



**CITY OF VINCENT**

# **ATTACHMENTS**

**Ordinary Council Meeting**

**27 June 2017**



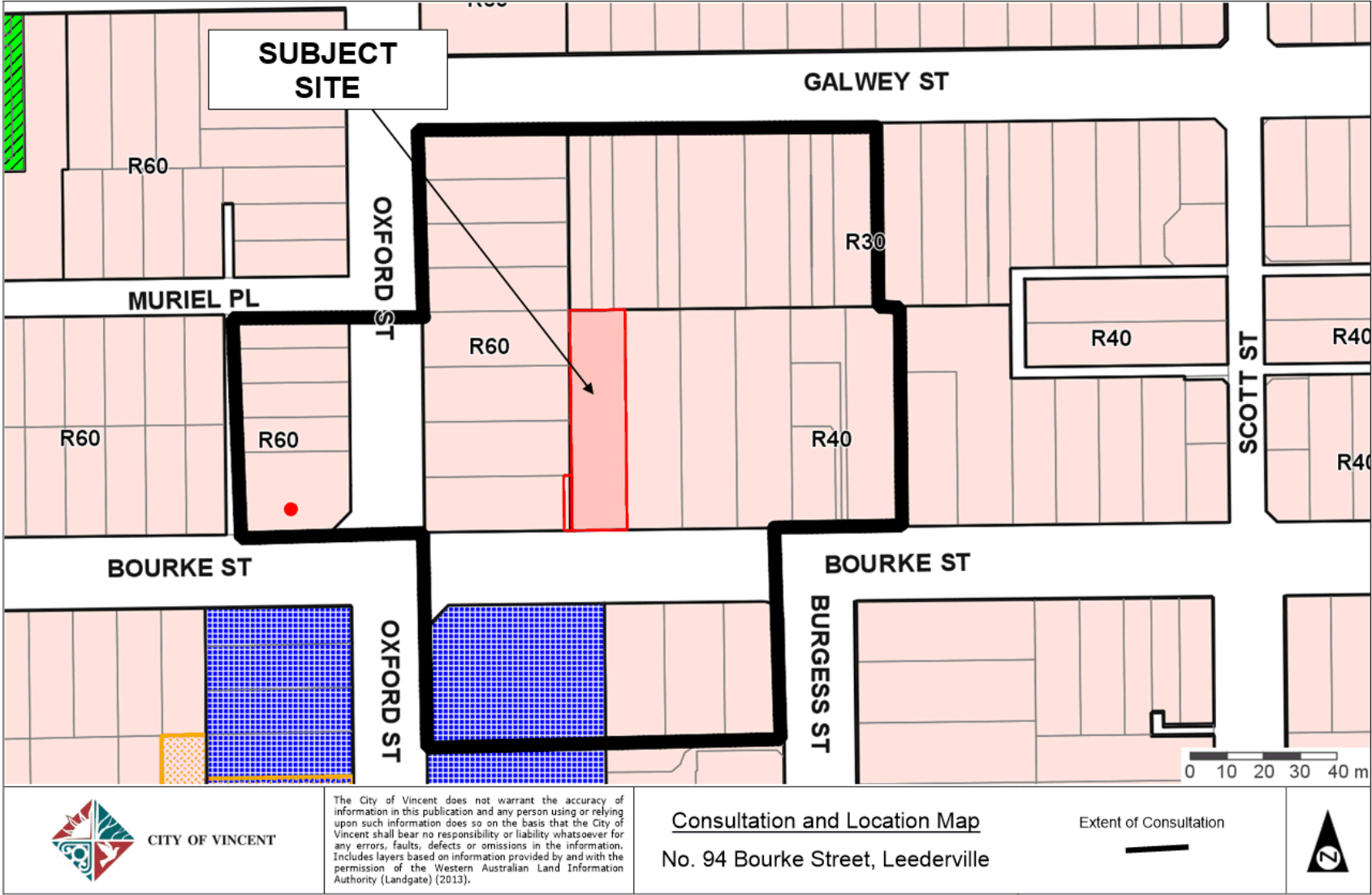


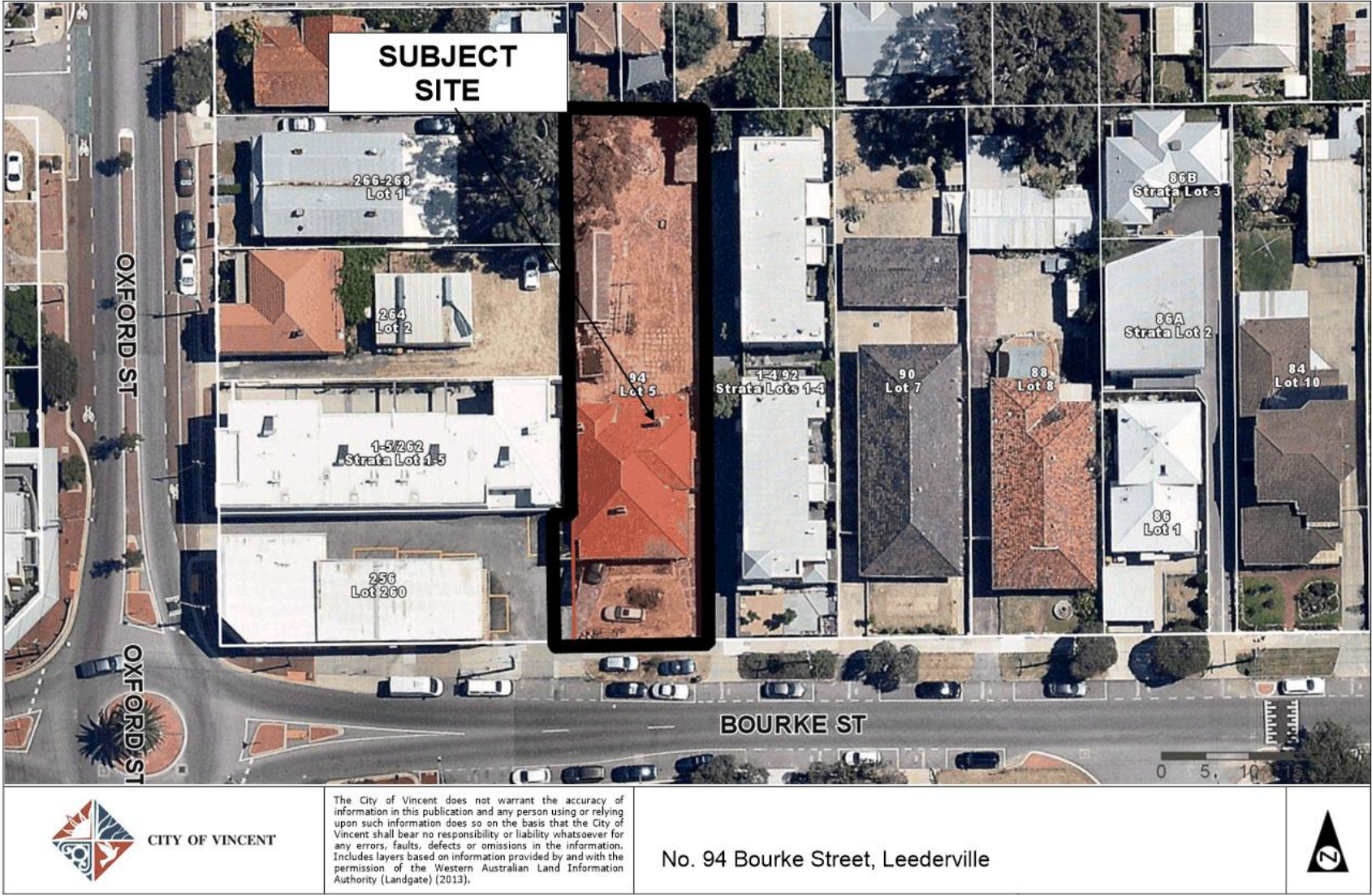
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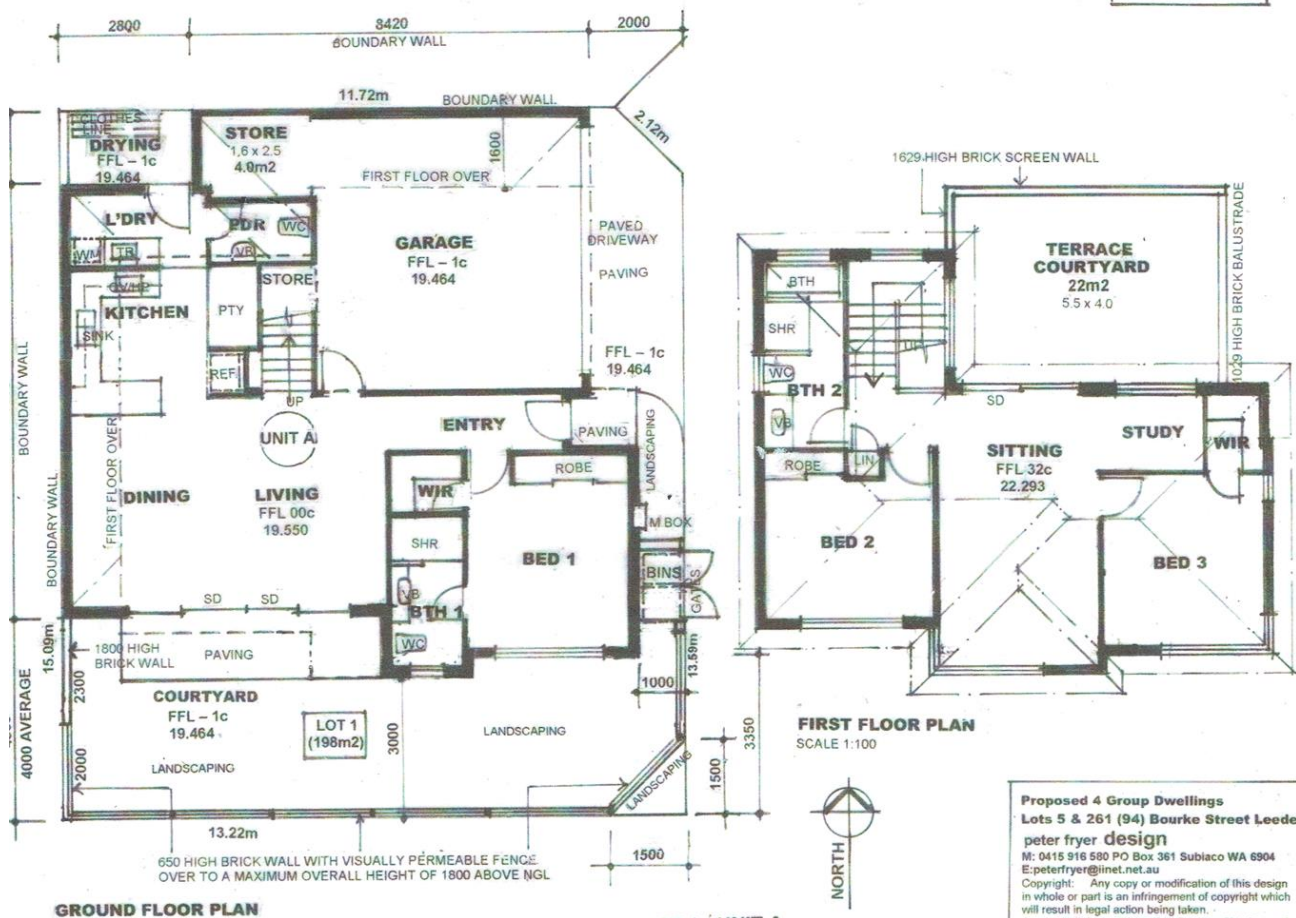
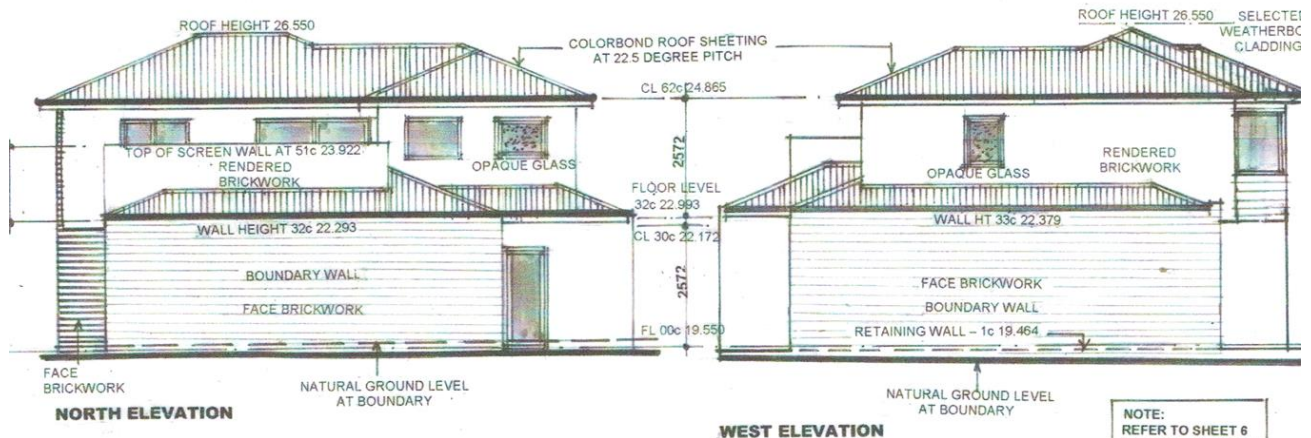
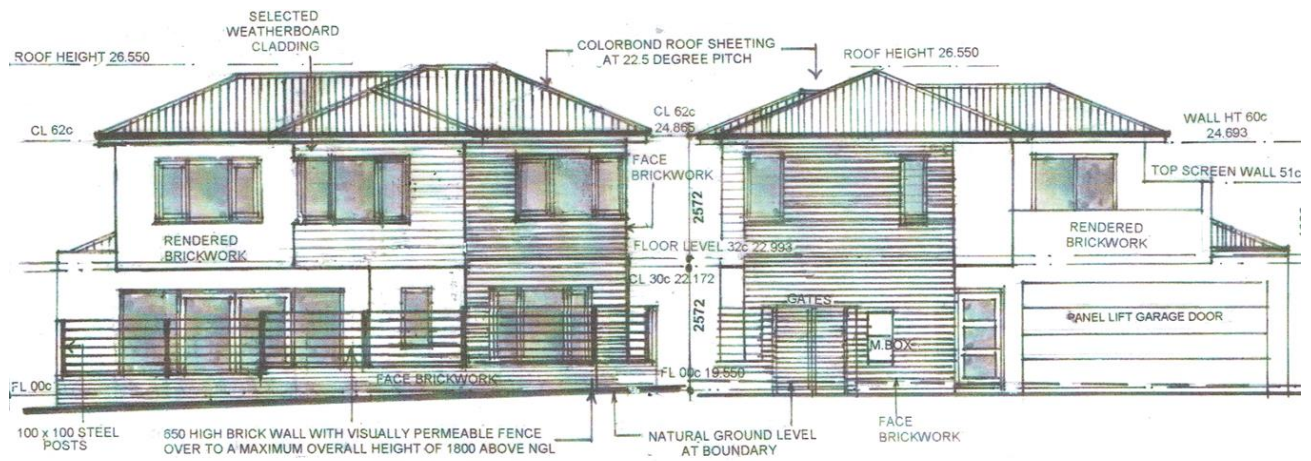




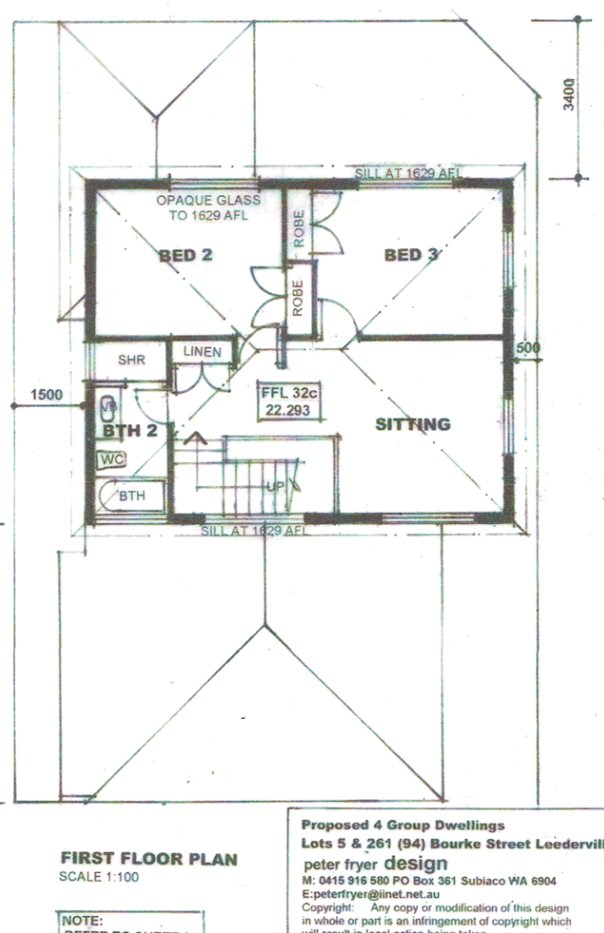
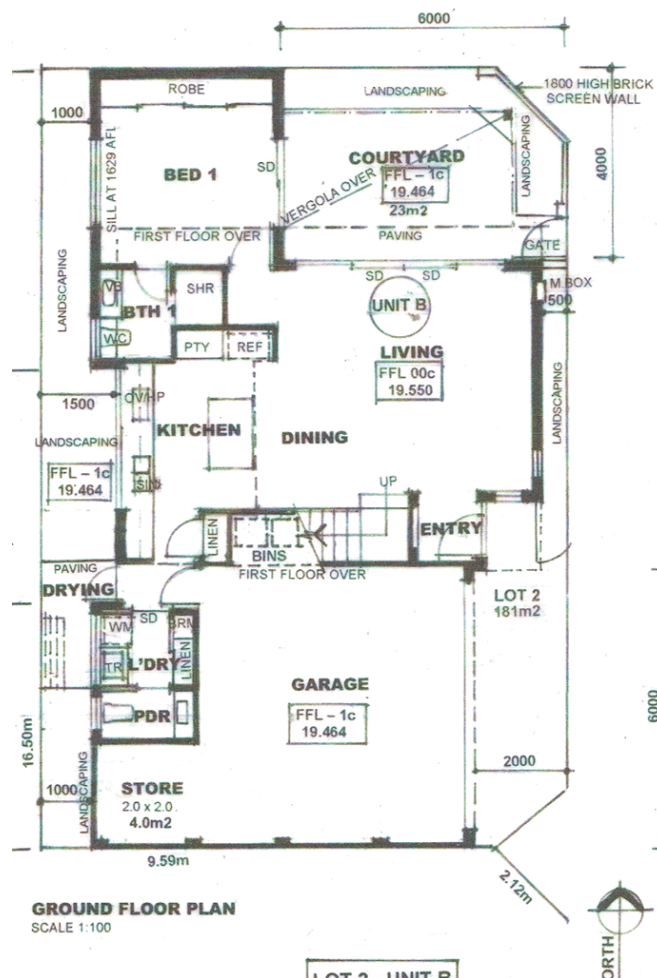
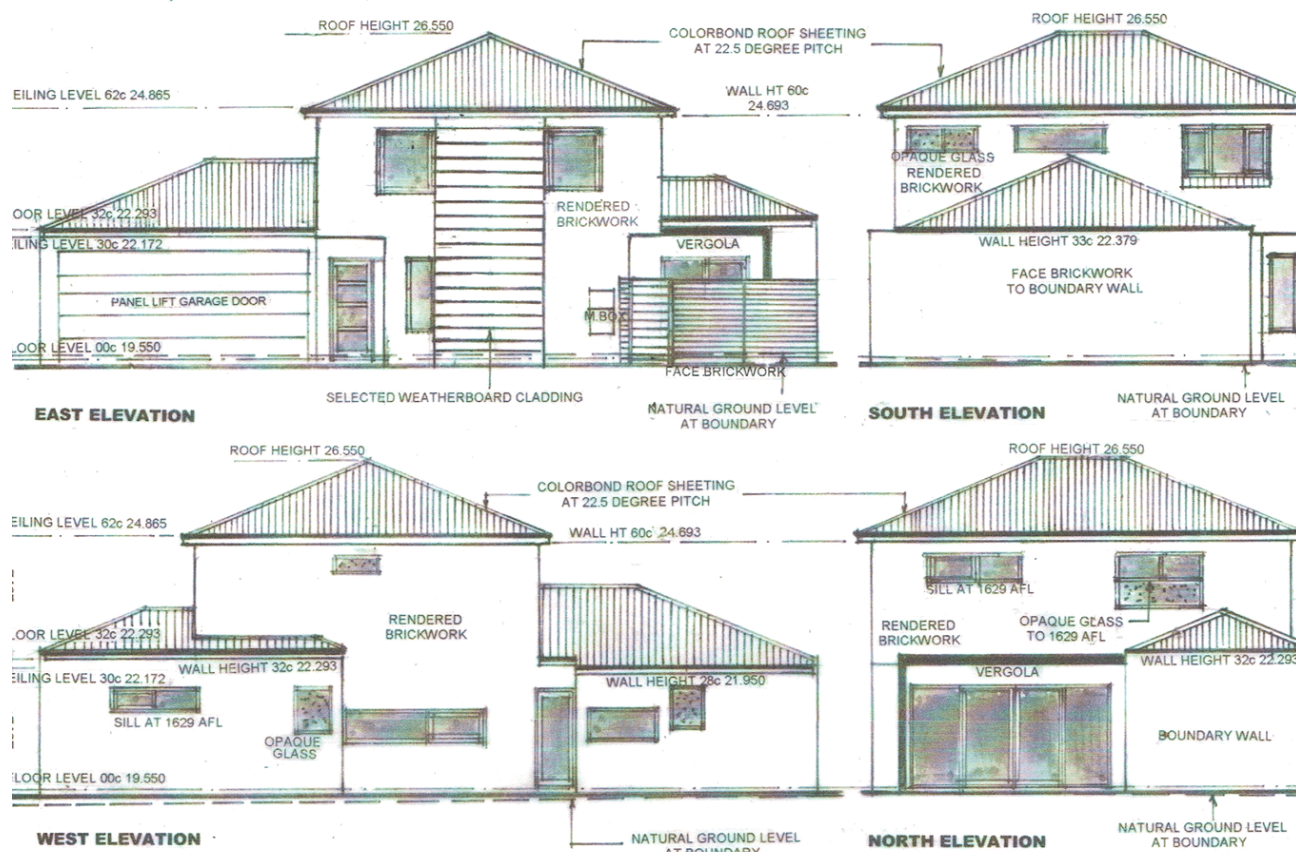


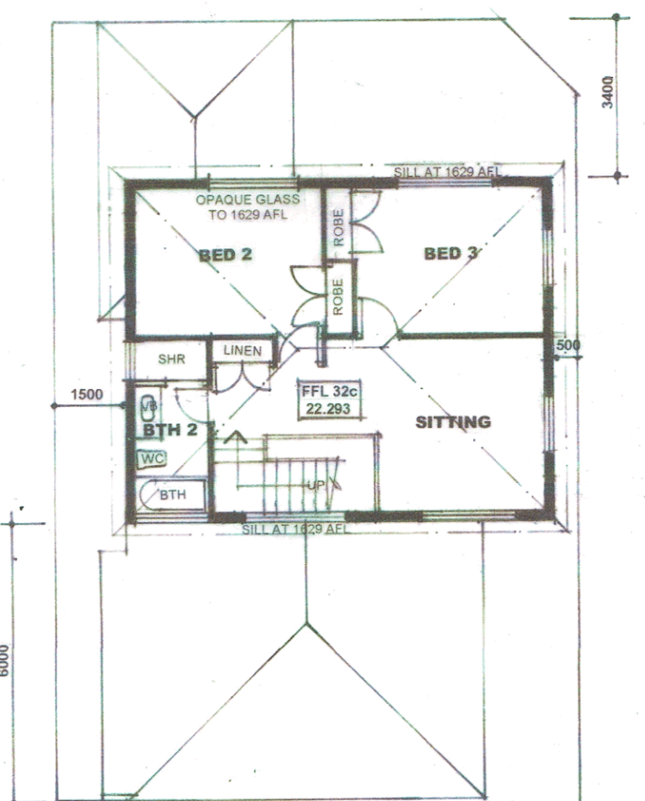
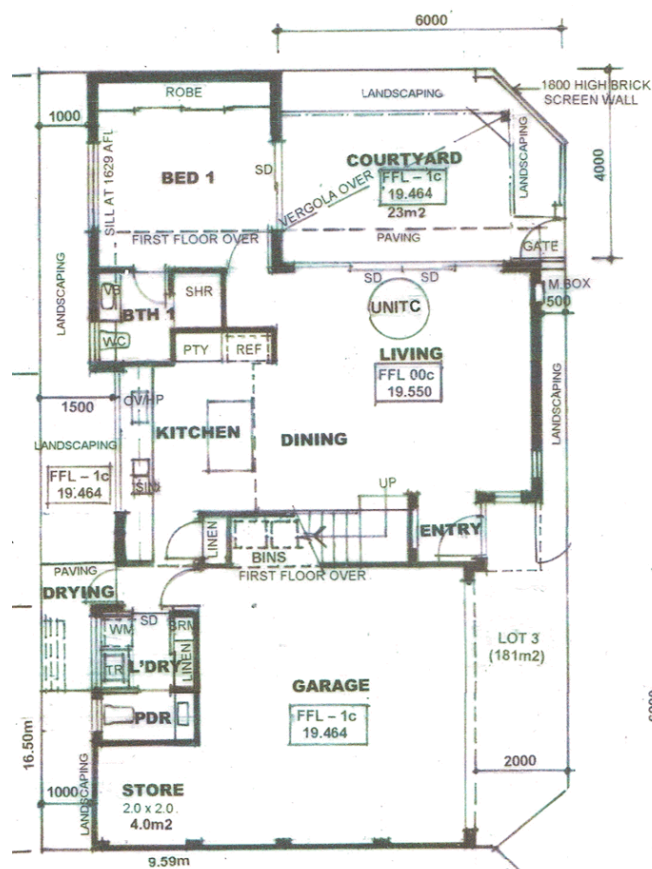
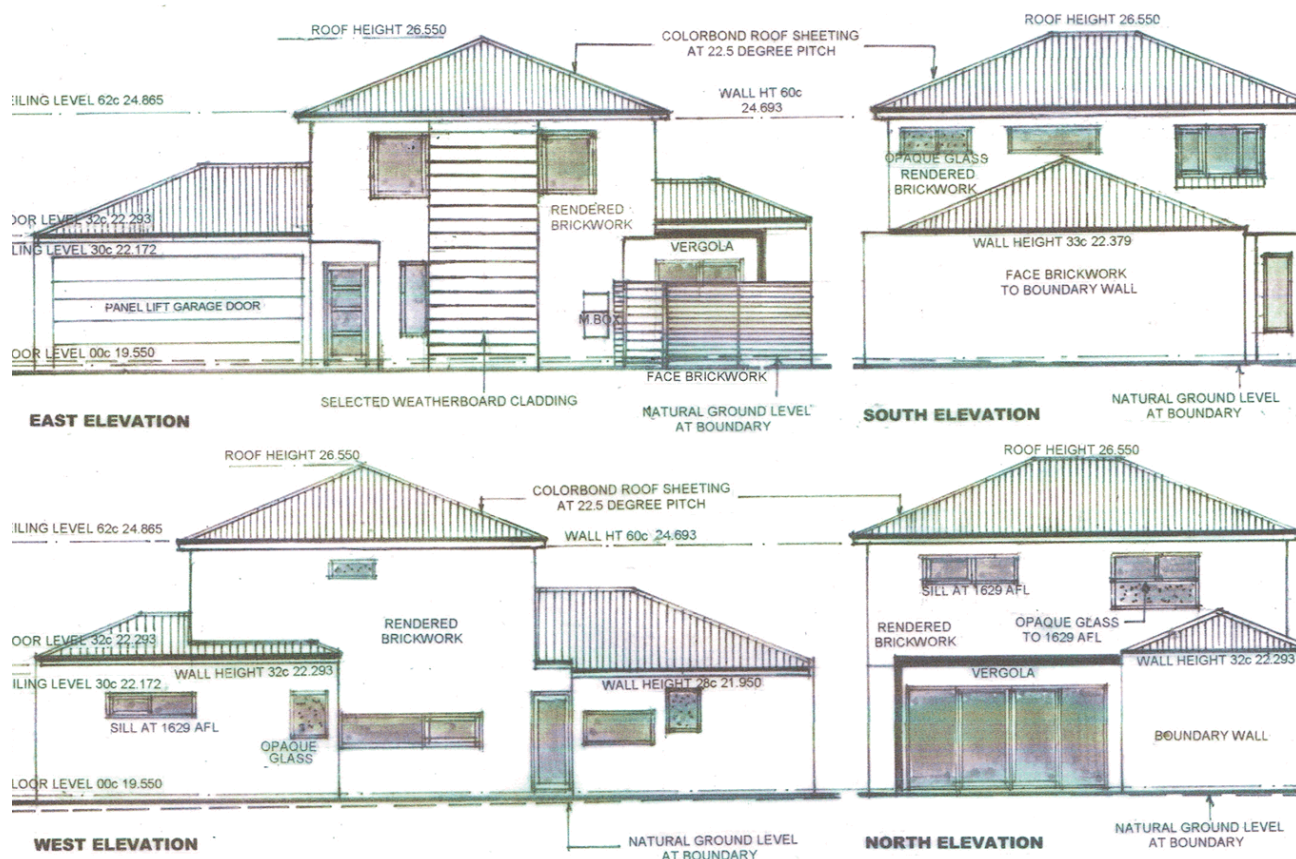






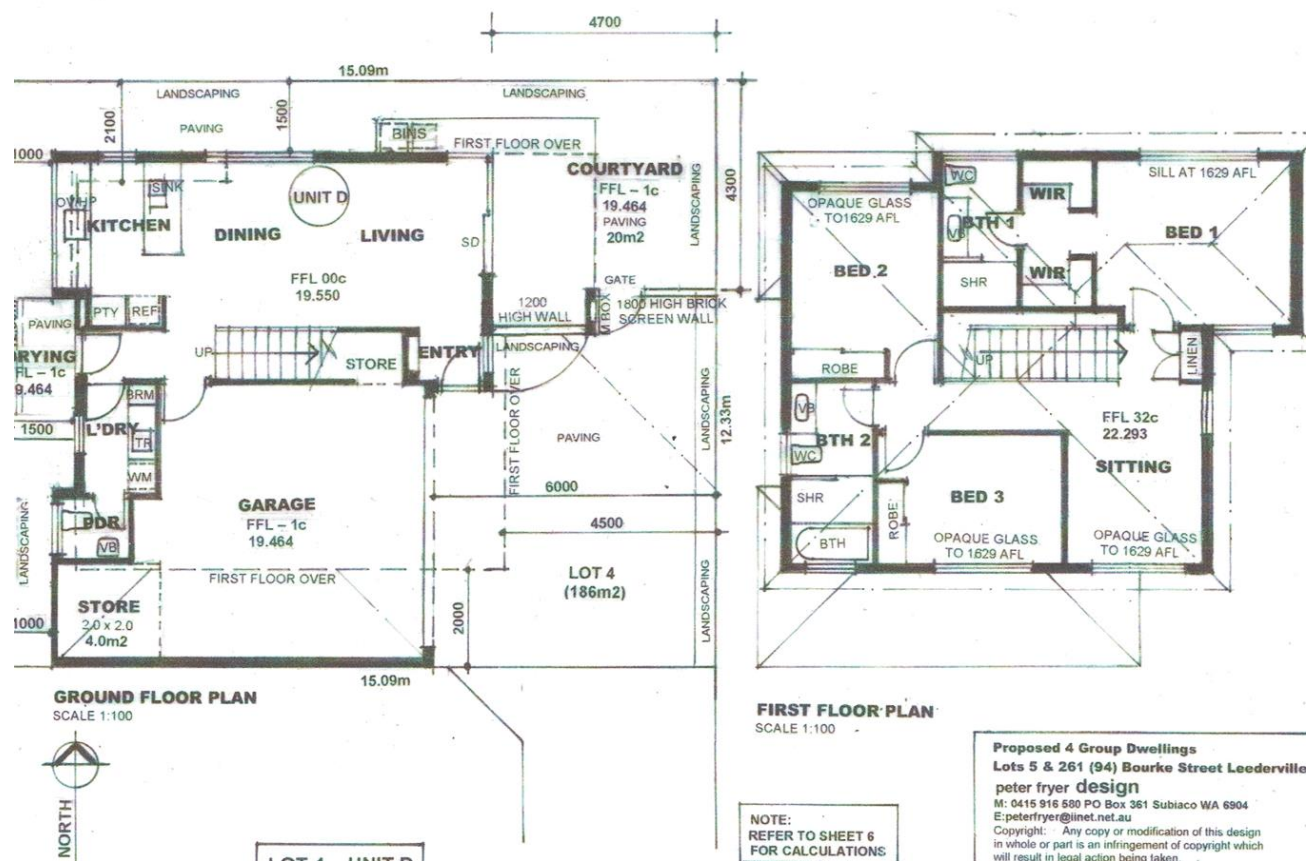
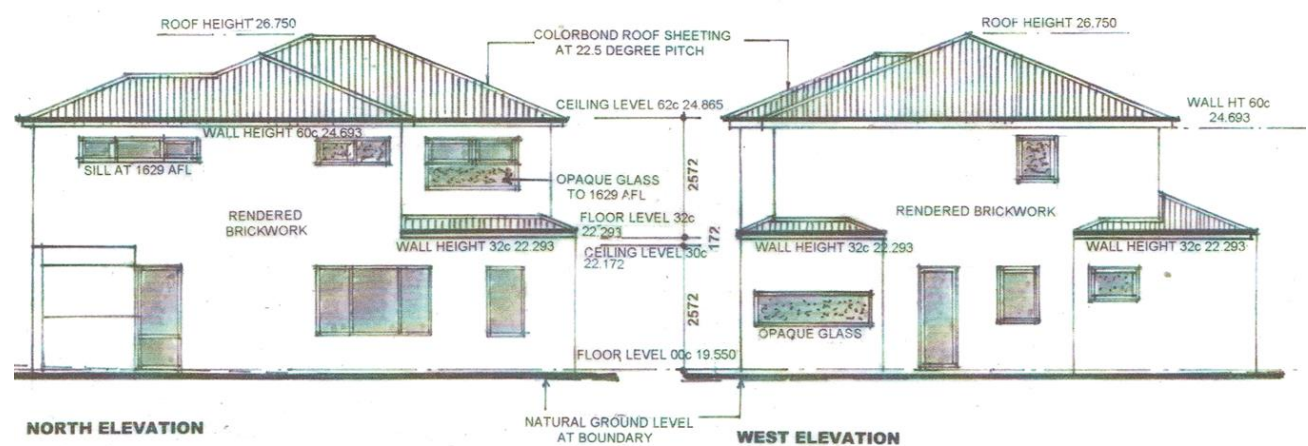


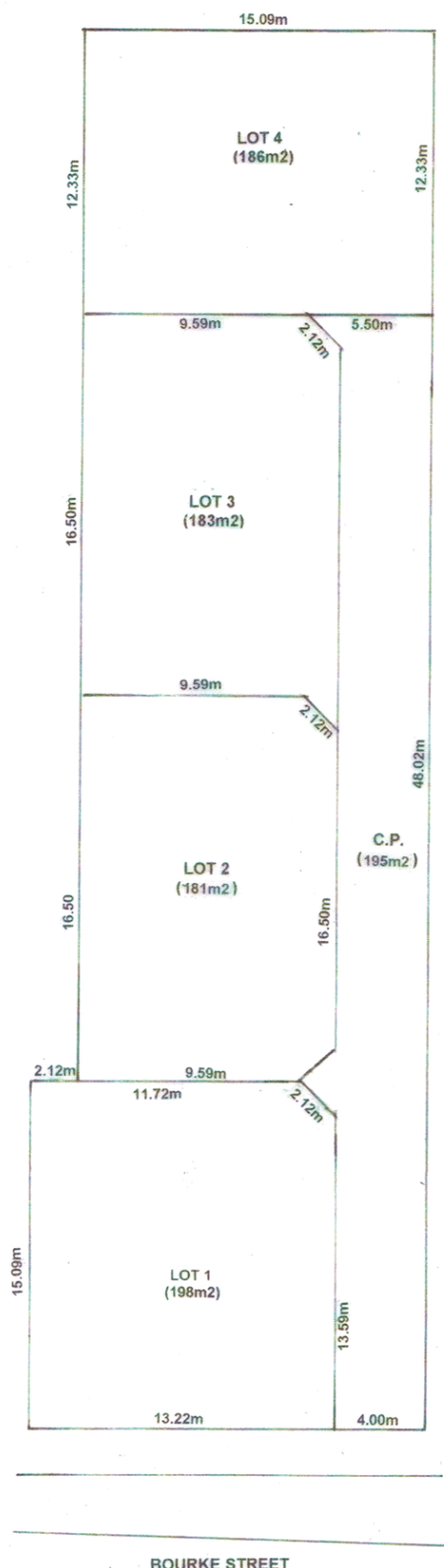




Proposed 4 Group Dwellings  
 Lots 5 & 261 (94) Bourke Street Leederville  
 peter fryer design  
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SITE LAYOUT PLAN SCALE 1:200

## CALCULATIONS

## UNIT A - LOT 1

GROUND FLOOR	89.00m <sup>2</sup>
GARAGE/STORE	40.00m <sup>2</sup>
F.F. TERRACE	24.00m <sup>2</sup>
FIRST FLOOR	75.00m <sup>2</sup>
<b>TOTAL AREA</b>	<b>228.00m<sup>2</sup></b>
<b>SITE AREA</b>	<b>198m<sup>2</sup></b>
+ CP 48m <sup>2</sup> =	246m <sup>2</sup>
<b>O/SPACE</b>	<b>47% 117.00m<sup>2</sup></b>

## UNIT B - LOT 2

GROUND FLOOR	82.50m <sup>2</sup>
GARAGE/STORE	38.50m <sup>2</sup>
FIRST FLOOR	67.00m <sup>2</sup>
<b>TOTAL AREA</b>	<b>188.00m<sup>2</sup></b>
<b>SITE AREA</b>	<b>181m<sup>2</sup></b>
+ CP 48m <sup>2</sup> =	229m <sup>2</sup>
<b>O/SPACE</b>	<b>47% 109.00m<sup>2</sup></b>

## UNIT C - LOT 3

GROUND FLOOR	82.50m <sup>2</sup>
GARAGE/STORE	38.50m <sup>2</sup>
FIRST FLOOR	67.00m <sup>2</sup>
<b>TOTAL AREA</b>	<b>188.00m<sup>2</sup></b>
<b>SITE AREA</b>	<b>183m<sup>2</sup></b>
+ CP 48m <sup>2</sup> =	231m <sup>2</sup>
<b>O/SPACE</b>	<b>48% 110.00m<sup>2</sup></b>

## UNIT D - LOT 4

GROUND FLOOR	53.00m <sup>2</sup>
GARAGE/STORE	44.00m <sup>2</sup>
FIRST FLOOR	87.00m <sup>2</sup>
<b>TOTAL AREA</b>	<b>184.00m<sup>2</sup></b>
<b>SITE AREA</b>	<b>186m<sup>2</sup></b>
+ CP 48m <sup>2</sup> =	234m <sup>2</sup>
<b>O/SPACE</b>	<b>58% 137.00m<sup>2</sup></b>

<b>SITE AREA</b>	<b>943m<sup>2</sup></b>
<b>TOTAL O/SPACE</b>	<b>474.00 m<sup>2</sup> (50%)</b>

**Proposed 4 Group Dwellings**  
**Lots 5 & 261 (94) Bourke Street Leederville**  
**peter fryer design**  
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94 Unit 2 and 3 Bourke Street Leederville Colour Palette



Textured White Rendered Walls



Recycled Bricks (A lot to be reused from existing house plus Bourke Street have used recycled bricks)



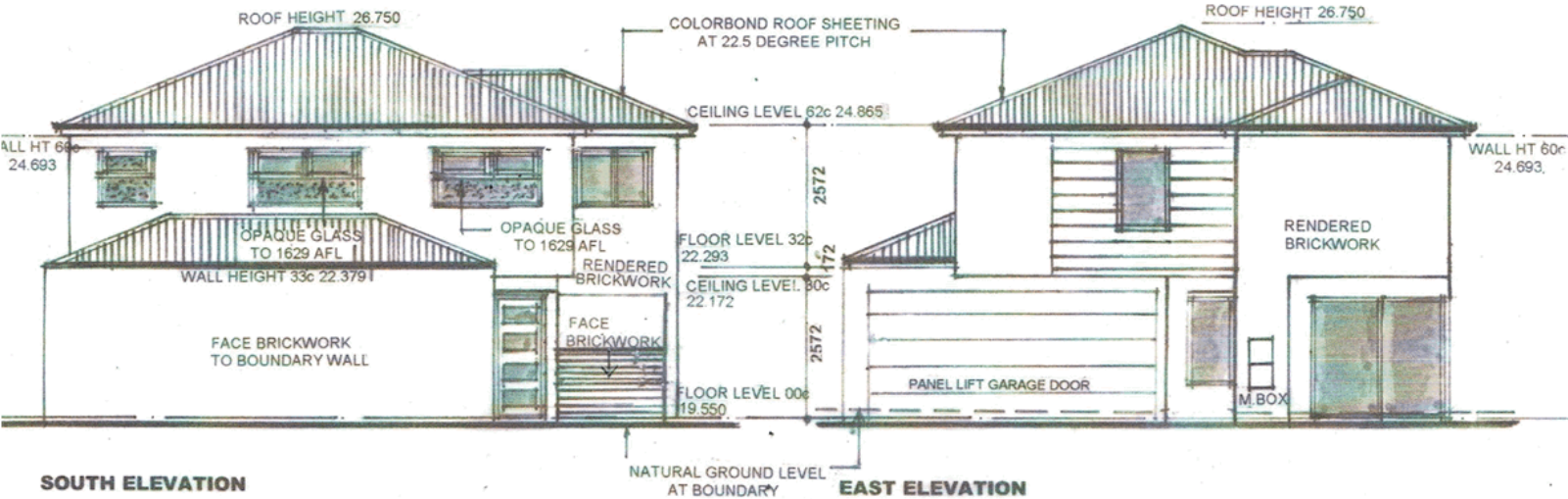
Weatherboard cladding – Selekt Silver Oak. This is in keeping with the streetscape as Bourke Street has used this cladding



White shuttered window treatments



Custom orb colourbond



94 Unit 4 Bourke Street Leederville Colour Palette



Textured White Rendered Walls

Recycled Bricks (A lot to be reused from existing house plus Bourke Street have used recycled bricks)

Weatherboard cladding – Selekt Silver Oak. This is in keeping with the streetscape as Bourke Street has used this cladding

White shuttered window treatments

Custom orb colourbond



### Bourke Street Colour Palette

We selected our cladding to blend in with the current streetscape.

