a search and selection process.

19. Nomination of resident Directors

- (1) When a current resident Director's term is due to expire at the next annual general meeting, the Secretary must give all members at least 42 days' notice before the annual general meeting by sending them a written notice:
 - (a) calling for nominations for election as a resident Director; and
 - (b) stating the date by which nominations must be received by the Secretary to comply with subrule (2).
- (2) A member who wishes to be considered for election as a resident Director at the annual general meeting must nominate for election by sending written notice of the nomination to the Secretary at least 28 days before the annual general meeting.
- (3) The written notice must be seconded by another member in support of the nomination.

20. Election of resident Directors

- (1) If the number of members nominating for the position of resident Director at a general meeting is not greater than the number of positions to be elected, the chairperson of the meeting must declare the member or members so nominating to be elected to the position.
- (2) If the number of members nominating for the position of resident Director is greater than the number of vacancies, the members at the meeting must vote in accordance with procedures that have been determined by the Board to decide the members who are to be elected to the position of resident Director.

21. Election of community Directors by the members

- (1) The Secretary must give the Board and the Management Committee at least 90 days' notice of the expiry of the term of office of a community Director who was elected by the members.
- (2) The Board and the Management Committee will agree a process for identifying and selecting an appropriate person to be elected as the community Director.
- (3) The process will take into account the selection criteria.
- (4) If the Board and the Management Committee agree on a person, they will jointly recommend that person to the annual general meeting for election.
- (5) If the Board and the Management Committee do not agree on the person to be nominated for the role, they may each nominate a person to the annual general meeting for election.
- (6) If the annual general meeting does not elect a community Director under subrules (4) or (5), there shall be a casual vacancy for that role which may be filled by the Board under rule 25 only if the Management Committee agrees to the appointment.

22. Appointment of Chair and Deputy Chair

- (1) The Board shall at its first meeting following every annual general meeting appoint a Chair from among the 3 community Directors appointed by the City, and a Deputy Chair from among any of the Directors who are not appointed as Chair.
- (2) The Chair and Deputy Chair shall hold those offices until the first Board meeting held after the next annual general meeting, at which time they shall be eligible for reappointment if they continue to satisfy the criteria in rule 22(1) and confirm their willingness to be reappointed.
- (3) A Director seeking to be appointed Chair or Deputy Chair shall not preside at the meeting at which the appointment is to be made until the appointment has been made.

23. Term of office

- (1) The term of office of a Director begins:
 - (a) in the case of a community Director appointed by the City, from the date specified at the time of appointment or, if no date is specified, from the later of:
 - (i) the date of the meeting at which they were appointed; and
 - (ii) the day following the final day of the term of office of the Director they are replacing;
 - (b) in the case of a Director who is elected at a general meeting, from the date of that meeting; or
 - (c) in the case of a Director who is appointed by the Board to fill a casual vacancy under rule 25, from the date specified at the time of appointment or, if no date is specified, from the date of the meeting at which they were appointed.
- (2) The term of office of a Director ends:
 - (a) in the case of a community Director appointed by the City, from the date specified at the time of appointment which shall not be more than 3 years from the date of appointment or, if no date is specified, 3 years from the date of appointment; or
 - (b) in the case of a resident Director or a community Director elected at a general meeting, at the third annual general meeting held after the date of their appointment..
- (3) A Director may be reappointed or re-elected for a further term, provided that a person shall not be eligible to serve as a Director for a total period of more than 9 years.

24. Resignation, cessation and removal from office

- (1) A person ceases to be a Director if that person:
 - (a) dies;
 - (b) in the case of a resident Director, ceases to be a resident;
 - (c) resigns from the Board by written notice given to the Secretary or, if the resigning member is the Secretary, given to the Chair;
 - (d) is removed from office under these rules;
 - (e) becomes ineligible to accept an appointment or act as a Director under these rules or section 39 of the Act;
 - (f) becomes permanently unable to act as a Director because of a mental or physical disability; or

- (g) fails to attend in person 3 consecutive Board meetings, of which the Director had been given notice, without leave previously granted by a resolution of the Board.
- (2) For the purpose of rule 24(1) a resignation takes effect:
 - (a) when the notice is received by the Secretary or Chair; or
 - (b) if a later time is stated in the notice, at the later time.
- (3) At a general meeting, the Association may by resolution:
 - (a) remove from office a Director who was elected at a general meeting or appointed to fill a casual vacancy under rule 25; and
 - (b) elect a person who is eligible to fill the vacant position.
- (4) The Board may, by resolution of 4 or more Directors passed in accordance with these rules, remove a person from being a Director if that person:
 - (a) is unwilling to act as a Director;
 - (b) breaches the Board's code of conduct; or
 - (c) behaves in a manner that brings the Association into disrepute.
- (5) When the Board removes a Director under subrule (4), it shall inform:
 - (a) the City, in the case a community Director appointed by the City; and
 - (b) the Management Committee, in the case of a Director elected at a general meeting.

25. Filling casual vacancies

- (1) If a position of Director falls or remains vacant for any reason and:
 - (a) in the case of a community Director appointed by the City, the City has not appointed a person to fill that position; or
 - (b) in the case of a resident Director or a community Director elected at a general meeting, a person was not elected to that position at an annual general meeting,then the Board may appoint a person to that position.
- (2) The person appointed under this rule:
 - (a) in the case of a community Director, must be a person who is not a resident; and
 - (b) in the case of a resident Director, should preferably be a resident.
- (3) When making an appointment to fill a casual vacancy, the Board shall take into consideration:

- (a) in the case of a community Director, the selection criteria; and
 - (b) in the case of a resident Director, the views of the Management Committee.
- (4) The term of office of the person so appointed will run until:
 - (a) in the case of a community Director appointed by the City, until the City makes an appointment under rule 18, provided that the term of office shall not exceed 3 years;
 - (b) in the case of a resident Director or a community Director elected at a general meeting, until the next annual general meeting.
- (5) If there are fewer than 4 current Directors, the Board shall be deemed to have a quorum for the purpose of appointing Board members under this rule.

26. Validity of acts

The acts of the Board or a subcommittee, or of a Director or member of a subcommittee, are valid despite any defect that may afterwards be discovered in the election, appointment or qualification of a Director or member of a subcommittee.

27. Payments to Directors and subcommittee members

- (1) A Director or a member of any subcommittee is entitled to be paid out of the funds of the Association only if:
 - (a) the payment is for any out-of-pocket expenses for travel and accommodation in connection with the performance of the Director's functions; or
 - (b) the payment is authorised by resolution at a general meeting on the basis that the payment is:
 - (i) reimbursement for an expense not referred to in rule 27(1)(a), that has been properly incurred in connection with the Association's business; or
 - (ii) a fee or allowance for the Director or subcommittee member's work not exceeding reasonable market rates for that work.

Division 4 — Board meetings

28. Board meetings

- (1) The Board must hold Board meetings at least 6 times in each year on the dates and at the times and places determined by the Board.
- (2) Special Board meetings may be convened by the Chair or any 2 Directors.
- (3) The President of Leederville Gardens Residents' Association Inc. and other members of the Management Committee may be invited to attend Board meetings in the capacity of an ex-officio member with no voting rights.

29. Notice of Board meetings

- (1) Notice of each Board meeting must be given to each Director at least 48 hours before the time of the meeting.
- (2) The Directors may unanimously agree to shorter notice of a Board meeting.
- (3) The notice must state the date, time and place of the meeting and must describe the general nature of the business to be conducted at the meeting.
- (4) The only business that may be conducted at the meeting is the business described in the notice unless the Directors at the meeting unanimously agree to deal with other business.

30. Procedure and order of business

- (1) The Chair or, in the Chair's absence, the Deputy Chair must preside as chairperson of each Board meeting.
- (2) If the Chair and deputy Chair are absent or are unwilling to act as chairperson of a meeting, the Directors at the meeting must choose one of them to act as chairperson of the meeting.
- (3) The procedure to be followed at a Board meeting shall be determined from time to time by the Board.
- (4) The order of business at a Board meeting shall be determined by the Directors at the meeting.

31. Use of technology to be present at Board meetings

- (1) The Board may allow a Director to attend a Board meeting by telephone or other means of instantaneous communication.
- (2) A Director who participates in a Board meeting under subrule (1) is taken to be present at the meeting and, if the Director votes at the meeting, the Director is taken to have voted in person, subject to rule 31(3).
- (3) A Director who attends a Board meeting in the above manner is not taken to be in attendance in person for the purpose of rule 24(1)(g).

32. Resolutions by email

- (1) With the approval of the Chair, urgent matters may be dealt with by proposed resolutions sent by the Secretary or by or on behalf of the Chair by email or other electronic communication to all Directors.
- (2) If any 2 Directors request that the matter be deferred for consideration at a Board meeting, consideration of the resolutions shall be deferred until the next Board meeting.
- (3) Subject to subrule (2), a resolution sent by email or other electronic communication shall be considered carried when:
 - (a) 5 or more Directors agree to it within 72 hours of the sending of the proposed resolution; or
 - (b) 4 Directors agree to it within the 72 hour period and 72 hours have elapsed since the proposed resolution was sent.

33. Quorum for Board meetings

- (1) Subject to subrule (4), the quorum for every Board meeting shall be 4 Directors.
- (2) Subject to subrule (4), no business is to be conducted at a Board meeting unless a quorum is present.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a Board meeting:
 - (a) in the case of a special meeting, the meeting lapses; or
 - (b) otherwise, the meeting is adjourned to another place, date and time determined by the Chair chairperson?.
- (4) If:
 - (a) a quorum is not present within 30 minutes after the commencement time of a Board meeting held under subrule (3)(b); and
 - (b) at least 2 Board members are present at the meeting,those members present are taken to constitute a quorum.

34. Voting at Board meetings

- (1) All decisions at Board meeting shall be made by consensus.
- (2) If a consensus cannot be reached on an item of business, the Chair shall put the item to the vote.
- (3) Each Director present at a Board meeting shall have one vote, and the item shall be carried if:
 - (a) a majority of Directors present vote in favour of the item; or
 - (b) if the votes are divided equally, the chairperson of the meeting – who shall have a second or casting vote – votes in favour of the item.

35. Minutes of Board meetings

- (1) The Board must ensure that minutes are taken and kept of each Board meeting.
- (2) The minutes must record the following:
 - (a) the names of the Directors and any other persons present at the meeting;
 - (b) the business considered at the meeting;
 - (c) every decision that was made at the meeting.
- (3) The minutes of a Board meeting must be entered in the Association's minute book within 30 days after the meeting is held and submitted to the subsequent Board meeting for approval by the Board.
- (4) The Chair must ensure that the minutes of a Board meeting are reviewed and confirmed at the subsequent Board meeting and signed as correct by:
 - (a) the chairperson of the meeting to which the minutes relate; or
 - (b) the chairperson of the next Board meeting.
- (5) When the minutes of a Board meeting have been signed as correct they are, until the contrary is proved, evidence that:
 - (a) the meeting to which the minutes relate was duly convened and held;
 - (b) the matters recorded as having taken place at the meeting took place as recorded; and
 - (c) any appointment purportedly made at the meeting was validly made.

Division 5 — Subcommittees and Delegation

36. Subcommittees

- (1) To help the Board in the conduct of the Association's business, the Board may appoint one or more subcommittees.
- (2) A subcommittee may consist of such people, whether or not Directors, as the Board considers appropriate.

37. Delegation

- (1) In this rule:

non-delegable duty means a duty imposed on the Board by the Act or another written law.
- (2) The Board may delegate to a subcommittee or any person the exercise of any power or the performance of any duty of the Board other than:
 - (a) the power to delegate; or
 - (b) a non-delegable duty.
- (3) A power or duty, the exercise or performance of which has been delegated to a subcommittee or a person under this rule, may be exercised or performed by the subcommittee or person in accordance with the terms of the delegation.
- (4) The delegation may be made subject to any conditions, qualifications, limitations or exceptions that the Board specifies in the document or Board resolution by which the delegation is made.
- (5) The delegation does not prevent the Board from exercising or performing at any time the power or duty delegated.
- (6) Any act or thing done by a subcommittee or a person under the delegation has the same force and effect as if it had been done by the Board.
- (7) The Board may amend or revoke any delegation.

PART 5 — GENERAL MEETINGS OF ASSOCIATION

38. Annual general meeting

- (1) The Board must determine the date, time and place of the annual general meeting, which shall be held on or before 30 November each year.
- (2) The ordinary business of the annual general meeting shall be:
 - (a) to confirm the minutes of the previous annual general meeting and of any special general meeting held since then if the minutes of those meetings have not yet been confirmed;
 - (b) to receive and consider:
 - (i) the Board's annual report on the Association's activities during the preceding financial year;
 - (ii) the financial report of the Association for the preceding financial year presented under Part 5 of the Act; and
 - (iii) a copy of the auditor's report on the financial report;
 - (c) if applicable, to elect resident Directors; and
 - (d) if applicable, to appoint or remove an auditor of the Association in accordance with the Act.
- (3) Any other business of which notice has been given in accordance with these rules may be conducted at the annual general meeting.

39. Special general meetings

- (1) The Board may convene a special general meeting.
- (2) The Board must convene a special general meeting if at least 20% of the members require a special general meeting to be convened.
- (3) The members requiring a special general meeting to be convened must:
 - (a) make the requirement by written notice given to the Secretary;
 - (b) state in the notice the business to be considered at the meeting; and
 - (c) each sign the notice.
- (4) The special general meeting must be convened within 28 days after notice is given under subrule (3)(a).
- (5) If the Board does not convene a special general meeting within that 28 day period, the members requiring the special general meeting (or any of them) may convene the special general meeting.

- (6) A special general meeting convened by members under subrule (5):
 - (a) must be held within 3 months after the date the original requirement was made; and
 - (b) may only consider the business stated in the notice by which the requirement was made.
- (7) The Association must reimburse any reasonable expenses incurred by the members convening a special general meeting under subrule (5).

40. Notice of general meetings

- (1) The Secretary or, in the case of a special general meeting convened under rule 39, the members convening the meeting, must give to each member:
 - (a) at least 21 days' notice of a general meeting if a special resolution is to be proposed at the meeting; or
 - (b) at least 14 days' notice of a general meeting in any other case.
- (2) The notice must:
 - (a) specify the date, time and place of the meeting;
 - (b) indicate the general nature of each item of business to be considered at the meeting;
 - (c) if the meeting is the annual general meeting, include the names of the people who have nominated for election as Director under rule 20(2);
 - (d) if a special resolution is proposed:
 - (i) set out the wording of the proposed resolution as required by section 51(4) of the Act;
 - (ii) state that the resolution is intended to be proposed as a special resolution; and
 - (iii) comply with rule 41(5); and
 - (e) state each member's right to attend and vote at the meeting.

41. Proxies

- (1) Subject to subrule (2), a member may appoint the Chair or another member as their proxy to vote and speak on their behalf at a general meeting.
- (2) A member other than the Chair may not be appointed the proxy for more than 5 other members.
- (3) The appointment of a proxy must be in writing and signed by the member making the appointment.
- (4) If the Board has approved a form for the appointment of a proxy, the member may use that form or any other form:

- (a) that clearly identifies the person appointed as the member's proxy; and
 - (b) that has been signed by the member making the appointment.
- (5) Notice of a general meeting given to a member under rule 40 must:
 - (a) state that the member may appoint an individual who is a member as a proxy for the meeting; and
 - (b) include a copy of any form that the Board has approved for the appointment of a proxy.
- (6) A form appointing a proxy must be given or sent electronically to the Secretary before the commencement of the general meeting for which the proxy is appointed.
- (7) The Chair shall announce the proxies that have been received by the Secretary under subrule (6) at the commencement of the general meeting for which the proxies have been appointed.

42. Presiding member at general meetings

- (1) The Chair or, in the Chair's absence, the Deputy Chair must preside as chairperson of each general meeting.
- (2) If the Chair and deputy Chair are absent or are unwilling to act as chairperson of a general meeting, the Directors at the meeting must choose one of them to act as chairperson of the meeting.
- (3) If no Directors are present at the general meeting or willing to act as chairperson of the meeting, the meeting shall elect a chairperson from the members in attendance.

43. Quorum for general meetings

- (1) The quorum for a general meeting shall be the lesser of:
 - (a) 20% of all members, and
 - (b) 20 members,
present in person or by proxy.
- (2) No business is to be conducted at a general meeting unless a quorum is present.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of a general meeting:
 - (a) in the case of a special general meeting, the meeting lapses; or
 - (b) in the case of the annual general meeting, the meeting is adjourned to:
 - (i) the same time and day in the following week; and
 - (ii) the same place, unless the Chair:
 - (A) specifies another place at the time of the adjournment; or
 - (B) causes written notice of another place to be given to the members before the day to which the meeting is adjourned.
- (4) If:
 - (a) a quorum is not present within 30 minutes after the commencement time of an annual general meeting held under subrule (3)(b); and

- (b) at least 2 members are present at the meeting,
those members present are taken to constitute a quorum.

44. Adjournment of a general meeting

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of a majority of the members present at the meeting, adjourn the meeting to another time at either the same place or at another place.
- (2) Without limiting subrule (1), a meeting may be adjourned:
 - (a) if there is insufficient time to deal with the business at hand; or
 - (b) to give the members more time to consider an item of business.
- (3) No business may be conducted on the resumption of an adjourned meeting other than the business that remained unfinished when the meeting was adjourned.
- (4) Notice of the adjournment of a meeting under this rule is not required unless the meeting is adjourned for 14 days or more, in which case notice of the meeting must be given in accordance with rule 40.

45. Voting at general meetings

- (1) On any question arising at a general meeting:
 - (a) subject to subrule (3), each member has one vote; and
 - (b) members may vote personally or by proxy.
- (2) Except in the case of a special resolution, a motion is carried if a majority of the members present at a general meeting in person or by proxy vote in favour of the motion.
- (3) If votes are divided equally on a question, the chairperson of the meeting has a second or casting vote.

46. When special resolutions are required

- (1) A special resolution is required if it is proposed at a general meeting:
 - (a) to amalgamate the Association with another body;
 - (b) to request the Commissioner to apply to the State Administrative Tribunal under section 109 of the Act for the appointment of a statutory manager;
 - (c) to make any alteration to these rules; or
 - (d) any matter required to be put to a special resolution by the Act.
- (2) Subrule (1) does not limit the matters in relation to which a special resolution may be proposed.

47. Determining whether resolution carried

- (1) In this rule:

poll means the process of counting the votes, including proxies, that is conducted by counting hands, bodies or written voting papers.

- (2) Subject to subrule (4), the chairperson of a general meeting may, on the basis of general agreement or disagreement or by a show of hands, declare that a resolution has been:
- (a) carried; or
 - (b) carried unanimously; or
 - (c) carried by a particular majority; or
 - (d) lost.
- (3) If the resolution is a special resolution, the declaration under subrule (2) must identify the resolution as a special resolution.
- (4) If a poll is demanded on any question by the chairperson of the meeting or by at least 3 members present in person or by proxy:
- (a) the poll must be taken at the meeting in the manner determined by the Chair;
 - (b) the Chair must declare the determination of the resolution on the basis of the poll.
- (5) A declaration under subrule (2) or (4) must be entered in the minutes of the meeting, and the entry is, without proof of the voting in relation to the resolution, evidence of how the resolution was determined.

48. Minutes of general meeting

- (1) The Secretary, or a person authorised by the Board from time to time, must take and keep minutes of each general meeting.
- (2) The minutes must record the business considered at the meeting, any resolution on which a vote is taken and the result of the vote.
- (3) In addition, the minutes of each annual general meeting must record:
- (a) the names of the members attending the meeting;
 - (b) any proxy forms announced by the chairperson of the meeting under rule 41(7);
 - (c) the financial statements or financial report presented at the meeting, as referred to in rule 50(1); and
 - (d) any report of the review or auditor's report on the financial report presented at the meeting, as referred to in rule 50(2)(d).

- (4) The minutes of a general meeting must be entered in the Association's minute book within 30 days after the meeting is held.
- (5) The chairperson of a general meeting must ensure that the minutes of the previous general meeting are considered by the general meeting, put to the meeting for adoption and, following adoption by the meeting, signed as correct by:
 - (a) the chairperson of the meeting to which they relate; or
 - (b) the chairperson of the general meeting at which they are adopted.
- (6) Where the general meeting is the annual general meeting, the minutes are to be considered and adopted by the next annual general meeting.
- (7) When the minutes of a general meeting have been signed as correct they are, in the absence of evidence to the contrary, taken to be proof that:
 - (a) the meeting to which the minutes relate was duly convened and held; and
 - (b) the matters recorded as having taken place at the meeting took place as recorded; and
 - (c) any election or appointment purportedly made at the meeting was validly made.

PART 6 — FINANCIAL MATTERS

49. Control of funds

- (1) The Board will have control of the Association's funds and assets and may:
 - (a) Open bank accounts in the name of the Association
 - (b) approve expenditure on behalf of the Association; and
 - (c) delegate responsibility for management of the Association's funds to a subcommittee or a person.
- (2) The Board shall adopt policies, with appropriate authorisations and delegations, for the prudent management and oversight of the receipt and disbursement of its funds.

50. Financial statements and financial reports

- (1) For each financial year, the Board must ensure that the requirements imposed on the Association under Part 5 of the Act relating to the financial statements or financial report of the Association are met.
- (2) Without limiting subrule (1), those requirements include:
 - (a) the preparation of the financial report; and
 - (b) the auditing of the financial report; and
 - (c) the presentation to the annual general meeting of the financial report; and
 - (d) the presentation to the annual general meeting of the copy of the auditor's report on the financial statements.

51. Accumulated operating surplus

(1) In this clause:

- (a) **accumulated operating surplus** means the total of the accumulated funds of the Association after deducting therefrom all amounts paid or allowed for capital expenditure and after paying or allowing for the operating expenses of the Association and includes all moneys received by way of deposits, contribution fees, gifts or donations and rental and maintenance charges but excludes reserves for the purchase, replacement or periodic maintenance of capital items or equipment, reserves for repayment of contribution fees or deposits or reserves arising out of a capital revaluation.
- (b) **base amount** means in respect of a given financial year that amount which is calculated from the formula –

$$\$1,000,000 \times \frac{CPI - N}{CPI - O}$$

where CPI - O is the index number for the Consumer Price Index (All Groups) as published by the Commonwealth Bureau of Consensus and Statistics for the quarter ending 30 June 1992, and CPI - N is that index number for the quarter ending 30 June in that given financial year.

PROVIDED:

That if the reference base (or basis) of the index numbers used in calculating the value of CPI-O or CPI-N is changed, or if the Consumer Price Index (All Groups) is not calculated or published or calculation or publication is suspended then the Association's auditor shall determine the most appropriate substitutes for both the reference base and/or the Consumer Price Index (All Groups).

- (c) References to the **Income Tax Assessment Act** are to be read as references to the *Income Tax Assessment Act 1936* (Cth) subject to the amendment, repeal and replacement of that legislation from time to time.
- (2) Within five months after the end of each financial year the Association's auditor shall certify to the Board the accumulated operating surplus and the base amount.
- (3) If at the end of the financial year the amount of the accumulated operating surplus exceeds the base amount, then the Association shall within 30 days after receipt of the Association's auditor's certificate pay the amount of that excess to the City to be deposited by the City in a Particular Trust Account and disbursements therefrom shall only be made to public benevolent institutions which are located within the municipality of the City.
- (a)
- (4) If no organisation exists which satisfies the requirements set out in subrule (3) the City may transfer the excess to one or any of those organisations which:
- (a) are covered by the provisions of section 78(4) and item 4.1.1 of the Income Tax Assessment Act; and

- (b) are approved in writing by the Association as appropriate recipients of the excess prior to the transfer taking place.

and the Deputy Commissioner of Taxation in Western Australia shall be provided with a copy of the financial records of any such trust in each financial year at the completion of the audit referred to in rule 38(2)(b)(iii).

PART 7 — GENERAL MATTERS

52. Executing documents and common seal

- (1) The Association shall not have a common seal.
- (2) The Association may execute a document if the document is signed by:
 - (a) 2 Directors;
 - (b) 1 Director and the Secretary; or
 - (c) 1 Director and a person authorised by the Board.

53. Policies

- (1) The Board may adopt policies to assist its oversight and control of the Association.
- (2) The policies:
 - (a) will guide the Board, but the Board will not be bound to follow any policy; and
 - (b) will be binding on every subcommittee and every person to which the policy is expressed to apply.
- (3) The Board will adopt a Code of Conduct that will apply to the Directors, office holders and employees of the Association.

54. Giving notices to members

- (1) In this rule, recorded means recorded in the register of members.
- (2) A notice or other document that is to be given to a member under these rules is taken not to have been given to the member unless it is in writing and:
 - (a) delivered by hand to the recorded address of the member;
 - (b) sent by prepaid post to the recorded postal address of the member; or
 - (c) sent by facsimile or electronic transmission to the member's recorded facsimile number or electronic address.

55. Custody of books and securities

- (1) Subject to subrule (2), the books and any securities of the Association must be kept in the Secretary's custody or under the Secretary's control in accordance with rule 16.

- (2) The financial records and, as applicable, the financial statements or financial reports of the Association must be kept in the Treasurer's custody or under the Treasurer's control in accordance with clause 17.
- (3) Subrules (1) and (2) have effect except as otherwise decided by the Board.
- (4) The books of the Association must be retained for at least 7 years.

56. Record of office holders

The record of Directors and other persons authorised to act on behalf of the Association that is required to be maintained under section 58(2) of the Act must be kept in the Secretary's custody or under the Secretary's control.

57. Inspection of records and documents

- (1) Subrule (2) applies to a member who wants to inspect:
 - (a) the register of members under section 54(1) of the Act;
 - (b) the record of the names and addresses of Directors and other persons authorised to act on behalf of the Association, under section 58(2) of the Act; or
 - (c) any other record or document of the association.
- (2) The member must contact the Secretary to make the necessary arrangements for the inspection.
- (3) The inspection must be free of charge.
- (4) If the member wants to inspect a document that records the minutes of a Board meeting, the right to inspect that document is subject to any decision the Board has made about minutes of Board meetings generally, or the minutes of a specific Board meeting, being available for inspection by members.
- (5) The member may make a copy of or take an extract from a record or document referred to in subrule (1)(c) but does not have a right to remove the record or document for that purpose.
- (6) The member must not use or disclose information in a record or document referred to in subrule (1)(c) except for a purpose:
 - (a) that is directly connected with the affairs of the Association; or
 - (b) that is related to complying with a requirement of the Act.
- (7) The Board may adopt policies to protect confidential, personal and commercially sensitive information in books, records, registers, minutes and documents that limit the access of members and other persons to those books, records, registers, minutes and documents.

58. Distribution of surplus property on cancellation of incorporation or winding up

- (1) In this rule:

surplus property, in relation to the Association, means property remaining after satisfaction of:

- (a) the debts and liabilities of the Association; and
- (b) the costs, charges and expenses of winding up or cancelling the incorporation of the Association,

but does not include books relating to the management of the Association.

- (2) On the cancellation of the incorporation or the winding up of the Association, its surplus property must be distributed as determined by special resolution to an entity that:



- (a) has objectives and activities similar to those of the Association; and
- (b) satisfies section 24(1) of the Act;

59. Alteration of rules

- (1) These rules may be altered or rescinded by a special resolution passed at a general meeting and by otherwise complying with Part 3 Division 2 of the Act.
- (2) Any such alteration or rescission shall not become effective until the written consent of the City to the proposed alteration or rescission is obtained.
- (3) The consent of the City may be obtained before or after the alteration or rescission has been put to a general meeting.

9.3 AUDIT COMMITTEE MINUTES AND ANNUAL FINANCIAL REPORT 2017/2018**TRIM Ref:** D18/179075**Author:** Meluka Bancroft, A/Manager Governance and Risk**Authoriser:** David MacLennan, Chief Executive Officer

Attachments:

1.  **Unconfirmed Minutes of the Audit Committee Meeting - 30 October 2018** [↓](#)
2. **Annual Financial Report (audited) for year ended 30 June 2018** [↓](#) 

RECOMMENDATION:**That Council:**

1. **RECEIVES** the unconfirmed Minutes of the Audit Committee meeting held on 30 October 2018, as shown in Attachment 1;
2. **ACCEPTS** the Annual Financial Report for the City of Vincent for the year ended 30 June 2018 and the associated Auditor's Report, as shown in Attachment 2.

PURPOSE OF REPORT:

To receive the unconfirmed Minutes of the Audit Committee meeting held on 30 October 2018 and consider the Audit Committee's recommendation to Council to adopt the City's Annual Financial Report for the year ended 30 June 2018.

BACKGROUND:

The *Local Government Act 1995* (the Act) requires local governments to prepare an Annual Financial Report (Report) on its operations for the preceding financial year by 30 September and submit the Report to its Auditor.

The City submitted the draft Report to its Auditor, Moore Stephens, prior to 30 September 2018, although adjustments were required following that date and in consultation with the Auditor. A meeting of the City's Audit Committee was held on 30 October 2018, where the final draft Report was considered. A copy of the Unconfirmed Minutes of the Audit Committee meeting is included as **Attachment 1**. Subsequent to the Audit Committee Meeting the Report was signed off by the Auditor. There was only one change made to the draft Report provided at the Audit Committee meeting, which was to Note 16. A copy of the audited Report was circulated to the Audit Committee members on 15 November 2018, and is attached at **Attachment 2**.

DETAILS:**Annual Financial Report for the year ended 30 June 2018:**

Item 5.1 on the Audit Committee agenda dealt with the audit of the 2017/2018 Annual Financial Report.

The audited Annual Financial Report will be included in the City's Annual Report, in accordance with section 5.53 of the Act. Administration recommends that the Annual Report is adopted by Council. Once adopted, the Annual Report will be presented at the Annual General Meeting of Electors, scheduled for 29 January 2019.

A copy of the Annual Financial Report will also be submitted to the Director General of the Department of Local Government, Sport and Cultural Industries in accordance with regulation 51(2) of the *Local Government (Financial Management) Regulations 1996*.

CONSULTATION/ADVERTISING:

There is no legislative requirement to consult on the preparation of the Annual Financial Report. The Act requires an Annual General Meeting of Electors to be held and the City's Annual Report incorporating the

Annual Financial Report (or at a minimum, the abridged version) to be made available publicly. The full Annual Financial Report will also be publicly available.

The Annual Financial Report will be available on the City's website, with a limited number of printed, bound colour copies being made available for viewing at the Library and Local History Centre and the City's Customer Service Centre.

LEGAL/POLICY:

Section 5.53 of the *Local Government Act 1995* states:

"5.53 Annual Reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain:*
 - (f) *the financial report for the financial year;"*

Section 6.4 of the *Local Government Act 1995* states:

"6.4 Financial Report

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) *The financial report is to –*
 - (a) *Be prepared and presented in the manner and form prescribed; and*
 - (b) *Contain the prescribed information.*
- (3) *By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its Auditor –*
 - (a) *The accounts of the local government, balanced up to the last day of the preceding financial year; and*
 - (b) *The annual financial report of the local government for the preceding financial year."*

Regulation 51(2) of the *Local Government (Financial Management) Regulations 1996* states:

"A copy of the annual financial report of a local government is to be submitted to the Executive Director within 30 days of the receipt by the CEO of the Auditor's Report on that financial report."

***Local Government (Audit) Regulations 1996* prescribes the procedures and form of the audit, including:**

"10. Report by auditor

- (1) *An auditor's report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.*
- (2) *The report is to give the auditor's opinion on —*
 - (a) *the financial position of the local government; and*
 - (b) *the results of the operations of the local government.*
- (3) *The report is to include —*
 - (a) *any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government; and*
 - (b) *any matters indicating non-compliance with Part 6 of the Act, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law; and*
 - (c) *details of whether information and explanations were obtained by the auditor; and*
 - (d) *a report on the conduct of the audit; and*

- (e) *the opinion of the auditor as to whether or not the following financial ratios included in the annual financial report are supported by verifiable information and reasonable assumptions —*
- (i) *the asset consumption ratio; and*
 - (ii) *the asset renewal funding ratio.*
- (4) *Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor's report."*

The persons specified in section 7.9(1) of the Act are:

- The mayor or president; and
- The CEO of the local government; and
- The Minister.

RISK MANAGEMENT IMPLICATIONS:

Low: Adopting the 2017/18 Annual Financial Report is in compliance with the Act.

STRATEGIC IMPLICATIONS:

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

"Innovative and Accountable

- *Our resources and assets are planned and managed in an efficient and sustainable manner*
- *Our community is aware of what we are doing and how we are meeting our goals*
- *We are open and accountable to an engaged community"*

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

The costs of the external audit are approved as part of the 2018/2019 budget.

COMMENTS:

Nil.



CITY OF VINCENT

MINUTES

Audit Committee

30 October 2018

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AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

MINUTES OF CITY OF VINCENT
AUDIT COMMITTEE
HELD AT THE COMMITTEE ROOM, ADMINISTRATION AND CIVIC CENTRE
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 30 OCTOBER 2018 AT 1.00PM

| | | |
|----------------|---|--|
| PRESENT: | Cr Dan Loden (Chair) Mayor Emma Cole Cr Susan Gontaszewski Cr Joshua Topelberg | Presiding Member |
| IN ATTENDANCE: | David MacLennan Kerryn Batten Vanisha Govender Natasha Brooks Greg Godwin | CEO Director Corporate Services Manager Finance Governance and Council Support Officer Partner, Moore Stephens |

1 INTRODUCTION AND WELCOME

The Presiding Member, Dan Loden, declared the meeting open at 1.04pm and read the following Acknowledgement of Country statement:

"Today we meet on the lands of the Nyoongar people and we honour them as the traditional custodians of this land".

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Conley Manifis
Elizabeth Hunt
Meluka Bancroft (A/Manager Governance and Risk)

3 DECLARATIONS OF INTEREST

Nil

4 CONFIRMATION OF MINUTES

COMMITTEE DECISION

Moved: Mayor Cole, Seconded: Cr Gontaszewski

That the minutes of the Audit Committee held on 19 September 2018 be confirmed.

CARRIED UNANIMOUSLY (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

5 BUSINESS ARISING**5.1 AUDITED FINANCIAL STATEMENTS AND MANAGEMENT LETTER**

TRIM Ref: D18/160947

Author: Vanisha Govender, Manager Financial Services

Authoriser: Kerryn Batten, Director Corporate Services

Attachments: 1. Independent Auditor's Report [↓](#) 
2. Annual Financial Statements 2018 [↓](#) 
3. 2018 Management Report [↓](#) 

RECOMMENDATION:

That the Audit Committee:

1. RECEIVES the Independent Auditor's Report (final draft, unsigned) and Management Report prepared by the City's auditor, Moore Stephens Chartered Accountants, on the audit for the year ending 30 June 2018 as detailed in Attachments 1 and 3;
2. RECEIVES the Annual Financial Report (final draft from auditor) for the year ended 30 June 2018 as shown in Attachment 2; and
3. RECOMMENDS to Council the adoption of the Audited Annual Financial Report for the year ended 30 June 2018.

MOTION

That the recommendation be adopted.

COMMITTEE DECISION ITEM 5.1**Moved:** Cr Topelberg, **Seconded:** Cr Gontaszewski**CARRIED UNANIMOUSLY (4-0)**

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

**INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE CITY OF VINCENT****Opinion**

We have audited the accompanying financial report of the City of Vincent (the City), which comprises the Statement of Financial Position as at 30 June 2018, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and the Rate Setting Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

In our opinion, the financial report of the City of Vincent:

- a) is based on proper accounts and reports; and
- b) fairly represents, in all material respects, the results of the operations of the City for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the City in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the "Code") that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Preparation

We draw attention to Note 1 to the financial report, which describes the basis of preparation. The financial report has been prepared for the purpose of fulfilling the City's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the City is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives of the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit

INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) All required information and explanations were obtained by us.
- b) All audit procedures were satisfactorily completed in conducting our audit.
- c) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the annual financial report of the City of Vincent for the year ended 30 June 2018 included on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

MOORE STEPHENS
CHARTERED ACCOUNTANTS

Date: 29th October 2018
Perth, WA

GREG GODWIN
PARTNER

CITY OF VINCENT
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

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CITY'S VISION

A sustainable and caring community built with vibrance and diversity.

Principal place of business:

244 Vincent Street (cnr Loftus Street)
Leederville, Western Australia, 6007

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF COMPREHENSIVE INCOME
 BY NATURE OR TYPE
 FOR THE YEAR ENDED 30TH JUNE 2018

| | | 2018 | 2018 | 2017 |
|---|-------|-------------------|-------------------|-------------------|
| | NOTE | Actual | Adopted Budget | Actual |
| | | \$ | \$ | \$ |
| Revenue | | | | |
| Rates | 23(a) | 33,377,748 | 32,939,532 | 31,234,580 |
| Operating grants, subsidies and contributions | 2(a) | 2,217,799 | 815,585 | 1,990,993 |
| Fees and charges | 2(a) | 18,873,789 | 18,888,300 | 18,382,601 |
| Interest earnings | 2(a) | 1,028,880 | 958,080 | 959,203 |
| Other revenue | 2(a) | 1,429,638 | 1,323,155 | 1,324,228 |
| | | 56,927,854 | 54,924,652 | 53,891,605 |
| Expenses | | | | |
| Employee costs | | (23,248,963) | (25,939,930) | (21,835,574) |
| Materials and contracts | | (17,274,514) | (17,749,340) | (15,829,592) |
| Utility charges | | (1,933,363) | (1,955,570) | (1,808,666) |
| Depreciation on non-current assets | 10(c) | (10,386,679) | (9,663,980) | (9,094,953) |
| Interest expenses | 2(b) | (997,101) | (995,630) | (1,045,540) |
| Insurance expenses | | (829,909) | (889,760) | (874,147) |
| Other expenditure | | (2,974,253) | 173,780 | (2,573,538) |
| | | (57,644,782) | (57,020,430) | (53,062,010) |
| | | (716,928) | (2,095,778) | 829,595 |
| Non-operating grants, subsidies and contributions | 2(a) | 2,610,635 | 2,692,344 | 2,594,651 |
| Profit on asset disposals | 10(a) | 150,369 | 411,373 | 176,760 |
| (Loss) on asset disposals | 10(a) | (10,466) | 0 | (48,016) |
| Fixed assets written off | 10(b) | (91,264) | 0 | 0 |
| (Loss) on revaluation of Infrastructure | 9(b) | (3,572,563) | 0 | 0 |
| Net share of interest in Joint Ventures | 19(b) | 325,217 | 0 | 23,213 |
| Change in Equity WALGA Local Govt House Trust | | (19) | 0 | (683) |
| Profit on Assets Held for Sale (TPRC Joint Venture) | 21(b) | 462,233 | 0 | 245,788 |
| Net result | | (842,786) | 1,007,939 | 3,821,308 |
| Other comprehensive income | | | | |
| <i>Items that will not be reclassified subsequently to profit or loss</i> | | | | |
| Changes on revaluation of non-current assets | 11 | 56,913,164 | 0 | 84,356,588 |
| Total other comprehensive income | | 56,913,164 | 0 | 84,356,588 |
| Total comprehensive income | | 56,070,378 | 1,007,939 | 88,177,896 |

This statement is to be read in conjunction with the accompanying notes.

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2018

| | | 2018 | 2018 | 2017 |
|---|-------|--------------|----------------|--------------|
| | NOTE | Actual | Adopted Budget | Actual |
| | | \$ | \$ | \$ |
| Revenue | 2(a) | | | |
| Governance | | 149,708 | 65,140 | 83,551 |
| General purpose funding | | 36,006,200 | 34,855,507 | 34,321,084 |
| Law, order, public safety | | 144,537 | 170,570 | 156,220 |
| Health | | 388,317 | 330,940 | 358,175 |
| Education and welfare | | 171,871 | 216,015 | 263,369 |
| Community amenities | | 1,863,747 | 1,061,490 | 1,015,416 |
| Recreation and culture | | 9,704,051 | 10,022,410 | 9,610,928 |
| Transport | | 7,972,877 | 7,767,140 | 7,568,368 |
| Economic services | | 249,966 | 241,410 | 240,742 |
| Other property and services | | 276,580 | 194,030 | 273,752 |
| | | 56,927,854 | 54,924,652 | 53,891,605 |
| Expenses | 2(a) | | | |
| Governance | | (3,787,874) | (3,601,990) | (3,218,529) |
| General purpose funding | | (872,245) | (803,155) | (656,733) |
| Law, order, public safety | | (1,301,976) | (1,370,625) | (1,257,510) |
| Health | | (1,198,977) | (1,230,110) | (1,153,655) |
| Education and welfare | | (1,470,827) | (1,317,045) | (1,137,051) |
| Community amenities | | (11,048,332) | (11,376,900) | (10,144,593) |
| Recreation and culture | | (21,746,775) | (21,470,245) | (20,340,579) |
| Transport | | (12,724,693) | (12,310,410) | (11,613,576) |
| Economic services | | (714,969) | (783,355) | (681,758) |
| Other property and services | | (1,781,013) | (1,760,965) | (1,812,486) |
| | | (56,647,681) | (56,024,800) | (52,016,470) |
| Finance Costs | 2(a) | | | |
| Recreation and culture | | (997,101) | (995,630) | (1,045,540) |
| | | (997,101) | (995,630) | (1,045,540) |
| | | (716,928) | (2,095,778) | 829,595 |
| Non-operating grants, subsidies and contributions | 2(a) | 2,610,635 | 2,692,344 | 2,594,651 |
| Profit on disposal of assets | 10(a) | 150,369 | 411,373 | 176,760 |
| (Loss) on disposal of assets | 10(a) | (10,466) | 0 | (48,016) |
| Fixed assets written off | 10(b) | (91,264) | 0 | 0 |
| (Loss) on revaluation of Infrastructure | 9(b) | (3,572,563) | 0 | 0 |
| Net share of interest in joint ventures | 19(b) | 325,217 | 0 | 23,213 |
| Change in Equity - WALGA LG House Trust | | (19) | 0 | (683) |
| Profit on Assets Held for Sale (TPRC Joint Venture) | 21(b) | 462,233 | 0 | 245,788 |
| | | (125,858) | 3,103,717 | 2,991,713 |
| Net result | | (842,786) | 1,007,939 | 3,821,308 |
| Other comprehensive income | | | | |
| <i>Items that will not be reclassified subsequently to profit or loss</i> | | | | |
| Changes on revaluation of non-current assets | 11 | 56,913,164 | 0 | 84,356,588 |
| Total other comprehensive income | | 56,913,164 | 0 | 84,356,588 |
| Total comprehensive income | | 56,070,378 | 1,007,939 | 88,177,896 |

This statement is to be read in conjunction with the accompanying notes.

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AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2018

| | NOTE | 2018 | 2017 | Re-stated 1 July 2016 |
|---|------|--------------------|--------------------|--------------------------|
| | | \$ | | \$ |
| CURRENT ASSETS | | | | |
| Cash and cash equivalents | 3 | 20,866,019 | 17,424,002 | 16,499,516 |
| Investments | 4 | 11,000 | 0 | 0 |
| Trade and other receivables | 6 | 3,139,455 | 4,966,846 | 3,871,348 |
| Inventories | 7 | 184,342 | 181,244 | 170,061 |
| TOTAL CURRENT ASSETS | | 24,200,816 | 22,572,092 | 20,540,925 |
| NON-CURRENT ASSETS | | | | |
| Other receivables | 6 | 1,197,431 | 119,936 | 165,336 |
| Land Held for Development | 7 | 105,822 | 105,822 | 108,145 |
| Investments | 4 | 30,933 | 41,952 | 42,635 |
| Interests in joint ventures | 19 | 9,469,902 | 8,928,947 | 9,520,230 |
| Property, plant and equipment | 8 | 296,124,172 | 299,304,697 | 214,938,377 |
| Infrastructure | 9 | 179,727,045 | 125,387,784 | 125,233,757 |
| TOTAL NON-CURRENT ASSETS | | 486,655,305 | 433,889,138 | 350,008,480 |
| TOTAL ASSETS | | 510,856,121 | 456,461,230 | 370,549,405 |
| CURRENT LIABILITIES | | | | |
| Trade and other payables | 12 | 4,332,746 | 5,102,188 | 6,812,943 |
| Current portion of long term borrowings | 13 | 948,227 | 881,398 | 818,840 |
| Provisions | 14 | 3,367,101 | 3,486,758 | 3,255,342 |
| TOTAL CURRENT LIABILITIES | | 8,648,074 | 9,470,344 | 10,887,125 |
| NON-CURRENT LIABILITIES | | | | |
| Long term borrowings | 13 | 13,948,356 | 14,896,584 | 15,777,982 |
| Provisions | 14 | 429,113 | 334,102 | 301,994 |
| TOTAL NON-CURRENT LIABILITIES | | 14,377,469 | 15,230,686 | 16,079,976 |
| TOTAL LIABILITIES | | 23,025,543 | 24,701,030 | 26,967,101 |
| NET ASSETS | | 487,830,578 | 431,760,200 | 343,582,304 |
| EQUITY | | | | |
| Retained surplus | | 124,871,424 | 128,238,061 | 127,103,457 |
| Reserves - cash backed | 5 | 11,431,970 | 8,908,119 | 6,221,415 |
| Revaluation surplus | 11 | 351,527,184 | 294,614,020 | 210,257,432 |
| TOTAL EQUITY | | 487,830,578 | 431,760,200 | 343,582,304 |

This statement is to be read in conjunction with the accompanying notes.

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2018

| NOTE | RETAINED SURPLUS | RESERVES | | TOTAL EQUITY |
|-----------------------------------|---------------------|---------------------------|------------------------|--------------------|
| | | CASH/INVESTMENT BACKED | REVALUATION SURPLUS | |
| | \$ | \$ | \$ | \$ |
| Balance as at 1 July 2016 | 130,693,260 | 6,221,415 | 210,510,558 | 347,425,233 |
| Correction of Errors | (3,589,803) | 0 | (253,126) | (3,842,929) |
| Re-stated Balance | 127,103,457 | 6,221,415 | 210,257,432 | 343,582,304 |
| Comprehensive income | | | | |
| Net result | 3,821,308 | 0 | 0 | 3,821,308 |
| Changes on revaluation of assets | 11 0 | 0 | 84,356,588 | 84,356,588 |
| Total comprehensive income | 3,821,308 | 0 | 84,356,588 | 88,177,896 |
| Transfers from/(to) reserves | (2,686,704) | 2,686,704 | 0 | 0 |
| Balance as at 30 June 2017 | 128,238,061 | 8,908,119 | 294,614,020 | 431,760,200 |
| Comprehensive income | | | | |
| Net result | (842,786) | 0 | 0 | (842,786) |
| Changes on revaluation of assets | 11 0 | 0 | 56,913,164 | 56,913,164 |
| Total comprehensive income | (842,786) | 0 | 56,913,164 | 56,070,378 |
| Transfers from/(to) reserves | (2,523,851) | 2,523,851 | 0 | 0 |
| Balance as at 30 June 2018 | 124,871,424 | 11,431,970 | 351,527,184 | 487,830,578 |

This statement is to be read in conjunction with the accompanying notes.

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2018

| | NOTE | 2018 Actual \$ | 2018 Adopted Budget \$ | 2017 Actual \$ |
|---|------|----------------------|---------------------------------|----------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | | |
| Receipts | | | | |
| Rates | | 33,096,764 | 32,939,532 | 31,333,379 |
| Operating grants, subsidies and contributions | | 3,141,991 | 815,585 | 2,057,043 |
| Fees and charges | | 18,873,789 | 19,052,698 | 18,178,191 |
| Interest earnings | | 1,028,880 | 958,080 | 959,203 |
| Goods and services tax | | 1,355,982 | 1,412,491 | 1,396,122 |
| Other revenue | | 1,429,638 | 1,323,155 | 1,429,024 |
| | | 58,927,044 | 56,501,541 | 55,352,962 |
| Payments | | | | |
| Employee costs | | (23,423,727) | (25,831,720) | (24,502,452) |
| Materials and contracts | | (17,896,936) | (17,693,097) | (19,373,111) |
| Utility charges | | (1,933,363) | (1,955,570) | (2,054,392) |
| Interest expenses | | (997,101) | (995,630) | (1,045,540) |
| Insurance expenses | | (829,909) | (889,760) | (992,908) |
| Goods and services tax | | (1,249,296) | (1,412,491) | 0 |
| Other expenditure | | (2,812,744) | 173,780 | (94,776) |
| | | (49,143,076) | (48,604,488) | (48,063,179) |
| Net cash provided by (used in) operating activities | 15 | 9,783,968 | 7,897,053 | 7,289,783 |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | | |
| Payments for purchase of property, plant & equipment | | (2,869,513) | (5,052,819) | (4,981,769) |
| Payments for construction of infrastructure | | (5,861,319) | (8,358,501) | (4,554,169) |
| Non-operating grants, subsidies and contributions | | 2,610,635 | 2,692,344 | 2,548,355 |
| Proceeds from sale of fixed assets | | 326,311 | 537,833 | 351,910 |
| Proceeds from Joint Ventures | | 333,333 | 0 | 916,666 |
| Net cash provided by (used in) investment activities | | (5,460,553) | (10,181,143) | (5,719,007) |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | | |
| Repayment of long term borrowings | | (881,398) | (881,398) | (818,840) |
| Change in Bonds & Deposits | | 0 | 0 | 172,550 |
| Net cash provided by (used in) financing activities | | (881,398) | (881,398) | (646,290) |
| Net increase (decrease) in cash held | | 3,442,017 | (3,165,488) | 924,486 |
| Cash at beginning of year | | 17,424,002 | 18,811,088 | 16,499,516 |
| Cash and cash equivalents at the end of the year | 3 | 20,866,019 | 15,645,600 | 17,424,002 |

This statement is to be read in conjunction with the accompanying notes.

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AUDIT COMMITTEE MINUTES

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RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2018

| NOTE | 2018 | 2018 | 2017 |
|---|-------------------------|---------------------|---------------------|
| | Actual | Adopted Budget | Actual |
| | \$ | \$ | \$ |
| OPERATING ACTIVITIES | | | |
| Net current assets at start of financial year - surplus/(deficit) | 4,475,025 | 4,035,268 | 4,251,223 |
| | 4,475,025 | 4,035,268 | 4,251,223 |
| Revenue from operating activities (excluding rates) | | | |
| Governance | 149,708 | 65,140 | 97,235 |
| General purpose funding | 2,628,452 | 1,915,975 | 3,086,504 |
| Law, order, public safety | 166,875 | 187,510 | 164,505 |
| Health | 388,316 | 330,940 | 363,427 |
| Education and welfare | 171,870 | 216,015 | 263,369 |
| Community amenities | 1,881,133 | 1,074,130 | 1,025,597 |
| Recreation and culture | 9,724,879 | 10,027,350 | 9,646,307 |
| Transport | 7,973,016 | 7,767,140 | 7,568,368 |
| Economic services | 249,966 | 241,410 | 250,640 |
| Other property and services | 1,197,889 | 570,883 | 636,834 |
| | 24,532,104 | 22,396,493 | 23,102,786 |
| Expenditure from operating activities | | | |
| Governance | (3,787,874) | (3,601,990) | (3,217,846) |
| General purpose funding | (872,264) | (803,155) | (656,733) |
| Law, order, public safety | (1,306,516) | (1,370,625) | (1,257,510) |
| Health | (1,198,977) | (1,230,110) | (1,154,158) |
| Education and welfare | (1,470,828) | (1,317,045) | (1,137,051) |
| Community amenities | (11,052,398) | (11,376,900) | (10,144,593) |
| Recreation and culture | (22,777,931) | (22,465,875) | (21,386,119) |
| Transport | (12,733,106) | (12,310,410) | (11,627,868) |
| Economic services | (751,499) | (783,355) | (681,758) |
| Other property and services | (1,795,137) | (1,760,965) | (1,845,708) |
| | (57,746,530) | (57,020,430) | (53,109,344) |
| Net Operating excluding Rates | (33,214,426) | (34,623,937) | (30,006,558) |
| Operating activities excluded | | | |
| (Profit) on disposal of assets | 10(a) (150,369) | (411,373) | (176,760) |
| Loss on disposal of assets | 10(a) 10,466 | 0 | 48,016 |
| Fixed assets written off | 10(b) 91,264 | 0 | 0 |
| Assets expensed during the year | 8(b) 161,507 | 0 | 0 |
| Movement in deferred pensioner rates (non-current) | (11,092) | 0 | 45,401 |
| Movement in employee benefit provisions (non-current) | 95,011 | 0 | 32,109 |
| Depreciation and amortisation on assets | 10(c) 10,386,679 | 9,663,980 | 9,094,953 |
| Equity in Local Government House in Trust | 19 | 0 | (683) |
| Movement in Joint Venture Operations | (325,217) | 0 | (23,213) |
| Profit/loss on Assets Held for Sale - TPRC Joint Venture | (506,411) | 0 | (245,788) |
| Restricted Unspent Grant | 0 | 0 | (600,000) |
| Amount attributable to operating activities | (18,987,543) | (21,336,062) | (17,581,300) |
| INVESTING ACTIVITIES | | | |
| Non-operating grants, subsidies and contributions | 2,610,635 | 2,692,344 | 2,594,651 |
| Proceeds from disposal of assets | 10(a) 326,311 | 204,500 | 351,910 |
| Proceeds from Joint Ventures | 333,333 | 333,333 | 916,666 |
| Purchase of property, plant and equipment | 8(b) (2,869,513) | (5,052,819) | (4,981,769) |
| Purchase and construction of infrastructure | 9(b) (5,861,319) | (8,358,501) | (4,554,169) |
| Amount attributable to investing activities | (5,460,553) | (10,181,143) | (5,672,711) |
| FINANCING ACTIVITIES | | | |
| Repayment of long term borrowings | 13(a) (881,398) | (881,398) | (818,840) |
| Transfers to reserves (restricted assets) | 5 (3,283,928) | (1,850,534) | (3,614,461) |
| Transfers from reserves (restricted assets) | 5 760,077 | 1,309,605 | 927,757 |
| Amount attributable to financing activities | (3,405,249) | (1,422,327) | (3,505,544) |
| Surplus(deficiency) before general rates | (27,853,345) | (32,939,532) | (26,759,555) |
| Total amount raised from general rates | 23(a) 33,377,748 | 32,939,532 | 31,234,580 |
| Net current assets at June 30 c/fwd - surplus/(deficit) | 24 5,524,402 | 0 | 4,475,025 |

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**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations.), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

THE LOCAL GOVERNMENT REPORTING ENTITY (Continued)

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 26 to these financial statements.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

2. REVENUE AND EXPENSES

(a) Revenue

Other revenue

Reimbursements and recoveries
Other

Fees and Charges

Governance
General purpose funding
Law, order, public safety
Health
Education and welfare
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

| 2018 Actual | 2017 Actual |
|----------------|----------------|
| \$ | \$ |
| 1,301,106 | 1,165,477 |
| 128,532 | 158,751 |
| 1,429,638 | 1,324,228 |
| 1,258 | 4,369 |
| 396,191 | 368,382 |
| 141,822 | 153,457 |
| 376,667 | 341,554 |
| 107,873 | 110,256 |
| 909,379 | 907,527 |
| 8,693,625 | 8,695,729 |
| 7,900,611 | 7,476,580 |
| 245,503 | 234,508 |
| 100,860 | 90,239 |
| 18,873,789 | 18,382,601 |

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

2. REVENUE AND EXPENSES (CONTINUED)

(a) Revenue (Continued)

Grant Revenue

Grants, subsidies and contributions are included as operating and non-operating revenues in the Statement of Comprehensive Income:

| | 2018 | 2017 |
|--|------------------|------------------|
| | \$ | \$ |
| Operating grants, subsidies and contributions | | |
| General purpose funding | 1,097,546 | 1,678,835 |
| Law, order, public safety | 2,716 | 2,763 |
| Health | 1,636 | 2,056 |
| Education and welfare | 9,495 | 10,000 |
| Community amenities | 950,690 | 83,916 |
| Recreation and culture | 107,731 | 159,329 |
| Transport | 24,607 | 22,584 |
| Economic services | 644 | 1,259 |
| Other property and services | 22,734 | 30,251 |
| | 2,217,799 | 1,990,993 |
| Non-operating grants, subsidies and contributions | | |
| Law, order, public safety | 137,830 | 113,384 |
| Education and welfare | 15,000 | 0 |
| Recreation and culture | 35,000 | 90,000 |
| Transport | 2,422,805 | 2,368,767 |
| Other property and services | 0 | 22,500 |
| | 2,610,635 | 2,594,651 |
| Total grants, subsidies and contributions | 4,828,434 | 4,585,644 |

SIGNIFICANT ACCOUNTING POLICIES

Grants, Donations and Other Contributions

Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

Grants, Donations and Other Contributions (Continued)

a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 22.