We decided to re-use a lot of the recycled brick that was in the existing house at 94 Bourke Street. This is in keeping with other houses on Bourke street with the following houses having recycled brick for their front fence.



46 Bourke Street



45 Bourke Street



43 Bourke Street



56 Bourke Street

71 Bourke Street

We decided to use weatherboard cladding as it was again another feature we saw many houses had on Bourke Street.



57 Bourke Street

59 Bourke Street

73 Bourke Street

We decided to use the recycled face brick on the courtyard fences for units 2,3 and 4 as well as unit 1's front elevation and wrapping around the driveway as this face brickwork was used on many houses on the street



44 Bourke Street

40 Bourke Street

38 Bourke Street

**EXTERNAL FINISHES & COLOUR SCHEDULE****94 BOURKE STREET LEEDERVILLE**

DATE: 02/06/2017

<b>EXTERNAL WALLS</b>	RENDERED BRICKWORK IN DULUX "NATURAL WHITE"
<b>FRONT FENCE</b>	RECYCLED FACE BRICKWORK WITH 20mm THICK HORIZONTAL STEEL RAILS & 100mm POSTS PAINTED DULUX "LEADMAN"
<b>CLADDING</b>	WEATHERBOARD – BLUECHIP GROUP SELEKTA SILVER OAK AS WELL AS RECYCLED FACE BRICKWORK WITH 20mm THICK HORIZONTAL STEEL RAILS & 100mm POSTS PAINTED DULUX "LEADMAN"
<b>STEEL CANOPIES &amp; BEAMS</b>	PAINTED DULUX "LEADMAN"
<b>ROOF</b>	COLORBOND STEEL SHEETING IN "BASALT"
<b>WINDOW FRAMES</b>	ALUMINIUM FRAMES IN "MONUMENT"
<b>PAVING</b>	CONCRETE PAVERS IN LIGHT GREY



### Landscaping Plan – 94 Bourke Street Leederville

Total Deep Soil Landscaping – 181m<sup>2</sup> which is 19% of Site Area

Total Canopy Coverage – 332m<sup>2</sup> which is 35% of Site Area



1. *Pyrus Calleryana* (Capital Pear)  
30LT has 11m x 3m Canopy



2. *Sapium Sarbiferum* (Chinese Tallow)  
30LT has 8m x 5m Canopy



3. *Lagerstoremai Indica* (Crepe Myrtle)  
30LT has 7m by 3m Canopy



4. *Pyrus Calleryana* (Chanicleer Pear)  
30LT has 11m x 6m Canopy



5 – *Phormium Tenax Purpea*  
5LT 2m by 1m Wide



6 – *Dietes Vegetata* (Butterfly Iris)  
5LT 1.5m by 1m Wide



7. *Dianella Revoluta Coolvista*  
5LT 0.5m by 0.5m Wide

**Summary of Submissions:**

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

<b>Comments Received in Objection:</b>	<b>Officer Technical Comment:</b>
<u>Street Setback</u>  The street setback disrupts aesthetics of street.	<p>The relocation of the garage to the rear of Unit 1, has improved the frontage to Bourke Street, with large windows and doors to the dining/living area on the ground floor and the bedrooms and sitting area on the upper floor. Sufficient setback to the street has been maintained for soft landscaping, including the provision of three trees and deep soil zone which will further soften the impact of the reduced setback on the street.</p> <p>The streetscape character is changing as a result of some of the more recent developments which have taken place. The proposed façade design provides varying setbacks, materials and openings to add visual interest to the elevation. The amended plans have introduced recycled red brick into the Bourke Street façade which is considered an improved interpretation of materials found within the local area. However, further changes to the design are considered necessary. Following referral to the DAC additional conditions relating to the built form and materials/finishes are recommended.</p> <p>Significantly, the subject site falls at the end of a residential street and abuts a commercial development with a nil setback to Bourke Street. In this regard, the setback of the subject development is considered to be transitioning into the residential streetscape and acceptable in this instance.</p>
<u>Development Size</u>  Development covers approximately 90 percent of the site. Results in a poor outcome and precedent for Leederville streetscapes.	<p>The proposed density of the development being four grouped dwellings is consistent with the R40 density coding which applies to the subject site and surrounding residential locality.</p>

**Summary of Submissions:**

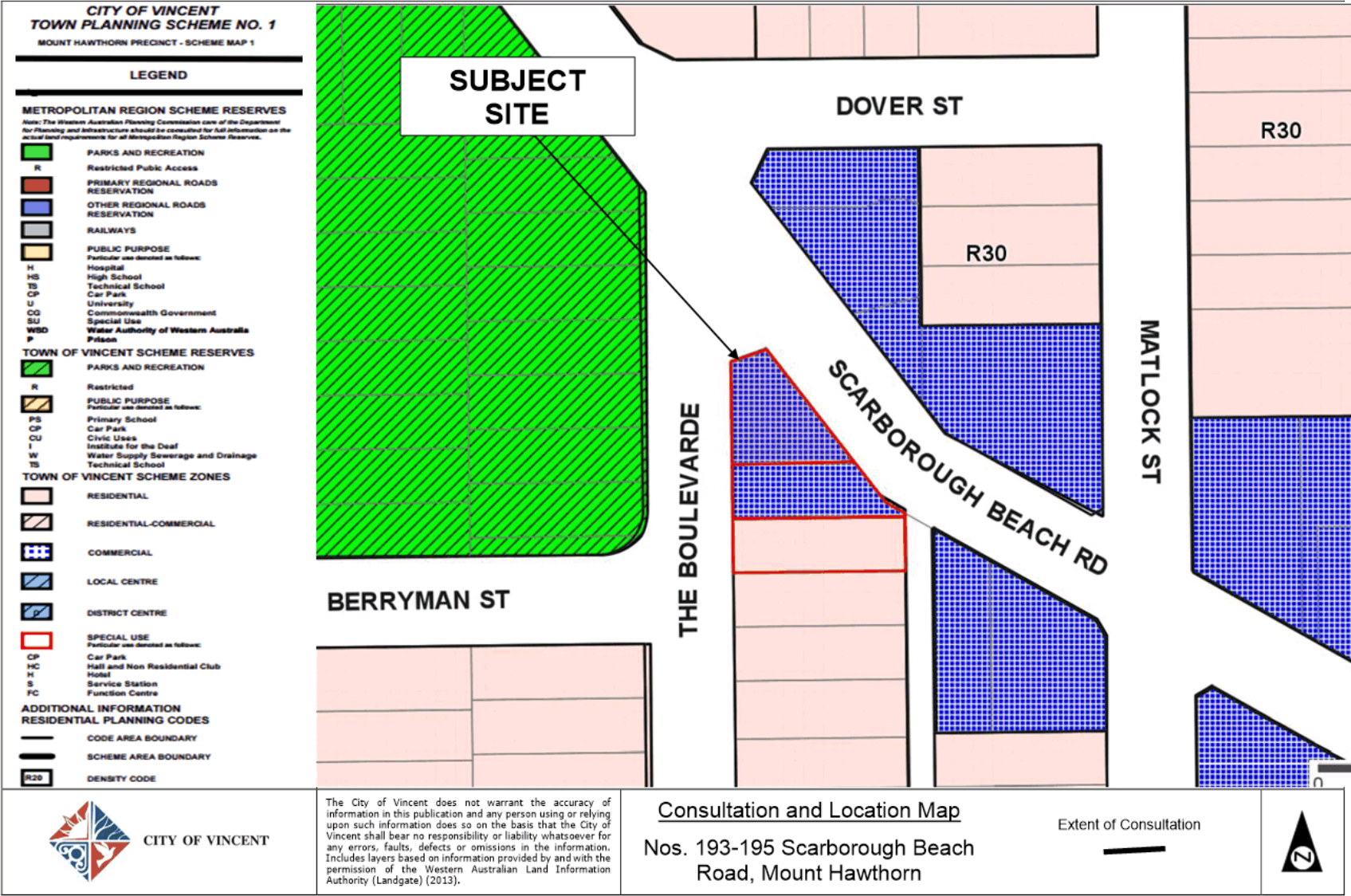
Comments Received in Objection:	Officer Technical Comment:
<p><u>Building Design</u></p> <p>Design lacks creativity, is bland with rendered facades and high windows and a severe lack of open space and green space.</p>	<p>The proposed development is two storeys in height and is of a similar size and scale to the established two storey grouped dwelling development to the east of the subject property. The design has taken aspects from both the contemporary designed dwellings and the older pitched roof dwelling styles. The windows enable natural light and ventilation to the property whilst maintaining a high degree of privacy for the adjoining properties. Sufficient setback to the street has been maintained for soft landscaping, including the provision of three trees and deep soil zone which will further soften the impact of the development on the street.</p> <p>The amended plans provide additional openings and use of varying materials to the Bourke Street and the shared internal access way facades. As outlined above this provides further interest and articulation. The increase in number and size of openings to the shared internal access way reduces the building bulk. It is noted that the line of sight calculations for privacy includes the width of the adjoining communal street with the development and the adjoining property and accord with the deemed-to-comply standards of the R-Codes. This design is considered appropriate subject to the modifications recommended in the conditions, which will ensure the development and is respectful of the existing streetscape.</p>

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

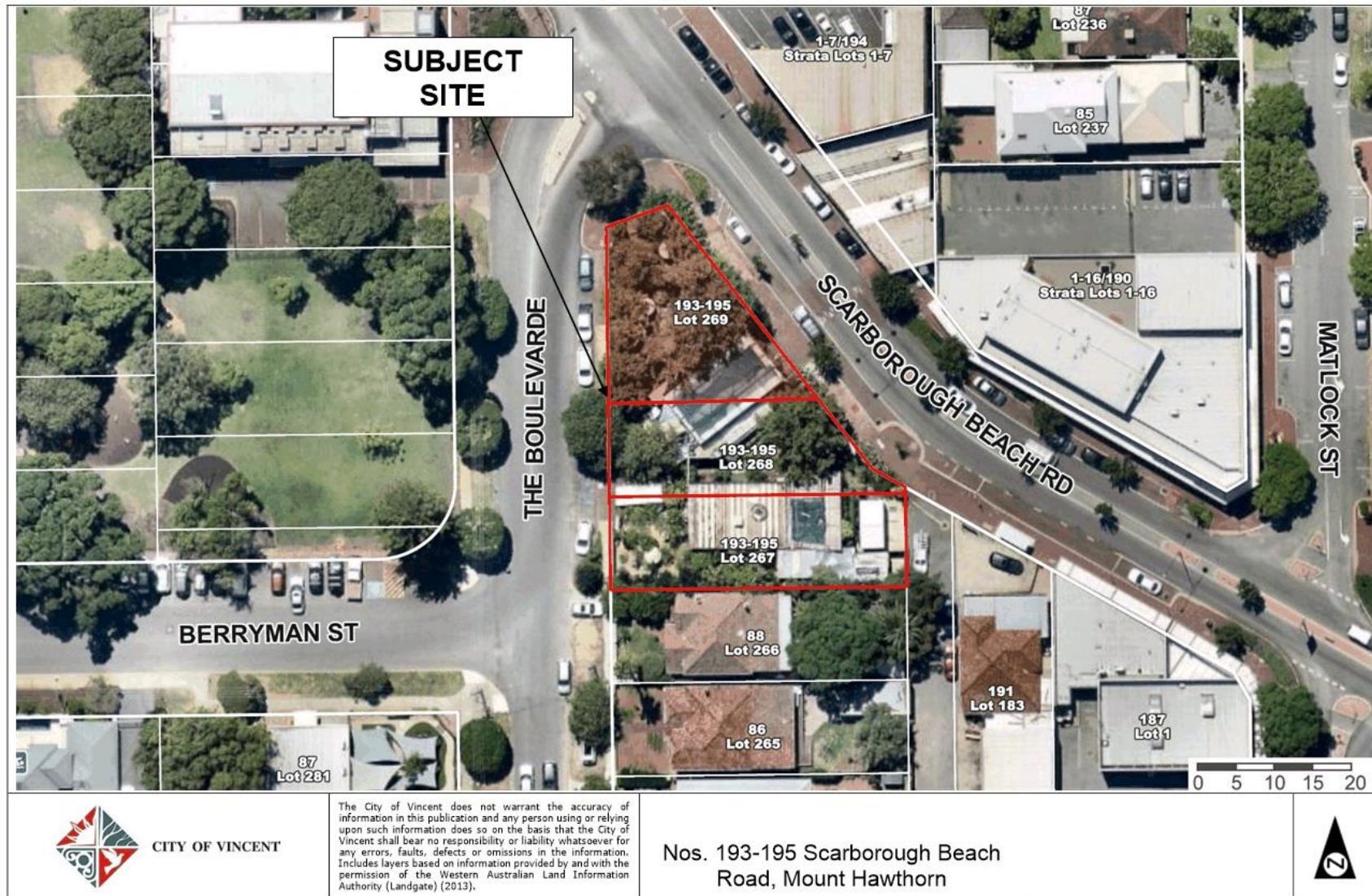
**Determination Advice Notes:**

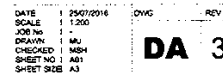
1. With reference to Condition 1, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls;
2. With reference to Condition 2, the portion of the existing footpath traversing the proposed crossover must be retained. The proposed crossover levels shall match into the existing footpath levels. Should the footpath not be deemed to be in satisfactory condition, it must be replaced with in-situ concrete panels in accordance with the City's specification for reinstatement of concrete paths;
3. With reference to Condition 2, all new crossovers to the development site are subject to a separate application to be approved by the City;
4. With reference to Condition 3, air conditioning fixtures are to be placed at the rear of the ground floor. The highest point of the air conditioning fixture is to be a maximum of 1.8 metres above natural ground level or below the existing fence line;
5. With reference to Condition 9, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings;
6. With reference to Condition 4, the City encourages landscaping methods and species selection which do not rely on reticulation;
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 1.5 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;
8. An Infrastructure Protection Bond for the sum of \$2,000 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;
9. 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;
10. A Demolition Permit shall be obtained from the City prior to commencement of any demolition works on the site;
11. 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;
12. 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; and
13. 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.











**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.

<p>This is a fantastic facility with great amenity and provides a unique offering in Mt Hawthorn. The café is well run and adds to the activation of Scarborough Beach Road. Support the increased community engagement in this area of Mount Hawthorn. There are currently no late night entertainment venues between this site and Osborne Park on Scarborough Beach Road.</p>	<p>Noted.</p>
<p>The operation of the business has adversely affected surrounding residents since it commenced operating in 2007.</p>	<p>Since the operation of the business in 2007, the City's records only indicate a noise complaint was received in 2013 relating to Peafowls that were kept on the premises. The peafowls were removed in April 2013.</p>
<p>The proposal to trade until 11:00pm will adversely affect surrounding residents as the eating house is predominately open-air alfresco dining, and patron noise and music played from outdoor speakers is not contained on-site.</p>	<p>The proposed change to the operating hours needs to be considered in the context of the location of the subject site within the Mount Hawthorn Town Centre. Extending the hours of the restaurant to operate until 11:00pm in lieu of the current approved time of 5:00pm, seven days per week is considered to align with activities in a town centre.</p> <p>Following community consultation the applicant provided an acoustic report prepared by a qualified acoustic consultant. The report indicates that noise readings taken at seven different locations on and at the periphery of the subject site currently would not exceed acceptable noise levels under the Environmental Protection (Noise) Regulations 1997 if the eating house was to operate between 5:00pm and 11:00pm. The noise level readings were measured on Sunday 7 May 2017 at 10:30am with approximately 130 patrons in the eating house, however, it is not clear how many patrons were seated inside and how many were outside.</p> <p>The City has assessed the report provided, which is considered to be insufficient in detail to determine whether the development (operation of the business) will achieve compliance with the assigned levels as stipulated in the Environmental Protection (Noise) Regulations 1997. The acoustic report does not identify actions or measures that could be included in an ongoing noise management plan for the subject property. It is recommended that the acoustic report be updated accordingly and a correlating noise management plan be submitted. It is also recommended that the actions and measures of the approved noise management plan set the operating times and maximum patron numbers of the development and that the applicant be required to undertake all other actions and measures of the noise management plan.</p>

**Summary of Submissions:**

<p>The proposal to operate until 11:00pm will reduce the availability of on-street parking for residents in the evening and night.</p>	<p>Following community consultation the applicant submitted a survey of available on-street and public car parking on streets surrounding the subject site at various times between 5:00pm and 11:00pm.</p> <p>An assessment of the applicant's car parking survey indicates that there is an average occupancy rate for on-street and public car parking bays of 4.04% in the three survey areas between 5:00pm and 11:00pm. This equates to an average of 119.53 car bays being available during the various time periods throughout the evening and night.</p> <p>The City undertook its own review of the car parking occupancy to reconcile with the survey data compiled by the applicant. The City considered realistic and logical locations that patrons visiting the eating house would attempt to park. The City's car parking review focused on five parking areas as follows:</p> <ol style="list-style-type: none"> <li>1. Braithwaite Park – Kalgoorlie Street (east side);</li> <li>2. Braithwaite Park – Berryman Street (north side);</li> <li>3. Coogee Street Public Car Park;</li> <li>4. Scarborough Beach Road (north and south sides); and</li> <li>5. The Boulevard (east side) – between Scarborough Beach Road and Berryman Street.</li> </ol> <p>The City's car parking review identify a much higher occupancy rate for these on-street and public car parking bays and noted that the applicant's car parking data had been collected during cooler months, in the evening only, and did not take into account increased usage of Braithwaite Park during warmer months where there is likely to be a high demand for on-street parking on the streets surrounding the park. The City has already identified that there is an existing need to increase the number of car bays in the vicinity Braithwaite Park to cater for the high demand in summer months and a draft preliminary car parking upgrade plan has been prepared.</p> <p>Given that the proposal would rely on on-street car parking on the streets surrounding Braithwaite Park to cater for the shortfall of 11.44 car bays, and there is an existing need to increase on-street car parking in the vicinity, it is recommended that a condition be imposed requiring the applicant to make a cash-in-lieu payment for the shortfall of 11.44 car bays to contribute to directly delivering the necessary car parking bays in the immediate vicinity.</p>
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**Summary of Submissions:**

Concern that the proposal to operate until 11:00pm will result anti-social behaviour on surrounding streets at night.	Concerns were also raised during the community consultation period that the eating house operating until late and serving alcohol would result in anti-social behaviour on surrounding streets. The eating house will be required to apply for and obtain a restaurant licence issued by the Department of Gaming Racing and Liquor. If approval is granted by the Department, alcohol will only be able to be purchased with table service. The premises, through their licencing obligations will also be required to partake in responsible service practices which supports socially-responsible and consumer-friendly conduct and this will assist in minimising anti-social behaviour.
Concern that the proposal will devalue the adjoining residential properties.	Property values is not a planning consideration.
The proposed location of the toilets will have an adverse on the streetscape on The Boulevarde and the adjoining residential properties.	The location, appearance and use of the toilet facility additions will have an adverse impact on the amenity of the streetscape and the adjoining southern property given its proposed proximity to the southern boundary. There is opportunity to relocate the toilet additions along the southern portion of the lot and minimising its impact on the streetscape and adjoining neighbour. As a result a condition is recommended requiring the relocation of the toilet facilities away from The Boulevard and the adjoining residential property and the provision of any necessary landscaping to screen the toilet facility from the street.

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

**Applicant Response to Neighbour Concerns:**

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

<p>Issue: <u>Land Use</u></p> <p>This is a fantastic facility with great amenity and provides a unique offering in Mt Hawthorn. The café is well run and adds to the activation of Scarborough Beach Road. Support the increased community engagement in this area of Mount Hawthorn. There are currently no late night entertainment venues between this site and Osborne Park on Scarborough Beach Road.</p>	<p>Agree.</p> <p>Please refer to the many names on our petition already submitted. (If you can not locate please contact me and I can send another copy).</p>
<p>Issue: <u>Operation of the Business</u></p> <p>Since this business started operating 11 years ago it has shown little regard for neighbours. In the past the café has played very loud music and on several occasions in the middle of the night requiring the police to be called. In more recent times the business has had noisy peacocks on the premises which caused damage to neighbouring properties and cars. This does not give residents any comfort that there will be consideration shown to residents if the business trades until 11:00pm every night.</p> <p>The likely negative effects on residents of the proposal to operate until 11:00pm outweigh the positives of having a late night venue in the precinct.</p>	<p>In the "past" the Nursery has played loud music. Since we have been operating as a Cafe we have had no complaints from neighbouring properties. Our music has been measured and is on "automatic" selection overcoming any issues.</p> <p>Peacocks have been removed from the property since 2013.</p>
<p>Issue: <u>Noise</u></p> <p>The applicant currently plays background music during their opening hours (7:00am to 5:00pm), which is audible from surrounding premises. The music is played when the café opens at 7:00am, which wakes up residents in the apartments across the road at No. 190 Scarborough Beach Road.</p> <p>Music and patron noise from the café during the day is generally acceptable, however noise until as late as 11:00pm would significantly impact the amenity of surrounding residents. If the applicant proposes to turn the venue into an indoor café and therefore contain noise then the proposal to operate late at night may not be such an issue.</p>	<p>As mentioned above, we would be more than happy in ensuring our music is always kept at an acceptable audible range as per the requirements.</p>
<p>Issue: <u>Car Parking</u></p> <p>Street car parking on the surrounding streets is already limited for residents during the day. If the proposal for the café to operate 7 days per week until 11:00pm is approved there will be less street parking for residents at night too.</p>	<p>Currently, visitors to the Park during the day are taking up most of the parking spots available and this would not be the case at night thus providing numerous car parking bays.</p>

**Applicant Response to Neighbour Concerns:**

<p>Issue: <u>Hours of Operation</u></p> <p>Issues relating to noise and car parking during the current hours of operation between 7:00am and 5:00pm are generally acceptable. However excessive noise and reduced car parking between 5:00pm and 11:00pm will significantly impact the amenity of the residential locality.</p>	<p>Already answered above.</p>
<p>Issue: <u>Anti-Social Behaviour</u></p> <p>Concern that if the café is approved to operate until 11:00pm there will be drunken people loitering outside the neighbouring properties at night, creating nuisances that will impact the amenity of the surrounding residents.</p>	<p>Under the requirements of the Racing, Gaming and Liquor, it is our responsibility to ensure that we will be serving alcohol responsibly ensuring that no patrons will get drunk. Our premises are not a Hotel or Pub we are concentrated more in providing a drink complimentary to a meal.</p>

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



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8/5/2017

## ACOUSTIC SPL REPORT

### CASA BIANCHI





**193 Scarborough Beach Rd, Mount Hawthorn WA 6016.****SUMMARY**

The scope of the work as requested by the client, Ryan Kelly is noted as follows :

"Could you please complete a site assessment on the sound pressure levels at various locations around the Casa Bianchi premises. We propose to extend our trading hours after 5pm and we require an acoustic report on the sound pressure levels of noise around the premises."

I, Brendan Dietrich completed a on-site assessment of Casa Bianchi during trading hours. In particular i acquired decibel readings at the neighbours fences, the entry of the Community centre opposite Casa Bianchi, at Casa Bianchi's fence line, the kerb surrounding Casa Bianchi and at both entries of Casa Bianchi.

**DETAILS OF SITE INSPECTION**

Below is a table of decibels (dBA) readings at various locations around the Casa Bianchi perimeter.

<b>Location of reading</b>	<b>SPL in dBA (A Weighting)</b>
Fence line at adjacent house on The Boulevard (South of Casa Bianchi)	55.7 dBA
Alley way at neighbor's fence (East of Casa Bianchi)	54.1 dBA
Fence line at Braithwaite Park (West of Casa Bianchi)	57 dBA
Front entry kerb (West entry)	60.2 dBA
Alternative entry (East entry)	55.3 dBA
Maximum SPL at Casa Bianchi fenceline	65.9 dBA
Entrypoint at Mount Hawthorn community centre, west of Casa Bianchi.	55.6 dBA

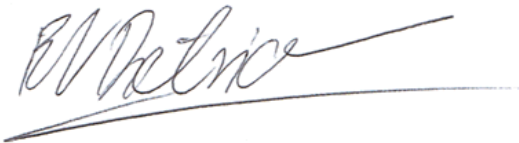
**CONCLUSION**

In conclusion, I found that the decibel readings obtained during the onsite-assessment at various locations are at an acceptable level.

**CLASSIFICATIONS**

**Site Address:** 193 Scarborough Beach Rd, Mount Hawthorn

Yours faithfully,

A handwritten signature in black ink, appearing to read 'B. Dietrich', with a long horizontal line extending from the end of the signature.

**Brendan Dietrich**

Professional Audio Engineer (Bachelor of Audio)

0413405094

[Brendan.dietrich@gmail.com](mailto:Brendan.dietrich@gmail.com)

**SECTION 1: PARKING REQUIREMENT**

Currently Casa Bianchi has a seating capacity of 150 people. It has been operating since 2007 and over the years has increased its seating capacity from 70 – 150 due to public demand.

Our patrons come from all areas of the metropolitan area and from the recent petition compiled it indicates that a large number of patrons are from the Mt Hawthorn Community. As we encourage pets (dogs) to our Cafe, it has indirectly encouraged many locals to walk to Casa Bianchi.

**During the weekdays;**

Currently patrons are using parking in the Public Parking Areas available, namely, Braithwaite Park, COV Coogee Street Car Park, IGA Car Park and the Wilson Car Park which are also located in Coogee Street, Mt Hawthorn. Off – street parking is also being used.

The existing property currently accommodates:

- 4 Parking Bays (East Side of 193-195 Scarborough Beach Road)
- 1 Disabled Bay (West Side of 193-195 Scarborough Beach Road).

There is ample access to public transport and ample street parking in close proximity.

**During the week evenings;**

Our application is requesting extended hours:

- Monday - Sunday from 5pm – 11pm.

Casa Bianchi is not expecting to have an increase in number of patrons when operating in the evenings as we can only seat 150 patrons and that is how we are currently operating. We do not expect any issues to arise from parking availability as many offices within this precinct operate standard Mon-Fri time operating hours. Parking availability should somewhat increase thus creating no negative issues for the community.

**PARKING SURVEYS**

There is substantial public parking available within the precinct, a majority of which is empty during the proposed extended operating hours.

Parking Surveys have been undertaken on:

24/04/2017	17.00 HRS
MONDAY	19.30HRS
	21.00HRS
	23.00HRS
25/04/2017	17.00 HRS
TUESDAY	19.30HRS
	21.00HRS
	23.00HRS

26/04/2017	17.00 HRS
WEDNESDAY	19.30HRS
	21.00HRS
	23.00HRS
27/04/2017	17.00 HRS
THURSDAY	19.30HRS
	21.00HRS
	23.00HRS
28/04/2017	17.00 HRS
FRIDAY	19.30HRS
	21.00HRS
	23.00HRS
29/04/2017	17.00 HRS
SATURDAY	19.30HRS
	21.00HRS
	23.00HRS
30/04/2017	17.00 HRS
SUNDAY	19.30HRS
	21.00HRS
	23.00HRS

The Surveys were conducted by owners, staff, residents/ patrons during the indicated hours.

The Surveys confirmed that the current use of parking during the proposed operating hours of 5pm – 11pm is minimal and confirms that the majority of parking is currently unused during the proposed operating hours.

Our Survey has solely taken into account Public Parking areas available and not “off street” parking as we wish to ensure we have no impact on the surrounding precinct imposing no parking difficulties for the residents in the community.

As we will be serving alcoholic beverages, we will encourage many of our patrons that are not in close proximity to Casa Bianchi to make use of public transport i.e. Taxi service or local bus service when making reservations. Therefore, not just for the sake of their safety but also to consider the parking situation.

Our aim is to not have any negative impact on the community.

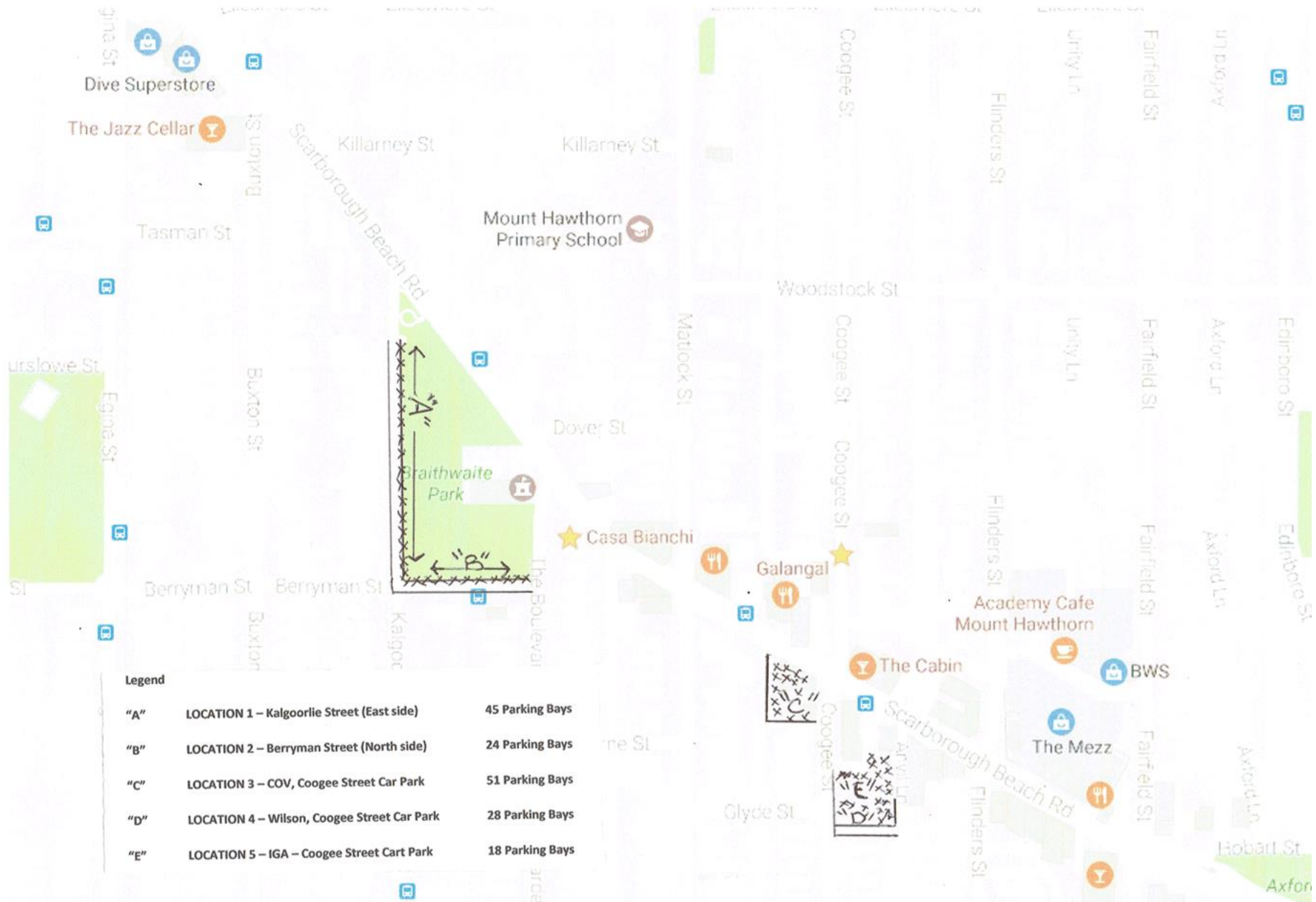
**PARKING MANAGEMENT PLAN - CASA BIANCHI**

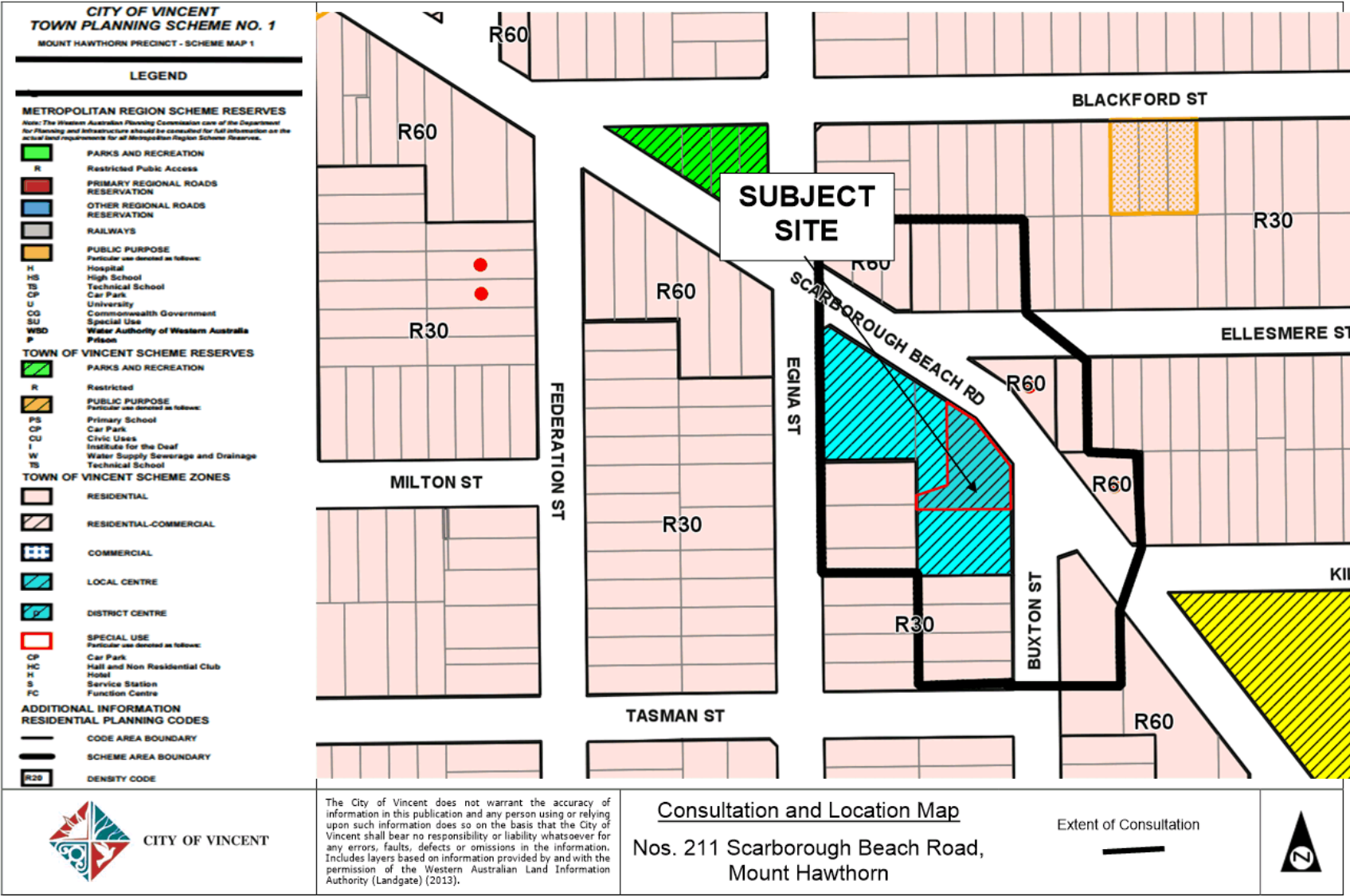
<b>Day</b>	<b>Time</b>	<b>Total Occupancy</b>
Saturday Evening	5pm - 11pm	150 Max
<b>Activity Description</b>	Cafe - Restaurant	
<b>Occupancy Description</b>	Typically 50% couples (75) , 40% families of three and four individuals (60), and the remaining 10% are singles (15) = <b>Total Patrons 150</b>	
<b>Parking Demand</b>	Typically half (75) of the visitors are couples arriving together (37 cars), families (60) (family based on 4 individuals - 15 cars) and singles(15) requiring (15 cars)= <b>Total Cars Required 67</b>	
<b>Proposed Parking</b>	Visitor Parking:	Public Parking Bays
Braithwaite Park	<b>Location 1 : Kalgoorlie Street (East)</b>	<b>45</b>
Braithwaite Park	<b>Location 2: Berryman Street (North)</b>	<b>24</b>
	<b>Location 3: COV - Coogee Street Car Park</b>	<b>51</b>
	Location 4: Wilson - Coogee Street Car Park	28
	Location 5: IGA - Coogee Street Car Park	18
		<b>166 Vacant Car Bays</b>
<b>Parking Survey</b>	Evening Survey: Saturday 29 th April, 2017 7.30pm 1 Occupied Parking Bay (Survey conducted on Location 1,2 and 3 only)	
		<b>119 Vacant Car Bays</b>
<b>Parking Summary</b>	Parking Demand (67) is 56% of 119 Parking Bays in Locations 1,2 and 3 Parking Demand (67) is 41% of 166 Vacant Car Bays	

A Survey was carried out only in Locations 1, 2 and 3. Therefore there was 119 Parking Bays available, and only 1 was occupied at 7.30pm. To be noted that no allowance has been made for locals that walk to Casa Bianchi. Unfortunately the urgency of this application has not permitted to survey this factor.

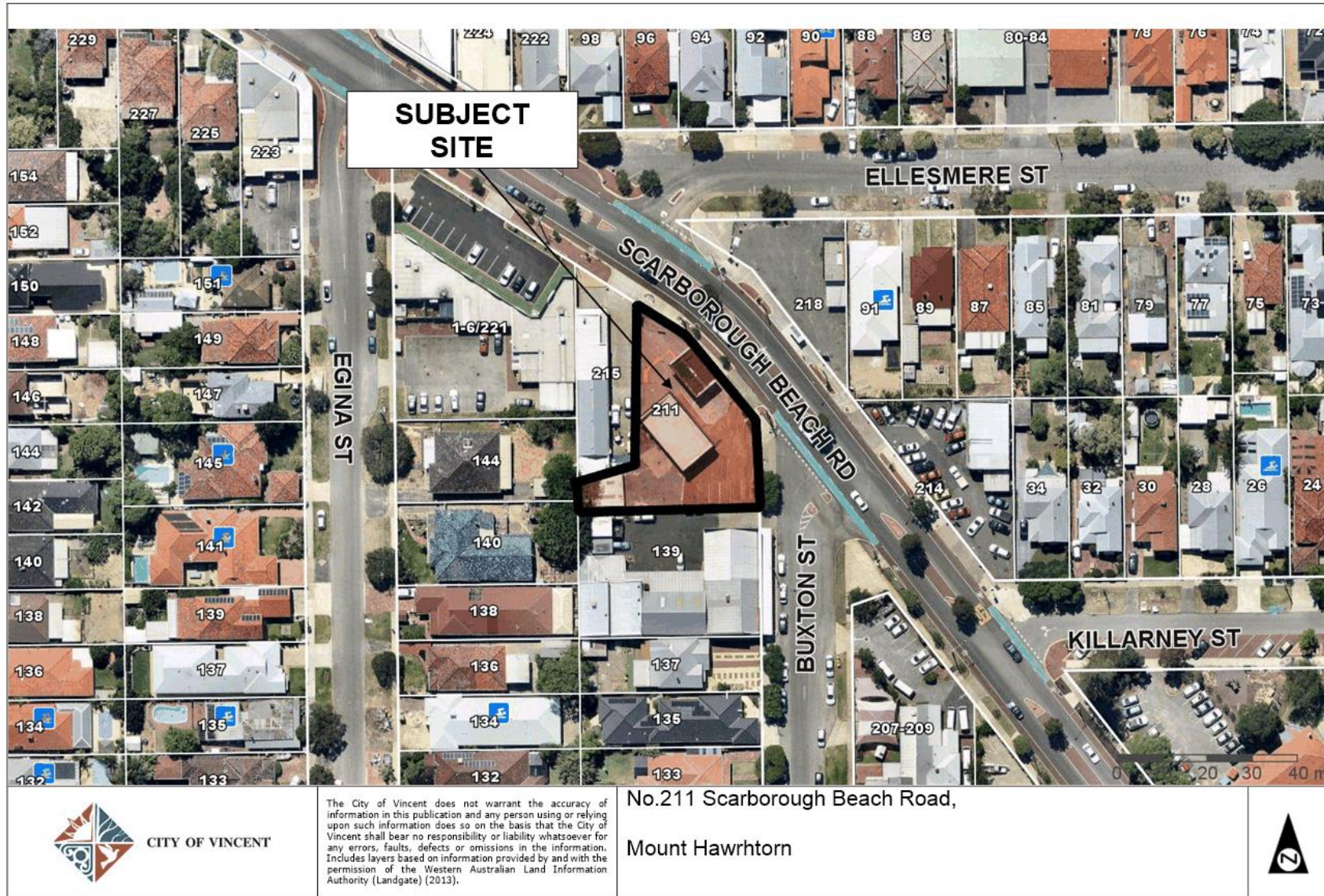


		Braithwaite Park - Kaigoorlie Street (East Side)		Braithwaite Park - Berryman Street (North Side)		LUV - Loogee Street Public Car Park	
		Parking Bays = 45		Parking Bays = 24		Parking Bays = 51	
		Occupied	Empty	Occupied	Empty	Occupied	Empty
24/04/2017	17.00 HRS	3	42	4	20	7	44
Monday	19.30HRS	3	42	1	23	0	51
	21.00HRS	0	45	3	21	0	51
	23.00HRS	0	45	1	23	0	51
Totals		6	174	9	87	7	197
25/04/2017	17.00 HRS	4	41	4	20	5	46
Tuesday	19.30HRS	0	45	3	21	1	50
	21.00HRS	0	45	3	21	1	50
	23.00HRS	2	43	2	22	1	50
Totals		6	174	12	84	8	196
26/04/2017	17.00 HRS	4	41	5	19	4	47
Wednesday	19.30HRS	3	42	2	22	2	49
	21.00HRS	3	42	4	20	2	49
	23.00HRS	1	44	1	23	0	51
Totals		11	169	12	84	8	196
27/04/2017	17.00 HRS	4	41	2	22	4	47
Thursdday	19.30HRS	0	45	3	21	0	51
	21.00HRS	0	45	0	24	0	51
	23.00HRS	0	45	0	24	0	51
Totals		4	176	5	91	4	200
28/04/2017	17.00 HRS	5	40	5	19	4	47
Friday	19.30HRS	0	45	3	21	1	50
	21.00HRS	0	45	2	22	1	50
	23.00HRS	0	45	1	23	0	51
Totals		5	175	11	85	6	198
29/04/2017	17.00 HRS	5	40	2	22	0	51
Saturday	19.30HRS	0	45	0	24	1	50
	21.00HRS	0	45	1	23	0	51
	23.00HRS	1	44	0	24	0	51
Totals		6	174	3	93	1	203
30/04/2017	17.00 HRS	4	41	2	22	2	49
Sunday	19.30HRS	1	44	0	24	3	48
	21.00HRS	0	45	0	24	0	51
	23.00HRS	0	45	0	24	0	51
Totals		5	175	2	94	5	199

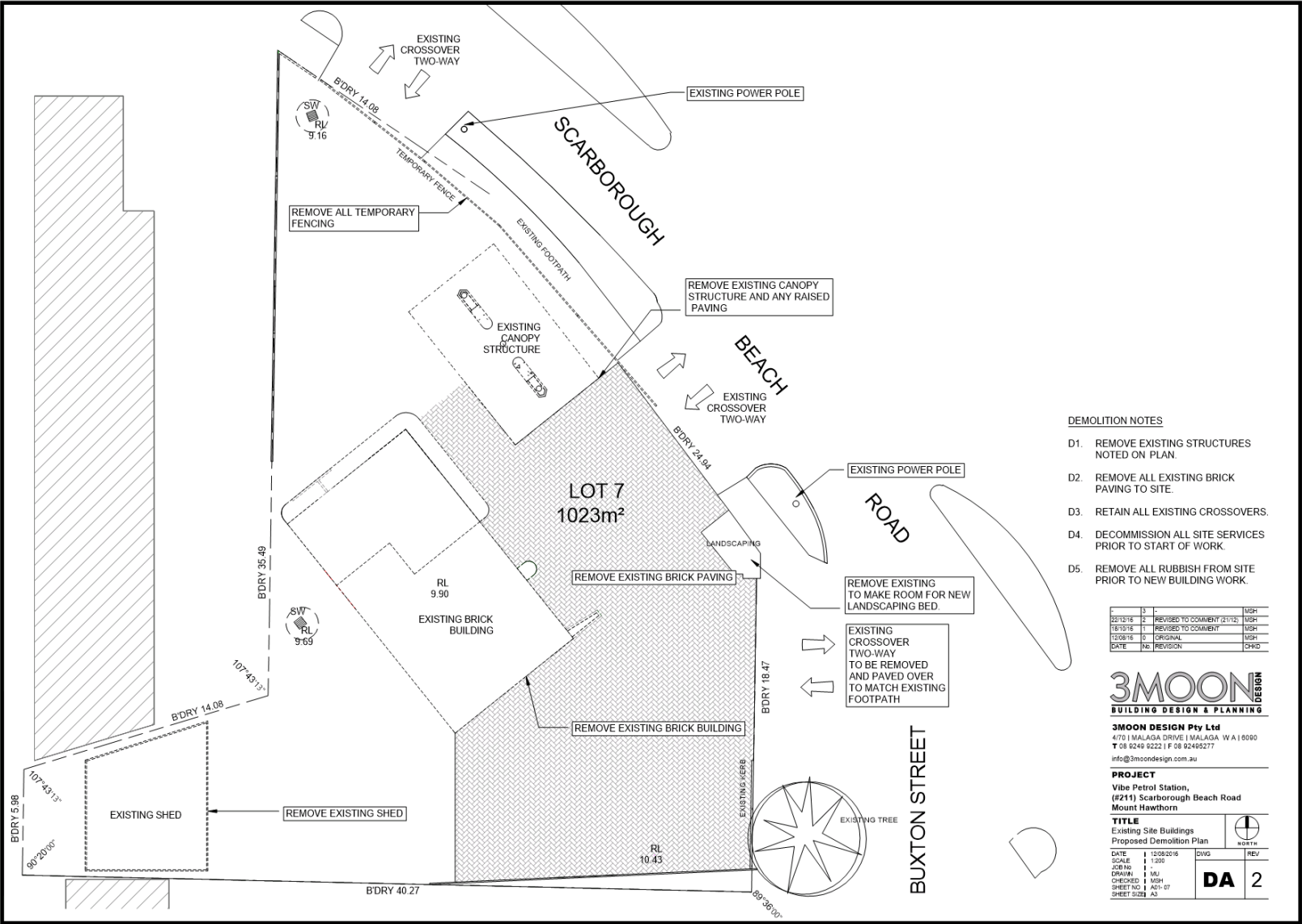


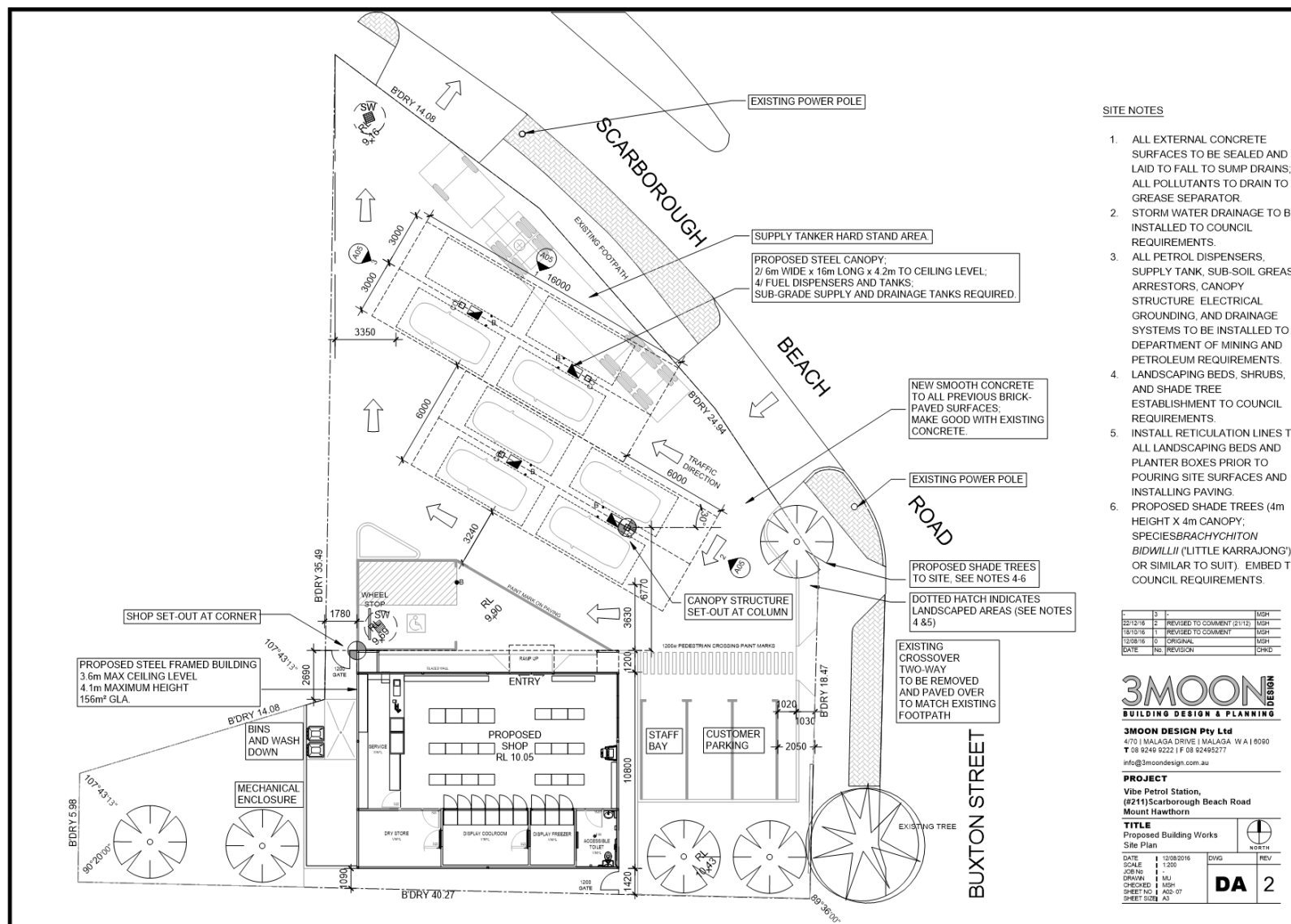


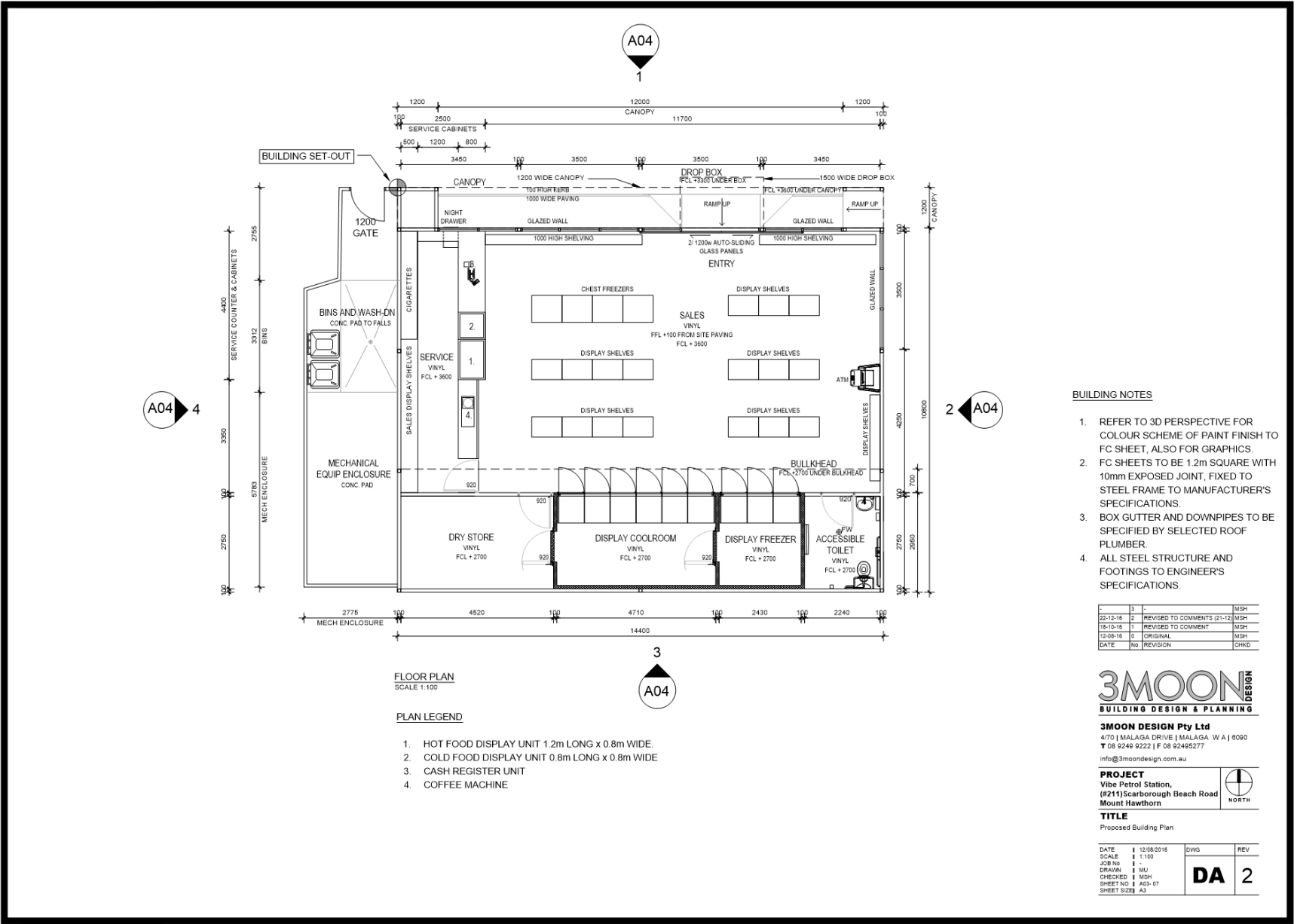


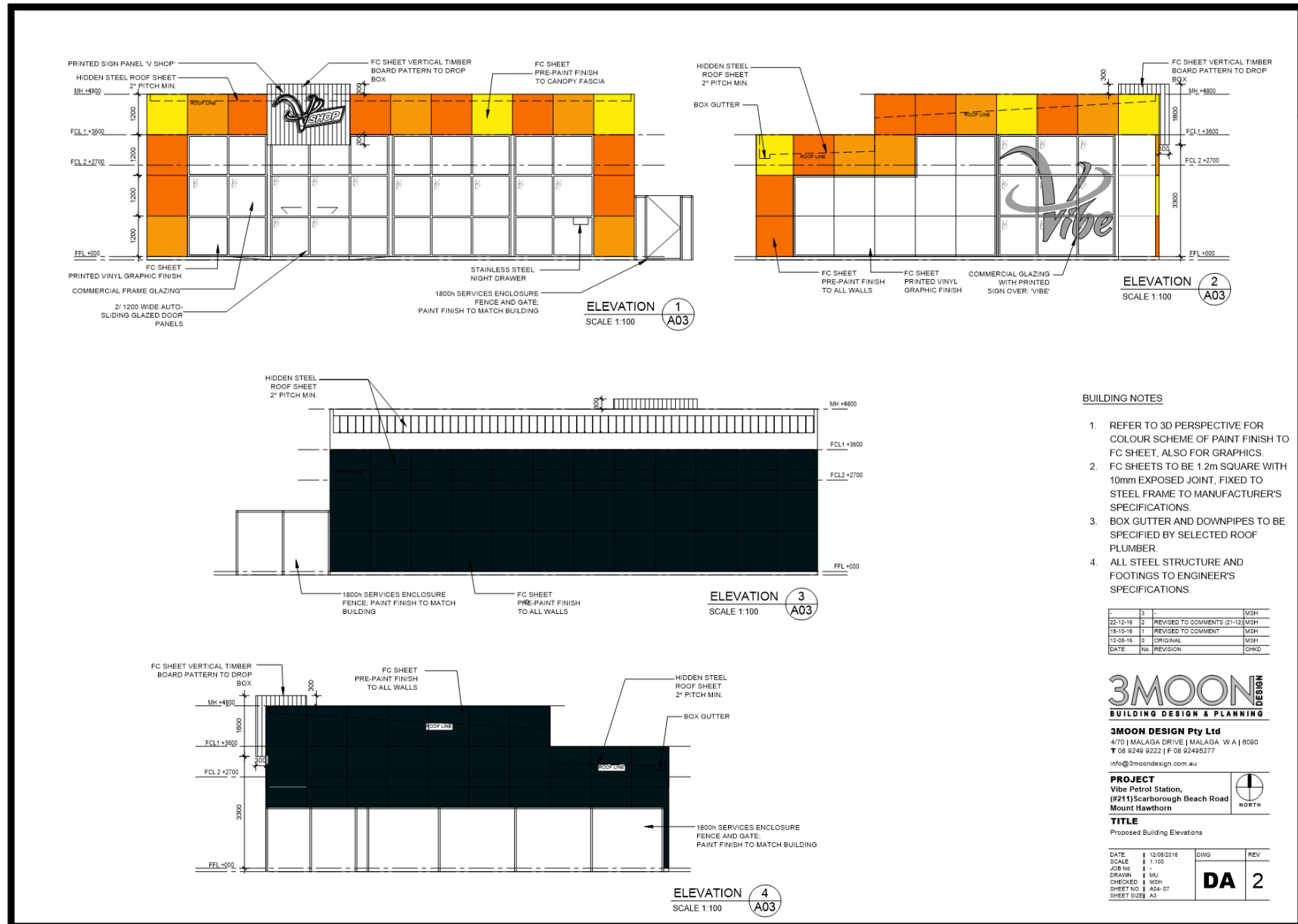




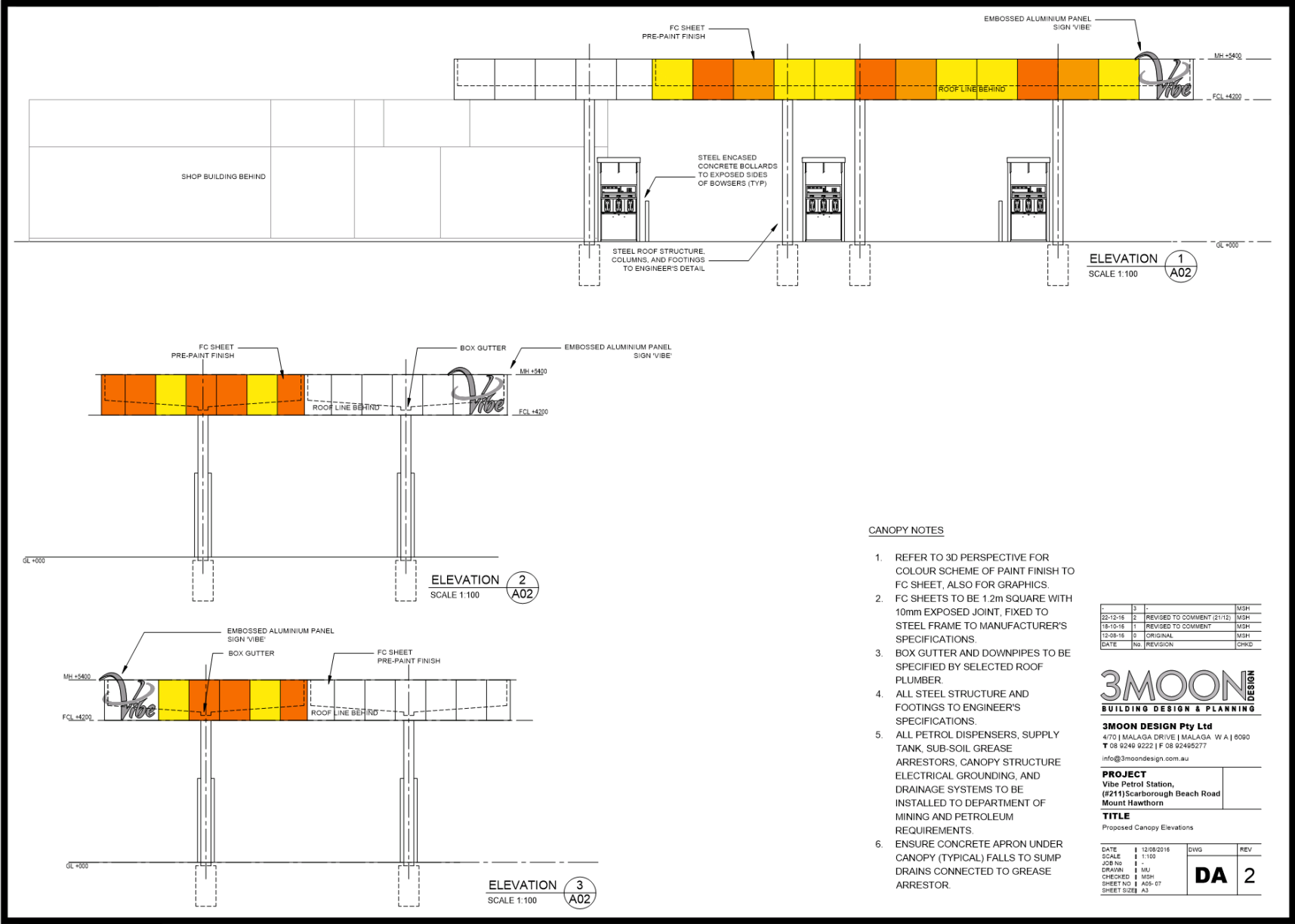














STREET VIEW - SCARBOROUGH BEACH ROAD  
3D PERSPECTIVE  
NOT TO SCALE  
INDICATIVE ONLY TO SHOW COLOUR SCHEME AND SIGNAGE.

3MOON  
DESIGN

BUILDING DESIGN & PLANNING

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1	1	1	MSH
1	1	1	MSH
1	1	1	MSH
12-08-16	10	ORIGINAL	MSH
DATE	NO	REVISION	CHKD

PROJECT

Vibe Petrol Station,  
(#211) Scarborough Beach Road  
Mount Hawthorn

TITLE

3D PERSPECTIVE 1

DATE	12/08/2016	DWG	REV
SCALE	1:100		
JOB NO	8		
DRAWN	MJ		
CHECKED	MSH		
SHEET NO	A08-07		
SHEET SIZE	A3		

DA

0

FC SHEET:  
TO BE COVERED WITH  
SELECTED PRINTED VINYL SIGN  
(VIBE).

FC SHEET:  
PRINTED VINYL GRAPHIC FINISH.  
(GRAPHIC SHOWN INDICATIVE ONLY).

BULKHEAD TO BE COVERED  
WITH SELECTED VINYL PRINT  
SIGN (V SHOP).

FC SHEET:  
PRE-PAINT FINISH TO CANOPY  
FASCIA AND ALL WALLS.

COMMERCIAL FRAME GLAZING.

FC SHEET:  
PRINTED VINYL GRAPHIC FINISH.  
(TYPICAL VIBE CUBE PATTERN).

SHOP BUILDING  
3D PERSPECTIVE  
NOT TO SCALE.  
INDICATIVE ONLY TO SHOW COLOUR SCHEME.

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2	2	MSH
3	3	MSH
12-08-16	0	ORIGINAL
DATE	NO.	REVISION
		CHKD

**PROJECT**  
Vibe Petrol Station,  
(#211) Scarborough Beach Road  
Mount Hawthorn

**TITLE**  
3D PERSPECTIVE 2

DATE	12/08/2016	DWG	REV
SCALE	1:100		
JOB NO	1		
DRAWN	MJ		
CHECKED	MSH		
SHEET NO	A07-07		
SHEET SIZE	A3		

**DA**

**0**



## VIBE SERVICE STATION

211 SCARBOROUGH BEACH ROAD, MOUNT HAWTHORN

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### TRANSPORT IMPACT STATEMENT



### Final 1.0

Prepared by i3 consultants WA for  
3Moon Design & Vibe Petroleum



Transport Impact Statement  
Vibe Service Station, 211 Scarborough Beach Road, Mount Hawthorn  
Prepared for 3Moon Design & Vibe Petroleum




## Project details

Project Vibe Service Station  
Location 211 Scarborough Beach Road, Mount Hawthorn  
Project ID 08801  
Client 3Moon Design & Vibe Petroleum  
Description A Transport Impact Statement for a proposed Service Station at 211 Scarborough Beach Rd within the City of Vincent suburb of Mount Hawthorn prepared in accordance with the WAPC 2016 Transport Impact Assessment Guidelines.

## Document control

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Revision status comments:

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Digitally signed by David Wilkins  
• Date: 2016.11.04 16:26:08  
+08'00'

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Transport Impact Statement  
 Vibe Service Station, 211 Scarborough Beach Road, Mount Hawthorn  
 Prepared for 3Moon Design & Vibe Petroleum



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Transport Impact Statement  
Vibe Service Station, 211 Scarborough Beach Road, Mount Hawthorn  
Prepared for 3Moon Design & Vibe Petroleum



## ABOUT THE AUTHOR

David Wilkins is an RTA NSW Certified Level 3 Lead Auditor (RSA-08-0178) and Main Roads Western Australia (MRWA) accredited Senior Road Safety Auditor (SRSA 0101). In addition to this, David is an MRWA accredited Crash Investigation Team Leader and Roadworks Traffic Manager (MRWA-RTM-10-RTM20). David has undertaken approximately 70 road safety audits in the last five years and 150 road safety audits since 2011 across the full range of stages from feasibility through to pre-opening, including roadworks, existing roads, schools and mine sites.

David's specialist skills are in the management and development of transport infrastructure and planning, particularly with respect to road safety engineering, roadworks traffic management, traffic engineering, crash investigation, road safety audits, alternative transport systems (TravelSmart, shared paths, cycle facilities), transport statements, transport assessments, parking demand management, local area traffic management, speed management, accessible environments and innovation.

David specialises in undertaking and preparing traffic impact assessments in accordance with either the WAPC document 'Transport Impact Assessment Guidelines' (1) or Austroads 'Guide to Traffic Management Part 12: Traffic Impacts of Developments' (2).

Transport Impact Statement  
Vibe Service Station, 211 Scarborough Beach Road, Mount Hawthorn  
Prepared for 3Moon Design & Vibe Petroleum



## 1 INTRODUCTION

This Transport Impact Assessment report has been prepared in accordance with the WAPC publication 'Transport Impact Assessment Guidelines'. These guidelines indicate that a Transport Impact Statement (TIS) "is required for those developments that would be likely to generate moderate volumes of traffic and therefore would have a moderate overall impact on the surrounding land uses and transport networks, (in accordance with Table 1.)"

LAND USE	MODERATE IMPACT	HIGH IMPACT
	Transport Impact Statement required	Transport Impact Assessment required
	10 – 100 vehicle trips in the peak hour	> 100 vehicle trips in the peak hour
Residential	10–100 dwellings	>100 dwellings
Schools	10–100 students	>100 students
Entertainment venues, restaurants, etc.	100–1000 persons (seats) OR 200–2000 m <sup>2</sup> gross floor area	>1000 persons (seats) OR >2000 m <sup>2</sup> gross floor area
Fast food restaurants	50–500 m <sup>2</sup> gross floor area	>500 m <sup>2</sup> gross floor area
Food retail /Shopping centres with a significant food retail content	100–1000 m <sup>2</sup> gross floor area	>1000 m <sup>2</sup> gross floor area
Non-food retail	250–2500 m <sup>2</sup> gross floor area	>2500 m <sup>2</sup> gross floor area
Offices	500–5000 m <sup>2</sup> gross floor area	>5000 m <sup>2</sup> gross floor area
Service Station*	1–7 refueling positions	>7 refueling positions
Industrial/Warehouse	1000–10,000 m <sup>2</sup> gross floor area	>10,000 m <sup>2</sup> gross floor area
Other Uses	Discuss with approving authority	Discuss with approving authority

Table 1 - Level of TIA required by land use and size

\* Service Stations generally rely on very high levels of passing trade, and do not normally require a full TIA. Impacts are usually limited to the access points and the nearest significant intersection, however, some may be coupled with other land uses.

As indicated above, service stations generally rely on very high levels of passing trade. A review of trip generation publications for service stations has revealed that the indicated rates in the ITE Trip Generation Database is the most appropriate for a site with 8 refuelling positions and a convenience store and is shown in Table 2 below.

ITE Vehicle Trip Generation Rates (peak hours are for peak hour of adjacent street traffic unless highlighted)								Expected Units	Total Generated Trips			Total Distribution of Generated Trips					
Weekday	AM	PM	Pass-By	AM In	AM Out	PM In	PM Out		Daily	AM Hour	PM Hour	AM In	AM Out	Pass-By	PM In	PM Out	Pass-By
162.78	10.16	13.51	56%	50%	50%	50%	50%	8.0	1,302	81	108	18	18	46	24	24	61

Table 2 – Trip generation rates and forecast trips associated with service station & convenience store



Transport Impact Statement  
 Vibe Service Station, 211 Scarborough Beach Road, Mount Hawthorn  
 Prepared for 3Moon Design & Vibe Petroleum



Table 2 on the previous page indicates that the service station & convenience store is likely to generate less than 25 trips during the busiest peak hours but also attract approximately 60 vehicles during this time from passing traffic. It should also be noted that the site was previously used as a Service Station with 4 refuelling locations, hence the net impact is assessed as being half of the assessed impact.

On the basis of the assessed maximum hourly trip generation of less than 100 trips, i.e. between 28 and 33 additional trips, the proposed development has been assessed as a moderate impact.

In accordance with the WAPC Guidelines and the assessed level of impact, the extent of this assessment includes, as a minimum:

- The proposed development site;
- All roads fronting the site, for the extent of the site frontage plus 100 metres beyond the site;
- Pedestrian routes to the nearest bus stops (for all bus routes passing within 400 metres of the site);
- Pedestrian routes to nearest train station(s) (if within 800 metres);
- Pedestrian/ cycle routes to any major attractors within 400 metres, (five-minutes' walk) of the site;
- The area(s) likely to be affected by any site specific issue(s).

The location of the development site in the context of the road, public transport, cycling and pedestrian network and 400 and 800 metre radii is shown in Figure 1 below.

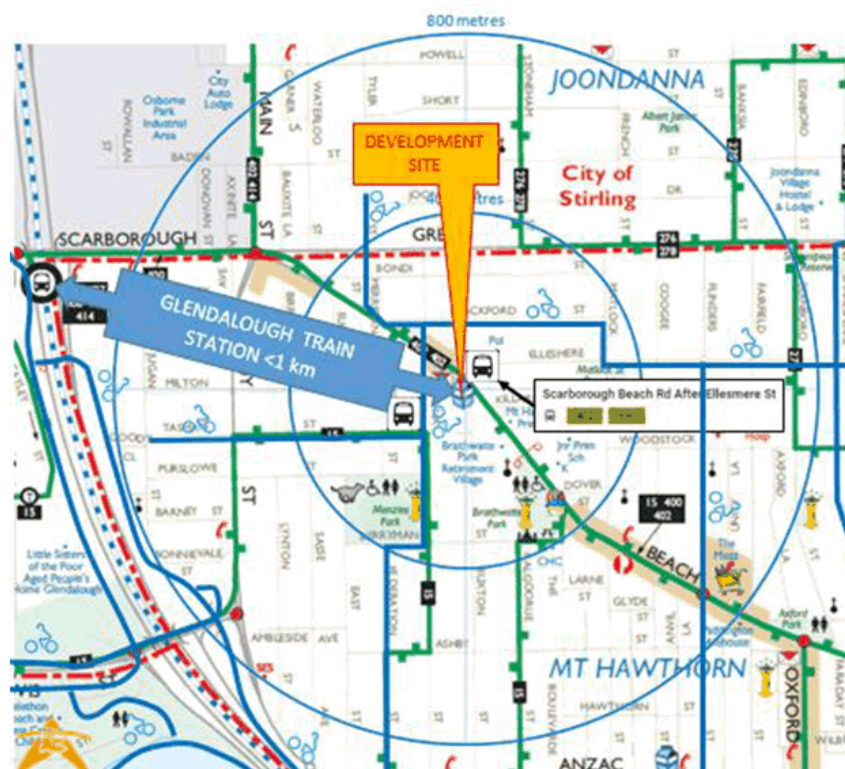


Figure 1 – Development Site location, road, public transport, cycling and pedestrian network

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The development site is zoned “Local Centre” in the current City of Vincent Town Planning Scheme No 1 (TPS1) and it is proposed to retain this zoning within the proposed TPS2, as shown in Figure 2 and Figure 3 respectively below.

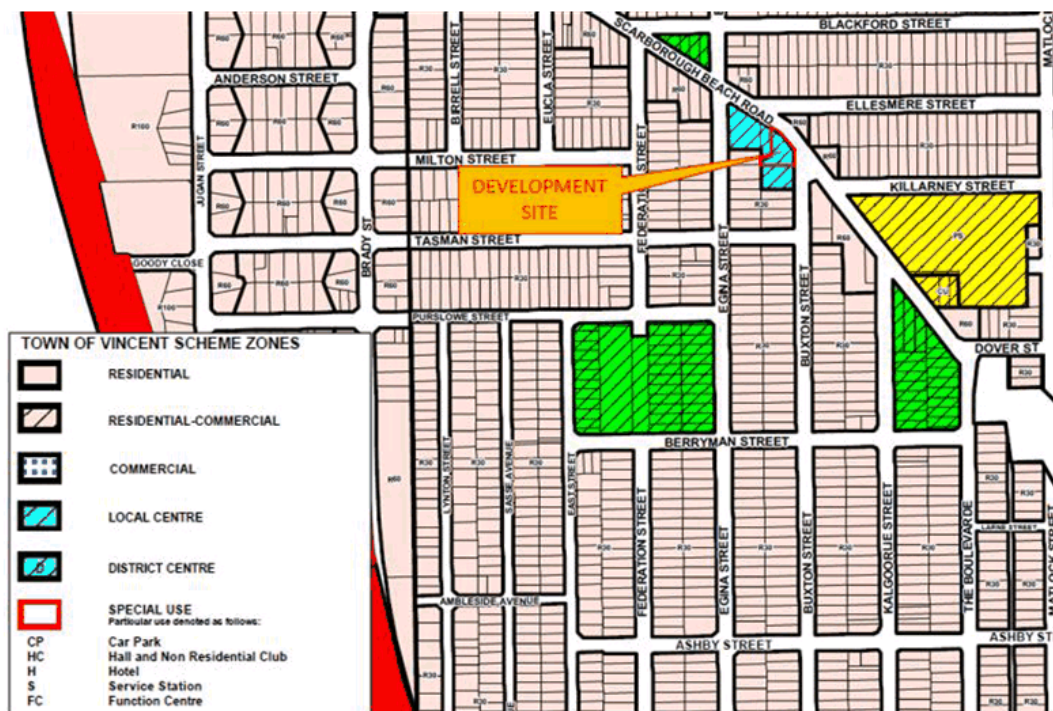


Figure 2 – Extract from current Town of Vincent Town Planning Scheme No. 1

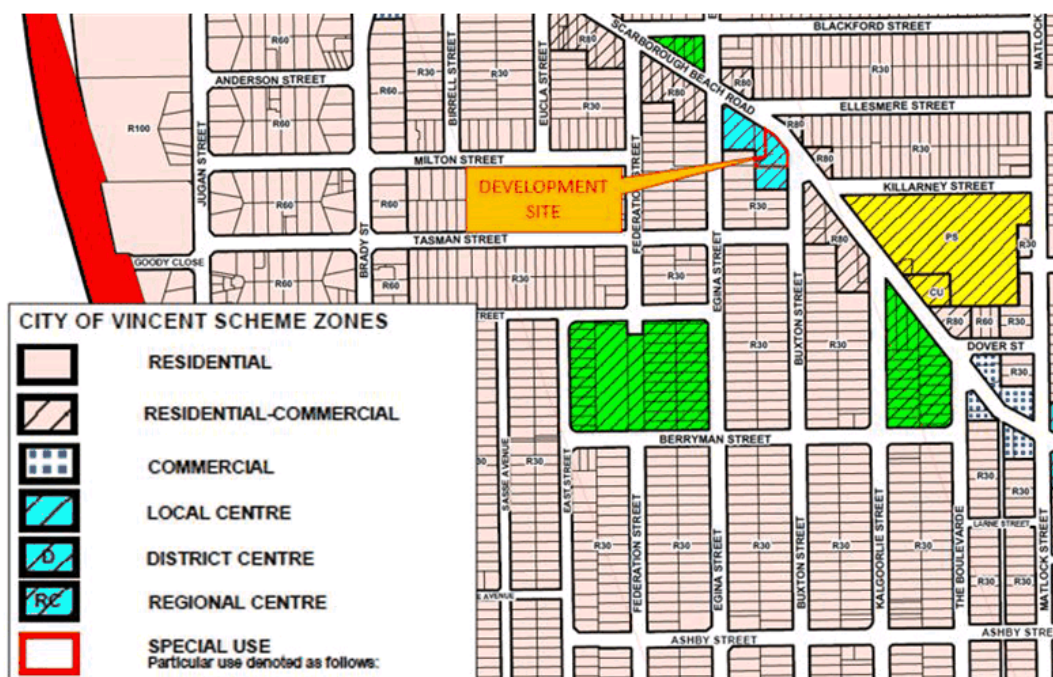


Figure 3 – Extract from proposed Town of Vincent Town Planning Scheme No. 1

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## 2 PROPOSED DEVELOPMENT

The proposed development comprises of a service station with four petrol bowzers (8 refuelling bays) and a single storey building containing a 91 m<sup>2</sup> service station convenience store with a 4.2 m high canopy between the store and over the refuelling locations and 4 parking bays (3 x customer + 1 x staff), as shown in the Site Plan provided as Figure 4 below and in more detail in the Development Drawings included as **Appendix A**.