That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current period.

Interest earnings

-Municipal funds
- Reserve funds
Other Interest note (23(b))

| | 2018 Actual | 2018 Budget | 2017 Actual |
|-----------------------------|----------------|----------------|----------------|
| | \$ | \$ | \$ |
| -Municipal funds | 506,273 | 414,960 | 486,092 |
| - Reserve funds | 240,110 | 258,420 | 205,608 |
| Other Interest note (23(b)) | 282,497 | 284,700 | 267,503 |
| | 1,028,880 | 958,080 | 959,203 |

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AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

2. REVENUE AND EXPENSES (CONTINUED)

(b) Expenses

| | 2018 Actual | 2017 Actual |
|--|----------------|----------------|
| | \$ | \$ |
| Auditors remuneration | | |
| - Audit of the Annual Financial Report | 23,600 | 19,500 |
| | 23,600 | 19,500 |
| Interest expenses (finance costs) | | |
| Long term borrowings (refer Note 13(a)) | 997,101 | 1,045,540 |
| | 997,101 | 1,045,540 |
| Rental charges | | |
| - Operating leases | 485,485 | 655,206 |
| | 485,485 | 655,206 |

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

3. CASH AND CASH EQUIVALENTS

| | NOTE | 2018 \$ | 2017 \$ |
|---|------|------------|------------|
| Unrestricted | | 8,580,810 | 7,915,883 |
| Restricted | | 12,285,209 | 9,508,119 |
| | | 20,866,019 | 17,424,002 |
| The following restrictions have been imposed by regulations or other externally imposed requirements: | | | |
| Administration Centre Reserve | 5 | 363 | 10,587 |
| Asset Sustainability Reserve | 5 | 3,896,230 | 3,251,804 |
| Beatty Park Leisure Centre Reserve | 5 | 149,681 | 253,819 |
| Capital Reserve | 5 | 7,671 | 7,470 |
| Cash In Lieu Parking Reserve | 5 | 1,688,491 | 781,449 |
| 246 Vincent Street Building Reserve | 5 | 536,594 | 527,031 |
| Electronic Equipment Reserve | 5 | 54,004 | 52,589 |
| Hyde Park Lake Reserve | 5 | 152,168 | 148,177 |
| Land and Building Acquisition Reserve | 5 | 284,213 | 276,761 |
| Leederville Oval Reserve | 5 | 222,530 | 216,694 |
| Leederville Tennis Reserve | 5 | 3,024 | 1,981 |
| Loftus Community Centre Reserve | 5 | 24,544 | 17,811 |
| Loftus Recreation Centre Reserve | 5 | 58,631 | 39,123 |
| North Perth Tennis Reserve | 5 | 47,925 | 42,049 |
| Parking Facility and Equipment Reserve | 5 | 100,899 | 98,182 |
| Plant and Equipment Reserve | 5 | 210,436 | 300,763 |
| State Gymnastics Centre Reserve | 5 | 83,757 | 96,639 |
| Strategic Waste Management Reserve | 5 | 21,402 | 20,842 |
| Tamala Park Land Sales Reserve | 5 | 3,478,572 | 2,022,698 |
| Underground Power Reserve | 5 | 200,690 | 195,426 |
| Waste Management Plant and Equipment Reserve | 5 | 210,145 | 546,224 |
| Unspent grants | 22 | 853,239 | 600,000 |
| | | 12,285,209 | 9,508,119 |

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of

Cash and cash equivalents (Continued)

cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

4. INVESTMENTS

| | 2018 \$ | 2017 \$ |
|---|------------|------------|
| Current Asset | | |
| Shares in unlisted corporation - North Perth Community Financial Services Ltd | 11,000 | 0 |
| Non Current Asset | | |
| Investment in WALGA Local Government House Trust * | 30,933 | 30,952 |
| Shares in unlisted corporation - North Perth Community Financial Services Ltd | 0 | 11,000 |
| | 30,933 | 41,952 |
| Financial assets at fair value through profit and loss | | |
| At the beginning of the year | 41,952 | 42,635 |
| At the end of the year | 41,933 | 41,952 |

* Investment in WALGA Local Government House Trust

This note discloses the equity the City has in the Local Government House Trust as a consequence of a contribution towards the cost of purchasing Local Government House.

The total contribution by all Councils towards the cost of the WALGA building was \$582,000. There are 620 units in the Local Government House Unit Trust, 2 of which are held by the City of Vincent.

The City first capitalised its share in the Local Government House Trust in 2015, with the current valuation based on the trust's 30 June 2017 audited financial statements.

SIGNIFICANT ACCOUNTING POLICIES

Classification and subsequent measurement

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.

(ii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the City has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iii) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management.

They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

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**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

4. INVESTMENTS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Impairment (Continued)

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the City commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, (if any), between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the City no longer has any significant continual involvement in the risks and benefits associated with the asset.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

5. RESERVES - CASH BACKED

| | 2018 Actual Opening Balance | 2018 Actual Transfer to | 2018 Actual Transfer (from) | 2018 Actual | 2018 Budget Opening Balance | 2018 Budget Transfer to | 2018 Budget Transfer (from) | 2018 Budget Closing Balance | 2017 Actual Opening Balance | 2017 Actual Transfer to | 2017 Actual Transfer (from) | 2017 Actual Closing Balance |
|--|--------------------------------------|----------------------------------|--------------------------------------|----------------|--------------------------------------|----------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|----------------------------------|--------------------------------------|--------------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Administration Centre Reserve | 10,587 | 216 | (10,440) | 363 | 11,418 | 178 | (10,440) | 1,156 | 61,555 | 1,032 | (52,000) | 10,587 |
| Asset Sustainability Reserve | 3,251,804 | 644,426 | 0 | 3,896,230 | 3,246,209 | 93,035 | 0 | 3,339,244 | 1,720,356 | 1,531,448 | 0 | 3,251,804 |
| Beatty Park Leisure Centre Reserve | 253,819 | 7,062 | (111,200) | 149,681 | 252,933 | 4,741 | (175,000) | 82,674 | 214,164 | 309,118 | (269,463) | 253,819 |
| Capital Reserve | 7,470 | 201 | 0 | 7,671 | 8,264 | 237 | 0 | 8,501 | 99,262 | 2,207 | (93,999) | 7,470 |
| Cash In Lieu Parking Reserve | 781,449 | 994,091 | (87,049) | 1,688,491 | 782,114 | 80,767 | (175,000) | 687,881 | 648,657 | 167,956 | (35,164) | 781,449 |
| 246 Vincent Street Building Reserve | 527,031 | 14,193 | (4,630) | 536,594 | 528,131 | 12,986 | (150,000) | 391,117 | 512,630 | 14,401 | 0 | 527,031 |
| Electronic Equipment Reserve | 52,589 | 1,415 | 0 | 54,004 | 52,666 | 1,509 | 0 | 54,175 | 51,171 | 1,418 | 0 | 52,589 |
| Hyde Park Lake Reserve | 148,177 | 3,991 | 0 | 152,168 | 148,486 | 4,256 | 0 | 152,742 | 144,127 | 4,050 | 0 | 148,177 |
| Land and Building Acquisition Reserve | 276,761 | 7,452 | 0 | 284,213 | 277,340 | 7,948 | 0 | 285,288 | 269,198 | 7,563 | 0 | 276,761 |
| Leederville Oval Reserve | 216,694 | 5,836 | 0 | 222,530 | 217,145 | 5,220 | (70,000) | 152,365 | 210,774 | 5,920 | 0 | 216,694 |
| Leederville Tennis Reserve | 1,981 | 1,043 | 0 | 3,024 | 1,976 | 1,041 | 0 | 3,017 | 975 | 1,006 | 0 | 1,981 |
| Loftus Community Centre Reserve | 17,811 | 6,733 | 0 | 24,544 | 17,899 | 6,751 | 0 | 24,650 | 20,946 | 6,717 | (9,852) | 17,811 |
| Loftus Recreation Centre Reserve | 39,123 | 58,883 | (39,375) | 58,631 | 39,329 | 58,441 | (39,375) | 58,395 | 26,544 | 57,579 | (45,000) | 39,123 |
| North Perth Tennis Reserve | 42,049 | 5,876 | 0 | 47,925 | 42,094 | 5,943 | 0 | 48,037 | 36,316 | 5,733 | 0 | 42,049 |
| Parking Facility and Equipment Reserve | 98,182 | 2,717 | 0 | 100,899 | 98,461 | 2,790 | (2,250) | 99,001 | 129,056 | 3,626 | (34,500) | 98,182 |
| Plant and Equipment Reserve | 300,763 | 6,673 | (97,000) | 210,436 | 303,210 | 4,541 | (289,500) | 18,251 | 398,316 | 9,447 | (107,000) | 300,763 |
| State Gymnastics Centre Reserve | 96,639 | 13,468 | (26,350) | 83,757 | 96,746 | 13,677 | 0 | 110,423 | 83,461 | 13,178 | 0 | 96,639 |
| Strategic Waste Management Reserve | 20,842 | 560 | 0 | 21,402 | 20,884 | 599 | 0 | 21,483 | 20,272 | 570 | 0 | 20,842 |
| Tamala Park Land Sales Reserve | 2,022,698 | 1,489,907 | (34,033) | 3,478,572 | 1,991,393 | 1,529,712 | (48,040) | 3,473,065 | 1,344,639 | 958,838 | (280,779) | 2,022,698 |
| Underground Power Reserve | 195,426 | 5,264 | 0 | 200,690 | 195,835 | 5,613 | 0 | 201,448 | 190,086 | 5,340 | 0 | 195,426 |
| Waste Management Plant and Equipment Reserve | 546,224 | 13,921 | (350,000) | 210,145 | 543,138 | 10,549 | (350,000) | 203,687 | 38,910 | 507,314 | 0 | 546,224 |
| | 8,908,119 | 3,283,928 | (760,077) | 11,431,970 | 8,875,671 | 1,850,534 | (1,309,605) | 9,416,600 | 6,221,415 | 3,614,461 | (927,757) | 8,908,119 |

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

5. RESERVES - CASH BACKED (CONTINUED)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

| Name of Reserve | Anticipated date of use | Purpose of the reserve |
|--|-------------------------|---|
| Administration Centre Reserve | Ongoing | For providing for major renovation, maintenance, repairs and replacement of the fixtures and fittings associated with the City's Administration and Civic Centre. |
| Asset Sustainability Reserve | Ongoing | For assisting Council in funding its long term asset management objectives and provide a means to spread the cost of intergenerational assets over multiple years. |
| Beatty Park Leisure Centre Reserve | Ongoing | For the major upgrade and redevelopment of the Beatty Park Leisure Centre including the replacement or purchase of major plant, equipment, fixtures and fittings. |
| Capital Reserve | Ongoing | For future major capital works and projects. |
| Cash In Lieu Parking Reserve | Ongoing | This reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for providing and/or upgrading existing and proposed Transport infrastructure as defined in the City's Parking and Access Policy 7.7.1. |
| 246 Vincent Street Building Reserve | Ongoing | For major building upgrade, maintenance, repairs, renovation and replacement of floorcovering, fixtures and fittings associated with the new Office Building and Land. |
| Electronic Equipment Reserve | Ongoing | For the replacement and major upgrade of electronic equipment including, but not limited to computer hardware and software, information technology and communication equipment. |
| Hyde Park Lake Reserve | Ongoing | For works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds. |
| Land and Building Acquisition Reserve | Ongoing | To ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes. |
| Leederville Oval Reserve | Ongoing | For the works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land. |
| Leederville Tennis Reserve | Ongoing | For the upgrade, renewal and replacement of the water bore and/or pump at the Leederville tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease. |
| Loftus Community Centre Reserve | Ongoing | This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre. |
| Loftus Recreation Centre Reserve | Ongoing | This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre. |
| North Perth Tennis Reserve | Ongoing | For the upgrade, renewal and replacement of the North Perth tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease. |
| Parking Facility and Equipment Reserve | Ongoing | This reserve is for the purchase and replacement of parking ticket machines, provision and improvement of parking information systems, security lighting, improved pathways and associated infrastructure to access parking areas and associated works. |
| Plant and Equipment Reserve | Ongoing | For the purchase of replacement plant and equipment associated with City's works. |
| State Gymnastics Centre Reserve | Ongoing | This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre. |
| Strategic Waste Management Reserve | Ongoing | Investigation and implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park). |
| Tamala Park Land Sales Reserve | Ongoing | For future significant/major capital works, infrastructure, project or debt reduction programme for the benefit of the City. |
| Underground Power Reserve | Ongoing | For the purpose of funding the City's contribution to approved underground power projects. |
| Waste Management Plant and Equipment Reserve | Ongoing | For the purpose of replacing plant and equipment associated with the City's waste management, minimisation and recycling operations. |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

6. TRADE AND OTHER RECEIVABLES

| | 2018 | 2017 |
|------------------------------------|------------------|------------------|
| | \$ | \$ |
| Current | | |
| Rates outstanding | 488,384 | 218,492 |
| Sundry debtors | 1,026,930 | 1,963,640 |
| GST receivable | 0 | 106,688 |
| Infringement Debtor | 1,375,633 | 2,312,448 |
| Deposits and prepayments | 248,508 | 365,578 |
| | <u>3,139,455</u> | <u>4,966,846</u> |
| Non-current | | |
| Rates outstanding - pensioners | 131,028 | 119,936 |
| Infringement debtors - non current | 1,066,403 | 0 |
| | <u>1,197,431</u> | <u>119,936</u> |

The amount shown above as Rates Outstanding - Pensioners is deferred in accordance with the Rates and Charges (Rebate and Deferments) Act 1992.

Rates outstanding

Includes:

| | | |
|---------------------------|---------|---------|
| Past due and not impaired | 488,384 | 218,492 |
|---------------------------|---------|---------|

Sundry debtors

Includes:

| | | |
|---------------------------|---------|---------|
| Past due and not impaired | 915,157 | 699,625 |
|---------------------------|---------|---------|

Infringement debtors

Includes:

| | | |
|---------------------------|------------------|------------------|
| Past due and not impaired | 2,635,641 | 2,312,448 |
| Impaired | (286,620) | 0 |
| | <u>2,349,021</u> | <u>2,312,448</u> |

SIGNIFICANT ACCOUNTING POLICIES**Trade and other receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

Classification and subsequent measurement

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

7. INVENTORIES

Current

Depot
Beatty Park Leisure Centre

Non-current

Land held for development (TPRC)

| 2018 | 2017 |
|---------|---------|
| \$ | \$ |
| 93,652 | 117,950 |
| 90,690 | 63,294 |
| 184,342 | 181,244 |
| 105,822 | 105,822 |
| 105,822 | 105,822 |

SIGNIFICANT ACCOUNTING POLICIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for sale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Land held for sale (Continued)

Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on TPRC's intentions to release for sale.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8 (a). PROPERTY, PLANT AND EQUIPMENT

| | 2018 | 2017 |
|--|--------------|--------------|
| | \$ | \$ |
| Land and buildings | | |
| Land - freehold land at: | | |
| - Independent valuation 2017 - level 2 | 128,067,500 | 128,067,500 |
| | 128,067,500 | 128,067,500 |
| Buildings at: | | |
| - Independent valuation 2017 - level 2 | 2,888,800 | 2,888,800 |
| - Independent valuation 2017 - level 3 | 150,420,000 | 150,420,000 |
| - Management valuation 2017 - level 3 | 80,441,724 | 80,441,724 |
| Additions after valuation - cost | 1,125,880 | 0 |
| Less: accumulated depreciation | (74,088,821) | (70,091,100) |
| | 160,787,583 | 163,659,424 |
| Total land and buildings | 288,855,083 | 291,726,924 |
| Furniture and equipment at: | | |
| - Management valuation 2016 | 3,359,070 | 3,359,070 |
| Additions after valuation - cost | 1,043,652 | 919,581 |
| Less: accumulated depreciation | (2,957,295) | (2,720,235) |
| | 1,445,427 | 1,558,416 |
| Plant and equipment at: | | |
| - Management valuation 2016 | 9,009,619 | 9,009,619 |
| Additions after valuation - cost | 2,450,800 | 2,768,148 |
| Less: accumulated depreciation | (6,362,801) | (6,219,777) |
| | 5,097,618 | 5,557,990 |
| PPE - Work in Progress at: | | |
| Additions - cost | 726,044 | 461,367 |
| | 726,044 | 461,367 |
| Total property, plant and equipment | 296,124,172 | 299,304,697 |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

| | Land - freehold land | Land - vested in and under the control of Council | Total land | Buildings | Total land and buildings | Furniture and equipment | Plant and equipment | Work in Progress - Buildings | Total property, plant and equipment |
|---|----------------------|---|-------------|-------------|--------------------------|-------------------------|---------------------|------------------------------|-------------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Balance at 1 July 2016 | 41,915,327 | 12,930,000 | 54,845,327 | 154,162,683 | 209,008,010 | 812,334 | 4,207,550 | 910,483 | 214,938,377 |
| Additions | 0 | 0 | 0 | 1,152,873 | 1,152,873 | 919,581 | 2,768,148 | 141,167 | 4,981,769 |
| Disposals | 0 | 0 | 0 | 0 | 0 | 0 | (223,166) | 0 | (223,166) |
| Revaluation increments/ (decrements) transferred to revaluation surplus | 86,152,173 | (12,930,000) | 73,222,173 | 11,080,355 | 84,302,528 | 0 | 0 | 0 | 84,302,528 |
| Depreciation expense | 0 | 0 | 0 | (3,326,771) | (3,326,771) | (218,833) | (1,149,207) | 0 | (4,694,811) |
| Transfers | 0 | 0 | 0 | 590,284 | 590,284 | 45,334 | (45,335) | (590,283) | 0 |
| Carrying amount at 30 June 2017 | 128,067,500 | 0 | 128,067,500 | 163,659,424 | 291,726,924 | 1,558,416 | 5,557,990 | 461,367 | 299,304,697 |
| Additions | 0 | 0 | 0 | 826,022 | 826,022 | 383,887 | 933,561 | 726,043 | 2,869,513 |
| Disposals | 0 | 0 | 0 | 0 | 0 | (57,200) | (129,208) | 0 | (186,408) |
| Written off | 0 | 0 | 0 | 0 | 0 | (46,505) | (8,213) | 0 | (54,718) |
| Depreciation expense | 0 | 0 | 0 | (3,997,722) | (3,997,722) | (393,171) | (1,256,512) | 0 | (5,647,405) |
| Transfer to Expense | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (161,507) | (161,507) |
| Transfers | 0 | 0 | 0 | 299,859 | 299,859 | 0 | 0 | (299,859) | 0 |
| Carrying amount at 30 June 2018 | 128,067,500 | 0 | 128,067,500 | 160,787,583 | 288,855,083 | 1,445,427 | 5,097,618 | 726,044 | 296,124,172 |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(c) Fair Value Measurements

| Asset Class | Fair Value Hierarchy | Valuation Technique | Basis of valuation | Date of Last Valuation | Inputs Used |
|--------------------------------|----------------------|--------------------------|-----------------------------------|------------------------|---|
| Land and buildings | | | | | |
| Land - freehold land | 2 | Market Approach | Independent valuation | June 2017 | Price per square metre |
| Buildings | 2/3 | Cost and Market Approach | Independent valuation | June 2017 | Estimates of useful life, pattern of consumption, asset condition, residual value and relationship to the assessed remaining service potential of the depreciable amount. |
| Furniture and equipment | | | | | |
| Furniture and equipment | 2/3 | Cost and Market Approach | Independent/ Management valuation | June 2017 | Make, size, model, year of manufacture and condition of asset. |
| Plant and equipment | | | | | |
| Plant & equipment | 2/3 | Cost and Market Approach | Management valuation | June 2017 | Make, size, model, year of manufacture and condition of asset. |
| Work in Progress - Buildings | 3 | Cost approach | At cost | June 2018 | Construction costs and current condition - Level 3. |

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

9 (a). INFRASTRUCTURE

| | 2018 | 2017 |
|---------------------------------------|--------------------|--------------------|
| | \$ | \$ |
| Infrastructure - Roads | | |
| - Management valuation 2018 | 140,971,626 | 0 |
| - Management valuation 2015 | 0 | 105,955,896 |
| Additions after valuation - cost | 0 | 4,759,402 |
| Less: accumulated depreciation | (31,100,566) | (54,345,367) |
| | 109,871,060 | 56,369,931 |
| Infrastructure - Foothpaths | | |
| - Management valuation 2018 | 30,080,951 | 0 |
| - Management valuation 2015 | 0 | 33,473,683 |
| Additions after valuation - cost | 0 | 3,135,267 |
| Less: accumulated depreciation | (10,090,083) | (14,530,565) |
| | 19,990,868 | 22,078,385 |
| Infrastructure - Right of Way | | |
| - Management valuation 2018 | 11,343,528 | 0 |
| - Management valuation 2015 | 0 | 8,785,076 |
| Additions after valuation - cost | 0 | 462,029 |
| Less: accumulated depreciation | (2,689,655) | (5,908,876) |
| | 8,653,873 | 3,338,229 |
| Infrastructure - Drainage | | |
| - Management valuation 2018 | 28,902,658 | 0 |
| - Management valuation 2015 | 0 | 27,737,396 |
| Additions after valuation - cost | 0 | 273,193 |
| Less: accumulated depreciation | (11,627,322) | (10,795,451) |
| | 17,275,336 | 17,215,138 |
| Infrastructure - Park Development | | |
| - Management valuation 2018 | 15,981,258 | 0 |
| - Management valuation 2015 | 0 | 19,243,268 |
| Additions after valuation - cost | 0 | 1,624,261 |
| Less: accumulated depreciation | (4,749,721) | (6,443,716) |
| | 11,231,537 | 14,423,813 |
| Infrastructure - Car Park Development | | |
| - Management valuation 2018 | 8,097,013 | 0 |
| - Management valuation 2015 | 0 | 7,778,628 |
| Additions after valuation - cost | 0 | 204,324 |
| Less: accumulated depreciation | (4,654,634) | (2,982,210) |
| | 3,442,379 | 5,000,742 |
| Other Infrastructure Assets | | |
| - Management valuation 2018 | 13,845,323 | 0 |
| - Management valuation 2016 | 0 | 351,346 |
| - Management valuation 2015 | 0 | 9,060,255 |
| Additions after valuation - cost | 0 | 1,261,402 |
| Less: accumulated depreciation | (6,247,943) | (5,119,708) |
| | 7,597,380 | 5,553,295 |
| Infrastructure - Work in Progress | | |
| Additions - cost | 1,664,612 | 1,408,251 |
| Less: accumulated depreciation | 0 | 0 |
| | 1,664,612 | 1,408,251 |
| Total infrastructure | 179,727,045 | 125,387,784 |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

9. INFRASTRUCTURE (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

| | Infrastructure - Roads | Infrastructure - Footpaths | Infrastructure - Right of Way | Infrastructure - Drainage | Infrastructure - Park Development | Infrastructure - Car Park Development | Other Infrastructure Assets | Infrastructure - Work in Progress | Total Infrastructure |
|---|---------------------------|-------------------------------|----------------------------------|------------------------------|---|---|-----------------------------------|---|-------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Balance at 1 July 2016 | 56,203,636 | 21,141,747 | 3,243,331 | 17,307,777 | 14,920,062 | 5,084,840 | 5,382,918 | 1,949,447 | 125,233,758 |
| Additions | 1,356,079 | 1,060,478 | 225,028 | 138,112 | 587,827 | 83,961 | 449,546 | 653,138 | 4,554,169 |
| Depreciation expense | (1,742,663) | (575,950) | (130,130) | (230,751) | (1,084,076) | (168,059) | (468,514) | 0 | (4,400,143) |
| Transfers | 552,879 | 452,110 | 0 | 0 | 0 | 0 | 189,345 | (1,194,334) | 0 |
| Carrying amount at 30 June 2017 | 56,369,931 | 22,078,385 | 3,338,229 | 17,215,138 | 14,423,813 | 5,000,742 | 5,553,295 | 1,408,251 | 125,387,784 |
| Additions | 1,969,411 | 523,831 | 292,966 | 310,365 | 598,826 | 210,318 | 290,990 | 1,664,612 | 5,861,319 |
| Written off | 0 | 0 | 0 | 0 | (8,154) | (9,408) | (18,983) | 0 | (36,545) |
| Revaluation increments/ (decrements) transferred to revaluation surplus | 53,097,326 | (2,836,077) | 5,142,685 | (17,645) | (291,121) | (524,599) | 2,255,755 | 0 | 56,826,324 |
| Revaluation (loss)/ reversals transferred to profit or loss | 0 | 0 | 0 | 0 | (2,466,925) | (1,105,638) | 0 | 0 | (3,572,563) |
| Depreciation expense | (1,979,442) | (638,994) | (142,960) | (232,522) | (1,026,214) | (170,350) | (548,792) | 0 | (4,739,274) |
| Transfers | 413,834 | 863,723 | 22,953 | 0 | 1,312 | 41,314 | 65,115 | (1,408,251) | 0 |
| Carrying amount at 30 June 2018 | 109,871,060 | 19,990,868 | 8,653,873 | 17,275,336 | 11,231,537 | 3,442,379 | 7,597,380 | 1,664,612 | 179,727,045 |

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9. INFRASTRUCTURE (CONTINUED)

(c) Fair Value Measurements

| Asset Class | Fair Value Hierarchy | Valuation Technique | Basis of valuation | Date of Last Valuation | Inputs Used |
|--|----------------------|---------------------|--------------------------------------|------------------------|---|
| Infrastructure - Roads | 3 | Cost Approach | Independent valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Foothpaths | 3 | Cost Approach | Independent valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Right of Way | 3 | Cost Approach | Independent valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Drainage | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Park Development | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Car Park Development | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Other Infrastructure Assets | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Work in Progress | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 3. |
| Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement. | | | | | |
| During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs. | | | | | |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

10. FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between
mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the City was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

10. FIXED ASSETS (CONTINUED)

(a) Disposals of Assets

The following assets were disposed of during the year.

| | Actual Net Book Value | Actual Sale Proceeds | Actual Profit | Actual Loss | Budget Net Book Value | Budget Sale Proceeds | Budget Profit |
|-----------------------------|-----------------------------|----------------------------|------------------|----------------|-----------------------------|----------------------------|------------------|
| Plant and Equipment | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Law, order, public safety | 39,370 | 57,166 | 22,337 | (4,540) | 35,560 | 52,500 | 16,940 |
| Community amenities | 20,105 | 37,491 | 17,386 | 0 | 34,360 | 47,000 | 12,640 |
| Recreation and culture | 76,431 | 95,574 | 20,828 | (1,685) | 17,560 | 22,500 | 4,940 |
| Transport | 0 | 138 | 138 | 0 | 0 | 0 | 0 |
| Other property and services | 50,502 | 135,942 | 89,681 | (4,241) | 38,980 | 82,500 | 43,520 |
| | 186,408 | 326,311 | 150,369 | (10,466) | 126,460 | 204,500 | 78,040 |

(b) Fixed assets written off

The following assets were written off during the year.

| | Actual Net Book Value | Actual Sale Proceeds | Actual Profit | Actual Loss | Budget Net Book Value | Budget Sale Proceeds | Budget Profit |
|-----------------------------|-----------------------------|----------------------------|------------------|----------------|-----------------------------|----------------------------|------------------|
| Plant and Equipment | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Recreation and culture | 8,383 | 0 | 0 | (8,383) | 0 | 0 | 0 |
| Economic services | 36,530 | 0 | 0 | (36,530) | 0 | 0 | 0 |
| Other property and services | 9,806 | 0 | 0 | (9,806) | 0 | 0 | 0 |
| | 54,719 | 0 | 0 | (54,719) | 0 | 0 | 0 |
| Infrastructure | | | | | | | |
| Community amenities | 4,065 | 0 | 0 | (4,065) | 0 | 0 | 0 |
| Recreation and culture | 23,989 | 0 | 0 | (23,989) | 0 | 0 | 0 |
| Transport | 8,413 | 0 | 0 | (8,413) | 0 | 0 | 0 |
| Other property and services | 78 | 0 | 0 | (78) | 0 | 0 | 0 |
| | 36,545 | 0 | 0 | (36,545) | 0 | 0 | 0 |
| Total written off | 91,264 | 0 | 0 | (91,264) | 0 | 0 | 0 |

(c) Depreciation

| | 2018 \$ | 2017 \$ |
|---------------------------------------|------------|------------|
| Buildings | 3,997,722 | 3,326,771 |
| Furniture and equipment | 393,171 | 218,833 |
| Plant and equipment | 1,256,512 | 1,149,207 |
| Infrastructure - Roads | 1,979,442 | 1,742,663 |
| Infrastructure - Footpaths | 638,994 | 575,950 |
| Infrastructure - Right of Way | 142,960 | 130,130 |
| Infrastructure - Drainage | 232,522 | 230,751 |
| Infrastructure - Park Development | 1,026,214 | 1,084,076 |
| Infrastructure - Car Park Development | 170,350 | 168,059 |
| Other Infrastructure Assets | 548,792 | 468,514 |
| | 10,386,679 | 9,094,953 |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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10. FIXED ASSETS (CONTINUED)

(c) Depreciation (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Depreciation rates

Major depreciation periods used for each class of depreciable asset are:

| | |
|-------------------------------|-----------------------|
| Buildings | 30 to 75 years |
| Furniture and equipment | 3 to 40 years |
| Plant and equipment | 2.5 to 35 years |
| Sealed roads and streets | |
| Subgrade structure | 1,000 to 10,000 years |
| Pavement structure | 20 to 120 years |
| Surface structure | 20 to 120 years |
| Footpaths | 13 to 113 years |
| Surface water channels | 50 years |
| Drainage systems | 120 years |
| Car park infrastructure | |
| Car park pavement | 100 to 999 years |
| Car park seal | 30 to 50 years |
| Car park other infrastructure | 20 to 60 years |
| Parks infrastructure | |
| Reticulation | 20 years |
| Parks other infrastructure | 3 to 80 years |

Depreciation (Continued)

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

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10. FIXED ASSET (CONTINUED)

(d) Fair Value Measurement

The City measures the following assets and liabilities on a recurring basis:

- Financial Assets – Investments
- Land and Buildings
- Furniture and Equipment
- Plant and Equipment
- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The City does not measure any other assets and liabilities at fair value on a non-recurring basis.

The following table provides the fair values of the City's assets measured and recognised on a recurring basis after initial recognition and their categorisation within the fair value hierarchy:

Recurring Fair Value Measurements

Financial Assets 30 June 2018

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|------------|------|---------------|---------------|---------------|-------------|
| Investment | 4 | - | 41,933 | - | 41,933 |

Financial Assets 30 June 2017

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|------------|------|---------------|---------------|---------------|-------------|
| Investment | 4 | - | 41,952 | - | 41,952 |

Non-Financial Assets 30 June 2018

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|---|------|---------------|--------------------|--------------------|--------------------|
| Land | 8 | - | 128,067,500 | - | 128,067,500 |
| Buildings | 8 | - | 2,888,800 | 157,898,783 | 160,787,583 |
| Plant and Equipment | 8 | - | - | 5,097,618 | 5,097,618 |
| Furniture and Equipment | 8 | - | - | 1,445,427 | 1,445,427 |
| Roads | 9 | - | - | 109,871,060 | 109,871,060 |
| Footpaths | 9 | - | - | 19,990,868 | 19,990,868 |
| Rights of Way | 9 | - | - | 8,653,873 | 8,653,873 |
| Drainage | 9 | - | - | 17,275,336 | 17,275,336 |
| Park Development | 9 | - | - | 11,231,537 | 11,231,537 |
| Car Park Development | 9 | - | - | 3,442,379 | 3,442,379 |
| Other Infrastructure | 9 | - | - | 7,597,380 | 7,597,380 |
| Work in Progress - PPE | 8 | - | - | 726,044 | 726,044 |
| Work in Progress - Infrastructure | 9 | - | - | 1,664,612 | 1,664,612 |
| Total non-financial assets recognised at fair value on a recurring basis | | - | 130,956,300 | 344,894,917 | 475,851,217 |

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10. FIXED ASSET (CONTINUED)

(d) Fair Value Measurement (Continued)

Non-Financial Assets 30 June 2017 - Re-stated

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|---|------|---------------|--------------------|--------------------|--------------------|
| Land | 8 | - | 128,067,500 | - | 128,067,500 |
| Buildings | 8 | - | 2,888,800 | 160,770,624 | 163,659,424 |
| Plant and Equipment | 8 | - | 5,508,449 | 49,541 | 5,557,990 |
| Furniture and Equipment | 8 | - | 142,960 | 1,415,456 | 1,558,416 |
| Roads | 9 | - | - | 56,369,931 | 56,369,931 |
| Footpaths | 9 | - | - | 22,078,385 | 22,078,385 |
| Rights of Way | 9 | - | - | 3,338,229 | 3,338,229 |
| Drainage | 9 | - | - | 17,215,138 | 17,215,138 |
| Park Development | 9 | - | - | 14,423,813 | 14,423,813 |
| Car Park Development | 9 | - | - | 5,000,742 | 5,000,742 |
| Other Infrastructure | 9 | - | - | 5,553,295 | 5,553,295 |
| Work in Progress - PPE | 8 | - | - | 461,367 | 461,367 |
| Work in Progress - Infrastructure | 9 | - | - | 1,408,251 | 1,408,251 |
| Total non-financial assets recognised at fair value on a recurring basis | | - | 136,607,709 | 288,084,772 | 424,692,481 |

10. FIXED ASSET (CONTINUED)**(d) Fair Value Measurement (Continued)****Valuation techniques and inputs used to derive fair values****Recurring fair value measurements****Land**

The City's land was valued by independent valuers as at 30 June 2017. The valuation has been conducted in accordance with Australian Accounting Standards, including AASB 13 Fair Value Measurement and AASB 116 Property, Plant and Equipment, as well as the Local Government Act 1995 and accompanying regulations. The valuation excludes any Assets held for sale, under construction or work in progress, finance costs, stock or inventory, goodwill and intellectual property.

Both improved and unimproved land have been valued in accord the prevailing zoning/reservation or likely zoning. In determining value, sales evidence of comparable property has been collated and analysed across the various localities within the City of Vincent and used to determine the value of the subject land.

With regard to land that is currently zoned Parks, Recreation and/or for Public Purpose, having a highly restricted use, it is difficult with any degree of confidence in applying the typical valuation method of direct comparable sales evidence consistent with the Level 2 input. These were subsequently valued at the Level 3 valuation input hierarchy by using the professional judgement of a Registered Valuer who investigated land value within a wider general area of the region where traditionally land values are at their lowest. The appropriate sales of this marginal land was then applied to the subject property after making due allowances for location, size and utility. This provided only a low level of comparability.

Buildings

The Building asset class includes buildings owned by City of Vincent which have been measured at market value as at 30 June 2017. City's valuer has researched sales evidence across the relevant local markets. Value adjustments for considerations such as location, development potential, aspect, size and date of sale have been made to the most appropriate evidence to determine fair value.

The City's building & improvement assets such as the City's Depot, Community Halls and Club houses, Pavilion, etc. which are considered to be of a "specialised nature" (non – market type properties which are not readily traded in the market place) are valued in 2017 by professionally qualified Registered Valuers using the cost approach. This approach is commonly referred to as the depreciated replacement cost (DRC).

The "DRC" approach considers the cost (sourced from cost guides such as Rawlinsons, Cordell, professional quantity surveyors and recent construction costs for similar projects throughout Western Australia) to reproduce or replace similar assets with an asset in new condition, including allowance for installation, less an amount for depreciation in the form of accrued physical wear and tear, economic and functional obsolescence. The depreciation consists of a combination of unit rates based on square metres and quantification of the component parts of the asset (level 2 valuation inputs). Other inputs (i.e. remaining useful life, asset condition and utility) required extensive professional judgement and impacted significantly on the final determination of fair value. Therefore, specialised building assets were classified as having been valued using Level 3 valuation inputs.

Plant and Equipment

Plant and equipment were revalued in 2016 as part of the mandatory requirements embodied in Local Government (Financial Management) Regulation 17A. Whilst the additions since 1 July 2016 have been brought in the books at cost, given they were acquired at arm's length and any accumulated depreciation reflects the usage of service potential, it is considered that the recorded written down values approximate fair values. Thus, the value of the class of assets in the City's books is considered to be in accordance with Local Government (Financial Management (Regulation) 17A (2), which requires these assets to be shown at fair value.

Most plant and equipment assets are generally valued using the market and cost approach using comparable sales and relevant industry market price reference guides, and have been classified as being valued at Level 2 of the fair value hierarchy. The most significant inputs into this valuation approach are the make, size, model, year of manufacture and condition.

10. FIXED ASSET (CONTINUED)**(d) Fair Value Measurement (Continued)****Valuation techniques and inputs used to derive fair values (continued)****Infrastructure Assets**

The infrastructure assets valuation was carried out by an independent valuer in 2018. The assets which were the focus of this project included the following:

- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The valuation was undertaken using the City's inventory data. The data for car parks and parks had recently been updated and are of a moderate to high confidence level. The inventory of drainage is of a low confidence level.

The valuation process has been performed in accordance with accepted accounting standards (e.g. AASB 116 and AASB 13) and other best practice asset and financial management guides (e.g. International Infrastructure Management Manual© and Australian Infrastructure Financial Management Guidelines©). All assets have been valued using unit rate costs, sourced from the City, local suppliers or the Rawlinsons Australian Construction Handbook.

Disclosed Fair Value Measurements

The following assets and liabilities are not measured at fair value in the statement of financial position, but their fair values are disclosed in the notes:

| Description | Note | Fair Value Hierarchy Level | Valuation Technique(s) | Inputs Used |
|-----------------------------|------|-------------------------------|--|--|
| Assets | | | | |
| Receivables - Infringements | | 2 | Income approach using discounted cash flow methodology | Current treasury borrowing rates for similar instruments |
| Liabilities | | | | |
| Borrowings | | 2 | Income approach using discounted cash flow methodology | Current treasury borrowing rates for similar instruments |

There has been no change in the valuation technique(s) used to calculate the fair values disclosed in the notes to the financial statements.

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11. REVALUATION SURPLUS

| | 2018 Opening Balance | 2018 Revaluation Increment | 2018 Revaluation (Decrement) | 2018 Total Movement on Revaluation | 2018 Closing Balance | 2017 Opening Balance | 2017 Revaluation (Decrement) | 2017 Total Movement on Revaluation | 2017 Closing Balance |
|---|----------------------------|----------------------------------|------------------------------------|---|----------------------------|----------------------------|------------------------------------|---|----------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Revaluation surplus - Land - freehold land | 125,380,529 | 0 | 0 | 0 | 125,380,529 | 52,158,356 | 73,222,173 | 73,222,173 | 125,380,529 |
| Revaluation surplus - Buildings | 115,951,868 | 0 | 0 | 0 | 115,951,868 | 104,871,513 | 11,080,355 | 11,080,355 | 115,951,868 |
| Revaluation surplus - Furniture and equipment | 206,609 | 0 | 0 | 0 | 206,609 | 206,609 | 0 | 0 | 206,609 |
| Revaluation surplus - Plant and equipment | 2,113,335 | 0 | 0 | 0 | 2,113,335 | 2,113,335 | 0 | 0 | 2,113,335 |
| Revaluation surplus - Joint Venture in Mindarie Regional Council | 2,512,379 | 86,840 | 0 | 86,840 | 2,599,219 | 2,458,319 | 54,060 | 54,060 | 2,512,379 |
| Revaluation surplus - Joint Venture in Tamala Park Regional Council | 529 | 0 | 0 | 0 | 529 | 529 | 0 | 0 | 529 |
| Revaluation surplus - Infrastructure - Roads | 28,483,439 | 53,097,326 | 0 | 53,097,326 | 81,580,765 | 28,483,439 | 0 | 0 | 28,483,439 |
| Revaluation surplus - Infrastructure - Foothpaths | 15,706,778 | 0 | (2,836,077) | (2,836,077) | 12,870,701 | 15,706,778 | 0 | 0 | 15,706,778 |
| Revaluation surplus - Infrastructure - Right of Way | 0 | 5,142,685 | 0 | 5,142,685 | 5,142,685 | 0 | 0 | 0 | 0 |
| Revaluation surplus - Infrastructure - Drainage | 3,091,488 | 0 | (17,645) | (17,645) | 3,073,843 | 3,091,488 | 0 | 0 | 3,091,488 |
| Revaluation surplus - Infrastructure - Park Development | 291,121 | 0 | (291,121) | (291,121) | 0 | 291,121 | 0 | 0 | 291,121 |
| Revaluation surplus - Infrastructure - Car Park Development | 524,599 | 0 | (524,599) | (524,599) | 0 | 524,599 | 0 | 0 | 524,599 |
| Revaluation surplus - Other Infrastructure Assets | 351,346 | 2,255,755 | 0 | 2,255,755 | 2,607,101 | 351,346 | 0 | 0 | 351,346 |
| | 294,614,020 | 60,582,606 | (3,669,442) | 56,913,164 | 351,527,184 | 210,257,432 | 84,356,588 | 84,356,588 | 294,614,020 |

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

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12. TRADE AND OTHER PAYABLES

Current

| | 2018 | 2017 |
|--------------------------|-----------|-----------|
| | \$ | \$ |
| Sundry creditors | 2,772,939 | 2,485,690 |
| Accrued expenses | 1,061,017 | 899,211 |
| Contribution liabilities | 498,790 | 1,717,287 |
| | 4,332,746 | 5,102,188 |

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect

Trade and other payables (Continued)

of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

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FOR THE YEAR ENDED 30TH JUNE 2018

13. INFORMATION ON BORROWINGS

(a) Repayments - Borrowings

| Particulars | Principal | Principal Repayments | | Principal 30 June 2018 | | Interest Repayments | |
|--|-------------|----------------------|---------|------------------------|------------|---------------------|---------|
| | 1 July 2017 | Actual | Budget | Actual | Budget | Actual | Budget |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Recreation and culture | | | | | | | |
| Loan 2 246 Vincent Street DLGSC building | 5,778,111 | 201,535 | 201,536 | 5,576,576 | 5,576,575 | 402,563 | 401,620 |
| Loan 5 Loftus Centre Redevelopment | 1,971,067 | 144,177 | 144,177 | 1,826,890 | 1,826,890 | 133,915 | 133,268 |
| Loan 6 Underground Car Park Loftus Rec | 1,254,662 | 223,795 | 223,796 | 1,030,866 | 1,030,866 | 51,852 | 51,852 |
| Loan 10 Beatty Park Redevelopment | 6,774,142 | 311,891 | 311,889 | 6,462,251 | 6,462,253 | 408,771 | 408,890 |
| | 15,777,982 | 881,398 | 881,398 | 14,896,583 | 14,896,584 | 997,101 | 995,630 |

All loan repayments were financed by general purpose revenue.

Borrowings

| | 2018 | 2017 |
|-------------|------------|------------|
| | \$ | \$ |
| Current | 948,227 | 881,398 |
| Non-current | 13,948,356 | 14,896,584 |
| | 14,896,583 | 15,777,982 |

(b) Undrawn Borrowing Facilities

Credit Standby Arrangements

| | | |
|--------------------------------------|---------------|---------------|
| Credit card limit | 50,000 | 50,000 |
| Credit card balance at balance date | (7,417) | (4,548) |
| Total amount of credit unused | 42,583 | 45,452 |

Loan facilities

| | | |
|--|-------------------|-------------------|
| Loan facilities - current | 948,227 | 881,398 |
| Loan facilities - non-current | 13,948,356 | 14,896,584 |
| Total facilities in use at balance date | 14,896,583 | 15,777,982 |

Unused loan facilities at balance date

NIL NIL

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are recognised at fair value when the City becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

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FOR THE YEAR ENDED 30TH JUNE 2018

14. PROVISIONS

| | Provision for Annual Leave | Provision for Long Service Leave | Total |
|--------------------------------|----------------------------------|--|-----------|
| | \$ | \$ | \$ |
| Opening balance at 1 July 2017 | | | |
| Current provisions | 1,772,315 | 1,714,443 | 3,486,758 |
| Non-current provisions | 0 | 334,102 | 334,102 |
| | 1,772,315 | 2,048,545 | 3,820,860 |
| Additional provision | (69,069) | 44,423 | (24,646) |
| Balance at 30 June 2018 | 1,703,246 | 2,092,968 | 3,796,214 |
| Comprises | | | |
| Current | 1,703,246 | 1,663,855 | 3,367,101 |
| Non-current | 0 | 429,113 | 429,113 |
| | 1,703,246 | 2,092,968 | 3,796,214 |

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

Other long-term employee benefits (Continued)
rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

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FOR THE YEAR ENDED 30TH JUNE 2018

15. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

| | 2018 Actual | 2018 Budget | 2017 Actual |
|--|----------------|----------------|----------------|
| | \$ | \$ | \$ |
| Reconciliation of Net Cash Provided By Operating Activities to Net Result | | | |
| Net result | (842,786) | 1,007,939 | 3,821,308 |
| Non-cash flows in Net result: | | | |
| Depreciation | 10,386,679 | 9,663,980 | 9,094,953 |
| (Profit)/Loss on Sale of Asset | (139,903) | (411,373) | (128,744) |
| Assets expensed during the year | 161,507 | 0 | 0 |
| Fixed assets written off | 91,264 | 0 | 0 |
| Net Share of Interests in Joint Ventures | (325,217) | 0 | (23,213) |
| Change in Equity WALGA Local Govt House Trust | 19 | 0 | 683 |
| Profit on Assets Held for Sale (TPRC) | (462,233) | 0 | (245,788) |
| Loss on revaluation of fixed assets | 3,572,563 | 0 | 0 |
| Changes in assets and liabilities: | | | |
| Increase/(Decrease) in Provisions | (24,646) | 0 | 263,524 |
| Increase/(Decrease) in Income in Advance | 0 | 0 | (732,601) |
| Increase/(Decrease) in Accrued Income | 0 | 0 | 165,033 |
| (Increase)/decrease in Receivables | 749,896 | 164,398 | (967,737) |
| (Increase)/Decrease in Inventories | (3,098) | (1,984) | (11,183) |
| (Increase)/Decrease in Prepayments | 0 | 0 | (231,024) |
| Increase/(decrease) in payables | (769,442) | 166,437 | (1,150,703) |
| GST Movement | 0 | 0 | (16,370) |
| Grants contributions for the development of assets | (2,610,635) | (2,692,344) | (2,548,355) |
| Net cash from operating activities | 9,783,968 | 7,897,053 | 7,289,783 |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

| | 2018 | 2017 |
|-----------------------------|-------------|-------------|
| | \$ | \$ |
| Governance | 21,964 | 6,449,832 |
| General purpose funding | 20,596,691 | 18,787,682 |
| Law, order, public safety | 5,672,456 | 2,565,028 |
| Health | 4,877,550 | 22,214,900 |
| Education and welfare | 18,711,660 | 19,062,798 |
| Community amenities | 4,537,149 | 3,087,346 |
| Recreation and culture | 236,304,551 | 222,781,658 |
| Transport | 198,803,651 | 140,613,980 |
| Other property and services | 21,374,627 | 20,898,006 |
| | 510,900,299 | 456,461,230 |

17. CONTINGENT LIABILITIES

Mindarie Regional Council

In line with other equity holders in the Mindarie Regional Council (MRC), the City of Vincent has guaranteed, proportionate to its equity share (1/12), the obligations of MRC to the contractor which built and is now operating the Neerabup Resource Recovery Facility. The financial guarantee is to provide comfort to the operator (and its financiers) by providing a direct contractual relationship between each member council and the operator.

The guarantee can be called upon in the event of a default event during the contractor's operation of the facility. The share of the liability that could be generated by the exercise of the guarantee is estimated at an amount between \$1.5 million and \$7.2 million depending on the time of any such default event. The guarantee expires on 15 July 2019.

AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

18. CAPITAL AND LEASING COMMITMENTS

(a) Capital Expenditure Commitments

| | 2018 | 2017 |
|--------------------------------|-----------|---------|
| | \$ | \$ |
| Contracted for: | | |
| - capital expenditure projects | 873,131 | 472,567 |
| - plant & equipment purchases | 192,551 | 157,235 |
| Payable: | | |
| - not later than one year | 1,065,682 | 629,802 |

(b) Operating Lease Commitments

Non-cancellable operating leases contracted for but

| | | |
|---|---------|---------|
| Payable: | | |
| - not later than one year | 131,347 | 282,638 |
| - later than one year but not later than five years | 43,272 | 194,011 |
| | 174,619 | 476,649 |

SIGNIFICANT ACCOUNTING POLICIES

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the City, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

19. INTERESTS IN JOINT VENTURES

| | 2018 | 2017 |
|-------------------------------|------------------|------------------|
| | \$ | \$ |
| (a) Non-current assets | | |
| Mindarie Regional Council | 5,658,875 | 5,496,159 |
| Tamala Park Regional Council | 3,811,027 | 3,432,788 |
| | 9,469,902 | 8,928,947 |

Mindarie Regional Council

The Mindarie Regional Council was formally constituted in December 1987. The City of Vincent (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and / or disposal of waste. City of Vincent is a participant in the Mindarie Regional council and has a one twelfth (1/12) equity in the land and assets of the refuse facility as per the constitution agreement (dated 25 November 1996) that recognises the City as a member of the Mindarie Regional Council.

The valuation as shown below is, at the time of preparation of these statements.

| | 2018 | 2017 |
|--------------------------|------------------|------------------|
| | \$ | \$ |
| | Audited | Unaudited |
| Current Assets | 2,837,000 | 2,431,812 |
| Non-Current Assets | 4,843,312 | 5,016,406 |
| Total Assets | 7,680,312 | 7,448,218 |
| Current Liabilities | 609,484 | 579,955 |
| Non-Current Liabilities | 1,411,953 | 1,372,104 |
| Total Liabilities | 2,021,437 | 1,952,059 |
| Net Assets | 5,658,875 | 5,496,159 |

Tamala Park Regional Council

The City is a participant (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) in the operation s of Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City of Vincent has a one twelfth (1/12) equity in the assets and liabilities of the development as well as a one twelfth (1/12) equity in the assets and liabilities of TPRC as the operator of the development, and a one twelfth (1/12) share in the asset of the land held for development.

The City's interest in the TPRC joint venture is represented by the following breakdown of the joint venture's financial position (1/12 share).

| | 2018 | 2017 |
|---|------------------|------------------|
| | \$ | \$ |
| | Audited | Unaudited |
| Current Assets | 3,674,821 | 3,293,688 |
| Non-Current Assets | 160,810 | 162,490 |
| Total Assets | 3,835,631 | 3,456,178 |
| Current Liabilities | 24,175 | 23,174 |
| Non-Current Liabilities | 429 | 216 |
| Total Liabilities | 24,604 | 23,390 |
| Net Assets | 3,811,027 | 3,432,788 |
| Total Interest in Joint Ventures | 9,469,902 | 8,928,947 |

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19. INTERESTS IN JOINT VENTURES (CONTINUED)

(b) Change in Equity

| | Note | 2018 | 2017 |
|---|------|------------------|------------------|
| | | \$ | \$ |
| Investment in Mindarie Regional Council | | | |
| Opening Balance (based on audited financials) | | 5,496,159 | 5,418,516 |
| Changes on Revaluation of Non-Current Assets | | 86,837 | 54,060 |
| Net Share of Interests in Mindarie Regional Council | | 75,879 | 23,583 |
| Closing Balance (based on audited financials) | | 5,658,875 | 5,496,159 |
| Investment in Tamala Park Regional Council | | | |
| Opening Balance (based on draft financials) | | 3,432,788 | 4,101,714 |
| Proceeds from Sale of Land | | 1,836,294 | 1,661,093 |
| Land Development Expenses | | (1,374,060) | (1,412,983) |
| Net Share of Interests in Tamala Park Regional Council - Rates | | 0 | 0 |
| | | 462,234 | 248,110 |
| Proceeds Distribution | | (333,333) | (916,666) |
| Net Share of Interests in Tamala Park Regional Council - Rates | | (26,167) | (23,714) |
| Net Share of Interests in Tamala Park Regional Council - Equity | | 275,505 | 23,344 |
| | | 249,338 | (370) |
| Closing Balance (Based on audited financials) | | 3,811,027 | 3,432,788 |
| Net Share of Interests in Mindarie Regional Council | | 75,879 | 23,583 |
| Net Share of Interests in Tamala Park Regional Council - Rates | | (26,167) | (23,714) |
| Net Share of Interests in Tamala Park Regional Council - Equity | | 275,505 | 23,344 |
| | | 325,217 | 23,213 |
| Non Current Assets | | | |
| Land Held for Development | 7 | 105,822 | 105,822 |
| Interest in TPRC Joint Venture | | 3,811,027 | 3,432,788 |
| | | 3,916,849 | 3,538,610 |

SIGNIFICANT ACCOUNTING POLICIES**Interests in joint arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Interests in joint arrangements (Continued)

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

20. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Mayor.

| | 2018 Actual | 2018 Budget | 2017 Actual |
|------------------------------|----------------|----------------|----------------|
| | \$ | \$ | \$ |
| Meeting Fees | 207,730 | 208,130 | 195,387 |
| Mayor's allowance | 62,727 | 62,730 | 58,247 |
| Deputy Mayor's allowance | 15,682 | 15,680 | 15,682 |
| Travelling expenses | 39 | 1,500 | 257 |
| Telecommunications allowance | 22,500 | 22,500 | 23,029 |
| Stationery/Printing | 2,196 | 3,000 | 2,833 |
| Other Expenses | 523 | 1,300 | 687 |
| Child Care | 5,012 | 3,000 | 1,826 |
| | 316,409 | 317,840 | 297,948 |

Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the City during the year are as follows:

| | 2018 | 2017 |
|------------------------------|-----------|-----------|
| | \$ | \$ |
| Short-term employee benefits | 1,030,773 | 1,130,057 |
| Post-employment benefits | 101,596 | 138,825 |
| Other long-term benefits | 113,577 | 135,659 |
| | 1,245,946 | 1,404,541 |

Short-term employee benefits

These amounts include all salary, paid leave, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

Post-employment benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

Other long-term benefits

These amounts represent long service benefits accruing during the year.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

20. RELATED PARTY TRANSACTIONS (CONTINUED)

Transactions with related parties

Transactions between related parties, and the City are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

The following transactions occurred with related parties:

| | 2018 | 2017 |
|--|-----------|-----------|
| | \$ | \$ |
| Sale of goods and services | 59,155 | 58,748 |
| Purchase of goods and services | 2,407,557 | 2,367,378 |
| Joint venture entities: | | |
| Distributions received from joint venture entities | 333,333 | 916,666 |
| Amounts outstanding from related parties: | | |
| Trade and other receivables | 824 | 5,394 |
| Amounts payable to related parties: | | |
| Trade and other payables | 27,613 | 58,371 |
| Loans from associated entities | 3,784 | 9,816 |

Related Parties

The City's main related parties are as follows:

i. *Key management personnel*

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. *Joint venture entities accounted for under the proportionate consolidation method*

The City has a one-twelfth interest Mindarie Regional Council and Tamala Park Regional Council. The interest in the joint venture entity is accounted for in these financial statements using the equity method of accounting. For details of interests held in joint venture entities, refer to Note 19.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

21. MAJOR LAND TRANSACTIONS

Tamala Park Regional Council – Development of Catalina Estate

(a) Details

The City is a participant (along with the Cities of Joondalup, Perth, Stirling, Wanneroo and the Towns of Cambridge and Victoria Park) in the operations of the Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop the Catalina Estate - approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City has a one twelfth (1/12) equity in the assets and liabilities of the development and the net proceeds of the land development; as well as a one twelfth (1/12) share in the asset of the lands held for development.

During the financial year ended 30 June 2018, the sale of 74 lots was settled. The City's share of the sale proceeds received by TPRC was \$1,836,293; and the City's share of the development and selling costs was \$1,374,060; resulting in a net gain on the disposal of the developed land as \$462,233. This note should also be read in conjunction with Note 19 Interests in Joint Ventures.

(b) Current year transactions

| | 2018 Actual | 2017 Actual |
|--|----------------|----------------|
| | \$ | \$ |
| Operating income | | |
| - Profit on sale | 333,333 | 916,666 |
| Capital income | | |
| - Proceeds from Sale of Land | 1,502,961 | 744,427 |
| Capital expenditure | | |
| - Acquisition Cost of land Developed | (1,374,060) | (1,412,983) |
| - Land Development Costs | 0 | (2,322) |
| | (1,374,060) | (1,415,305) |
| Profit/(Loss) on Sale of Land Assets (TPRC) | 462,233 | 245,788 |

(c) Expected Future Cash Flows

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Cash outflows | | | | | |
| - Development costs | (2,709,047) | (2,600,663) | (2,660,814) | (2,429,924) | (2,292,631) |
| | (2,709,047) | (2,600,663) | (2,660,814) | (2,429,924) | (2,292,631) |
| Cash inflows | | | | | |
| - Sale proceeds | 3,816,949 | 4,390,393 | 5,641,758 | 5,648,761 | 5,177,981 |
| | 3,816,949 | 4,390,393 | 5,641,758 | 5,648,761 | 5,177,981 |
| Net cash flows | 1,107,902 | 1,789,730 | 2,980,944 | 3,218,837 | 2,885,350 |
| | | | | | |
| | 2024 | 2025 | 2026 | 2027 | 2028 |
| | \$ | \$ | \$ | \$ | \$ |
| Cash outflows | | | | | |
| - Development costs | (2,535,011) | (2,032,944) | (2,266,999) | (392,253) | (78,775) |
| | (2,535,011) | (2,032,944) | (2,266,999) | (392,253) | (78,775) |
| Cash inflows | | | | | |
| - Sale proceeds | 5,365,680 | 4,122,673 | 6,527,700 | 2,444,907 | 0 |
| | 5,365,680 | 4,122,673 | 6,527,700 | 2,444,907 | 0 |
| Net cash flows | 2,830,669 | 2,089,729 | 4,260,701 | 2,052,654 | (78,775) |

(d) Assets and liabilities

Land held for resale per Note 7

| | 2018 | 2017 |
|-----------------------------|---------|---------|
| | \$ | \$ |
| Non-Current | | |
| Land held for resale - cost | | |
| Cost of acquisition | 150,000 | 105,822 |
| | 150,000 | 105,822 |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

22. CONDITIONS OVER GRANTS/CONTRIBUTIONS

| Grant/Contribution | Opening Balance ⁽¹⁾ 1/07/16 | Closing Balance ⁽¹⁾ 30/06/17 | Received ⁽²⁾ 2017/18 | Expended ⁽³⁾ 2017/18 | Closing Balance 30/06/18 |
|------------------------------------|--|---|------------------------------------|------------------------------------|--------------------------------|
| | \$ | \$ | \$ | \$ | \$ |
| Education and welfare | | | | | |
| Share, Learn, Connect project | 0 | 0 | 8,000 | 0 | 8,000 |
| Dept of Communities | 0 | 0 | 1,495 | 0 | 1,495 |
| Transport | | | | | |
| Main Roads WA- Pedestrian crossing | 600,000 | 600,000 | 0 | 0 | 600,000 |
| Black Spot | 0 | 0 | 16,000 | 0 | 16,000 |
| North Perth Public Open Space | 0 | 0 | 250,000 | (22,256) | 227,744 |
| Total | 600,000 | 600,000 | 275,495 | (22,256) | 853,239 |

Notes:

(1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

23. RATING INFORMATION

(a) Rates

| RATE TYPE | Rate in \$ | Number of Properties | Value \$ | Rate Revenue \$ | Interim Rates \$ | Back Rates \$ | Total Revenue \$ | Budget Rate Revenue \$ | Budget Interim Rate \$ | Budget Back Rate \$ | Budget Total Revenue \$ |
|---|---------------|----------------------------|-------------|-----------------------|------------------------|---------------------|------------------------|---------------------------------|---------------------------------|------------------------------|----------------------------------|
| Differential general rate / general rate | | | | | | | | | | | |
| Gross rental valuations | | | | | | | | | | | |
| Residential | 6.2890 | 12,231 | 304,582,824 | 19,155,218 | 341,441 | 25,291 | 19,521,950 | 19,164,597 | 315,000 | 30,000 | 19,509,597 |
| Other | 6.4890 | 1,658 | 129,886,050 | 8,427,524 | (229,372) | 2,852 | 8,201,004 | 8,197,230 | 50,000 | 0 | 8,247,230 |
| Vacant Other | 12.2360 | 42 | 2,659,300 | 325,392 | (24,369) | (1,708) | 299,315 | 331,449 | 10,000 | 0 | 341,449 |
| Unimproved valuations | | | | | | | | | | | |
| Sub-Total | | 13,931 | 437,128,174 | 27,908,134 | 87,700 | 26,435 | 28,022,269 | 27,693,276 | 375,000 | 30,000 | 28,098,276 |
| Minimum payment | | | | | | | | | | | |
| Gross rental valuations | | | | | | | | | | | |
| Residential | 1.100 | 4,284 | 62,344,682 | 4,712,400 | 138,383 | 938 | 4,851,721 | 4,699,200 | 0 | 0 | 4,699,200 |
| Other | 1.100 | 129 | 1,423,005 | 141,900 | (3,662) | 337 | 138,575 | 136,400 | 0 | 0 | 136,400 |
| Vacant Other | 1.414 | 4 | 41,700 | 5,656 | 0 | 0 | 5,656 | 5,656 | 0 | 0 | 5,656 |
| Unimproved valuations | | | | | | | | | | | |
| Sub-Total | | 4,417 | 63,809,387 | 4,859,956 | 134,721 | 1,275 | 4,995,952 | 4,841,256 | 0 | 0 | 4,841,256 |
| Total | | 18,348 | 500,937,561 | 32,768,090 | 222,421 | 27,710 | 33,018,221 | 32,534,532 | 375,000 | 30,000 | 32,939,532 |
| Rates paid in advance | | | | | | | 33,018,221 | | | | 32,939,532 |
| Total amount raised from general rate | | | | | | | 359,527 | | | | 0 |
| | | | | | | | 33,377,748 | | | | 32,939,532 |

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

23. RATING INFORMATION (Continued)

(b) Interest Charges & Instalments

| Instalment Options | Date Due | Instalment Plan Admin Charge | Instalment Plan Interest Rate | Unpaid Rates Interest Rate |
|---------------------|-----------|------------------------------|-------------------------------|----------------------------|
| | | \$ | % | % |
| Option One | | | | |
| Single full payment | 12-Sep-17 | 0.00 | 0.00% | 0.00% |
| Option Two | | | | |
| First instalment | 12-Sep-17 | 0.00 | 0.00% | 11.00% |
| Second instalment | 06-Nov-17 | 13.00 | 5.50% | 11.00% |
| Third instalment | 08-Jan-18 | 13.00 | 5.50% | 11.00% |
| Fourth instalment | 06-Mar-18 | 13.00 | 5.50% | 11.00% |

| | 2018 | 2018 Budget |
|-------------------------------|---------|-------------|
| | \$ | \$ |
| Interest on unpaid rates | 125,036 | 108,500 |
| Interest on instalment plan | 157,461 | 176,000 |
| Interest on Cash in lieu plan | 0 | 200 |
| | 282,497 | 284,700 |
| Charges on instalment plan | 5.50% | 5.50% |

AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

24 NET CURRENT ASSETS

Composition of net current assets for
the purposes of the Rate Setting Statement

| | 2018 (30 June 2018 Carried Forward) | 2018 (1 July 2017 Brought Forward) | 2017 (30 June 2017 Carried Forward) |
|--|--|---|--|
| | \$ | \$ | \$ |
| Surplus/(Deficit) 1 July 17 brought forward | 5,524,402 | 4,475,025 | 4,475,025 |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | | | |
| Unrestricted | 9,434,050 | 8,515,883 | 8,515,883 |
| Restricted | 11,431,969 | 8,908,119 | 8,908,119 |
| Investments | | | |
| Shares in unlisted corporation - North Perth Community Financial Services Ltd | 11,000 | 0 | 0 |
| Receivables | | | |
| Rates outstanding | 488,384 | 218,492 | 218,492 |
| Sundry debtors | 1,026,930 | 1,963,640 | 1,963,640 |
| GST receivable | 0 | 106,688 | 106,688 |
| Infringement Debtor | 1,375,633 | 2,312,448 | 2,312,448 |
| Deposits and prepayments | 248,508 | 365,577 | 365,577 |
| Inventories | | | |
| Depot | 93,652 | 117,950 | 117,950 |
| Beatty Park Leisure Centre | 90,690 | 63,294 | 63,294 |
| LESS: CURRENT LIABILITIES | | | |
| Trade and other payables | | | |
| Sundry creditors | (3,105,237) | (2,667,871) | (2,667,871) |
| ATO liabilities | 332,298 | 182,180 | 182,180 |
| Accrued expenses | (1,061,017) | (899,211) | (899,211) |
| Contribution liabilities | (498,790) | (1,717,287) | (1,717,287) |
| Current portion of long term borrowings | (948,227) | (881,398) | (881,398) |
| Provisions | | | |
| Provision for annual leave | (1,703,246) | (1,772,315) | (1,772,315) |
| Provision for long service leave | (1,663,855) | (1,714,443) | (1,714,443) |
| Unadjusted net current assets | 15,552,742 | 13,101,746 | 13,101,746 |
| Adjustments | | | |
| Less: Reserves - restricted cash | (11,431,970) | (8,908,119) | (8,908,119) |
| Less: Restricted- Sundry Debtors(Non-Operating Grant) | (600,000) | (600,000) | (600,000) |
| Less: Shares transferred from non current asset | (11,000) | 0 | 0 |
| Add: Current portion of long term borrowings | 948,227 | 881,398 | 881,398 |
| Add: Infringement Debtors transferred to non current asset | 1,066,403 | 0 | 0 |
| Adjusted net current assets - surplus/(deficit) | 5,524,402 | 4,475,025 | 4,475,025 |

Difference

There was no difference between the surplus/(deficit) 1 July 2017 brought forward position used in the 2018 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2017 audited financial report.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

25. FINANCIAL RISK MANAGEMENT

The City's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The City's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the City.

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the Finance area under policies approved by the Council.

The City held the following financial instruments at balance date:

| | Carrying Value | | Fair Value | |
|---|----------------|------------|------------|------------|
| | 2018 | 2017 | 2018 | 2017 |
| | \$ | \$ | \$ | \$ |
| Financial assets | | | | |
| Cash and cash equivalents | 20,866,019 | 17,424,002 | 20,866,019 | 17,424,002 |
| Investments | 41,933 | 41,952 | 41,933 | 41,952 |
| Receivables - Other | 1,894,850 | 2,774,334 | 1,894,850 | 2,774,334 |
| Receivables - Infringements - non-current | 2,442,036 | 2,312,448 | 2,385,820 | 2,312,448 |
| | 25,244,838 | 22,552,736 | 25,188,622 | 22,552,736 |
| Financial liabilities | | | | |
| Payables | 4,332,746 | 5,102,188 | 4,332,746 | 5,102,188 |
| Borrowings | 14,896,583 | 15,777,982 | 16,551,945 | 12,991,089 |
| | 19,229,329 | 20,880,170 | 20,884,691 | 18,093,277 |

Fair value is determined as follows:

Cash and cash equivalents, receivables (other than infringements outstanding) and payables are estimated to be the carrying value - which approximates net market value.

Receivables - Infringements are valued using estimated future cash flows discounted by the current market interest rates applicable to assets with similar risk profiles.

Borrowings and held to maturity investments use estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

25. FINANCIAL RISK MANAGEMENT (Continued)

(a) Cash and Cash Equivalents

The City's objective is to maximise its return on cash whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash portfolio. Council has an Investment Policy and the Policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash is subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the City.

The City manages these risks by diversifying its portfolio and only investing in investments authorised by Local Government (Financial Management) Regulation 19C.

| | 2018 | 2017 |
|--|---------|---------|
| | \$ | \$ |
| Impact of a 1% ⁽¹⁾ movement in price of investments | | |
| - Equity | 208,660 | 174,240 |
| - Statement of Comprehensive Income | 208,660 | 174,240 |

Notes:

⁽¹⁾ Sensitivity percentages based on management's expectation of future possible interest rate movements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

25. FINANCIAL RISK MANAGEMENT (Continued)

(b) Receivables

The City's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The City is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the City's credit risk at balance date was:

| | 2018 | 2017 |
|--|------|------|
| | % | % |
| Percentage of rates and annual charges | | |
| - Current | 0% | 0% |
| - Overdue | 100% | 100% |
| Percentage of other receivables | | |
| - Current | 11% | 59% |
| - Overdue | 89% | 41% |
| Percentage of Infringement receivables | | |
| - Current | 0% | 0% |
| - Overdue | 100% | 100% |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

25. FINANCIAL RISK MANAGEMENT (CONTINUED)

(c) Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the City's Payables and Borrowings are set out in the Liquidity Table below:

| | Due within 1 year | Due between 1 & 5 years | Due after 5 years | Total contractual cash flows | Carrying values |
|-------------|-------------------------|-------------------------------|-------------------------|------------------------------------|--------------------|
| <u>2018</u> | \$ | \$ | \$ | \$ | \$ |
| Payables | 4,332,746 | 0 | 0 | 4,332,746 | 4,332,746 |
| Borrowings | 1,891,770 | 10,346,328 | 7,077,582 | 19,315,680 | 14,896,583 |
| | 6,224,516 | 10,346,328 | 7,077,582 | 23,648,426 | 19,229,329 |
| <u>2017</u> | | | | | |
| Payables | 5,102,188 | 0 | 0 | 5,102,188 | 5,102,188 |
| Borrowings | 1,879,848 | 11,209,734 | 8,105,947 | 21,195,529 | 15,777,982 |
| | 6,982,036 | 11,209,734 | 8,105,947 | 26,297,717 | 20,880,170 |

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

| <u>Year ended 30 June 2018</u> | <1 year | >1<2 years | >2<3 years | >3<4 years | >4<5 years | >5 years | Total | Weighted Average Effective Interest Rate |
|--------------------------------|---------|------------|------------|------------|------------|-----------|------------|---|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | % |
| Borrowings | | | | | | | | |
| Fixed rate | | | | | | | | |
| Long term borrowings | 948,227 | 6,097,295 | 793,089 | 835,026 | 652,524 | 5,570,422 | 14,896,583 | 6.25% |
| Weighted average | | | | | | | | |
| Effective interest rate | 6.54% | 5.49% | 6.29% | 6.36% | 6.37% | 6.42% | | |
| <u>Year ended 30 June 2017</u> | | | | | | | | |
| Borrowings | | | | | | | | |
| Fixed rate | | | | | | | | |
| Long term borrowings | 881,398 | 948,227 | 6,097,294 | 793,089 | 835,026 | 6,222,948 | 15,777,982 | 6.30% |
| Weighted average | | | | | | | | |
| Effective interest rate | 6.51% | 6.54% | 5.49% | 6.29% | 6.36% | 6.41% | | |

AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

26. TRUST FUNDS

Funds held at balance date over which the City has no control
and which are not included in the financial statements are as follows:

| | 1 July 2017 | Amounts Received | Amounts Paid | 30 June 2018 |
|-------------------------------|-------------|---------------------|-----------------|--------------|
| | \$ | \$ | \$ | \$ |
| BeattyPark Bonds | 250 | 0 | 0 | 250 |
| Ground Bonds | 16,230 | 31,160 | (28,040) | 19,350 |
| Hall Deposits | 69,406 | 114,720 | (135,719) | 48,407 |
| Key Deposits | 17,340 | 250 | (6,650) | 10,940 |
| Leederville Gardens Inc Trust | 5,187,033 | 962,504 | (822,565) | 5,326,972 |
| Works Bonds - City of Vincent | 1,745,641 | 898,893 | (935,682) | 1,708,852 |
| Works Bonds - City of Perth | 0 | 560 | (560) | 0 |
| Unclaimed Monies | 177,656 | 2,804 | (21,398) | 159,062 |
| Planning Application Bonds | 39,200 | 520 | (2,520) | 37,200 |
| | 7,252,756 | 2,011,411 | (1,953,134) | 7,311,033 |

AUDIT COMMITTEE MINUTES

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the City.

Management's assessment of the new and amended pronouncements that are relevant to the City, applicable to future reporting periods and which have not yet been adopted are set out as follows:

| Title | Issued / Compiled | Applicable (1) | Impact |
|---|-------------------|----------------|--|
| (i) AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8) | December 2014 | 1 January 2018 | Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the City, it is not anticipated the Standard will have any material effect. |
| (ii) AASB 15 Revenue from Contracts with Customers | December 2014 | 1 January 2019 | <p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend on the nature of future transactions the City has with those third parties it has dealings with. It may or may not be significant.</p> |
| (iii) AASB 16 Leases | February 2016 | 1 January 2019 | <p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability into the statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position when AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the City, the impact is not expected to be significant.</p> |

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS (CONTINUED)

| | Title | Issued / Compiled | Applicable (1) | Impact |
|------|---|-------------------|----------------|--|
| (iv) | AASB 1058 Income of Not-for-Profit Entities | December 2016 | 1 January 2019 | <p>These standards are likely to have a significant impact on the income recognition for NFP's. Key areas for consideration are:</p> <ul style="list-style-type: none"> - Assets received below fair value; - Transfers received to acquire or construct non-financial assets; - Grants received; - Prepaid rates; - Leases entered into at below market rates; and - Volunteer services. <p>Whilst it is not possible to quantify the financial impact (or if it is material) of these key areas until the details of future transactions are known, they will all have application to the City's operations.</p> |

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

Adoption of New and Revised Accounting Standards

During the current year, the City adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associate with the amendment of existing standards, the only new standard with material application is as follows:

| | | |
|------|---|----------------|
| (i) | AASB 2016-4 Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities | 1 January 2017 |
| (ii) | AASB 2016-7 Amendments to Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities | 1 January 2017 |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

28. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

i) Impairment of assets

In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

29. ACTIVITIES/PROGRAMS

City operations as disclosed in these financial statements encompass the following service orientated activities/ programs.

Governance

This schedule details costs and revenues associated with Governance of the City. These include Members of Council and other costs involved in supporting members and governing the City.

General Purpose Funding

This schedule records details of rate revenue and general purpose grants allocated by the WA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).

Law, Order and Public Safety

This program covers costs associated with animal control, fire prevention and other law, order and public safety services generally associated with local law control.

Health

This program covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.

Education and Welfare

The major costs in this program relate to staff involved in coordinating welfare, disability and youth services and donations to various community welfare groups serving the City. The costs of maintaining pre-school premises are also included.

Community Amenities

This program covers activities of household refuse and recycling, other sanitation including public litter bins and bulk rubbish collections as well as town planning and regional development administration, protection of the environment and bus shelters and street furniture.

Recreation and Culture

This program covers activities associated with public halls, recreation administration, sportsgrounds, parks and reserves. Beatty Park Leisure Centre, Vincent Library and cultural activities are included.

Transport

The principal operating areas here relate to maintenance of paths, drains, street cleaning, verges and medians, roads and kerbs, rights of way, crossovers, street trees and road reserves. Parking control and operation of car parks is also covered.

Economic Services

This program covers costs associated with building control and area promotion.

Other Property and Services

This program is principally a clearing area where costs associated with public works overheads are accumulated and then subsequently dispersed to other expense areas. Other activities include general administration overheads, plant operation costs, insurance claims and properties held for civic purposes.

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AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

30. FINANCIAL RATIOS

| | 2018 | 2017 | 2016 |
|-----------------------------------|--------|------|------|
| Current ratio | 1.38 | 1.38 | 1.32 |
| Asset consumption ratio | 0.76 | 0.75 | 0.77 |
| Asset renewal funding ratio | 0.81 | N/A | N/A |
| Asset sustainability ratio | 0.44 | 0.51 | 0.55 |
| Debt service cover ratio | 4.22 | 6.10 | 7.54 |
| Operating surplus ratio | (0.06) | 0.02 | 0.06 |
| Own source revenue coverage ratio | 0.95 | 0.99 | 1.04 |

The above ratios are calculated as follows:

| | |
|-----------------------------------|--|
| Current ratio | $\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$ |
| Asset consumption ratio | $\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$ |
| Asset renewal funding ratio | $\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$ |
| Asset sustainability ratio | $\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation expenses}}$ |
| Debt service cover ratio | $\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$ |
| Operating surplus ratio | $\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$ |
| Own source revenue coverage ratio | $\frac{\text{own source operating revenue}}{\text{operating expenses}}$ |

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NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

31. PRIOR YEAR CORRECTIONS

Balances relating to the 2017 comparative year have been amended due to the correction of prior period balances. These amendments have been adjusted as shown below. In accordance with the requirements of AASB101, a Statement of Financial Position as at the beginning of the earliest comparative period has been included. Refer to the Statement of Financial Position column headed Restated 2016.

In June 2009 the City incorrectly capitalised expenditure of \$3,842,929 relating to the East Highgate Underground Power Project as an asset. As the project expenditure related to the upgrade of an asset held and controlled by Western Power rather than any City asset, the project expenditure should have been disclosed as an operating expense. The asset incorrectly recorded in the City's accounts was depreciated until 2011 when it was recognised that it was not a City asset and depreciation of the asset was ceased. The asset was not, however, removed from the City's financial accounts at that time.

The incorrectly recorded asset and accumulated depreciation have now been removed from the City's financial accounts with the following effects on the 2017 comparative values:

| Changes to the Financial Statements | Original Balance \$ | Adjustment Amount \$ | Adjusted Balance \$ |
|--|---------------------------|----------------------------|---------------------------|
| Statement of Financial Position | | | |
| Non Current Assets | | | |
| Infrastructure | 129,230,713 | (3,842,929) | 125,387,784 |
| Equity | | | |
| Retained Surplus | 131,827,864 | (3,589,803) | 128,238,061 |
| Revaluation Surplus | 294,867,146 | (253,126) | 294,614,020 |
| Changes to the Notes to the Financial Report | | | |
| | Original Balance \$ | Adjustment Amount \$ | Adjusted Balance \$ |
| Note 11 - Revaluation Surplus | | | |
| Car Park Development | 777,725 | (253,126) | 524,599 |
| Note 9 (a) - Infrastructure Assets | | | |
| Car Park Development | | | |
| At Management Valuation 2015 | 11,621,556 | (3,842,929) | 7,778,627 |
| At Cost | 204,324 | 0 | 204,324 |
| (Less Accumulated Depreciation) | (2,982,209) | 0 | (2,982,209) |
| | 8,843,671 | (3,842,929) | 5,000,742 |
| Note 16 - Total Assets Classified by Function | | | |
| Transport | 144,456,909 | (3,842,929) | 140,613,980 |
| Note 10 - Fair Value Measurement | | | |
| Non Financial Assets | | | |
| Car Park Development - Level 3 | 8,843,671 | (3,842,929) | 5,000,742 |

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

29 October 2018

The Mayor
City of Vincent
244 Vincent Street
LEEDERVILLE WA 6007

Dear Mayor Cole

MANAGEMENT REPORT FOR THE YEAR ENDED 30 JUNE 2018

We advise that we have completed our audit procedures for the year ended 30 June 2018.

We are required under the Local Government Audit Regulations to report certain compliance matters in our audit report. Other matters which arise during the course of our audit that we wish to bring to Council's attention are raised in this management report.

It should be appreciated that our audit procedures are designed primarily to enable us to form an opinion on the financial statements and therefore may not bring to light all weaknesses in systems and procedures which may exist. However, we aim to use our knowledge of the City's organisation, gained during our work to make comments and suggestions which, we hope, will be useful to you.

We noted the following matters we wish to draw to your attention:

FIXED ASSET REGISTER**OBSERVATION**

As a result of the revaluation process a number of the non-current assets recorded in the City's asset register were identified as not actually being City assets. These have been corrected and documented accordingly in the Financial Report as at 30 June 2018.

COMMENT

To help ensure non-current assets are fairly stated in the Financial Report and asset management practices are improved, in addition to reconciling the Fixed Asset Register to the General Ledger, management should perform periodic physical inspections of all material assets and related documents to ensure existence and ownership of assets.

EMPLOYEE ENTITLEMENTS**OBSERVATION**

We noted a significant current liability in relation to Annual leave and Long service leave employee entitlements as at 30 June 2018. The combined provisions amount to \$3,367,101 and included in the provisions are 54 employees who have accrued more than 6 weeks of annual leave and 8 employees who have accrued more than 13 weeks of long service leave.

COMMENT

The accumulation of leave entitlements will increase the City's liability and may eventually result in significant costs to the City with each wage increase. Management should consider initiating an ongoing process to identify staff with excessive leave and requesting a leave plan be provided to their respective reporting officer.

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

COMMENT ON ASSET SUSTAINABILITY RATIO

This ratio expresses capital expenditure on renewal and replacement of existing assets as a percentage of depreciation costs. It is used to identify any potential decline or improvement in asset conditions. A percentage of less than 100% on an ongoing basis indicates assets may be deteriorating at a greater rate than spending on renewal or replacement.

The ratio has deteriorated from 0.51 in 2017 to 0.44 in the current year and is trending downwards over the last 3 years. A significant reason for the deterioration in this ratio is actual capital renewal and replacement expenditure of \$4.5million being under budget of \$5.4million during the year ended 30 June 2018. Had the budgeted renewal and replacement expenditure been achieved, the ratio would improve to 0.52. Whilst this would have halted the downward trend, it would remain below the target level of 0.90.

The above indicates assets may be deteriorating at a greater rate than spending on renewal or replacement.

Consideration should be given as to whether the current levels of capital renewal and replacement expenditure are sufficient to maintain assets in their current condition or whether the depreciation expense is overstating the annual deterioration of assets. Council's Asset Management Plans indicate average annual capital renewal and replacement expenditure of \$10.6 million is required which aligns with the current depreciation expense of \$10.4 million.

Interpretation of this ratio should be considered together with the Asset Consumption Ratio (ACR) and the Asset Renewal Funding Ratio (ARFR). The ACR of 0.76 is above its target level of 0.50 indicating Council's assets are in an acceptable condition and the ARFR of 0.81 is above its target of 0.75 indicating the planned renewal and replacement expenditure over the next 10 years is sufficient to meet the required renewal and replacement expenditure.

Although the ratio is below target levels, we do not consider this an indication of an adverse trend in the financial position of the City, given the relative strength of other ratios. However, this should still be given consideration during asset management planning.

AUDIT READINESS

The performance of our audit procedures was delayed due to a number of financial report balances and disclosures not being reconciled prior to our audit visit.

As significant adjustments were made to the trial balance and financial statements subsequent to our visit, a significant amount of additional time has been required to update and reconcile our audit working papers. This may result in additional costs to the City for the audit.

To help ensure the timely performance of future audit engagements, all reconciliations and documentation should be completed prior to the planned audit visit.

UNCORRECTED MISSTATEMENTS

We advise there were no uncorrected misstatements noted during the course of our audit.

We take this opportunity to thank the City's staff for their assistance provided during the audit.

Should you wish to discuss any matter relating to the audit or any other matter, please do not hesitate to contact us.

Yours faithfully

Greg Godwin
Partner
[Moore Stephens](#)

Encl.

AUDIT COMMITTEE MINUTES30 OCTOBER 2018

5.2 INFRINGEMENT DEBTOR PROVISION 2017/18

TRIM Ref: D18/147845

Author: Vanisha Govender, Manager Financial Services

Authoriser: Kerry Batten, Director Corporate Services

Attachments: Nil

RECOMMENDATION:

That the Audit Committee NOTES that an increase of \$146,832 in the current Provision for Doubtful Debts was made in the 2017/18 financial statements to provide for Administration's assessment of infringement debts unlikely to be recovered.

COMMITTEE DECISION ITEM 5.2Moved: Cr Topelberg, Seconded: Cr Gontaszewski

That the recommendation be adopted.

CARRIED UNANIMOUSLY (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

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5.3 UNDERGROUND POWER PRIOR YEAR ADJUSTMENT

TRIM Ref: D18/153224

Author: Vanisha Govender, Manager Financial Services

Authoriser: Kerry Batten, Director Corporate Services

Attachments: 1. Underground Power Final Status Memo [↓](#) 

RECOMMENDATION:

That the Audit Committee NOTES the Underground Power prior year adjustment, as explained in Attachment 1.

COMMITTEE DECISION ITEM 5.3Moved: Cr Gontaszewski, Seconded: Mayor Cole

That the recommendation be adopted.

CARRIED UNANIMOUSLY (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

CITY OF VINCENT MEMORANDUM

TO: DIRECTOR CORPORATE SERVICES
MANAGER FINANCIAL SERVICES

FROM: SENIOR FINANCIAL ACCOUNTING CONSULTANT

CC:

DATE: 29 September 2018

FILE REF:

SUBJECT: STATUS OF EAST HIGHGATE UGP PROJECT

Purpose of Document:

The purpose of this document is to provide background and context for the recommended course of action to address a financial matter arising from the audit of the City's 2017/2018 financials.

Background:

In the 2006/2007 financial year, the City of Vincent was awarded a stage of the state undergrounding of power (UGP) program. The City's successful project was the East Highgate UGP area.

The indicative project costing provided to the City was for \$7,516,759

This amount was to be funded by the following contributions

- Western Power 25%
- Office of Energy 25%
- Town of Vincent 50% - to be raised as levies against affected property owners

The final project cost has evidently differed slightly from the indicative costing, but this is neither unusual nor unexpected. Whilst a detailed reconciliation of all payments made has not been performed, it can reasonably be assumed that the costs capitalised of \$3,840,928.82 (reflecting the City's 50% share of the adjusted project cost) infer a total cost for the project of \$7,681,857.64.

The City raised UGP levies for the required contribution from affected property owners (\$4,176,058) in the 2006/2007 year. It would appear that, in addition to the \$3,840,928.82, a further amount of \$335,129 had been directly expensed to corporate operating accounts to cover the project related costs. Some of these additional project related expenses included, but not limited to, communication, cash flow and debt management, customer service and other administration activities.

At June 2009, the City (incorrectly) capitalised the amount of \$3,842,928.85 as an asset in its Asset Register (Asset 207). This upgrade expenditure in fact benefits Western Power's network and not any City of Vincent asset.

Given the nature of the expenditure, notwithstanding its quantum, the correct accounting treatment would have been to record that amount as an operating expense in the Transport Program (Schedule 12).

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This Transport Program classification (Schedule 12) includes all operating expenses relating to roads, paths, street lighting etc - and is where the Local Government Financial Regulations Schedule 1 (Part 1) requires UGP program expenditure to be recognised.

The circumstances surrounding the decision to capitalise the \$3.8M are unknown, but it is noted that the Net Operating Result for 2008/2009 in the City's accounts was a \$925,940 surplus. Had the item been expensed in line with the correct accounting treatment, the result would have been a \$2,914,989 deficit. It should be noted however, that the City's Rate Setting Statement did correctly allow for the UGP Project expenditure (albeit as capital rather than operating expenditure). Therefore, the City correctly calculated the amount required to be raised from rates in this year in relation to this expenditure.

The incorrect accounting treatment of this item was not detected at this time and Asset No 207 was subsequently depreciated up until June 2011. During a process of reviewing assets requiring a revaluation in line with current accounting standards, a question was raised in relation to the validity of capitalising and depreciating this asset.

At this time Asset 207 had the following values in the asset register:

| | |
|--------------------------|----------------|
| Asset at Cost | \$3,842,928.85 |
| Accumulated Depreciation | (\$253,126.32) |
| Written Down Value | \$3,589,802.53 |

It appears that it was then recognised that this item should not have been depreciated and the accumulated depreciation to that point (\$253,126.32) was subsequently reversed out of the general ledger and adjusted back against the Asset Revaluation Reserve - Car Park Development, effectively returning the asset value to its initial capital value of \$3,842,928.85.

The asset has not since been depreciated.

However, the Asset Capital Values Register (CVR) record for Asset 207 was not adjusted at that same time. As a consequence, the Accumulated Depreciation balance still (incorrectly) shown in the CVR was effectively masking a \$253,126.32 imbalance between the General Ledger and CVR.

Required Treatment / Adjustment

The necessary accounting entries to rectify the City's financial records are explained below.

As a consequence of this asset being incorrectly capitalised at June 2009 and then depreciated until June 2011, the City's Asset Capital values are currently overstated by \$3,842,928.85, Accumulated Depreciation was mis-stated by (\$253,126.32) and Equity was mis-stated by \$3,589,802.53

The following actions have been taken to rectify the City's financial records.

1. Dispose of (incorrectly capitalised) Asset 207 from the Asset Register for \$0

This disposal transaction will clear all balances and quantities from the Asset CVR and will post the following entries to the General Ledger

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| | | |
|------------------------|--------------------------------|--------------|
| Dr A/C 00180.1320.1120 | (Accumulated Depreciation) | 253,126.32 |
| Dr A/C 6385.965.822 | (Loss on Disposal) | 3,589,802.53 |
| Cr A/C 00180.1320.1115 | (Asset - Car Park Development) | 3,842,928.85 |

- At this point, the General ledger will record a 'notional' Loss on Disposal that effectively relates not to the current year – but to the earlier year when asset was incorrectly capitalised (and subsequently depreciated)
- Remembering that we have previously acknowledged that A/C 00305.1900.1195 Retained Surplus was overstated by \$3,589,802.53 in the earlier year, it is now necessary to Cr Loss on Disposal and offset by Dr Retained Surplus for \$3,589,802.53.

The previously posted but also incorrect 2011 journal for \$253,126.32 that was adjusted back against the Asset Revaluation Reserve - Car Park Development also means that Asset Revaluation Reserve was incorrectly stated and is required to be adjusted back against Retained Surplus - thereby bringing the total adjustment to Retained Surplus to \$3,842,928.85.

All the affected General Ledger accounts now reflect their correct balances and are reconciled with the Asset CVR. Asset 207 has been removed from the Asset Register and Retained Surplus now correctly reflects the City's financial position.

After the above adjustments have been made, the consequential impacts on the financial statements will be that:

- the Statement of Changes in Equity will need to be adjusted to reflect the correction to Retained Surplus
- an additional disclosure line will be required in the Schedule of Movements in Asset Carrying Values for this adjustment
- the Asset Consumption Ratio will need to be re-stated for 2 prior years because the denominator in the ratio will be approximately \$3.8M less

Given that the asset was not depreciated between 2012 and 2018 financial years, other financial ratios using depreciation as one of the inputs will not be affected.

Options

After considering alternatives available to the City, the only available option is to:

- proactively, acknowledge the issue with the auditors and then effect the suggested accounting adjustment noted above in the City's 2017/2018 annual financial statements.

Potential Non-Financial (Political / Community Reputation) Implications

When this course of action noted above be taken, there will be a need for a (carefully crafted) disclosure note in the accounts explaining the reason for the adjustment. Whilst prior year adjustments of this nature are never ideal, they are not unusual in a complex multi-disciplinary organisation of the City's size. On the upside however, the City's reputation for being open, accountable and proactive in addressing financial issues is reinforced.

Process Improvements for Future

The Finance team now has in place a more rigorous process for its part in reviewing the Asset Registers for completeness and validity of assets including verification of what is actually being capitalised. Through the 3 yearly asset revaluation process that is now in place there should no longer be opportunities for such a matter to go undetected for such an extended period.

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However, responsibility for quality asset management including forward planning, recording of assets and managing asset related finances is a much broader corporate responsibility that cannot be left exclusively to the Finance team if it is to be successfully undertaken.

Other Related Matters

The process of identifying these errors, developing and testing appropriate accounting treatments, liaising with auditors, executive management and audit committee and achieving final resolution of these matters has consumed a significant amount of resource from two senior Financial Services staff and a Senior Financial Accounting Consultant.

It could be argued that this situation may have been avoided, or at least detected and addressed much earlier, had the City had in place a more robust Asset Register and in particular, well-articulated and regularly reviewed Asset Management Plans (AMP).

The importance of such processes and the resulting documents to any local government cannot be over-emphasised. It was to address such shortcomings in local government that the state government introduced the Local Government Integrated Planning & Reporting Framework. Whilst the City has made solid progress in relation to implementing the framework, asset management planning in particular is considered to be an area in which the City can improve its performance.

Development of the Long Term Financial Plan earlier this year was also made much more difficult than should have been the case because of the absence of rigorous AMPs, missing or incomplete asset datasets, lack of condition-based information about some asset classes and most importantly an imbalance between funding allocated to asset renewal rather than new / upgrade expenditure.

The City should be strongly encouraged to place a greater emphasis on its asset management activities - and for this to happen, it is essential to have high level commitment and indeed, drive for this initiative coming directly from the CEO and his Executive team.

Recommendation:

- That the proposed action of proactively acknowledging the UGP issue with the auditors and then effecting the suggested accounting adjustment noted above in the City's 2017/2018 annual financial statements and asset register be completed as soon as possible.
- That the City's Executive Management Team give consideration to how to better engage its broader workforce in essential asset management planning activities - in particular focussing on the development /enhancement of required datasets to support the creation of informed 10 year Asset Management Plans for all asset classes.

Michael Kent
SENIOR FINANCIAL ACCOUNTING CONSULTANT

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5.4 REVIEW OF THE CITY OF VINCENT AUDIT LOG

TRIM Ref: D18/122614

Author: Natasha Brooks, Governance and Council Support Officer

Authoriser: Kerry Batten, Director Corporate Services

Attachments: 1. Master Audit Log [↓](#) 

RECOMMENDATION:

That the Audit Committee NOTES the status of the City's Audit Log as shown in Attachment 1.

Moved: Cr Topelberg, Seconded: Cr Gontaszewski

PROPOSED AMENDMENT

Moved: Cr Topelberg, Seconded: Mayor Cole

That the recommendation be amended as follows:

That the Audit Committee NOTES the status of the City's Audit Log as shown in Attachment 1, subject to Items 46 and 47 being amended with a due date of 30 November 2018.

AMENDMENT CARRIED (4-0)

(Mr Manifis was an apology for the Meeting.)

(Ms Hunt was an apology for the Meeting.)

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| n 7 | Payroll | Internal Audit 2015 | 3.2.3 | Written payroll procedures were not formalised and based on an organisation wide standard template | Low | Payroll procedures should be documented based on an organisation wide template. The procedures should be reviewed and updated as required. This will allow employees to clearly understand their roles and responsibilities within predefined limits and allow management to guide operations without constant management intervention, as well as help ensure staff involved give due consideration to appropriate risk management for processing the payroll. | The Payroll Officer currently maintains two sets of procedures – a lengthy step by step instruction and an abridged version. The MPS and the MGR will work with the rest of the organisation to develop and implement a standard process for the development, approval, appropriate storage/access and standard template for administration procedures. | Manager Human Resources | 31/12/2018 |
| | | | | | | | Action Item 2.4 The MPS and the MGR will work with the rest of the organisation to develop and implement a standard process for the development, approval, appropriate storage/access and standard template for administration procedures. Formally Completed A standard template for Administration Procedures (D16/121564) has been developed along with standard guidelines for development, approval and storage (D16/121564). March 2017 Not yet complete. An additional payroll support officer commenced on 7 March 2017 which has provided the capacity to address this item. It is proposed that this will be completed by August 2017. May 2017 On track for proposed completion date. July 2017 A Payroll procedure and working instructions are currently being drafted. On track for proposed completion date. September 2017 A payroll procedure and working instructions have been drafted and are being reviewed by the Manager HR. These will be reviewed by the CEO for approval along with all of the HR policies. November 2017 Payroll procedure working instructions have been drafted and are being reviewed by the Manager HR. Proposed new timeframe – 31-December-2017. March 2018 Payroll procedure working instructions have been drafted and have been reviewed by the Manager HR. These are required to be transitioned into the standard format for all HR work instructions which is targeted to be completed by June 2018. May 2018 On track. July 2018 Payroll procedure working instructions are still to be finalised, and have been delayed due to HR team workload. This is the first priority to be completed post year end activities. Proposed new timeframe – September 2018. October 2018 Progress has been made towards finalisation of appropriate payroll procedures, however the continuing HR team workload has impacted on the priority of this task. Proposed new timeframe - December 2018. | | 30/09/2018 30/06/2018 31/12/2017 31/08/2017 |
| n 19 | 3.1 Trust Funds | Internal Audit 2016 | 3.1.1 | The trust ledger reflects Cash in lieu - Car Park Contributions of \$1.24m, whereas actual funds are physically held in the Municipal bank account. Discussion held with Christine Devenish, Administration Officer for Development Services revealed that planning approval is valid for 2 years for applicants to obtain a building permit. Once a building permit is obtained, there is a further one year allowed to commence the building process. Therefore, within the first 3 years, the applicant is entitled to apply for a refund for cash in lieu - car park contributions. As a result, the City should not keep these funds in the Municipal account. | Medium | These funds should be held in the Trust bank account for as long as the applicant is entitled to apply for a refund. | The timing of the transfer of monies from the trust account to the cash-in-lieu reserve should occur at the point when the City has control of the money and that it is no longer able to be called upon by the creditor. However more work needs to be done to ensure that the exact point at which this occurs is better defined. | Director Corporate Services | Complete |
| | | | | | | | Action Item 19.1 Develop a documented Administration Procedure for accepting and managing cash-in-lieu payments. March 2017 On track. May 2017 On track for proposed completion date. July 2017 Development Services have been reviewing the processes for the collection and management of Cash-in-Lieu and %-for-Jut payments. The main question to be resolved is when the City has 'control of the funds' – that is, when can the developer no longer ask for the refund of the monies with-out assessment by the City. Finance has finalised the reconciliation of funds held for %-for-Jut and is now starting on Cash-in-Lieu. Development Services will now compare the deposits still held with the progress/stage of the individual developments. Target is to finish both as part of the year-end process – Aug 17. Proposed new timeframe – August 2017. September 2017 On track for proposed completion date 31 October 2017 November 2017 This was not addressed during the audit due to the Finance Manager's absence. Proposed new timeframe – February 2018. March 2018 Extension requested to June 2018 to accommodate sufficient review and documentation of an Administration Procedure by Manager Financial Services. May 2018 The action has been escalated to Director Corporate Services and incorporated as part of CBP item 4.10. New time proposed - September 2018. July 2018 On track. September 2018 Cash in lieu has been reconciled - \$900,000 to reserve, \$300,000 to be transferred to trust. Transfers will occur as part of the budget review process. | | 30/09/2018 30/06/2018 28/02/2018 31/10/2017 31/08/2017 |
| n 24 | 3.4 Asset Register | Internal Audit 2016 | 3.4.2 | Acquisition of Assets: We noted certain assets in the asset register costing <\$1,000. | Low | The City should consider additional checks to ensure the policy is followed in respect of the \$1,000 capitalisation threshold | Finance staff have been reminded about the provisions of the Policy in respect to the capitalisation threshold. It is considered that additional checks are not required due to the minor nature of this issue. However, it would be beneficial to clarify any exceptions to the \$1000 threshold in the current procedures and communicate this to the wider organisation. | Manager Finance | Complete |
| | | | | | | | Action Item 24.1 Review capitalisation procedures with a view to setting out circumstances where the \$1000 may not apply. Communicate to the broader organisation. March 2017 Proposed new timeframe - Year-end 2017. May 2017 On track for proposed completion date. July 2017 This will be closed-out by the completion of a procedure and position paper for the auditors to review as part of the year-end audit. Proposed new timeframe - September 2017 to align with Item 25.1. September 2017 On track for proposed completion date 30 September 2017 November 2017 This was not addressed during the audit due to the Finance Manager's absence. Proposed new timeframe – January 2018. March 2018 Extension requested for submission at the Audit Committee in May 2018. All finance procedures are being reviewed by Manager Financial Services. May 2018 Procedure reviewed and further work is required. Proposed new time frame – September 2018. July 2018 On track. August 2018 Complete. | | 30/09/2018 31/05/2018 31/01/2018 30/09/2017 30/09/2017 |

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| n 26 | 3.4 Asset Register | Internal Audit 2016 | 3.4.6 | While capitalisation at the end of the year is usually acceptable, strict compliance with accounting standards would require assets to be depreciated from the date they are brought into use. This should be considered for large items which may have a material impact. | Medium | Agree. | <p>Action Item 26.1 Finance will liaise with Technical Services to identify a suitable threshold and develop a process for project completion and capitalisation.</p> <p>March 2017 On track May 2017 On track for proposed completion date 30-May-2017. July 2017 Infrastructure and other constructed assets will be reviewed for completion and capitalised quarterly. Procedure will need to be written and implemented before the end of the September quarter. Proposed new timeframe – 30 September 2017. September 2017 Audit needs to be completed before we can capitalise expenditure. Proposed new timeframe – 31 October 2017. November 2017 The Audit of 2016-17 is now complete (as of 14 Nov) and asset register has now been rolled-over into 2017-18. This means that completed infrastructure assets/projects can now be capitalised. The first of these will be capitalised as part of the November month-end process. Proposed new timeframe – 31 December 2017. March 2018 Infrastructure assets are still to be capitalised for this financial year. Proposed new completion date of June-2018 when there will be a more defined capitalisation process. May 2018 On track July 2018 Manager Financial Services will document the process and this will be confirmed via consultation with Engineering. Proposed new timeframe – September 2018. September 2018 Asset capitalisation has been completed - September 2018.</p> | Manager Finance | <p>Complete</p> <p>30/09/2018</p> <p>30/06/2018</p> <p>31/12/2017</p> <p>31/10/2017</p> <p>31/06/2017</p> |
| n 28 | 4.2 Tendering policy, systems and practices. | Internal Audit 2017 | 4.2 | <p>Lack of clarity regarding the roles and responsibilities of the tendering process leads to an inconsistent approach to tendering being applied and confusion regarding who is responsible for certain key milestones and documents within the tendering process.</p> <p>4.2.1 Lack of understanding of the applicable tender and procurement laws and regulations, as well as the internal tendering policies and procedures, may result in tenders being prepared outside of specified internal policies and procedures, and in the worst case may not be prepared and performed in line with the applicable laws and regulations.</p> | High | <p>Agreed: Responsibilities relating to tendering will be clearly defined in the Tendering Administration Procedure.</p> <p>A training plan will be developed for rolling out the Tendering Administration Procedure once it is complete.</p> | <p>Action Item 28.1 Responsibilities relating to tendering will be clearly defined in the Tendering Administration Procedure.</p> <p>November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 A draft Training Plan is under review. Proposed new timeframe - September 2018.</p> <p>Action Item 28.2 A training plan will be developed for rolling out the Tendering Administration Procedure</p> <p>November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 A draft Training Plan is under review. Proposed new timeframe - September 2018. October 2018 HR have approved the draft Training Plan and are liaising with the software provider to enable training to commence. This has been implemented for new starters. Plan for training to be developed now that Procurement and Contracts Officer has commenced - 15 December 2018.</p> | Finance Officer - Purchasing/ Contracts | <p>Complete</p> <p>30/09/2018</p> <p>30/06/2018</p> <p>31/12/2017</p> |
| n 32 | 4.6 Request for Tender content and format. | Internal Audit 2017 | 4.6 | <p>We noted that the Request for Tender appears to be mostly consistent from tender to tender, with minimal modifications being applied (including, but not limited to, the tender criteria and weighting). It appears as though the Request for Tender, and as a result Contract conditions, are being rolled forward based on previous completed documents.</p> <p>While the Procurement Plan reduces the risk associated with the roll forward of prior year Requests for Tender / Contracts, we note that management and the Council should consider the implementation of a process which results in the Request for Tender and the proposed Contract on award of a tender, being reviewed by a member of staff with a background in drafting contracts and contract law.</p> | High | <p>Agreed in principle, however Administration notes that the necessary skills and capacity is not currently available internally.</p> | <p>Action Item 32 Develop a brief business case outlining the various options and costs available to improve the City's capability in relation to drafting tenders and contracts (e.g. training, additional resources, outsourcing etc).</p> <p>November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 Delayed by proposed restructure. Proposed new timeframe - September 2018. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018.</p> | Procurement Officer | <p>30/11/2018</p> <p>30/09/2018</p> <p>30/06/2018</p> <p>31/12/2017</p> |