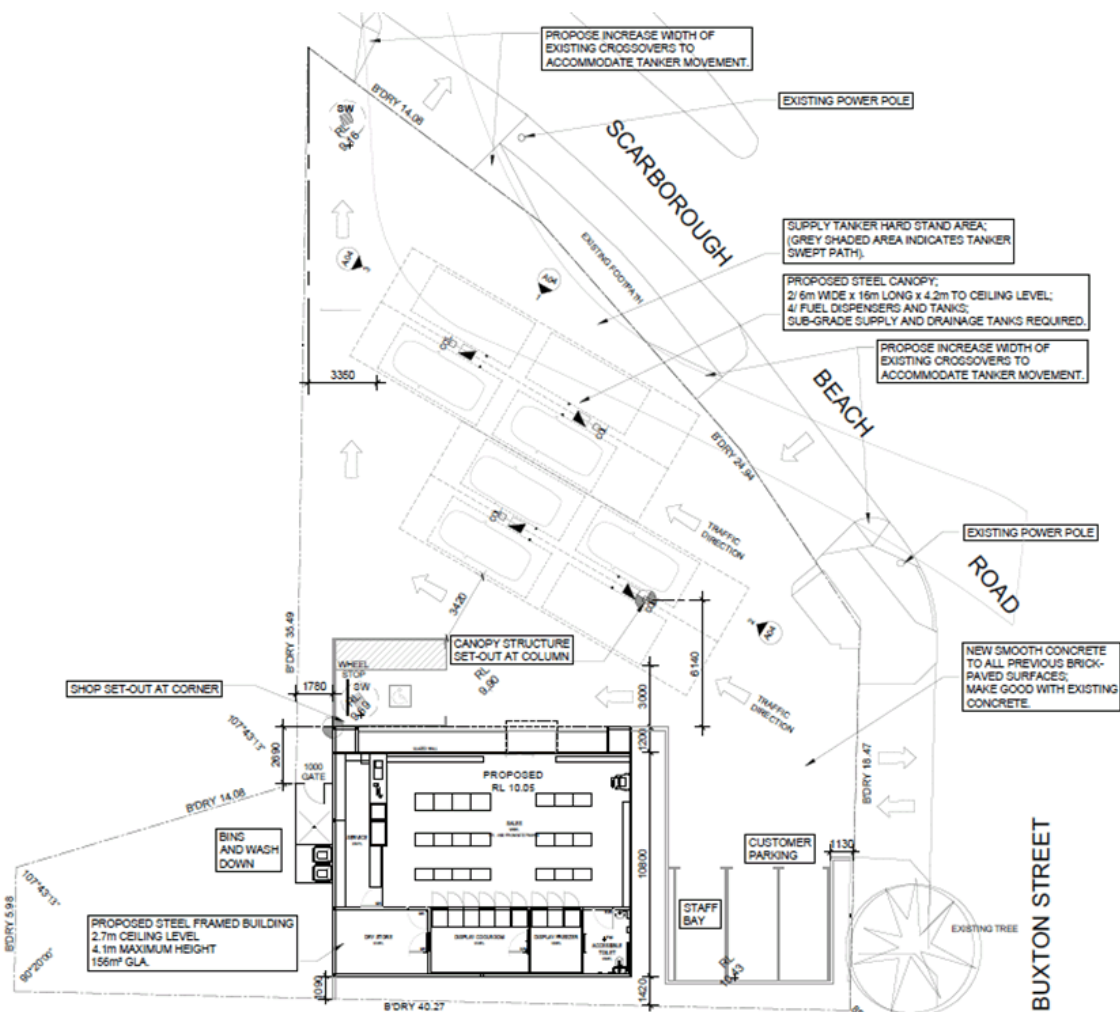


Figure 4 – Site Plan

The existing site is vacant older style service station that will be demolished, as shown in the demolition plan included in the development drawings in **Appendix A**.



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### 3 VEHICLE ACCESS AND PARKING

The development plans show that all vehicular access (including bicycle) is proposed via the existing site crossovers, i.e. two single two-way crossovers off Scarborough Beach Road (Distributor A Road) and a single two-way crossover off Buxton Street (Access Road). Pedestrians can also access the site via the footpaths adjacent to the development site along Scarborough Beach Rd and Buxton St.

It is proposed to provide four (4) on-site parking bays, one (1) allocated for staff use, two (2) for customers and one (1) designated for use by people with a disability. The parking bays are a minimum of 5.5 m x 2.5 m with a 3.0 m wide bay provided for use by people with a disability, as shown in the Site Plan provided as Figure 4 on page 8 and in more detail in the Development Drawings included as **Appendix A**.

The site has excellent vehicular access and egress via Scarborough Beach Rd and Buxton St, although some access driveways have restricted access and hence customers are required to select the crossover's that best suit their intended departure direction, as shown in Figure 5 below.



Figure 5 – Permitted vehicular access and egress movements



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## 4 PROVISION FOR SERVICE VEHICLES

The largest vehicle expected to service the site is the 19 m long semi-trailer fuel tanker. The site was originally designed to accommodate this vehicle using the full width of the adjacent two lanes, as is accepted practice for large vehicles in urban areas. Traffic islands were installed in Scarborough Beach Road between January and March 2009 that not only reduce the width of the carriageway but also physically restricts access into and out of the site by large vehicles within the constraints of the existing access driveways, as shown in Figure 7 on the following page. Accordingly, it has been necessary to modify the shape of each access driveway off Scarborough Beach Road to accommodate the fuel tanker as shown in Figure 6 below. The other swept path shown is that for the B99 Design Vehicle leaving a refuelling point.

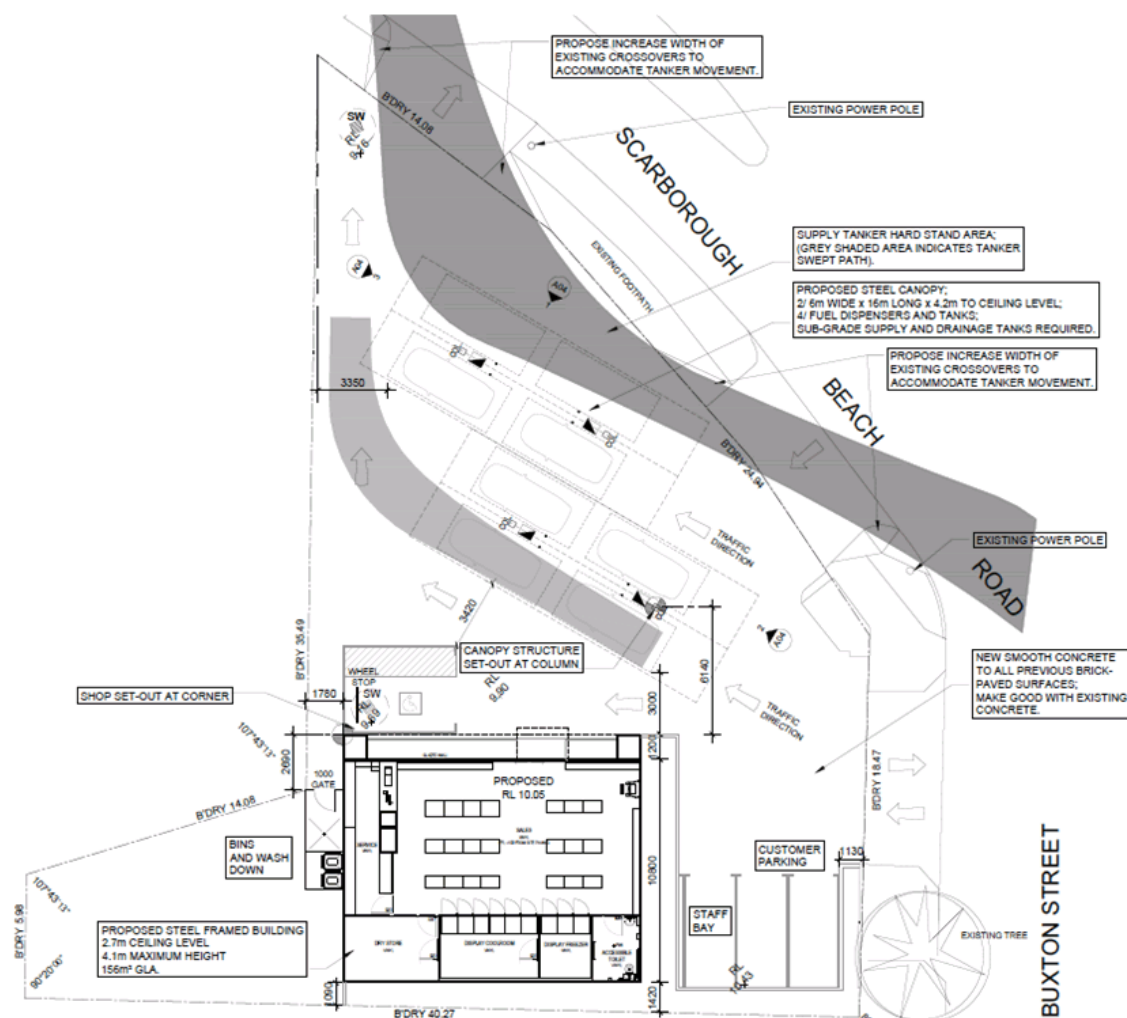


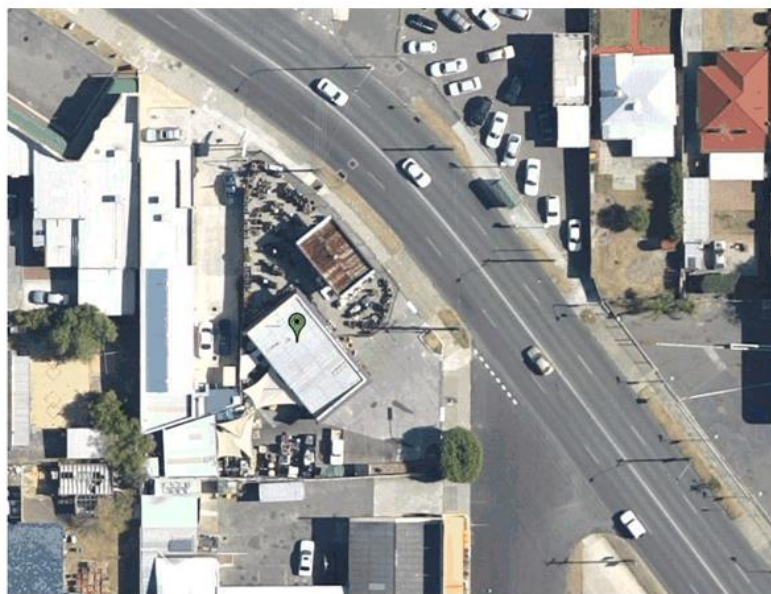
Figure 6 – Swept Path of Prime Mover & Semi-trailer (19m Fuel Tanker) 12.5 m Rad 0-5 km/h & B99 LV

The waste collection vehicle is expected to use the same access arrangement as the tanker with MGBs moved to the vehicle when servicing takes place.

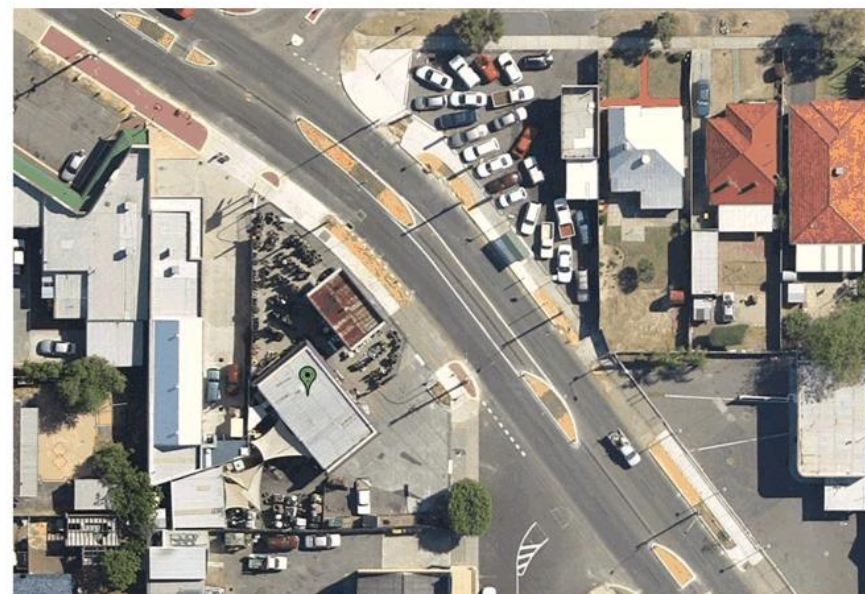
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Jan-09



Mar-09

Figure 7 – Layout of Scarborough Beach Road prior to and after installation of traffic islands (Development Site 📍)

## 5 HOURS OF OPERATION

The service station and convenience store is expected to operate between 6AM and 10 PM but could extend to 24 hours a day, 7 days a week in the future depending on future development and associated demand.

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## 6 TRAFFIC VOLUMES AND VEHICLE TYPES

As indicated in **Section 1**, the service station & convenience store is likely to generate less than 25 trips during the busiest peak hours but also attract approximately 60 vehicles during this time from passing traffic. It should also be noted that the site was previously used as a Service Station with 4 refuelling locations, hence the net impact is assessed as being half of the assessed impact. The clear majority of these vehicles will be light vehicles with heavy vehicles limited to those servicing the site.

The nearest traffic data collection location to the development site on Scarborough Beach Road is at the northern end east of Main Street. This indicates that Monday to Friday daily traffic volumes are around 13,700, as shown in Figure 8 below. Weekend daily traffic volumes are around 12,800. As a single carriageway 2 lane Distributor A Road, Scarborough Beach Road can accommodate up to 15,000 vehicles per day (Table 3 Liveable Neighbourhoods Integrator B <sup>(3)</sup>).

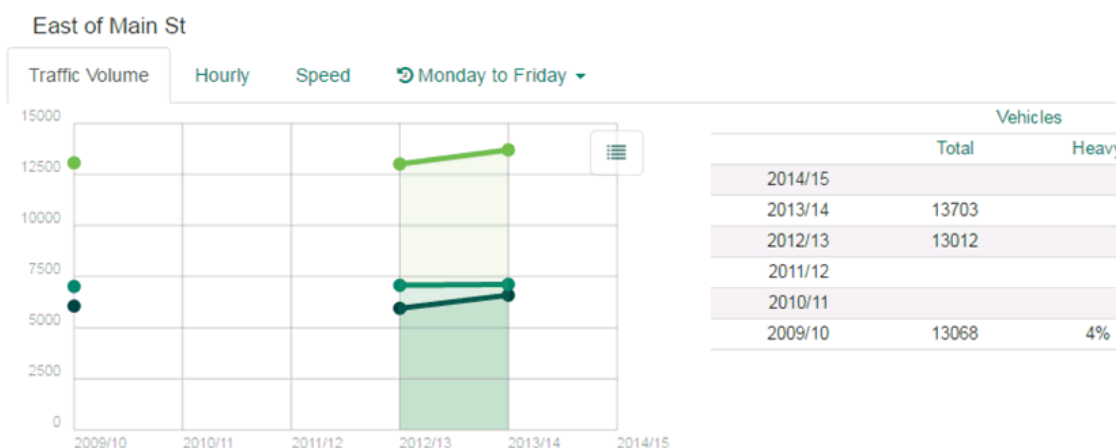


Figure 8 – Daily Mon-Fri Traffic Volumes on Scarborough Beach Rd east of Main St 2009/10 to 2014/15

Midweek peak hour volumes on Scarborough Beach Rd are approximately 1,300 vehicles in the morning peak hour (7.30-8.30 AM). There is no distinct afternoon peak hour with volumes averaging around 1,000 vehicles per hour from 9 AM to 5 PM, as shown in Figure 9 on the following page.

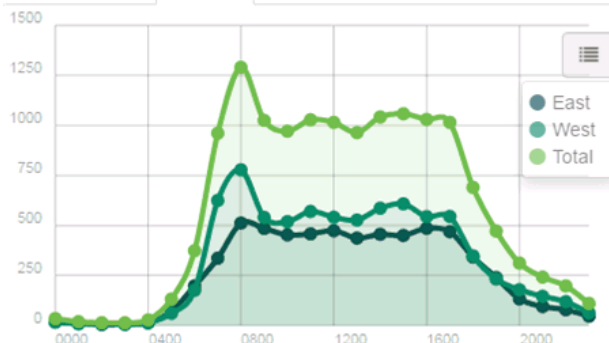
The forecast generated and by-pass traffic volumes for the development site are considered to be consistent with the road network and volumes based on function and capacity.

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### East of Main St

Traffic Volume   Hourly   Speed   Monday to Friday



Vehicles 2015/16			
	East	West	Total
0000	17	18	35
0100	11	9	19
0200	5	9	14
0300	6	8	14
0400	14	14	28
0500	71	61	132
0600	198	176	374
0700	336	625	961
0800	512	778	1290
0900	485	540	1025
1000	453	519	971
1100	458	570	1028
1200	474	541	1015
1300	437	527	964
1400	456	586	1042
1500	450	608	1058
1600	486	544	1030
1700	469	545	1015
1800	342	348	690
1900	240	232	472
2000	133	179	312
2100	95	146	242
2200	79	119	198
2300	47	63	110

Figure 9 – Midweek peak hour Volumes on Scarborough Beach Rd east of Main St



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## 7 TRAFFIC MANAGEMENT ON FRONTAGE STREETS

The layout of Scarborough Beach Road and Buxton Street, including the intersection, is best described through the annotated aerial photograph dated Monday 10<sup>th</sup> October 2016 at 3.30 PM provided as Photograph 1 and 'street view' photograph provided as Photograph 2 below. Scarborough Beach Road is subject to a posted 50 km/h speed limit near the development site whilst Buxton St is subject to the default urban speed limit of 50 km/h.

As indicated in **Section 4**, there are 'painted' and physical traffic/ median islands on Scarborough Beach Road for the full extent of the development site frontage and hence some accesses to and from Scarborough Beach Rd are restricted, as discussed and shown in Figure 5 on page 9 and Figure 6 on page 10.



Photograph 1 – Aerial Photograph of Scarborough Beach Rd and Buxton St in vicinity of development site



Photograph 2 – Looking southeast on Scarborough Beach Road from Ellesmere St towards development site

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## **8 PUBLIC TRANSPORT ACCESS**

By their nature, service stations do not attract customers by public transport although staff may use public transport.

The nearest bus stops to the development site are located on Scarborough Beach Road (opposite the site) and on Tasman St (280 m – 3-minute walk), as shown in Figure 1 on page 6. These bus stops are served by routes 402, 990 & 15 which travel between Glendalough Train Station and the Perth Busport with services every 10 to 20 minutes during peak hours. There are 14 bus stops within 400 m (5-minute walk) of the development site.

## **9 PEDESTRIAN ACCESS**

There is a full verge width path on the development side of Scarborough Beach Road (min 3.5 m) and a 2.0 m wide path on the development side of Buxton St that provide good access to and from the site. In addition to this, there is a pedestrian refuge crossing location within the traffic islands on Scarborough Beach Rd and Buxton Street and continuous paths and informal crossing facilities (ramps) between the development site and the nearest bus stops.

## **10 CYCLE ACCESS AND END OF TRIP FACILITIES**

In addition to using the designated on-street cycle lanes on both side of Scarborough Beach Rd and the access driveways to access the development site, cyclists can also use the path network due to recent changes in legislation. Due to the nature of the proposed development, i.e. a service station for motorised vehicles, there are no specific end-of-trip facilities provided, or warranted, for cyclists.

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## 11 SITE SPECIFIC ISSUES

The Town of Vincent has indicated that the following requires to be assessed and addressed with respect to traffic, transport and parking:

- A Traffic Impact Statement is required (include Tanker Access).
- The proposed car bay is to be offset 1.0 metre from the Buxton Street boundary.
- Show a car bay that will comply with AS2890.6 ACROD parking.

All the above have been assessed within this TIS.

Refer Note in **Section 4** regarding modifications to the Scarborough Beach Road access driveways to accommodate the swept path of the 19 m semi-trailer (fuel tanker) within the constraints of the traffic islands.

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## 12 SAFETY ISSUES

A review of the five-year crash record for the road network near the development site ending 31 December 2015 has revealed that there have been two reported crashes in the immediate vicinity of the development site, one property damage only and the other requiring medical attention. A site requires three or more injury crashes in a five-year period to be considered a 'black spot'.

A crash 'heat map' of all reported crashes on Scarborough Beach Rd between Brady St/ Main St/ Green St and London St is shown in Figure 11 below.

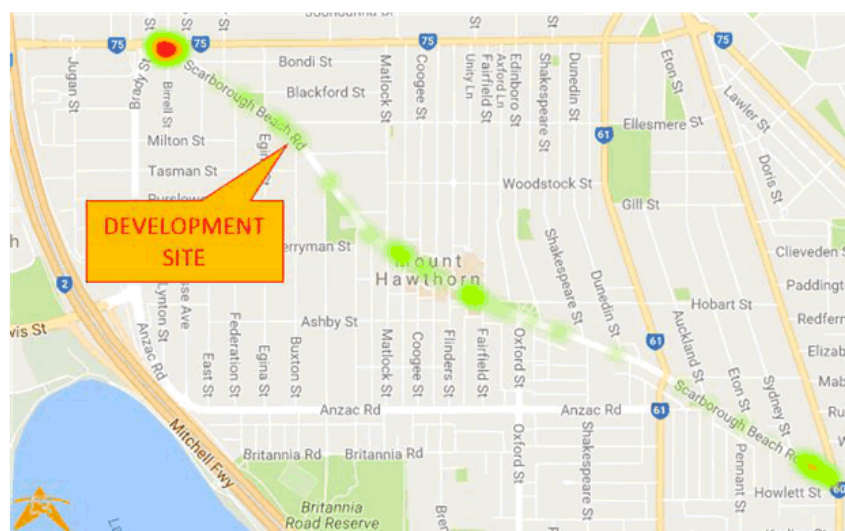
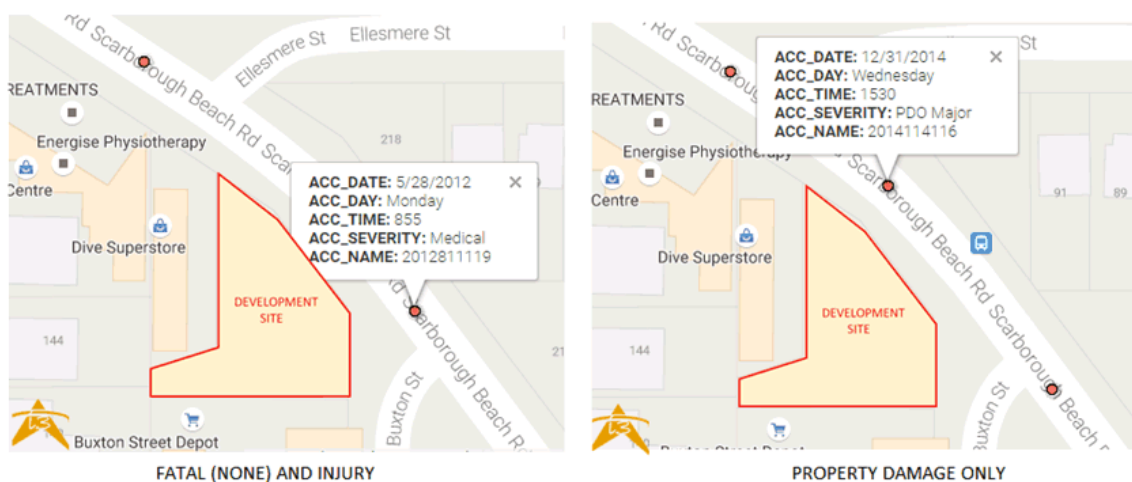


Figure 10 – Heat Map of Scarborough Beach Rd crashes in City of Vincent 1 Jan 2011 – 31 Dec 2015



FATAL (NONE) AND INJURY      PROPERTY DAMAGE ONLY  
Figure 11 – Reported crashes in vicinity of development site 1 Jan 2011 – 31 Dec 2015

The crash record does not suggest that there is a crash record in the immediate vicinity of the development site that is significantly different to other locations along Scarborough Beach Road in this type of environment.



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## References

1. **Western Australian Planning Commission.** *Transport Impact Assessment Guidelines*. Department of Planning, Government of Western Australia. Perth, Western Australia : Western Australian Planning Commission, August 2016. p. 182, Revised August 2016. The current version of the TIA guidelines (August 2016) has been endorsed by the WAPC..
2. **Austroads.** *Guide to Traffic Management Part 12: Traffic Impacts of Developments*. [ed.] Gary Veith, et al. 1st edition. Sydney : Austroads, 2009. p. 115. Vol. 12. ISBN 978-1-921551-61-1.
3. **Western Australian Planning Commission.** *Liveable Neighbourhoods Draft 2015*. Department of Planning, Western Australian Planning Commission. Perth, WA : Department of Planning, September 2015. p. 141, Draft. Liveable Neighbourhoods is the Western Australian Planning Commission's operational policy for the design and assessment of structure plans and subdivision to guide the future development of Perth and Peel and the State's regional centres..
4. **Standards Australia.** *AS 2890.2 - 2002 Parking facilities Part 2: Off-street commercial vehicle facilities*. Second edition. Sydney : Standards Australia International Ltd, 2002. p. 49. Vol. 2, Originated as AS 2890.2-1989. ISBN 0 7337 4870 8.

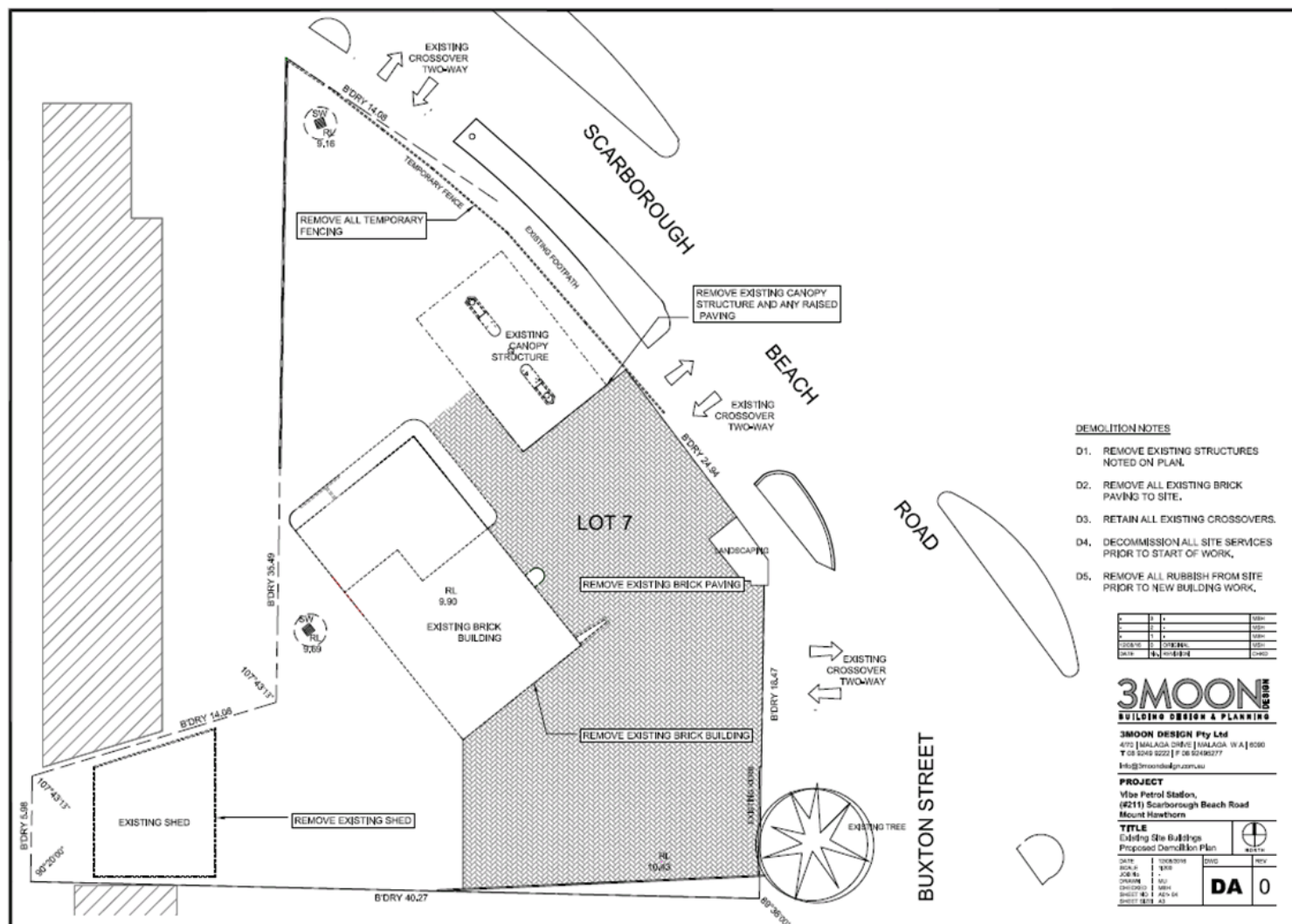
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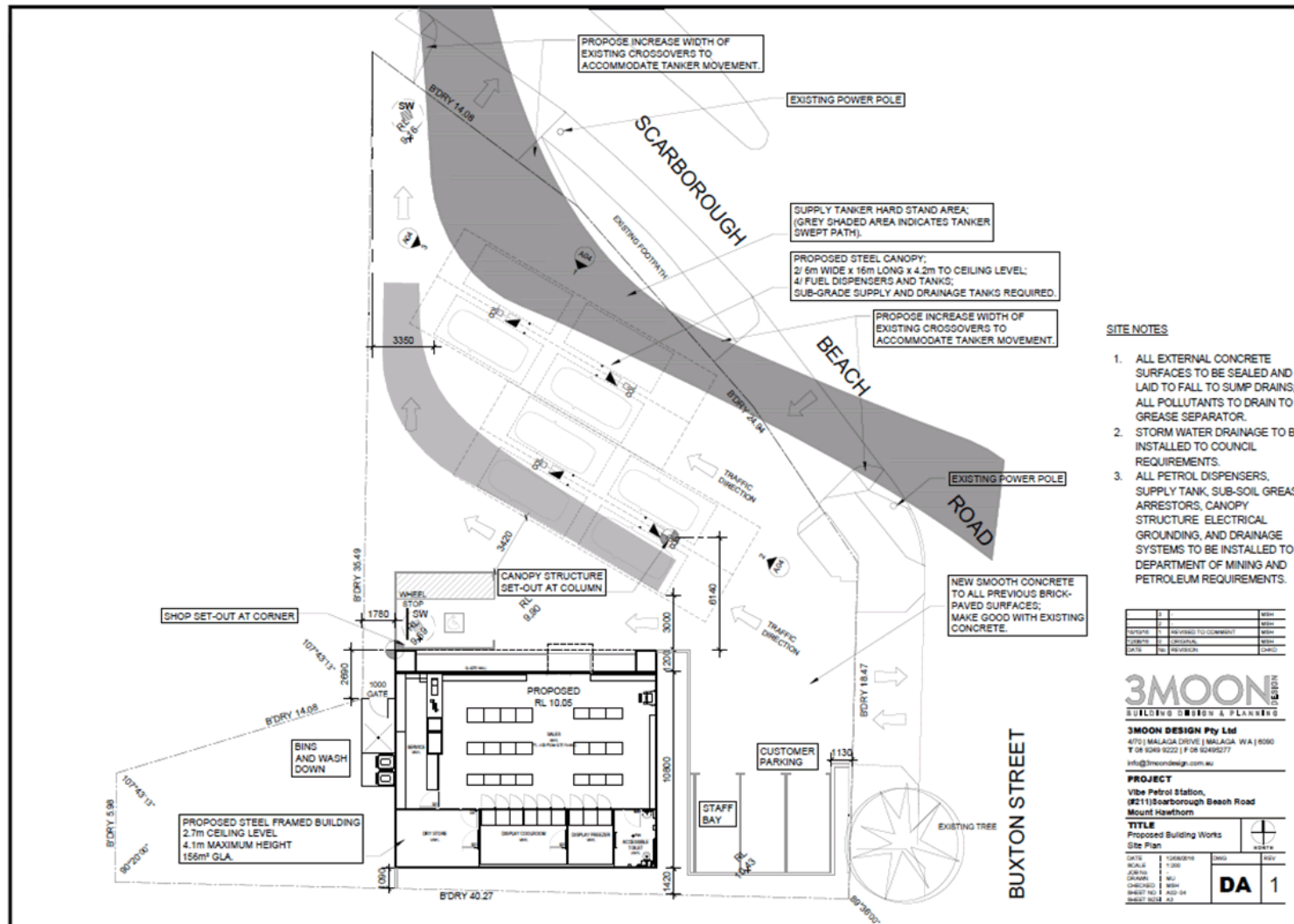
**APPENDIX A**

**DEVELOPMENT DRAWINGS**

Prepared for 3Moon Design &amp; Vibe Petroleum



Prepared for 3Moon Design & Vibe Petroleum

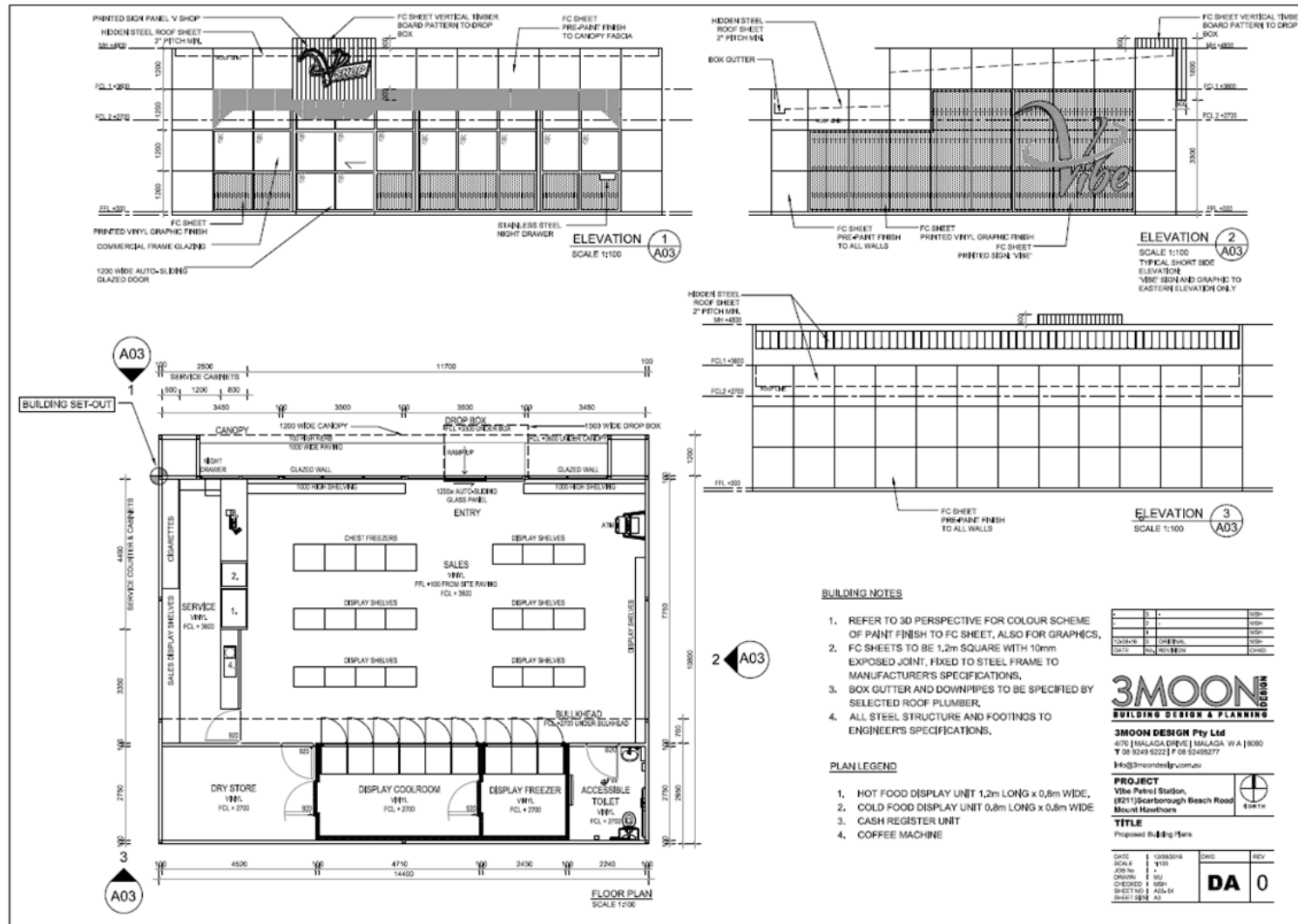




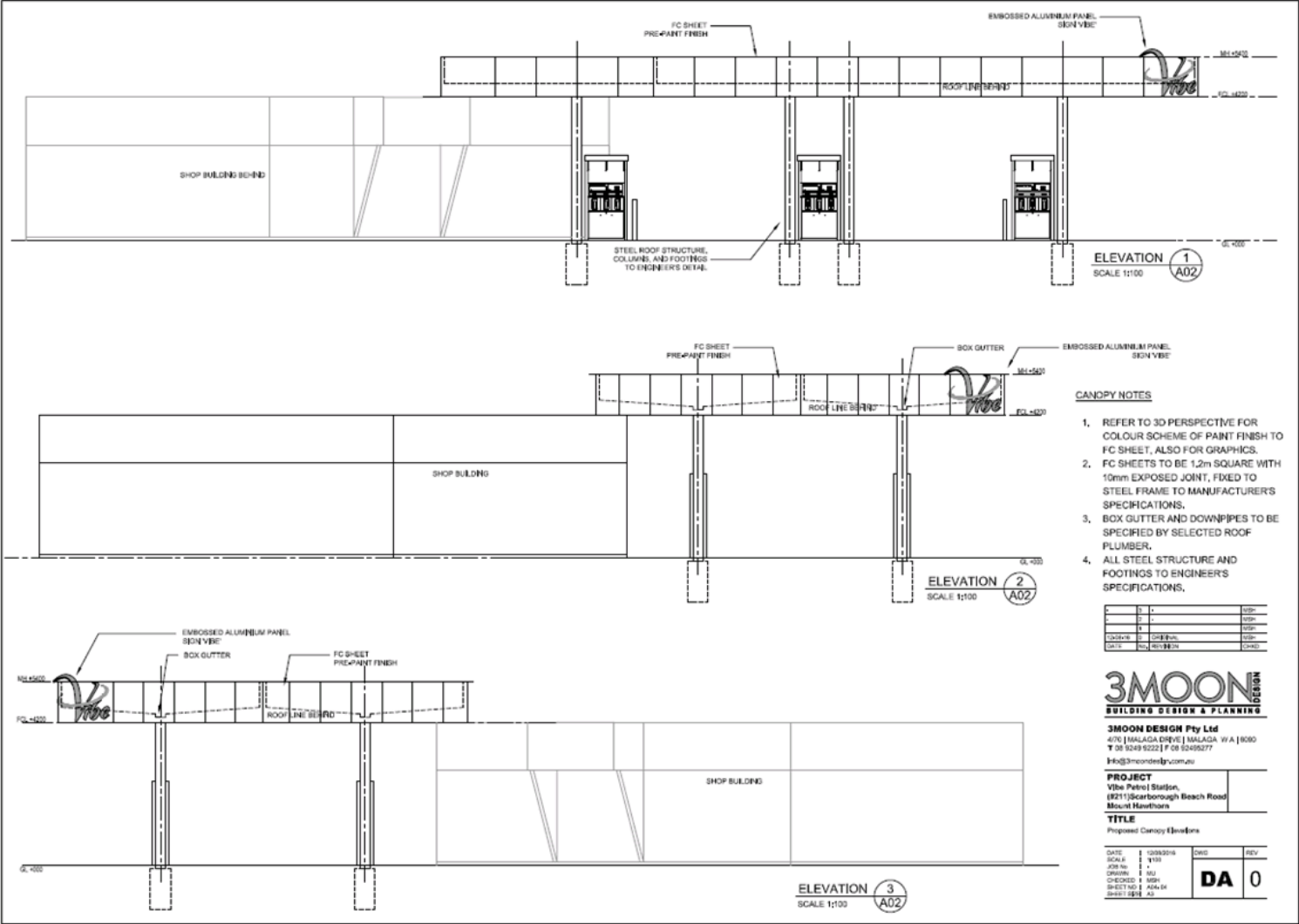
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## APPENDIX B WAPC TRANSPORT IMPACT STATEMENT CHECKLIST

### CHECKLIST FOR A TRANSPORT IMPACT STATEMENT FOR INDIVIDUAL DEVELOPMENT

- Tick the provided column for items for which information is provided.
- Enter N/A in the provided column if the item is not appropriate and enter reason in comment column.
- Provide brief comments on any relevant issues.
- Provide brief description of any proposed transport improvements, for example, new bus routes or signalisation of an existing intersection.