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| n 33 | 4.7 Evaluation Report | Internal Audit 2017 | There is a risk that the Council are not making informed and independent decisions based on the documents and data being submitted to them for review for the authorisation and award of tenders. We recommend that Evaluation Reports submitted to Council provide sufficient detail so that Council may independently make an assessment without having to rely solely on the evaluation calculated and performed by the Evaluation Team. In addition, sufficient information should be submitted so that Council is able to understand, and have comfort over, how the tender submissions have been evaluated and recommendations reach by the Evaluation Team. | We note there is a lack of consistency between Evaluation Reports prepared and submitted to the Council for review. In addition, Evaluation Reports lack the following detail: [] Scores calculated by the Evaluation Team are not explained. [] How scores were calculated by the Evaluation Team is not explained. [] The only way to verify tender submissions to the Evaluation Report is through the Price Schedule – no further tender details are provided or summarised. We also note that, where the CEO has Delegated Authority to authorise and award a tender, an alternative evaluation is performed being the Selection Report (this appears to be a combination of both a Procurement Plan and Evaluation Report). | Medium | Administration notes that different formats have been used for Evaluation Reports to CEO vs Evaluation Reports to Council. | Action Item 33.1 Administration will create a "standard" Evaluation Report that will apply to all tenders which can then be supported by a brief memo or Council Report depending on the intended audience. By November 2017 November 2017 Scheduled for late November 2017 - proposed completion date 31 December 2017 Proposed new timeframe 31 December 2018 A draft standard template has been developed, adapted from the WALGA evaluation template – see D18/29266. However it needs to be aligned to the Tendering Administration Procedure (see items 27 and 28) before it is implemented. Proposed new completion date – June 2018. May 2018 On track July 2018 Draft standard template is under review. Proposed new timeframe – September 2018. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018. | Procurement Officer | 30/11/2018 30/09/2018 30/06/2018 31/12/2017 30/11/2017 |
| n 38 | 5.4 Breach of Code of Tendering Policy / Document – tender 519/16 Provision of general cleaning services for the City of Vincent's Administration Civic Building and Library | Internal Audit 2017 | Should the supplier who submitted tenders become aware that not all tender submissions were evaluated per the criteria listed in the Request for Tender, this may create legal issues for City of Vincent as a result of applicable laws and regulations not being appropriately applied. | We note per review of e-mail correspondence between members of the Evaluation Team, that 19 of the 29 tender submissions received were not evaluated per the criteria documented in the Procurement Plan and the Request for Tender. Instead, these were eliminated from the evaluation procedure based on price alone. These 19 tender submissions were not included in the evaluation process and were only disclosed in the Price Schedule. We recommend that all staff are made aware of the Code of Tendering Policy / Document and that they receive formal training on not only the applicable laws and regulations, but also on how tender submissions are to be evaluated. | Not Rated | Although initially 19 tenders were not evaluated, this issue had been picked up by a routine check during the approval phase and the panel subsequently reviewed all complying tenders prior to the awarding of the tender. Notwithstanding, it is proposed that formal training will be rolled out on the "Tendering Administration Procedure" proposed as Item 4.1. | Action Item 38.1 Formal training will be rolled out on the "Tendering Administration Procedure" proposed as Item 4.2 (action item 28.2) November 2017 On track March 2018 Administration has created the position of "Special Projects Officer" whose responsibilities will include contracts and procurement and will lead the development and implementation of contracts and purchasing procedures. Proposed new completion date - June 2018. May 2018 On track July 2018 Delayed by proposed restructure. Proposed new timeframe – September 2018. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - December 2018. | Procurement Officer | 15/12/2018 30/09/2018 30/06/2018 |
| n 39 | 5.1 Purchases | Purchasing, payments and credit cards | We obtained all quotes, purchase orders and budget considerations relating to the invoice to ensure correct procurement procedures had been followed. | We noted four instances where the purchase order had been raised and approved after the invoice was issued and one instance where no purchase order was attached. Failure to raise and approve a purchase order prior to requesting an invoice reduces the level of control over the amount and nature of expenditure. We recommend that purchase orders are raised and approved prior to requesting an invoice to prevent unnecessary or inappropriate spending. | Medium | Agreed. | 1) Address this issue within the City's purchasing procedure and associated training plan. 2) Investigate and consider imposing an additional control whereby purchase orders raised after the invoice require approval by the requisitioner's leader and a short explanation / justification. July 2018 1) To be included in the training rollout - refer item 8. 2) Manual system in place currently - Procurement Officer monitors a report and follows up on breaches. Investigating system processes to prevent this from occurring. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018. | Procurement Officer | 30/11/2018 31/08/2018 |
| n 40 | 5.1 Purchases | Purchasing, payments and credit cards | We obtained and reviewed all quotes where quotes were required. We ensured the quotes for the supply of goods or services were adequate and matched the purchase order raised and invoice paid. | We noted nine items, the City did not obtain the required number of written quotes as specified in the purchasing policy. Failure to obtain the required number of quotes reduces the City's ability to obtain goods and services at the most competitive rate or best value for money. We recommend the City obtain the required number of quotes where required as well as adequately documenting where quotes have been obtained. We may also recommend the City implement a procedure which documents the decision making process in considering and selecting quotes. | Medium | Agreed. | The City will incorporate into its purchasing procedures: 1) A requirement to document the decision making process in considering and selecting quotes. 2) A process for identifying and escalating instances of non-compliance with respect to obtaining quotes. 3) Investigate systems changes to Authority to enable explanation / clarification of decision-making. July 2018 1) Complete 2) On track in line with completion timeframes. 3) Investigating system processes to prevent non-compliance occurring. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - November 2018. | Procurement Officer | 30/11/2018 31/08/2018 |
| n 41 | 5.1 Purchases | Purchasing, payments and credit cards | We requested the budget considerations for all expenditure to ensure appropriate considerations had been made prior to engaging in the expenditure. | Budget considerations were received for only two of the twenty three samples tested. For these two items, the expenditure appeared to fall within the approved budget for the year, however it did not consider whether the budgeted figure had been reduced by any pre-existing expenditure. We were unable to comment on the remainder of the items. Failure to consider budgeted expenditure prior to engaging in expenditure increases the risk of excessive spending and failure to meet budget requirements. We recommend the City ensures the approved budget is taken into consideration prior to engaging in expenditure. This consideration should form part of the procurement process and should be documented. Budget considerations should also cover instances where there is pre-existing expenditure or where the budget amount has been reduced or amended. | Medium | Agreed. | 1) Implement a tick-box into the workflow in the requisitioning system for requisitioner's to declare that the budget had been considered prior to authorisation of the requisition. 2) Update the City's procurement plan template to explicitly require the available budget to be considered prior to purchase. July 2018 1) On track in line with completion timeframes. 2) On track in line with completion timeframes. October 2018 Completed September 2018. | Finance Officer - Purchasing/ Contracts | Complete 31/08/2018 |

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|------|-------------------------------------|---------------------------------------|---|-----|---|--------|--|---|---|
| n 42 | 5.1 Purchases | Purchasing, payments and credit cards | We requested copies of the procurement plan for invoices between \$40,000 to \$99,999. | 1.4 | No Procurement Plans were received. The City's purchasing policy requires a Procurement Plan to be prepared for expenditure of higher value. Failure to prepare a procurement plan may imply a failure to adequately consider all relevant qualitative and cost related factors affecting and resulting from the procurement. We recommend Procurement Plans are prepared where required and include all relevant details in order for Management to make a well-informed decision. | Medium | It is noted that the purchasing policy requires particular information to be considered but does not require a procurement plan for this price range. Nevertheless, it is acknowledged that the procurement decisions in this price range are inconsistently documented. | The City will develop a template / method for documenting compliance with the requirements of the City's Purchasing Policy for this price range. Note - that the since the equivalent price range in the recently adopted policy is \$50,000 - \$149,000. July 2018 On track. September 2018 Procurement Plan template is live. Completed August 2018. | Finance Officer - Purchasing/ Contracts 30/11/2018 |
| n 45 | Payroll Reconciliations | Interim Audit 2018 | Payroll Reconciliations, which reconcile balances from the payroll system to general ledger and ensure the correct classification of personnel expenses, have not been performed during the year. | 1 | To help ensure all pays are bona fide and all salaries and wages are completely and correctly posted into the general ledger, salaries and wages should be reconciled every pay run to the payroll summary report and documented for review by a senior staff member independent of preparation. | Medium | Noted by management, occurred due to the Accountant leaving and lack of formal handover. | Reconciliations are now occurring at each pay run and a formal process is being documented. Documented process will be complete by end of August. | Manager Finance 31/11/2018 30/09/2018 |
| n 46 | Purchase Orders after invoice date | Interim Audit 2018 | Whilst testing purchases, we noted 1 instance in a sample of 8 where the purchase order was dated after the invoice date. | 3 | To help ensure proper budgetary controls, compliance with the City's purchasing policy, goods invoiced are ordered and prices invoiced were as quoted, purchase orders should be issued prior to goods/services being sourced. They should also contain all the necessary details in relation to them (including quantity and price). | Medium | Management is aware of this issue as it was discussed in FY2017 audit. | The Finance team is implementing a new process whereby an officer is responsible for obtaining an explanation of non-compliance. Repeated non-compliance will result in escalation to executive management and potentially loss of procurement responsibilities for the officer. September 2018 Will be undertaken by newly appointed Procurement Officer. Proposed new timeframe - October 2018. | Procurement Officer 31/10/2018 30/09/2018 |
| n 47 | Changes to Creditor Payment Details | Interim Audit 2018 | Whilst staff appear to follow an appropriate process with respect to changes to creditor payment details, no documented internal process/policy is in place for staff to follow. | 4 | Corporate knowledge could be lost when there are changes in staff resulting in changes to creditors' payment details being processed without the correct internal processes being followed. An increased risk of payments being processed to an incorrect bank account may result. | Medium | While the process is not formally documented, evidence has been provided that there is always sign-off of change of creditor details based on advice of changes from the creditor. | A formal process for this will be documented and communicated to the Finance team. | Manager Finance 31/10/2018 |
| n 48 | Review of Processed Journals | Interim Audit 2018 | After the General Journal Form has been approved by Manager Financial Services, the respective accounting officer will process the journal, however the processed journals are not reviewed again by the Manager Financial Services | 5 | Risk of unauthorised General Journals being processed. | High | Noted by management, occurred due to the Accountant leaving and lack of formal handover. | We will look at systems opportunities to provide an audit report that can then be used by the Manager Financial Services as a basis for reviewing all processed journals. In the interim we are ensuring all journals are signed off by the Manager Financial Services on a hard copy, which is made more robust by recent implementation of auto numbering of all processed journals. September 2018 Manual processes are now in place and a system report being produced. Completed August 2018. | Manager Finance Complete 31/12/2018 |
| | | | | | | | | | |

AUDIT COMMITTEE MINUTES

30 OCTOBER 2018

6 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

7 GENERAL BUSINESS**7.1 ITEMS ON RISK REGISTER**

Mayor Cole queried whether the issues of falling cones from the Bunya Pine trees at Beatty Park, in addition to the recent telecommunications system failure, had been identified appropriately on the City's Risk Register. The Director Corporate Services stated that the City maintained an Operational Risk Register, and that these specific risks would be added to the register.

The contractual and service level agreements with Optus were discussed and the Director Corporate Services advised that the City's current contractual obligations were being reviewed with a view to ensuring future contractual arrangements include more robust service level agreements including response times and penalties for non-compliance.

8 NEXT MEETING

To be advised in 2019.

9 CLOSURE

These Minutes were confirmed by the Audit Committee as a true record and accurate of the Audit Committee meeting held on 30 October 2018.

Signed: Cr Dan Loden

Dated this day of2018

CITY OF VINCENT
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

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CITY'S VISION

A sustainable and caring community built with vibrance and diversity.

Principal place of business:

244 Vincent Street (cnr Loftus Street)
Leederville, Western Australia, 6007

**CITY OF VINCENT
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the City of Vincent for the financial year ended 30 June 2018 is based on proper accounts and records to present fairly the financial position of the City of Vincent at 30 June 2018 and the results of the operations for the financial year then ended in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 9th day of November 2018



Chief Executive Officer

David MacLennan

Name of Chief Executive Officer

STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2018

| | NOTE | 2018 Actual \$ | 2018 Adopted Budget \$ | 2017 Actual \$ |
|---|-------|----------------------|---------------------------------|----------------------|
| Revenue | | | | |
| Rates | 23(a) | 33,377,748 | 32,939,532 | 31,234,580 |
| Operating grants, subsidies and contributions | 2(a) | 2,217,799 | 815,585 | 1,990,993 |
| Fees and charges | 2(a) | 18,873,789 | 18,888,300 | 18,382,601 |
| Interest earnings | 2(a) | 1,028,880 | 958,080 | 959,203 |
| Other revenue | 2(a) | 1,429,638 | 1,323,155 | 1,324,228 |
| | | 56,927,854 | 54,924,652 | 53,891,605 |
| Expenses | | | | |
| Employee costs | | (23,248,963) | (25,939,930) | (21,835,574) |
| Materials and contracts | | (17,274,514) | (17,749,340) | (15,829,592) |
| Utility charges | | (1,933,363) | (1,955,570) | (1,808,666) |
| Depreciation on non-current assets | 10(c) | (10,386,679) | (9,663,980) | (9,094,953) |
| Interest expenses | 2(b) | (997,101) | (995,630) | (1,045,540) |
| Insurance expenses | | (829,909) | (889,760) | (874,147) |
| Other expenditure | | (2,974,253) | 173,780 | (2,573,538) |
| | | (57,644,782) | (57,020,430) | (53,062,010) |
| | | (716,928) | (2,095,778) | 829,595 |
| Non-operating grants, subsidies and contributions | 2(a) | 2,610,635 | 2,692,344 | 2,594,651 |
| Profit on asset disposals | 10(a) | 150,369 | 411,373 | 176,760 |
| (Loss) on asset disposals | 10(a) | (10,466) | 0 | (48,016) |
| Fixed assets written off | 10(b) | (91,264) | 0 | 0 |
| (Loss) on revaluation of Infrastructure | 9(b) | (3,572,563) | 0 | 0 |
| Net share of interest in Joint Ventures | 19(b) | 325,217 | 0 | 23,213 |
| Change in Equity WALGA Local Govt House Trust | | (19) | 0 | (683) |
| Profit on Assets Held for Sale (TPRC Joint Venture) | 21(b) | 462,233 | 0 | 245,788 |
| Net result | | (842,786) | 1,007,939 | 3,821,308 |
| Other comprehensive income | | | | |
| <i>Items that will not be reclassified subsequently to profit or loss</i> | | | | |
| Changes on revaluation of non-current assets | 11 | 56,913,164 | 0 | 84,356,588 |
| Total other comprehensive income | | 56,913,164 | 0 | 84,356,588 |
| Total comprehensive income | | 56,070,378 | 1,007,939 | 88,177,896 |

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2018**

| | NOTE | 2018 Actual \$ | 2018 Adopted Budget \$ | 2017 Actual \$ |
|---|-------|----------------------|---------------------------------|----------------------|
| Revenue | 2(a) | | | |
| Governance | | 149,708 | 65,140 | 83,551 |
| General purpose funding | | 36,006,200 | 34,855,507 | 34,321,084 |
| Law, order, public safety | | 144,537 | 170,570 | 156,220 |
| Health | | 388,317 | 330,940 | 358,175 |
| Education and welfare | | 171,871 | 216,015 | 263,369 |
| Community amenities | | 1,863,747 | 1,061,490 | 1,015,416 |
| Recreation and culture | | 9,704,051 | 10,022,410 | 9,610,928 |
| Transport | | 7,972,877 | 7,767,140 | 7,568,368 |
| Economic services | | 249,966 | 241,410 | 240,742 |
| Other property and services | | 276,580 | 194,030 | 273,752 |
| | | 56,927,854 | 54,924,652 | 53,891,605 |
| Expenses | 2(a) | | | |
| Governance | | (3,787,874) | (3,601,990) | (3,218,529) |
| General purpose funding | | (872,245) | (803,155) | (656,733) |
| Law, order, public safety | | (1,301,976) | (1,370,625) | (1,257,510) |
| Health | | (1,198,977) | (1,230,110) | (1,153,655) |
| Education and welfare | | (1,470,827) | (1,317,045) | (1,137,051) |
| Community amenities | | (11,048,332) | (11,376,900) | (10,144,593) |
| Recreation and culture | | (21,746,775) | (21,470,245) | (20,340,579) |
| Transport | | (12,724,693) | (12,310,410) | (11,613,576) |
| Economic services | | (714,969) | (783,355) | (681,758) |
| Other property and services | | (1,781,013) | (1,760,965) | (1,812,486) |
| | | (56,647,681) | (56,024,800) | (52,016,470) |
| Finance Costs | 2(a) | | | |
| Recreation and culture | | (997,101) | (995,630) | (1,045,540) |
| | | (997,101) | (995,630) | (1,045,540) |
| | | (716,928) | (2,095,778) | 829,595 |
| Non-operating grants, subsidies and contributions | 2(a) | 2,610,635 | 2,692,344 | 2,594,651 |
| Profit on disposal of assets | 10(a) | 150,369 | 411,373 | 176,760 |
| (Loss) on disposal of assets | 10(a) | (10,466) | 0 | (48,016) |
| Fixed assets written off | 10(b) | (91,264) | 0 | 0 |
| (Loss) on revaluation of Infrastructure | 9(b) | (3,572,563) | 0 | 0 |
| Net share of interest in joint ventures | 19(b) | 325,217 | 0 | 23,213 |
| Change in Equity - WALGA LG House Trust | | (19) | 0 | (683) |
| Profit on Assets Held for Sale (TPRC Joint Venture) | 21(b) | 462,233 | 0 | 245,788 |
| | | (125,858) | 3,103,717 | 2,991,713 |
| Net result | | (842,786) | 1,007,939 | 3,821,308 |
| Other comprehensive income | | | | |
| <i>Items that will not be reclassified subsequently to profit or loss</i> | | | | |
| Changes on revaluation of non-current assets | 11 | 56,913,164 | 0 | 84,356,588 |
| Total other comprehensive income | | 56,913,164 | 0 | 84,356,588 |
| Total comprehensive income | | 56,070,378 | 1,007,939 | 88,177,896 |

This statement is to be read in conjunction with the accompanying notes.

**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2018**

| | NOTE | 2018 | 2017 | Re-stated 1 July 2016 |
|---|------|--------------------|--------------------|--------------------------|
| | | \$ | | \$ |
| CURRENT ASSETS | | | | |
| Cash and cash equivalents | 3 | 20,866,019 | 17,424,002 | 16,499,516 |
| Investments | 4 | 11,000 | 0 | 0 |
| Trade and other receivables | 6 | 3,139,455 | 4,966,846 | 3,871,348 |
| Inventories | 7 | 184,342 | 181,244 | 170,061 |
| TOTAL CURRENT ASSETS | | 24,200,816 | 22,572,092 | 20,540,925 |
| NON-CURRENT ASSETS | | | | |
| Other receivables | 6 | 1,197,431 | 119,936 | 165,336 |
| Land Held for Development | 7 | 105,822 | 105,822 | 108,145 |
| Investments | 4 | 30,933 | 41,952 | 42,635 |
| Interests in joint ventures | 19 | 9,469,902 | 8,928,947 | 9,520,230 |
| Property, plant and equipment | 8 | 296,124,172 | 299,304,697 | 214,938,377 |
| Infrastructure | 9 | 179,727,045 | 125,387,784 | 125,233,757 |
| TOTAL NON-CURRENT ASSETS | | 486,655,305 | 433,889,138 | 350,008,480 |
| TOTAL ASSETS | | 510,856,121 | 456,461,230 | 370,549,405 |
| CURRENT LIABILITIES | | | | |
| Trade and other payables | 12 | 4,332,746 | 5,102,188 | 6,812,943 |
| Current portion of long term borrowings | 13 | 948,227 | 881,398 | 818,840 |
| Provisions | 14 | 3,367,101 | 3,486,758 | 3,255,342 |
| TOTAL CURRENT LIABILITIES | | 8,648,074 | 9,470,344 | 10,887,125 |
| NON-CURRENT LIABILITIES | | | | |
| Long term borrowings | 13 | 13,948,356 | 14,896,584 | 15,777,982 |
| Provisions | 14 | 429,113 | 334,102 | 301,994 |
| TOTAL NON-CURRENT LIABILITIES | | 14,377,469 | 15,230,686 | 16,079,976 |
| TOTAL LIABILITIES | | 23,025,543 | 24,701,030 | 26,967,101 |
| NET ASSETS | | 487,830,578 | 431,760,200 | 343,582,304 |
| EQUITY | | | | |
| Retained surplus | | 124,871,424 | 128,238,061 | 127,103,457 |
| Reserves - cash backed | 5 | 11,431,970 | 8,908,119 | 6,221,415 |
| Revaluation surplus | 11 | 351,527,184 | 294,614,020 | 210,257,432 |
| TOTAL EQUITY | | 487,830,578 | 431,760,200 | 343,582,304 |

This statement is to be read in conjunction with the accompanying notes.

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2018

| NOTE | RESERVES | | | TOTAL EQUITY |
|-----------------------------------|---------------------|---------------------------|------------------------|--------------------|
| | RETAINED SURPLUS | CASH/INVESTMENT BACKED | REVALUATION SURPLUS | |
| | \$ | \$ | \$ | \$ |
| Balance as at 1 July 2016 | 130,693,260 | 6,221,415 | 210,510,558 | 347,425,233 |
| Correction of Errors | (3,589,803) | 0 | (253,126) | (3,842,929) |
| Re-stated Balance | 127,103,457 | 6,221,415 | 210,257,432 | 343,582,304 |
| Comprehensive income | | | | |
| Net result | 3,821,308 | 0 | 0 | 3,821,308 |
| Changes on revaluation of assets | 11 0 | 0 | 84,356,588 | 84,356,588 |
| Total comprehensive income | 3,821,308 | 0 | 84,356,588 | 88,177,896 |
| Transfers from/(to) reserves | (2,686,704) | 2,686,704 | 0 | |
| Balance as at 30 June 2017 | 128,238,061 | 8,908,119 | 294,614,020 | 431,760,200 |
| Comprehensive income | | | | |
| Net result | (842,786) | 0 | 0 | (842,786) |
| Changes on revaluation of assets | 11 0 | 0 | 56,913,164 | 56,913,164 |
| Total comprehensive income | (842,786) | 0 | 56,913,164 | 56,070,378 |
| Transfers from/(to) reserves | (2,523,851) | 2,523,851 | 0 | |
| Balance as at 30 June 2018 | 124,871,424 | 11,431,970 | 351,527,184 | 487,830,578 |

This statement is to be read in conjunction with the accompanying notes.

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2018

| | NOTE | 2018 Actual | 2018 Adopted Budget | 2017 Actual |
|---|------|----------------|---------------------------|----------------|
| | | \$ | \$ | \$ |
| CASH FLOWS FROM OPERATING ACTIVITIES | | | | |
| Receipts | | | | |
| Rates | | 33,096,764 | 32,939,532 | 31,333,379 |
| Operating grants, subsidies and contributions | | 3,141,991 | 815,585 | 2,057,043 |
| Fees and charges | | 18,873,789 | 19,052,698 | 18,178,191 |
| Interest earnings | | 1,028,880 | 958,080 | 959,203 |
| Goods and services tax | | 1,355,982 | 1,412,491 | 1,396,122 |
| Other revenue | | 1,429,638 | 1,323,155 | 1,429,024 |
| | | 58,927,044 | 56,501,541 | 55,352,962 |
| Payments | | | | |
| Employee costs | | (23,423,727) | (25,831,720) | (24,502,452) |
| Materials and contracts | | (17,896,936) | (17,693,097) | (19,373,111) |
| Utility charges | | (1,933,363) | (1,955,570) | (2,054,392) |
| Interest expenses | | (997,101) | (995,630) | (1,045,540) |
| Insurance expenses | | (829,909) | (889,760) | (992,908) |
| Goods and services tax | | (1,249,296) | (1,412,491) | 0 |
| Other expenditure | | (2,812,744) | 173,780 | (94,776) |
| | | (49,143,076) | (48,604,488) | (48,063,179) |
| Net cash provided by (used in) operating activities | 15 | 9,783,968 | 7,897,053 | 7,289,783 |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | | |
| Payments for purchase of property, plant & equipment | | (2,869,513) | (5,052,819) | (4,981,769) |
| Payments for construction of infrastructure | | (5,861,319) | (8,358,501) | (4,554,169) |
| Non-operating grants, subsidies and contributions | | 2,610,635 | 2,692,344 | 2,548,355 |
| Proceeds from sale of fixed assets | | 326,311 | 537,833 | 351,910 |
| Proceeds from Joint Ventures | | 333,333 | 0 | 916,666 |
| Net cash provided by (used in) investment activities | | (5,460,553) | (10,181,143) | (5,719,007) |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | | |
| Repayment of long term borrowings | | (881,398) | (881,398) | (818,840) |
| Change in Bonds & Deposits | | 0 | 0 | 172,550 |
| Net cash provided by (used in) financing activities | | (881,398) | (881,398) | (646,290) |
| Net increase (decrease) in cash held | | 3,442,017 | (3,165,488) | 924,486 |
| Cash at beginning of year | | 17,424,002 | 18,811,088 | 16,499,516 |
| Cash and cash equivalents at the end of the year | 3 | 20,866,019 | 15,645,600 | 17,424,002 |

This statement is to be read in conjunction with the accompanying notes.

**RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2018**

| | | 2018 | 2018 | 2017 |
|---|-------|------------------|----------------|------------------|
| | NOTE | Actual | Adopted Budget | Actual |
| | | \$ | \$ | \$ |
| OPERATING ACTIVITIES | | | | |
| Net current assets at start of financial year - surplus/(deficit) | | 4,475,025 | 4,035,268 | 4,251,223 |
| | | 4,475,025 | 4,035,268 | 4,251,223 |
| Revenue from operating activities (excluding rates) | | | | |
| Governance | | 149,708 | 65,140 | 97,235 |
| General purpose funding | | 2,628,452 | 1,915,975 | 3,086,504 |
| Law, order, public safety | | 166,875 | 187,510 | 164,505 |
| Health | | 388,316 | 330,940 | 363,427 |
| Education and welfare | | 171,870 | 216,015 | 263,369 |
| Community amenities | | 1,881,133 | 1,074,130 | 1,025,597 |
| Recreation and culture | | 9,724,879 | 10,027,350 | 9,646,307 |
| Transport | | 7,973,016 | 7,767,140 | 7,568,368 |
| Economic services | | 249,966 | 241,410 | 250,640 |
| Other property and services | | 1,197,889 | 570,883 | 636,834 |
| | | 24,532,104 | 22,396,493 | 23,102,786 |
| Expenditure from operating activities | | | | |
| Governance | | (3,787,874) | (3,601,990) | (3,217,846) |
| General purpose funding | | (872,264) | (803,155) | (656,733) |
| Law, order, public safety | | (1,306,516) | (1,370,625) | (1,257,510) |
| Health | | (1,198,977) | (1,230,110) | (1,154,158) |
| Education and welfare | | (1,470,828) | (1,317,045) | (1,137,051) |
| Community amenities | | (11,052,398) | (11,376,900) | (10,144,593) |
| Recreation and culture | | (22,777,931) | (22,465,875) | (21,386,119) |
| Transport | | (12,733,106) | (12,310,410) | (11,627,868) |
| Economic services | | (751,499) | (783,355) | (681,758) |
| Other property and services | | (1,795,137) | (1,760,965) | (1,845,708) |
| | | (57,746,530) | (57,020,430) | (53,109,344) |
| Net Operating excluding Rates | | (33,214,426) | (34,623,937) | (30,006,558) |
| Operating activities excluded | | | | |
| (Profit) on disposal of assets | 10(a) | (150,369) | (411,373) | (176,760) |
| Loss on disposal of assets | 10(a) | 10,466 | 0 | 48,016 |
| Fixed assets written off | 10(b) | 91,264 | 0 | 0 |
| Assets expensed during the year | 8(b) | 161,507 | 0 | 0 |
| Movement in deferred pensioner rates (non-current) | | (11,092) | 0 | 45,401 |
| Movement in employee benefit provisions (non-current) | | 95,011 | 0 | 32,109 |
| Depreciation and amortisation on assets | 10(c) | 10,386,679 | 9,663,980 | 9,094,953 |
| Equity in Local Government House in Trust | | 19 | 0 | (683) |
| Movement in Joint Venture Operations | | (325,217) | 0 | (23,213) |
| Profit/loss on Assets Held for Sale - TPRC Joint Venture | | (506,411) | 0 | (245,788) |
| Restricted Unspent Grant | | 0 | 0 | (600,000) |
| Amount attributable to operating activities | | (18,987,543) | (21,336,062) | (17,581,300) |
| INVESTING ACTIVITIES | | | | |
| Non-operating grants, subsidies and contributions | | 2,610,635 | 2,692,344 | 2,594,651 |
| Proceeds from disposal of assets | 10(a) | 326,311 | 204,500 | 351,910 |
| Proceeds from Joint Ventures | | 333,333 | 333,333 | 916,666 |
| Purchase of property, plant and equipment | 8(b) | (2,869,513) | (5,052,819) | (4,981,769) |
| Purchase and construction of infrastructure | 9(b) | (5,861,319) | (8,358,501) | (4,554,169) |
| Amount attributable to investing activities | | (5,460,553) | (10,181,143) | (5,672,711) |
| FINANCING ACTIVITIES | | | | |
| Repayment of long term borrowings | 13(a) | (881,398) | (881,398) | (818,840) |
| Transfers to reserves (restricted assets) | 5 | (3,283,928) | (1,850,534) | (3,614,461) |
| Transfers from reserves (restricted assets) | 5 | 760,077 | 1,309,605 | 927,757 |
| Amount attributable to financing activities | | (3,405,249) | (1,422,327) | (3,505,544) |
| Surplus(deficiency) before general rates | | (27,853,345) | (32,939,532) | (26,759,555) |
| Total amount raised from general rates | 23(a) | 33,377,748 | 32,939,532 | 31,234,580 |
| Net current assets at June 30 c/fwd - surplus/(deficit) | 24 | 5,524,402 | 0 | 4,475,025 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30TH JUNE 2018

BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations.), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

THE LOCAL GOVERNMENT REPORTING ENTITY (Continued)

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 26 to these financial statements.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the fact *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, *Local Government (Financial Management) Regulation 16(a)(i)* prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

REVENUE AND EXPENSES

Other revenue

| | | |
|-------------------------------|-----------|-----------|
| Reimbursements and recoveries | 1,301,106 | 1,165,477 |
| Other | 128,532 | 158,751 |
| | 1,429,638 | 1,324,228 |

Fees and Charges

| | | |
|-----------------------------|------------|------------|
| Governance | 1,258 | 4,369 |
| General purpose funding | 396,191 | 368,382 |
| Law, order, public safety | 141,822 | 153,457 |
| Health | 376,667 | 341,554 |
| Education and welfare | 107,873 | 110,256 |
| Community amenities | 909,379 | 907,527 |
| Recreation and culture | 8,693,625 | 8,695,729 |
| Transport | 7,900,611 | 7,476,580 |
| Economic services | 245,503 | 234,508 |
| Other property and services | 100,860 | 90,239 |
| | 18,873,789 | 18,382,601 |

NOTES TO THE FINANCIAL STATEMENTS OF THE MUNICIPALITY OF
FOR THE YEAR ENDED 30TH JUNE 2018

2. REVENUE AND EXPENSES (CONTINUED)

(a) Revenue (Continued)

Grant Revenue

Grants, subsidies and contributions are included as operating and non-operating revenues in the Statement of Comprehensive Income:

| | 2018 | 2017 |
|--|------------------|------------------|
| | \$ | \$ |
| Operating grants, subsidies and contributions | | |
| General purpose funding | 1,097,546 | 1,678,835 |
| Law, order, public safety | 2,716 | 2,763 |
| Health | 1,636 | 2,056 |
| Education and welfare | 9,495 | 10,000 |
| Community amenities | 950,690 | 83,916 |
| Recreation and culture | 107,731 | 159,329 |
| Transport | 24,607 | 22,584 |
| Economic services | 644 | 1,259 |
| Other property and services | 22,734 | 30,251 |
| | 2,217,799 | 1,990,993 |
| Non-operating grants, subsidies and contributions | | |
| Law, order, public safety | 137,830 | 113,384 |
| Education and welfare | 15,000 | 0 |
| Recreation and culture | 35,000 | 90,000 |
| Transport | 2,422,805 | 2,368,767 |
| Other property and services | 0 | 22,500 |
| | 2,610,635 | 2,594,651 |
| Total grants, subsidies and contributions | 4,828,434 | 4,585,644 |

SIGNIFICANT ACCOUNTING POLICIES

Grants, Donations and Other Contributions

Grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over

Grants, Donations and Other Contributions (Continued)

a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 22. That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current period.

Interest earnings

-Municipal funds
- Reserve funds
Other Interest note (23(b))

| | 2018 Actual | 2018 Budget | 2017 Actual |
|-----------------------------|----------------|----------------|----------------|
| | \$ | \$ | \$ |
| -Municipal funds | 506,273 | 414,960 | 486,092 |
| - Reserve funds | 240,110 | 258,420 | 205,608 |
| Other Interest note (23(b)) | 282,497 | 284,700 | 267,503 |
| | 1,028,880 | 958,080 | 959,203 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

2. REVENUE AND EXPENSES (CONTINUED)

(b) Expenses

| | 2018 Actual | 2017 Actual |
|--|----------------|----------------|
| | \$ | \$ |
| Auditors remuneration | | |
| - Audit of the Annual Financial Report | 23,600 | 19,500 |
| | 23,600 | 19,500 |
| Interest expenses (finance costs) | | |
| Long term borrowings (refer Note 13(a)) | 997,101 | 1,045,540 |
| | 997,101 | 1,045,540 |
| Rental charges | | |
| - Operating leases | 485,485 | 655,206 |
| | 485,485 | 655,206 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

3. CASH AND CASH EQUIVALENTS

| | NOTE | 2018 \$ | 2017 \$ |
|---|------|------------|------------|
| Unrestricted | | 8,580,810 | 7,915,883 |
| Restricted | | 12,285,209 | 9,508,119 |
| | | 20,866,019 | 17,424,002 |
| The following restrictions have been imposed by regulations or other externally imposed requirements: | | | |
| Administration Centre Reserve | 5 | 363 | 10,587 |
| Asset Sustainability Reserve | 5 | 3,896,230 | 3,251,804 |
| Beatty Park Leisure Centre Reserve | 5 | 149,681 | 253,819 |
| Capital Reserve | 5 | 7,671 | 7,470 |
| Cash In Lieu Parking Reserve | 5 | 1,688,491 | 781,449 |
| 246 Vincent Street Building Reserve | 5 | 536,594 | 527,031 |
| Electronic Equipment Reserve | 5 | 54,004 | 52,589 |
| Hyde Park Lake Reserve | 5 | 152,168 | 148,177 |
| Land and Building Acquisition Reserve | 5 | 284,213 | 276,761 |
| Leederville Oval Reserve | 5 | 222,530 | 216,694 |
| Leederville Tennis Reserve | 5 | 3,024 | 1,981 |
| Loftus Community Centre Reserve | 5 | 24,544 | 17,811 |
| Loftus Recreation Centre Reserve | 5 | 58,631 | 39,123 |
| North Perth Tennis Reserve | 5 | 47,925 | 42,049 |
| Parking Facility and Equipment Reserve | 5 | 100,899 | 98,182 |
| Plant and Equipment Reserve | 5 | 210,436 | 300,763 |
| State Gymnastics Centre Reserve | 5 | 83,757 | 96,639 |
| Strategic Waste Management Reserve | 5 | 21,402 | 20,842 |
| Tamala Park Land Sales Reserve | 5 | 3,478,572 | 2,022,698 |
| Underground Power Reserve | 5 | 200,690 | 195,426 |
| Waste Management Plant and Equipment Reserve | 5 | 210,145 | 546,224 |
| Unspent grants | 22 | 853,239 | 600,000 |
| | | 12,285,209 | 9,508,119 |

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of

Cash and cash equivalents (Continued)

cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

4. INVESTMENTS

Current Asset

Shares in unlisted corporation - North Perth Community Financial Services Ltd

| 2018 | 2017 |
|--------|------|
| \$ | \$ |
| 11,000 | 0 |

Non Current Asset

Investment in WALGA Local Government House Trust *

Shares in unlisted corporation - North Perth Community Financial Services Ltd

| | |
|--------|--------|
| 30,933 | 30,952 |
| 0 | 11,000 |
| 30,933 | 41,952 |

Financial assets at fair value through profit and loss

At the beginning of the year

At the end of the year

| | |
|--------|--------|
| 41,952 | 42,635 |
| 41,933 | 41,952 |

*** Investment in WALGA Local Government House Trust**

This note discloses the equity the City has in the Local Government House Trust as a consequence of a contribution towards the cost of purchasing Local Government House.

The total contribution by all Councils towards the cost of the WALGA building was \$582,000. There are 620 units in the Local Government House Unit Trust, 2 of which are held by the City of Vincent.

The City first capitalised its share in the Local Government House Trust in 2015, with the current valuation based on the trust's 30 June 2017 audited financial statements.

SIGNIFICANT ACCOUNTING POLICIES

Classification and subsequent measurement

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.

(ii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the City has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iii) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

4. INVESTMENTS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Impairment (Continued)

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the City becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the City commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, (if any), between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the City no longer has any significant continual involvement in the risks and benefits associated with the asset.

FOR THE YEAR ENDED 30TH JUNE 2018

5. RESERVES - CASH BACKED

| | 2018 Actual Opening Balance | 2018 Actual Transfer to | 2018 Actual Transfer (from) | 2018 Actual | 2018 Budget Opening Balance | 2018 Budget Transfer to | 2018 Budget Transfer (from) | 2018 Budget Closing Balance | 2017 Actual Opening Balance | 2017 Actual Transfer to | 2017 Actual Transfer (from) | 2017 Actual Closing Balance |
|--|--------------------------------------|----------------------------------|--------------------------------------|----------------|--------------------------------------|----------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|----------------------------------|--------------------------------------|--------------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Administration Centre Reserve | 10,587 | 216 | (10,440) | 363 | 11,418 | 178 | (10,440) | 1,156 | 61,555 | 1,032 | (52,000) | 10,587 |
| Asset Sustainability Reserve | 3,251,804 | 644,426 | 0 | 3,896,230 | 3,246,209 | 93,035 | 0 | 3,339,244 | 1,720,356 | 1,531,448 | 0 | 3,251,804 |
| Beatty Park Leisure Centre Reserve | 253,819 | 7,062 | (111,200) | 149,681 | 252,933 | 4,741 | (175,000) | 82,674 | 214,164 | 309,118 | (269,463) | 253,819 |
| Capital Reserve | 7,470 | 201 | 0 | 7,671 | 8,264 | 237 | 0 | 8,501 | 99,262 | 2,207 | (93,999) | 7,470 |
| Cash In Lieu Parking Reserve | 781,449 | 994,091 | (87,049) | 1,688,491 | 782,114 | 80,767 | (175,000) | 687,881 | 648,657 | 167,956 | (35,164) | 781,449 |
| 246 Vincent Street Building Reserve | 527,031 | 14,193 | (4,630) | 536,594 | 528,131 | 12,986 | (150,000) | 391,117 | 512,630 | 14,401 | 0 | 527,031 |
| Electronic Equipment Reserve | 52,589 | 1,415 | 0 | 54,004 | 52,666 | 1,509 | 0 | 54,175 | 51,171 | 1,418 | 0 | 52,589 |
| Hyde Park Lake Reserve | 148,177 | 3,991 | 0 | 152,168 | 148,486 | 4,256 | 0 | 152,742 | 144,127 | 4,050 | 0 | 148,177 |
| Land and Building Acquisition Reserve | 276,761 | 7,452 | 0 | 284,213 | 277,340 | 7,948 | 0 | 285,288 | 269,198 | 7,563 | 0 | 276,761 |
| Leederville Oval Reserve | 216,694 | 5,836 | 0 | 222,530 | 217,145 | 5,220 | (70,000) | 152,365 | 210,774 | 5,920 | 0 | 216,694 |
| Leederville Tennis Reserve | 1,981 | 1,043 | 0 | 3,024 | 1,976 | 1,041 | 0 | 3,017 | 975 | 1,006 | 0 | 1,981 |
| Loftus Community Centre Reserve | 17,811 | 6,733 | 0 | 24,544 | 17,899 | 6,751 | 0 | 24,650 | 20,946 | 6,717 | (9,852) | 17,811 |
| Loftus Recreation Centre Reserve | 39,123 | 58,883 | (39,375) | 58,631 | 39,329 | 58,441 | (39,375) | 58,395 | 26,544 | 57,579 | (45,000) | 39,123 |
| North Perth Tennis Reserve | 42,049 | 5,876 | 0 | 47,925 | 42,094 | 5,943 | 0 | 48,037 | 36,316 | 5,733 | 0 | 42,049 |
| Parking Facility and Equipment Reserve | 98,182 | 2,717 | 0 | 100,899 | 98,461 | 2,790 | (2,250) | 99,001 | 129,056 | 3,626 | (34,500) | 98,182 |
| Plant and Equipment Reserve | 300,763 | 6,673 | (97,000) | 210,436 | 303,210 | 4,541 | (289,500) | 18,251 | 398,316 | 9,447 | (107,000) | 300,763 |
| State Gymnastics Centre Reserve | 96,639 | 13,468 | (26,350) | 83,757 | 96,746 | 13,677 | 0 | 110,423 | 83,461 | 13,178 | 0 | 96,639 |
| Strategic Waste Management Reserve | 20,842 | 560 | 0 | 21,402 | 20,884 | 599 | 0 | 21,483 | 20,272 | 570 | 0 | 20,842 |
| Tamala Park Land Sales Reserve | 2,022,698 | 1,489,907 | (34,033) | 3,478,572 | 1,991,393 | 1,529,712 | (48,040) | 3,473,065 | 1,344,639 | 958,838 | (280,779) | 2,022,698 |
| Underground Power Reserve | 195,426 | 5,264 | 0 | 200,690 | 195,835 | 5,613 | 0 | 201,448 | 190,086 | 5,340 | 0 | 195,426 |
| Waste Management Plant and Equipment Reserve | 546,224 | 13,921 | (350,000) | 210,145 | 543,138 | 10,549 | (350,000) | 203,687 | 38,910 | 507,314 | 0 | 546,224 |
| | 8,908,119 | 3,283,928 | (760,077) | 11,431,970 | 8,875,671 | 1,850,534 | (1,309,605) | 9,416,600 | 6,221,415 | 3,614,461 | (927,757) | 8,908,119 |

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

5. RESERVES - CASH BACKED (CONTINUED)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

| Name of Reserve | Anticipated date of use | Purpose of the reserve |
|--|-------------------------|---|
| Administration Centre Reserve | Ongoing | For providing for major renovation, maintenance, repairs and replacement of the fixtures and fittings associated with the City's Administration and Civic Centre. |
| Asset Sustainability Reserve | Ongoing | For assisting Council in funding its long term asset management objectives and provide a means to spread the cost of intergenerational assets over multiple years. |
| Beatty Park Leisure Centre Reserve | Ongoing | For the major upgrade and redevelopment of the Beatty Park Leisure Centre including the replacement or purchase of major plant, equipment, fixtures and fittings. |
| Capital Reserve | Ongoing | For future major capital works and projects. |
| Cash In Lieu Parking Reserve | Ongoing | This reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for providing and/or upgrading existing and proposed Transport infrastructure as defined in the City's Parking and Access Policy 7.7.1. |
| 246 Vincent Street Building Reserve | Ongoing | For major building upgrade, maintenance, repairs, renovation and replacement of floorcovering, fixtures and fittings associated with the new Office Building and Land. |
| Electronic Equipment Reserve | Ongoing | For the replacement and major upgrade of electronic equipment including, but not limited to computer hardware and software, information technology and communication equipment. |
| Hyde Park Lake Reserve | Ongoing | For works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds. |
| Land and Building Acquisition Reserve | Ongoing | To ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes. |
| Leederville Oval Reserve | Ongoing | For the works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land. |
| Leederville Tennis Reserve | Ongoing | For the upgrade, renewal and replacement of the water bore and/or pump at the Leederville tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease. |
| Loftus Community Centre Reserve | Ongoing | This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre. |
| Loftus Recreation Centre Reserve | Ongoing | This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre. |
| North Perth Tennis Reserve | Ongoing | For the upgrade, renewal and replacement of the North Perth tennis courts, with funds contributed by the Lessee in accordance with the Special Condition - Sinking Fund provision of the Lease. |
| Parking Facility and Equipment Reserve | Ongoing | This reserve is for the purchase and replacement of parking ticket machines, provision and improvement of parking information systems, security lighting, improved pathways and associated infrastructure to access parking areas and associated works. |
| Plant and Equipment Reserve | Ongoing | For the purchase of replacement plant and equipment associated with City's works. |
| State Gymnastics Centre Reserve | Ongoing | This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre. |
| Strategic Waste Management Reserve | Ongoing | Investigation and implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park). |
| Tamala Park Land Sales Reserve | Ongoing | For future significant/major capital works, infrastructure, project or debt reduction programme for the benefit of the City. |
| Underground Power Reserve | Ongoing | For the purpose of funding the City's contribution to approved underground power projects. |
| Waste Management Plant and Equipment Reserve | Ongoing | For the purpose of replacing plant and equipment associated with the City's waste management, minimisation and recycling operations. |

5. TRADE AND OTHER RECEIVABLES

Rates outstanding
Sundry debtors
GST receivable
Infringement Debtor
Deposits and prepayments

| 2018 | 2017 |
|-----------|-----------|
| \$ | \$ |
| 488,384 | 218,492 |
| 1,026,930 | 1,963,640 |
| 0 | 106,688 |
| 1,375,633 | 2,312,448 |
| 248,508 | 365,578 |
| 3,139,455 | 4,966,846 |
| 131,028 | 119,936 |
| 1,066,403 | 0 |
| 1,197,431 | 119,936 |

Rates outstanding

Past due and not impaired

| | |
|------------------------|----------------|
| 488,384 | 218,492 |
| 915,157 | 699,625 |
| 2,635,641 (286,620) | 2,312,448 0 |
| 2,349,021 | 2,312,448 |

Includes:

Past due and not impaired

Includes:

Past due and not impaired
Impaired

Trade and other receivables

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

7. INVENTORIES

Current

Depot
Beatty Park Leisure Centre

Non-current

Land held for development (TPRC)

| 2018 | 2017 |
|---------|---------|
| \$ | \$ |
| 93,652 | 117,950 |
| 90,690 | 63,294 |
| 184,342 | 181,244 |
| 105,822 | 105,822 |
| 105,822 | 105,822 |

SIGNIFICANT ACCOUNTING POLICIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for sale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Land held for sale (Continued)

Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on TPRC's intentions to release for sale.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8 (a). PROPERTY, PLANT AND EQUIPMENT

| | 2018 | 2017 |
|--|--------------------|--------------------|
| | \$ | \$ |
| Land and buildings | | |
| Land - freehold land at: | | |
| - Independent valuation 2017 - level 2 | 128,067,500 | 128,067,500 |
| | 128,067,500 | 128,067,500 |
| Buildings at: | | |
| - Independent valuation 2017 - level 2 | 2,888,800 | 2,888,800 |
| - Independent valuation 2017 - level 3 | 150,420,000 | 150,420,000 |
| - Management valuation 2017 - level 3 | 80,441,724 | 80,441,724 |
| Additions after valuation - cost | 1,125,880 | 0 |
| Less: accumulated depreciation | (74,088,821) | (70,091,100) |
| | 160,787,583 | 163,659,424 |
| Total land and buildings | 288,855,083 | 291,726,924 |
| Furniture and equipment at: | | |
| - Management valuation 2016 | 3,359,070 | 3,359,070 |
| Additions after valuation - cost | 1,043,652 | 919,581 |
| Less: accumulated depreciation | (2,957,295) | (2,720,235) |
| | 1,445,427 | 1,558,416 |
| Plant and equipment at: | | |
| - Management valuation 2016 | 9,009,619 | 9,009,619 |
| Additions after valuation - cost | 2,450,800 | 2,768,148 |
| Less: accumulated depreciation | (6,362,801) | (6,219,777) |
| | 5,097,618 | 5,557,990 |
| PPE - Work in Progress at: | | |
| Additions - cost | 726,044 | 461,367 |
| | 726,044 | 461,367 |
| Total property, plant and equipment | 296,124,172 | 299,304,697 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

| | Land - freehold land | Land - vested in and under the control of Council | Total land | Buildings | Total land and buildings | Furniture and equipment | Plant and equipment | Work in Progress - Buildings | Total property, plant and equipment |
|--|-------------------------|--|-------------|-------------|-----------------------------|-------------------------------|------------------------|------------------------------------|--|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Balance at 1 July 2016 | 41,915,327 | 12,930,000 | 54,845,327 | 154,162,683 | 209,008,010 | 812,334 | 4,207,550 | 910,483 | 214,938,377 |
| Additions | 0 | 0 | 0 | 1,152,873 | 1,152,873 | 919,581 | 2,768,148 | 141,167 | 4,981,769 |
| Disposals | 0 | 0 | 0 | 0 | 0 | 0 | (223,166) | 0 | (223,166) |
| Revaluation increments/ (decrements) transferred to revaluation surplus | 86,152,173 | (12,930,000) | 73,222,173 | 11,080,355 | 84,302,528 | 0 | 0 | 0 | 84,302,528 |
| Depreciation expense | 0 | 0 | 0 | (3,326,771) | (3,326,771) | (218,833) | (1,149,207) | 0 | (4,694,811) |
| Transfers | 0 | 0 | 0 | 590,284 | 590,284 | 45,334 | (45,335) | (590,283) | 0 |
| Carrying amount at 30 June 2017 | 128,067,500 | 0 | 128,067,500 | 163,659,424 | 291,726,924 | 1,558,416 | 5,557,990 | 461,367 | 299,304,697 |
| Additions | 0 | 0 | 0 | 826,022 | 826,022 | 383,887 | 933,561 | 726,043 | 2,869,513 |
| Disposals | 0 | 0 | 0 | 0 | 0 | (57,200) | (129,208) | 0 | (186,408) |
| Written off | 0 | 0 | 0 | 0 | 0 | (46,505) | (8,213) | 0 | (54,718) |
| Depreciation expense | 0 | 0 | 0 | (3,997,722) | (3,997,722) | (393,171) | (1,256,512) | 0 | (5,647,405) |
| Transfer to Expense | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (161,507) | (161,507) |
| Transfers | 0 | 0 | 0 | 299,859 | 299,859 | 0 | 0 | (299,859) | 0 |
| Carrying amount at 30 June 2018 | 128,067,500 | 0 | 128,067,500 | 160,787,583 | 288,855,083 | 1,445,427 | 5,097,618 | 726,044 | 296,124,172 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

8. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

(c) Fair Value Measurements

| Asset Class | Fair Value Hierarchy | Valuation Technique | Basis of valuation | Date of Last Valuation | Inputs Used |
|--------------------------------|----------------------|--------------------------|-----------------------------------|------------------------|---|
| Land and buildings | | | | | |
| Land - freehold land | 2 | Market Approach | Independent valuation | June 2017 | Price per square metre |
| Buildings | 2/3 | Cost and Market Approach | Independent valuation | June 2017 | Estimates of useful life, pattern of consumption, asset condition, residual value and relationship to the assessed remaining service potential of the depreciable amount. |
| Furniture and equipment | | | | | |
| Furniture and equipment | 2/3 | Cost and Market Approach | Independent/ Management valuation | June 2017 | Make, size, model, year of manufacture and condition of asset. |
| Plant and equipment | | | | | |
| Plant & equipment | 2/3 | Cost and Market Approach | Management valuation | June 2017 | Make, size, model, year of manufacture and condition of asset. |
| Work in Progress - Buildings | 3 | Cost approach | At cost | June 2018 | Construction costs and current condition - Level 3. |

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

9 (a). INFRASTRUCTURE

| | 2018 \$ | 2017 \$ |
|---------------------------------------|--------------------|--------------------|
| Infrastructure - Roads | | |
| - Management valuation 2018 | 140,971,626 | 0 |
| - Management valuation 2015 | 0 | 105,955,896 |
| Additions after valuation - cost | 0 | 4,759,402 |
| Less: accumulated depreciation | (31,100,566) | (54,345,367) |
| | 109,871,060 | 56,369,931 |
| Infrastructure - Foothpaths | | |
| - Management valuation 2018 | 30,080,951 | 0 |
| - Management valuation 2015 | 0 | 33,473,683 |
| Additions after valuation - cost | 0 | 3,135,267 |
| Less: accumulated depreciation | (10,090,083) | (14,530,565) |
| | 19,990,868 | 22,078,385 |
| Infrastructure - Right of Way | | |
| - Management valuation 2018 | 11,343,528 | 0 |
| - Management valuation 2015 | 0 | 8,785,076 |
| Additions after valuation - cost | 0 | 462,029 |
| Less: accumulated depreciation | (2,689,655) | (5,908,876) |
| | 8,653,873 | 3,338,229 |
| Infrastructure - Drainage | | |
| - Management valuation 2018 | 28,902,658 | 0 |
| - Management valuation 2015 | 0 | 27,737,396 |
| Additions after valuation - cost | 0 | 273,193 |
| Less: accumulated depreciation | (11,627,322) | (10,795,451) |
| | 17,275,336 | 17,215,138 |
| Infrastructure - Park Development | | |
| - Management valuation 2018 | 15,981,258 | 0 |
| - Management valuation 2015 | 0 | 19,243,268 |
| Additions after valuation - cost | 0 | 1,624,261 |
| Less: accumulated depreciation | (4,749,721) | (6,443,716) |
| | 11,231,537 | 14,423,813 |
| Infrastructure - Car Park Development | | |
| - Management valuation 2018 | 8,097,013 | 0 |
| - Management valuation 2015 | 0 | 7,778,628 |
| Additions after valuation - cost | 0 | 204,324 |
| Less: accumulated depreciation | (4,654,634) | (2,982,210) |
| | 3,442,379 | 5,000,742 |
| Other Infrastructure Assets | | |
| - Management valuation 2018 | 13,845,323 | 0 |
| - Management valuation 2016 | 0 | 351,346 |
| - Management valuation 2015 | 0 | 9,060,255 |
| Additions after valuation - cost | 0 | 1,261,402 |
| Less: accumulated depreciation | (6,247,943) | (5,119,708) |
| | 7,597,380 | 5,553,295 |
| Infrastructure - Work in Progress | | |
| Additions - cost | 1,664,612 | 1,408,251 |
| Less: accumulated depreciation | 0 | 0 |
| | 1,664,612 | 1,408,251 |
| Total infrastructure | 179,727,045 | 125,387,784 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

9. INFRASTRUCTURE (CONTINUED)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

| | Infrastructure - Roads | Infrastructure - Footpaths | Infrastructure - Right of Way | Infrastructure - Drainage | Infrastructure - Park Development | Infrastructure - Car Park Development | Other Infrastructure Assets | Infrastructure - Work in Progress | Total Infrastructure |
|---|---------------------------|-------------------------------|----------------------------------|------------------------------|---|---|-----------------------------------|---|-------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Balance at 1 July 2016 | 56,203,636 | 21,141,747 | 3,243,331 | 17,307,777 | 14,920,062 | 5,084,840 | 5,382,918 | 1,949,447 | 125,233,75 |
| Additions | 1,356,079 | 1,060,478 | 225,028 | 138,112 | 587,827 | 83,961 | 449,546 | 653,138 | 4,554,16 |
| Depreciation expense | (1,742,663) | (575,950) | (130,130) | (230,751) | (1,084,076) | (168,059) | (468,514) | 0 | (4,400,14 |
| Transfers | 552,879 | 452,110 | 0 | 0 | 0 | 0 | 189,345 | (1,194,334) | |
| Carrying amount at 30 June 2017 | 56,369,931 | 22,078,385 | 3,338,229 | 17,215,138 | 14,423,813 | 5,000,742 | 5,553,295 | 1,408,251 | 125,387,78 |
| Additions | 1,969,411 | 523,831 | 292,966 | 310,365 | 598,826 | 210,318 | 290,990 | 1,664,612 | 5,861,31 |
| Written off | 0 | 0 | 0 | 0 | (8,154) | (9,408) | (18,983) | 0 | (36,54 |
| Revaluation increments/ (decrements) transferred to revaluation surplus | 53,097,326 | (2,836,077) | 5,142,685 | (17,645) | (291,121) | (524,599) | 2,255,755 | 0 | 56,826,32 |
| Revaluation (loss)/ reversals transferred to profit or loss | 0 | 0 | 0 | 0 | (2,466,925) | (1,105,638) | 0 | 0 | (3,572,56 |
| Depreciation expense | (1,979,442) | (638,994) | (142,960) | (232,522) | (1,026,214) | (170,350) | (548,792) | 0 | (4,739,27 |
| Transfers | 413,834 | 863,723 | 22,953 | 0 | 1,312 | 41,314 | 65,115 | (1,408,251) | |
| Carrying amount at 30 June 2018 | 109,871,060 | 19,990,868 | 8,653,873 | 17,275,336 | 11,231,537 | 3,442,379 | 7,597,380 | 1,664,612 | 179,727,04 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

9. INFRASTRUCTURE (CONTINUED)

(c) Fair Value Measurements

| Asset Class | Fair Value Hierarchy | Valuation Technique | Basis of valuation | Date of Last Valuation | Inputs Used |
|--|----------------------|---------------------|--------------------------------------|------------------------|---|
| Infrastructure - Roads | 3 | Cost Approach | Independent valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Foothpaths | 3 | Cost Approach | Independent valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Right of Way | 3 | Cost Approach | Independent valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Drainage | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Park Development | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Car Park Development | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Other Infrastructure Assets | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 2. Residual value and useful life estimates - Level 3 |
| Infrastructure - Work in Progress | 2/3 | Cost Approach | Independent/ management valuation | June 2018 | Construction costs and current condition - Level 3. |
| Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement. | | | | | |
| During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs. | | | | | |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

10. FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of fixed assets is determined at least every three years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under control

In accordance with *Local Government (Financial Management) Regulation 16(a)(ii)*, the City was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

10. FIXED ASSETS (CONTINUED)

(a) Disposals of Assets

The following assets were disposed of during the year.

| | Actual Net Book Value | Actual Sale Proceeds | Actual Profit | Actual Loss | Budget Net Book Value | Budget Sale Proceeds | Budget Profit |
|-----------------------------|-----------------------------|----------------------------|------------------|----------------|-----------------------------|----------------------------|------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Plant and Equipment | | | | | | | |
| Law, order, public safety | 39,370 | 57,166 | 22,337 | (4,540) | 35,560 | 52,500 | 16,94 |
| Community amenities | 20,105 | 37,491 | 17,386 | 0 | 34,360 | 47,000 | 12,64 |
| Recreation and culture | 76,431 | 95,574 | 20,828 | (1,685) | 17,560 | 22,500 | 4,94 |
| Transport | 0 | 138 | 138 | 0 | 0 | 0 | |
| Other property and services | 50,502 | 135,942 | 89,681 | (4,241) | 38,980 | 82,500 | 43,52 |
| | 186,408 | 326,311 | 150,369 | (10,466) | 126,460 | 204,500 | 78,04 |

(b) Fixed assets written off

The following assets were written off during the year.

| | Actual Net Book Value | Actual Sale Proceeds | Actual Profit | Actual Loss | Budget Net Book Value | Budget Sale Proceeds | Budget Profit |
|-----------------------------|-----------------------------|----------------------------|------------------|----------------|-----------------------------|----------------------------|------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Plant and Equipment | | | | | | | |
| Recreation and culture | 8,383 | 0 | 0 | (8,383) | 0 | 0 | |
| Economic services | 36,530 | 0 | 0 | (36,530) | 0 | 0 | |
| Other property and services | 9,806 | 0 | 0 | (9,806) | 0 | 0 | |
| | 54,719 | 0 | 0 | (54,719) | 0 | 0 | |
| Infrastructure | | | | | | | |
| Community amenities | 4,065 | 0 | 0 | (4,065) | 0 | 0 | |
| Recreation and culture | 23,989 | 0 | 0 | (23,989) | 0 | 0 | |
| Transport | 8,413 | 0 | 0 | (8,413) | 0 | 0 | |
| Other property and services | 78 | 0 | 0 | (78) | 0 | 0 | |
| | 36,545 | 0 | 0 | (36,545) | 0 | 0 | |
| Total written off | 91,264 | 0 | 0 | (91,264) | 0 | 0 | |

(c) Depreciation

| | 2018 | 2017 |
|---------------------------------------|------------|-----------|
| | \$ | \$ |
| Buildings | 3,997,722 | 3,326,771 |
| Furniture and equipment | 393,171 | 218,833 |
| Plant and equipment | 1,256,512 | 1,149,207 |
| Infrastructure - Roads | 1,979,442 | 1,742,663 |
| Infrastructure - Footpaths | 638,994 | 575,950 |
| Infrastructure - Right of Way | 142,960 | 130,130 |
| Infrastructure - Drainage | 232,522 | 230,751 |
| Infrastructure - Park Development | 1,026,214 | 1,084,076 |
| Infrastructure - Car Park Development | 170,350 | 168,059 |
| Other Infrastructure Assets | 548,792 | 468,514 |
| | 10,386,679 | 9,094,953 |

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

10. FIXED ASSETS (CONTINUED)

(c) Depreciation (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Depreciation rates

Major depreciation periods used for each class of depreciable asset are:

| | |
|-------------------------------|-----------------------|
| Buildings | 30 to 75 years |
| Furniture and equipment | 3 to 40 years |
| Plant and equipment | 2.5 to 35 years |
| Sealed roads and streets | |
| Subgrade structure | 1,000 to 10,000 years |
| Pavement structure | 20 to 120 years |
| Surface structure | 20 to 120 years |
| Footpaths | 13 to 113 years |
| Surface water channels | 50 years |
| Drainage systems | 120 years |
| Car park infrastructure | |
| Car park pavement | 100 to 999 years |
| Car park seal | 30 to 50 years |
| Car park other infrastructure | 20 to 60 years |
| Parks infrastructure | |
| Reticulation | 20 years |
| Parks other infrastructure | 3 to 80 years |

Depreciation (Continued)

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

0. FIXED ASSET (CONTINUED)

(d) Fair Value Measurement

The City measures the following assets and liabilities on a recurring basis:

- Financial Assets – Investments
- Land and Buildings
- Furniture and Equipment
- Plant and Equipment
- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The City does not measure any other assets and liabilities at fair value on a non-recurring basis.