ITEM	PROVIDED	COMMENTS/PROPOSALS
<b>Proposed development</b>		
existing land uses	Section 2	Vacant ex service station.
proposed land use	Section 2	Service Station/ Convenience Store
context with surrounds	Figs 1, 2 & 3	Transport and Land Use Zones
<b>Vehicular access and parking</b>		
access arrangements	Section 3	Off Scarborough Beach Road and Buxton Street.
public, private, disabled parking set down/pick up	Section 3	Appropriate.
<b>Service vehicles (non-residential)</b>		
access arrangements	Section 4 and Figure 5	Available of all frontage roads bus restricted on some.
on/off-site loading facilities	Section 4 and Figure 6	Requires modification of Scarborough Beach Rd accesses as shown on the development drawings.
<b>Service vehicles (residential)</b>		
rubbish collection and emergency vehicle access	Section 4	Refer comment above.
<b>Hours of operation (non-residential only)</b>	Section 5	Service Station: 6 AM – 10 pm.
<b>Traffic volumes</b>		
daily or peak traffic volumes	Section 6	Peak hour volume up to 65 + 80 by-pass.
type of vehicles (for example, cars, trucks)	Section 6	Light vehicles (other than servicing)
<b>Traffic management on frontage streets</b>	Section 7	Single lanes in each direction; channelised intersection with painted and physical median.
<b>Public transport access</b>		
nearest bus/train routes	Section 8	Bus 402, 990 & 15 to trains stations & Busport.
nearest bus stops/train stations	Section 8	14 bus stops within 400 m radius
pedestrian/cycle links to bus stops/ train station	Sections 8, 9 & 10	Good network of paths and crossing facilities.

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ITEM	PROVIDED	COMMENTS/PROPOSALS
<b>Pedestrian access/ facilities</b>		
existing pedestrian facilities within the development (if any)	Not applicable	Vacant ex service station
proposed pedestrian facilities within development	Appendix A	Minimal due to service station land use.
existing pedestrian facilities on surrounding roads	Figure 1	Transport plan.
proposals to improve pedestrian access	Section 9	None identified or warranted.
<b>Cycle access/facilities</b>		
existing cycle facilities within the development (if any)	Not applicable	Vacant site
proposed cycle facilities within development	Appendix A	Minimal due to service station land use.
existing cycle facilities on surrounding roads	Fig 1	Transport plan.
proposals to improve cycle access	Section 9	None identified or warranted.
<b>Site specific issues</b>	Section 11	Requires modification of Scarborough Beach Rd accesses as shown on the development drawings.
<b>Safety issues</b>		
identify issues	Section 12	No identified safety issues
remedial measures	Sections 8, 9 & 10	Requires modification of Scarborough Beach Rd accesses as shown on the development drawings.

Proponent's name .....

Company ..... Date .....

Transport assessor's name David Wilkins

Company i3 consultants WA Date 4/11/16



**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.

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

1	<u>Location</u>	
1.1	The proposal is too close to residential areas, the school and the day care.	<p>Under the draft Environmental Protection Authority (EPA) Environmental Assessment Guideline, a Service Station is considered a 'non-residential use (industrial)' and the adjoining residential development 'sensitive uses (residential areas)'. The Draft EPA Environmental Assessment Guideline sets a separation distance between a service station and sensitive uses at a minimum of 50 metres. Seven residential properties plus the child care centre along Egina and Buxton Streets, the Mount Hawthorn Primary School and seven residential properties along Ellesmere Street are located within the 50 metre buffer. In addition the proposed service station provides no buffer zone to west, as it directly adjoins No. 144 Egina Street. To the south, a buffer of approximately 25 metres is provided as it adjoins No. 139 Buxton Street which is an existing commercial development.</p> <p>The applicant has not submitted any environmental evaluation as part of this application and has not demonstrated what the impacts are and how these will be addressed or managed. An environmental site investigation report provides an evaluation of environmental factors for a development of this kind, by a suitably qualified person, including, odours from fuel station vapour emission, light spill from the proposed premises and existing environmental values at the subject site. The evaluation would rate the potential adverse impacts on amenity at existing and proposed residential areas from the proposed development and as this has not been provided these potential impacts have not been addressed appropriately.</p>
1.2	The location will impact on the existing deli and shops next door which will impact on the village feel of Mount Hawthorn.	<p>The commercial impact of the development on the existing deli and shops is not a valid planning consideration. However, the service station use is not considered to align or be compatible with the nearby residential uses and the desired future medium to high density mixed use character of the local centre. In addition, the impact in relation to the built form outcome, access and traffic is considered to also impact detrimentally on the local centre.</p>

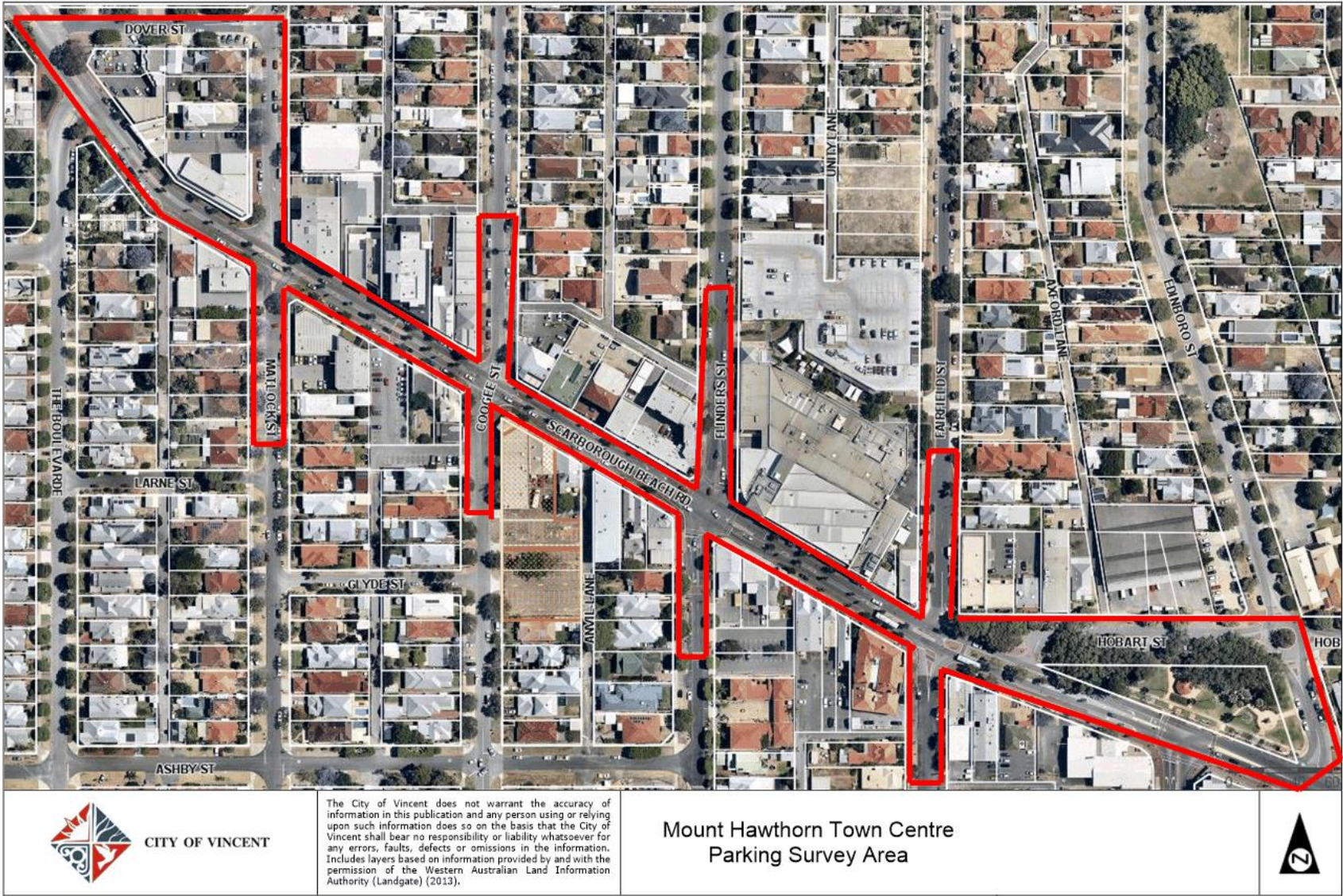
**Summary of Submissions:**

1.3	The storage of large volumes of hydrocarbons and their emissions during vehicle refuelling and storage tank replenishment will result in the degradation in the air quality impacting health and safety of the people residing at nearby residences, MHPS and Mulberry Tree Day Care.	The applicant has not demonstrated that the storage of fuel will not adversely affect neighbouring properties. See Administration Comment to 1.1 above.
1.4	Impact on air quality and health due to the increase in dangerous airborne pollutants.	The applicant has not demonstrated that the storage of fuel will not adversely affect public health. See Administration Comment to 1.1 above.
1.5	Impact to the ground water if existing underground fuel storage tanks to be reused were to leak.	The applicant has not demonstrated that the storage of fuel will not adversely affect the environment. See Administration Comment to 1.1 above.
1.6	Reduced amenity from a 24 hour shop in residential area due to traffic noise, customer noise and lights after normal trading hours.	The applicant nominated the service station to operate between the hours of 0600 to 2200, 7 days a week. Whilst light levels are able to be regulated, the proposal would contribute to an increase in noise and traffic from current levels and the applicant has not demonstrated that these issues can be adequately addressed. See Administration Comment to 1.1 above.
1.7	The proposed development of a vehicle specific facility is not consistent with the recent development of Scarborough Beach Road with narrowing it and adding cycle ways to calm and reduce traffic while making the area safer for cyclists and pedestrians.	Noted. See response to 1.2 above.
1.8	A service station is not compatible for safety or suitability perspective with other land use types in the area, including a large primary school of over 800 children, a day care and an increasingly attractive/popular shopping strip focused on a safe pedestrian experience.	Noted. See response to 1.2 above.
1.9	The development is inconsistent with the overall development of this part of Scarborough Beach Road, raises safety issues and provides no community utility or benefit.	Noted. See response to 1.2 above.
2.	<u>Traffic</u>	
2.1	Traffic is already heavy and goes too fast in the mornings.	The Traffic Impact Statement submitted as part of this application provides an analysis of the traffic movements along Scarborough Beach Road. This analysis indicates that during weekdays (Monday to Friday) the daily traffic volumes along Scarborough Beach Road will increase to approximately 13,700 vehicles per day and on weekend to approximately 12,800 vehicles per day. Given the status of Scarborough Beach Road as a 'District Distributor A' Road the proposed use is considered unlikely to have a negative impact on traffic along Scarborough Beach Road.

**Summary of Submissions:**

2.2	The area is already congested and does not need a facility of this sort adding to car traffic, particularly so close to the day care and school.	Although the Traffic Impact Statement submitted as part of this application outlines that the vast majority of the motorists accessing the service station will be from Scarborough Beach Road it is likely that patrons may arrive from Buxton Street as they will not be able to queue on Scarborough Beach Road in light of it being a single lane. Given this, the application has not demonstrated that there will be no adverse traffic impact on nearby and adjoining residential properties.
3.	<u>Demand</u>	
3.1	There is no demand for another service station in this area.	Noted.
3.2	There are 10 service stations available from North Perth to Osborne Park along Scarborough Beach Road.	Noted.

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





## Mount Hawthorn Survey Results

Street	Occupancy (%)		Date & Time Peak Parking Reached
	Peak	Ave	
Scarborough Beach Road	124%	59%	12-2pm Fri 5/2
Edinboro Street	167%	82%	12-2pm Fri 5/2
Fairfield Street south	100%	50%	3-5pm Fri 12/2
Flinders Street	100%	65%	12-2pm Sat 13/2 9-11am Sat 27/2
Coogee Street	100%	75%	12-2pm Wed 17/2 9-11am Fri 19/2 9-11am Sat 27/2
Matlock Street south	100%	60%	9-11am Wed 17/2 12-2pm Fri 26/2 12-2 Wed 2/3
Dover Street	100%	53%	12-2pm Sat 13/2 3-5pm Wed 17/2 9-11am Fri 19/2 3-5pm Fri 19/2
Matlock Street north	100%	73%	12-2pm Fri 12/2 9-11am Fri 19/2 12-2pm Fri 19/2

## Attachment 2

Fairfield Street north	100%	83%	9-11am Fri 12/2 12-2pm Wed 17/2 12-2pm Wed 24/2 3-5pm Wed 24/2 3-5pm Sat 27/2
Hobart Street	95%	47%	3-5pm Sat 27/2

**Table 1: Summary of peak and average on-street parking occupancy rates over the four week survey period**

Car Park	Occupancy (%)		Date & Time Peak Parking Reached
	Peak	Ave	
Coogee Street Car Park	100%	73%	9 – 11am Fri 26/2
Flinders Street Car Park	93%	53%	3 – 5pm Sat 13/2
Fairfield Street Car Park	67%	46%	3 – 5pm Fri 12/2
The Mezz	99%	65%	9 – 11am Sat 20/2

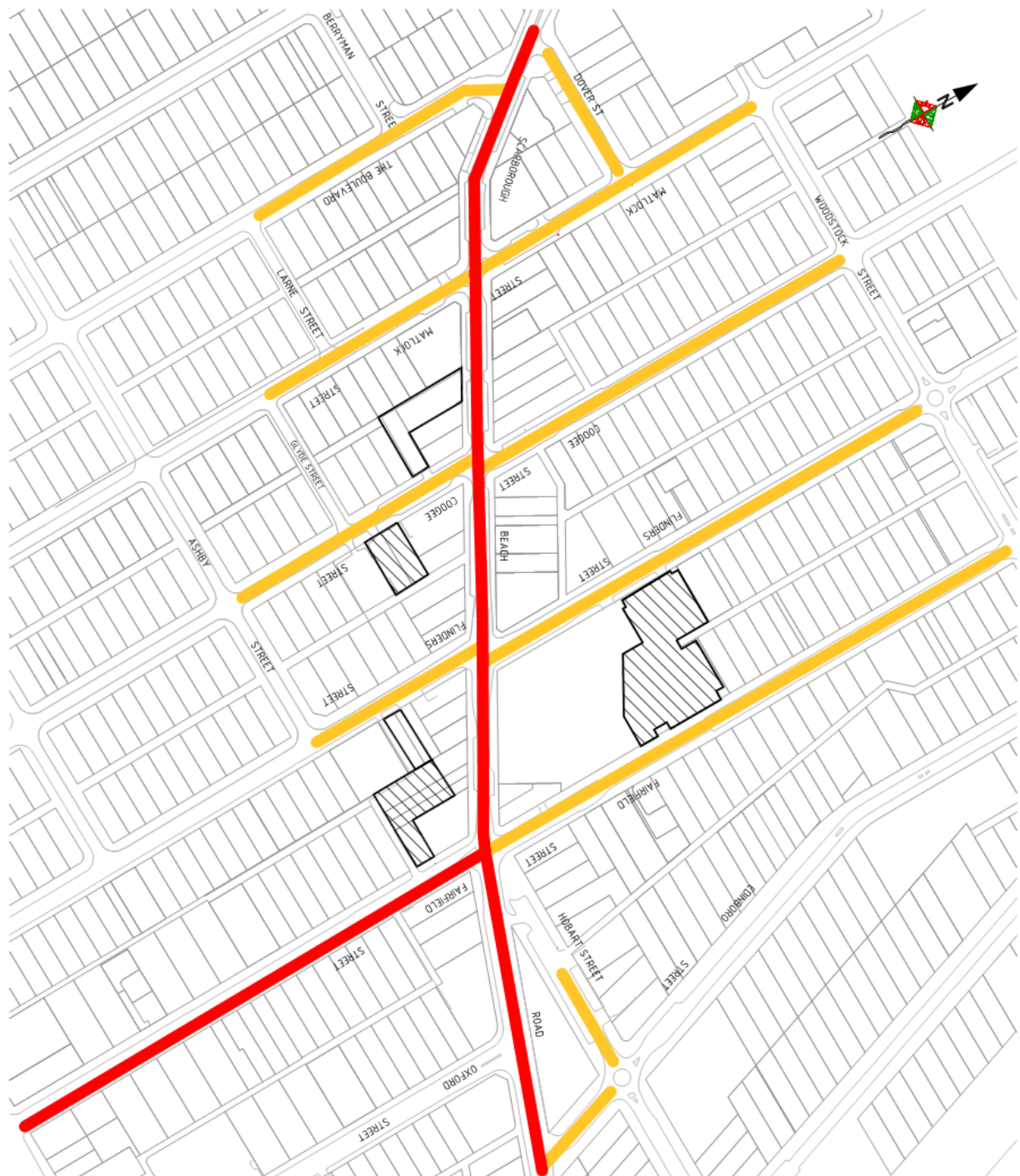
**Table 2: Summary of peak and average car park occupancy rates over the four week survey period**

	Category A			Category B		Category C	Category D
Restriction	Paid	¼P or ½P	1P	2P & 3P	4P & 5P	None	Rsdnt Only Parking
<b>Scenario</b>							
>85% average occupancy at peak times in town centre	✓	✓	✓				
400m frame adjoining where the above restrictions have been implemented or within a transport link				✓	✓		
60 – 85% average occupancy at peak times at any location			✓	✓	✓		
<60% average occupancy at peak times at any location					✓	✓	
>85% average occupancy at peak times and no off street parking for residents	✓	✓	✓				✓



CITY OF VINCENT

MOUNT HAWTHORN ADVERTISED PARKING RESTRICTIONS



	1P OR LESS
	3P
	NO CHANGE
	PRIVATE CARPARKS NO CHANGE PROPOSED

FAIRFIELD STREET	LOADING ZONE 8am-6pm MON-SAT
HOBART STREET	RESIDENTIAL PARKING ZONE 5pm-5am
MATLOCK STREET	ACROD 2.5 AT ALL TIMES
FLINDERS STREET	TAXI RANK AT ALL TIMES
COOGEE STREET	5 MIN PICK UP AND SET DOWN ONLY
FAIRFIELD STREET	3P 8am-5.30pm MON-FRI
COOGEE STREET	3P 8am-5.30pm MON-FRI
FAIRFIELD STREET	3P 8am-5.30pm MON-FRI

SCARBOROUGH BEACH ROAD	1P 8am-6pm MON-SAT
DOVER ST - EDINBORO ST	1/4P AT ALL TIMES
FAIRFIELD STREET	1P 5am-5pm

COOGEE STREET	3P 8am-6pm MON-SAT
DOVER STREET	3P 8am-6pm MON-SAT
EDINBORO STREET	3P 8am-6pm MON-SAT
FAIRFIELD STREET	3P 8am-6pm MON-SAT
FLINDERS STREET	3P 8am-6pm MON-SAT
HOBART STREET	3P 8am-6pm MON-SAT
MATLOCK STREET	3P 8am-6pm MON-SAT
THE BOULEVARD	3P 8am-6pm MON-SAT



	Street	Comment	Administration Response	Recommended Modification
1.	Parking Restrictions			
	Coogee Street	There has been a noticeable increase of cars parking since the introduction of time restrictions in the City owned car park and the Wilson car park became paid. Cars are continually parking all day outside properties on Coogee Street.	The proposed parking restrictions are intended to discourage all day parking and increase access to the town centre.	No recommended modification.
		Ask that bays are clearly marked as the existing markings have faded considerably.	Line marking associated with the implementation of the parking restrictions will be undertaken as part of this project.	
		Want to confirm that there will be no changes to yellow no stopping line?	No changes to no stopping areas are proposed as part of this project	No recommended modification.
		Support the proposed changes.	Council at its meeting on 20 September 2016 (Item 9.4.4) adopted amendments to Policy 3.9.3 – Permit Policy, Which sets out the number and conditions of interchangeable parking permits available for each type of residential development.	No recommended modification.
		Adequate resident permits be offered for residents to remain through the time limited zone and local employees be restricted from parking on these side streets.		
		Since the introduction of 3 hour parking restrictions in the Coogee Street car park, staff and commuters have shifted to residential streets.	Parking restrictions were not advertised for Glyde Street as it was outside of the parking occupancy survey area and as a result no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.	No recommended modification.
		Parking on Glyde Street turns it into a one way street and often where two cars are parked blocks traffic. It is recommended to restrict parking on both sides of Glyde Street or restrict parking to one side and make it a one way street.		
		People do not comply with the no stopping signs across driveways. Suggest putting a No Parking sign after the Coogee Street car park.	Increased enforcement will be investigated as part of the implementation of this project.	

	Street	Comment	Administration Response	Recommended Modification
		Greater enforcement will be required if the restrictions are put in place.		
		Support the proposal.	Noted	No recommended modification.
	Edinboro Street	2P parking should be extended further up Edinboro Street. The majority of cars which park on Edinboro Street park all day and catch the bus from Axford Park, there is then no parking for customers using local shops and being forced to park wherever they can.	Edinboro Street, north of Hobart Street, was outside the survey area and no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.	No recommended modification.
		It is often unsafe exiting and entering driveways as cars parked on verges are blocking view of the street.		
		Edinboro Street north of Hobart Street is used by staff of local businesses during approximately 8am – 4pm Monday to Friday. North of Hobart Street should be restricted to 2P.	Edinboro Street, north of Hobart Street, was outside the survey area and no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.	No recommended modification.
		Support the restrictions in general. The 2 hour parking restrictions need to be extended to include Edinboro Street between Scarborough Beach Road and Woodstock Street.	Edinboro Street, north of Hobart Street, was outside the survey area and no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.	No recommended modification.
		Currently the southern end of Edinboro Street is overwhelmed with parked vehicles, which are usually parked on the verge and on street.		

Street	Comment	Administration Response	Recommended Modification
	<p>Commuters also use the length of Edinboro Street to park and catch the bus into the City.</p> <p>The proposed changes will exacerbate the existing problem as people will move to Edinboro Street from surrounding streets.</p> <p>Edinboro Street has seen a major increase in traffic with people cutting from Green Street to Scarborough Beach Road. People are also using Edinboro Street more since the Bike Boulevard project on Shakespeare Street. The proposed restrictions may place increased pressure on Edinboro Street and make the situation worse.</p>		
		Edinboro Street, north of Hobart Street, was outside the survey area and no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.	No recommended modification.
	Supportive of the proactive approach and consultation, However not convinced of the need for 2P restrictions and don't support the current resident only parking. The resident only parking is an unnecessary imposition.	Resident only parking was implemented as a result of a previous Council decision, which was previously consulted on and supported by Council.	No recommended modification.
	Do not support the parking restrictions.	Noted	No recommended modification.
Fairfield Street	Object to the proposed restrictions and find the current restrictions a much better solution. The proposal will loosen the current restrictions and allow patrons of the Paddington Ale House to park for extended periods of time.	The parking occupancy surveys undertaken only recorded data for a small section of Fairfield Street south of Scarborough Beach Road, which demonstrated a peak occupancy of 100% and an average occupancy of 50%. The draft restrictions proposed to retain the resident only parking between 5pm and 5am, however the proposed two hour (2P) parking restrictions were between the hours of 8am – 6pm which was unclear of which would prevail. For consistency	<p>Retain the current 1P 5am – 5pm MON – SUN and resident only parking 5pm – 5am MON - SUN on the western side of Fairfield Street and 1P all day MON – SUN on the eastern Side.</p> <p>Modify the 1P 8am – 5:30 pm MON – FRI and 8am – 12 noon SAT to 1P 8am – 6pm MON – SAT on the western side and the 1/2P 8am – 5:30 pm MON – FRI and 8am – 12 noon SAT to 1/2P 8am – 6pm MON – SAT.</p>

Street	Comment	Administration Response	Recommended Modification
		it is intended to maintain the current 1P 5am- 5pm parking restrictions, resident only 5pm – 5am and 1P all day.	
	<p>Do not agree with the parking restrictions. Parking restrictions should not be relaxed. The current restrictions on Fairfield Street are not being adhered to and relaxing the restrictions will only make these worse.</p> <p>It is often hard to find a park for residents from Fri lunch – Sun evening. Sometimes weeknights are a problem dependent on the patronage of the Paddington Ale House.</p>	<p>The parking occupancy surveys undertaken only recorded data for a small section of Fairfield Street south of Scarborough Beach Road, which demonstrated a peak occupancy of 100% and an average occupancy of 50%. The draft restrictions proposed to retain the resident only parking between 5pm and 5am, however the proposed two hour (2P) parking restrictions were between the hours of 8am – 6pm which was unclear of which would prevail. For consistency it is intended to maintain the current 1P 5am- 5pm parking restrictions, resident only 5pm – 5am and 1P all day.</p>	<p>Retain the current 1P 5am – 5pm MON – SUN and resident only parking 5pm – 5am MON - SUN on the western side of Fairfield Street and 1P all day MON – SUN on the eastern Side.</p> <p>Modify the 1P 8am – 5:30 pm MON – FRI and 8am – 12 noon SAT to 1P 8am – 6pm MON – SAT on the western side and the 1/2P 8am – 5:30 pm MON – FRI and 8am – 12 noon SAT to 1/2P 8am – 6pm MON – SAT.</p>
	Do not support the parking restrictions proposed as there are issues with parking during the afternoon from Monday to Sunday as patrons of the Paddington Ale House use the street. The proposed longer restrictions cannot assist in solving the problem for residents.	<p>The parking occupancy surveys undertaken only recorded data for a small section of Fairfield Street south of Scarborough Beach Road, which demonstrated a peak occupancy of 100% and an average occupancy of 50%. The draft restrictions proposed to retain the resident only parking between 5pm and 5am, however the proposed two hour (2P) parking restrictions were between the hours of 8am – 6pm which was unclear of which would prevail. For consistency it is intended to maintain the current</p>	<p>Retain the current 1P 5am – 5pm MON – SUN and resident only parking 5pm – 5am MON - SUN on the western side of Fairfield Street and 1P all day MON – SUN on the eastern Side.</p> <p>Modify the 1P 8am – 5:30 pm MON – FRI and 8am – 12 noon SAT to 1P 8am – 6pm MON – SAT on the western side and the 1/2P 8am – 5:30 pm MON – FRI and 8am – 12 noon SAT to 1/2P 8am – 6pm MON – SAT.</p>



	Street	Comment	Administration Response	Recommended Modification
			1P 5am- 5pm parking restrictions, resident only 5pm – 5am and 1P all day.	
	Flinders Street	<p>Vehicles often park from as early as 6am and sometimes until 10pm at night. The proposed restrictions will help to deter long term parking on streets.</p> <p>The 2P restrictions are good but could potentially be 1P. A 1P restriction may encourage shoppers to use The Mezz car park for their shopping.</p> <p>Flinders Street South of Scarborough Beach Road has been resealed and speed humps installed, is the same able to be done for Flinders Street North to Woodstock Street. Traffic often cuts through from Green Street.</p>	<p>One hour parking restrictions are appropriate in areas dominated by commercial land uses with high peak occupancy. No data was recorded for the section of Flinders Street north of The Mezz car park. Given the predominately residential properties it is seen as appropriate to introduce three hour parking.</p> <p>Resealing and traffic calming measures are outside of the scope of this project. Any future works would need to be allocated during the 2017/2018 budget process.</p>	Spill over streets proposed as 2P be modified to 3P 8am – 6pm Mon – Sat.
		<p>Agree with the proposed restrictions.</p> <p>There are people parking within the laneway, restricting access.</p> <p>Residents need to be entitled to parking permits.</p>	<p>Increased enforcement will be investigated as part of the implementation of this project.</p> <p>Council at its meeting on 20 September 2016 (Item 9.4.4) adopted amendments to Policy 3.9.3 – Permit Policy, Which sets out the</p>	<p>No recommended modification.</p> <p>No recommended modification.</p>

Street	Comment	Administration Response	Recommended Modification
		number and conditions of interchangeable parking permits available for each type of residential development.	
	Current no parking/ stopping are not well observed. There is no obvious policing of current parking restrictions and questions whether further parking restrictions will be of any real benefits to residents. More emphasis should be put on clearly marking bays and where no parking is permitted. Similar to recent work In Matlock Street near the primary school.	Increased enforcement will be investigated as part of the implementation of this project.	No recommended modification.
	Do not support timed parking restrictions as this is not the biggest problem in the street, illegal parking is.	Line marking associated with the proposed restrictions will be undertaken as part of the implementation of this project.	
	Do not support the proposed parking restrictions.	The proposed parking restrictions are intended to create a holistic plan for Mount Hawthorn town centre and spread the load over the entire area to alleviate current issues.	Spill over streets proposed as 2P be modified to 3P 8am – 6pm Mon – Sat.
	Imposing these parking restrictions will inhibit resident's freedom to socialise, which severely infringes on residents rights to the normal use of their home. The permits are an inconvenience for residents and visitors.	During the parking occupancy surveys all streets within the town centre reached a peak occupancy of greater than 90%. The proposed restrictions are intended to provide a consistent approach for all parking in the town centre which will help to alleviate parking pressures and increase the availability of bays for users of the town centre.	
	If the restrictions are introduced the parking restrictions should be increased to 3 or 4 hours to allow visitors whilst still discouraging long term parking. There should be an increased allocation of 5 – 6 parking permits per household to allow for impromptu occasions and family celebrations.	The advertised two hour parking restriction were intended to deter all day commuter parking. Three hour parking restrictions are appropriate in accordance with the City's Category Matrix	

	Street	Comment	Administration Response	Recommended Modification
		<p>Public holidays should be exempt from the restrictions, which wouldn't need to be printed on street signage as long as residents were informed of the exemption.</p> <p>Council must bear the responsibility of exacerbating parking issues experienced by local residents when it removes free parking from Council car parks. A free parking period needs to be retained in order to accommodate patrons for businesses.</p> <p>Do not agree with the proposed restrictions.</p> <p>The restrictions will cause unnecessary inconvenience for residents and visitors. There shouldn't be restrictions to the number of visitors/ cars.</p>	<p>Potential enforcement measures will be investigated as part of the implementation of this project.</p> <p>Free parking is proposed to be retained in all public car parks as part of this project.</p> <p>The proposed restrictions are intended to balance the needs of all users of the town centre. Resident/ visitor permits are available in accordance with Council Policy No. 3.9.3 – Parking Permits which allow for long visits, alternatively three hour parking is proposed to be included to allow greater flexibility for residents and visitors.</p>	<p>Spill over streets proposed as 2P be modified to 3P 8am – 6pm Mon – Sat.</p>
	Hobart Street	The current 1 hour parking near Axford Park is a significant issue for businesses in the area, undoubtedly causing loss of business. Support the proposed two hour restrictions proposed.	Noted. The proposed parking restrictions are intended to create a holistic consistent approach to parking across Mount Hawthorn town centre.	No recommended modification.
	Matlock Street	<p>Restrictions are needed. The introduction of paid parking has contributed to the on street parking congestion.</p> <p>Businesses on Scarborough Beach Road would benefit from 3P restrictions as 2P will be restrictive for some clients.</p> <p>Restrictions should also apply for Larne Street.</p>	<p>The proposed parking restrictions are intended to deter commuter parking whilst still allowing parking for users of the town centre.</p> <p>The City's Category Matrix designates either two or three hour parking restrictions are appropriate for spill over streets.</p>	Spill over streets proposed as 2P be modified to 3P 8am – 6pm Mon – Sat.

Street	Comment	Administration Response	Recommended Modification
	<p>Saturdays are not usually a problem and restrictions should be Mon – Fri.</p> <p>Restrictions to Woodstock Street are excessive.</p>	<p>Larne Street is outside of the survey area and no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.</p> <p>During the parking occupancy surveys Saturdays still demonstrated high occupancy showing there remains a high level of economic activity within the centre. Parking restrictions are proposed for Saturday to maintain the management of bays.</p>	
	<p>Support the changes, however they may not go far enough. People are parking from other suburbs and then catching the bus into the City.</p> <p>2 hour parking restrictions will only be a partial solution, cars are already being parked on verges. Verge parking needs to be stopped, without banning residents from their own verge.</p>	<p>Verge parking by people other than residents or their visitors is prohibited and can be managed by the City's Ranger's Services. Increased enforcement will be investigated as part of the implementation of this project.</p>	No recommended modification.
	<p>Supportive of the parking restrictions as people park all day and catch the bus.</p> <p>2 Hour Parking should be included on Larne Street.</p>	<p>Larne Street is outside of the survey area and no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.</p>	No recommended modification.



	Street	Comment	Administration Response	Recommended Modification
		Commercial parking should not be permitted within the 'school zone'. Council has completed work in the area in order to provide a level of safety and more cars parking here will be detrimental for this.	Commercial parking permits are issued in compliance with Council Policy No. 3.9.3 – Parking Permits, as amended 20 September 2016.	No recommended modification.
		Object to the proposed parking restrictions. It is likely that the majority of all day parkers belong to workers of local businesses, who are doing it tough enough already. The restrictions and need for resident permits make all residents quasi parking inspectors and requires monitoring of visitors. Increase in the number of parking signs will not enhance the streetscape.  If the restrictions do go ahead then Larne and Glyde Streets should be included as they are used as all day car parks.	The proposed restrictions are intended to discourage commuter parking and encourage the use of alternative transport modes by all residents, consumers and staff.  Larne and Glyde Streets are outside of the survey area and no data was recorded. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.	No recommended Modification
		Support the proposed restrictions.  The area is becoming more and more popular with increased traffic and parking on side streets, especially since the Coogee Street car park was restricted to 3 hours.	Noted.	No recommended modification
	Scarborough Beach Road	In agreement with the proposed changes.  The upcoming Water Corporation works will cause significant disruption through February to July 2017. The implementation of this project should take this into account.	The Water Corporation works are expected to be finished prior to the implementation of this project.	Implement the parking restrictions after the completion of the Water Corporation works on Scarborough Beach Road.

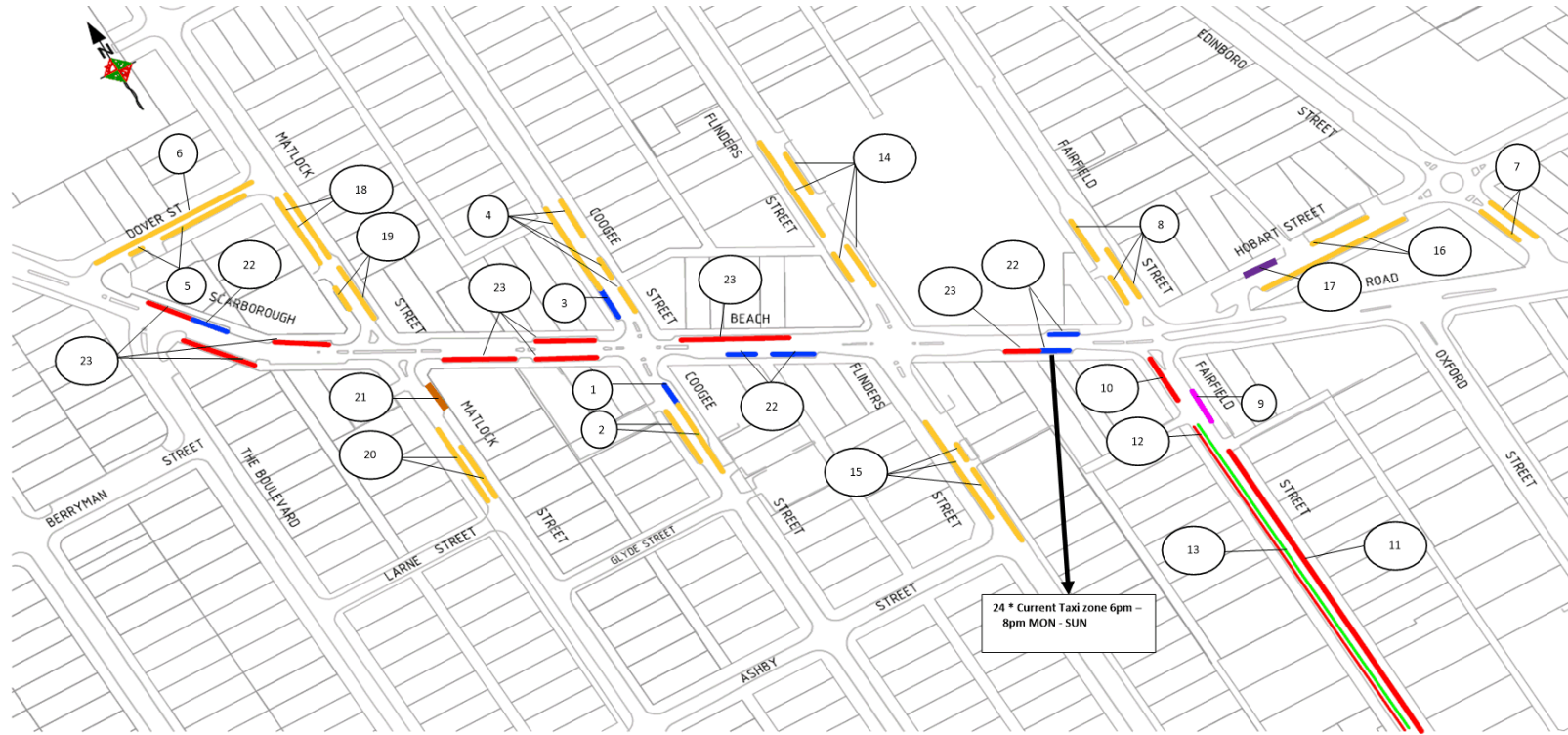
Street	Comment	Administration Response	Recommended Modification
	Car behind property often fills up with non-business customers. Can we get signs saying "customers only".		No recommended modification.
	The proposed parking restrictions appear quite short, could be 3P to accommodate customers of local businesses.  Consider that the Water Corp will be working on Scarborough Beach Road in February 2017.	The City's Category Matrix contemplates both two and three hour parking restrictions as appropriate measures.  The Water Corporation works are expected to be finished prior to the implementation of this project.	Spill over streets proposed as 2P be modified to 3P 8am – 6pm Mon – Sat  Implement the parking restrictions after the completion of the Water Corporation works on Scarborough Beach Road.
	Parking is a real problem at the moment because people park their cars all day and catch the bus into the CBD. Agree with the 2P restriction to stop this, however the restrictions will make it a nightmare for staff. Local staff should be issued with a parking permit to avoid having to shift their car every two hours.	Commercial parking permits are available to businesses or staff in accordance with Council Policy No. 3.9.3 – Parking Permits and the City's Schedule of Fees and Charges.	No recommended modification.
	Do not support the proposed parking restrictions. The parking restrictions will destroy business along Scarborough Beach Road.	The proposed parking restrictions are intended to increase the availability and turnover of bays across the whole town centre, whilst still allowing for a diverse range of parking options. This is intended to have positive impact on local businesses by increasing the access to the town centre, as well as promoting use of alternative modes of transport.	No recommended modification.
	No objections to the proposed parking restrictions.	Noted.	No recommended modification.
	Support the proposed parking restrictions, provided the 15min bays are preserved on Scarborough Beach Road. Suppliers and customers often use these bays and if they	All 15 minute bays will be retained along Scarborough Beach Road, however they will be modified to be 15 minute at all times.	Implement the parking restrictions after the completion of the Water Corporation works on Scarborough Beach Road.