The following table provides the fair values of the City's assets measured and recognised on a recurring basis after initial recognition and their categorisation within the fair value hierarchy:

Recurring Fair Value Measurements

Financial Assets 30 June 2018

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|------------|------|---------------|---------------|---------------|-------------|
| Investment | 4 | - | 41,933 | - | 41,933 |

Financial Assets 30 June 2017

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|------------|------|---------------|---------------|---------------|-------------|
| Investment | 4 | - | 41,952 | - | 41,952 |

Non-Financial Assets 30 June 2018

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|---|------|---------------|--------------------|--------------------|--------------------|
| Land | 8 | - | 128,067,500 | - | 128,067,500 |
| Buildings | 8 | - | 2,888,800 | 157,898,783 | 160,787,583 |
| Plant and Equipment | 8 | - | - | 5,097,618 | 5,097,618 |
| Furniture and Equipment | 8 | - | - | 1,445,427 | 1,445,427 |
| Roads | 9 | - | - | 109,871,060 | 109,871,060 |
| Footpaths | 9 | - | - | 19,990,868 | 19,990,868 |
| Rights of Way | 9 | - | - | 8,653,873 | 8,653,873 |
| Drainage | 9 | - | - | 17,275,336 | 17,275,336 |
| Park Development | 9 | - | - | 11,231,537 | 11,231,537 |
| Car Park Development | 9 | - | - | 3,442,379 | 3,442,379 |
| Other Infrastructure | 9 | - | - | 7,597,380 | 7,597,380 |
| Work in Progress - PPE | 8 | - | - | 726,044 | 726,044 |
| Work in Progress - Infrastructure | 9 | - | - | 1,664,612 | 1,664,612 |
| Total non-financial assets recognised at fair value on a recurring basis | | - | 130,956,300 | 344,894,917 | 475,851,217 |

0. FIXED ASSET (CONTINUED)

(d) Fair Value Measurement (Continued)

Non-Financial Assets 30 June 2017 - Re-stated

| | Note | Level 1 \$ | Level 2 \$ | Level 3 \$ | Total \$ |
|---|------|---------------|--------------------|--------------------|--------------------|
| Land | 8 | - | 128,067,500 | - | 128,067,500 |
| Buildings | 8 | - | 2,888,800 | 160,770,624 | 163,659,424 |
| Plant and Equipment | 8 | - | 5,508,449 | 49,541 | 5,557,990 |
| Furniture and Equipment | 8 | - | 142,960 | 1,415,456 | 1,558,416 |
| Roads | 9 | - | - | 56,369,931 | 56,369,931 |
| Footpaths | 9 | - | - | 22,078,385 | 22,078,385 |
| Rights of Way | 9 | - | - | 3,338,229 | 3,338,229 |
| Drainage | 9 | - | - | 17,215,138 | 17,215,138 |
| Park Development | 9 | - | - | 14,423,813 | 14,423,813 |
| Car Park Development | 9 | - | - | 5,000,742 | 5,000,742 |
| Other Infrastructure | 9 | - | - | 5,553,295 | 5,553,295 |
| Work in Progress - PPE | 8 | - | - | 461,367 | 461,367 |
| Work in Progress - Infrastructure | 9 | - | - | 1,408,251 | 1,408,251 |
| Total non-financial assets recognised at fair value on a recurring basis | | - | 136,607,709 | 288,084,772 | 424,692,481 |

0. FIXED ASSET (CONTINUED)

(d) Fair Value Measurement (Continued)

Valuation techniques and inputs used to derive fair values

Recurring fair value measurements

Land

The City's land was valued by independent valuers as at 30 June 2017. The valuation has been conducted in accordance with Australian Accounting Standards, including AASB 13 Fair Value Measurement and AASB 116 Property, Plant and Equipment, as well as the Local Government Act 1995 and accompanying regulations. The valuation excludes any Asset held for sale, under construction or work in progress, finance costs, stock or inventory, goodwill and intellectual property.

Both improved and unimproved land have been valued in accord the prevailing zoning/reservation or likely zoning. In determining value, sales evidence of comparable property has been collated and analysed across the various localities within the City of Vincent and used to determine the value of the subject land.

With regard to land that is currently zoned Parks, Recreation and/or for Public Purpose, having a highly restricted use, it is difficult with any degree of confidence in applying the typical valuation method of direct comparable sales evidence consistent with the Level 2 input. These were subsequently valued at the Level 3 valuation input hierarchy by using the professional judgement of a Registered Valuer who investigated land value within a wider general area of the region where traditionally land values are at their lowest. The appropriate sales of this marginal land was then applied to the subject property after making due allowances for location, size and utility. This provided only a low level of comparability.

Buildings

The Building asset class includes buildings owned by City of Vincent which have been measured at market value as at 30 June 2017. City's valuer has researched sales evidence across the relevant local markets. Value adjustments for considerations such as location, development potential, aspect, size and date of sale have been made to the most appropriate evidence to determine fair value.

The City's building & improvement assets such as the City's Depot, Community Halls and Club houses, Pavilion, etc which are considered to be of a "specialised nature" (non – market type properties which are not readily traded in the market place) are valued in 2017 by professionally qualified Registered Valuers using the cost approach. This approach is commonly referred to as the depreciated replacement cost (DRC).

The "DRC" approach considers the cost (sourced from cost guides such as Rawlinsons, Cordell, professional quantity surveyors and recent construction costs for similar projects throughout Western Australia) to reproduce or replace similar assets with an asset in new condition, including allowance for installation, less an amount for depreciation in the form of accrued physical wear and tear, economic and functional obsolescence. The depreciation consists of a combination of unit rates based on square metres and quantification of the component parts of the asset (level 2 valuation inputs). Other inputs (i.e. remaining useful life, asset condition and utility) required extensive professional judgement and impacted significantly on the final determination of fair value. Therefore, specialised building assets were classified as having been valued using Level 3 valuation inputs.

Plant and Equipment

Plant and equipment were revalued in 2016 as part of the mandatory requirements embodied in Local Government (Financial Management) Regulation 17A. Whilst the additions since 1 July 2016 have been brought in the books at cost given they were acquired at arm's length and any accumulated depreciation reflects the usage of service potential, it is considered that the recorded written down values approximate fair values. Thus, the value of the class of assets in the City's books is considered to be in accordance with Local Government (Financial Management (Regulation) 17A (2), which requires these assets to be shown at fair value.

Most plant and equipment assets are generally valued using the market and cost approach using comparable sales and relevant industry market price reference guides, and have been classified as being valued at Level 2 of the fair value hierarchy. The most significant inputs into this valuation approach are the make, size, model, year of manufacture and condition.

0. FIXED ASSET (CONTINUED)

(d) Fair Value Measurement (Continued)

Valuation techniques and inputs used to derive fair values (continued)

Infrastructure Assets

The infrastructure assets valuation was carried out by an independent valuer in 2018. The assets which were the focus of this project included the following:

- Roads
- Footpaths
- Rights of Way
- Drainage
- Park Development
- Car Park Development
- Other Infrastructure Assets

The valuation was undertaken using the City's inventory data. The data for car parks and parks had recently been updated and are of a moderate to high confidence level. The inventory of drainage is of a low confidence level.

The valuation process has been performed in accordance with accepted accounting standards (e.g. AASB 116 and AASB 13) and other best practice asset and financial management guides (e.g. International Infrastructure Management Manual© and Australian Infrastructure Financial Management Guidelines©). All assets have been valued using unit rate costs, sourced from the City, local suppliers or the Rawlinsons Australian Construction Handbook.

Disclosed Fair Value Measurements

The following assets and liabilities are not measured at fair value in the statement of financial position, but their fair value are disclosed in the notes:

| Description | Note | Fair Value Hierarchy Level | Valuation Technique(s) | Inputs Used |
|-----------------------------|------|-------------------------------|--|--|
| Assets | | | | |
| Receivables - Infringements | | 2 | Income approach using discounted cash flow methodology | Current treasury borrowing rates for similar instruments |
| Liabilities | | | | |
| Borrowings | | 2 | Income approach using discounted cash flow methodology | Current treasury borrowing rates for similar instruments |

There has been no change in the valuation technique(s) used to calculate the fair values disclosed in the notes to the financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

11. REVALUATION SURPLUS

| | 2018 Opening Balance | 2018 Revaluation Increment | 2018 Revaluation (Decrement) | 2018 Total Movement on Revaluation | 2018 Closing Balance | 2017 Opening Balance | 2017 Revaluation (Decrement) | 2017 Total Movement on Revaluation | 2017 Closing Balance |
|---|----------------------------|----------------------------------|------------------------------------|---|----------------------------|----------------------------|------------------------------------|---|----------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Revaluation surplus - Land - freehold land | 125,380,529 | 0 | 0 | 0 | 125,380,529 | 52,158,356 | 73,222,173 | 73,222,173 | 125,380,529 |
| Revaluation surplus - Buildings | 115,951,868 | 0 | 0 | 0 | 115,951,868 | 104,871,513 | 11,080,355 | 11,080,355 | 115,951,868 |
| Revaluation surplus - Furniture and equipment | 206,609 | 0 | 0 | 0 | 206,609 | 206,609 | 0 | 0 | 206,609 |
| Revaluation surplus - Plant and equipment | 2,113,335 | 0 | 0 | 0 | 2,113,335 | 2,113,335 | 0 | 0 | 2,113,335 |
| Revaluation surplus - Joint Venture in Mindarie Regional Council | 2,512,379 | 86,840 | 0 | 86,840 | 2,599,219 | 2,458,319 | 54,060 | 54,060 | 2,512,379 |
| Revaluation surplus - Joint Venture in Tamala Park Regional Council | 529 | 0 | 0 | 0 | 529 | 529 | 0 | 0 | 529 |
| Revaluation surplus - Infrastructure - Roads | 28,483,439 | 53,097,326 | 0 | 53,097,326 | 81,580,765 | 28,483,439 | 0 | 0 | 28,483,439 |
| Revaluation surplus - Infrastructure - Foothpaths | 15,706,778 | 0 | (2,836,077) | (2,836,077) | 12,870,701 | 15,706,778 | 0 | 0 | 15,706,778 |
| Revaluation surplus - Infrastructure - Right of Way | 0 | 5,142,685 | 0 | 5,142,685 | 5,142,685 | 0 | 0 | 0 | 0 |
| Revaluation surplus - Infrastructure - Drainage | 3,091,488 | 0 | (17,645) | (17,645) | 3,073,843 | 3,091,488 | 0 | 0 | 3,091,488 |
| Revaluation surplus - Infrastructure - Park Development | 291,121 | 0 | (291,121) | (291,121) | 0 | 291,121 | 0 | 0 | 291,121 |
| Revaluation surplus - Infrastructure - Car Park Development | 524,599 | 0 | (524,599) | (524,599) | 0 | 524,599 | 0 | 0 | 524,599 |
| Revaluation surplus - Other Infrastructure Assets | 351,346 | 2,255,755 | 0 | 2,255,755 | 2,607,101 | 351,346 | 0 | 0 | 351,346 |
| | 294,614,020 | 60,582,606 | (3,669,442) | 56,913,164 | 351,527,184 | 210,257,432 | 84,356,588 | 84,356,588 | 294,614,020 |

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

12. TRADE AND OTHER PAYABLES

Current

Sundry creditors
Accrued expenses
Contribution liabilities

| 2018 | 2017 |
|-----------|-----------|
| \$ | \$ |
| 2,772,939 | 2,485,690 |
| 1,061,017 | 899,211 |
| 498,790 | 1,717,287 |
| 4,332,746 | 5,102,188 |

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect

Trade and other payables (Continued)

of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

FOR THE YEAR ENDED 30TH JUNE 2018

13. INFORMATION ON BORROWINGS

(a) Repayments - Borrowings

| Particulars | Principal 1 July 2017 | Principal Repayments | | Principal 30 June 2018 | | Interest Repayments | |
|--|--------------------------|-------------------------|---------|---------------------------|------------|------------------------|---------|
| | \$ | Actual | Budget | Actual | Budget | Actual | Budget |
| Recreation and culture | | | | | | | |
| Loan 2 246 Vincent Street DLGSC building | 5,778,111 | 201,535 | 201,536 | 5,576,576 | 5,576,575 | 402,563 | 401,620 |
| Loan 5 Loftus Centre Redevelopment | 1,971,067 | 144,177 | 144,177 | 1,826,890 | 1,826,890 | 133,915 | 133,268 |
| Loan 6 Underground Car Park Loftus Rec | 1,254,662 | 223,795 | 223,796 | 1,030,866 | 1,030,866 | 51,852 | 51,852 |
| Loan 10 Beatty Park Redevelopment | 6,774,142 | 311,891 | 311,889 | 6,462,251 | 6,462,253 | 408,771 | 408,890 |
| | 15,777,982 | 881,398 | 881,398 | 14,896,583 | 14,896,584 | 997,101 | 995,630 |

All loan repayments were financed by general purpose revenue.

Borrowings

| | 2018 | 2017 |
|-------------|------------|------------|
| | \$ | \$ |
| Current | 948,227 | 881,398 |
| Non-current | 13,948,356 | 14,896,584 |
| | 14,896,583 | 15,777,982 |

(b) Undrawn Borrowing Facilities

Credit Standby Arrangements

| | | |
|--------------------------------------|---------------|---------------|
| Credit card limit | 50,000 | 50,000 |
| Credit card balance at balance date | (7,417) | (4,548) |
| Total amount of credit unused | 42,583 | 45,452 |

Loan facilities

| | | |
|--|-------------------|-------------------|
| Loan facilities - current | 948,227 | 881,398 |
| Loan facilities - non-current | 13,948,356 | 14,896,584 |
| Total facilities in use at balance date | 14,896,583 | 15,777,982 |

Unused loan facilities at balance date

NIL NIL

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are recognised at fair value when the City becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

14. PROVISIONS

Opening balance at 1 July 2017

Current provisions

Non-current provisions

Additional provision

Balance at 30 June 2018

Comprises

Current

Non-current

| | Provision for Annual Leave | Provision for Long Service Leave | Total |
|--------------------------------|----------------------------------|--|-----------|
| | \$ | \$ | \$ |
| Opening balance at 1 July 2017 | | | |
| Current provisions | 1,772,315 | 1,714,443 | 3,486,758 |
| Non-current provisions | 0 | 334,102 | 334,102 |
| | 1,772,315 | 2,048,545 | 3,820,860 |
| Additional provision | (69,069) | 44,423 | (24,646) |
| Balance at 30 June 2018 | 1,703,246 | 2,092,968 | 3,796,214 |
| Comprises | | | |
| Current | 1,703,246 | 1,663,855 | 3,367,101 |
| Non-current | 0 | 429,113 | 429,113 |
| | 1,703,246 | 2,092,968 | 3,796,214 |

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

Other long-term employee benefits (Continued)

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

15. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

| | 2018 Actual | 2018 Budget | 2017 Actual |
|--|----------------|----------------|----------------|
| | \$ | \$ | \$ |
| Reconciliation of Net Cash Provided By Operating Activities to Net Result | | | |
| Net result | (842,786) | 1,007,939 | 3,821,308 |
| Non-cash flows in Net result: | | | |
| Depreciation | 10,386,679 | 9,663,980 | 9,094,953 |
| (Profit)/Loss on Sale of Asset | (139,903) | (411,373) | (128,744) |
| Assets expensed during the year | 161,507 | 0 | 0 |
| Fixed assets written off | 91,264 | 0 | 0 |
| Net Share of Interests in Joint Ventures | (325,217) | 0 | (23,213) |
| Change in Equity WALGA Local Govt House Trust | 19 | 0 | 683 |
| Profit on Assets Held for Sale (TPRC) | (462,233) | 0 | (245,788) |
| Loss on revaluation of fixed assets | 3,572,563 | 0 | 0 |
| Changes in assets and liabilities: | | | |
| Increase/(Decrease) in Provisions | (24,646) | 0 | 263,524 |
| Increase/(Decrease) in Income in Advance | 0 | 0 | (732,601) |
| Increase/(Decrease) in Accrued Income | 0 | 0 | 165,033 |
| (Increase)/decrease in Receivables | 749,896 | 164,398 | (967,737) |
| (Increase)/Decrease in Inventories | (3,098) | (1,984) | (11,183) |
| (Increase)/Decrease in Prepayments | 0 | 0 | (231,024) |
| Increase/(decrease) in payables | (769,442) | 166,437 | (1,150,703) |
| GST Movement | 0 | 0 | (16,370) |
| Grants contributions for the development of assets | (2,610,635) | (2,692,344) | (2,548,355) |
| Net cash from operating activities | 9,783,968 | 7,897,053 | 7,289,783 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

16. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

| | 2018 | 2017 |
|-----------------------------|-------------|-------------|
| | \$ | \$ |
| Governance | 24,589,440 | 23,873,834 |
| General purpose funding | 3,366,786 | 1,363,680 |
| Law, order, public safety | 2,645,288 | 2,565,028 |
| Health | 4,877,550 | 22,214,900 |
| Education and welfare | 18,711,660 | 19,062,798 |
| Community amenities | 3,934,262 | 3,087,346 |
| Recreation and culture | 235,250,879 | 222,781,658 |
| Transport | 196,304,660 | 140,613,980 |
| Other property and services | 21,175,594 | 20,898,006 |
| | 510,856,121 | 456,461,230 |

17. CONTINGENT LIABILITIES

Mindarie Regional Council

In line with other equity holders in the Mindarie Regional Council (MRC), the City of Vincent has guaranteed, proportionate to its equity share (1/12), the obligations of MRC to the contractor which built and is now operating the Neerabup Resource Recovery Facility. The financial guarantee is to provide comfort to the operator (and its financiers) by providing a direct contractual relationship between each member council and the operator.

The guarantee can be called upon in the event of a default event during the contractor's operation of the facility. The share of the liability that could be generated by the exercise of the guarantee is estimated at an amount between \$1.5 million and \$7.2 million depending on the time of any such default event. The guarantee expires on 15 July 2019.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

18. CAPITAL AND LEASING COMMITMENTS

(a) Capital Expenditure Commitments

Contracted for:

- capital expenditure projects
- plant & equipment purchases

Payable:

- not later than one year

| 2018 | 2017 |
|-----------|---------|
| \$ | \$ |
| 873,131 | 472,567 |
| 192,551 | 157,235 |
| 1,065,682 | 629,802 |

(b) Operating Lease Commitments

Non-cancellable operating leases contracted for but

Payable:

- not later than one year
- later than one year but not later than five years

| | |
|---------|---------|
| 131,347 | 282,638 |
| 43,272 | 194,011 |
| 174,619 | 476,649 |

SIGNIFICANT ACCOUNTING POLICIES

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the City, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

19. INTERESTS IN JOINT VENTURES

(a) Non-current assets

Mindarie Regional Council
Tamala Park Regional Council

| 2018 | 2017 |
|-----------|-----------|
| \$ | \$ |
| 5,658,875 | 5,496,159 |
| 3,811,027 | 3,432,788 |
| 9,469,902 | 8,928,947 |

Mindarie Regional Council

The Mindarie Regional Council was formally constituted in December 1987. The City of Vincent (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and / or disposal of waste. City of Vincent is a participant in the Mindarie Regional council and has a one twelfth (1/12) equity in the land and assets of the refuse facility as per the constitution agreement (dated 25 November 1996) that recognises the City as a member of the Mindarie Regional Council.

The valuation as shown below is, at the time of preparation of these statements.

| | 2018 | 2017 |
|--------------------------|------------------|------------------|
| | \$ | \$ |
| | Audited | Unaudited |
| Current Assets | 2,837,000 | 2,431,812 |
| Non-Current Assets | 4,843,312 | 5,016,406 |
| Total Assets | 7,680,312 | 7,448,218 |
| Current Liabilities | 609,484 | 579,955 |
| Non-Current Liabilities | 1,411,953 | 1,372,104 |
| Total Liabilities | 2,021,437 | 1,952,059 |
| Net Assets | 5,658,875 | 5,496,159 |

Tamala Park Regional Council

The City is a participant (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) in the operation s of Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City of Vincent has a one twelfth (1/12) equity in the assets and liabilities of the development as well as a one twelfth (1/12) equity in the assets and liabilities of TPRC as the operator of the development, and a one twelfth (1/12) share in the asset of the land held for development.

The City's interest in the TPRC joint venture is represented by the following breakdown of the joint venture's financial position (1/12 share).

| | 2018 | 2017 |
|---|------------------|------------------|
| | \$ | \$ |
| | Audited | Unaudited |
| Current Assets | 3,674,821 | 3,293,688 |
| Non-Current Assets | 160,810 | 162,490 |
| Total Assets | 3,835,631 | 3,456,178 |
| Current Liabilities | 24,175 | 23,174 |
| Non-Current Liabilities | 429 | 216 |
| Total Liabilities | 24,604 | 23,390 |
| Net Assets | 3,811,027 | 3,432,788 |
| Total Interest in Joint Ventures | 9,469,902 | 8,928,947 |

19. INTERESTS IN JOINT VENTURES (CONTINUED)

(b) Change in Equity

| | Note | 2018 | 2017 |
|---|------|------------------|------------------|
| | | \$ | \$ |
| Investment in Mindarie Regional Council | | | |
| Opening Balance (based on audited financials) | | 5,496,159 | 5,418,516 |
| Changes on Revaluation of Non-Current Assets | | 86,837 | 54,060 |
| Net Share of Interests in Mindarie Regional Council | | 75,879 | 23,583 |
| Closing Balance (based on audited financials) | | 5,658,875 | 5,496,159 |
| Investment in Tamala Park Regional Council | | | |
| Opening Balance (based on draft financials) | | 3,432,788 | 4,101,714 |
| Proceeds from Sale of Land | | 1,836,294 | 1,661,093 |
| Land Development Expenses | | (1,374,060) | (1,412,983) |
| Net Share of Interests in Tamala Park Regional Council - Rates | | 0 | 0 |
| | | 462,234 | 248,110 |
| Proceeds Distribution | | (333,333) | (916,666) |
| Net Share of Interests in Tamala Park Regional Council - Rates | | (26,167) | (23,714) |
| Net Share of Interests in Tamala Park Regional Council - Equity | | 275,505 | 23,344 |
| | | 249,338 | (370) |
| Closing Balance (Based on audited financials) | | 3,811,027 | 3,432,788 |
| Net Share of Interests in Mindarie Regional Council | | 75,879 | 23,583 |
| Net Share of Interests in Tamala Park Regional Council - Rates | | (26,167) | (23,714) |
| Net Share of Interests in Tamala Park Regional Council - Equity | | 275,505 | 23,344 |
| | | 325,217 | 23,213 |
| Non Current Assets | | | |
| Land Held for Development | 7 | 105,822 | 105,822 |
| Interest in TPRC Joint Venture | | 3,811,027 | 3,432,788 |
| | | 3,916,849 | 3,538,610 |

SIGNIFICANT ACCOUNTING POLICIES**Interests in joint arrangements**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint arrangements providing joint ventures with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Interests in joint arrangements (Continued)

Joint operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The City's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

20. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Mayor.

| | 2018 Actual | 2018 Budget | 2017 Actual |
|------------------------------|----------------|----------------|----------------|
| | \$ | \$ | \$ |
| Meeting Fees | 207,730 | 208,130 | 195,387 |
| Mayor's allowance | 62,727 | 62,730 | 58,247 |
| Deputy Mayor's allowance | 15,682 | 15,680 | 15,682 |
| Travelling expenses | 39 | 1,500 | 257 |
| Telecommunications allowance | 22,500 | 22,500 | 23,029 |
| Stationery/Printing | 2,196 | 3,000 | 2,833 |
| Other Expenses | 523 | 1,300 | 687 |
| Child Care | 5,012 | 3,000 | 1,826 |
| | 316,409 | 317,840 | 297,948 |

Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the City during the year are as follows:

| | 2018 | 2017 |
|------------------------------|-----------|-----------|
| | \$ | \$ |
| Short-term employee benefits | 1,030,773 | 1,130,057 |
| Post-employment benefits | 101,596 | 138,825 |
| Other long-term benefits | 113,577 | 135,659 |
| | 1,245,946 | 1,404,541 |

Short-term employee benefits

These amounts include all salary, paid leave, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

Post-employment benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

Other long-term benefits

These amounts represent long service benefits accruing during the year.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

20. RELATED PARTY TRANSACTIONS (CONTINUED)

Transactions with related parties

Transactions between related parties, and the City are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

The following transactions occurred with related parties:

| | 2018 | 2017 |
|--|-----------|-----------|
| | \$ | \$ |
| Sale of goods and services | 59,155 | 58,748 |
| Purchase of goods and services | 2,407,557 | 2,367,378 |
| Joint venture entities: | | |
| Distributions received from joint venture entities | 333,333 | 916,666 |
| Amounts outstanding from related parties: | | |
| Trade and other receivables | 824 | 5,394 |
| Amounts payable to related parties: | | |
| Trade and other payables | 27,613 | 58,371 |
| Loans from associated entities | 3,784 | 9,816 |

Related Parties

The City's main related parties are as follows:

i. *Key management personnel*

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. *Joint venture entities accounted for under the proportionate consolidation method*

The City has a one-twelfth interest Mindarie Regional Council and Tamala Park Regional Council. The interest in the joint venture entity is accounted for in these financial statements using the equity method of accounting. For details of interests held in joint venture entities, refer to Note 19.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

21. MAJOR LAND TRANSACTIONS

Tamala Park Regional Council – Development of Catalina Estate

(a) Details

The City is a participant (along with the Cities of Joondalup, Perth, Stirling, Wanneroo and the Towns of Cambridge and Victoria Park) in the operations of the Tamala Park Regional Council (TPRC). The TPRC was created in 2006 to develop the Catalina Estate - approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City has a one twelfth (1/12) equity in the assets and liabilities of the development and the net proceeds of the land development; as well as a one twelfth (1/12) share in the asset of the lands held for development.

During the financial year ended 30 June 2018, the sale of 74 lots was settled. The City's share of the sale proceeds received by TPRC was \$1,836,293; and the City's share of the development and selling costs was \$1,374,060; resulting in a net gain on the disposal of the developed land as \$462,233. This note should also be read in conjunction with Note 19 Interests in Joint Ventures.

(b) Current year transactions

| | 2018 Actual | 2017 Actual |
|--|----------------|----------------|
| | \$ | \$ |
| Operating income | | |
| - Profit on sale | 333,333 | 916,666 |
| Capital income | | |
| - Proceeds from Sale of Land | 1,502,961 | 744,427 |
| Capital expenditure | | |
| - Acquisition Cost of land Developed | (1,374,060) | (1,412,983) |
| - Land Development Costs | 0 | (2,322) |
| | (1,374,060) | (1,415,305) |
| Profit/(Loss) on Sale of Land Assets (TPRC) | 462,233 | 245,788 |

(c) Expected Future Cash Flows

| | 2019 | 2020 | 2021 | 2022 | 2023 |
|-----------------------|-------------|-------------|-------------|-------------|-------------|
| Cash outflows | | | | | |
| - Development costs | (2,709,047) | (2,600,663) | (2,660,814) | (2,429,924) | (2,292,631) |
| | (2,709,047) | (2,600,663) | (2,660,814) | (2,429,924) | (2,292,631) |
| Cash inflows | | | | | |
| - Sale proceeds | 3,816,949 | 4,390,393 | 5,641,758 | 5,648,761 | 5,177,981 |
| | 3,816,949 | 4,390,393 | 5,641,758 | 5,648,761 | 5,177,981 |
| Net cash flows | 1,107,902 | 1,789,730 | 2,980,944 | 3,218,837 | 2,885,350 |
| | 2024 | 2025 | 2026 | 2027 | 2028 |
| | \$ | \$ | \$ | \$ | \$ |
| Cash outflows | | | | | |
| - Development costs | (2,535,011) | (2,032,944) | (2,266,999) | (392,253) | (78,775) |
| | (2,535,011) | (2,032,944) | (2,266,999) | (392,253) | (78,775) |
| Cash inflows | | | | | |
| - Sale proceeds | 5,365,680 | 4,122,673 | 6,527,700 | 2,444,907 | 0 |
| | 5,365,680 | 4,122,673 | 6,527,700 | 2,444,907 | 0 |
| Net cash flows | 2,830,669 | 2,089,729 | 4,260,701 | 2,052,654 | (78,775) |

(d) Assets and liabilities

Land held for resale per Note 7

Non-Current

Land held for resale - cost
Cost of acquisition

| 2018 | 2017 |
|---------|---------|
| \$ | \$ |
| 150,000 | 105,822 |
| 150,000 | 105,822 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

22. CONDITIONS OVER GRANTS/CONTRIBUTIONS

| Grant/Contribution | Opening Balance ⁽¹⁾ 1/07/16 | Closing Balance ⁽¹⁾ 30/06/17 | Received ⁽²⁾ 2017/18 | Expended ⁽³⁾ 2017/18 | Closing Balance 30/06/18 |
|------------------------------------|--|---|------------------------------------|------------------------------------|--------------------------------|
| | \$ | \$ | \$ | \$ | \$ |
| Education and welfare | | | | | |
| Share, Learn, Connect project | 0 | 0 | 8,000 | 0 | 8,000 |
| Dept of Communities | 0 | 0 | 1,495 | 0 | 1,495 |
| Transport | | | | | |
| Main Roads WA- Pedestrian crossing | 600,000 | 600,000 | 0 | 0 | 600,000 |
| Black Spot | 0 | 0 | 16,000 | 0 | 16,000 |
| North Perth Public Open Space | 0 | 0 | 250,000 | (22,256) | 227,744 |
| Total | 600,000 | 600,000 | 275,495 | (22,256) | 853,239 |

Notes:

- (1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.
- (2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.
- (3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

23. RATING INFORMATION

(a) Rates

| RATE TYPE | Rate in \$ | Number of Properties | Value \$ | Rate Revenue \$ | Interim Rates \$ | Back Rates \$ | Total Revenue \$ | Budget Rate Revenue \$ | Budget Interim Rate \$ | Budget Back Rate \$ | Budget Total Revenue \$ |
|---|---------------|----------------------------|-------------|-----------------------|------------------------|---------------------|------------------------|---------------------------------|---------------------------------|------------------------------|----------------------------------|
| Differential general rate / general rate | | | | | | | | | | | |
| Gross rental valuations | | | | | | | | | | | |
| Residential | 6.2890 | 12,231 | 304,582,824 | 19,155,218 | 341,441 | 25,291 | 19,521,950 | 19,164,597 | 315,000 | 30,000 | 19,509,597 |
| Other | 6.4890 | 1,658 | 129,886,050 | 8,427,524 | (229,372) | 2,852 | 8,201,004 | 8,197,230 | 50,000 | 0 | 8,247,230 |
| Vacant Other | 12.2360 | 42 | 2,659,300 | 325,392 | (24,369) | (1,708) | 299,315 | 331,449 | 10,000 | 0 | 341,449 |
| Unimproved valuations | | | | | | | | | | | |
| Sub-Total | | 13,931 | 437,128,174 | 27,908,134 | 87,700 | 26,435 | 28,022,269 | 27,693,276 | 375,000 | 30,000 | 28,098,276 |
| Minimum payment | | | | | | | | | | | |
| Gross rental valuations | | | | | | | | | | | |
| Residential | 1,100 | 4,284 | 62,344,682 | 4,712,400 | 138,383 | 938 | 4,851,721 | 4,699,200 | 0 | 0 | 4,699,200 |
| Other | 1,100 | 129 | 1,423,005 | 141,900 | (3,662) | 337 | 138,575 | 136,400 | 0 | 0 | 136,400 |
| Vacant Other | 1,414 | 4 | 41,700 | 5,656 | 0 | 0 | 5,656 | 5,656 | 0 | 0 | 5,656 |
| Unimproved valuations | | | | | | | | | | | |
| Sub-Total | | 4,417 | 63,809,387 | 4,859,956 | 134,721 | 1,275 | 4,995,952 | 4,841,256 | 0 | 0 | 4,841,256 |
| Total | | 18,348 | 500,937,561 | 32,768,090 | 222,421 | 27,710 | 33,018,221 | 32,534,532 | 375,000 | 30,000 | 32,939,532 |
| Rates paid in advance | | | | | | | 359,527 | | | | 0 |
| Total amount raised from general rate | | | | | | | 33,377,748 | | | | 32,939,532 |

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

23. RATING INFORMATION (Continued)

(b) Interest Charges & Instalments

| Instalment Options | Date Due | Instalment Plan Admin Charge | Instalment Plan Interest Rate | Unpaid Rates Interest Rate |
|---------------------|-----------|------------------------------|-------------------------------|----------------------------|
| | | \$ | % | % |
| Option One | | | | |
| Single full payment | 12-Sep-17 | 0.00 | 0.00% | 0.00% |
| Option Two | | | | |
| First instalment | 12-Sep-17 | 0.00 | 0.00% | 11.00% |
| Second instalment | 06-Nov-17 | 13.00 | 5.50% | 11.00% |
| Third instalment | 08-Jan-18 | 13.00 | 5.50% | 11.00% |
| Fourth instalment | 06-Mar-18 | 13.00 | 5.50% | 11.00% |

| | 2018 | 2018 Budget |
|-------------------------------|---------|-------------|
| | \$ | \$ |
| Interest on unpaid rates | 125,036 | 108,500 |
| Interest on instalment plan | 157,461 | 176,000 |
| Interest on Cash in lieu plan | 0 | 200 |
| | 282,497 | 284,700 |
| Charges on instalment plan | 5.50% | 5.50% |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

24 NET CURRENT ASSETS

Composition of net current assets for
the purposes of the Rate Setting Statement

| | 2018 (30 June 2018 Carried Forward) | 2018 (1 July 2017 Brought Forward) | 2017 (30 June 2017 Carried Forward) |
|---|--|---|--|
| | \$ | \$ | \$ |
| Surplus/(Deficit) 1 July 17 brought forward | 5,524,402 | 4,475,025 | 4,475,025 |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | | | |
| Unrestricted | 9,434,050 | 8,515,883 | 8,515,883 |
| Restricted | 11,431,969 | 8,908,119 | 8,908,119 |
| Investments | | | |
| Shares in unlisted corporation - North Perth Community Financial Services Ltd | 11,000 | 0 | 0 |
| Receivables | | | |
| Rates outstanding | 488,384 | 218,492 | 218,492 |
| Sundry debtors | 1,026,930 | 1,963,640 | 1,963,640 |
| GST receivable | 0 | 106,688 | 106,688 |
| Infringement Debtor | 1,375,633 | 2,312,448 | 2,312,448 |
| Deposits and prepayments | 248,508 | 365,577 | 365,577 |
| Inventories | | | |
| Depot | 93,652 | 117,950 | 117,950 |
| Beatty Park Leisure Centre | 90,690 | 63,294 | 63,294 |
| LESS: CURRENT LIABILITIES | | | |
| Trade and other payables | | | |
| Sundry creditors | (3,105,237) | (2,667,871) | (2,667,871) |
| ATO liabilities | 332,298 | 182,180 | 182,180 |
| Accrued expenses | (1,061,017) | (899,211) | (899,211) |
| Contribution liabilities | (498,790) | (1,717,287) | (1,717,287) |
| Current portion of long term borrowings | (948,227) | (881,398) | (881,398) |
| Provisions | | | |
| Provision for annual leave | (1,703,246) | (1,772,315) | (1,772,315) |
| Provision for long service leave | (1,663,855) | (1,714,443) | (1,714,443) |
| Unadjusted net current assets | 15,552,742 | 13,101,746 | 13,101,746 |
| Adjustments | | | |
| Less: Reserves - restricted cash | (11,431,970) | (8,908,119) | (8,908,119) |
| Less: Restricted- Sundry Debtors(Non-Operating Grant) | (600,000) | (600,000) | (600,000) |
| Less: Shares transferred from non current asset | (11,000) | 0 | 0 |
| Add: Current portion of long term borrowings | 948,227 | 881,398 | 881,398 |
| Add: Infringement Debtors transferred to non current asset | 1,066,403 | 0 | 0 |
| Adjusted net current assets - surplus/(deficit) | 5,524,402 | 4,475,025 | 4,475,025 |

Difference

There was no difference between the surplus/(deficit) 1 July 2017 brought forward position used in the 2018 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2017 audited financial report.

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

25. FINANCIAL RISK MANAGEMENT

The City's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The City's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the City.

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the Finance area under policies approved by the Council.

The City held the following financial instruments at balance date:

| | Carrying Value | | Fair Value | |
|---|-------------------|-------------------|-------------------|-------------------|
| | 2018 | 2017 | 2018 | 2017 |
| | \$ | \$ | \$ | \$ |
| Financial assets | | | | |
| Cash and cash equivalents | 20,866,019 | 17,424,002 | 20,866,019 | 17,424,002 |
| Investments | 41,933 | 41,952 | 41,933 | 41,952 |
| Receivables - Other | 1,894,850 | 2,774,334 | 1,894,850 | 2,774,334 |
| Receivables - Infringements - non-current | 2,442,036 | 2,312,448 | 2,385,820 | 2,312,448 |
| | <u>25,244,838</u> | <u>22,552,736</u> | <u>25,188,622</u> | <u>22,552,736</u> |
| Financial liabilities | | | | |
| Payables | 4,332,746 | 5,102,188 | 4,332,746 | 5,102,188 |
| Borrowings | 14,896,583 | 15,777,982 | 16,551,945 | 12,991,089 |
| | <u>19,229,329</u> | <u>20,880,170</u> | <u>20,884,691</u> | <u>18,093,277</u> |

Fair value is determined as follows:

Cash and cash equivalents, receivables (other than infringements outstanding) and payables are estimated to be the carrying value - which approximates net market value.

Receivables - Infringements are valued using estimated future cash flows discounted by the current market interest rates applicable to assets with similar risk profiles.

Borrowings and held to maturity investments use estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

25. FINANCIAL RISK MANAGEMENT (Continued)

(a) Cash and Cash Equivalents

The City's objective is to maximise its return on cash whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash portfolio. Council has an Investment Policy and the Policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash is subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the City.

The City manages these risks by diversifying its portfolio and only investing in investments authorised by Local Government (Financial Management) Regulation 19C.

| | 2018 | 2017 |
|--|---------|---------|
| | \$ | \$ |
| Impact of a 1% ⁽¹⁾ movement in price of investments | | |
| - Equity | 208,660 | 174,240 |
| - Statement of Comprehensive Income | 208,660 | 174,240 |

Notes:

⁽¹⁾ Sensitivity percentages based on management's expectation of future possible interest rate movements.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

25. FINANCIAL RISK MANAGEMENT (Continued)

(b) Receivables

The City's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The City is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the City's credit risk at balance date was:

| | 2018 | 2017 |
|--|------|------|
| | % | % |
| Percentage of rates and annual charges | | |
| - Current | 0% | 0% |
| - Overdue | 100% | 100% |
| Percentage of other receivables | | |
| - Current | 11% | 59% |
| - Overdue | 89% | 41% |
| Percentage of Infringement receivables | | |
| - Current | 0% | 0% |
| - Overdue | 100% | 100% |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

5. FINANCIAL RISK MANAGEMENT (CONTINUED)

(c) Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the City's Payables and Borrowings are set out in the Liquidity Table below:

| | Due within 1 year | Due between 1 & 5 years | Due after 5 years | Total contractual cash flows | Carrying values |
|-------------|-------------------------|-------------------------------|-------------------------|------------------------------------|--------------------|
| | \$ | \$ | \$ | \$ | \$ |
| 2018 | | | | | |
| Payables | 4,332,746 | 0 | 0 | 4,332,746 | 4,332,746 |
| Borrowings | 1,891,770 | 10,346,328 | 7,077,582 | 19,315,680 | 14,896,583 |
| | 6,224,516 | 10,346,328 | 7,077,582 | 23,648,426 | 19,229,329 |
| 2017 | | | | | |
| Payables | 5,102,188 | 0 | 0 | 5,102,188 | 5,102,188 |
| Borrowings | 1,879,848 | 11,209,734 | 8,105,947 | 21,195,529 | 15,777,982 |
| | 6,982,036 | 11,209,734 | 8,105,947 | 26,297,717 | 20,880,170 |

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

| Year ended 30 June 2018 | <1 year | >1<2 years | >2<3 years | >3<4 years | >4<5 years | >5 years | Total | Weighted Average Effective Interest Rate |
|---|---------|------------|------------|------------|------------|-----------|------------|---|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | % |
| Borrowings | | | | | | | | |
| Fixed rate | | | | | | | | |
| Long term borrowings | 948,227 | 6,097,295 | 793,089 | 835,026 | 652,524 | 5,570,422 | 14,896,583 | 6.25% |
| Weighted average Effective interest rate | 6.54% | 5.49% | 6.29% | 6.36% | 6.37% | 6.42% | | |
| Year ended 30 June 2017 | | | | | | | | |
| Borrowings | | | | | | | | |
| Fixed rate | | | | | | | | |
| Long term borrowings | 881,398 | 948,227 | 6,097,294 | 793,089 | 835,026 | 6,222,948 | 15,777,982 | 6.30% |
| Weighted average Effective interest rate | 6.51% | 6.54% | 5.49% | 6.29% | 6.36% | 6.41% | | |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

26. TRUST FUNDS

Funds held at balance date over which the City has no control
and which are not included in the financial statements are as follows:

| | 1 July 2017 | Amounts Received | Amounts Paid | 30 June 2018 |
|-------------------------------|-------------|---------------------|-----------------|--------------|
| | \$ | \$ | \$ | \$ |
| BeattyPark Bonds | 250 | 0 | 0 | 250 |
| Ground Bonds | 16,230 | 31,160 | (28,040) | 19,350 |
| Hall Deposits | 69,406 | 114,720 | (135,719) | 48,407 |
| Key Deposits | 17,340 | 250 | (6,650) | 10,940 |
| Leederville Gardens Inc Trust | 5,187,033 | 962,504 | (822,565) | 5,326,972 |
| Works Bonds - City of Vincent | 1,745,641 | 898,893 | (935,682) | 1,708,852 |
| Works Bonds - City of Perth | 0 | 560 | (560) | 0 |
| Unclaimed Monies | 177,656 | 2,804 | (21,398) | 159,062 |
| Planning Application Bonds | 39,200 | 520 | (2,520) | 37,200 |
| | 7,252,756 | 2,011,411 | (1,953,134) | 7,311,033 |

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the City.

Management's assessment of the new and amended pronouncements that are relevant to the City, applicable to future reporting periods and which have not yet been adopted are set out as follows:

| | Title | Issued / Compiled | Applicable (1) | Impact |
|-------|---|--------------------------|-----------------------|--|
| (i) | AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8) | December 2014 | 1 January 2018 | Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the City, it is not anticipated the Standard will have any material effect. |
| (ii) | AASB 15 Revenue from Contracts with Customers | December 2014 | 1 January 2019 | <p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend on the nature of future transactions the City has with those third parties it has dealings with. It may or may not be significant.</p> |
| (iii) | AASB 16 Leases | February 2016 | 1 January 2019 | <p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability into the statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position when AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the City, the impact is not expected to be significant.</p> |

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

27. NEW ACCOUNTING STANDARDS AND INTERPRETATIONS FOR APPLICATION IN FUTURE PERIODS (CONTINUED)

| Title | Issued / Compiled | Applicable (1) | Impact |
|--|-------------------|----------------|--|
| (iv) AASB 1058 Income of Not-for-Profit Entities | December 2016 | 1 January 2019 | <p>These standards are likely to have a significant impact on the income recognition for NFP's. Key areas for consideration are:</p> <ul style="list-style-type: none"> - Assets received below fair value; - Transfers received to acquire or construct non-financial assets; - Grants received; - Prepaid rates; - Leases entered into at below market rates; and - Volunteer services. <p>Whilst it is not possible to quantify the financial impact (or if it is material) of these key areas until the details of future transactions are known, they will all have application to the City's operations.</p> |

Notes:

(1) Applicable to reporting periods commencing on or after the given date.

Adoption of New and Revised Accounting Standards

During the current year, the City adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

Whilst many reflected consequential changes associate with the amendment of existing standards, the only new standard with material application is as follows:

- | | |
|---|----------------|
| (i) AASB 2016-4 Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities | 1 January 2017 |
| (ii) AASB 2016-7 Amendments to Accounting Standards - Deferral of AASB 15 for Not-for-Profit Entities | 1 January 2017 |

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

28. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

i) Impairment of assets

In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

29. ACTIVITIES/PROGRAMS

City operations as disclosed in these financial statements encompass the following service orientated activities/ programs.

Governance

This schedule details costs and revenues associated with Governance of the City. These include Members of Council and other costs involved in supporting members and governing the City.

General Purpose Funding

This schedule records details of rate revenue and general purpose grants allocated by the WA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).

Law, Order and Public Safety

This program covers costs associated with animal control, fire prevention and other law, order and public safety services generally associated with local law control.

Health

This program covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.

Education and Welfare

The major costs in this program relate to staff involved in coordinating welfare, disability and youth services and donations to various community welfare groups serving the City. The costs of maintaining pre-school premises are also included.

Community Amenities

This program covers activities of household refuse and recycling, other sanitation including public litter bins and bulk rubbish collections as well as town planning and regional development administration, protection of the environment and bus shelters and street furniture.

Recreation and Culture

This program covers activities associated with public halls, recreation administration, sportsgrounds, parks and reserves. Beatty Park Leisure Centre, Vincent Library and cultural activities are included.

Transport

The principal operating areas here relate to maintenance of paths, drains, street cleaning, verges and medians, roads and kerbs, rights of way, crossovers, street trees and road reserves. Parking control and operation of car parks is also covered.

Economic Services

This program covers costs associated with building control and area promotion.

Other Property and Services

This program is principally a clearing area where costs associated with public works overheads are accumulated and then subsequently dispersed to other expense areas. Other activities include general administration overheads, plant operation costs, insurance claims and properties held for civic purposes.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018

30. FINANCIAL RATIOS

| | 2018 | 2017 | 2016 |
|-----------------------------------|--------|------|------|
| Current ratio | 1.38 | 1.38 | 1.32 |
| Asset consumption ratio | 0.76 | 0.75 | 0.77 |
| Asset renewal funding ratio | 0.81 | N/A | N/A |
| Asset sustainability ratio | 0.44 | 0.51 | 0.55 |
| Debt service cover ratio | 4.22 | 6.10 | 7.54 |
| Operating surplus ratio | (0.06) | 0.02 | 0.06 |
| Own source revenue coverage ratio | 0.95 | 0.99 | 1.04 |

The above ratios are calculated as follows:

| | |
|-----------------------------------|--|
| Current ratio | $\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$ |
| Asset consumption ratio | $\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$ |
| Asset renewal funding ratio | $\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$ |
| Asset sustainability ratio | $\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation expenses}}$ |
| Debt service cover ratio | $\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$ |
| Operating surplus ratio | $\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$ |
| Own source revenue coverage ratio | $\frac{\text{own source operating revenue}}{\text{operating expenses}}$ |

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2018**

31. PRIOR YEAR CORRECTIONS

Balances relating to the 2017 comparative year have been amended due to the correction of prior period balances. These amendments have been adjusted as shown below. In accordance with the requirements of AASB101, a Statement of Financial Position as at the beginning of the earliest comparative period has been included. Refer to the Statement of Financial Position column headed Restated 2016.

In June 2009 the City incorrectly capitalised expenditure of \$3,842,929 relating to the East Highgate Underground Power Project as an asset. As the project expenditure related to the upgrade of an asset held and controlled by Western Power rather than any City asset, the project expenditure should have been disclosed as an operating expense. The asset incorrectly recorded in the City's accounts was depreciated until 2011 when it was recognised that it was not a City asset and depreciation of the asset was ceased. The asset was not, however, removed from the City's financial accounts at that time.

The incorrectly recorded asset and accumulated depreciation have now been removed from the City's financial accounts with the following effects on the 2017 comparative values:

| Changes to the Financial Statements | Original Balance \$ | Adjustment Amount \$ | Adjusted Balance \$ |
|---|------------------------------------|-------------------------------------|------------------------------------|
| Statement of Financial Position | | | |
| Non Current Assets | | | |
| Infrastructure | 129,230,713 | (3,842,929) | 125,387,784 |
| Equity | | | |
| Retained Surplus | 131,827,864 | (3,589,803) | 128,238,061 |
| Revaluation Surplus | 294,867,146 | (253,126) | 294,614,020 |
| Changes to the Notes to the Financial Report | | | |
| | Original Balance \$ | Adjustment Amount \$ | Adjusted Balance \$ |
| Note 11 - Revaluation Surplus | | | |
| Car Park Development | 777,725 | (253,126) | 524,599 |
| Note 9 (a) - Infrastructure Assets | | | |
| Car Park Development | | | |
| At Management Valuation 2015 | 11,621,556 | (3,842,929) | 7,778,627 |
| At Cost | 204,324 | 0 | 204,324 |
| (Less Accumulated Depreciation) | (2,982,209) | 0 | (2,982,209) |
| | <u>8,843,671</u> | <u>(3,842,929)</u> | <u>5,000,742</u> |
| Note 16 - Total Assets Classified by Function | | | |
| Transport | 144,456,909 | (3,842,929) | 140,613,980 |
| Note 10 - Fair Value Measurement | | | |
| Non Financial Assets | | | |
| Car Park Development - Level 3 | 8,843,671 | (3,842,929) | 5,000,742 |

MOORE STEPHENS

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**INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE CITY OF VINCENT****Opinion**

We have audited the accompanying financial report of the City of Vincent (the City), which comprises the Statement of Financial Position as at 30 June 2018, Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and the Rate Setting Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Statement by Chief Executive Officer.

In our opinion, the financial report of the City of Vincent:

- a) is based on proper accounts and reports; and
- b) fairly represents, in all material respects, the results of the operations of the City for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the City in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the "Code") that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Preparation

We draw attention to Note 1 to the financial report, which describes the basis of preparation. The financial report has been prepared for the purpose of fulfilling the City's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the City is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

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MOORE STEPHENS

**INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)****Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives of the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit

MOORE STEPHENS**INDEPENDENT AUDITOR'S REPORT
TO THE COUNCILLORS OF THE CITY OF VINCENT (CONTINUED)****REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS**

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) All required information and explanations were obtained by us.
- b) All audit procedures were satisfactorily completed in conducting our audit.
- c) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the annual financial report of the City of Vincent for the year ended 30 June 2018 included on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

MOORE STEPHENS
CHARTERED ACCOUNTANTS

Date: 12th November 2018
Perth, WA



GREG GODWIN
PARTNER

| | |
|------------|---|
| 9.4 | LATE REPORT: ANNUAL REPORT 2017/2018 |
|------------|---|




















REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING – 4 DECEMBER 2018

| | |
|------------|-----------------------------|
| 9.5 | INFORMATION BULLETIN |
|------------|-----------------------------|

TRIM Ref: D17/177334

Author: Emma Simmons, Governance and Council Support Officer

Authoriser: David MacLennan, Chief Executive Officer

- Attachments:**
1. Minutes of the Environmental Advisory Group Meeting held on 6 August 2018 [↓](#) 
 2. Minutes of the Design Review Panel Meeting held on 17 October 2018 [↓](#) 
 3. Tamala Park Regional Council Minutes of Meeting held on 18 October 2018 [↓](#) 
 4. Minutes of the Children and Young People Advisory Group Meeting held on 22 October 2018 [↓](#) 
 5. Unconfirmed Minutes of the Reconciliation Action Plan Working Group held on 29 October 2018 [↓](#) 
 6. Unconfirmed Minutes of the Arts Advisory Group held on 1 November 2018 [↓](#) 
 7. Minutes of the Design Review Panel Meeting held on 14 November 2018 [↓](#) 
 8. Mindarie Regional Council Minutes of Meeting held on 25 October 2018 [↓](#) 
 9. Minutes of the Business Advisory Group Meeting held on 8 November 2018 [↓](#) 
 10. Parking Infringement Write-Offs Under Delegated Authority - 1 July 2017 to 30 June 2018 [↓](#) 
 11. Statistics for Development Applications as at end of November 2018 - to follow after Council Briefing due to end of month [↓](#)
 12. Register of Legal Action and Prosecutions Register Monthly - Confidential
 13. Register of State Administrative Tribunal (SAT) Appeals – Progress Report as at 21 November 2018 [↓](#) 
 14. Register of Applications Referred to the MetroWest Development Assessment Panel – Current [↓](#) 
 15. Register of Applications Referred to the Design Review Panel – Current [↓](#) 
 16. Register of Petitions - Progress Report - December 2018 [↓](#) 
 17. Register of Notices of Motion - Progress Report - December 2018 [↓](#) 
 18. Register of Reports to be Actioned - Progress Report - December 2018 [↓](#) 
 19. Street Tree Removal Information [↓](#) 
 20. Unconfirmed Minutes of the Urban Mobility Advisory Group held on 19 November 2018 [↓](#) 
 21. Report on the Waste Strategy Summit 2018 [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated December 2018.

**CITY OF VINCENT****ENVIRONMENTAL ADVISORY GROUP MEETING****6 August 2018 AT 6:00PM****Venue: City of Vincent – Function Room****UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors:Cr Hallett (*Acting Chair*)Community Representatives:

Chris Cutress, Lisa Edwards, Jacinta Key, Isaac Lorca, Zoe Myers, Leanne Jones

City of Vincent Officers:

A/Director Development Services (DDS), Manager Policy and Place (MPP), Project Officer Parks and Environment (POPAE), Senior Community Projects Officer (SCPO), Sustainability Officer (SO)

1. Welcome/Declaration of Opening and Introductions

The Chair opened the meeting at 6.02pm.

2. Apologies

Cr. Loden, Andrew Murphy, Anita Marriott, Anthony Horton, Halinka Lamparski, Anthony Horton, Fiamma Riviera, David White.

3. Confirmation of Minutes

Minutes from the EAG meeting on 11 June, 2018 were confirmed by all members in attendance.

4. Update on the Public Open Space Strategy (brought forward from item 6 on the Agenda)

The EAG were presented with an update on the POS Strategy. The POS Strategy will be a strategic framework that guides the use of and investment in our open spaces, incorporating planning, development, management and utilisation priorities of POS.

The Objectives are to:

1. Maximise the value of open spaces for the community through improved amenity and functionality;
2. Identify and respond to the impacts of development, population growth and demographic change on the open space network;
3. Identify opportunities to improve access to and functionality of open spaces, and achieve a targeted increase in overall open space provision through innovative practices; and
4. To establish appropriate levels of service across the public open space hierarchy to guide decision making and ensure diversity across the open space network.

Key Themes

- Environmental & Water Management
- A high level of site embellishments
- Significant ongoing asset management considerations
- Intensify, rationalise and potential repurposing of existing Public Open Space sites.
- Current Perceived Gaps
- Underserved areas –identified through the mapping process
- Tennis Infrastructure
- Rationalisation of existing building stock
- Signage
- Dog Exercise areas
- Recognition & Celebration of Heritage Values
- Connectivity & Accessibility
- Play Equipment

Outcome:

EAG received the update and generally supports the project. EAG comments regarding the POS Strategy were to be compiled and forwarded to the Project Officer Parks and Environment.

5. Update on the Greening Plan 2018-2023

The EAG was presented with the results from the Community Consultation. 6 formal submissions were received although 79 people viewed the consultation page. The results were mostly positive about the Greening Plan.

Outcome:

A report will be presented to Council in September.

6. Update on the Waste Strategy 2018-2023

The EAG was presented with the results from the Community Consultation. 4 formal submissions were received although 50 people visited the consultation page. The results were mostly positive about the Waste Strategy.

Outcome:

A report will be presented to Council in September.

7. Other Business

7.1 Update on community compost hub

Transition Town Vincent's (TTV) community compost hub at Britannia Reserve is operational and working well. Some key facts include: located on the edge of the park;

161 drop offs; 163 facebook members; 3 wheelie bins diverted from landfill so far (kitchen organics only); and, 13 volunteer hours contributed.

8. Previous Agenda Items – status update

| Item | Current Status | Next Step |
|---|---|--|
| Greening Plan | Draft Greening Plan completed and presented to Council | Report back to Council. |
| Waste Strategy | Draft Waste Strategy completed and presented to Council | Report back to Council. |
| Lawler Street Sump makeover to public open space | Completed – opening held June 2018 | |
| Sustainable Environment Strategy development | Work on draft Strategy in progress | Consultant to be engaged. |
| Waste trial (140L bin trial) | Completed – update provided to EAG in June 2018 | |
| Composting Hub (near mulch pile at Britannia Reserve) | Completed – hub started operating in June 2018 | |
| Tree Selection Tool | Completed - Tree Selection Tool included in draft Greening Plan 2018-23 as an appendix | |
| Hyde Park Floating Reed Bed Filtration System - Trial | City's Officers to prepare a report for Council to consider approving trial. | Council to consider approving trial. |
| Encouraging Community Solar | Online resource page completed. Printed collateral created and promotion rolled out via social media/news. | |
| Hyde Park Lakes Turtle Study | Project specifics and timeline being developed by UWA – proposal ready | Study to commence in 2018/19 |
| Verge Policy Review | Draft Policy currently out for community consultation. Risk assessments of proposed changes being undertaken. | Further report to Council following consultation period and completion of risk assessment. |

9. Next meeting

1 October, 2018

10. Close

The Chair closed the meeting at 7.10pm

These Minutes were confirmed as a true and correct record of the meeting of the Environmental Advisory Group held on 6 August 2018.

Signed: Chairperson

Dated: This day of 2018



CITY OF VINCENT

DESIGN REVIEW PANEL**Wednesday 17 October 2018 at 3.15pm****Venue: Function Room
City of Vincent Administration and Civic Centre****MINUTES****Attendees:**

| | |
|---|--|
| <u>Design Advisory Committee Members:</u> | <u>City of Vincent Officers</u> |
| James Christou (Chairperson) | Joslin Colli (Coordinator Planning Services) |
| Anthony Duckworth-Smith | Mitch Hoad (Senior Urban Planner) |
| Sid Thoo | Fiona Atkins (Urban Planner) |
| Stephen Carrick | |

Applicant-Item 3.1Applicant-Item 3.2

| | |
|-----------------|--------------------|
| Trent Will | Planning Solutions |
| Sophie Bottcher | MJA Studio |

Applicant-Item 3.3

| | |
|------------------|--------------------|
| Leanny Robertson | Blocq Architecture |
| Chris Hazebroek | Alijn Builtforms |
| Stefan Ammann | Fat Oi Pty Ltd |

Applicant-Item 3.4

| | |
|-----------------|-------------------|
| Trent Durward | Megara |
| Chris Mainstone | Main Architecture |
| Paul Bockerick | Emerge |
| Evan Logan | CADDs |

3.15pm**Member Discussion****4.00pm****1. Welcome / Declaration of Opening**

The Chairperson, James Christou declared the meeting open at 4.00pm.

2. Apologies**3. Business****4.00pm–4.30pm – Applicant Presentation – DA Lodged - 5.2018. 358.1****3.1 Address: 351 Stirling Street, Highgate**

Proposal: Seven Multiple Dwellings

Applicant: Robert Epiro

Reason for Referral: For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 8 August 2018

Applicant's Presentation:

Applicants did not attend

Recommendations & Comments by DRP on 8 August 2018:

| | |
|--|---|
| Principle 1 – Context and Character | <ul style="list-style-type: none"> The Committee does not support the current design location of the car bay and ground floor entry. Reconsider the position and location of the Lobby, bins, stores and visitor bay to front. This impacts on the level of streetscape activation. Stores to the front does not allow for street activation. Positive internal apartment planning as well as external materials and colour selections. Height of boundary walls to the south relies on 'borrowing' setback from neighbour's ROW to reduce impact. Consider the bulk impact of viewing large boundary walls from the adjoining property plus overshadowing impacts. Boundary walls on south to rear block are also not of a similar scale to existing parapet wall and require additional height which will impact on rear neighbour. Concern for the lack of ground level activation streetscape level. |
| Principle 2 – Landscape quality | <ul style="list-style-type: none"> Landscaping to be increased to meet the City's requirements and be of benefit to all residents. Rear communal space is isolated from the majority of residents. Consider relocating part or all of the communal space to the middle or front of the site. This will soften the experience of the development as viewed from the street and when residents are moving through the site |
| Principle 3 – Built form and scale | <ul style="list-style-type: none"> Limited north light to front apartments. |
| Principle 4 – Functionality and build quality | <ul style="list-style-type: none"> Consider placing an apartment at the front of the site on ground. Can deliver a good apartment within a 6m width. A front fence can provide a level of screening and privacy for residents of this unit whilst also achieving a level streetscape activation and passive surveillance. Location of stores visible to front of development, not active use/function of development. Potential to move stores to below ground. |
| Principle 5 – Sustainability | N/A |
| Principle 6 – Amenity | N/A |
| Principle 7 – Legibility | N/A |
| Principle 8 – Safety | N/A |
| Principle 9 – Community | <ul style="list-style-type: none"> Common space to the rear is not in an ideal location. Isolated communal area in back will likely not be used by all residents. Though it is noted that this could be good outcome for the adjoining block it also contributes to generating a poor outcome for resident amenity on this lock. Consider relocating the communal space to the front or middle of the block rather |

| | |
|----------------------------------|--|
| | than rear or alternatively part front and part rear. |
| Principle 10 – Aesthetics | N/A |
| Comments | N/A |

Recommendations & Comments by DRP (using the Built Form Policy Design Principles):

| | |
|--|--|
| Principle 1 – Context and Character | <ul style="list-style-type: none"> • Skillion roof may allow good access but does not consider the impact of shading to neighbouring dwellings. |
| Principle 2 – Landscape quality | N/A |
| Principle 3 – Built form and scale | <ul style="list-style-type: none"> • Reduced setbacks and height concessions are being sought, this is in a transition area and will impact on the neighbouring property significantly, if not supported by neighbouring property concessions will not be appropriate |
| Principle 4 – Functionality and build quality | <ul style="list-style-type: none"> • The DRP and the City generally do not support visitor car parking located at the front of the development • Reconsider the layout of the upper floor apartments to create a side setback. |
| Principle 5 – Sustainability | <ul style="list-style-type: none"> • A207 shows solar access and ventilation which have shown the sun coming from the west which is not ideal • Cross ventilation relies on main entry door being open which may not work with fire requirements • Proposed exposed concrete soffits are unlikely to work as thermal mass and also satisfy sound transmission and insulation requirements between sole occupancy units. • Consider flipping the colours so that majority of external walls are lighter in colour ie. low solar absorptance. • Solar PV on adjoining site will be overshadowed completely; suggest applicant provide specific details regarding relocation of panels and/or strategy proposed for mitigating impact on affected neighbour. |
| Principle 6 – Amenity | N/A |
| Principle 7 – Legibility | N/A |
| Principle 8 – Safety | N/A |
| Principle 9 – Community | N/A |
| Principle 10 – Aesthetics | N/A |
| Comments | N/A |

Conclusion:

Amendments to be considered.

4.30pm–5.00pm – Applicant’s Presentation – No DA Lodged

3.2 **Address:** 13 Blake Street, North Perth

Proposal: 10 Multiple Dwellings

Applicant: MJA / MHCC Nominees Pty Ltd

Reason for Referral: The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy 7.1.1 (LPP 7.1.1).

Applicant's Presentation:

The Applicant gave a PowerPoint presentation

Recommendations & Comments by DRP (using the Built Form Policy Design Principles):

| | |
|--|--|
| Principle 1 – Context and Character | <ul style="list-style-type: none"> The DRP generally supports the design, however, the applicant needs to address way finding, function and resolution of material and detail. Be true to the existing materials Concern regarding the presentation to the street for the rear dwellings Retention of the existing dwelling and northern orientation of dwellings is supported Existing residence – consider retention of the existing balustrading and other distinguishing features and reinterpret in a contemporary way Consider the 1970s (existing residence) as a reference point with the landscaping to the front |
| Principle 2 – Landscape quality | <ul style="list-style-type: none"> In seeking height and side boundaries variations, consider how the bulk can be ameliorated through landscaping species. At present it is not clear that the landscaping proposed will sufficiently mitigate building bulk. Management of landscaping to also be considered |
| Principle 3 – Built form and scale | N/A |
| Principle 4 – Functionality and build quality | <ul style="list-style-type: none"> Considering using a visitor bay as a residents bay to make it compliant Wayfinding through development is difficult and needs to be further addressed. Need to consider functional element for moving furniture from ROW level to the upper apartments. |
| Principle 5 – Sustainability | <ul style="list-style-type: none"> The majority use of light-coloured external walls is commendable Consideration of opportunities to improve natural and cross ventilation are evident in the proposed design, and is also commendable. A number of sustainable design initiatives are evident in the proposed design; it would be valuable to provide a summary of these design initiatives Consider preliminary NatHERS assessments for each proposed dwelling to determine likely star rating and construction specification requirements. |
| Principle 6 – Amenity | <ul style="list-style-type: none"> Overlooking may be mitigated by the proposed screening. A cone of vision diagram to assist with showing the intent Look at more opportunities to implement bicycle parking |
| Principle 7 – Legibility | <ul style="list-style-type: none"> Consider the potential at the rear to redefine the entry by shifting the bays across so there could be a central |

| | |
|----------------------------------|---|
| | <p>access to the stairwell to give a sense of entry and avoid an indirect path where people have to walk back into the laneway to access the entry.</p> <ul style="list-style-type: none"> • Presentation to streets – does not provide a sense of entry as people move through vehicle parking. Consider a separate pedestrian gate to increase legibility from Blake Street. Rearrange the parking to provide a clear and legible pedestrian entrance from the ROW (see above comment also). There is currently no sense of entry from either end. |
| Principle 8 – Safety | <ul style="list-style-type: none"> • Lighting and passive surveillance of rear entry will be an important consideration, currently ground access is indirect and past non-habitable rooms. |
| Principle 9 – Community | N/A |
| Principle 10 – Aesthetics | N/A |
| Comments | N/A |

Conclusion:

To be returned to DRP.

5.00pm–5.30pm – Applicant Presentation – No DA lodged

3.3 Address: 333 Oxford Street, Leederville

Proposal: Mixed Use Development

Applicant: Blocq Architecture / Knightjade Nominees

Reason for Referral: The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy 7.1.1 (LPP 7.1.1).

Applicant's Presentation:

The Applicant gave a PowerPoint presentation

Recommendations & Comments by DRP (using the Built Form Policy Design Principles):

| | |
|--|--|
| Principle 1 – Context and Character | <ul style="list-style-type: none"> • The DRP seeks from the applicant a more detailed design that clearly sets out the facades, materials and detail. • In relation to the section of Oxford street, the statement of the building works well • Success is the other materials, steel combined with landscaping need to make sure that comes through in design • Street elevation could be a wonderful feature; however, if not detailed appropriately it might detract from the proposal. The detailing that was described needs to be shown on the plans for what is trying to be achieved. Need more information on the materials and images will be helpful. Consideration needs to be given to the use of materials, and making sure that this comes through in |
|--|--|

| | |
|--|---|
| | the detail. The detail that is needed to make this successful isn't reflected on the plans. |
| Principle 2 – Landscape quality | <ul style="list-style-type: none"> • The green roof access and ongoing maintenance may be an issue • Further details on landscaping is needed, some trees proposed to the south east corner will require further consideration of species and whether they will receive sufficient sunlight • Commercial area with landscaped courtyard to be used by locals is a good outcome |
| Principle 3 – Built form and scale | <ul style="list-style-type: none"> • Overshadowing to the south will always be a challenge, good job to ameliorate impacts |
| Principle 4 – Functionality and build quality | N/A |
| Principle 5 – Sustainability | <ul style="list-style-type: none"> • Consider providing short section drawings through the site to provide a better understanding of how the solar access and natural daylight will work with the proposed design • Unit 6 – need to consider windows on the northern aspect to improve solar passive gains (possibly through the incorporation of highlight windows) • Consider preliminary NatHERS assessments for each proposed dwelling to determine likely star rating and construction specification requirements. |
| Principle 6 – Amenity | <ul style="list-style-type: none"> • Privacy concerns on central balconies may be secondary, given the primary orientation, but need to consider materials for screening so as to not box in the residents • Relocation of bike stores to be more accessible, and not an afterthought. Consider providing some bike racks in the public laneway |
| Principle 7 – Legibility | N/A |
| Principle 8 – Safety | N/A |
| Principle 9 – Community | <ul style="list-style-type: none"> • There is the potential for a good commercial and community outcome from the proposed design of the commercial space. The community activation space is supported by DRP and so is the possibility of providing deep soil opportunities for landscaping. |
| Principle 10 – Aesthetics | N/A |
| Comments | N/A |

Conclusion:

To be returned to DRP.

5.30pm–6.00pm – Applicant's Presentation – DA lodged 5.2018.353.1

3.4 **Address:** 636 – 640 Newcastle Street, Leederville

Proposal: Mixed Use Development

Applicant: Megara on behalf of Alan Marsh Nominees Pty Ltd

Reason for Referral: For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 5 September 2018.

Applicant's Presentation:

The Applicant gave a PowerPoint presentation

Recommendations & Comments by DRP on 5 September 2018:

| | |
|--|---|
| Principle 1 – Context and Character | <ul style="list-style-type: none"> • Durable materials and a high standard of lasting finish on the street wall will be important. Consideration is needed for a suitable maintenance plan of the facades to ensure enduring and continuing high standard of finish of the facades. • Ground floor interface (to the public realm) to be further articulated and refined. Consider interchanging the café and retail locations so the retail component is in the more prominent area • Mid-levels of building may require further design work as these will be visible the whole way around. Consider extending elements from front façade to side/rear • Vertical panels at front, to be considered as semi-transparent/screens rather than as solid elements - to break up appearance. • 9 storeys can be considered, but will stand out due to existing neighbouring built form / context. Consider setting back two top floors storeys (currently one is setback) to reduce impact on the street • Street façade well articulated and well considered. Same attention needs to be given to the side elevations as has been given for the front • Part of car park wall is facing street, Consider providing a more detailed treatment than rather than just a blank wall • There is insufficient information provided on surrounding context as shown on floorplans, elevations and perspectives. Show the adjoining buildings to illustrate how the proposal responds to the surrounding context |
| Principle 2 – Landscape quality | <ul style="list-style-type: none"> • Demonstrate how the vertical landscaping will work. Vertical planting will need a reasonable planting area to achieve its intended outcome • Look at landscaping opportunities to soften the amount the aluminium screening (ensure that the vertical landscaping will work) • Consider further deep soil on ground floor where possible • Take into account the maintenance needed for the current planting areas to ensure that the desired outcome is achieved and maintained • Large balconies with limited planting at upper levels. Consider further planting and landscaping in these locations. • Project would benefit from input by landscape architect. |
| Principle 3 – Built form and scale | <ul style="list-style-type: none"> • Consideration needed on the rear elevation and the proximity of the upper storeys to the neighbouring building behind and whether the straight wall will be appropriate. • Reiterating that the vertical landscaping which is relied on in the renders to ameliorate bulk will need sufficient detailing and maintenance to achieve this outcome. |
| Principle 4 – Functionality and build quality | <ul style="list-style-type: none"> • Improve resident amenity, achieve more solar access to apartments, cross ventilation to south facing apartments • Reconsideration is needed for studio apartments with bedroom located in the middle to give these bedrooms access |

| | |
|-------------------------------------|--|
| | <p>to external windows</p> <ul style="list-style-type: none"> • Further consideration needs to be given to car parking requirements. A car parking management report may need to be prepared outlining requirements for each type of apartment provided. Note that car stackers will need to be continually maintained. |
| Principle 5 – Sustainability | <ul style="list-style-type: none"> • Dark colours have high solar absorbance and will increase cooling loads. Consider use of lighter colours to reduce solar heat gains. • For south facing deep apartments and lobby areas –suitable ventilation and light penetration need to be demonstrated. Look into colours and surfacing/texture of walls/balconies to allow in light, make use of reflection. Consider where further openings can be created to achieve good light penetration and ventilation. • Consider inclusion of battery storage to complement solar PV if there is limited roof space due to building footprint and setbacks • Conduct preliminary NatHERS ratings prior to lodgement of development application to validate expected star ratings and construction/material specifications required to achieve the rating • Also consider ceiling fans and operable windows (other than awning) to increase natural ventilation and airflow to individual apartments • Studio apartments where bedrooms with no external windows not ideal for natural and cross ventilation- reconsider layout of these apartments |
| Principle 6 – Amenity | N/A |
| Principle 7 – Legibility | N/A |
| Principle 8 – Safety | N/A |
| Principle 9 – Community | N/A |
| Principle 10 – Aesthetics | N/A |
| Comments | N/A |

Recommendations & Comments by DRP (using the Built Form Policy Design Principles):

| | |
|--|--|
| Principle 1 – Context and Character | <ul style="list-style-type: none"> • The commercial area on the upper level the impact from northern side, not concerned about the height despite the setback the upper two levels architecturally may require review. Commercial looks disjointed architecturally seems to be an add on. Should investigate further options on how this can be integrated. • Consider materials on the upper floor rather than lots of glazing. • North elevation requires some further consideration to break down the massing impact to the northern precinct, in particular the top two levels. |
| Principle 2 – Landscape quality | <ul style="list-style-type: none"> • Landscaping was increased a lot, the height may be acceptable but the perception of the bulk is going to be ameliorated by landscaping. Examine how the maintenance of tall climbing vertical plants will be achieved if they are going to be located in front of private |

| | |
|--|---|
| | dwelling. • Supportive of the thought that has gone in to the landscaping. • Look at the landscaping to the side and rear to be suitable in terms of longevity as well as certainty that it can mature and be successfully implemented to ensure that it achieves the purpose of softening the built form |
| Principle 3 – Built form and scale | N/A |
| Principle 4 – Functionality and build quality | • Lift for commercial and one for residential. Consider whether they can be interchanged if servicing is occurring. • Resident wayfinding through a commercial lobby is not clear. Consider how this will work and if it is appropriate • Upper floor commercial levels need to be reviewed from the rear, as these floors appear disjointed, and seem to be added on to the top of the residential levels |
| Principle 5 – Sustainability | • While the use of double awnings helps to improve cross ventilation to apartments compared to single awning windows, perhaps consider the use of other window opening types eg. sash and/or sliding to further improve opportunities for natural and cross ventilation • Reconsider the materials for the upper commercial floors, which have large areas of glazing which may have an adverse impact on cooling loads • The applicant has provided further detail, information and design revisions in response to the previous comments on sustainability, which is commendable. |
| Principle 6 – Amenity | N/A |
| Principle 7 – Legibility | N/A |
| Principle 8 – Safety | N/A |
| Principle 9 – Community | N/A |
| Principle 10 – Aesthetics | N/A |
| Comments | N/A |

Conclusion:

Revised plans to be provided for assessment.

4. General Business**5. Close / Next Meeting**

There being no further business, the Chairperson, James Christou declared the meeting closed 6.00pm.

The next meeting will be held on 31 October 2018.



Ordinary Meeting of Council

Minutes

**Thursday 18 October 2018, 6:00pm
City of Vincent
244 Vincent Street, Leederville**

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

Minutes TPRC Meeting of Council – 18 October 2018

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TAMALA PARK REGIONAL COUNCIL

MEMBERSHIP

| OWNER COUNCIL | MEMBER | ALTERNATE MEMBER |
|-----------------------|---|--|
| Town of Cambridge | Cr Andres Timmermanis | Cr Jo McAllister |
| City of Joondalup | Cr John Chester Cr Nige Jones | Cr Sophie Dwyer Cr Christine Hamilton-Prime |
| City of Perth | Commissioner Andrew Hammond | Commissioner Gaye McMath |
| City of Stirling | Cr Karen Caddy Cr Joe Ferrante Cr Giovanni Italiano (CHAIRMAN) Cr Bianca Sandri | Cr Suzanne Migdale |
| Town of Victoria Park | Cr Claire Anderson | Cr Ronhhda Potter |
| City of Vincent | Mayor Emma Cole | Cr Jimmy Murphy |
| City of Wanneroo | Cr Samantha Fenn Cr Brett Treby (DEPUTY CHAIRMAN) | Cr Russell Driver Cr Domenic Zappa |

 Minutes TPRC Meeting of Council – 18 October 2018

PRESENT

| | |
|---|--|
| Chairman | Cr Giovanni Italiano |
| Councillors | Cr Claire Anderson Cr John Chester Cr Emma Cole Cr Samantha Fenn (arrived 6:11pm) Cmr Andrew Hammond Cr Nige Jones Cr Bianca Sandri Cr Brett Treby |
| Alternate Members | Cr Suzanne Migdale |
| Staff | Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant) |
| Apologies Councillors | Cr Karen Caddy Cr Joe Ferrante Cr Andres Timmermanis |
| Leave of Absence | Nil |
| Absent | Nil |
| Consultants | Mr Carl Buckley (Satterley Property Group) Mr Brenton Downing (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group) |
| Apologies Participant Councils' Advisers | Mr John Giorgi (Town of Cambridge) Mr Martin Mileham (City of Perth) Mr Stuart Jardine (City of Stirling) Mr Anthony Vuleta (Town of Victoria Park) Mr Daniel Simms (City of Wanneroo) |
| In Attendance Participant Councils' Advisers | Mr Garry Hunt (City of Joondalup) Mr Greg Bowering (City of Stirling) Mr Emille van Heyningen (City of Wanneroo) Mr David MacLennan (City of Vincent) |
| Members of the Public | Nil |
| Press | Nil |

1. OFFICIAL OPENING

The Chairman declared the meeting open at 6:05pm and welcomed Councillors to the Tamala Park Regional Council meeting. The Chairman welcomed Mr David MacLennan, CEO City of Vincent to the TPRC meeting.

Minutes TPRC Meeting of Council – 18 October 2018

DISCLOSURE OF INTERESTS

The Chief Executive Officer confirmed a Disclosure of Interest - Impartial Interest in relation to Item 9.13.

2. PUBLIC STATEMENT/QUESTION TIME

Nil

3. APOLOGIES AND LEAVE OF ABSENCE

Cr Caddy, Cr Ferrante and Cr Timmermanis.

4. PETITIONS

Nil

5. CONFIRMATION OF MINUTES

Ordinary Meeting of Council – 16 August 2018

Moved Cr Sandri, Seconded Cr Cole.

That the minutes of the Ordinary Meeting of Council of 16 August 2018 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.

The Motion was put and declared CARRIED (9/0).

5A. BUSINESS ARISING FROM MINUTES

Nil

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

Nil

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

- 9.11 *Catalina Housing and Built Form Strategy FYE 2019 - Confidential*
- 9.12 *Development Manager's Key Performance Indicators – FYE 2018 - Confidential*
- 9.13 *CEO Performance Review 2017/2018 - Confidential*

Minutes TPRC Meeting of Council – 18 October 2018

8. REPORTS OF COMMITTEES

CEO Performance Review Committee Meeting – 5 September 2018

Cr Jones – Chairman, CEO Performance Review Committee Meeting advised that the Committee considered a report on the CEO Performance Review for 2017/2018 which had been endorsed by the Committee and was recommended for Council's endorsement.

Management Committee Meeting – 20 September 2018

Cr Treby – Chairman, Management Committee advised that the Committee considered a number of Items listed in this agenda and that there had been significant discussion on Item 9.11. He advised that he would provide further comments when the items were formally considered.

Audit Committee Meeting – 18 October 2018

In absence of the Chairman (Cr Ferrante) Cr Sandri acted as Chair for Audit Committee Meeting of 18 October 2018. Cr Sandri advised that the Committee considered a number of Items listed in this agenda and that Council's appointed Auditor (Mr Marius van der Merwe) attended the meeting and provided an overview of the Auditor's Report for FYE 2018.

Cr Fenn arrived during discussion on this Item (6:11pm).

9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.13)**9.1 BUSINESS REPORT – PERIOD ENDING 10 OCTOBER 2018**

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council RECEIVES the Business Report to 10 October 2018.

The Motion was put and declared CARRIED (10/0).

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2018

Moved Cr Migdale, Seconded Cr Sandri.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the Statements of Financial Activity for the months ending:

- 31 July 2018; and
- 31 August 2018.

The Motion was put and declared CARRIED (10/0).

Minutes TPRC Meeting of Council – 18 October 2018

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2018

Moved Cmr Hammond, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for the months of July and August 2018:

- **Month ending 31 July 2018 (Total \$189,791)**
- **Month ending 31 August 2018 (Total \$624,668)**
- **Total Paid - \$814,459**

The Motion was put and declared CARRIED (10/0).

9.4 PROJECT FINANCIAL REPORT – AUGUST 2018

Moved Cr Chester, Seconded Cr Cole.

[The recommendation in the agenda]

That the Council RECEIVES the Project Financial Report (August 2018) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (10/0).

9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 10 OCTOBER 2018

Moved Cr Migdale, Seconded Cr Anderson.

[The recommendation in the agenda]

That the Council RECEIVES the Sales and Settlement Report to 10 October 2018.

The Motion was put and declared CARRIED (10/0).

9.6 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2017 TO 30 JUNE 2018

Moved Cr Sandri, Seconded Cr Migdale.

[The recommendation in the agenda]

That the Council RECEIVES the Annual Financial Report for the year ended 30 June 2018 and that it be INCLUDED in the Annual Report.

The Motion was put and declared CARRIED (10/0).

Minutes TPRC Meeting of Council – 18 October 2018

9.7 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2018

Moved Cr Sandri, Seconded Cr Migdale.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the Auditor's Report for the financial year ended 30 June 2018.**
- 2. NOTES that the Audit Report does not note or make recommendations on any matter requiring attention from the Annual Audit for the year ended 30 June 2018.**
- 3. NOTES that the Council's Auditor (Butler Settineri) met with the Audit Committee at its meeting of 18 October 2018 to discharge the statutory obligation to meet with the Local Government at least once per annum.**

The Motion was put and declared CARRIED (10/0).

9.8 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2018

Moved Cr Sandri, Seconded Cr Migdale.

[The recommendation in the agenda]

That the Council APPROVES the Financial Management – Significant Accounting Policies (September 2018).

The Motion was put and declared CARRIED (10/0).

9.9 CATALINA DISPLAY VILLAGE STRATEGY – CATALINA BEACH SALES OFFICE

Moved Cr Migdale, Seconded Cr Cole.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the update on the Sales Strategy of the Catalina Beach Sales Office prepared by the Satterley Property Group (dated September 2018).**
- 2. APPROVES Lot 2094 and Lot 9025 being retained in Council ownership until the completion of the Catalina Beach Sales Office function when both sites will be sold.**
- 3. REQUESTS that the Satterley Property Group undertake a review and report on the sale and lease back options by October 2020 for Council's consideration.**

The Motion was put and declared CARRIED (10/0).

Minutes TPRC Meeting of Council – 18 October 2018

9.10 COUNCIL MEETING SCHEDULE 2019

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

1. That the schedule of Council meetings dates be APPROVED for 2019 as follows:
 - 14 February 2019 (Town of Cambridge)
 - 18 April 2019 (City of Joondalup)
 - 20 June 2019 (City of Stirling)
 - 15 August 2019 (Town of Victoria Park)
 - 17 October 2019 (City of Vincent)
 - 5 December 2019 (City of Perth)
2. That the commencement time for Council meetings be 6:00pm.
3. That Council meetings be held on a rotational basis at participant Council premises.
4. That the schedule of Management Committee meetings dates be APPROVED for 2019 as follows:
 - 14 March 2019
 - 23 May 2019
 - 18 July 2019
 - 19 September 2019
 - 7 November 2019
5. That the Management Committee meetings be held at the City of Stirling and the commencement time be 5:00pm.
6. That the schedule of meeting dates be advertised as required by the Local Government Act.

The Motion as amended was as follows:

1. That the schedule of Council meetings dates be APPROVED for 2019 as follows:
 - 18 April 2019 (City of Joondalup)
 - 20 June 2019 (City of Stirling)
 - 15 August 2019 (Town of Victoria Park)
 - 17 October 2019 (City of Vincent)
 - 5 December 2019 (City of Perth)
2. That the commencement time for Council meetings be 6:00pm.
3. That Council meetings be held on a rotational basis at participant Council premises.
4. That the schedule of Management Committee meetings dates be APPROVED for 2019 as follows:
 - 14 March 2019
 - 23 May 2019
 - 18 July 2019
 - 19 September 2019
 - 7 November 2019

Minutes TPRC Meeting of Council – 18 October 2018

5. That the Management Committee meetings be held at the City of Stirling and the commencement time be 5:00pm.
6. That the schedule of meeting dates be advertised as required by the Local Government Act.

The amended Motion was put and declared CARRIED (10/0).

Moved Cr Sandri, Seconded Cr Treby.

That Items 9.11 to 9.13 be **CONSIDERED Behind Closed Doors** in accordance with Section 5.23(2) of the *Local Government Act 1995*.

The Motion was put and declared CARRIED (10/0).

9.11 CATALINA HOUSING AND BUILT FORM STRATEGY FYE 2019 - CONFIDENTIAL

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the Catalina Housing and Built Form Strategy (July 2018) submitted by the Satterley Property Group, for strategic guidance for the delivery of housing and built form outcomes within the Catalina Project.
2. **ADVISES** the Satterley Property Group that based on the implementation actions and measurement requirements in the Catalina Housing and Built Form Strategy that the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.
3. **REQUESTS** the Satterley Property Group to monitor and implement the Catalina Housing and Built Form Strategy nominated actions/strategies to ensure that a strategic position is achieved to provide the opportunity for the delivery of significant built form outcomes in FYE 2020.

The Motion was put and declared CARRIED (10/0).

Council's Consultants vacated the meeting.

9.12 DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS – FYE 2018 - CONFIDENTIAL

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the Satterley Property Group – Key Performance Indicators 2017/2018 Report.

Minutes TPRC Meeting of Council – 18 October 2018

2. **ACCEPTS** that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for FYE 2018 by the achievement of in excess of the 80% minimum achievement requirement set out in the Development Managers Key Performance Indicators (2014), having regard to the residential market conditions and economic forces outside of the control of the Development Manager.
3. **ADVISES** the Development Manager that the Council's acceptance of the impact of market conditions on KPI measures for FYE 2018 should not be construed as precedent and there is an expectation that the Development Manager will satisfactorily perform its obligations under the Development Management Agreement (2010) by the achievement of the Development Managers Key Performance Indicators (2014) in the future.

The Motion lapsed due to a lack of Mover and Seconder.

Moved Cr Cole, Seconded Cr Treby.

[An alternative recommendation]

That the Council:

1. **RECEIVES** the Satterley Property Group – Key Performance Indicators 2017/2018 Report.
2. **ACCEPTS** that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for FYE 2018 in relation to the Development Manager's Key Performance Indicators (2014). Noting that three of the six Key Performance Indicators not achieved (3.3, 4.1 and 4.3) due to residential market conditions outside of the control of the Development Manager.
3. **ADVISES** the Development Manager that the Council's acceptance of the impact of market conditions on KPI measures for FYE 2018 should not be construed as precedent and there is an expectation that the Development Manager will satisfactorily perform its obligations under the Development Management Agreement (2010) by the achievement of the Development Manager's Key Performance Indicators (2014) in the future.
4. **Note** the Development Manager's KPIs are to be reviewed by Council in early 2019 with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project.

The Motion was put and declared CARRIED (10/0).

The CEO and Councils' Officers vacated the meeting.

9.13 CEO PERFORMANCE REVIEW 2017/2018 - CONFIDENTIAL

Moved Cr Sandri, Seconded Cr Treby.

That TPRC Standing Order 10.2 be SUSPENDED to allow discussion of the Item.

The Motion was put and declared CARRIED (10/0).

Minutes TPRC Meeting of Council – 18 October 2018

Moved Cmr Hammond, Seconded Cr Treby.

That the Item be DEFERRED to the December meeting pending receipt of the CEO Performance Review Committee Minutes by Council.

The Motion was put and declared CARRIED (10/0).

Moved Cr Sandri, Seconded Cr Treby.

That Standing Order 10.2 be reinstated.

The Motion was put and declared CARRIED (10/0).

Moved Cr Sandri, Seconded Cr Migdale.

That the Meeting be REOPENED to the public.

The Motion was put and declared CARRIED (10/0).

Councils' Officers and Consultants joined the meeting.

The recommendations for Confidential Items 9.11 to 9.13 were read out as follows:

9.11 CATALINA HOUSING AND BUILT FORM STRATEGY FYE 2019 - CONFIDENTIAL

That the Council:

1. *RECEIVES the Catalina Housing and Built Form Strategy (July 2018) submitted by the Satterley Property Group, for strategic guidance for the delivery of housing and built form outcomes within the Catalina Project.*
2. *ADVISES the Satterley Property Group that based on the implementation actions and measurement requirements in the Catalina Housing and Built Form Strategy that the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.*
3. *REQUESTS the Satterley Property Group to monitor and implement the Catalina Housing and Built Form Strategy nominated actions/strategies to ensure that a strategic position is achieved to provide the opportunity for the delivery of significant built form outcomes in FYE 2020.*

**9.12 DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS – FYE 2018 -
CONFIDENTIAL**

That the Council:

1. *RECEIVES the Satterley Property Group – Key Performance Indicators 2017/2018 Report.*

Minutes TPRC Meeting of Council – 18 October 2018

2. *ACCEPTS that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for FYE 2018 in relation to the Development Manager's Key Performance Indicators (2014). Noting that three of the six Key Performance Indicators not achieved (3.3, 4.1 and 4.3) due to residential market conditions outside of the control of the Development Manager.*
3. *ADVISES the Development Manager that the Council's acceptance of the impact of market conditions on KPI measures for FYE 2018 should not be construed as precedent and there is an expectation that the Development Manager will satisfactorily perform its obligations under the Development Management Agreement (2010) by the achievement of the Development Manager's Key Performance Indicators (2014) in the future.*
4. *Note the Development Manager's KPIs are to be reviewed by Council in early 2019 with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project.*

9.13 CEO PERFORMANCE REVIEW 2017/2018 – **CONFIDENTIAL**

That the matter be DEFERRED to the December meeting pending receipt of the CEO Performance Review Committee Minutes by Council.

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

10.1 NOTICE OF MOTION – COUNCILLOR SUZANNE MIGDALE – ELECTED MEMBER ALLOWANCES

Moved Cr Migdale, Seconded Cr Sandri.

That TPRC Standing Order 3.9 be SUSPENDED to allow Motion 10.1 to be discussed without four days' notice.

The Motion was put and declared CARRIED (6/4).

For: Cr Anderson, Cr Cole, Cr Chester, Cr Italiano, Cr Migdale and Cr Sandri.

Against: Cr Fenn, Cr Hammond, Cr Jones and Cr Treby.

Moved Cr Migdale, Seconded Cr Sandri.

That a report comes back to Council addressing the inequity between elected member allowances for Councillors and the sitting fees of an alternate Council member.

The Mover of the Motion agreed to withdraw.

Moved Cr Hammond, Seconded Cr Treby.

(An alternative Motion)

That the CEO prepares a report to come back to Council on elected member allowances for Councillors and the sitting fees of an alternate Council member.

The Motion was put and declared CARRIED (10/0).

Minutes TPRC Meeting of Council – 18 October 2018

Moved Cr Treby, Seconded Cr Sandri.

That Standing Orders be reinstated.

The Motion was put and declared CARRIED (10/0).

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIRMAN

Nil

13. MATTERS BEHIND CLOSED DOORS

9.11 *Catalina Housing and Built Form Strategy FYE 2019 - Confidential*

9.12 *Development Manager's Key Performance Indicators – FYE 2018 - Confidential*

9.13 *CEO Performance Review 2017/2018 - Confidential*

14. GENERAL BUSINESS

Nil

15. FORMAL CLOSURE OF MEETING

The Chairman declared the meeting closed at 7:41pm.

These minutes were confirmed at a meeting on

SIGNED this day of 2018

as a true record of proceedings.

CHAIRMAN



CITY OF VINCENT

CHILDREN AND YOUNG PEOPLE ADVISORY GROUP**Monday, 22 October 2018 at 6pm****Venue: Committee Room**City of Vincent Administration and Civic Centre
244 Vincent Street, Leederville**UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors:Cr Alex Castle (Chair)
Cr Susan GontaszewskiCommunity Representatives:Joel Birch
Andrew Rigg
John Thomson
Megan Kaino
Natalie TarrCity of Vincent Officers:Sandra Watson – Manager Community Partnerships (SW)
Karen Balm – Senior Community Partnerships (KB)
Ashara Wills – Community Partner (AW)

1. Welcome / Declaration of Opening

Cr Castle opened the meeting at 6.02pm and delivered an Acknowledgement of Country on behalf of the group.

2. Apologies

Cr Susan Gontaszewski, Michael Quirk (MQ), Natalie Tarr (NT)

Natalie Tarr has advised of her resignation from the Children and Young People Advisory Group due to increasing work commitments.

3. Confirmation of Previous Minutes

Minutes from the last meeting held on 23 July 2018 were confirmed as true and correct record.

Moved: John Thomson (JT)

Seconded: Megan Kaino (MK)

4. Business**4.1 Introduction of Ashara Wills, Community Partner – Children & Youth**

AW introduced herself, sharing information on her employment history including her time at Foyer Oxford. AW is passionate about children and young people and expressed her interest in focusing on the various projects and activities in her portfolio.

4.2 Summer Events Calendar

AW distributed a calendar detailing the planned summer events within the City.

The Chairperson advised that Beyond Skate conducts female/girls only skateboarding facilitated by Ebony Taylor. AW confirmed she will engage with Beyond Skate in the coming weeks to develop relationships.

KB advised that the City would seek to utilise the facilities at Beyond Skate as an alternative venue for Leederville skate park patrons during the replacement of the half pipe in October/November.

The dates for Leedy Palooza were discussed, as well as other calendar events. Community representatives noted that having the calendar in advance was highly appreciated. Discussion about road closures during Leedy Palooza.

KB advised that the summer events calendar is a working document, which will be worked on as events arise and/or change. AR expressed interest in adding YMCA HQ events to the calendar and advised that the YMCA will be running programs/events during Leedy Palooza.

- Action:**
- 1) AW to confirm road closures during the festival.
 - 2) AR to provide list of YMCA HQ youth events to AW to be included in the City's Summer Events Calendar

4.3 Interschool Debating Competition – Update

AW provided an update on the debating competition. Following consultation with the local primary schools, the competition has been deferred until Term 2 in 2019.

The Chair suggested holding the competition in the Council Chambers as given the number of schools who have expressed interest in the competition, additional rooms may be required.

- Action:** AW to seek permission to use the Council Chambers as an additional venue for the Interschool Debating Competition.

4.4 Vincent Youth Network – Update

AW provided an update on the Vincent Youth Network (VYN) with the group designing a logo and establishing roles and responsibilities of members. AW, in consultation with Marketing is developing social media guidelines and protocols.

The VYN (12-18) are currently organising their first youth event, a youth movie night at North Perth Town Hall. The VYN is investigating the opportunity to have games and activities 1-2 hours before the movie to encourage young people to engage with each other, with the group finalising details with respect to activities, food trucks, promotion and marketing. KB stated that tickets can be issued through Eventbrite so VYN will have full control over ticketing.

KB advised the group that the VYN has narrowed their movie selection to 3 movies. SW mentioned that the VYN has to look into the movie choices to see if they are viable as some movie licenses could be costly or certain movies might not be readily available.

The Chair spoke about narrowing down the age group to suit the 11-17 year old age bracket as younger children attending can mean older children will not attend. MK suggested wording all marketing material with 'high school' so that the event attracts the older aged children.

- Action:** AW to pass on consultation to VYN regarding Movie Night topics.

4.5 Children & Youth Website – Changes/Additions

AW gave an update on the two main tabs that have been added/edited on the City's website. The two tabs being Children and Youth.

SW asked if Kindergartens were listed on the website. KB advised this is a constant work in progress and there will be regular changes as new categories arise. KB also mentioned that YMCA HQ events could be added under the Youth – Events tab.

Cr Castle and community representatives expressed positive feedback regarding the website.

- Action:**
- 1) AW to add Kindergartens to website, under Children tab.
 - 2) AW to add YMCA HQ youth events to website, under Youth – Events tab.

4.6 Skateboarding Clinics

AW provided an update on the replacement of the half pipe at Leederville Skate Park along with details of the Skateboarding WA Clinics remaining for the year.

4.7 Student Citizenship Awards

AW gave an update on the Student Citizenship Awards. Positive feedback from Mayor, Emma Cole regarding how the Student Citizenship Award went at Aranmore Catholic College's Graduation. AW confirmed the award is given to two graduating students that show strong citizenship values at schools located within the City of Vincent.

Action: AW to advise CYPAG at next meeting on Primary School Award Ceremonies.

4.8 Spirit of Christmas Banners

AW advised that the Spirit of Christmas Banners expressions of interest had been distributed to all local primary schools with * schools advising of their involvement. The Chair enquired where the banners would be located and the ages of participants. KB confirmed K-Yr6 students were eligible to submit artwork.

Action: AW to advise CYPAG at the next meeting on progress of Spirit of Christmas Banners.

4.9 Meeting Action Items – Update

AW advised Youth Development Grants were on the City's public website and promotion through social media channels had commenced.

Proposed upcoming CYPAG dates were reviewed:

Monday 10 December 2018

Monday 4 February 2019

Monday 1 April 2019

Monday 10 June 2019

Action: AW to arrange proposed upcoming CYPAG dates to be sent to CYPAG members.

4.10 Other Business

MK requested use of the Vincent library whilst Aranmore Catholic College's library undergoes renovations. SW requested the MK provide her details on dates, numbers and times so that she can review the proposal.

JT asked if there would be a community representative replacement for Natalie Tarr.

MK advised Aranmore Catholic College will be holding a Harmony Week event on 22 March 2019. There will be food trucks, Aboriginal dance group and a silent disco.

AR spoke about the up and coming YMCA HQ events scheduled to happen. AR also spoke about some of the services YMCA offers young people.

Actions: 1) AW to send details of Aranmore Catholic College renovations to SW.

2) AW to review terms of reference of CYPAG in relation to an additional group member.

5. **Close**

Cr Castle closed the meeting at 6:57pm. The next meeting is on Monday, 10 December 2018

Signed _____
Councillor Alex Castle (Chair)

Dated this _____ day of _____ 2018

| Summary of Actions | Date |
|---|------------------|
| AW to confirm road closures during Leedy Palooza | 5 November 2018 |
| AW to add YMCA HQ youth events to Summer Event Calendar. | 5 November 2018 |
| AW to request Council Chambers as the venue for Interschool Debating Competition. | 10 December 2018 |
| AW to pass on consultation to VYN regarding Movie Night topics. | 25 November 2018 |
| AW to add Kindergartens to website, under Children tab. | 5 November 2018 |
| AW to add YMCA HQ youth events to website, under Youth – Events tab. | 5 November 2018 |
| AW to advise CYPAG at next meeting on Primary School Award Ceremonies. | 10 December 2018 |
| AW to advise CYPAG at next meeting on progress of Spirit of Christmas Banners. | 10 December 2018 |
| AW to arrange proposed upcoming CYPAG dates to be sent to CYPAG members. | 5 November 2018 |
| AW to send details of Aranmore Catholic College library renovations to SW. | 5 November 2018 |
| AW to review terms of reference of CYPAG. | 5 November 2018 |

**CITY OF VINCENT****RECONCILIATION ACTION PLAN WORKING GROUP (RAPWG)****Monday, 29 October 2018 at 6.00pm**

Venue: Committee Room
City of Vincent Administration and Civic Centre
244 Vincent Street, Leederville

UNCONFIRMED MINUTES**Attendees:**

City of Vincent Councillors
Cr Dan Loden (Co-Chair)

Community Representatives
Jade Dolman (JD)
Sarah Janali (SJ)
Maria McAttackney (MA)

City of Vincent Officers
David MacLennan – Chief Executive Officer (DM)
Sandra Watson – Manager Community Partnerships (SW)
Karen Balm – Senior Community Partner (KB)
Wayne Grimes – Senior Community Projects Officer (WG)
Philippa Baker – Community Projects Officer (PB)
Gayatrii Surendorff – Community Partner (GS)

1. Welcome / Declaration of Opening – Acknowledgement to Country

Cr Loden opened the meeting at 6.05pm and delivered an Acknowledgement of Country on behalf of the group.

Cr Loden welcomed DM to the meeting and GS introduced JD and welcomed her as a new member of the Vincent RAPWG.

2. Apologies

Cr Ros Harley (Co-Chair), Cr Josh Topelberg (JT), Michael Quirk (MQ), Phillip Walley-Stack (PWS) Kathy Kickett (KK) Marilyn Lyford (ML).

3. Confirmation of Previous Minutes

The minutes from the previous meeting held on 21 May 2018 were confirmed as a true and correct record.