Street	Comment	Administration Response	Recommended Modification
	<p>are increased to 1 hour there availability may be reduced.</p> <p>Signage should be introduced advising of the Flinders and Fairfield Street car parks which are 3 hour free parking.</p> <p>With Water Corp. works there will be increased pressure for car parking and it may be something to take into account with these changes.</p>	<p>A wayfinding strategy may be included as a future action from a future City transport strategy.</p> <p>The Water Corporation works are expected to be finished prior to the implementation of this project.</p>	
	<p>The surveys that were undertaken did not take into consideration all of the stakeholders who will be effected by the changes. No contact or survey was undertaken with the businesses in the area.</p> <p>The businesses of Mount Hawthorn contribute significantly to the economy of the City of Vincent and employ a considerable number of people who spend in the precinct.</p> <p>There are currently a number of vacant tenancies in the town centre due to various reasons, including the effect of the internet on retailers, which influences spending and purchasing patterns of consumers.</p> <p>Traditional shopping needs to remain attractive to customers by maintaining the experience. Customers will move to another location if the experience is not attractive and parking is a critical tool in the suite of distinctive competence strategies available to councils.</p>	<p>Parking surveys, which measured the duration of stay, peak and average occupancies and the number of existing parking bays, were undertaken by an independent consultant in the Mount Hawthorn town centre. These surveys were proposed to assess parking issues faced by businesses and residents in the area.</p>	No recommended modification

Street	Comment	Administration Response	Recommended Modification
	<p>Subiaco's experiences should be taken into account, with mass vacancies, stagnating and failing businesses.</p> <p>The parking surveys do not seem to have undertaken any formal engagement with the City's Business Advisory Group, it would be expected that they would have a significant role in this project. It is requested that they are involved in this matter as they should be the gatekeepers of the impact of parking on the businesses of Mount Hawthorn.</p> <p>There is concern regarding the economic impact, overall strategic approach to improving the precincts ability to remain relevant and competitive.</p>		
The Boulevarde	<p>This proposal does not take into account parking on Berryman and Kalgoorlie Streets, surrounding Brathwaite Park. This parking is being regularly used by commuters and can often be half full by 8am. Suggest that 3P or 5P parking restrictions be implemented to deter commuters and ensure parking is available for families using the park.</p> <p>The proposed 2P restriction should be extended to Ashby Street on both The Boulevarde and Matlock Street.</p>	<p>The 90 degree parking bays located on Berryman and Kalgoorlie Street and Matlock Street and The Boulevarde, south of Ashby Street, are outside of the survey area. Following the implementation of the parking restrictions the City will be reviewing transport holistically to produce a transport strategy which is intended to provide guidance on parking management within the City's town centres.</p>	No recommended modification.
	<p>Do not support the proposed restrictions, public street parking should not be made available within a 300m radius of Scarborough Beach Road. Due to the large amount of traffic in this section of The Boulevarde consideration should be given</p>	<p>Existing 'no parking' and 'no stopping' areas are intended to be retained. The Parking restrictions do not propose to increase the number of bays within the town centre,</p>	No recommended modification.



	Street	Comment	Administration Response	Recommended Modification
		to implementing 'no parking'. Substantial parking is available in marked bays on Berryman Street.	however intend to better manage the existing parking supply.	



Street	#	Current Restriction	Proposed Restriction
Coogee Street (North)	1	1/4P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	1/4P at all times;
	2	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT
Coogee Street (South)	3	1/4P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	1/4P at all times;
	4	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT
Dover Street	5	Unrestricted	3P 8am – 6pm MON – SAT
	6	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT

Street	#	Current Restriction	Proposed Restriction
Edinboro Street	7	Unrestricted	3P 8am – 6pm MON – SAT
Fairfield Street (North)	8	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT
Fairfield Street (South)	9	1/2P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	1/2P 8am – 6pm MON – SAT
	10	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	1P 8am – 6pm MON – SAT
	11	1P At all times	No change
	12	1P 5am – 5pm MON – SUN	No change
Flinders Street (North)	13	Resident only 5pm – 5am MON – SUN	No change
	14	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT

Street	#	Current Restriction	Proposed Restriction
Flinders Street (South)	15	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT
Hobart Street	16	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT
	17	Taxi zone at all times	No change
Matlock Street (North)	18	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT
	19	3P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	3P 8am – 6pm MON – SAT
Matlock Street (South)	20	Unrestricted	3P 8am – 6pm MON – SAT
	21	5 min set down	No change
Scarborough Beach Road	22	1/4P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	1/4P at all times
	23	1P 8am – 5:30pm MON – FRI & 8am – 12noon SAT;	1P 8am – 6pm MON – SAT
	24	* Taxi zone 6pm – 8am Mon – SUN	1P 8am – 6pm Mon – SAT

LEGEND	
	5 min set down
	1/4P
	1/2P
	1P
	3P
	Resident Only
	Taxi



CITY OF VINCENT MOUNT HAWTHORN PROPOSED PARKING RESTRICTIONS

\* No changes are proposed to current No Stopping, Bus Zones & Motorcycle Bays, which are not shown on this map.



# Third Party Appeal Rights in Planning Discussion Paper



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## 1.0 In Brief

At its December 2016 meeting, State Council requested a review of the WALGA Policy position in relation to Third Party Appeal Rights for planning decisions. The decision making environment has changed since the WALGA made its policy position in 2008, and therefore a review of the current position is warranted.

This paper provides background on the development of WALGA's current policy position and a review of the arguments both for and against third party appeals. A literature review was carried out to establish the basis of each argument.

## 2.0 Background

### 2.1 Background to WALGA Policy Position

Unlike most of the other jurisdictions in Australia, Western Australia is unique in that no Third Party Appeal Rights exist under the *Planning and Development Act 2005*, although in the past some Local Government planning schemes allowed them. The last Local Government to allow Third Party Appeals was the City of Albany, however with the introduction of the City's new local planning scheme in 2014, which removed Third Party Appeal Rights, there is no longer any Third Party Appeal Rights for planning in Western Australia.

The introduction of Third Party Appeal Rights has been considered by member Councils on several occasions over the last few decades. For instance, Third Party Appeal Rights were considered in 2001 during debate on the new planning appeal system and again the following year during the State Government's consolidation and development of the new *Planning and Development Legislation*.

In 2007, a Private Member's Bill was proposed by Dr Janet Woollard, MLA Member for Alfred Cove, which was modeled on Victoria's *Planning and Development Act 1987*. The justification for the introduction of the Bill was primarily based on Western Australia being the only state without third party appeals and failed to acknowledge that significant differences exist between the Victorian and Western Australian planning system.

At the February 2008 meeting of State Council, WALGA formed a Policy position against the introduction of Third Party Appeal Rights. The report noted that the main arguments against the proposal were:

1. The current strategic and statutory planning processes, and consideration of applications by Councils, already takes into account the views of affected parties and the community generally;
2. Third party appeals could be lodged because of vexatious or commercial interests, not because of genuine planning matters;
3. Such appeals would cause significant delays and additional costs for development, as even lodgment of an appeal would put a development on hold;



4. Additional planning appeals would place a further burden on already stretched Local Government resources. Local Governments would incur additional costs for new administrative steps in processing development applications, preparing for and responding to appeals lodged with the State Administrative Appeals Tribunal (SAT) and legal representation. This is particularly the case since the establishment of the State Administrative Tribunal which has seen planning appeals become more legalistic, costly and resource intensive for Local Governments.

Additionally, the existing State Administrative Tribunal (SAT) system was considered efficient at reconsidering the merits of planning applications and there are currently four ways in which a third party may participate in a planning matter being considered by SAT. These are:

- Being called as a witness by the respondent;
- Making a submission under section 242 of the *Planning and Development Act 2005*;
- Intervening under section 37(3) of the State Administrative Tribunal Act 2004, whereby the third party acquires rights and responsibilities as a party a party under the act; and
- Possible participation in mediation.  
(SAT)

Subsequently, State Council resolved in February 2008 (326.1/2008), the following position:

That:

1. the member for Alfred Cove, Dr Janet Woollard MLA and the Minister for Planning and Development, Hon Alannah MacTiernan be advised of the inaccuracies and duplications contained in the proposed Planning and Development Amendment (Third Party Appeals) Bill 2007; and
2. as there is no justification for the proposed legislation and there are significant negative implications for Local Government, industry and the community, Local Government continues to be opposed to the introduction of third party appeal rights in Western Australia.

While the above arguments for WALGA's position remain, the decision making environment in WA has changed since the formation of the position in 2008 with changes to legislation arising from the State's planning reform 'Planning Makes it Happen: Phases 1 and 2', and the introduction of Development Assessment Panels (DAPs).

## 2.2 Changes to the Planning Framework

Historically Local Government in Western Australia has been the main authority tasked with decision-making for development applications, under delegation arrangements from the Western Australian Planning Commission (WAPC).



Since 2009 a number of changes have been implemented to the planning framework, directly impacting on the decision-making powers of Local Government, including:

- The establishment of the Metropolitan Redevelopment Authority (MRA);
- Changes to Structure Planning processes;
- Changes to section 76 of the *Planning and Development Act 2005* to give the Minister for Planning the power to order a Local Government to prepare or adopt an amendment to a local planning scheme;
- The introduction of Improvement Schemes and Plans; and
- The introduction Development Assessment Panels (DAPs).
- The introduction of 'Deemed Provisions' for local planning schemes in the *Planning and Development (Local Planning Schemes) Regulations 2015*;

Given the substantial changes that have occurred within the decision-making environment in Western Australia, and the recent community concerns over the creation of the DAP system to determine development applications in place of Local Governments, it is appropriate to initiate a discussion on the possible role of Third Party Appeal Rights in the Western Australian planning system.

### 3.0 Current Third Party Appeal Rights in Australia

Third party appeal rights vary by state, with no common 'best practice'. Nationally, the Development Assessment Forum (DAF) a federal government advisory body, provides a Leading Practice Model, which sets out 'tracks' for different development assessment processes.

#### 3.1 Development Assessment Forum (DAF)

The Development Assessment Forum (DAF) was formed in 1998 to bring key stakeholders together to reach agreement on ways to streamline the processes used for development approval while preserving high quality decision making. The DAF published its *Leading Practice Model for Development Assessment* in March 2005, which aims to provide a blueprint for jurisdictions to create a simpler, more effective approach to development assessment. The practice model achieves this by defining ten leading practices that a development assessment system should exhibit, and applying the ten leading practices to six development assessment pathways or tracks.

With regards to Third Party Appeal Rights, DAF's Leading Practice Model states that "*opportunities for third-party appeals should not be provided where applications are wholly assessed against objective rules and tests*", and that "*opportunities for third-party appeals may be provided in limited other cases*". In this way, the DAF model hopes to avoid unnecessary review where objective criteria has already been established by a consultative process. Elements of DAF's *Leading Practice Model for Development Assessment* are used in some jurisdictions.



### 3.2 Third Party Appeal Rights by State and Territory

State/Territory	Scope of Third Party Appeal Rights	Number & effects of Third Party Appeal Rights (cost, timeframes, etc.)
New South Wales	Appeal rights limited to uses such as major developments where the development is high impact and possibly of state significance'. A third party objector can bring a merit based appeal in the Land and Environmental Court against a decision to grant development consent only if the development is designated development (development listed as such in the EP & A Regulation).	Third parties have 28 days to lodge an appeal. Court cases can last several days, or weeks for complex cases.
South Australia	Appeal rights limited to 'Category 3' <sup>ii</sup> developments. A third party who makes a written representation on a proposed Category 3 development has a right to appeal against that decision or any conditions attached to it. A person who disagrees with a decision of a relevant authority, but is a third party who has not taken the opportunity to lodge a written representation during the public comment period is not entitled to appeal.	The number of all appeals lodge with the ERD Court trends between 191-200 appeals per year, with 78% of appeals lodged withdrawn or resolved without going to a full hearing. (LGA SA 2014).
Queensland	DAF based - Appeal rights limited to 'impact assessable' <sup>iii</sup> developments. The person making the third party appeal must have lodged a 'properly made submission' with the local council within the public notification period for the development application.	No information available.
Tasmania	Broad appeal rights, but third parties can only object to a planning application if it is a 'discretionary' application, which must be advertised. To appeal the third party must have lodged a representation (objection) to an application within the 14-day advertising period, and may lodge an appeal with the tribunal within 14-days of receiving notice of the council decision.	For the 2013-2014 year 117 appeals in total were lodged under the Land Use Planning and Approvals Act (RMPAT 2014)  Cost to lodge an appeal with the Resource Management and Planning Appeal Tribunal is \$350, but if appeal proceeds to full hearing, cost for lawyers and expert witnesses may be incurred (RMPAT).  RMPAT has 90 days to complete an appeal (RMPAT 2014).
Northern Territory	Appeal rights limited to developments in residential zones, unless the land is adjacent to or opposite a residential zone, in limited circumstances. Third party appeal rights apply only to those persons who made submissions on a Development Application.	No information available
Australian Capital Territory	DAF based - Appeal rights limited to available for those merit or impact track <sup>iv</sup> development applications that went through the major notification process, unless exempt by regulation.	Third party appellants must lodge appeals no later than four weeks after the decision was made.





		For the 2015-2016 year 22 applications were received in total for administrative review under Planning and Development. The cost to apply for review is \$325 and cases are subject to 120 day limit (ACAT 2016)
Victoria	Broad appeal rights. Provision of third party appeal rights cover most developments in Victoria. To appeal the third party must have lodged an objection to an application within the advertising period. Anyone who may be affected can make an objection, objectors do not have to show they will be personally affected and may object on broad public interest issues. If, for good reason, a person was unable to lodge an objection, may be able to apply for a review of the decision if VCAT <sup>v</sup> gives permission.	For the 2014/2015 year 4% (2,292) of development applications had a review lodged with VCAT.  Hurley et al (2013) found appeals from third parties accounted for 19% of VCAT cases.  An objector who lodged an objection in writing must make an application for review (appeal) within 21 days of decision to grant a permit.

i – Examples include chemical factories, large-scale breweries, resource projects such as coal mines and quarries, and turf farms.

ii - In *Category 3* development applications, notice must be given to adjacent owners and occupiers as well as those considered by the relevant authority to be significantly affected by the proposed development. Also, the general public must be notified by publication of a notice in a local or state-wide newspaper.

iii – Act or local planning instruments will dictate the category of a development.

iv – Assessment tracks which are to be followed for the assessment of different kinds of development proposals include; 'merit track' for development proposals that can be assessed using rules and criteria in the code that applies to the proposals, and 'impact track' for development proposals that can be assessed using rules and criteria in the code that to the proposals, relevant environmental impact statements and the statement of strategic directions.

v- Victoria Civil and Administrative Tribunal

### 3.3 Western Australia State Government Position

In its 2015 report on the review of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the Western Australia Legislative Council noted that the State's position on Third Party Appeal Rights was set out on 3 June 2009, by the then Minister for Child Protection, representing the Minister for Planning, who advised the Legislative Council of the Government's position on third party appeals:

*The Government does not currently have any plans to introduce third party appeal rights in Western Australia.*

*The Government does not believe that the introduction of third party appeal rights in Western Australia is consistent with current attempts to simplify and streamline the planning approvals process. The Planning and Development Act 2005 requires public consultation in relation to the planning framework established in local and regional areas, with public consultation mandated for local and region planning scheme amendments, as well as State Planning Policies, local planning policies and structure plans. As such, the Government believes that the current planning process provides sufficient opportunity for the local community to have a say in what happens in their neighbourhoods. (p.31)*

The report states that this remains the Government's policy.



### 3.4 Judicial Review

The ability for third parties to appeal the process behind an administrative planning decision via judicial review is open in each jurisdiction in Australia, even where merit based Third Party Appeal Rights are present. Judicial reviews are heard by a Judge in a Court of Law, and are a review of the legality of the decisions under challenge, not a review of the merits of a development. This process has a much narrower focus than a planning review, in that the question that the Court is concerned with is about the process and manner in which the decision was made, as opposed to was the decision the correct or best outcome.

To date, the recourse for an affected party in Western Australia has been to pursue the matter through the Supreme Court as a matter of Judicial Review. Over the past two years, there appears to have been an increase in the number of individuals and Councils applying for Judicial Review, most notably *Nairn v Metro-Central JDAP* where the approval of a mixed use tower was disallowed. The continual perusal of such Judicial Reviews may not be in the long term best interest of communities, as they are prohibitively expensive and is focused on the decision making process, rather than the outcome.

## 4.0 Arguments For and Against Third Party Appeal Rights

A literature review was conducted to establish the most common arguments both for and against third party appeals as well as examine the issues and benefits that may arise from their use. Victoria has the broadest third party appeal rights, and therefore much of the current literature examining third party appeals is focused on that state's experience.

### 4.1 Arguments Against Third Party Appeals

**Legitimate interest and third party appeals** – Many authors note that the traditional view of appeal rights holds that the only parties with a direct interest in a development application are the applicant and the responsible authority; meaning property owners are the only ones who should have the right to appeal over their land and that they should be able to use their property with minimal external interference. Therefore, Third Party Appeal Rights, if not clearly defined, may allow individuals to take part in planning decisions in which they have no direct interest. This can lead to opposition on non planning grounds, rather than because of an issue with the merit or substance of the proposal (Ellis 2006) (Willey 2006) (Hurley et al 2011).

**Loss of representation** – This arguments states that the appeals process shifts decision making for development applications away from Local Government and therefore away from the locally elected representation. This shift may reduce accountability and transparency in the planning decisions process for the local community. A large amount of decision making power has been removed from Local Government with the introduction of DAPs. It is argued that Third Party Appeal Rights further weaken the representative nature of Local Government decision making (Ellis 2006) (Willey 2006) (Hurley et al 2011).



**Current planning processes provide opportunities to participate** – A strong argument against Third Party Appeal Rights is that proactive public engagement, participation and collaboration in policy formation and strategic planning is preferable as these processes focus on higher order engagement which leads to better policy and greater certainty in the process and outcome. Third party appeals tend to encourage adversarial rather than collaborative debate on planning issues. The effect of Third Party Appeal Rights may be to promote short-term decision making and could create planning outcomes that are not in the longer term interest of the community (Ellis 2006) (Willey 2006) (Hurley et al 2011) (Cook et al 2012) (Hurley et al 2013).

**Not representative of the broader community-** The idea of equity of access to planning decisions is often cited in the literature as a justification for third party appeal rights, however some research reviewed found that the majority of people lodging third party appeals come from a well-organised, well-connected and well-resourced segment of the community, which raises the question of how representative these objections are of the wider community's views (Ellis 2006) (Willey 2006) (Cook et al 2012) (Hurley et al 2013). For example, in their review of Third Party Appeals against multi-unit developments in Victoria, Hurley et al (2013) found that the number of objections against applications increase in more socio-economically advantaged areas, which indicates that developments in these areas are facing more organised community resistance, either by greater propensity for individuals to object, or by effective resident mobilisation (Hurley et al (2013) p.4).

**Impact on the decision making process** – Researchers argue that the introduction of Third Party Appeal Rights will lead to increased cost and delays, and the possibility of appeals being lodged because of vexatious or commercial interests, not because of genuine planning matters. As a result, the planning approval processes will experience delays which will create inefficiency, uncertainty, increased costs, and could ultimately act as a brake on investment and economic growth (Ellis 2006) (Willey 2006) (Hurley et al 2011).

**Failure to determine/Deemed Refusal** – While researching multi-unit development in Victoria, Cook et al (2012) found that as the volume of objections to a development application increases, so too does the likelihood of appeal to VCAT. Additionally, failure to determine (where council fails to render a decision within the prescribed timeframes, equivalent to deemed refusal in Western Australia) cases are strongly related to high objection numbers. Therefore, applications which receive the highest number of objections are also the applications which are most likely to be appealed, and are also most likely to be the applications which Council fails to determine. While failures to determine may be instances where the local authority is unable to process applications due to resource constraints, the results and anecdotal evidence suggest that often these cases involve the authority declining to make a decision where there is significant resident opposition (Cook et al (2012) p.39).

**Turning planning into a 'numbers game'** – Some researchers noted the existence of third party appeals may lead members of the community to believe that the number of objections in and of itself is a way of engaging in the planning process and prevent developments they do not support (Planning Institute of Australia (NSW Division) 2012) (Hurley et al 2013). However, in order to be considered by the responsible authority, an objection needs to be about a valid planning concern. As a result the community's expectations about how it can influence the planning system may not be met.





## 4.2 Arguments For Third Party Appeals

**Legitimate interest** – A strong argument is made that neighbouring landowners, occupiers and members of the community often have a very legitimate interest in whether development occurs and the form of that development, as any new development has impacts on existing neighbourhood character, amenity, infrastructure and property values. Equity in the development process is also important, if an applicant has rights of appeal, the argument is that a third party should also have right of appeal to maintain equity. Without Third Party Appeal Rights the wider community is removed as a stakeholder (Ellis 2006) (Willey 2006) (Trenorden 2009).

**Improved participation and decision making** – It is often noted that planning is a communicative process which needs to embrace the public in meaningful ways. Third party appeals would have the potential to increase avenues for public engagement with planning, and may deliver better planning decisions as an empowered public, with increased opportunities for participation, can result in improved planning outcomes. Therefore, Third Party Appeal Rights affords the combination of a broader base of input, increased debate and the ability for 'local knowledge' to inform planning approvals which can lead to improved outcomes (Morris 2005) (Ellis 2006) (Willey 2006). As an example, Willey (2006) notes that it is comparatively rare in Victoria for an objector to completely succeed in overturning a decision, but often their involvement is considered to lead to a better planning decision.

**Improved consultation** – Third party appeal rights may encourage developers to deal with the local community in a more engaging manner and places pressure to concede or improve design elements where appropriate and reasonable to do so (Willey 2006).

**Improved transparency** – Applicant appeals are a means by which decision-making can be checked and provide property owners a recourse to an independent review body as a safeguard against inconsistent decisions. An argument for Third Party Appeal Rights is that they provide the same opportunity for third parties to scrutinise and challenge decision-making, thus keeping decision-makers accountable. Additionally, Third Party Appeal Rights are purported to discourage corrupt behaviour between developers and local government (Morris 2005) (Willey 2006) (Trenorden 2009).

## 4.3 Competing Viewpoints

There are strong arguments both for and against third party appeals. The research notes that which side of the argument one lands on often has a great deal to do with the planning culture in which they are operating (Willey 2006) (Trenorden 2009). In Victoria, where third party appeals have become an embedded practice, most stakeholders are supportive of the practice, even while acknowledging negative aspects may be associated with them.

In contrast in places such as Western Australia where third party appeal rights are not a part of the planning culture, views tend to focus predominately on the negative aspects of Third Party Appeal Rights. For example, a concern often expressed is that allowing third party appeals would lead to a 'flood' of appeals, however evidence from Victoria shows that Third Party Appeals account for only 19% of VCAT cases (Hurley et al 2013). So while allowing Third Party Appeals would lead to an increase in appeals, the effect may be overemphasized.





In a 2009 paper, Judge Christine Trenorden, Senior Judge of the Environment, Resources & Development Court in South Australia, argued that the issue of whether Third Party Appeal Rights are necessary may be resolved by the answers to the following questions:

1. *Does the community have confidence that the policy document for a particular area sufficiently describes the desired future character, and contains a comprehensive set of objectives and principles for development in the area, relevant to the local context including the environment?*
2. *Does the community have confidence in the decision-makers to make a decision in the best interests of the community now and in the future?*
3. *Is there a transparency about the decision-making?*
4. *Is there a guarantee that the decision-makers will assess the development in the context of the desired future character, objectives and principles of development for the area (assuming the adequacy of these policy statements)?*  
(Trenorden, 2009 p. 13)

The questions put forward by Judge Trenorden speak not to the capability of the decision maker to determine an application, but the "community's confidence" in their ability. These are not necessarily the same thing. When the decision-maker is appointed by an external body, the community's confidence in them to make a decision in the best interests of the community now and in the future is diminished. Any lack of transparency around the decision-making process further erodes confidence.

## 5.0 Issues to Consider

### 5.1 Criteria for Third Party Appeal Rights in other States

After considering the arguments for and against Third Party Appeal Rights, as well as Judge Trenorden's questions on determining the necessity of such rights, there may be further debate on what limitations, if any, should be placed on Third Party Appeal Rights were they to be introduced. For instance, it may be that Third Party Appeals be limited to only certain types of applications involving the use of discretionary powers, or instances where the decision-maker has advertised the development. If this were to be the case, then Third Party Appeal Rights would apply to determinations made by both Local Government and DAPs.

Based on the summary of Third Party Appeals processes that exist in other jurisdictions, the primary criteria for allowing Third Party Appeal Rights include:

- Excluding vexatious or commercial interests appeals, and any appeals made on none-genuine planning matters,
- Excluding appeals by those parties who did not previously make a submission.
- Excluding appeals where an application meets 'deem-to-comply' requirements, and no discretion has been excised.
- Excluding appeals for some cases of minor development.
- Having a short window in which to appeal (example 14 days).



## 5.2 Implications for Local Government

Whilst the introduction of third party appeal rights would give the community the ability to appeal decisions made by DAPs, it would also result in the majority of appeals being lodged against decisions made by Local Government. Staff would be impacted as officers would require additional time to prepare for and attend third party appeals, which would likely have an effect on the ability of Local Government officers to complete development application assessment within the required statutory timeframes.

Additional resources would likely be required to administer, resource and potentially engage legal counsel to defend these decisions and this would most likely create an additional financial burden for Local Government. Without proper resources, such a situation could lead to delays in making planning decisions, which in turn, would create inefficiency, uncertainty, increased costs, and could ultimately act as a brake on investment and economic growth.

While limitations could be placed on the type and scope of Third Party Appeal Rights, it is likely that any system which allows Third Party Appeals would result in increased workload and cost for Local Government.

## 6.0 Conclusion – What is right for Western Australia?

Since WALGA formulated its policy position on Third Party Appeal Rights in 2008, there have been significant changes to the planning system, including the introduction of DAPs as the decision-making body for a range of development applications. By removing the decision-making abilities of democratically elected Local Government representatives and placing it in the hands of appointed panel members, the general public's confidence that planning decisions are being made that are in the best interests of the community has been substantially reduced. This loss of confidence coincides with increased anxiety amongst the community over the changing amenity of suburbs due to increasing density and population pressures.

Third Party Appeal Rights are a complex issue, with strong arguments both for and against their implementation. Property rights must be balanced against the community's rights of participation, and the desire for transparency and accountability in government and decision-making bodies. Local Government must also consider the likely impacts in terms of cost, resourcing and the timely delivery of services.

## 6.1 Feedback Sought

In order to help WALGA review its position, feedback from the Local Government planning community and Elected members is sought. In light of the information presented, and considering the possible implications for Local Government if some form of Third Party Appeal Rights were to be adopted, WALGA welcomes any feedback or comments on the topic including:

- Would you be in favour of the introduction of some form of Third Party Appeal Rights in Western Australia? Why or Why not?
- Do you feel your Council is likely to support some form of Third Party Appeal Rights?
- Any other comments relating to Third Party Appeal Rights.



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Feedback can be sent to [planning@walga.asn.au](mailto:planning@walga.asn.au) or on 9213 2000 to discuss with one of the Planning and Development Team.



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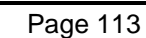
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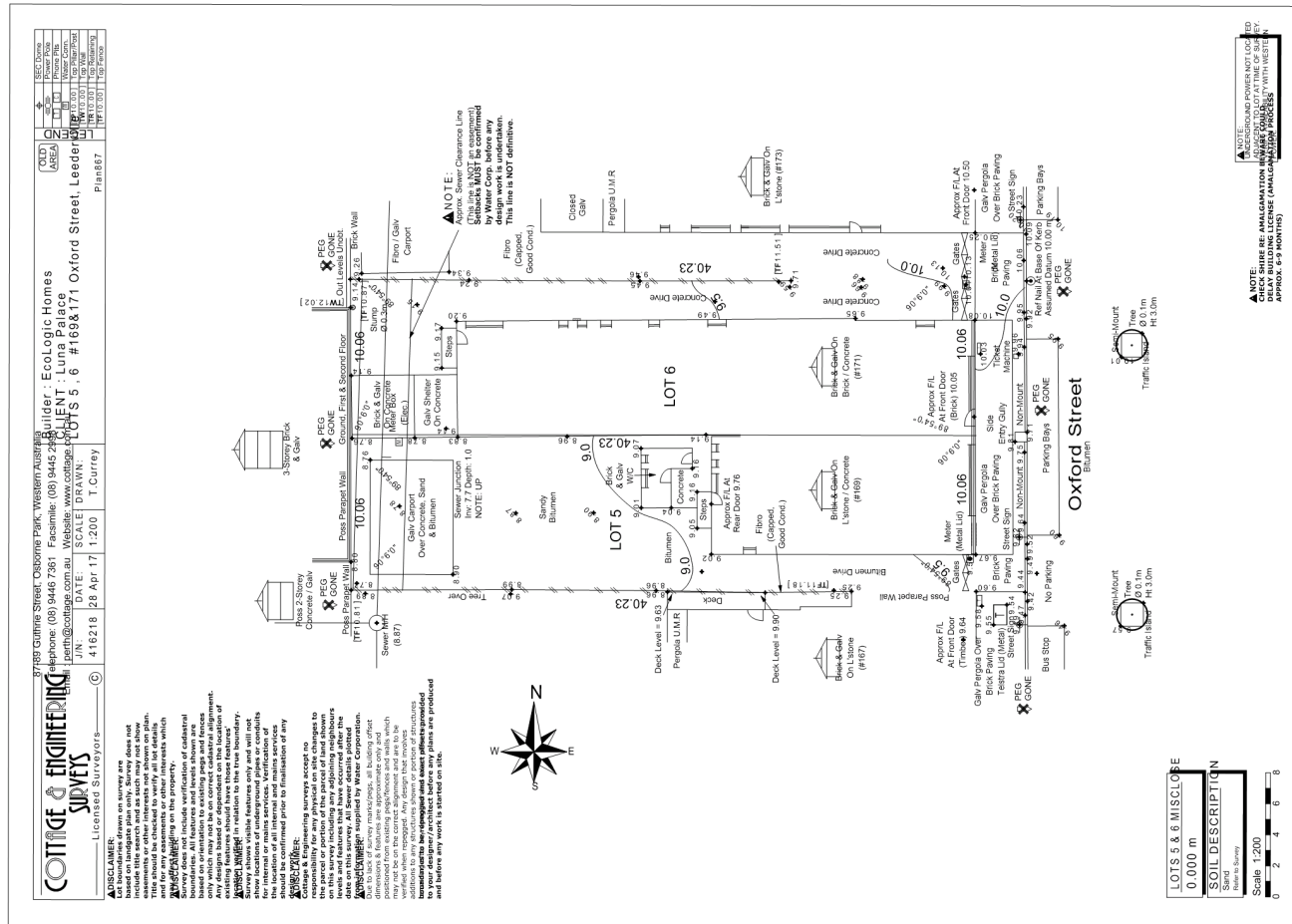


Front Perspective  
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Proposed Alterations and Additions to  
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**LUNA CINEMAS**  
at  
169 & 171 Oxford Street Leederville  
FRONT PERSPECTIVE Issue 2  
10 June 2017 14:30



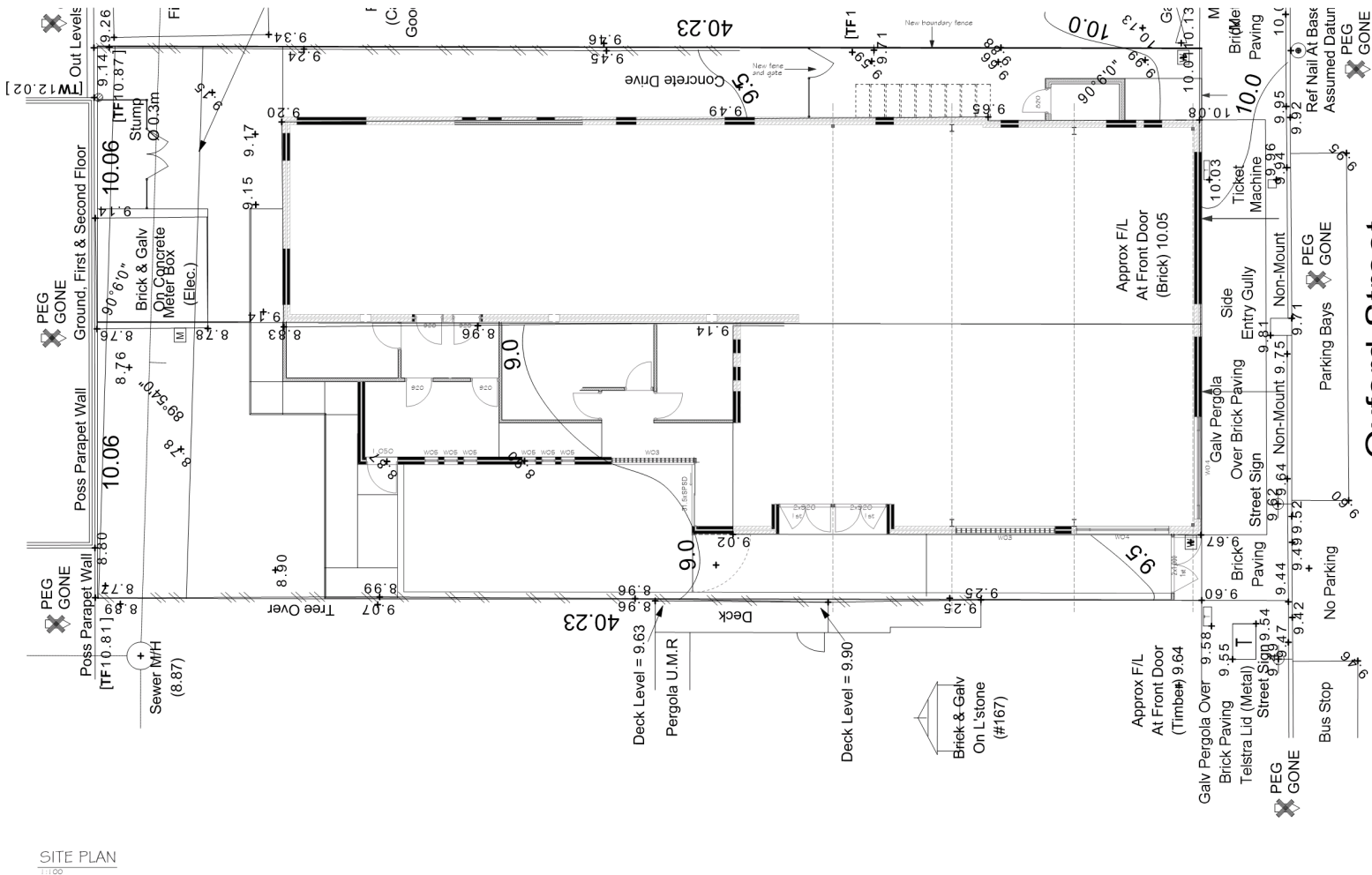


EXISTING SITE PLAN  
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Proposed Alterations and Additions to  
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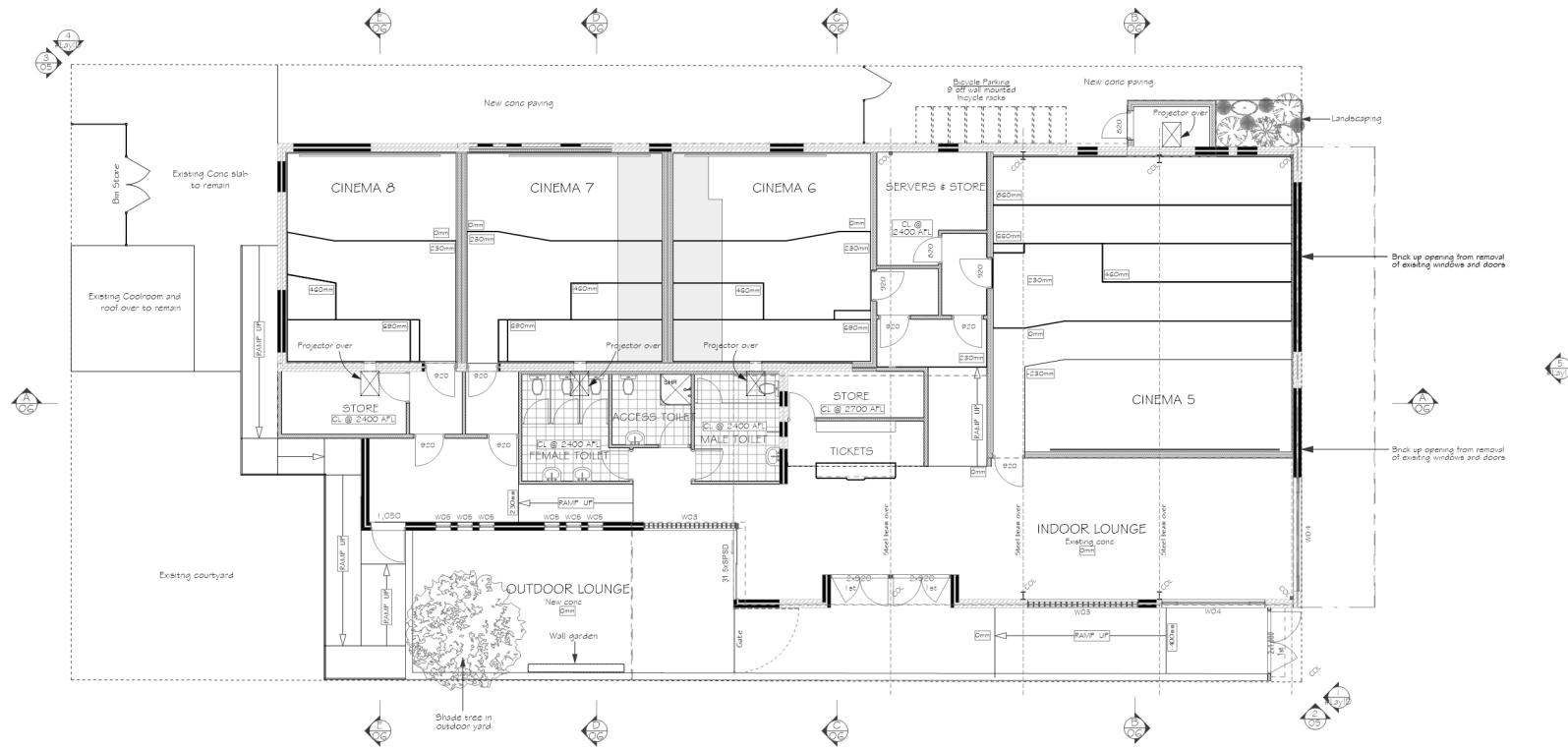
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Proposed Alterations and Additions to  
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at  
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EXISTING FLOOR PLAN /		Issue
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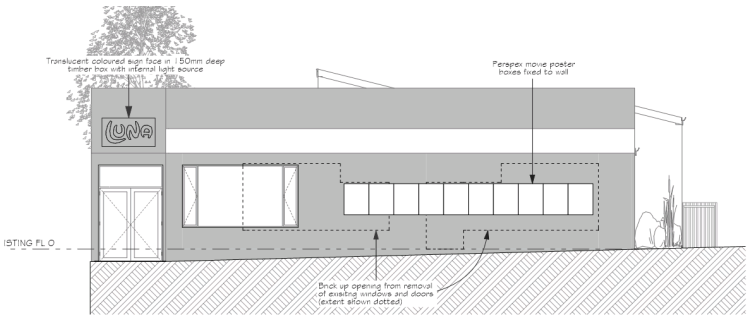