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4. Business

4.1 Banks Reserve Master Plan Concept

PB gave an overview of the Banks Reserve Master Plan. The City has engaged with Uncle Noel Nannup, Professor Len Collard, the Whadjuk Working Party and the River Journeys Project Team to ensure that Noongar culture and tradition are recognised and respected throughout the Master Plan.

Professor Len Collard has produced a sense of place study for the City that outlines the history and significance of Banks Reserve, as well as proposing a number of Noongar names that may be suitable for dual or re-naming of the Reserve.

4.2 Public Open Space Strategy

WG updated the Group on the City's Public Open Space Strategy. In order to understand the Noongar history of each place within the City, it is proposed that a sense of place study is undertaken during redevelopment of existing open spaces and when new ones are created to ensure that Noongar culture and tradition are featured, acknowledged and incorporated into the design of each place.

4.3 Arts Action Plan – Aboriginal Inclusion

GS informed the Working Group that the City's Arts Development Action Plan (2018-2020) includes deliverables to increase Aboriginal artwork through the public art and mural programs. Additionally, the City's Arts Advisory Group aim to engage an Aboriginal member by December 2019. The RAPWG were asked to submit contact details of Aboriginal people that may wish to join the Group to GS.

ACTION: RAPWG to submit contact details to GS of Aboriginal people interested in becoming a member of the City's Arts Advisory Group.

4.4 Action Items Update

- The RAPWG members provided GS with their availability to attend a workshop that was held on 23 June 2018 and facilitated by Danny Ford and Tim Muirhead.
- The RAPWG previously provided feedback regarding the City's Welcome to Country Policy. This policy was endorsed by Council in September 2018 and has been renamed 'Recognition of Noongar Boodjar, Culture and Tradition through Welcome to Country and Acknowledgment of Country'.
- Danny Ford was contracted to run three community consultation sessions for the development of the Innovate RAP during July and August 2018.
- GS has begun investigating the cost associated with archaeological research on significant Aboriginal sites within the City.

4.5. Update on Innovate RAP

GS updated the Group on the reconciliation work carried out since May 2018:

Charmaine Cole

The City has purchased seven pieces of digital artwork from Charmaine Cole that will be utilised in marketing campaigns, as well as in City documents.

NAIDOC Festival at Hyde Park

The NAIDOC Festival was held at Hyde Park on 9 July 2018 and attended by over 200 community members and numerous City staff. Aboriginal artists at the event included Acacia Designs, Baldja Moort, Gina Williams and Guy Guise, Urban Indigenous and Jarred Franey. Kudjty Catering served free kangaroo stew to the attendees, and the Aboriginal Health Council of WA attended and promoted the work they do throughout Perth.

NAIDOC Art Workshops with Jade Dolman

Two workshops were held in the Vincent Library during NAIDOC Week to celebrate Noongar culture and provided community members an opportunity to learn about Noongar artwork. Jade Dolman facilitated these events, which were extremely popular and well attended.

Library Cards and Book Marks

New library cards and bookmarks were launched during NAIDOC Week featuring Jade Dolman's artwork 'Boodjar Nakolak Yanging'.

Noongar Story Time with Bec Garlett

Bec Garlett shared Noongar stories and language with children, their families and carers in the Vincent Library in July 2018. The City plans to run Noongar Story Time sessions in the future.

Noongar Camps in the Perth Western Suburbs Lecture

Denise Cook and Lynette Coomer gave a lecture on Noongar camps in the Perth western suburbs at the Vincent Library in August. Denise discussed her PhD research and the importance of following Aboriginal cultural protocols in cross-cultural research while Lynette shared her memories of her time growing up in the Shenton Park camps.

Policy Review

The City's Welcome to Country Policy, now titled 'Recognition of Noongar Boodjar, Culture, and History through Welcome to Country and Acknowledgment of Country Policy' was opened to the public for consultation in July and August and then adopted by Council in September 2018.

A supporting document outlining Welcome to Country protocols has been developed and will be available to the public in the near future.

Staff Cultural Awareness Training

Danny Ford and Tim Muirhead are currently conducting Staff Cultural Awareness Training. 250 staff will complete this training over the coming months, which provides information and raises awareness internally about Noongar culture, history and tradition.

Website, Intranet and Email Signatures

The City's website and intranet now both have pages dedicated to reconciliation. Staff email signatures now include an Acknowledgement of Country, as well as Jade Dolman's 'Boodjar Nakolak Yanging'.

Local Government Aboriginal Engagement Officer Network

The City will host a Local Government Aboriginal Engagement Officer Network meeting at Kudij Café in February 2019.

Vincent RAPWG Innovate RAP Workshop

Danny Ford and Tim Muirhead facilitated a RAPWG Workshop in June 2018. The Group discussed the City's reconciliation journey to date and the projects and initiatives that could be included in the Innovate RAP.

Community Consultation with Danny Ford

Danny Ford commenced community consultation for the City's Innovate RAP at the 2018 NAIDOC Festival at Hyde Park, after which two more consultation sessions were held in the Vincent Library.

The City also provided an online and hardcopy survey to the general public seeking feedback regarding Vincent's reconciliation journey which have been taken into consideration during the development of the Innovate RAP.

Reconciliation Workshop

The City held a workshop for local Elders, residents and businesses in September 2018 to guide the development of the City's Innovate RAP. Aunty Doolan-Leisha Eatts delivered a Welcome to Country and Danny Ford and Tim Muirhead facilitated the workshop.

Local Organisations Involvement in the Innovate RAP

GS has been in discussion with numerous local organisations regarding the City's reconciliation journey and development of a Vincent Innovate RAP. The City hopes to continue working closely with these local organisations throughout the Innovate Rap including Nyoongar Outreach, Noongar Radio, Aranmore Catholic College, Kudjif Café and the Aboriginal Health Council of WA.

Innovate RAP Priorities (DRAFT)

After the completion of community consultation, the RAPWG Workshop and Reconciliation Workshop focusing on the development on the Innovate RAP, a number of priorities have been identified to ensure Vincent continues working towards greater reconciliation within our communities.

These priorities include:

- Aboriginal procurement;
- Aboriginal employment at the City;
- Aboriginal events and activities held outside of NAIDOC and Reconciliation Weeks;
- Community and staff cultural awareness training;
- Ensuring Noongar culture is visible through City signage;
- Branding on uniforms and social media; and
- Noongar Six Seasons and native plants are incorporated into the City's outdoor places.

Draft Innovate RAP Timeline

GS met with the City's Executive Team on 24 October 2018 to discuss the City's draft Innovate RAP. During November and December 2018, GS will meet with City Managers to discuss allocation of Innovate RAP deliverables, after which the draft Innovate RAP will be reviewed by the RAPWG and then presented at a Council Workshop. Following this, GS will present the Innovate RAP to the November meeting of the Whadjuk Working Party and it is planned to send the draft Innovate RAP in December 2018 to Reconciliation Australia for approval.

ACTIONS: GS to continue developing the draft Innovate RAP in preparation for submission to Reconciliation Australia.

4.6 Other Business

Cr Loden discussed the opportunity for the City to make a formal statement in solidarity with the Uluru Statement of the Heart. The Bayswater and Fremantle Councils have passed a Notice of Motion in support of the Statement, and Cr Loden agreed to discuss the matter with Council.

ACTIONS: To be included as part of the endorsement of the Draft Innovate RAP to Council for the City to support the Uluru Statement of the Heart.

5. **Close / Next Meeting**

Cr Loden closed the meeting at 7.34pm. The next meeting will be held in 2019.

Signed _____
Councillor Dan Loden (Co-Chair)

Date this _____ day of _____ 2018

| Summary of Actions | Date |
|--|---------------|
| RAPWG to submit contact details to GS of Aboriginal people interested in becoming a Member of the City's Arts Advisory Group. | December 2018 |
| GS to continue developing the draft Innovate RAP in preparation for submission to Reconciliation Australia. | December 2018 |
| To be included as part of the endorsement of the Draft Innovate RAP to Council for the City to support the Uluru Statement of the Heart. | December 2018 |



CITY OF VINCENT

ARTS ADVISORY GROUP

Thursday, 1 November at 6:00pm

Venue: Committee Room
City of Vincent Administration and Civic Centre**UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors

Cr. Jimmy Murphy (Chair) (JM)

Cr. Joanne Fotakis

Community Representatives

Ms Claire Stokes

Ms Sioux Tempestt

City of Vincent Officers

David MacLennan – Chief Executive Officer (DL)

Rosslind Ellis – Manager Marketing and Customer Service (RE)

Tegan Patrucco – Arts and Activation Officer (TP)

Apologies

Michael Quirk – Director Community Engagement

Mr Simon Venturi

Mr Graham Hay

Ms Julie Rosario

Ms Kaye Guthrie Adonis

Ms Laura Warren

1. Welcome / Declaration of Opening – Acknowledgement of Country

JM opened the meeting at 6.04pm and acknowledged the traditional custodians of the land on which the meeting was held, and paid respect to the elders past, present and emerging.

2. Apologies

Michael Quirk, Simon Venturi, Graham Hay, Julie Rosario, Kaye Guthrie Adonis, and Laura Warren were noted as apologies.

3. Confirmation of Previous Minutes – 6 September 2018

The minutes from the previous meeting held 6 September 2018 were confirmed as a true and correct record.

4. Business**4.1 Nathan Giles Arts Strategy**

TP reported that she and JM had met with Nathan Giles from the Perth Public Art Foundation to discuss his work and the City of Vincent Arts Development Action Plan. Discussions included the model used by the City of Perth/Perth Public Art Foundation, and it was noted that the PPAF are able to conduct projects outside of the City of Perth boundaries.

4.2 Arts Development Action Plan 2019-2020 Progress Update

TP provided updates on the 2018/19 actions. It was noted that the Percent for Art review has been postponed until 2019. Discussion regarding updated Mural Guidelines and it was suggested that a set of criteria/guidelines be created in for each suburb in consultation with the Town Teams.

Discussion regarding the pilot program of the Guerrilla Arts Project. JM will send RE and TP his thoughts on the direction of this.

5. Visual Art Projects/Opportunities**5.1 Pride Artworks**

TP reported that four traffic control boxes were scheduled to be painted during November, and the Pride-themed Lightbox Laneway exhibition by artist Megan Baker would be installed on November 7th.

5.2 Murals:

- Chatsworth Deli

TP reported that Bec Abdy will be painting the Chatsworth Deli mural in mid-November. TP circulated pictures of the design.

- West End Arts Precinct

TP reported that she had met with the Chair of the West End Arts Precinct Town Team, Andrew Kailis, and looked at walls in the precinct that he would like to see murals on. TP will investigate with building owners and their level of interest in co-funded murals. TP noted that the Town Team has a good idea of the 'vibe' they are after.

- Beatty Park

TP reported that Beatty Park Leisure Centre has commissioned Jessee Lee Johns to design and paint a map mural showing the bike maintenance points in the City of Vincent. The map will also show key landmarks and buildings.

5.3 Noongar Radio Uniforms

TP reported that unfortunately Kambarni was unable to complete the uniform design, however Peter Farmer has expressed interest in completing the design.

6. Performance Art Projects/Opportunities**6.1 Styleaid**

TP reported that City of Vincent are the venue sponsor for Styleaid 2018 as part of the new partnership with the WA AIDS Council. TP advised that the event will be held on 30th November at the Holmes à Court gallery in the West End Arts Precinct, and the Mayor will be making a speech. TP encouraged the Arts Advisory Group to attend the event.

6.2 Leedy Streets Open

TP reported that the themes for the two Leedy Streets Open Sundays in February /March 2019 were currently being organised and pitched to the local businesses for their engagement.

6.3 City of Vincent Film Project

TP reported that the submissions for the Film Project were open until the 30th November and that the opportunity had been widely advertised. TP encouraged Arts Advisory Group members to advertise the opportunity through their networks.

7. **Close / Next Meeting**

JM closed the meeting at 6.55pm. The next meeting will be held in 2019.



CITY OF VINCENT

DESIGN REVIEW PANEL**Wednesday 14 November 2018 at 3.30pm****Venue: Function Room
City of Vincent Administration and Civic Centre****MINUTES****Attendees:**

| | |
|---|--|
| <u>Design Advisory Committee Members:</u> | <u>City of Vincent Officers</u> |
| James Christou (Chairperson) | Joslin Colli (Coordinator Planning Services) |
| Munira Mackay | Kate Miller (Senior Urban Planner) |
| Simon Venturi | Roslyn Hill (Minute Secretary) |
| Ailsa Blackwood | |

Applicant-Item 3.1

| | |
|---------------|----------------------|
| Davor Nikolic | Architectural Online |
| Coral Buxey | Tegan Louise Designs |

3.30pm **Member Discussion**
4.00pm

1. Welcome / Declaration of Opening

The Chairperson, James Christou declared the meeting open at 4.00pm.

2. Apologies**3. Business****4.00pm–4.40pm – Applicant's Presentation – DA Lodged 5.2018.320.1****3.1 Address:** 441 William Street and 6 Brisbane Place, Perth**Proposal:** Mixed Use Development (Office, Restaurant/Café and Hotel)**Applicant:** Architectural Online**Reason for Referral:** For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 7 March 2018**Applicant's Presentation:**

The presented a power point presentation

Recommendations & Comments by DRP on 7 March 2018:

| | |
|--|--|
| Principle 1 – Context and Character | <ul style="list-style-type: none"> • Reconsider the size of the windows. Corridor windows may let in too much sun. Reduce the size to hi-lights or introducing awnings. • Create more activation measures to incorporate a more urban approach with sightlines into communal areas. • Reconsider the sight lines of the access way which limits safety aspects for residents and the public. • Consider making the balcony slide out at the back. • Look at incorporating a design element (eg seating) or artwork instead of bollards to the cross site link. • Bring some texture, possibly cobble paving or timber to break down the monotone concrete paving in the accessway – consider using the steel column grid for the pattern of the paving strips. |
| Principle 2 – Landscape quality | <ul style="list-style-type: none"> • Select and encourage plants to grow up through the structure. Incorporate lighting to enhance safety and security. |
| Principle 3 – Built form and scale | N/A |
| Principle 4 – Functionality and build quality | <ul style="list-style-type: none"> • Demonstrate how the waste removal and laundry will work in a functional manner and not impact on the public domain. • Consider including a laundry and dual waste/rubbish chutes at the western end. • Consider engaging a waste management consultant. Show how many bins will be needed and waste bin arrangements on the plans. A waste management plan may need to be submitted. Examine consolidating one central bin and laundry location. • Consideration will need to be given to safety aspects of the communal area given the minimal activation proposed. Take into account the activation and layout of commercial tenancies to make this more viable. • Consider allowing for vertical exhaust ducts to provide flexibility for the tenancy outlets to be converted to Food and Beverage. • Ground plan and landscaping need more articulation. • Public accessway (corridor) is considered too narrow and long to be sustainable – refer to further notes below. • Explain thoroughfare and public space and how is this controlled? • Consider a service lift as there is only one lift for guests. |
| Principle 5 – Sustainability | N/A |
| Principle 6 – Amenity | <ul style="list-style-type: none"> • Provide a link between the front and the rear. • Consider seating arrangements and patron utilisation of the alfresco area into a recessed area so it doesn't block flow through the thoroughfare. |
| Principle 7 – Legibility | <ul style="list-style-type: none"> • Signage and lighting elements could be hung from steel structure and integrated to the expressed steel space-frame in order to produce a more integrated design approach. |
| Principle 8 – Safety | <ul style="list-style-type: none"> • Proponent to undertake and report on crime prevention through environmental design (CPTED). • Consider gates at the access way entry points. Possibly look at locking the gates after business hours. Public accessway is considered too narrow and long to sustain being fully open and accessible at night. Look at redesigning or mechanisms to create a more secure area for communal use to minimise opportunity for anti-social behaviour. • Examine reducing potential hiding locations in the front elements. • A good proportion of the boundary wall to the north adjoining car park may need access restrictions. |

| | |
|----------------------------------|---|
| Principle 9 – Community | N/A |
| Principle 10 – Aesthetics | N/A |
| Comments | <ul style="list-style-type: none"> Consider clearance distances that may be required between the development and power lines. Further consideration is required in relation to the logistics and amenity of the overall development with respect to the running of a CBD hotel (linen, storage, servicing etc.). The Alex Hotel is a comparable example to examine. |

Recommendations & Comments by DRP (using the Built Form Policy Design Principles):

| | |
|--|--|
| Principle 1 – Context and Character | <p>The DRP supports the concept of the laneway, however, the Applicant needs to refine the design to outline.</p> <ul style="list-style-type: none"> How activation will be achieved. To this end the Applicant may explore: Integration of landscaping (hard and soft) the use of lighting to create the appropriate ambiance (atmosphere) as well as providing a safe environment (night light). Consider activation by either protruding the bar, café into the laneway. This will provide additional eyes to the laneway and the facilities can be visually seen from the two streets OR Consider locating the café and bar fronting William Street and the Reception in the middle of the plan to provide greater street activation. The Applicant needs to explore how the Public Art will relate to the context of the site. Reconsider the need for the canopy over the laneway to enable the void to be fully appreciated and for acoustic use double glazing or thicker glazing (Note : impact from Mosque). |
| Principle 2 – Landscape quality | <ul style="list-style-type: none"> Consider additional landscaping on Juliet balconies. The Applicant needs to explore or implement a tree with a canopy of at least 4 meters within the laneway. Provide a detailed plan showing paving, street furniture and plant selection (including proposed creeper / Note additional soil space for creeper) including lighting to show the feel of the laneway. Consider using soft landscaping as screening for the toilets if they are to stay where they are. Lower courtyard may require more sunlight. |
| Principle 3 – Built form and scale | <ul style="list-style-type: none"> Levels 3, 4 and 5 setback needs more consideration. Look into additional landscaping and openings to break up the mass and built form on these levels or possibly a roof top deck. This will provide greater light and cross-ventilation through the site. |
| Principle 4 – Functionality and build quality | <ul style="list-style-type: none"> The laneway appears very long (approximately 50m x 3m) – Consider an intermediate recess to provide some focal / visual relief and diversity in the space (i.e. a space for a tree). The upper level rooms look tight – show the furniture within the rooms to show the functionality of the spaces. |

| | |
|-------------------------------------|--|
| | <ul style="list-style-type: none"> Look at the possibility of a service lift as the traffic may be too great. Obtaining advice and input from a boutique hotel operator will help in this regard. Functional aspects need to be worked on and finalised (i.e. bins, patron drop off, laundry). |
| Principle 5 – Sustainability | <ul style="list-style-type: none"> Size of the Beams and landscaping may block natural light into the courtyard. |
| Principle 6 – Amenity | <ul style="list-style-type: none"> Consider re-design of the central M and F toilet area connect directly to the café / bar to release space for intermediate landscape. |
| Principle 7 – Legibility | N/A |
| Principle 8 – Safety | N/A |
| Principle 9 – Community | N/A |
| Principle 10 – Aesthetics | N/A |
| Comments | <ul style="list-style-type: none"> The project has significant potential but requires further development. An integrated and considered combination of high quality soft landscaping, public art, lighting and streetscape activation strategies need to be applied to the laneway area to ensure the success of this area. Consider engaging a hotel operator to assist with the function / design of the hotel (i.e. services, room sizes, etc). The floorplans are quite faint and hard to read. More legible plans with the adjoining context shown on them as well as the elevations and perspectives needs to be submitted. |

Conclusion:

To be returned to DRP.

4. General Business**5. Close / Next Meeting**

There being no further business, the Chairperson, James Christou declared the meeting closed 4.45pm.

The next meeting will be held on 28 November 2018.



MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.00 PM

25 OCTOBER 2018

TOWN OF VICTORIA PARK

*Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park*



MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
25 OCTOBER 2018

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MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
25 OCTOBER 2018

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6pm

2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**Councillor Attendance**

| | |
|--|-----------------------|
| Cr D Boothman JP (Chair) | City of Stirling |
| Cr M Norman (Deputy Chair) | City of Joondalup |
| Cr R Fishwick JP | City of Joondalup |
| Cr E Lumsden | City of Perth |
| Cr A Guilfoyle | City of Stirling |
| Cr S Proud JP | City of Stirling |
| Cr E Cole (<i>entered at 6.03pm</i>) | City of Vincent |
| Cr F Cvitan JP | City of Wanneroo |
| Cr J Nelson | Town of Cambridge |
| Cr K Vernon (<i>entered at 6.05pm</i>) | Town of Victoria Park |

Apologies

| | |
|--------------|-------------------|
| Cr K Sargent | City of Stirling |
| Cr R Driver | City of Wanneroo |
| Cr K Shannon | Town of Cambridge |

Leave of Absence

Nil

Absent

Nil

MRC Officers

Mr G Hoppe (Chief Executive Officer)
Ms D Toward (Executive Support)

MRC Observers

Nil

Member Council Observers

Mr N Claassen (City of Joondalup)
Ms K Howarth (City of Perth)
Mr R Bryant (City of Stirling)
Mr M Littleton (City of Stirling)
Mr A Murphy (City of Vincent)
Ms Y Plimbley (City of Vincent)
Mr S Cairns (City of Wanneroo)
Mr H Singh (City of Wanneroo)
Mr J Wong (Town of Victoria Park)

Visitors

Nil

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Members of the Public

Nil

Press

Nil

3 DECLARATION OF INTERESTS

Nil

4 PUBLIC QUESTION TIME

Nil

5 ANNOUNCEMENTS BY THE PRESIDING PERSON

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 ORDINARY COUNCIL MEETING – 6 SEPTEMBER 2018

The Minutes of the Ordinary Council Meeting held on 6 September 2018 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 6 September 2018 be confirmed as a true record of the proceedings.

Moved Cr Proud, Cr Cvitan

Cr Emma Cole entered the Council Chambers at 6.03 pm

RESOLVED

That the recommendation be adopted

(CARRIED 8/1)

For: Boothman, Norman, Fishwick, Lumsden, Guilfoyle, Proud, Cole, Cvitan

Against: Nelson

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9 CHIEF EXECUTIVE OFFICER REPORTS

| | |
|-----------------------------|--|
| 9.1 | FINANCIAL STATEMENTS FOR THE MONTHS ENDED 31 JULY 2018 AND 31 AUGUST 2018 |
| File No: | FIN/5-07 |
| Appendix(s): | Appendix No. 1 Appendix No. 2 Appendix No. 3 |
| Date: | 03 October 2018 |
| Responsible Officer: | Director Corporate Services |

SUMMARY

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

BACKGROUND

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

DETAIL

The Financial Statements are for the months ended 31 July 2018 and 31 August 2018 and are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 2 months to 31 August 2018 is attached at **Appendix No. 3**.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the "air space" remaining and other relevant information.

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Summary of results for the two-month period ended 31 August 2018

| | Actual | Budget | Variance |
|--------------------------|-------------------|------------------|------------------|
| | t | t | t |
| Tonnes – Members | 48,073 | 36,529 | 11,544 |
| Tonnes – Others | 2,468 | 1,929 | 539 |
| TOTAL TONNES | 50,541 | 38,458 | 12,083 |
| | | | |
| | \$ | \$ | \$ |
| Revenue – Members | 9,596,843 | 7,488,481 | 2,108,362 |
| Revenue – Other | 761,646 | 685,868 | 75,778 |
| TOTAL REVENUE | 10,358,489 | 8,174,349 | 2,184,140 |
| Expenses | 9,842,724 | 8,841,008 | (1,001,716) |
| Profit on sale of assets | 1,598 | 1,278 | 320 |
| Loss on sale of assets | - | - | - |
| NET SURPLUS | 517,363 | (665,381) | 1,182,744 |

Commentary

The Member Councils' processable waste for the financial year to date is 9,951 tonnes above forecast, with all Member Councils delivering more than forecast.

The non processable waste for the period to date is 1,630 tonnes above the financial forecast, primarily as a result of the City of Stirling (1,241t) and City of Wanneroo (1,759t) bringing more waste than budgeted abated by City of Joondalup bringing in less than what was budgeted (1,110t).

These variances leave the MRC 25% ahead in its budgeted waste receipts from member councils. Overall the Member Council waste is 11,543 tonnes above the phased budget as at the end of August 2018.

RRF

The Resource Recovery Facility residue tonnes are on budget at 37 tonnes below forecast. However, we will see an increase over the next months in preparation for the scheduled maintenance shutdown which is scheduled for November 2018.

Trade & Casual

The Casual and Trade tonnages are 539 tonnes higher than forecast for the financial year.

Overall for the period ended 31 August 2018, the tonnes received are 12,083 tonnes above what was budgeted.

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VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Financial Statements set out in Appendix No. 1 and 2 for the months ended 31 July 2018 and 31 August 2018 are received.

Moved Cr Norman, seconded Cr Boothman

RESOLVED

That the recommendation be adopted
(CARRIED UNANIMOUSLY 9/0)

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| | |
|-----------------------------|---|
| 9.2 | LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 31 JULY 2018 AND 31 AUGUST 2018 |
| File No: | FIN/5-06 |
| Appendix(s): | Appendix No. 4 Appendix No. 5 |
| Date: | 03 October 2018 |
| Responsible Officer: | Director Corporate Services |

SUMMARY

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

COMMENT

The lists of payments for the months ended 31 July 2018 and 31 August 2018 are at **Appendix 4 and 5** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 6 September 2018, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

| Months Ended | Account | Vouchers | Amount |
|---------------------|-------------------|-------------------------|-----------------------|
| 31 July 2018 | General Municipal | Cheques | \$6,113.99 |
| | | EFT | \$6,111,638.02 |
| | | DP | \$198,795.45 |
| | | Inter account transfers | \$2,600,000.00 |
| | | Total | \$8,916,547.46 |
| 31 August 2018 | General Municipal | Cheques | \$5,175.40 |
| | | EFT | \$4,339,314.94 |
| | | DP | \$299,429.56 |
| | | Inter account transfers | \$3,300,000.00 |
| | | Total | \$7,943,919.90 |
| | | | |

VOTING REQUIREMENT

Simple Majority

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RESPONSIBLE OFFICER RECOMMENDATION

That the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 July 2018 and 31 August 2018, be noted.

Moved Cr Lumsden, seconded Cr Guilfoyle

RESOLVED

That the recommendation be adopted
(CARRIED UNANIMOUSLY 9/0)

Cr Karen Vernon entered the Council Chamber at 6.05 pm

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| | |
|-----------------------------|---|
| 9.3 | APPOINTMENT OF COUNCILLORS ON TO THE MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) |
| File No: | GOV/1-04 |
| Attachment(s): | 1. Municipal Waste Advisory Council Details |
| Date: | 12 October 2018 |
| Responsible Officer: | Chief Executive Officer |

SUMMARY

The purpose of this report is to seek the appointment of a Councillor of the Mindarie Regional Council (MRC) to the Municipal Waste Advisory Council (MWAC).

BACKGROUND

The MRC is currently a member of an advisory group of WALGA known as MWAC. A MRC Councillor is required to be a member of this group.

MWAC was established as part of the MRC's commitment to the Western Australia Local Government Association membership.

Attachment 1 to this agenda item provides details of the tenure, membership, duties and responsibilities associated with being a member of MWAC.

DETAILS

At the MRC Ordinary Council meeting held on 9 November 2017 Councillor Russ Fishwick was appointed as a Member and Cr Andrew Guilfoyle as a Deputy Member on to MWAC.

On 19 September 2018 Councillor Fishwick resigned from MWAC. The resignation has resulted in the need for the MRC to swear in a new member.

It should also be noted that Councillor Fishwick has resigned from his positions as Chair of the CEO Recruitment and Performance Review Committee and Chair of the Audit Committee. Cr Fishwick remains a member of both committees, with a new Chair to be appointed at the next respective committee meetings.

The following provides a brief explanation of the purpose of MWAC:

Municipal Waste Advisory Council

The Municipal Waste Advisory Council (MWAC) was established in December 1994 as a Standing Committee of the Western Australian Local Government Association (WALGA) with delegated authority to represent the Association in respect of matters relating to municipal waste issues. MWAC is established under a partnership agreement with WALGA, Eastern Metropolitan Regional Council, City of Geraldton/Greenough, Mindarie Regional Council, Rivers Regional Council, Southern Metropolitan Regional Council and Western Metropolitan Regional Council.

The objective of MWAC is to encourage and promote economically sound, environmentally safe waste management practices and to ensure that the shared interests of all Western Australian Local Governments, as they relate to waste management, are

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effectively managed. As MWAC is a standing committee of WALGA it requires councillor representation. An Officer Advisory Group (OAG) has been established as an advisory committee to the MWAC.

LEGAL COMPLIANCE

Refer attachment 1 to determine the compliance requirements of MWAC.

FINANCIAL IMPLICATIONS

There is no remuneration attached to this position.

COMMENT

There are 6 meetings per calendar year.

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. Appoint Cr _____ on to the Municipal Waste Advisory Council.

Cr Guilfoyle nominated Cr Boothman

There were no further nominations

Moved Cr Guilfoyle, seconded Cr Cvitan

RESOLVED

That the Council:

1. Appoint Cr Boothman on to the Municipal Waste Advisory Council.

(CARRIED UNANIMOUSLY 10/0)

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ATTACHMENT 1

MUNICIPAL WASTE ADVISORY COUNCIL

MEMBERSHIP

One Councillor and a Deputy
Supported by one staff member who is on a sub-group of MWAC entitled the Officers' Advisory Group.

MEETING FREQUENCY

Bi-Monthly

DUTIES AND RESPONSIBILITIES

General Functions of the MWAC

- (a) The principal role of the MWAC in exercising its delegated authority is to govern the Municipal Waste Program and to represent the interests of the Parties and Local Government generally, in all matters relating to local government waste management.
- (b) Without limiting the MWAC's principal role, the broad functions and responsibilities of the MWAC include:
 - (i) defining policy and providing the overall strategic direction of the Municipal Waste Program to achieve the interests of the Parties to this Partnership Agreement;
 - (ii) maintaining the MWAC as a credible, active and effective peak body in the area of waste management;
 - (iii) facilitating and encouraging cooperative linkages between Local, State and Federal Government, Regional Councils, FORC, WMAA, Waste Authority, industry and the community;
 - (iv) representing the interests of the Association in all matters relating to local government waste management in accordance with the Association's policy statements and formal positions on an issue, and without prior reference to the Association where a formal Association position on an issue is not current or has not yet been developed PROVIDED THAT any such position is subsequently put to the Association as soon as practicable for confirmation;
 - (v) acting as an interface between the Parties to this Partnership Agreement and other local governments;
 - (vi) promoting economically sound, environmentally safe and socially acceptable waste management and minimisation strategies;
 - (vii) coordinating and initiating research on waste management issues;
 - (viii) through the WALGA Chief Executive Officer and the MWAC Chair, monitoring and evaluating the performance of the Executive Officer against established key performance indicators;
 - (ix) approving major operating plans, including the strategic plan;
 - (x) approving the Annual Budget in accordance with the terms of this Partnership Agreement; and
 - (xi) ensuring the Municipal Waste Program complies with the law and the Association's operational policies and procedures.

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-
- (c) Under the terms of the delegated authority, the MWAC may not make decisions:
- (i) concerning the acquisition, holding and disposition of real property or the borrowing of money or setting Association subscription levels;
 - (ii) that are inconsistent with an existing formal policy statement of the Association without prior reference to and the prior approval of the State Council; and
 - (iii) relating to operational matters as such matters remain the responsibility of the Executive Officer, reporting to the WALGA Chief Executive Officer or to their delegate.

APPOINTMENT/TENURE

Membership continues until notification is given to the other party advising of a change in the membership.

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| | |
|-----------------------------|--|
| 9.4 | MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING AND STRATEGY WORKSHOP DATES FOR 2019 |
| File No: | COR/10-02 |
| Appendix(s): | Nil |
| Date: | 12 October 2018 |
| Responsible Officer: | Chief Executive Officer |

SUMMARY

The purpose of this report is to provide notice of the dates, times and locations for the Mindarie Regional Council's (MRC) Ordinary Council Meetings (OCM) and Strategy Workshops (SW) for 2019.

BACKGROUND

The MRC is required to schedule OCMs for the forthcoming calendar year and provide public notice of their dates, times and locations. In addition, the dates are set for two SWs.

DETAIL

In setting the dates for the 2019 OCM's consideration has been given to the following:

- The Tamala Park Regional Council meeting dates for 2019.
- The WALGA Metropolitan Zone meeting dates for 2019.
- Availability of Member Council's Chambers.

In addition to the above, two SWs are included in the meeting schedule. These workshops are important as they provide the Councillors, member council CEOs and representatives on the Strategic Working Group and MRC management an opportunity to review and discuss the MRC's strategic direction.

Programme of Meetings

Given the above, the proposed schedule of OCMs for 2019, commencing at 6.00 pm, is as follows:

- Ordinary Council Meeting – 7 February 2019 (City of Joondalup)
- Ordinary Council Meeting – 11 April 2019 (City of Wanneroo)
- Ordinary Council Meeting – 4 July 2019 (City of Stirling)
- Ordinary Council Meeting – 19 September 2019 (City of Vincent)
- Ordinary Council Meeting – 21 November 2019 (Town of Victoria Park)
- Ordinary Council Meeting – 12 December 2019 (City of Perth)

The SWs for 2019 will be held directly after the following OCMs:

- 2019 – 7 February 2019
- 2019 - 19 September 2019

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STATUTORY ENVIRONMENT

Part 12 (1) and (2) of the Local Government (Administration) Regulations 1996 requires local government to issue public notice of its meeting dates at least once per year stating:

"12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and*
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,*are to be held in the next 12 months.*
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*

S.1.7 of the Local Government Act 1995 prescribes local public notice as:

"1.7. Local public notice

- (1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —
 - (a) published in a newspaper circulating generally throughout the district; and*
 - (b) exhibited to the public on a notice board at the local government's offices; and*
 - (c) exhibited to the public on a notice board at every local government library in the district.**
- (2) Unless expressly stated otherwise it is sufficient if the notice is —
 - (a) published under subsection (1)(a) on at least one occasion; and*
 - (b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —
 - (i) the time prescribed for the purposes of this paragraph; or*
 - (ii) if no time is prescribed, 7 days."***

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

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COMMENT

The proposed schedule for OCM's for 2019 is now submitted for approval. In addition, it is recommended that the Council endorse the scheduling of the two SWs directly following on from the OCMs scheduled in February and September.

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. adopt the following schedule for Council Meetings for 2019, commencing at 6.00 pm:
 - Ordinary Council Meeting – 07 February 2019 (City of Joondalup)
 - Ordinary Council Meeting – 11 April 2019 (City of Wanneroo)
 - Ordinary Council Meeting – 04 July 2019 (City of Stirling)
 - Ordinary Council Meeting – 19 September 2019 (City of Vincent)
 - Ordinary Council Meeting – 21 November 2019 (Town Victoria Park)
 - Ordinary Council Meeting – 12 December 2019 (City of Perth)
2. issue Public Notice on the meetings location, dates and times as detailed in (1) above in accordance with Part 12 (1) of the *Local Government (Administration) Regulations 1996* and the *Local Government Act 1995*.
3. adopt the following dates for the two Strategy Workshops for 2019 as follows:
 - 07 February 2019 – following the OCM at the City of Joondalup
 - 19 September 2019 – following the OCM at the City of Vincent

Moved Cr Cole, seconded Cr Cvitan

RESOLVED

That the Recommendation be adopted.

(CARRIED UNANIMOUSLY 10/0)

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| 9.5 SUBMISSION ON THE DRAFT WASTE STRATEGY 2030 | |
|---|-------------------------|
| File No: | WST/122-05 |
| Appendix(s): | Appendix 6 and 7 |
| Date: | 17 October 2018 |
| Responsible Officer: | Chief Executive Officer |

SUMMARY

The purpose of this report is to obtain Council's approval of the Mindarie Regional Council's (MRC) proposed response to the Waste Authority's draft *Waste Strategy 2030* document.

BACKGROUND

In February 2018, the State Government and the Waste Authority commenced a review of the WA Waste strategy. Various consultation workshops were undertaken and a consultation document was published for comment.

Given the exceedingly tight response time frames, it was not possible to put the MRC's response to Council for endorsement and the then Acting Chief Executive Officer (CEO) submitted a response to the Waste Authority on behalf of the MRC, a copy of which is tabled at Appendix 6.

On 10 October 2018, the Waste Authority distributed a modified draft *Waste Strategy 2030* document for review to those parties who had previously made a submission. A copy of the draft document is included at Appendix 7 and has been separately distributed to MRC Councillors, member council CEOs and member of the Strategic Working Group. Interested parties may request variations to the draft within 28 days of issue (by 6 November 2018). The Waste Authority will then provide a draft, with any modifications, to the Minister for Environment.

The administration of the MRC has reviewed the draft *Waste Strategy 2030* and has drafted an outline of its proposed response on the modified draft document for Council approval.

DETAIL

High level overview of the draft *Waste Strategy 2030*

The draft strategy is based on a vision which is that:

Western Australia will become a sustainable, low-waste, circular economy in which human health and the environment are protected from the impacts of waste.

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That vision is supported by three objectives:

1. AVOID

Western Australians generate less waste.

2. RECOVER

Western Australians recover more value and resources from waste.

3. PROTECT

Western Australians protect the environment by managing waste responsibly.

Each objective has had various targets set to measure performance:

1. AVOID

2025 – 10% reduction in waste generation per capita

2030 – 20% reduction in waste generation per capita

2. RECOVER

2025 – Increase material recovery to 70%

2030 – Increase material recovery to 75%

2020 – Recover energy only from residual waste

3. PROTECT

2025 - No more than 15% of waste generated in Perth and Peel regions is landfilled

2030 – All waste is managed and / or disposed to better practice facilities

These targets are then broken down further into more specific targets for waste generators and waste managers.

A key theme throughout the document is about fostering the move from a linear waste economy to a more circular economy.

Specific focus materials are identified for additional attention under each of the objectives.

In total, 50 different strategies are outlined addressing the following key themes:

- *Knowledge,*
- *Enabling Infrastructure,*
- *Incentives,*
- *Information and data,*
- *Engagement and education,*
- *Regulation and policy, and*
- *Planning.*

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Outline of MRC's initial recommendations

In the MRC's response to the initial consultation document (Appendix 6), a total of 10 recommendations were made. Some, but not all, of these recommendations have been addressed in the draft *Waste Strategy 2030* as follows:

Recommendation 1:

Consideration should be given in the Waste Strategy as to how potential markets and uses for materials generated in the circular economy can be created, fostered, subsidised or otherwise supported by State Government.

■ *Partially addressed (strategies 9, 10, 14).*

Recommendation 2:

Consideration should be given in the Waste Strategy to the implementation of a standardised, mandatory waste collection system across the metropolitan area.

■ *Partially addressed (introduction of targets, strategy 17)*

Recommendation 3:

Consideration should be given to the recommendations made in the SWIP report, with a view to identifying appropriately zoned sites for future waste infrastructure, as part of the Waste Strategy.

■ *Partially addressed (Strategy 50)*

Recommendation 4:

Consideration should be given in the Waste Strategy to only requiring regulators to consider licence approvals for facilities which align with the waste processing technologies and preferred locations outlined in the Waste Strategy.

■ *Partially addressed (Strategy 44)*

Recommendation 5:

Consideration should be given in the Waste Strategy as to what waste education is required to change consumer behaviour to better support end markets, collection systems and waste processing infrastructure, with guidelines as to how that responsibility is to be shared, and funded, by the respective levels of government in the state.

■ *Fully addressed (Strategies 1, 4, 10, 11, 12, 13, 25, 43)*

Recommendation 6:

Consideration should be given in the Waste Strategy to additional waste management targets, such as percentage targets for organics recycling and reductions in per household waste generation.

■ *Fully addressed (additional targets set)*

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Recommendation 7:

Consideration should be given in the Waste Strategy to a rolling 10 year projection of the expected Landfill Levy.

■ *Not addressed*

Recommendation 8:

Consideration should be given in the Waste Strategy to providing clarity around other levies, if any, that are being contemplated for AWTs.

■ *Not addressed*

Recommendation 9:

Consideration should be given in the Waste Strategy to a revised funding program to assist the industry in responding effectively to the objectives of the Waste Strategy.

■ *Partially addressed (broad mention of 'support' across a number of strategies)*

Recommendation 10:

An 'all of Government' approach should be considered in the drafting of the Waste Strategy, with at least proposed changes to the Local Government Act being considered and taken into account or revised as necessary, to help create statutory entities to support waste management in the region.

■ *Not addressed*

Outline of MRC's general observations and specific requests for variations

General observations

The MRC views the draft *Waste Strategy 2030* as an improvement on previous waste strategy documents and supports the overall direction being outlined.

The proposed responses to the Waste Authority are consistent with the MRC's vision of *Winning Back Waste*. The MRC's strategic direction is closely aligned with the objectives being outlined in the *Waste Strategy 2030* draft.

COMMUNITY IMPACTS

The cost of transitioning away from low cost landfilling to dealing with waste further up the waste hierarchy is likely to result in increased waste processing costs. This in turn will likely result in local government rates increases which may exceed CPI in any given year. It would be useful for the Waste Authority to undertake the necessary modelling to estimate what the financial impact of implementing the *Waste Strategy 2030* is likely to be on Western Australian households. Once these likely impacts are understood, consistent messaging from the Minister for Local Government and the Minister for Environment to assist in managing community expectations around possible rate increases will be important.

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LANDFILL LEVY

Local government landfills and commercially operated landfills collect significant levies for the State Government from rate payers and businesses. A wholly insignificant proportion of these levies are reinvested into the waste sector in any form.

ACTION PLANS

The *Waste Strategy 2030* outlines some significantly aspirational waste targets for the next decade. The present reality is that by-and-large, the markets for the material to be recovered and the mechanisms to recover material from the proposed waste streams do not exist.

In order for Western Australia to be able to meet the proposed targets, robust actions plans will be required to underpin the 50 proposed strategies. The MRC would strongly encourage State Government and the Waste Authority to consult with local government and industry when developing these action plans.

Variation 1:

In order to provide investment certainty for local governments and industry, the *Waste Strategy 2030* should provide clarity around the quantum of the state landfill levy until 2030; how much of that figure will be hypothecated to the WARR account; and what proportion of the hypothecated amount will be reinvested into the waste industry.

In particular, will the funds be used to incentivise local governments and State government to adopt the use of recycled or recovered products.

Further, to what extent will the funds be used by State Government to invest in waste processing infrastructure. There is a strong preference for the investment in local industry that will help reduce the costs and environmental impacts of having to transport waste.

Variation 2:

The *Waste Strategy 2030* should provide clarity on how the Waste Authority intends to apply the landfill levy to remote and regional Western Australian, if at all, and whether a similar levy will be applied to Energy from Waste Facilities or other AWTs.

Variation 3:

The targets contained in the *Waste Strategy 2030* are all expressed as percentage change figures. The *Waste Strategy 2030* should provide the 2014/15 empirical base data that will be used as the starting point for measurement against these targets. Notably:

- Current (2014/15) material recovery rates per stream
- Current waste generation volumes for Perth and Peel, along with current annual landfill volumes

Variation 4:

No rationale for the selection of the various targets is provided. The *Waste Strategy 2030* should outline the comparative performance of other states in Australia and other comparable international economies against the proposed target metrics.

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Variation 5:

The *Waste Strategy 2030* should signal the State Government's intent to promote producer packing stewardship programs through legislation if necessary.

Variation 6:

The *Waste Strategy 2030* needs to provide clarity as to what activities would be classed as 'recovery' and how this recovery will be measured, to ensure that perverse outcomes such as waste stockpiling are significantly dis-incentivised.

Variation 7:

The *Waste Strategy 2030* needs to provide clarity on how better practice guidelines will be implemented and importantly, what the transition provisions for new guidelines will be.

Significant infrastructure investments are likely to be required to deliver against the targets in the *Waste Strategy 2030* and there needs to be certainty for investors that the parameters which supported their investment are not going to be adversely changed when a new guideline is introduced without appropriate transition provisions.

A live case study in this regard is playing out with the MRC's Resource Recovery Facility contract, where the current push to change collection systems and recover organics from the waste stream is likely to have an adverse impact on the MRC's investment in waste processing infrastructure, which was designed to respond to the waste system parameters in effect at the time of construction.

CONSULTATION

The administration of the MRC has reviewed the draft *Waste Strategy 2030* document internally and have participated in a WALGA led discussion forum which was attended by the other Regional Councils and a number of local governments.

The views contained in the MRC's proposed responses to the draft *Waste Strategy 2030* document and the modifications it is requesting are largely consistent with the views expressed by the other parties who attended the WALGA forum.

STATUTORY ENVIRONMENT

The review of the State's waste strategy document is governed by the Waste Avoidance and Resource Recovery Act 2007 and has been undertaken in compliance with the Act.

POLICY IMPLICATIONS

The proposed response to the Waste Authority is consistent with existing MRC policy and strategic direction.

FINANCIAL IMPLICATIONS

Nil.

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STRATEGIC IMPLICATIONS

The proposed responses to the Waste Authority are consistent with the MRC's vision of *Winning Back Waste*. The MRC's strategic direction is closely aligned with the objectives being outlined in the *Waste Strategy 2030* draft.

The changes being proposed will however have a significant impact of the MRC's member councils – in particular their collection systems – and as a consequence, the composition and volume of waste being directed to the MRC.

This will likely in turn have a material impact on the MRC's existing contractual arrangements with the Resource Recovery Facility in Neerabup.

The *Waste Strategy 2030* draft is also silent on how the proposed changes to waste management are likely to impact on processing fees, and ultimately, the rates payable by individual rate payers for their waste services.

VOTING REQUIREMENT

Simple Majority

ADDITIONAL COMMENTS

The MRC views the draft *Waste Strategy 2030* as an improvement on previous waste strategy documents and supports the overall direction being outlined. The success and effectiveness of the strategy will depend significantly on the quality of the action plans that are put in place to deliver on the various strategies outlined in the draft.

Further information on key drivers of behaviour, such as the landfill levy, needs to be clearly outlined in the strategy in order for waste managers and markets to be able to make informed decisions with respect to new ventures and investment in waste infrastructure.

The ability of the sector to achieve the targets outlined in the document in a sustainable manner will hinge on the development of viable, stable markets for the various product streams being recovered. The State Government needs to take a leading role in helping identify and foster these markets until they reach a self-sustaining level of maturity.

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

- i) Endorses the MRC's proposed responses and variations to the Waste Authority's draft *Waste Strategy 2030* document contained in the detail of this report and;
 - ii) authorises the CEO to write to the Waste Authority to communicate the MRC's position as endorsed in point i).
-

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Cr Nelson moved an alternative motion, seconded Cr Cole

That Council:

- i) Endorses the MRC's proposed responses and variations to the Waste Authority's draft *Waste Strategy 2030 document* contained in the detail of this report with the addition of a variation addressing HHW as focus material, and;
- ii) authorises the CEO to write to the Waste Authority to communicate the MRC's position as endorsed in point i).

RESOLVED

That the alternative motion be adopted

(CARRIED UNANIMOUSLY 10/0)

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| 9.6 CAPITAL EXPENDITURE REALLOCATIONS | |
|---------------------------------------|--------------------------------|
| File No: | FIN/153 |
| Appendix(s): | Nil |
| Date: | 9 October 2018 |
| Responsible Officer: | Director of Corporate Services |

SUMMARY

The purpose of this report is to present certain capital expenditure reallocations in the 2018/19 budget to Council for approval. These reallocations do not affect the overall capital expenditure total and do not affect the members' gate fee.

BACKGROUND

When the 2018/19 budget was prepared in early 2018, a combination of current market data, historical market data and modelling forecasts were used to determine the estimated capital costs of various pieces of plant.

A subsequent round of market testing conducted in September 2018 has firmed up pricing for the plant and highlighted where reallocations of expenditure are required.

DETAIL

Ahead of commencing procurement activities for the plant budgeted for in the 2018/19 budget, the Mindarie Regional Council (MRC) has undertaken a review of indicative market prices for the various items of large plant due to be replaced in the year.

The pricing obtained is indicative only at this stage and will be confirmed through a formal procurement process in line with MRC Council Policy CP06 *Purchase of Good and Services* in due course.

The Table A below reflects the originally budgeted amount for each item, the updated indicative pricing and the net change across the assets.

TABLE A

| Plant details | 2018/19 Budget | 2018/19 Updated budget | Net Saving |
|--------------------|------------------|------------------------|-----------------|
| Bomag Compactor | 1,700,000 | 1,350,000 | (350,000) |
| Sumitomo Excavator | 350,000 | 330,000 | (20,000) |
| Komatsu Loader | 385,000 | 500,000 | 115,000 |
| Komatsu Loader | 385,000 | 580,000 | 195,000 |
| Dump Truck | 415,000 | 440,000 | 25,000 |
| TOTAL | 3,235,000 | 3,098,000 | (35,000) |

As per the table above, it is expected that the MRC will be able to procure the required plant within the originally anticipated capital expenditure budget, and as a result the proposed reallocation of capital expenditure will not impact the members' gate fee.

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CONSULTATION

The MRC has undertaken a market testing exercise with various suppliers to update its estimates of expected capital expenditure.

STATUTORY ENVIRONMENT

Original budget approval is made in accordance with section 6.2 of the Local Government Act 1995 (as amended).

Modifications to the budget is done in compliance with section 33A of the Local Government (Financial Management) Regulations 1996.

POLICY IMPLICATIONS

The proposed budget reallocations are consistent with existing MRC policy.

FINANCIAL IMPLICATIONS

The changes proposed will be accommodated within the originally budgeted total capital expenditure for the 2018/19 financial year, and within the originally budgeted members' gate fee for the 2018/19 financial year.

The proposed reallocations will be included in the mid-year budget review.

STRATEGIC IMPLICATIONS

The Budget for 2018/19 has been derived from the MRC's Strategic Community Plan, the Corporate Business Plan, the Asset Management Plan, the Workforce Plan and the 20-year Financial Plan and is consistent with these documents, in compliance with section 6.2(2) of the Local Government Act 1995 (as amended).

In developing the 2018/19 budget, the funding required for the activities outlined in the Corporate Business Plan have been taken into account.

VOTING REQUIREMENT

Absolute Majority

ADDITIONAL COMMENTS

Nil

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approve the proposed reallocation of budgeted capital expenditures between budgeted items of plant as proposed in Table A of this report, which will be reflected in the mid-year budget review.

(Absolute Majority Required)

Moved Cr Proud, seconded Cr Cvitan

That the Recommendation be adopted

(CARRIED UNANIMOUSLY 10/0)

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10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 44

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 44 be received.

Moved by Cr Vernon, seconded by Cr Fishwick
That the recommendation be adopted
(CARRIED UNANIMOUSLY 10/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

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The Chairperson requested that in accordance with clause 7.9 of the *Mindarie Regional Council Standing Orders Local Law 2010* and s5.23(2) of the *Local Government Act 1995*, Council proceed to meet "behind closed doors" to allow the Council to consider items 14.1 to 14.6 as the items are of a confidential nature.

Cr Boothman moved, Cr Proud seconded

RESOLVED

To close the meeting to the public

(CARRIED UNANIMOUSLY 10/0)

Chairman announced that there are no limitations on the number of speeches made in accordance with clause 7.9 (4) of the *Mindarie Regional Council Standing Orders Local Law 2010* during the closed door meeting.

The Chairman directed Members of the Gallery to vacate the Council Chambers. Members of the Gallery vacated the Council Chambers and doors closed at 6.17 pm.

Note: The Acting Chief Executive Officer has not released Reports for items 14.1 to 14.6 for Public information as the reports may result in a contract being entered into.

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

14.1 ENERGY FROM WASTE SHORT TERM CONTRACT

| | |
|----------------------|-------------------------|
| File No: | WST/209-02 |
| Attachments(s): | |
| Date: | 09 October 2018 |
| Responsible Officer: | Chief Executive Officer |

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approve the CEO's proposed course of action to not progress formal discussions with the Phoenix Group as originally contemplated by Council's 14 April 2016 resolution.

Moved Cr Proud, seconded Cr Guilfoyle

RESOLVED

That the Recommendation be adopted

(CARRIED 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

14.2 WMRC WASTE PROPOSAL

| | |
|----------------------|--------------------------|
| File No: | WST/101-03 |
| Attachments(s): | Item 14.2 - Attachment 1 |
| Date: | 10 October 2018 |
| Responsible Officer: | Chief Executive Officer |

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Approves for the CEO to pursue commercial discussions with the Western Metropolitan Regional Council on behalf of the member councils wishing to make use of the proposed service offering.
(Simple Majority Required)
2. Approves for the CEO to enter into negotiations with the Western Metropolitan Regional Council for the supply of waste up to 30 June 2019 at the rates outlined in the details section of the report, the impact of which will be accommodated in the mid-year budget review.
(Absolute Majority Required)

Cr Vernon moved an alternative motion, seconded Cr Cvitan

1. Approves for the CEO to pursue commercial discussions with the Western Metropolitan Regional Council on behalf of the member councils wishing to make use of the proposed service offering.
(Simple Majority Required)
2. Approves for the CEO to enter into negotiations with the Western Metropolitan Regional Council for the supply of waste (up to a maximum of 20,000 tonnes) up to 30 June 2019 at the rates outlined in the details section of the report, the impact of which will be accommodated in the mid-year budget review.
(Absolute Majority Required)

Cr Nelson requested that the motions be considered separately

RESOLVED

Motion 1:

That the recommendation be adopted

(CARRIED UNANIMOUSLY 10/0)

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RESOLVED

Motion 2:

That the recommendation be adopted

(CARRIED 9/1)

For: Boothman, Norman, Fishwick, Cole, Proud, Guilfoyle, Lumsden, Cvitan, Vernon

Against: Nelson

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

14.3 TENDER FOR PROVISION OF LANDFILL LEACHATE TREATMENT TECHNOLOGY AND SERVICE

File No: ENV/47-01

Attachments(s):

Date: 11 October 2018

Responsible Officer: Chief Executive Officer

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Resolve not to award the tender RFT13/139 to any of the tenders; and
2. Authorise the Chief Executive Officer to write to all the tenderers advising them of Council's decision not to award the tender.

Moved Cr Fishwick, Cr Cvitan

RESOLVED

That the recommendation be adopted.

(CARRIED 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

| | |
|-----------------------------|---------------------------------|
| 14.4 | RRF FOGO TRIAL |
| File No: | COR/48-07 |
| Attachments(s): | Item 14.4 - ATTACHMENT 1 |
| Date: | 11 October 2018 |
| Responsible Officer: | Chief Executive Officer |

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approves for the MRC to proceed with the proposed FOGO trial at the RRF at an estimated cost of \$300,000, which will be funded in the mid-year budget review.

(Absolute Majority Required)

Cr Norman moved an alternative motion, seconded Cr Proud

RESOLVED

That Council:

Approves for the MRC to proceed with the proposed FOGO trial at the RRF at an estimated cost of \$300,000, which will be funded in the mid-year budget review, and for the CEO to provide a report to Council on the results of the trial.

(CARRIED UNANIMOUSLY 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

14.5 FINANCIAL MODELLING FOR MRC STRATEGIC DIRECTIONS

| | |
|----------------------|-------------------------|
| File No: | FIN/153 |
| Attachments(s): | |
| Date: | 11 October 2018 |
| Responsible Officer: | Chief Executive Officer |

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approve the engagement of Deloitte to undertake the required strategic financial modelling at an estimated cost of \$100,000, which will be funded through the mid-year budget review.

(Absolute Majority Required)

Moved Cr Lumsden, seconded Cr Cole

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 10/0)

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This report is Confidential in accordance with Section 5.23 (2) (C) of the *Local Government Act 1995* as it is a matter that may result in a contract being entered into.

14.6 RRFA DEED OF VARIATION

| | |
|----------------------|-------------------------|
| File No: | WST/147-07 |
| Attachments(s): | |
| Date: | 10 October 2018 |
| Responsible Officer: | Chief Executive Officer |

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Subject to the requisite approvals being obtained from Australia and New Zealand Banking Group Limited;

- i) authorises the CEO to accept the proposed temporary suspension of the Waste Diversion and Compost Quality KPIs under the Resource Recovery Facility Agreement from 1 January 2019 to 28 February 2019, and the consequential adjustments to the gate fee for that period if required, as requested by Biovision 2020 Pty Ltd in their letter dated 11 October 2018; and
- ii) resolves that the Mindarie Regional Council will work co-operatively and in good faith with Biovision 2020 Pty Ltd after 28 February 2019 to agree any required changes under clause 15.2(c) of the Resource Recovery Facility Agreement once the full change, if any, arising from the change in waste composition due to the implementation of a three bin system has been assessed.

Cr Boothman moved, Cr Lumsden seconded

RESOLVED

That the recommendation be adopted

(CARRIED 10/0)

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Moved Cr Boothman, seconded Cr Proud

RESOLVED

To reopen the doors to the public.

(CARRIED 10/0)

Doors were reopened to the public at 6.54 pm and people from the gallery returned to their seats.

The Chair declared the meeting re-open. The Chair read out the resolutions for items 14.1 to 14.6.

15 NEXT MEETING

Next meeting to be held on Thursday 6 December 2018 in the Council Chambers at Town of Cambridge commencing at 6.00 pm.

16 CLOSURE

The Chairman closed the meeting at 7.00 pm and thanked the Town of Victoria Park for their hospitality and use of their meeting facilities.

These Minutes were confirmed by Council as a true and accurate record of the Ordinary Meeting of the Council held on 25 October 2018.

Signed..... Chairman

Dated this day of2018



CITY OF VINCENT

BUSINESS ADVISORY GROUP MEETING

Thursday 8 November 2018 at 4PM

Venue: City of Vincent – Function Room

MINUTES

1. Welcome/Declaration of Opening

The Chair opened the meeting at 4:10pm.

2. Apologies

Confirmed Attendees:

| | | | |
|-------------------------------|---|-------------------|---|
| Cr Topelberg (<i>Chair</i>) | ✖ | Sophie Brinklow | ✖ |
| Cr Murphy (<i>A/Chair</i>) | ✓ | Adrian Tatasciore | ✖ |
| Cr Fotakis | ✓ | Ida Smithwick | ✓ |
| Trent Durward | ✓ | Kate McKie | ✖ |
| Pippa McIntosh | ✖ | Andrew Ryan | ✖ |
| Nicholas Bond | ✓ | Joshua O'Keefe | ✓ |
| Johnny Doan | ✓ | David MacLennan | ✓ |
| Marilyn Watts | ✓ | Stephanie Smith | ✓ |
| Jordan Korovesi | ✓ | Alice Harford | ✖ |
| Luke Gibson | ✓ | Tahnee Bunting | ✓ |
| Georgia Lawrence | ✓ | Rana Murad | ✖ |

3. Confirmation of Previous Minutes

The Minutes of the previous meeting were confirmed.

4. Business Engagement Program**4.1 Website Update**

Stephanie Smith provided an update on business section of the City's website. The Business Advisory Group supported the website layout with some suggested modifications including:

- Adding pictures and graphics;
- Adding links to Town Team websites, encouraging businesses to make contact;
- Adding contact details for Place Managers and key Town Team members as a one-stop contact;
- Adding link to Intramaps.

4.2 Curtin Ignition Update

Stephanie Smith provided an update on Curtin Ignition program. City will organise for the successful candidate to present on her experience at the next BAG meeting.

4.3 Small Business Friendly Local Governments (SBFLG)

Jordan Koroveshi presented the SBFLG initiative. The Business Advisory Group was strongly supportive of the City signing up to the initiative and also interested in unique/bespoke advice or seminars that the Small Business Development Corporation could hold with City of Vincent. City will present the initiative to Council for adoption and will contact the Corporation to see if bespoke advice/seminars are possible.

4.4 BAG Priorities

Stephanie Smith presented the final Business Advisory Group priorities that were adopted by Council and advised that they would inform the review of the Economic Development Strategy.

5. Economic Development Strategy Update and Feedback**5.1 Draft survey for businesses and residents**

Jordan Koroveshi presented the current status of the Economic Development Strategy and requested feedback on the draft survey for businesses. The Business Advisory Group had some comments about particular questions and wanted to ensure the surveys were going to be engaging and easy for businesses to complete. City will action recommended modifications to survey, seek consultant feedback, then engage with businesses.

6. General Business

Discussion of tenancy mix in town centres. No action required.

7. Confirm Meeting Schedule

Next meeting to be scheduled as required, most likely around February 2019.

8. Close

The Chair closed the meeting at 5:00pm.

These Minutes were confirmed as a true and correct record of the meeting of the Business Advisory Group held on 8 November 2018.

Signed:

Dated:

INFORMATION BULLETIN



CITY OF VINCENT

| | |
|---------------------|---|
| TITLE: | Parking Infringement Write-Offs Under Delegated Authority – 1 July 2017 to June 2018 |
| DIRECTORATE: | Community Engagement |

PURPOSE:

To report parking infringement write-offs under delegated authority for the period 1 July 2017 to 30 June 2018.

DETAILS:

The *Local Government Act* 1995 allows Council to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in section 5.43. The City's Delegated Authority Register 2018/19 allows the Chief Executive Officer to sub-delegate the power to waive fees or write-off debts relating to infringements to the Director Community Engagement and Manager Community Safety up to the amount of \$250.

Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices provides a transparent and accountable process for the handling and determination of any request for review/appeal of parking infringement notices, and is the basis upon which the Director Community Engagement and Manager Community Safety may seek to withdraw or reduce a penalty.

During the period 1 July 2017 to 30 June 2018 the following parking infringements were withdrawn:

| Reason for Withdrawal | | 1 July 2017 – 30 June 2018 | |
|-----------------------|---|----------------------------|------------------|
| | | Number | Amount |
| (1) | Ranger/Administrative Adjustment | 675 | \$60,755 |
| (2) | Other (Financial Hardship, Disability, Police On-duty, etc.) | 181 | \$20,190 |
| (3) | Ticket Purchased but not Displayed (Valid Ticket Produced) | 312 | \$21,915 |
| (4) | Breakdown/Stolen (Proof Produced) | 34 | \$4,045 |
| (5) | Details Unknown/Vehicle Mismatched | 402 | \$36,630 |
| (6) | Interstate or Overseas Driver | 0 | 0 |
| (7) | Signage Incorrect or Insufficient | 43 | \$4,600 |
| (8) | Equipment Faulty (Confirmed by Technicians) | 55 | \$4,005 |
| (9) | Resident or Visitor Permit issued but not Displayed (Valid permit Produced) | 400 | \$32,615 |
| TOTAL | | 2,102 | \$184,755 |

Table 1 – Parking Infringement Write-Offs 1 July 2017 to 30 June 2018

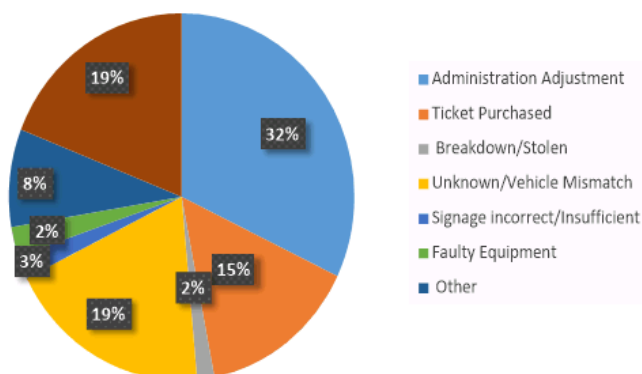


Figure 1 – Parking Infringement Write-Offs 1 July 2017 to 30 June 2018

The specific reasons for withdrawing and subsequently writing-off parking infringements are explained below:

- (1) Withdrawal of an infringement notice where an incorrect clause, street, date or time has been entered or where there has been an error with entered information. Notably, of the 675 withdrawn for this reason the Ranger identified the problem on 155 occasions and immediately re-issued a corrected notice.
- (2) Withdrawal of an infringement notice on compassionate grounds, where there are extenuating circumstances and/or where the driver was unable to comply with restrictions for a valid reason.
- (3) Withdrawal of an infringement where a driver purchased a ticket but failed to display it and can provide evidence that a valid ticket was indeed purchased. Quite often tickets are inadvertently blown off the dash, displayed upside down or the driver took it with them. While the relevant offence is *“Failure to display a valid ticket”* it is unlikely that a Magistrate would find in favour of the City should the matter be pursued;
- (4) Withdrawal of an infringement due to vehicle breakdown where documentary proof in the form of a towage receipt or mechanical repair receipt is provided. On occasion, stolen vehicles are issued with an infringement and this is withdrawn following confirmation with WA Police that the vehicle has been reported stolen.
- (5) Withdrawal of an infringement where a vehicle has been unregistered and it is not possible to match the vehicle with an owner following correspondence with the Department of Transport. On occasion, the make or type of vehicle shown on the infringement notice does not match that supplied by the Department of Transport and therefore it is not possible to prove the offence in Court.
- (6) Withdrawal of an infringement notice where the driver of a vehicle is identified as being from another State or another Country, and pursuing the matter further is impractical. Correspondence is sent to the address provided in the first instance but withdrawn when it remains unpaid.
- (7) Withdrawal of an infringement where a driver lodges an appeal due to inadequate or damaged signage, and following a site inspection it is identified that signage is not adequate.
- (8) Withdrawal of an infringement due to a ticket machine fault where that fault is confirmed by a Technician Report.
- (9) Withdrawal of an infringement where a resident/visitor parking did not display an appropriate permit where it is a first offence and/or where proof of residency can be provided.

CONSULTATION/ADVERTISING

Nil.

LEGAL/POLICY:

Section 5.42 of the *Local Government Act 1995* gives power to a Council to delegate to the Chief Executive Officer the exercise of its powers and functions; prescribes those functions and powers which cannot be delegated; allows for a Chief Executive Officer to further delegate to an employee of the City; and states that the Chief Executive Officer is to keep a register of delegations. The delegations are to be reviewed at least once each financial year by Council and the Officer/s exercising a delegated power are to keep appropriate records.

Delegation No. 1.15 'Waive Fees, Grant Concessions or Write Off Debts' within the City's 2018/19 Delegation Register notes that a local government may waive or grant concessions in relation to any amount of money or write off any amount of money that is owed to the local government.

RISK MANAGEMENT IMPLICATIONS:

Low: Parking infringements are withdrawn in accordance with the City's 2018/19 Delegation Register and through implementation of Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices.

STRATEGIC IMPLICATIONS:

Effective implementation of Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices and the periodic reporting of parking infringements withdrawals aligns the following themes and outcomes within the City's *Strategic Community Plan 2018 – 2028*:

| | |
|---------|--|
| Theme | <i>Innovative and Accountable</i> |
| Outcome | <i>We are open and accountable to an engaged community</i> |
| Theme | <i>Thriving Places</i> |
| Outcome | <i>Our town centres and gathering places are safe, easy to use and attractive places where pedestrians have priority</i> |

SUSTAINABILITY IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

The \$184,755 write-off amount for the period 1 July 2017 to 30 June 2018 compares to a \$149,080 write-off amount for the previous period 1 July 2016 to 30 June 2017. The 2,102 parking infringement write-offs during the twelve-month period equates to 7.7% of all infringements issued compared to 7.4% during the previous twelve-month period. Overall, throughout the 2017/18 financial year the City issued \$2,375,260 worth of parking infringements.

COMMENTS:

Enforcement of the City's Parking and Parking Facilities Local Law ensures the availability of parking options within Town Centres and other popular locations and protects amenity for local residents. Adherence to the provisions of this Local Law and Council Policy No. 3.9.2 – Parking Enforcement and Review/Appeal of Infringement Notices ensures the effectiveness of parking enforcement and minimises the withdrawal of parking infringements.

Administration takes a pragmatic approach with all parking infringement appeals which are considered on their merits. Both common sense and reasonableness are applied where relevant. The extent of parking infringement withdrawals has remained relatively consistent over the last two financial years.

Placeholder for Attachment A

Information Bulletin

Statistics for Development Applications as at end of
November 2018 - to follow after Council Briefing due to
end of month

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 21 NOVEMBER 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 and various conditions of the amended approval granted by council 24 July 2018.</p> <p>*****</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 provide additional information and sought to a minimum one night stay. The SAT invited the City to consider this additional information and reconsider its decision through Section 31 of the SAT Act at its 4 April 2018 Ordinary Meeting. Prior to 4 April 2018 the applicant sought to amend their application for review to include other conditions not previously discussed. The SAT has amended their orders and removed the invitation for the City to reconsider its decision at this stage. On 23 May 2018, staff attended mediation and agreed to consider a request for amendment to the conditions of approval through a revised management plan. The applicant submitted additional information to the City and the matter was presented to the Ordinary Meeting of Council on 24 July 2018. At that meeting, Council resolved to grant approval subject to additional conditions. The matter has now been scheduled for a hearing on 5 and 6 December 2018.</p> <p><i>Representation by: Castledine Gregory Solicitors</i></p> |
| 2. | Nos. 120-122 Richmond Street, Leederville (CC 49 of 2018) | 15 January 2017 | Dorn | <p>Review in relation to a Building Order to remove unauthorised buildings and structures associated with single house.</p> <p>*****</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 540 square metres across both Nos. 120 and 122 Richmond Street. This order only relates to No. 22 Richmond Street. An appeal was lodged with the SAT on 11 January 2018. Mediation held on site on 7 February 2018. A further Mediation was held on 22 February 2018. Following discussions between the applicant and the SAT, it was agreed to adjourn the mediation to a further mediation conference to be held on 12 April 2018. The applicant was granted a four week extension to remove the structures from the property and any further action was pending the applicant's progress during that period. Mediation Conferences held on 27 April 2018, 11 May 2018 and 23 May 2018 – further adjourned until 26 July 2018. As part of this and following a review of the applicant's progress in removing unauthorised structures on the sites, on 23 May 2018 the applicant was granted an</p> |

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 21 NOVEMBER 2018**

| NO. | ADDRESS & SAT REVIEW NO. | DATE RECEIVED | APPLICANT | REVIEW MATTER & COMMENTS |
|-----|---|----------------|--|---|
| | | | | <p>eight week extension to remove the structures from the property and any further action is pending the applicant's progress during that period. Due to a lack of satisfactory progress to remove the structures, on 26 July 2018, the matter was adjourned for a further directions hearing to be held on 6 August 2018, where the matter was set for final hearing on 13 November 2018. At the Hearing on 13 November 2018, the appellant advised of his intention to lodge applications for Development Approval for the existing unauthorised structures. The trial date was vacated and the matter was listed for a new Directions Hearing on 12 February 2019.</p> <p><i>Representation by: Kott Gunning Lawyers</i></p> |
| 3. | No. 14 Florence Street, West Perth (DR 73 of 2018) | 28 March 2018 | Megara on behalf of Charber Pty Ltd | <p>Application for a review of the decision of the Metro West Joint Development Assessment Panel to refuse the application on 8 March 2018.</p> <p>*****</p> <p>The City attended a mediation session on 8 May 2018. The Mediation was adjourned to a further mediation session on 5 June 2018 to enable the applicant to confer with their legal representatives. Following mediation the matter was adjourned for a further directions hearing on 27 July 2018. The directions hearing scheduled 27 July 2018 was adjourned for a further directions hearing scheduled 10 August 2018. A further directions hearing was scheduled for 16 November 2018 to allow the applicant to liaise with DoPLH regarding a subdivision proposal however, appeal has been withdrawn without being determined. Completed.</p> <p><i>Representation by: JDAP representation</i></p> |
| 4. | No. 7 Chelmsford Road, Mount Lawley (DR 88 of 2018) | 13 April 2018 | Macri | <p>Application for review of Council's decision to refuse the application on 6 March 2018.</p> <p>*****</p> <p>On 1 June 2018, Staff participated in a telephone Directions Hearing and consented to the request to proceed to mediation. An on-site mediation session occurred on 19 June 2018 where the matter was adjourned to a directions hearing on 29 June 2018, where the SAT directed the City and applicant to each prepare a Statement of Issues, Facts and Contentions, so as to enable the matter to proceed to a final hearing on 17 October 2018. The hearing scheduled for the 17 October 2018 has been postponed until 20 December 2018 to allow the applicant to engage a planning expert.</p> <p><i>Representation by: Altus Planning</i></p> |
| 5. | No. 47 Jugan Street, Mount Hawthorn (DR 207 of 2018) | 23 August 2018 | Carlo Famiano on behalf of New Country Development Pty Ltd | <p>Application for review of Council's decision to refuse the application for Five Grouped Dwellings on 24 July 2018.</p> <p>*****</p> <p>The City attended mediation on 5 October 2018 where the SAT directed Council to reconsider the application at its 11 December 2018 Council Meeting.</p> <p><i>Representation by: City of Vincent Administration</i></p> |

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 21 NOVEMBER 2018**

| NO. | ADDRESS & SAT REVIEW NO. | DATE RECEIVED | APPLICANT | REVIEW MATTER & COMMENTS |
|-----|---|------------------|-------------------------------------|---|
| 6. | No. 266 Lord Street, Perth (DR 215 of 2018) | 29 August 2018 | Urbanista Town Planning | <p>Application for review of Council's decision to refuse the application for two car stackers on 21 August 2018.</p> <p>*****</p> <p>The City attended a directions hearing on 28 September 2018 where the SAT referred the matter to mediation. The City attended a mediation 18 October 2018 where the SAT directed Council to reconsider the application on or before 22 February 2019.</p> <p><i>Representation by: City of Vincent Administration</i></p> |
| 7. | No. 6 Burt Street, Mount Lawley (DR 223 of 2018) | 5 September 2018 | Angela Cardaci and Franceso Cardaci | <p>Application for review of the MWJDAP's decision to refuse the application for two multiple dwellings and 10 serviced apartments on 30 August 2018.</p> <p>*****</p> <p>The City attended a mediation 15 October 2018 where the SAT directed the DAP to reconsider the application on or before 7 December 2018.</p> <p><i>Representation by: JDAP representation</i></p> |
| 8. | No. 48 Egina Street, Mount Hawthorn (DR 274 of 2018) | 26 October 2018 | Urbanista | <p>Application for review of Council's decision to refuse the application for two grouped dwellings on 16 October 2018.</p> <p>*****</p> <p>Matter is scheduled for a directions hearing 23 November 2018.</p> |
| 9. | No. 8 Moir Street, Perth (DR 281 of 2018) | 9 November 2018 | Kogon | <p>Application for review of Council's decision to refuse the application for short term dwelling on 16 October 2018.</p> <p>*****</p> <p>Matter is scheduled for a directions hearing 23 November 2018.</p> |

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 21 NOVEMBER 2018**

| No. | ADDRESS AND DA SERIAL NO. | APPLICANT | PROPOSAL | DATE APPLICATION RECEIVED | DAP MEETING DATE | DAP DECISION |
|-----|---|---|--|---|------------------|---|
| 1. | No. 247 Stirling Street, Perth | Applicant: Urbanism | Form 2 – Multiple dwellings – extension of the term to commence development approval | 3 July 2018 | 29 November 2018 | Not yet determined. |
| 2. | Nos. 139 – 141 Lake Street, Perth | Applicant: Adriano Pivali | Mixed Use Development, incorporating 22 multiple dwellings | 11 July 2018 | 3 December 2018 | Not yet determined. |
| 3. | Nos. 308 – 310 Oxford Street, Leederville | Applicant: Urbanista Town Planning | Mixed Use Development, incorporating 22 multiple dwellings | 8 August 2018 | 29 November 2018 | Not yet determined. |
| 4. | No. 81 Angove Street, North Perth | Applicant: Tom Godden Architects | Form 2 – Alterations and additions to Child Care Centre (existing unauthorised development) | 12 September 2018 | 14 November 2018 | The application was approved 14 November 2018 consistent with the officer recommendation. The minutes are available here . |
| 5. | No. 636 Newcastle Street, Leederville | Applicant: Megara Developments | Mixed Use Development, incorporating 32 multiple dwellings | 14 September 2018 | To be confirmed | Not yet determined. |
| 6. | No. 338 Bulwer Street, West Perth | Applicant: Planning Solutions | Form 2 – Mixed Use extension of time | 8 October 2018 | 3 December 2018 | Not yet determined. |
| 7. | No. 394-398 Newcastle Street, West Perth | Applicant: Urbanista | Form 1 – Mixed use development | 23 October 2018 | To be confirmed | Not yet determined. |
| 8. | No. 187 Loftus Street, Leederville | Applicant: Allerding and associates | Form 1 – Multiple Dwellings | 1 November 2018 | To be confirmed | Not yet determined. |
| 9. | No. 6 Burt Street, Mount Lawley | Applicant: Cardaci Family c/- JCM and Moharich and more | S.31 Reconsideration - Mixed Use Development Comprising Two Multiple Dwellings, Ten Serviced Apartments and Change of Use from Shop to Restaurant/Café | 15 October 2018 (Request for reconsideration) | 3 December 2018 | Not yet determined. |

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)
REGISTER OF APPLICATIONS CONSIDERED BY DRP
AS AT 21 NOVEMBER 2018**

| No. | ADDRESS | APPLICANT | PROPOSAL | DRP MEETING DATE | REASON FOR REFERRAL |
|-----|--|----------------------|---|------------------------|--|
| 1. | No. 24 Ellesmere Street, North Perth | Sovereign Building | Four Multiple Dwellings | 14/11/18 | For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 22 August 2018. DA lodged. |
| 2. | No. 441 William Street and No. 6 Brisbane Place, Perth | Architectural Online | Mixed Use Development (Office, Restaurant/Café and Hotel) | 14/11/18 | For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 7 March 2018. DA lodged. |

**INFORMATION BULLETIN**

CITY OF VINCENT

REGISTER OF PETITIONS - PROGRESS REPORT – DECEMBER 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 |

NO OUTSTANDING PETITIONS AS AT 1 DECEMBER 2018



INFORMATION BULLETIN



CITY OF VINCENT

REGISTER OF NOTICES OF MOTION - PROGRESS REPORT – DECEMBER 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 |
|--|----------------|---|
| 13 November 2018 – Submitted by Cr Topelberg | | |
| Policy No. 3.8.12 – Mobile Food Vendor, by 30 April 2019 | DDS | Administration will advise all vendors that Area 1 within Hyde Park has been removed from the Policy. Administration will commence a review of the Policy in accordance with the Council resolution. |
| 21 August 2018 – Submitted by Cr Loden | | |
| Transparency of rates spend in the Budget | DCorpS | This will be done as part of the upcoming 2019/2020 Budget Workshops, as per the recommendation. |
| 24 July 2018 – Submitted by Mayor Cole | | |
| Request to Investigate Options to Reinstate the Requirement to Obtain Development Approval for Demolition, by November 2018 | DDS | Completed. Administration presented the results of the investigation to a Council Workshop on 23 October 2018. |
| 4 April 2018 – Submitted by Cr Loden | | |
| Action on Climate Change | DDS | Administration will present the draft Sustainable Environment Strategy to Council for advertising by March 2019 to support decision making in the 2019/20 Budget and Corporate Business Plan. The draft Sustainable Environment Strategy will include the measures identified in Item 4 of Council's resolution. The recently-adopted Waste Strategy states that carbon emissions (which result from the management of waste) will be considered in the ongoing implementation of the strategy. |
| 22 August 2017 – Submitted by Cr Gontaszewski | | |
| Strategies to Improve Participation and Accessibility by Women and Girls at City of Vincent Sportsground and Associated Facilities, by February 2019 | DCE | Specific strategies endorsed at the Council Meeting held on 24 July 2018. To be reported back to Council in February 2019. |
| 27 October 2015 – Submitted by former Mayor Carey | | |
| Review of Laws, Policies and Practices relating to the impact of construction activity, on the public realm, by May 2016 | DE/ DDS | Administration will communicate proposed amendments to the Property Local Law to elected members in advance of formally presenting the matter to Council in early 2019. |



INFORMATION BULLETIN



CITY OF VINCENT

REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – DECEMBER 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 |
|---|--|----------------|--|
| Council Meeting – 13 November 2018 | | | |
| 11.1 | Licence to Exipnos Pty Ltd for alfresco structure within road reserve – Units 3 & 4 177 Stirling Street, Perth - Brika Bar | | Advise Brika Bar of decision. Property Leasing Officer to draft licence. |
| 11.2 | Statutory review of City of Vincent's wards and representation | | Public Notice to be provided from 17 November 2018. |
| 11.3 | Variation of seasonal licences for Charles Veryard Reserve Pavilion (rubbish & recycling bin charges) and write-off of portion of fees | | Licences to be amended and signed by the City. Reimbursement to be provided to Modernians Hockey Club. |
| 12.1 | Draft Banks Reserve Master Plan | | The draft Banks Reserve Master Plan will be advertised for public comment for a period of 14 days inviting written submissions in accordance with the City's Policy No. 4.1.5 – Community Consultation. Further report will be presented in December 2018. |
| 12.2 | Draft Public Open Space Strategy | | The draft Public Open Space Strategy will be advertised for public comment for a period of 14 days inviting written submissions in accordance with the Policy No 4.1.5 – Community Consultation. Further report will be presented in December 2018 |
| 12.3 | Adoption of Policy No. 3.10.3 – Street Activation | | Policy No. 3.10.3 – Street Activation was adopted and Policy No. 2.2.7 rescinded – Submitters will be advised of the decision |
| 12.4 | Tennis West Proposal for Robertson Park, Fitzgerald Street, Perth | | Consultation is to be conducted throughout December 2018 and January 2019 and policy implemented. Report to be presented to Council in February 2019 |
| Council Meeting – 16 October 2018 | | | |
| 9.1 | No. 14 (Lot 1; SP: 12592) Orange Avenue, Perth - Second Storey Addition and Alterations to Grouped Dwelling | DDS | Administration has contacted the applicant with a view to obtaining amended plans. The application will be presented to a future Council meeting for determination. |
| 9.8 | Integrated Transport Plan - Appointment of a Successful Tenderer | DDS | Completed. Administration has formally engaged the successful consultant and has notified the unsuccessful tenderers. |
| 9.9 | Relocation of the Leederville Town Centre Taxi Zone | DDS | Administration has arranged for new signage to be installed, will liaise with the manager of the Leederville Hotel in relation to the outdoor eating area adjacent to the Leederville Hotel and will notify submitters of Council's decision. |
| 9.10 | Amendment No. 2 to Local Planning Scheme No. 2 | DDS | Administration has forwarded Amendment 2 to the Environmental Protection Authority and the Western Australian Planning Commission for approval. Administration has notified the affected land owners of Council's decision. |

| Item | Report Details | Action Officer | Comments |
|--|---|----------------|--|
| 11.5 | Variation of Leederville Tennis Club and North Perth Tennis Club leases to enable return of funds held in City's reserve accounts to clubs | DCorpS | Administration to organise for the funds to be transferred to the clubs. Variation of Leases drafted and sent to Clubs for review. |
| 11.7 | Reallocation of 2018/19 Budget Funds - Leederville Town Centre Shared Space | DCorpS | Completed. 30 October 2018 |
| 12.1 | Management of Services at Weld Square for People Experiencing Homelessness | DCE | Approval granted at October meeting for Manna Inc. to continue the food service at Weld Square for a further 12 months. Further report to be presented to Council in 2019. The City has joined the Homelessness Framework Committee (comprising the City of Perth and key service providers) to address key issues impacting Weld Square and surrounds. Further report to be presented in late 2018/2019 to confirm outcomes. |
| 13.1 | Adoption of the City of Vincent Strategic Community Plan 2018 – 2028 | DCE | Administration will action six key priority areas which are Enhanced Environment, Accessible City, Connected Community, Thriving Places, Sensitive Design and Innovative & Accountable |
| Council Meeting – 18 September 2018 | | | |
| 9.6 | Amendment 1 to Local Planning Policy No. 7.1.1 - Built Form | DDS | Administration has modified Clause C1.5.2 and C1.5.3 in accordance with Council's resolution. Administration has advertised the three policy amendments in accordance with Council's resolution and given notice of the proposed amendment to the Built Form Policy to the Western Australian Planning Commission. A report will be presented to Council in 2019 on the results of the consultation. |
| 10.4 | Response to Petition – Alma Road and Claverton Streets, North Perth | DE | Will progress with implementation and consultation. Once consultation is complete, a further report to Council will be prepared. |
| 11.1 | Transfer and dedication of lots as road - Intersection of Charles, Green and Walcott Streets, North Perth | DCorpS | Consultant engaged to manage district boundary realignment. Main Roads advised of Council's decision. Progressing transfer with Main Roads. |
| 12.1 | New Draft Policy No. 3.10.3 | DCE | Completed. Policy No. 3.10.3 – Street Activation was adopted at Ordinary Meeting of Council 14 November 2018 and Policy No. 2.2.7 rescinded – Submitters will be advised of the decision and policy implemented. |
| Council Meeting – 21 August 2018 | | | |
| 10.2 | Axford Park Upgrade - Concept Design & Implementation of Quick Win Works Items | DE | Administration will undertake the following notification of Council's decision. Quick Win progressing well. |
| 10.3 | LATE REPORT: Revised Engineering Policies Relating to Verge Treatments and Street Trees | DE | Submitters to be advised of Council's decision. |
| Council Meeting – 24 July 2018 | | | |
| 12.1 | LATE REPORT: NOTICE OF MOTION - Cr Susan Gontaszewski – Strategies to Improve Participation and Accessibility by Women and Girls at City of Vincent Sportsgrounds and Associated Facilities | DCE | Administration has commenced implementation of the specific strategies. Update to be reported back to Council in February 2019. |
| Council Meeting – 26 June 2018 | | | |
| 9.7 | North Perth Common – Concept Design | DDS | The saving of \$42,350 made from the design, documentation and project management phase of the North Perth Common project was carried forward and included in the 2018/19 budget for the construction phase of the project. The detailed design and tender documentation for the project has now been completed and the tender for the construction has closed. |
| 9.8 | Business Advisory Group – Key Priorities | DDS | Administration will now use the Business Advisory Group's Key Priorities to inform the review of the City's Economic Development Strategy. |

| Item | Report Details | Action Officer | Comments |
|--|--|----------------|---|
| 11.2 | Acquisition of private rights of way as Crown Land and vesting in City – Right of Way between London and Dunedin Streets, Mount Hawthorn (Lot 60) and Colvin Lane, West Perth (Lot 67) | DCorpS | Request made to Minister. |
| 12.1 | Review of Community Engagement Policies | DCE | The new Street Activation Policy was adopted at the Council Meeting on 14 November 2018. The new Welcome to Country Policy Policy was adopted at the Council Meeting in September 2018 |
| <u>Council Meeting – 29 May 2018</u> | | | |
| 11.1 | Leases to Department of Health to govern Department's current use of the Child Health Clinics within City of Vincent | DCorpS | Lease with Department for review. Signs acknowledging City's support to be installed. |
| 18.1 | CONFIDENTIAL ITEM: Licence to govern encroachment of drainage infrastructure from 152 Joel Terrace, Mount Lawley into Swan River Foreshore Reserve 43459 | DCorpS | Owners obtaining approval from Department Biodiversity, Conservation and Attractions. City waiting on approval in order to sign licence |
| <u>Council Meeting – 4 April 2018</u> | | | |
| 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 | DCorpS | Clubs working with the City's Community Engagement Directorate to resolve some leasing issues. |
| <u>Council Meeting – 6 March 2018</u> | | | |
| 11.4 | Draft Financial Reserves Policy | DCorpS | Administration to finalise Policy adoption process. |
| <u>Council Meeting – 14 November 2017</u> | | | |
| 12.1 | Loftus Community Centre – request for Waiver and Write-Off of Fees | DCE | New lease to be negotiated with Loftus Community Centre following the completion of the Leasing Management Framework in 2018/2019. |
| 12.4 | Floreat Athena Football Club – Litis Stadium Master Plan | DCE | Administration monitoring progress by Floreat Athena Football Club regarding the stats and conditions of Federal Government funding. |
| <u>Council Meeting – 17 October 2017</u> | | | |
| 11.4 | Lease to Axicom Pty Ltd for telecommunications purposes – Lot 9023 Marmion Venue, Clarkson (Tamala Park) | DCorpS | City has signed leases. Waiting on signing by other Local Government Authorities. |
| <u>Council Meeting – 27 June 2017</u> | | | |
| 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. A consultant has undertaken a survey of parking in the Mount Hawthorn area and the results and recommendations will be conveyed to Council Members 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. |
| 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 exercising of the Norwood Community Garden (agreed in principle). Management of the remainder of the Lot to then be handed back to the Department. |
| 12.3 | Public Open Space Strategy | DCE | The draft Public Open Space Strategy will be advertised for public comment for a period of 14 days inviting written submissions in accordance with the Policy No 4.1.5 – Community Consultation. Further report will be presented in December 2018. |

| Item | Report Details | Action Officer | Comments |
|---|---|----------------|--|
| <u>Council Meeting – 30 May 2017</u> | | | |
| 10.1 | Water Corporation – Long Term Water Main Replacement Program within the City of Vincent | DE | Water Corporation have advised there is only one project in their 2018/19 schedule in the City, this is Beaufort Street (Newcastle to Walcott). Details of the project are yet to be provided by Water Corp. |
| 12.5 | Perth Parking Levy | DCE | Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy. |
| <u>Council Meeting – 7 March 2017</u> | | | |
| 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. |
| 9.3.5 | Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688) | DDS | The Health, Property, and Trading in Public Places Local Laws are being reviewed. Presentation to Council made at Council Workshop held on 20 November 2018. |
| <u>Council Meeting – 18 October 2016</u> | | | |
| 9.2.1 | Proposed Safety Improvement at the Intersection of Walcott and Beaufort Streets, Mount Lawley (SC686, SC986) | DE | Twelve-month trial and traffic data collections now complete. Meeting with Main Roads WA (MRWA) and City of Stirling now to be arranged. |
| <u>Council Meeting – 23 August 2016</u> | | | |
| 9.2.3 | Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 2 (SC466) | DE | Further report presented to Council on 16 October 2018. |
| 14.1 | CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379) | DCorPS | Completed. 12 November 2018. |
| <u>Council Meeting – 28 June 2016</u> | | | |
| 9.3.5 | Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591) | DCorPS | Final wording of lease being negotiated with Department. |
| <u>Council Meeting – 5 April 2016</u> | | | |
| 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, which was presented to the Council Workshop held on 20 November 2018. A further report will be presented to Council in early 2019. |
| <u>Council Meeting – 8 March 2016</u> | | | |
| 9.3.5 | Leederville Gardens Retirement Village Estate (SC313/SC308) | DCorPS | The City to write to Leederville Gardens and request they respond formally to this matter. |
| <u>Council Meeting – 27 October 2015</u> | | | |
| 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 the City's Community Engagement Directorate. This is pending until completion of the draft Community Leasing Framework which is to be presented to a future Council Workshop. |
| <u>Council Meeting – 22 September 2015</u> | | | |
| 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 | Community and Stakeholder Engagement Strategy discussed at Council Workshop in November 2018. Draft Strategy to be progressed by mid-2019. |

| Item | Report Details | Action Officer | Comments |
|---|---|--------------------|--|
| <u>Council Meeting – 20 January 2015</u> | | | |
| 9.3.4 | Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L), Richmond Street, Leederville (SC351/SC589) | DCorpS | Final wording of lease being negotiated with Department of Education. |
| <u>Council Meeting – 18 November 2014</u> | | | |
| 9.1.4 | Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345) | DDS/ DE/ DCE | <p>The option of having 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> |
| <u>Council Meeting – 7 October 2014</u> | | | |
| 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. |
| <u>Council Meeting – 23 September 2014</u> | | | |
| 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. |
| <u>Council Meeting – 27 May 2014</u> | | | |
| 9.3.4 | LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium | DCorpS | Further discussions ongoing as part of broader discussions with Football Clubs. |
| <u>Council Meeting – 12 February 2013</u> | | | |
| 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 | City's Coordinator Land & Development requested further update on 8 January 2018, however has not received a response to date. |
| 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 | City's Coordinator Land & Development requested further update on 8 January 2018, however has not received a response to date. |

**INFORMATION BULLETIN**

CITY OF VINCENT

| | |
|--------------------|---|
| SUBJECT: | Street Tree Removal Requests |
| DATE: | 21 November 2018 |
| AUTHOR: | Tracy Hutson, Executive Secretary John Gourdis – Supervisor Parks Services |
| AUTHORISER: | 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 18 October 2018 to 21 November 2018.



CITY OF VINCENT - Street Tree Removal Requests to 21 November 2018

| Date | Requested By | Location/Address | Reason for Removal | Tree Species | Inspection Comments | Approved for Removal (Y/N) | Replacement Tree (Y/N - species) |
|------------|---------------------------------------|---|--|---|--|----------------------------|--|
| 18/10/2018 | Resident | 11 Aranda Place, Leederville | Tree has snapped and toppled over from weekend storms | <i>Melaleuca viridiflora</i> | Tree has sustained significant damage from storms and will be removed and replaced | Y | Y - <i>Melaleuca viridiflora</i> |
| 19/10/2018 | Administration | 255 Stirling Street, Perth (Brisbane Street frontage) | Tree is dead | <i>Callistemon salignus</i> | Tree is dead, needs to be removed due to the risk of falling | Y | Y - <i>Melaleuca quinquenervia</i> |
| 23/10/2018 | Developer | 24 Bourke Street, North Perth (Bourke and Pennant Street frontages) | Lot is being developed and trees/palms were planted by previous owners | 2 x palm species and 2 x fruit trees | Trees/palms were not planted by the City, are not approved species and not planted with required setbacks. Removal of these species is approved however two trees on the northern end of Pennant Street must be retained | Y | TBD following development |
| 25/10/2018 | Administration | 116 West Parade, East Perth | Two dead Callistemons, near Kindy Drop off zone | <i>Callistemon</i> 'Kings Park Special' | Trees were dead and also removed for safety reasons near school drop off zone | Y | Y - <i>Melaleuca viridiflora</i> x 2 |
| 29/10/2018 | Strata Manager on behalf of Residents | Unit 1, 8 Kadina Street, North Perth | Tree is dead | <i>Lophostemon confertus</i> - variegated | Tree is confirmed to be dead. Space enough for two new trees to be planted | Y | Y - 1 x <i>Jacaranda mimosaeifolia</i> & 1 x <i>Podocarpus</i> |
| 30/10/2018 | Administration | 151-153 Scarborough Beach Road, Mount Hawthorn (Flinders Street frontage) | For the approved installation of crossover | <i>Lophostemon confertus</i> | Tree had been planted in location that blocked an easement and right of access | Y | No |
| 31/10/2018 | Resident | 22a Redfern Street, North Perth | Sight line obstruction when reversing out of drive | <i>Ficus hillii</i> & <i>Draecena draco</i> | Verge was planted by previous owner without our consent, new owner wanted them removed due to safety issue when backing out of her driveway. | Y | No |
| 01/11/2018 | Resident | 102 Eton Street, North Perth | Tree is dead | <i>Callistemon</i> 'Kings Park Special' | Tree is confirmed to be dead | Y | Y - <i>Melaleuca viridiflora</i> |
| 01/11/2018 | Resident | 119 Richmond Street, Leederville | Tree is mostly dead and looks like it is about to fall over | <i>Callistemon</i> 'Kings Park Special' | Tree is structurally sound however is showing signs of serious decline. Tree will be monitored | TBD | Y - <i>Melaleuca viridiflora</i> |



INFORMATION BULLETIN



CITY OF VINCENT

| | | | | | | | |
|------------|----------------|--|---|--------------------------------------|--|---|--------------------------------------|
| | | | | | and removed and replaced if/when it is dead | | |
| 02/11/2018 | Administration | Charles Street (eastern verge), near Selkirk Street intersection | Tree is obstructing 40k/hr school sign | <i>Eucalyptus leucoxylon</i> 'Rosea' | No pruning can be undertaken on tree to clear signage and removal is therefore required | Y | No |
| 05/11/2018 | Resident | 13 Namatjira Place, Leederville | Tree drops too many leaves and is messy | <i>Magnolia grandiflora</i> | Tree is healthy and will not be removed as Tree Policy does not allow for removal due to nuisance issues | N | N/A |
| 06/11/2018 | Water Corp | 137 West Parade, Mt Lawley | Tree on top of water main, burst pipe with no other alternative but removal | <i>Callistemon viminalis</i> | After a call from Water Corp, arrived on site with water gushing from the base of the tree, cast iron main running through the root ball of tree unable to carry out repair unless tree removed. | Y | N - Main is too shallow to re plant. |



URBAN MOBILITY ADVISORY GROUP (UMAG)

Monday 19 November 2018 at 6.00pm
 Venue: Function Room
 City of Vincent Administration and Civic Centre

UNCONFIRMED MINUTES

City of Vincent Elected Members:

Cr. Jonathan Hallett (*Chairperson*)

Community Representatives:

Greg Korovesi, Sam Laybutt, Regina Foley, Courtney Weber, Philip Taylor (*Westcycle*), Katherine Celenza (*Roadwise Road Safety Advisor*)

City of Vincent Officers:

David MacLennan (*Chief Executive Officer*), Andrew Murphy (*Director Engineering*), Craig Wilson (*Manager Asset & Engineering*), Francois Sauzier (*Active Transport Officer*), Stephanie Smith (*Manager Policy & Place*), Stephen Schreck (*Strategic Planning Officer*)

1. Welcome / Declaration of Opening

1.1 JH opened meeting at 6.04pm

Apologies - Mayor Emma Cole, Cr Alex Caste, Greg Korovesi, Laura Donovan, Adam Wilmott, Scott Gibbings, Parwez Jahmeerbacus, Scott Smith, Holly Taylor, Mikel Haramboure (*Coordinator Engineering Design*).

2. Confirmation of Previous Minutes Moved JH Seconded RF

3. Business

3.1 Update on Integrated Transport Plan Progress

SSc advised that Council has now approved the appointment of CARDNO for the perpetration of an Integrated Transport Plan. The project will consist of five different components and UMAG will continue to be consulted throughout the process.

1. Undertake a baseline data collection exercise (including a literature review, current transport network review and parking occupancy surveys) and develop a stakeholder engagement program - this will inform a report to be discussed with Council expected in February 2019.
2. Three workshops will be held through March with a technical stakeholder group (including DoT, Main Roads, PTA, surrounding local governments), UMAG and the local community – the workshops will be summarised into an engagement report which will detail a Vision and Priorities for the ITP.
3. CARDNO will use the Vision and Priorities to develop draft projects and actions – A draft ITP document will be developed by June and reported to the July Council meeting for formal adoption to advertise.
4. Part four of the project will see an extensive engagement program with numerous workshops being held with the stakeholders identified in Part two, including the UMAG. This will be happening throughout September.

Ref: D18/181217



CITY OF VINCENT

5. The results of the engagement will be compiled into a report and presented to Council with any recommended changes in September/ October.
6. The FINAL version of the ITP is expected to be presented to the December 2019 Council meeting for final adoption..

PT raised CBD Transport Plan and SS advised CoV is on the Stakeholder group for this plan. SS explained the CBD Transport Plan covers the Perth Parking Management Act and The City contributes approx. \$350,000 annually to the fund.

SL asked if this impacts on possibility of Blue Cat extensions, which was answered by SS stating that there is the possibility however it would be investigated through both the ITP and CBD Transport Plan

SSc advised that an action from the Perth Summit discussions was to investigate extending CAT services, including the potential for a Black Cat (night bus) and was being headed by John Carey.

JH asked where UMAG fits in – SS advised any feedback from UMAG would be imbedded, but there is a need to work through the formal steps of the Tender so as it does not pre-empt community wants/view.

ACTION: Just FYI

3.2 Discussion Item – Bike Network Review

AM advised that following on from Item 3.1, the results of the ITP investigation may identify the need to a refresh of the Bike Network Plan.

FS presented a map and accompanying table outlining the existing and possible future bike infrastructure projects which primarily come from the BNP. RF requested that Farmer Street not be discounted as an extension to the SBR Bike lanes, gradient and extensive speed humps withstanding. SSc also referred to the Albert Street crossing at Charles St as a possible future signalised crossing – ref John Carey funding.

FS asked all to consider the routes and to use this opportunity to add any additional routes or make recommendations regarding timing as future projects. JH recommended these be posted to LOOMIO for all to access.

SL recommended the Quick Wins identified in the Pedestrian and Cycling Advisory Group works be reintroduced to UMAG, and that UMAG be involved/consulted in the Department of Transport's current Local Route review.

ACTION: FS

3.3 90 Degree Parking – Chinta Cafe

Following a resident query, some discussion occurred about the possibility of incorporating wheel stops wherever 90degree parking is installed in the City. This is in response to cars in some instances overreaching the parking bay and obstructing footpaths. Discussion ensued as to if all styles of parking bays were mapped on Intramaps; that using planting to define end of bays may be preferable; expense may not be justified. SL advised that there is a legal point where a vehicle is not to obstruct a footpath. AM recommend we consider at next meeting.

ACTION: Next Meeting

Ref: D18/181217



CITY OF VINCENT

3.4 Update on 40 KPH Speed Zone Trial Progress

AM advised that the Implementation Group (previously known as the Reference Group) met for the first time today (19 November). The meeting discussed that it is a technical working group and discussed timing, signage design, implementation locations; process to create a research scope and tender for the research project and marketing. The Implementation is expected to begin in mid-late April – a Marketing and Communications Plan will be created by CoV in the next weeks.

ACTION: FS

3.5 Update on Previous Agenda Items

3.5.1 Alma/Camelia/Alfonso street traffic calming

AM advised that a meeting was held at the North Perth Town Hall Monday 12th November in response to a petition received from members of the community recommending traffic calming measures in this area. It is expected that a report to Council will be made in December 2018. SL requested that if one way pinch points were to be installed, 'bike bypass' (as per Palmerston Street) may be advisable especially due to the gradient of these streets.

ACTION: CW

3.6 WALGA/Road Safety Report

KC advised the [National Road Safety Strategy Priority Action Plan](#) is now out and contains a number of Priority Actions, which include the reduction in speed limits to 40kmh in high Pedestrian and cyclist spaces; targeted infrastructure spending; and improvements in vehicle safety.

0 deaths is the target for 2050, with 0 deaths in the Metro area being the 2030 target. KC reiterated the need for LGAs to be on board so as the target can be reached.

4. General Business

5. Close / Next Meeting

Meeting closed at 7.35pm

Next meeting: 17 December 2018

These minutes are confirmed as a true and accurate record of the meeting of the Urban Mobility Advisory Group (UMAG) held on 19 November 2018.

Signed: Chairman

Dated this: day of 2018

Ref: D18/181217



INFORMATION BULLETIN



CITY OF VINCENT

| | |
|---------------------|--|
| TITLE: | Waste Summit Sydney 26-28 June 2018 |
| DIRECTORATE: | Engineering |

PURPOSE OF REPORT:

To report information gathered during the Waste Summit Sydney 26-28 June 2018. The Summit was attended by the Coordinator Waste and Recycling Strategy.

DETAILS:

Tuesday 26th June: In-depth Learning Session

GHD Waste Manager Database

GHD (Waste Manager) is a web-based database to enable cradle-to-grave waste management reporting and monitoring. GHD Navigator is due to be launched in November 2018 bringing a new facet to the original Waste Manager Database tool.

Mike Ritchie, MRA Consulting

- Organics recovery in view of the significance for soil improvement in Australia.
- NSW CDS (Container Deposit Scheme)
- China National Sword

Simon Kisch, Land Logistics Superintendent Quadrant Energy

Quadrant Energy and the Department of Transport partnership working regarding a "LEMA" for oil spill and waste management. This course is to be facilitated by AMOSC (Australian Marine Oil Spill Corporation), Fremantle. There is an opportunity for WALGA, Waste Department to attend or use the example of this facilitated course when developing Waste Management in Local Emergency Events.

Mike Ritchie, MRA Consulting, Commercial Lifting and Charging Mechanisms

Presentation related to charging for commercial collections by weight utilising weighing equipment.

Wednesday 27th June: Information, Panel and Q&A Sessions

CCAP (Centre for Clean Air Policy)

CCAP (Centre for Clean Air Policy) is now including waste. The Waste Initiative CCAC is addressed in the Agenda 2030 www.waste.ccacoalition.org have set up a toolbox for Cities. City Powers Partnership. www.citiespowerpartnership.org.au

Lucy Sharman, Lendlease

Lendlease is one of Australia's developers with Barangaroo South Precinct Development used an example of best practice in waste management. They boast of a Climate Positive Development Program with:

- Zero net operational carbon emissions
- 97% recovery of construction waste
- 80% diversion of operational waste from landfill

The precinct is self-managed sorting waste on site with 20 different waste streams sorted and a waste manager on site. There is a functioning system of:

- Easy identification of sources of contamination, possible down to the individual shop
- Bin weights and types are available for competitiveness/incentive schemes

Christine Burke, Communications Director Loreal

SPOT program and Products Sustainability Optimisation. The Beauty Products Recycling Program supports a circular economy, but there is a need for investment and end market. An example is the Garnier/ Terracycle Schools Competition.

Belinda Chellingworth, NSW EPA (Environmental Protection Agency) Business Recycling Unit

"Circulate" was a case study undertaken for organics recovery/diversion from landfill. It was undertaken in NSW Central Coast incorporating "Farmers + Food Collection Services". Circulate required registered partners, farmers, to rotate through an organised roster, food organic waste from local generating commercial premises'. The Circulate Program made excellent use of the LFHW (Love Food Hate Waste) Program.

Peter Wadewitz, Peats Soil

Useful information for the communications of advantages and importance of organics recovery for WA

- AORA (Australian Organics Recycling Association)
- CSIRO (Commonwealth Scientific and Industrial Research Organisation)
- ERF (Emissions Reduction Fund) a large pot of funding is available for farmers with regards to organic waste
- BioBin can fully compost with holes in the floor.

Kate Ringvall, Country Manager Sustainability, IKEA

IKEA have established a program to work toward reducing waste. They are investigating ways of ensuring their furniture can be disassembled and reassembled prolonging life of product. #Circularliving circular goal. IKEA spoke of a waste reduction/incentive initiative called Tempe Take Back Trial 2018. This involves buy back vouchers where you can submit photographs of your old IKEA products and see if they are worth some IKEA vouchers to spend in store.

Thursday 28th June: Information, Panel and Q&A Sessions

Jonathan Leake, Director Resource Recovery, Sustainability Victoria

Victoria Government covers LFHW under their Sustainability Programs. The framework SWRRIP 2015 (Statewide Waste Resource Recovery Infrastructure Plan) regional implementation plans and SWRRIP 2018 to achieve integration and alignment.

Carol Adams, Mayor, City of Kwinana and Darrell Monteiro, Manager Environmental Health, City of Kwinana

City of Kwinana history of EfW evolution, development and implementation.

Anne Karin Kehlhofer, Taronga Conservation Society Australia

This organisation is not-for profit NSW Agency. They had a target of 90% diversion from landfill by 2020, but have already achieved it. They will be Carbon Neutral by 2019.

Guest (stand in speaker) Switzerland

The theme of the presentation was “everything’s in my back yard” (concentrated living) is a driver for the early implementation of waste legislation. This LG in Switzerland use service; “pay as you produce”, recycling is free, policed for compliance with up to 10,000f fine.

Kathy Giunta, Director Resource Recovery, NSW EPA

Food waste approach using funding options (below), in conjunction with the LFHW campaign. A detailed tracking survey was undertaken each year of the project. www.epa.nsw.gov.au

Philip Woods, Energy Manager Sydney Water

A feasibility study was undertaken with Malabar Food Waste in partnership with Randwick City Council in 2014. Processing food at wastewater treatment plants is a way to maximise resource recovery. Co-digestion and renewable energy bio-solids generate lowest carbon emissions:

Tim Richards, Richgro WA

The history of the Richgro organisation, its capabilities, restrictions, requirements and capacity. Otherwise noted; liquid fertiliser was classified by the DER as a controlled waste and as such is now not processed at the A.D. but instead sent to waste water treatment plant. The gate fee of the facility is calculated against the tariff fee for the electricity.

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES**12 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED ("BEHIND CLOSED DOORS")****12.1 CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS**

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.

13 CLOSURE