GROUND FLOOR PLAN  
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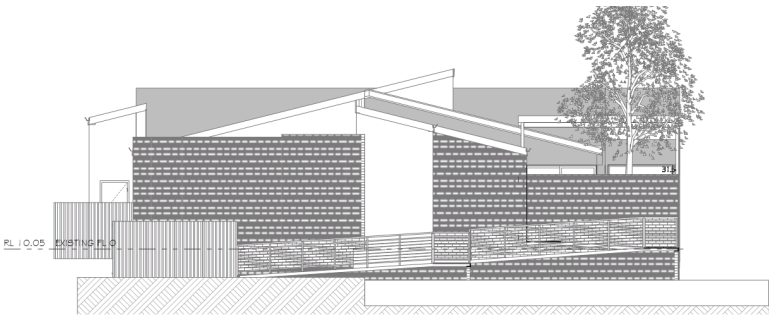


Proposed Alterations and Additions to  
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at  
169 & 171 Oxford Street Leoderville  
GROUND FLOOR PLAN sheet 2  
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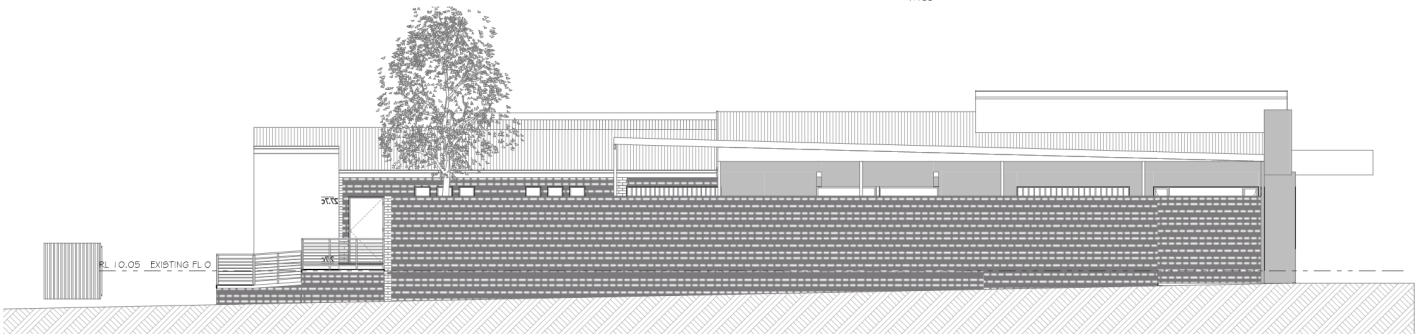




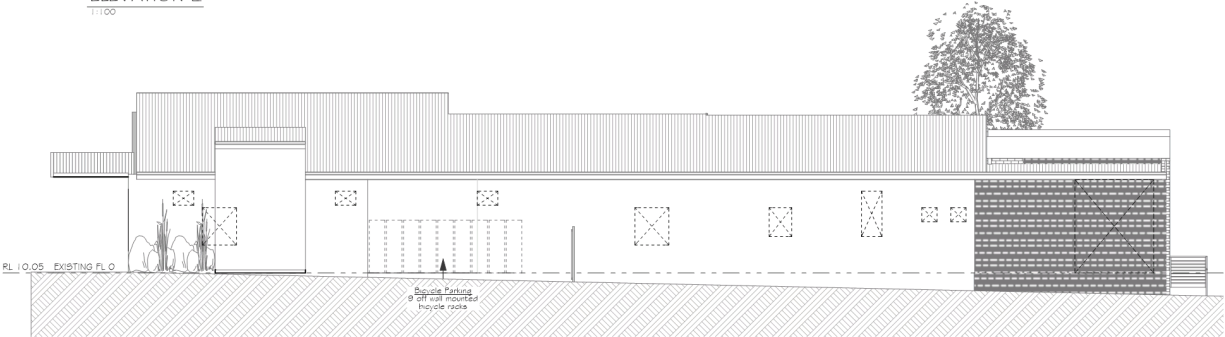
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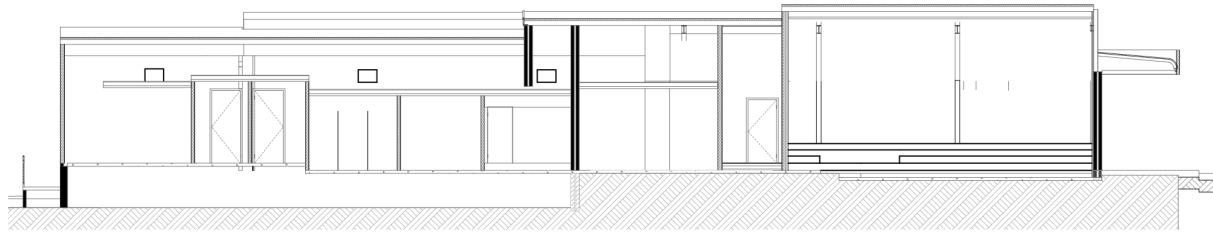
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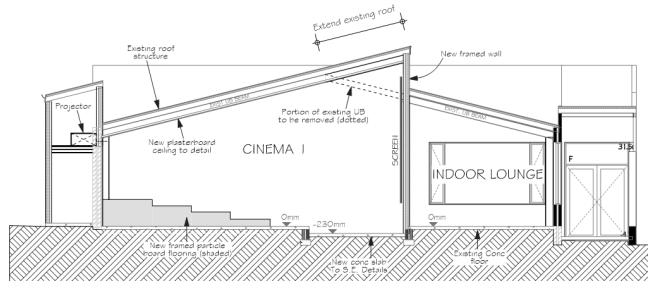
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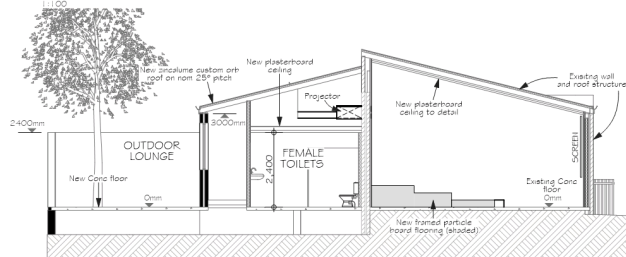
Proposed Alterations and Additions to  
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169 & 171 Oxford Street Leadville  
ELEVATIONS sheet 2



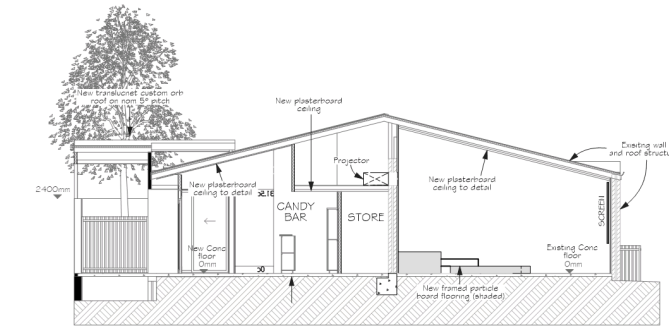
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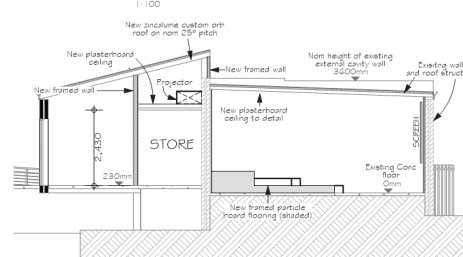
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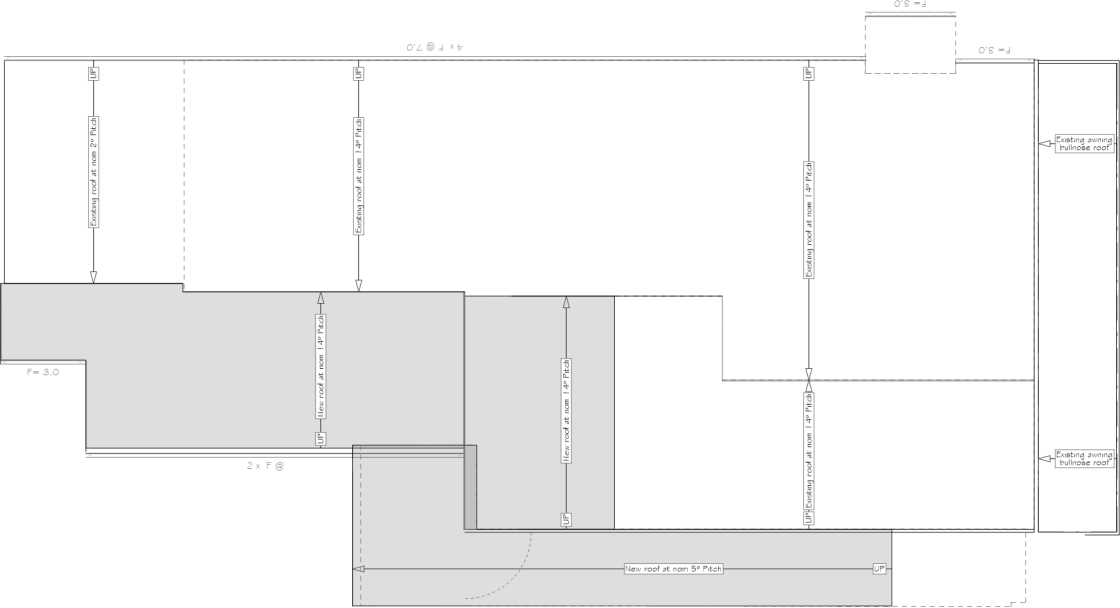
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F SECTION  
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Proposed Alterations and Additions to  
existing building for  
**LUNA CINEMAS**  
at  
169 & 171 Oxford Street Leedsville  
SECTIONS  
Sheet 2



ROOF PLAN  
1:1100



Proposed Alterations and Additions to  
existing building for  
**LUNA CINEMAS**  
at  
169 & 171 Oxford Street Leeds  
ROOF PLAN  
Sheet 2

**Determination Advice Notes:**

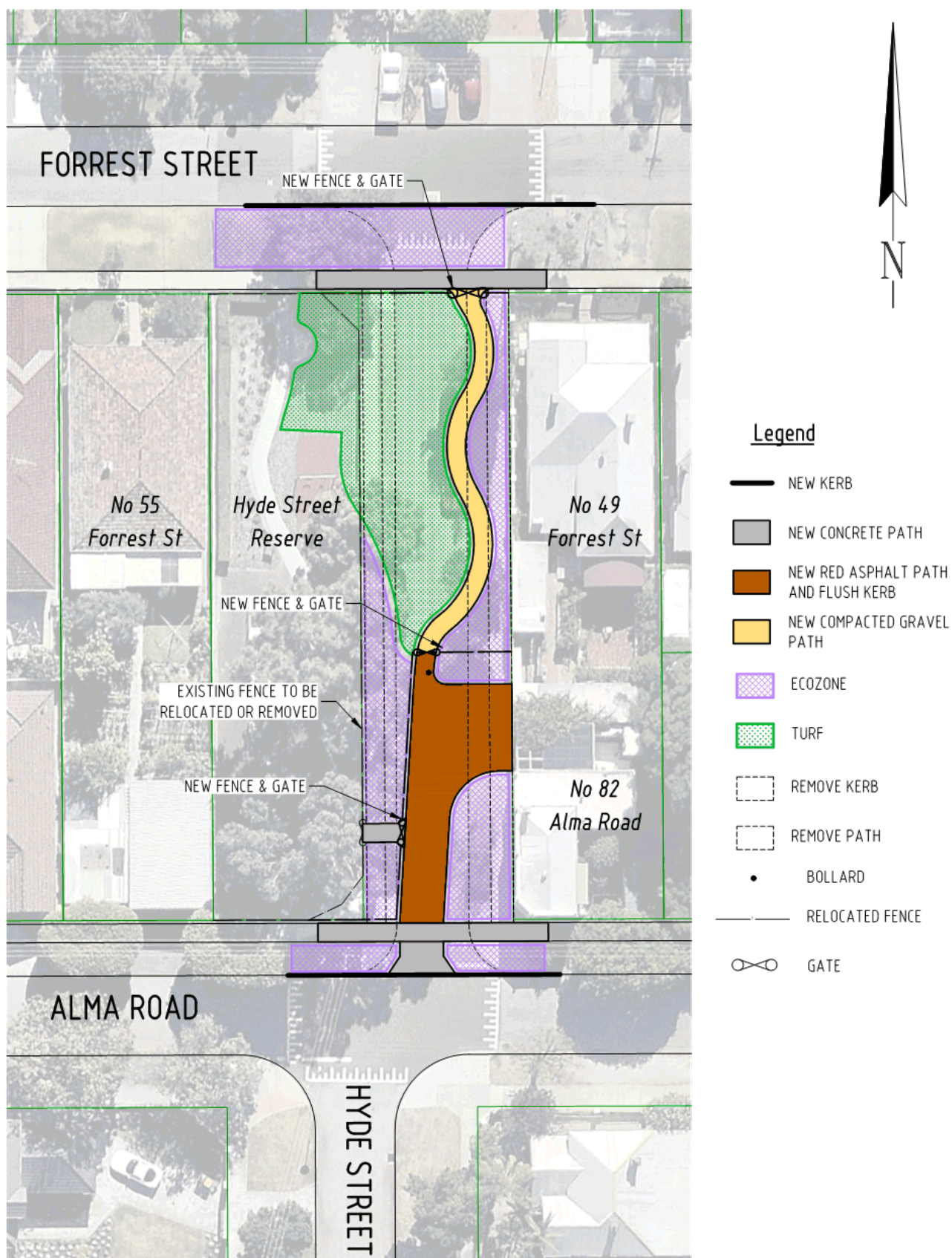
1. Detailed plans and specifications of the public building to be submitted to the City's Health Services for approval prior to any construction or alterations. The plans to include details of –
  - (a) Location of approved exit signs in the Building over all designated exits, directional exit signs where necessary and emergency lighting in accordance with the Building Code of Australia and Australian/New Zealand Standard 2293 – Emergency Evacuation Lighting in Buildings.
  - (b) Areas where normal lighting is dimmed or extinguished shall be provided with permanent effective safety lighting for –
    - Foyers and passages;
    - Floors that are ramped at an inclination steeper than 1 in 12;
    - Main aisles between blocks of fixed seats; and
    - The tread of each step;
  - (c) Provision of approved exit door locks/fittings and the directions in which doors swing (to be in the direction of egress).
  - (d) Provision of hand rails to steps, stairways and any other changes in floor level, which may present a hazard to the public.
  - (e) Decorative treatments in the building that are not referred to in the BCA shall be made of non-toxic, fire retardant materials.
  - (f) Public Building application incur a fee to vary, alter, construct or amend a Public Building. Contact the City's Health Services to obtain and complete a Form 1 application, along with payment of the designated fee. Public Building applications will not be progressed until a Form 1 application has been received.
2. The applicant to advise of required maximum accommodation numbers (number of patrons permitted at the premises at any one time) for the proposed public building prior to Planning Approval being granted. The factors restricting the maximum accommodation number are as follows:
  - Floor Area, calculated in accordance with the *Health (Public Building) Regulations 1992*;
  - Sanitary Provisions (WC's, Hand basins and Urinals), in accordance with the *Health (Public Building) Regulations 1992*;
  - Exit width and designated exit provisions in accordance with the *Health (Public Building) Regulations 1992*;
  - Parking provisions under the City's Town Planning Scheme, No. 1.

NOTE: Due to the discrepancy that exists between the *Health (Public Building) Regulations 1992* and the City's Town Planning Scheme No. 1; care must be taken in arriving at, and stipulating the required maximum accommodation number for the premises in your application. The application needs to be cognisant of the limiting factor (planning requirements) when establishing maximum numbers.
3. With reference to Condition 10, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings;
4. With reference to Condition 9, the City encourages landscaping methods and species selection which do not rely on reticulation;



**Determination Advice Notes:**

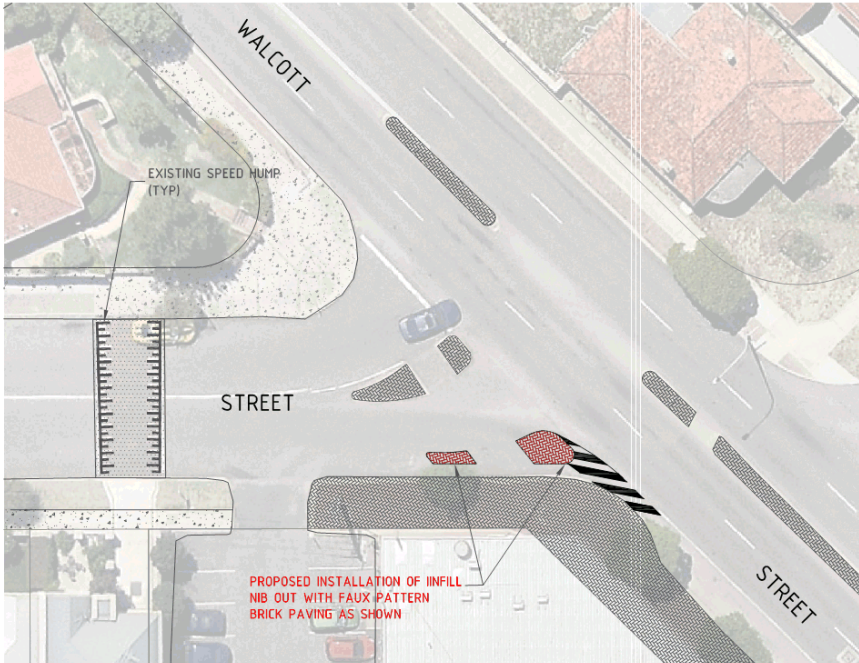
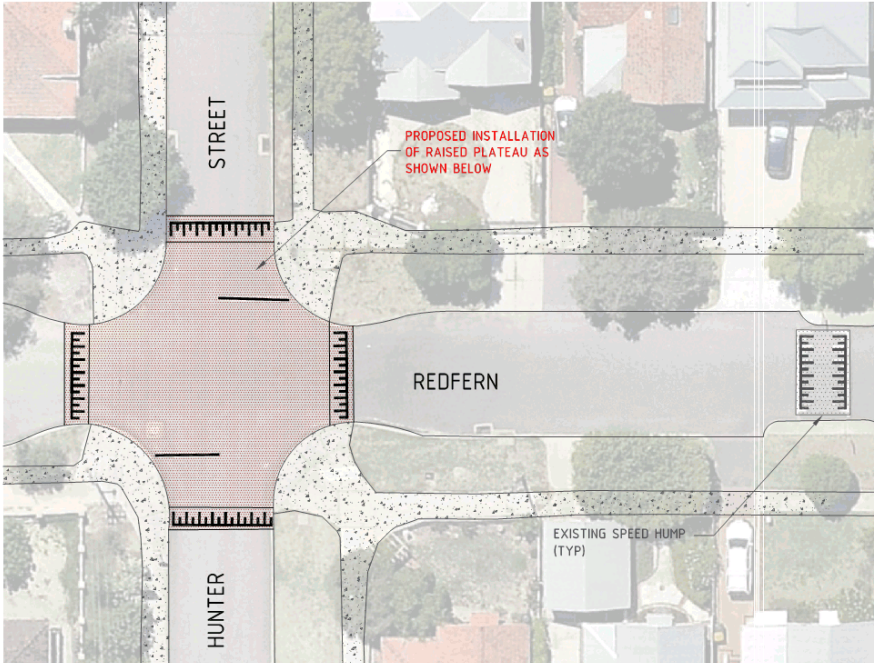
6. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained 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;
7. An Infrastructure Protection Bond for the sum of \$2,000 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;
8. A Demolition Permit shall be obtained from the City prior to commencement of any demolition works on the site;
9. 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;
10. 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; and
11. 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.




HYDE STREET RESERVE - PROPOSED EXTENSION  
DRAWING No: 3435-CP-01 JUNE 2017







- LEGEND
- PROPOSED NEW ASPHALT
  - PROPOSED BRICKPAVING
  - EXISTING BRICKPAVING
  - EXISTING CONCRETE FOOT PATH



CITY OF VINCENT

244 VINCENT STREET LEEDERVILLE, 6007

TECHNICAL SERVICES

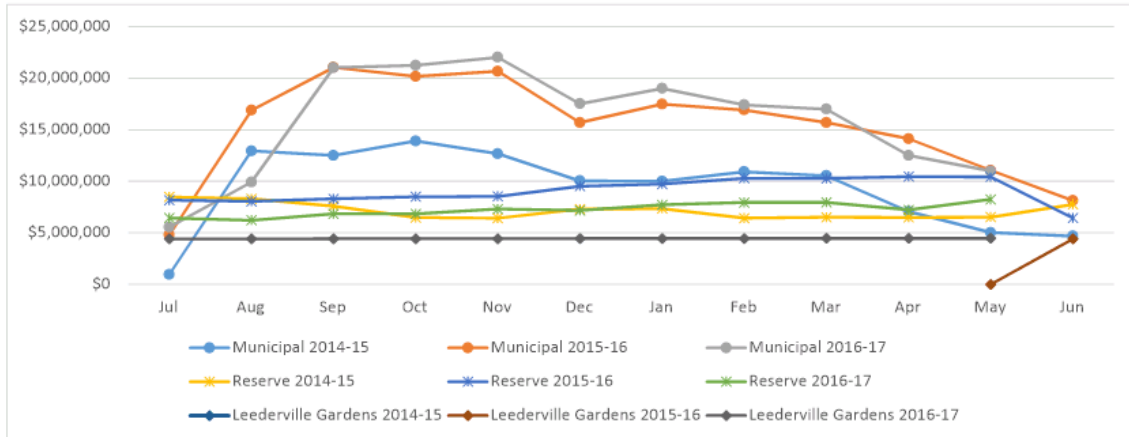
					SCALE: 1:250	PROPOSED TRAFFIC MANAGEMENT REDFERN & HUNTER STREETS INTERSECTION & REDFERN & WALCOTT STREETS INTERSECTION MOUNTAINVIEW	TECHNICAL SERVICES DRAWING NO: 3432-CP-01
					DATE: MAY 2017		
					REF:		
					DESIGN: AJ DRAWN: AJ CHECK: CW		
					APPROVED:		



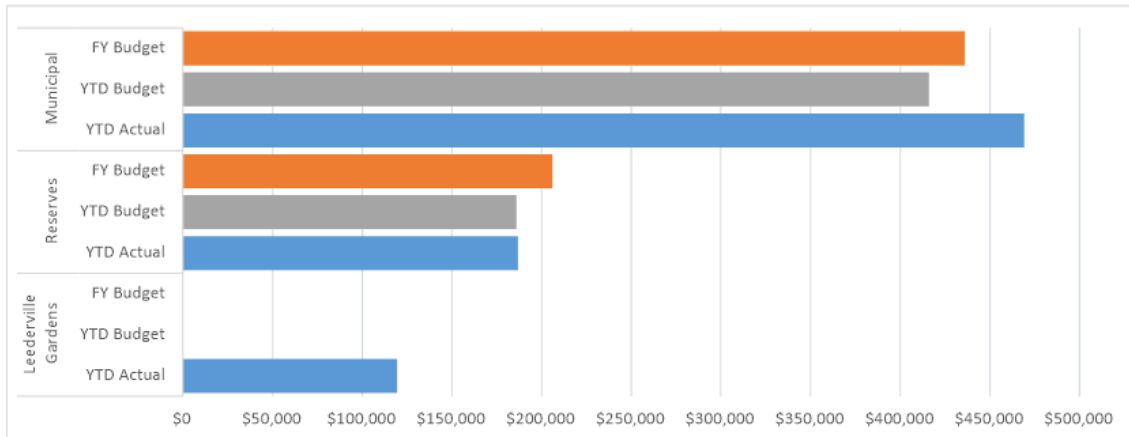
**CITY OF VINCENT  
INVESTMENT PERFORMANCE  
AS AT 31 MAY 2017**



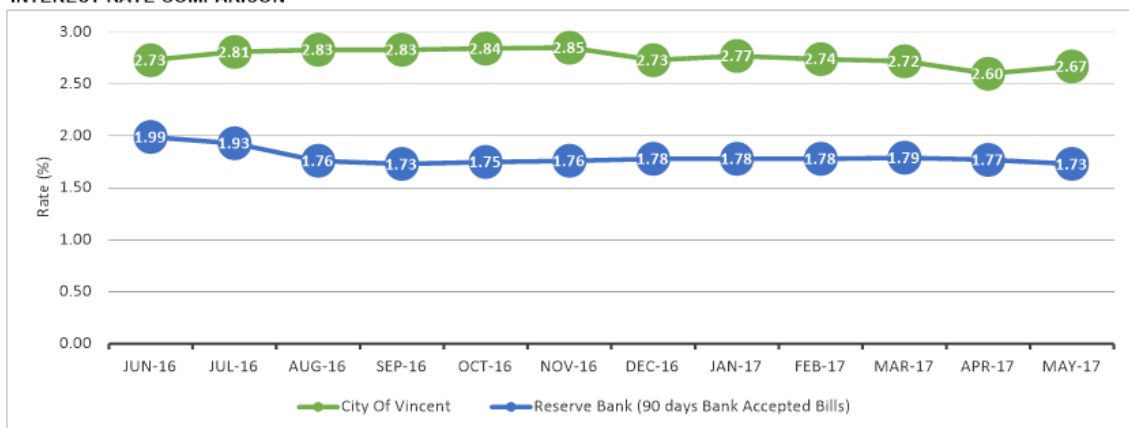
**FUNDS INVESTED OVER 3 YEARS**



**INTEREST EARNINGS**



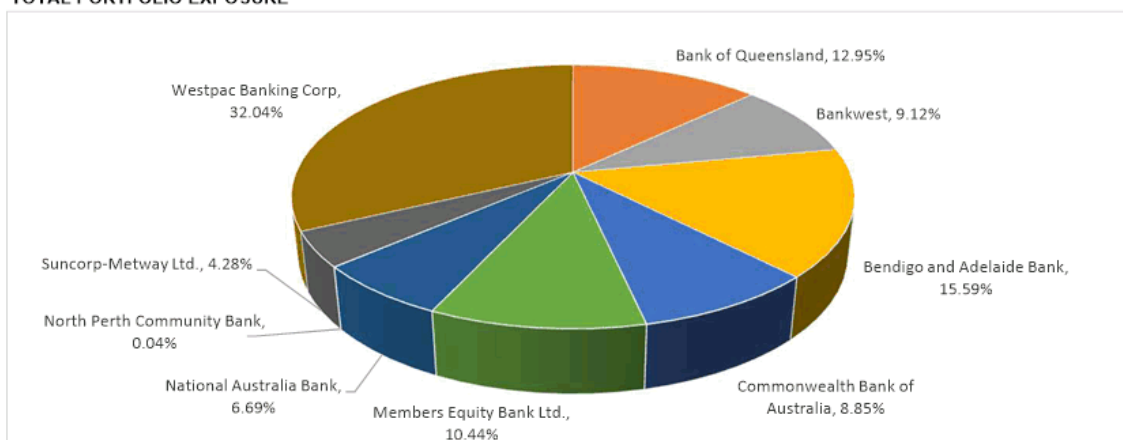
**INTEREST RATE COMPARISON**



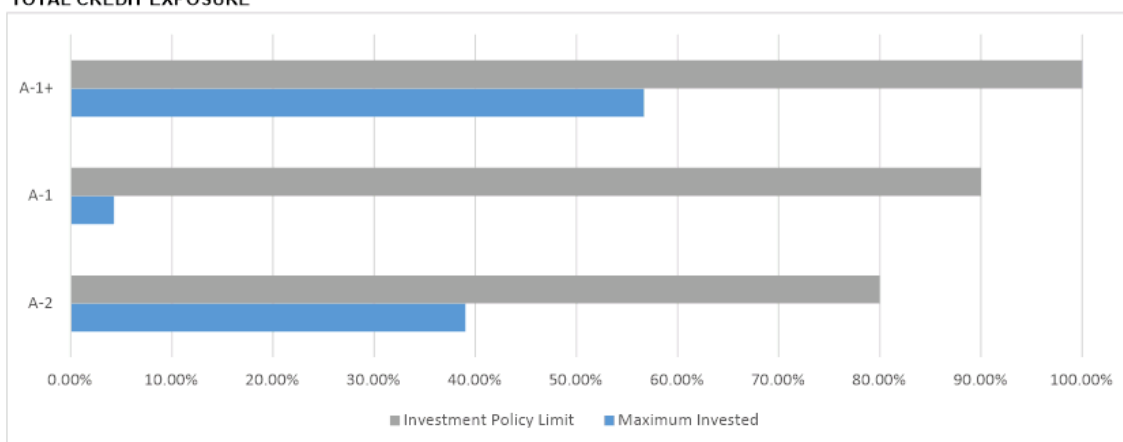
**CITY OF VINCENT  
INVESTMENT POLICY COMPLIANCE  
AS AT 31 MAY 2017**



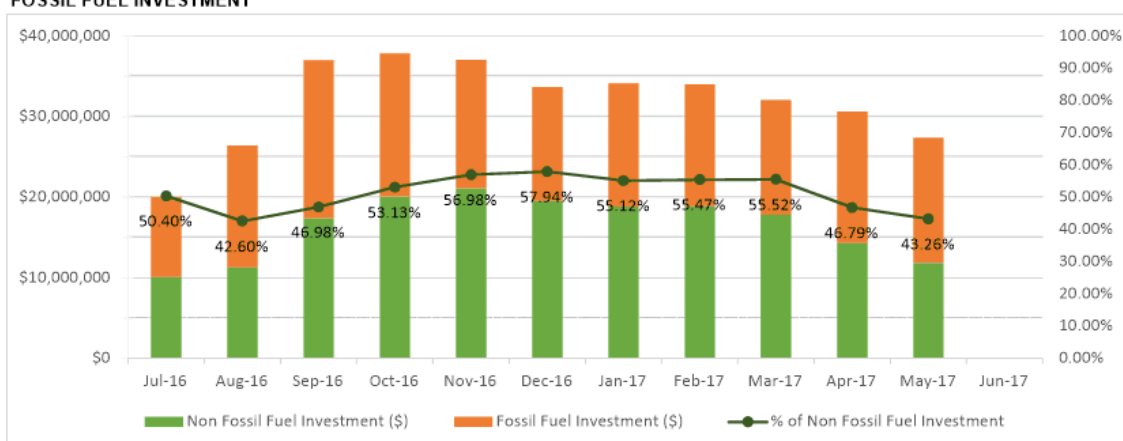
**TOTAL PORTFOLIO EXPOSURE**



**TOTAL CREDIT EXPOSURE**



**FOSSIL FUEL INVESTMENT**



**CITY OF VINCENT  
INVESTMENT PORTFOLIO  
AS AT 31 MAY 2017**



	Municipal	Reserve	Trust	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	\$	%
<b>BY INVESTMENT HOLDINGS</b>						
Operating Accounts	1,477,432	141,214	75,113	0	1,693,759	6.2%
Term Deposits	11,000,000	8,245,484	2,000,000	4,461,808	25,707,292	93.8%
Shares	11,000	0	0	0	11,000	0.0%
	<b>12,488,432</b>	<b>8,386,698</b>	<b>2,075,113</b>	<b>4,461,808</b>	<b>27,412,051</b>	<b>100%</b>
<b>BY INSTITUTION</b>						
ANZ Banking Group	0	0	0	0	0	0.0%
Bank of Queensland	2,500,000	1,049,322	0	0	3,549,322	12.9%
Bankwest	2,500,000	0	0	0	2,500,000	9.1%
Bendigo and Adelaide Bank	500,000	2,053,224	1,000,000	720,063	4,273,287	15.6%
Commonwealth Bank of Australia	1,477,432	873,750	75,113	0	2,426,295	8.9%
Members Equity Bank Ltd.	1,600,000	1,262,019	0	0	2,862,019	10.4%
National Australia Bank	0	1,833,183	0	0	1,833,183	6.7%
North Perth Community Bank	11,000	0	0	0	11,000	0.0%
Suncorp-Metway Ltd.	500,000	674,589	0	0	1,174,589	4.3%
Westpac Banking Corp	3,400,000	640,611	1,000,000	3,741,745	8,782,356	32.0%
	<b>12,488,432</b>	<b>8,386,698</b>	<b>2,075,113</b>	<b>4,461,808</b>	<b>27,412,051</b>	<b>100%</b>
<b>BY CREDIT RATINGS (SHORT-TERM ISSUE)</b>						
A-1+	7,377,432	3,347,544	1,075,113	3,741,745	15,541,834	56.7%
A-1	500,000	674,589	0	0	1,174,589	4.3%
A-2	4,611,000	4,364,565	1,000,000	720,063	10,695,628	39.0%
	<b>12,488,432</b>	<b>8,386,698</b>	<b>2,075,113</b>	<b>4,461,808</b>	<b>27,412,051</b>	<b>100%</b>
<b>BY TERMS</b>						
0-30 days	1,477,432	141,214	75,113	0	1,693,759	6.2%
31-90 days	2,000,000	0	0	0	2,000,000	7.3%
91-180 days	7,500,000	0	0	0	7,500,000	27.4%
181-270 days	1,500,000	962,019	0	0	2,462,019	9.0%
270-365 days	0	7,283,465	2,000,000	4,461,808	13,745,273	50.1%
> 1 year	11,000	0	0	0	11,000	0.0%
	<b>12,488,432</b>	<b>8,386,698</b>	<b>2,075,113</b>	<b>4,461,808</b>	<b>27,412,051</b>	<b>100%</b>
<b>BY</b>						
Fossil Fuel Lending	7,388,432	3,347,544	1,075,113	3,741,745	15,552,834	56.7%
Non Fossil Fuel Lending	5,100,000	5,039,154	1,000,000	720,063	11,859,217	43.3%
	<b>12,488,432</b>	<b>8,386,698</b>	<b>2,075,113</b>	<b>4,461,808</b>	<b>27,412,051</b>	<b>100%</b>

**CITY OF VINCENT  
INVESTMENT INTEREST EARNINGS  
AS AT 31 MAY 2017**



	YTD 31/05/2017 \$	YTD 31/05/2016 \$	FY 2016/17 \$	FY 2015/16 \$
<b>MUNICIPAL FUNDS</b>				
Budget	416,000	352,052	436,000	390,461
Interest Earnings	469,028	480,963	469,028	518,179
% Income to Budget	112.75%	136.62%	107.58%	132.71%
<b>RESERVE FUNDS</b>				
Budget	186,000	232,493	206,000	258,624
Interest Earnings	186,779	267,349	186,779	294,081
% Income to Budget	100.42%	114.99%	90.67%	113.71%
<b>LEEDERVILLE GARDENS INC SURPLUS TRUST</b>				
Budget	0	0	0	0
Interest Earnings	119,355	0	119,355	0
% Income to Budget	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>				
Budget	602,000	584,545	642,000	649,085
Interest Earnings	775,162	748,312	775,162	812,260
% Income to Budget	128.76%	128.02%	120.74%	125.14%
Variance	173,162	163,767		163,175
% Variance to Budget	28.76%	28.02%		25.14%
<b>TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)</b>				
Budget	602,000	584,545	642,000	649,085
Interest Earnings	655,807	748,312	655,807	812,260
% Income to Budget	108.94%	128.02%	102.15%	125.14%
Variance	53,807	163,767		163,175
% Variance to Budget	8.94%	28.02%		25.14%



**CITY OF VINCENT  
CURRENT INVESTMENT HOLDING  
AS AT 31 MAY 2017**



Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
<b>OPERATING ACCOUNTS</b>						
Municipal	Commonwealth Bank of Australia					1,477,432
Reserve	Commonwealth Bank of Australia					141,214
Trust	Commonwealth Bank of Australia					75,113
<b>Total Operating Funds</b>						<b>1,693,759</b>

**SHARES**

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

**TERM DEPOSITS**

Reserve	Members Equity Bank Ltd.	09/09/2016	05/06/2017	269	2.90%	562,019
Municipal	Bank of Queensland	29/11/2016	05/06/2017	188	2.80%	500,000
Leederville Gardens In	Bendigo and Adelaide Bank	02/08/2016	06/06/2017	308	2.85%	720,063
Municipal	Bendigo and Adelaide Bank	06/12/2016	06/06/2017	182	2.80%	500,000
Municipal	Westpac Banking Corp	04/01/2017	12/06/2017	159	2.77%	500,000
Trust	Bendigo and Adelaide Bank	14/06/2016	13/06/2017	364	2.95%	500,000
Municipal	Westpac Banking Corp	04/01/2017	19/06/2017	166	2.77%	1,000,000
Municipal	Bankwest	10/05/2017	19/06/2017	40	2.25%	1,000,000
Municipal	Westpac Banking Corp	04/01/2017	26/06/2017	173	2.77%	500,000
Municipal	Members Equity Bank Ltd.	18/01/2017	03/07/2017	166	2.80%	1,000,000
Municipal	Bankwest	10/05/2017	03/07/2017	54	2.25%	500,000
Reserve	National Australia Bank	10/01/2017	10/07/2017	181	2.66%	200,000
Municipal	Westpac Banking Corp	18/01/2017	10/07/2017	173	2.74%	500,000
Reserve	Bendigo and Adelaide Bank	04/10/2016	11/07/2017	280	2.70%	514,281
Municipal	Westpac Banking Corp	24/01/2017	17/07/2017	174	2.82%	400,000
Municipal	Members Equity Bank Ltd.	24/01/2017	17/07/2017	174	2.75%	600,000
Municipal	Bankwest	10/05/2017	17/07/2017	68	2.55%	500,000
Municipal	Suncorp-Metway Ltd.	01/02/2017	24/07/2017	173	2.65%	500,000
Municipal	Bank of Queensland	21/02/2017	31/07/2017	160	2.60%	1,000,000
Reserve	National Australia Bank	10/01/2017	07/08/2017	209	2.67%	200,000
Municipal	Bank of Queensland	31/01/2017	07/08/2017	188	2.75%	500,000
Reserve	Bendigo and Adelaide Bank	04/10/2016	08/08/2017	308	2.75%	514,281
Municipal	Bank of Queensland	22/02/2017	14/08/2017	173	2.65%	500,000
Municipal	Bankwest	09/03/2017	14/08/2017	158	2.60%	500,000
Municipal	Westpac Banking Corp	07/03/2017	21/08/2017	167	2.74%	500,000
Trust	Westpac Banking Corp	05/09/2016	05/09/2017	365	3.00%	500,000
Leederville Gardens In	Westpac Banking Corp	05/09/2016	05/09/2017	365	3.00%	1,015,094
Reserve	National Australia Bank	08/11/2016	11/09/2017	307	2.76%	616,592
Reserve	National Australia Bank	08/11/2016	09/10/2017	335	2.77%	616,592
Reserve	Suncorp-Metway Ltd.	13/12/2016	06/11/2017	328	2.76%	674,589
Trust	Bendigo and Adelaide Bank	06/12/2016	04/12/2017	363	2.80%	500,000
Leederville Gardens In	Westpac Banking Corp	20/12/2016	04/12/2017	349	2.82%	1,969,945
Reserve	Commonwealth Bank of Australia	11/01/2017	11/12/2017	334	2.72%	732,535
Reserve	Members Equity Bank Ltd.	10/01/2017	08/01/2018	363	2.80%	700,000
Reserve	Bendigo and Adelaide Bank	07/02/2017	05/02/2018	363	2.80%	500,000
Reserve	National Australia Bank	07/02/2017	05/02/2018	363	2.62%	200,000
Reserve	Westpac Banking Corp	09/03/2017	05/02/2018	333	2.80%	640,611
Reserve	Bank of Queensland	11/05/2017	12/02/2018	277	2.65%	524,661
Leederville Gardens In	Westpac Banking Corp	07/03/2017	01/03/2018	359	2.78%	756,707
Trust	Westpac Banking Corp	09/03/2017	06/03/2018	362	2.81%	500,000

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**CITY OF VINCENT  
CURRENT INVESTMENT HOLDING  
AS AT 31 MAY 2017**



<b>Funds</b>	<b>Institution</b>	<b>Investment Date</b>	<b>Maturity Date</b>	<b>Term</b>	<b>Interest Rate</b>	<b>Principal \$</b>
Reserve	Bank of Queensland	11/05/2017	12/03/2018	305	2.65%	524,661
Reserve	Bendigo and Adelaide Bank	11/05/2017	09/04/2018	333	2.65%	524,661
<b>Total Term Deposits</b>						<b>25,707,292</b>
<b>Total Investment</b>						<b>27,412,051</b>

Creditors Report - Payments by EFT 01/05/2017 to 31/05/2017				
<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2079.2008-01	02/05/2017	Alinta Energy	Electricity and gas charges	\$11,670.77
2079.2029-01	02/05/2017	Bunnings Building Supplies	Hardware supplies	\$148.49
2079.2030-01	02/05/2017	Benara Nurseries	Plant supplies	\$2,072.11
2079.2033-01	02/05/2017	BOC Gases Australia Limited	Oxygen supplies	\$876.35
2079.2049-01	02/05/2017	City Of Perth	7 BA/DA archive retrievals	\$338.90
2079.2051-01	02/05/2017	Cleansweep (WA) Pty Ltd	Hire of road sweeper	\$550.00
2079.2052-01	02/05/2017	Cobblestone Concrete	Install concrete path and repairs	\$20,152.00
2079.2053-01	02/05/2017	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Cafe supplies	\$6,184.79
2079.2072-01	02/05/2017	Landgate	Gross rental valuations	\$2,389.62
2079.2074-01	02/05/2017	Dickies Tree Service	Tree lopping services	\$4,427.50
2079.2085-01	02/05/2017	Farinosi and Sons Pty Ltd	Hardware supplies	\$393.31
2079.2096-01	02/05/2017	GYM Care	Gym equipment repairs	\$4,549.43
2079.2106-01	02/05/2017	Programmed Integrated Workforce Ltd	Temporary staff	\$5,750.88
2079.2119-01	02/05/2017	Line Marking Specialists	Line marking services	\$17,651.70
2079.2122-01	02/05/2017	Bucher Municipal Pty Ltd	Truck repairs	\$132.33
2079.2123-01	02/05/2017	Major Motors Pty Ltd	Truck repairs	\$299.20
2079.2126-01	02/05/2017	Mayday Earthmoving	Bobcat hire	\$1,084.60
2079.2136-01	02/05/2017	Mindarie Regional Council	Non processable waste	\$72,679.97
2079.2159-01	02/05/2017	Oasis Plumbing Services	Plumbing services	\$1,056.00
2079.2188-01	02/05/2017	Running Bare Australia Pty Ltd	Apparel for retail	\$778.25
2079.2189-01	02/05/2017	SAS Locksmiths	Service emergency push door	\$454.46
2079.2192-01	02/05/2017	Sigma Chemicals	Chemical supplies	\$9,674.52
2079.2195-01	02/05/2017	Civica Pty Limited	Software licences and support	\$32,884.95
2079.2199-01	02/05/2017	Speedo Australia Pty Ltd	Apparel for Beatty Park retail	\$4,788.30
2079.2200-01	02/05/2017	Sportsworld Of WA	Apparel for Beatty Park retail	\$1,277.65
2079.2204-01	02/05/2017	Telstra Corporation Ltd	Telephone and internet charges	\$93.28
2079.2221-01	02/05/2017	Turfmaster Facility Management	Turf repairs and maintenance	\$8,232.13
2079.2229-01	02/05/2017	W.A. Hino Sales and Service	New vehicle purchase	\$61,698.62
2079.2232-01	02/05/2017	Walshy All Round Tradesman	Parks and Reserves repairs and maintenance	\$8,527.20
2079.2237-01	02/05/2017	Western Metropolitan Regional Council	Green waste tipping fees	\$5,090.00
2079.2240-01	02/05/2017	Valspar Paint (Solver Paints Osborne Park)	Painting supplies	\$275.40
2079.2241-01	02/05/2017	Zipform	eRates email send -17/18 final notice	\$1,823.48
2079.3034-01	02/05/2017	Sanax Medical and First Aid Supplies	First aid supplies	\$81.29
2079.3040-01	02/05/2017	Shenton Enterprises Pty Ltd	Service of AIDS memorial fountain	\$1,182.50

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2079.3057-01	02/05/2017	European Foods Wholesalers Pty Ltd.	Beatty Park cafe supplies	\$1,434.04
2079.3091-01	02/05/2017	Sam's Repairs and Maintenance	Signage repairs and maintenance	\$5,203.00
2079.3137-01	02/05/2017	WA Local Government Association	Training course	\$1,486.00
2079.3156-01	02/05/2017	Australian Plant Wholesalers	Plants supplies	\$624.80
2079.3161-01	02/05/2017	Enzed Perth and Enzed Wangara	Truck repairs	\$1,049.20
2079.3170-01	02/05/2017	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$5,081.35
2079.3213-01	02/05/2017	Domus Nursery	Plants supplies	\$2,592.76
2079.3222-01	02/05/2017	Securepay Pty Ltd	Web payment fees	\$1,117.11
2079.3239-01	02/05/2017	Award Contracting Pty Ltd	Locating services	\$2,299.00
2079.3257-01	02/05/2017	Kone Elevators Pty Ltd	Elevator repairs	\$140.25
2079.3281-01	02/05/2017	Community Newspapers	Advertising services	\$1,019.88
2079.3315-01	02/05/2017	RPG Auto Electrics	Plant repairs	\$1,212.98
2079.3320-01	02/05/2017	Nyoongar Patrol System Inc.	Nyoongar Patrol services	\$13,750.00
2079.3424-01	02/05/2017	Lynford Motors Pty Ltd Osborne Park	Vehicle services and repairs	\$38.65
2079.3474-01	02/05/2017	CSP Group	Chainsaw parts supplies	\$284.00
2079.3492-01	02/05/2017	The West Australian Newspaper Ltd	Newspaper delivery weekly subscription	\$164.30
2079.3496-01	02/05/2017	Orbit Health and Fitness Solutions	Wall mounted timer	\$295.00
2079.3511-01	02/05/2017	City of Stirling	Road resurfacing	\$41,469.69
2079.3555-01	02/05/2017	AAA Headsets	Wireless headsets and IT equipment	\$8,919.00
2079.3560-01	02/05/2017	Staples Australia	Office supplies	\$4,031.60
2079.3613-01	02/05/2017	Donegan Enterprises Pty Ltd	Playground repairs and maintenance	\$3,667.40
2079.3662-01	02/05/2017	Western Resource Recovery Pty Ltd	Grease trap maintenance	\$529.10
2079.3712-01	02/05/2017	Sports Turf Technology Pty Ltd	Turf replacement	\$1,155.00
2079.3732-01	02/05/2017	Telstra	Telstra pit repair	\$1,710.79
2079.3760-01	02/05/2017	WA Electoral Commission	Extraordinary election fees	\$57,725.71
2079.3781-01	02/05/2017	Perth Training Centre Pty Ltd	Excavator Course	\$935.00
2079.3913-01	02/05/2017	Kennards Hire	Equipment hire	\$600.00
2079.3920-01	02/05/2017	Image Bollards	Supply and install bollards	\$2,640.00
2079.3951-01	02/05/2017	NVMS Pty Ltd	Sound level meter annual licence	\$1,738.51
2079.4034-01	02/05/2017	Penske Power System	Ad blue	\$612.92
2079.4091-01	02/05/2017	Bardfield Engineering	Plant room floor repairs - Beatty Park Leisure Centre	\$1,644.50
2079.4103-01	02/05/2017	Asphaltech Pty Ltd	Asphalt supplies	\$1,671.98
2079.4156-01	02/05/2017	Wanneroo Plant Farm	Plants supplies	\$825.00
2079.4210-01	02/05/2017	Beaver Tree Services	Street trees and parks pruning/removal	\$2,662.00
2079.4221-01	02/05/2017	Suez Recycling and Recovery Pty Ltd	Waste collection	\$1,409.17
2079.4272-01	02/05/2017	International Auto Services	Plant repairs	\$761.00



<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2079.4319-01	02/05/2017	Oce-Australia Limited	Equipment purchase - Canon A0 MFP printer	\$30,248.90
2079.4345-01	02/05/2017	Drainflow Services Pty Ltd	High pressure jet drains	\$1,584.00
2079.4367-01	02/05/2017	Academy Services WA Pty Ltd	Cleaning services	\$34,252.48
2079.4406-01	02/05/2017	RSEA	Anti slip tape supplies	\$90.81
2079.4418-01	02/05/2017	West-Sure Group Pty Ltd	Cash collection parking	\$6,566.67
2079.4447-01	02/05/2017	Blackwoods Atkins	Ladder supply	\$723.21
2079.4493-01	02/05/2017	Tom Lawton - Bobcat Hire	Bobcat hire	\$4,050.75
2079.4627-01	02/05/2017	Flexi Staff Pty Ltd	Temporary staff	\$16,220.55
2079.4637-01	02/05/2017	Multi Mix Concrete Pty Ltd	Concrete supplies	\$1,569.04
2079.4674-01	02/05/2017	Fulton Hogan (Pioneer Road Services)	Asphalt supplies	\$45,563.10
2079.4749-01	02/05/2017	Picton Press	Printing services	\$929.60
2079.4809-01	02/05/2017	Lock Joint Australia	Bitumen joint supplies	\$1,045.00
2079.4872-01	02/05/2017	Parkonsult Pty Ltd	Checks and minor maintenance	\$4,446.94
2079.4889-01	02/05/2017	Officeworks Superstores Pty Ltd	Paper supplies	\$499.00
2079.4971-01	02/05/2017	Totally Workwear	Uniform supplies	\$442.25
2079.5023-01	02/05/2017	Just In Scales	Platform scale	\$154.00
2079.5080-01	02/05/2017	Repco Auto Parts	Parts	\$93.13
2079.5193-01	02/05/2017	Protector Fire Services Pty Ltd	Fire panel repairs - Beatty Park Leisure Centre	\$1,496.83
2079.5206-01	02/05/2017	Austin Computers	IT hardware supplies	\$438.00
2079.5231-01	02/05/2017	Photo Perth Wholesale Pty Ltd	Library supplies	\$149.96
2079.5294-01	02/05/2017	A Team Printing	Printing services - Beatty Park Leisure Centre	\$687.50
2079.5301-01	02/05/2017	Kott Gunning	Employment advice	\$8,517.80
2079.5316-01	02/05/2017	McLeods Barristers and Solicitors	Legal services	\$24,181.03
2079.5326-01	02/05/2017	Traffic Systems West	Supply and install speed cushions	\$3,080.00
2079.5342-01	02/05/2017	Ozscot Horticulture	Plant supplies	\$540.54
2079.5538-01	02/05/2017	Frediani Milk Wholesalers	Milk supplies	\$459.60
2079.5614-01	02/05/2017	Lasso Kip Pty Ltd	Advertising - Beatty Park Leisure Centre	\$1,430.00
2079.5683-01	02/05/2017	Tourism Brochure Exchange	Distribution services - Beatty Park Leisure Centre	\$330.00
2079.5764-01	02/05/2017	Graffiti Force	Graffiti removal services	\$58.95
2079.5836-01	02/05/2017	Manheim Pty Ltd	Towing services	\$1,573.00
2079.5862-01	02/05/2017	SJR Civil Consulting Pty Ltd	Consultancy services - North Perth POS	\$2,299.00
2079.5888-01	02/05/2017	Kleen West Distributors	Graffiti removal supplies	\$1,234.75
2079.5907-01	02/05/2017	Adelphi Tailoring Company	Uniform supplies	\$209.00
2079.6064-01	02/05/2017	Statewide Cleaning Supplies Pty Ltd	Cleaning supplies	\$161.70
2079.6072-01	02/05/2017	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$4,068.20
2079.6081-01	02/05/2017	Boral Construction Materials Group	Concrete supplies	\$13,172.50

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2079.6184-01	02/05/2017	Data 3	Citrix Licence Renewal	\$1,544.30
2079.6191-01	02/05/2017	Cora Bikerack Pty Ltd	Bike rack supplies	\$2,365.00
2079.6218-01	02/05/2017	Devco Builders	Small maintenance and repairs - various locations	\$13,523.12
2079.6259-01	02/05/2017	Australian HVAC Services Pty Ltd	Airconditioning repairs	\$11,349.36
2079.6455-01	02/05/2017	The BBQ Man	Pressure cleaning services	\$643.50
2079.6486-01	02/05/2017	Blue Heeler Trading	Uniform supplies	\$1,127.89
2079.6501-01	02/05/2017	Shop for Shops	Retail shop fittings	\$47.50
2079.6518-01	02/05/2017	Big Rock Toyota	Vehicle services and repairs	\$345.00
2079.6533-01	02/05/2017	Vigilant Traffic Management	Traffic management services	\$8,372.25
2079.6551-01	02/05/2017	iSUBSCRIBE Pty Ltd	Magazine subscriptions	\$617.40
2079.6735-01	02/05/2017	Road Signs Australia	Sign supplies	\$442.20
2079.6759-01	02/05/2017	Techwest Solutions Pty Ltd	Audio equipment repairs Beatty Park Leisure Centre	\$377.45
2079.6766-01	02/05/2017	Iredale Pedersen Hook Architects	DAC Meeting Fee	\$660.00
2079.6815-01	02/05/2017	City Motors (1981) Pty Ltd	Vehicle service and repairs	\$764.90
2079.6881-01	02/05/2017	Bridgestone Select West Perth/Osborne Park	Tyre services	\$368.50
2079.6882-01	02/05/2017	Seamless CMS Pty Ltd	Website services	\$330.00
2079.6903-01	02/05/2017	APARC Pty Ltd	CMS licensing fee	\$34,712.92
2079.6933-01	02/05/2017	Mackay Urbandesign	DAC meeting fee	\$2,750.00
2079.6937-01	02/05/2017	Retech Rubber	Repairs to softfall	\$2,255.00
2079.7057-01	02/05/2017	Australian Paper	Envelope supplies	\$506.88
2079.7118-01	02/05/2017	C Wood Distributors	Beatty Park Cafe supplies	\$1,293.38
2079.7140-01	02/05/2017	Traffic Signals Consultant Pty Ltd	Traffic signals design	\$1,452.00
2079.7152-01	02/05/2017	Development Assessment Panels	Amended DAP fee	\$155.00
2079.7168-01	02/05/2017	Christou Nominees Pty Ltd	DAC Meeting Fee	\$660.00
2079.7189-01	02/05/2017	Steann Pty Ltd	Verge greenwaste collection	\$18,480.00
2079.7335-01	02/05/2017	Canningvale Flooring Xtra	Supply and install carpet tiles	\$3,392.40
2079.7382-01	02/05/2017	Turf Developments (WA) Pty Ltd	Returfing works - Smith Lake Reserve	\$2,191.75
2079.7388-01	02/05/2017	Vorgee Pty Ltd	Swim accessories for retail	\$752.40
2079.7399-01	02/05/2017	Briskleen Supplies Pty Ltd	Supply toiletry and cleaning products	\$1,130.91
2079.7400-01	02/05/2017	Taman Diamond Tools	Parts supplies	\$657.80
2079.7420-01	02/05/2017	Leederville Hotel (T/A Pent Pty Ltd)	Parking revenue distribution	\$17,794.10
2079.7431-01	02/05/2017	BM Perich	Street tree services	\$2,926.55
2079.7477-01	02/05/2017	Expo Group	Printing services	\$399.30
2079.7480-01	02/05/2017	F Sauzier	Reimburse - Breakfast rumble vouchers	\$120.00
2079.7481-01	02/05/2017	Regents Commercial	Rent and variable outgoings - Barlee St Car Park	\$12,061.29
2079.7482-01	02/05/2017	Landcare Solutions / The Forever Project	Eco-Retrofit Community Works	\$1,804.55

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2079.7510-01	02/05/2017	Northsands Resources	Fill sand	\$1,785.17
2079.7515-01	02/05/2017	The Scene Team	Photography services	\$1,320.00
2079.7572-01	02/05/2017	Compu-Stor	Records digitisation and off-site storage	\$544.99
2079.7593-01	02/05/2017	Yoshino Sushi	Beatty Park Cafe supplies	\$130.02
2079.7605-01	02/05/2017	Centropak	Beatty Park Cafe supplies	\$2,353.10
2079.7612-01	02/05/2017	Crimea Growers Market	Beatty Park Café supplies	\$453.02
2079.7654-01	02/05/2017	Worldwide Printing Solutions East Perth	Printing of COV letterhead	\$880.00
2079.7657-01	02/05/2017	Shape Design	Design services	\$759.00
2079.7818-01	02/05/2017	The Pest Guys	Pest control services	\$847.19
2079.7933-01	02/05/2017	Garrards Pty Ltd	Pest control supplies	\$696.30
2079.7938-01	02/05/2017	Talis	Asset management services	\$9,344.50
2079.7950-01	02/05/2017	Rawlicious Delights	Beatty Park Café supplies	\$175.45
2079.7955-01	02/05/2017	Synergy	Electricity and gas supplies	\$1,121.15
2079.7967-01	02/05/2017	CS Legal	Debt recovery services	\$4,682.20
2079.7986-01	02/05/2017	Datacom Systems (WA) Pty Ltd	Computer hardware supplies	\$231.31
2079.7993-01	02/05/2017	ARM Security	Security monitoring	\$544.54
2079.8009-01	02/05/2017	Marketforce Express Pty Ltd	Marketforce advertising	\$8,542.29
2079.8017-01	02/05/2017	Quayclean Australia Pty Ltd	Cleaning services	\$6,024.93
2079.8040-01	02/05/2017	Wilson Security	Security services	\$1,822.33
2079.8100-01	02/05/2017	CTI Security Systems Pty Ltd	Relocate smoke detector	\$630.00
2079.8108-01	02/05/2017	Leo Heaney Pty Ltd	Street tree watering	\$40,395.96
2079.8111-01	02/05/2017	SimplePay Solutions Pty Ltd	Credit card transactions	\$8,027.42
2079.8136-01	02/05/2017	Twinside Precast Pty Ltd	Sign supplies	\$479.00
2079.8282-01	02/05/2017	Yoga Inspiration	Fitness instructor fees	\$415.80
2079.8307-01	02/05/2017	MessageMedia	SMS integrating for Phoenix	\$43.84
2079.8327-01	02/05/2017	Courtney Walter	Fitness instructor fees	\$118.80
2079.8388-01	02/05/2017	Clever Patch	Library supplies	\$412.41
2079.8409-01	02/05/2017	Shelley Hall	Fitness instructor fees	\$450.00
2079.8416-01	02/05/2017	Rachael D Berry	Fitness instructor fees	\$712.80
2079.8420-01	02/05/2017	Corsign WA Pty Ltd	Sign supplies	\$1,106.82
2079.8451-01	02/05/2017	Chem-Safe Australia Pty Ltd	Training course	\$1,150.00
2079.8493-01	02/05/2017	Bike Dr Cycle Services Pty Ltd	Popup Bike Dr Session	\$1,727.00
2079.8498-01	02/05/2017	Wheelers Books	Library books	\$304.25
2079.8519-01	02/05/2017	Non Organic Disposals	Rubbish tipping	\$3,697.10
2079.8524-01	02/05/2017	Chaney Architecture	DAC Meeting Fee	\$1,100.00
2079.8527-01	02/05/2017	Shanthi Bhavana Meditation and Yoga	Fitness instructor fees	\$89.10

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2079.8561-01	02/05/2017	ODG Solutions	Leadership Development Training	\$40,415.84
2079.8569-01	02/05/2017	West's Scarborough Rugby Union Club	Kidsport voucher	\$200.00
2079.8593-01	02/05/2017	Colleagues Nagels	Autocite infringement tickets	\$3,278.73
2079.8620-01	02/05/2017	Boyan Electrical Services	Electrical services - various locations	\$12,944.33
2079.8631-01	02/05/2017	West Perth Glass	Glass door repairs	\$1,606.00
2079.8632-01	02/05/2017	Simba Towels	Towels for resale	\$180.68
2079.8637-01	02/05/2017	GC Sales (WA)	Supply and delivery of bins	\$11,972.40
2079.8646-01	02/05/2017	Apollo Plumbing and Gas Pty Ltd	Emergency work Leederville Tennis Club; various plumbing	\$16,164.00
2079.8658-01	02/05/2017	Admiral Mechanical Services Pty Ltd	Install highwall - Depot	\$2,739.00
2079.8672-01	02/05/2017	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$730.63
2079.8694-01	02/05/2017	Nordic Fitness Equipment	Cleaning wipes	\$975.00
2079.8698-01	02/05/2017	Empire Catering	Catering services	\$385.00
2079.8700-01	02/05/2017	Vizcom Technologies	Audio visual installation - Council chambers	\$69,916.00
2079.8702-01	02/05/2017	Strive for Fitness	Fitness instructor fees	\$227.36
2079.8724-01	02/05/2017	Bamboo Catering	Catering services	\$888.80
2079.8738-01	02/05/2017	RoweGroup	Town Planning services	\$5,387.25
2079.8743-01	02/05/2017	Konica Minolta Business Solutions	Purchase printer/copier	\$1,072.50
2079.8746-01	02/05/2017	Shape Urban Pty Ltd	Community engagement campaign	\$33,000.00
2079.8747-01	02/05/2017	Imex Solutions WA Pty Ltd	HP TRIM upgrade	\$2,970.00
2079.8749-01	02/05/2017	Protonic Personal Training	Fitness instructor fees	\$270.00
2079.8750-01	02/05/2017	Yolande Gomez	Fitness instructor fees	\$180.00
2079.8752-01	02/05/2017	Jackie Barron	Fitness instructor fees	\$113.68
2079.8756-01	02/05/2017	Kevin Baruffi and Associates	Parking revenue distribution	\$25,886.55
2079.8770-01	02/05/2017	Perth City Glass	Supply and install glass panel	\$1,267.20
2079.8781-01	02/05/2017	JJ Richards and Sons	Rental of recycling bins	\$37.40
2079.8789-01	02/05/2017	TPG and Place Match	Facility needs analysis	\$6,061.00
2079.8793-01	02/05/2017	Nightlife Music Pty Ltd	Supply Crowd DJ for the gym	\$1,106.60
2079.8795-01	02/05/2017	Command A Com Pty Ltd	Panasonic phone system	\$10,599.50
2079.8797-01	02/05/2017	Fit 4 Business WA	Consultancy - operational review Beatty	\$990.00
2079.8805-01	02/05/2017	Perth Pop	Social Media Campaign	\$6,424.50
2079.8807-01	02/05/2017	Studio Elementa	Design services	\$320.00
2079.8810-01	02/05/2017	Australia Post	Postage charges	\$9,770.66
2079.8813-01	02/05/2017	Scott Gillespie	Fitness instructor fees	\$170.52
2079.8819-01	02/05/2017	Liz Eatz Plantz	Cafe supplies	\$104.28
2079.8820-01	02/05/2017	Inhouse Group Pty Ltd	Trendwise Visitor Analytics	\$1,399.94
2079.8821-01	02/05/2017	MyMedia	Media monitoring	\$677.36



<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2079.8833-01	02/05/2017	Noma Pty Ltd	DAC meeting fee	\$660.00
2079.8842-01	02/05/2017	Emerge Associates	Beatty Park Drainage Investigation	\$9,718.23
2079.8843-01	02/05/2017	Shamir OHS Pty Ltd	PPE Supplies	\$1,188.00
2079.8847-01	02/05/2017	REALMstudios Pty Ltd	DAC meeting fee	\$660.00
2079.8848-01	02/05/2017	DDLS Training	Course registration	\$2,035.00
2079.8864-01	02/05/2017	S Neale	Reimbursement of fuel expenses	\$57.03
2079.8868-01	02/05/2017	Poolwise Living	Maintenance - Hyde Park Water Playground	\$1,651.90
2080.2008-01	05/05/2017	Alinta Energy	Electricity and gas charges	\$782.10
2080.2204-01	05/05/2017	Telstra Corporation Ltd	Telephone and internet charges	\$19.25
2080.4768-01	05/05/2017	Optus Billing Services Pty Ltd	Telephone and internet charges	\$8,713.93
2080.7955-01	05/05/2017	Synergy	Electricity charges	\$8,130.50
2081.98000-01	05/05/2017	Australian Taxation Office	Payroll Deduction	\$170,580.95
2082.2020-01	05/05/2017	Australian Services Union	Payroll Deduction	\$313.12
2082.2045-01	05/05/2017	Child Support Agency	Payroll Deduction	\$1,066.20
2082.2153-01	05/05/2017	L.G.R.C.E.U.	Payroll Deduction	\$20.50
2082.2213-01	05/05/2017	City of Vincent	Payroll Deduction	\$905.22
2082.2216-01	05/05/2017	City of Vincent Staff Social Club	Payroll Deduction	\$456.00
2082.3133-01	05/05/2017	Depot Social Club	Payroll Deduction	\$88.00
2082.6156-01	05/05/2017	Health Insurance Fund of WA	Payroll Deduction	\$382.35
2082.8120-01	05/05/2017	Selectus Employee Benefits Pty Ltd	Payroll Deduction	\$852.02
2083.2008-01	10/05/2017	Alinta Energy	Electricity and gas charges	\$22,606.31
2083.2030-01	10/05/2017	Benara Nurseries	Plants supplies	\$7,680.44
2083.2033-01	10/05/2017	BOC Gases Australia Limited	CO2 for beverages - Beatty Park Café	\$758.63
2083.2036-01	10/05/2017	Cabcharge Australia Pty Ltd	Cabcharge account keeping fee	\$6.00
2083.2049-01	10/05/2017	City Of Perth	BA/DA archive retrievals	\$199.72
2083.2053-01	10/05/2017	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Cafe supplies	\$1,901.36
2083.2072-01	10/05/2017	Landgate	Gross rental valuations	\$385.96
2083.2074-01	10/05/2017	Dickies Tree Service	Tree lopping services	\$5,060.00
2083.2085-01	10/05/2017	Farinosi and Sons Pty Ltd	Hardware supplies	\$99.30
2083.2096-01	10/05/2017	GYM Care	Purchase gym equipment	\$107,316.00
2083.2106-01	10/05/2017	Programmed Integrated Workforce Ltd	Temporary staff	\$4,538.70
2083.2119-01	10/05/2017	Line Marking Specialists	Line marking services	\$3,875.30
2083.2122-01	10/05/2017	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$9,225.13
2083.2123-01	10/05/2017	Major Motors Pty Ltd	Plant repairs	\$299.20
2083.2126-01	10/05/2017	Mayday Earthmoving	Semi truck hire	\$2,046.00
2083.2136-01	10/05/2017	Mindarie Regional Council	Processable waste	\$173,683.77

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2083.2159-01	10/05/2017	Oasis Plumbing Services	Plumbing services	\$1,242.82
2083.2175-01	10/05/2017	Pro Turf Services	Plant repairs	\$236.50
2083.2204-01	10/05/2017	Telstra Corporation Ltd	Telephone and internet charges	\$414.96
2083.2221-01	10/05/2017	Turfmaster Facility Management	Verge mowing	\$6,188.05
2083.2232-01	10/05/2017	Walshy All Round Tradesman	Parks and Reserves repairs and maintenance	\$5,436.75
2083.2234-01	10/05/2017	Water Corporation	Water charges	\$2,625.37
2083.2237-01	10/05/2017	Western Metropolitan Regional Council	Green waste tipping fees	\$14,863.70
2083.3001-01	10/05/2017	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff	\$2,938.94
2083.3091-01	10/05/2017	Sam's Repairs and Maintenance	Signage repairs and maintenance	\$198.00
2083.3110-01	10/05/2017	Depiazzi	Woodchips supply	\$3,543.10
2083.3111-01	10/05/2017	PPG Industries/Taubmans Pty Ltd	Graffiti removal paint	\$1,121.58
2083.3129-01	10/05/2017	Margaret River Agencies	Beverage supplies	\$316.80
2083.3137-01	10/05/2017	WA Local Government Association	Training course	\$2,796.00
2083.3144-01	10/05/2017	Caltex Australia Petroleum Pty Ltd	Fuel and oils	\$29,005.76
2083.3161-01	10/05/2017	Enzed Perth and Enzed Wangara	Truck repairs	\$1,765.04
2083.3170-01	10/05/2017	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$3,533.84
2083.3195-01	10/05/2017	Initial Hygiene	Sharps disposal services	\$990.55
2083.3213-01	10/05/2017	Domus Nursery	Plants supplies	\$465.85
2083.3222-01	10/05/2017	Securepay Pty Ltd	Web payment fees	\$934.40
2083.3239-01	10/05/2017	Award Contracting Pty Ltd	Location services	\$1,039.50
2083.3246-01	10/05/2017	Ellenby Tree Farm Pty Ltd	Plants supplies	\$5,252.50
2083.3248-01	10/05/2017	Budget Forklifts	Plant repairs and maintenance	\$769.35
2083.3299-01	10/05/2017	Baileys Fertilisers	Fertiliser supplies	\$5,131.50
2083.3315-01	10/05/2017	RPG Auto Electrics	Plant repairs	\$4,401.58
2083.3329-01	10/05/2017	Marindust Sales (Inc) Ace Flagpoles	Flagpole repairs	\$2,651.00
2083.3359-01	10/05/2017	Department of Commerce	Levy Collection	\$7,198.24
2083.3386-01	10/05/2017	JR and A Hersey Pty Ltd	Timber stakes	\$500.50
2083.3397-01	10/05/2017	Fuji Xerox Australia Pty Ltd	Copy costs	\$2,901.83
2083.3402-01	10/05/2017	Daynite Towing Service (WA) Pty Ltd	Towing services	\$209.00
2083.3424-01	10/05/2017	Lynford Motors Pty Ltd Osborne Park	Vehicle services and repairs	\$1,880.30
2083.3470-01	10/05/2017	BLYTH Enterprises P/L	Hardware supplies	\$176.00
2083.3474-01	10/05/2017	CSP Group	PPE supplies	\$614.50
2083.3492-01	10/05/2017	The West Australian Newspaper Ltd	Newspaper delivery weekly subscription	\$72.70
2083.3560-01	10/05/2017	Staples Australia	Office supplies	\$227.55
2083.3613-01	10/05/2017	Donegan Enterprises Pty Ltd	Playground repairs - various locations	\$3,135.00
2083.3629-01	10/05/2017	Tim Eva's Nursery	Plant supplies	\$1,809.50

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2083.3750-01	10/05/2017	Primus Telecom	Telephone charges	\$32.96
2083.3757-01	10/05/2017	J and K Hopkins	Office furniture	\$2,162.00
2083.3881-01	10/05/2017	Pennant House	Flag supplies	\$297.00
2083.3913-01	10/05/2017	Kennards Hire	Hire of acro props	\$5,612.00
2083.3920-01	10/05/2017	Image Bollards	Supply and install bollards	\$1,468.50
2083.3929-01	10/05/2017	Chittering Valley Worm Farm	Worms and castings	\$120.00
2083.3951-01	10/05/2017	NVMS Pty Ltd	Battery supply	\$779.92
2083.4017-01	10/05/2017	Trisley's Hydraulic Services P/L	Small plant repairs and maintenance	\$384.16
2083.4106-01	10/05/2017	Local Government Planners Association	Training request	\$130.00
2083.4139-01	10/05/2017	Perth Marquee Hire	Marquee hire	\$2,610.00
2083.4210-01	10/05/2017	Beaver Tree Services	Street trees and parks pruning/removal	\$4,065.60
2083.4272-01	10/05/2017	International Auto Services	Plant repairs	\$225.50
2083.4281-01	10/05/2017	GHD Pty Ltd	Traffic control design	\$6,894.36
2083.4335-01	10/05/2017	Reino International Pty Ltd	Supply QR codes	\$594.00
2083.4367-01	10/05/2017	Academy Services WA Pty Ltd	Washroom consumables	\$9,976.33
2083.4418-01	10/05/2017	West-Sure Group Pty Ltd	Cash collection services Admin	\$219.45
2083.4447-01	10/05/2017	Blackwoods Atkins	Hardware supplies	\$639.03
2083.4492-01	10/05/2017	Main Roads WA	Roadworks	\$7,618.28
2083.4493-01	10/05/2017	Tom Lawton - Bobcat Hire	Bobcat hire	\$7,040.55
2083.4627-01	10/05/2017	Flexi Staff Pty Ltd	Temporary staff	\$27,899.27
2083.4637-01	10/05/2017	Multi Mix Concrete Pty Ltd	Concrete supply	\$1,423.62
2083.4749-01	10/05/2017	Picton Press	Printing services	\$233.93
2083.4768-01	10/05/2017	Optus Billing Services Pty Ltd	Handset	\$7,001.91
2083.4797-01	10/05/2017	Advance Press (2013) P/L	Printing services	\$352.00
2083.4800-01	10/05/2017	Cockburn Cement Limited	Cement and pallets	\$576.84
2083.4889-01	10/05/2017	Officeworks Superstores Pty Ltd	Paper supplies	\$499.00
2083.4906-01	10/05/2017	Chemform	Cleaning supplies	\$1,158.08
2083.4919-01	10/05/2017	David Gray and Co Pty Ltd	Roundup	\$806.39
2083.4934-01	10/05/2017	YMCA of Perth Youth and Community Services Inc	YMCA Leederville funding	\$16,500.00
2083.4971-01	10/05/2017	Totally Workwear	Uniform supplies	\$1,510.94
2083.5041-01	10/05/2017	Alsco Pty Ltd	Air freshener supplies	\$47.31
2083.5080-01	10/05/2017	Repco Auto Parts	Battery supplies	\$45.71
2083.5084-01	10/05/2017	ATF Services Pty Ltd	Temp site fencing - Beatty Park Leisure Centre	\$275.77
2083.5342-01	10/05/2017	Ozscot Horticulture	Plants supply	\$6,722.10
2083.5398-01	10/05/2017	Subaru Osborne Park	Vehicle services and repairs	\$397.95
2083.5424-01	10/05/2017	T-Quip	Purchase mower	\$47,960.00

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2083.5565-01	10/05/2017	Allflow Industrial	Service pump tank	\$8,823.50
2083.5639-01	10/05/2017	Leederville Tennis Club Inc.	Kidsport voucher	\$1,550.00
2083.5685-01	10/05/2017	Muchea Tree Farm	Plants supply	\$4,983.00
2083.5713-01	10/05/2017	Office Line	Banquet tables purchases	\$4,070.00
2083.5737-01	10/05/2017	Massey's Herd Milk Supply	Milk supplies	\$1,795.20
2083.5764-01	10/05/2017	Graffiti Force	Graffiti removal services	\$2,859.59
2083.5805-01	10/05/2017	Mount Hawthorn Cardinals Junior Football Club	Kidsport voucher	\$1,280.00
2083.5836-01	10/05/2017	Manheim Pty Ltd	Towing services	\$473.00
2083.5936-01	10/05/2017	Outsource Business Support Solutions P/L	IT consultancy services	\$4,496.25
2083.6072-01	10/05/2017	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$3,001.80
2083.6218-01	10/05/2017	Devco Builders	Small maintenance and repairs - various locations	\$12,719.96
2083.6258-01	10/05/2017	Sanderson's Outdoor Power Equipment	Parts supplies	\$58.00
2083.6278-01	10/05/2017	TandH Wilkes Pty Ltd	Gravel supplies	\$2,007.50
2083.6383-01	10/05/2017	WC Convenience Management Pty Ltd	Maintenance exelooos	\$3,876.15
2083.6414-01	10/05/2017	EnvisionWare Pty Ltd	IT upgrade services	\$880.00
2083.6482-01	10/05/2017	Department of Transport	Vehicle ownership searches	\$2,484.90
2083.6533-01	10/05/2017	Vigilant Traffic Management	Traffic management services	\$7,573.50
2083.6557-01	10/05/2017	Disco Cantito Association	Kidsport voucher	\$160.00
2083.6640-01	10/05/2017	Vertical Telecoms Pty Ltd	Two way radio repairs	\$758.78
2083.6712-01	10/05/2017	Joe Crisafio Kia	Vehicle services and repairs	\$607.88
2083.6735-01	10/05/2017	Road Signs Australia	Sign supplies	\$396.00
2083.6815-01	10/05/2017	City Motors (1981) Pty Ltd	Vehicle service and repairs	\$416.25
2083.6881-01	10/05/2017	Bridgestone Select West Perth/Osborne Park	Tyre services	\$709.90
2083.6903-01	10/05/2017	APARC Pty Ltd	CMS licensing fee	\$37,410.92
2083.7026-01	10/05/2017	Enviroblast Cannington	Pressure cleaning services	\$5,808.00
2083.7073-01	10/05/2017	Atom Supply	Lubricant supplies	\$369.07
2083.7104-01	10/05/2017	Turf Care WA Pty Ltd	Turf maintenance - various locations	\$5,197.50
2083.7189-01	10/05/2017	Steann Pty Ltd	Verge greenwaste collection	\$18,480.00
2083.7268-01	10/05/2017	A Birch	Reimburse - Anzac Day expenses	\$95.32
2083.7348-01	10/05/2017	Department of Transport	Annual jetty fee	\$39.10
2083.7388-01	10/05/2017	Vorgee Pty Ltd	Swim accessories for retail	\$488.40
2083.7399-01	10/05/2017	Briskleen Supplies Pty Ltd	Toiletry and paper supplies - Beatty Park Leisure Centre	\$1,736.02
2083.7431-01	10/05/2017	BM Perich	Street tree services	\$11,120.89
2083.7477-01	10/05/2017	Expo Group	Printing services	\$289.30
2083.7510-01	10/05/2017	Northsands Resources	Fill sand	\$1,160.26
2083.7561-01	10/05/2017	Allcare Monitoring Services	After hour calls service	\$3,104.00



<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2083.7572-01	10/05/2017	Compu-Stor	Record digitisation and off-site storage	\$9,203.36
2083.7575-01	10/05/2017	Natural Area Management and Services	Weed control	\$2,310.00
2083.7576-01	10/05/2017	Action Logistics (WA) Pty Ltd t/a Action Couriers	Courier services	\$16.89
2083.7593-01	10/05/2017	Yoshino Sushi	Beatty Park Cafe supplies	\$306.90
2083.7605-01	10/05/2017	Centropak	Beatty Park Cafe supplies	\$448.87
2083.7612-01	10/05/2017	Crimea Growers Market	Beatty Park Café supplies	\$329.48
2083.7733-01	10/05/2017	Acurix Networks Pty Ltd	Library wifi service	\$1,776.50
2083.7797-01	10/05/2017	Langley Fertilizers/Premium Plastics	Tree ties	\$768.90
2083.7862-01	10/05/2017	Mayor E Cole	Refund of nomination bond	\$80.00
2083.7881-01	10/05/2017	B O'Shaughnessy	Reimburse scuba tank hire and air refill	\$212.00
2083.7933-01	10/05/2017	Garrards Pty Ltd	Pest control chemicals	\$528.53
2083.7950-01	10/05/2017	Rawlicious Delights	Beatty Park Café supplies	\$190.55
2083.7967-01	10/05/2017	CS Legal	Debt recovery services	\$971.95
2083.7978-01	10/05/2017	A Frazer and A.D Frazer	Artist fee	\$275.00
2083.8040-01	10/05/2017	Wilson Security	Security services	\$594.00
2083.8048-01	10/05/2017	North Perth Dynamites	Kidsport voucher	\$200.00
2083.8073-01	10/05/2017	Rugby Union Football Club of Perth Bayswater Inc.	Kidsport voucher	\$200.00
2083.8108-01	10/05/2017	Leo Heaney Pty Ltd	Street tree watering	\$37,917.55
2083.8212-01	10/05/2017	PSPlus	Energy monitoring services	\$220.00
2083.8258-01	10/05/2017	Dempsey's Flooring and Sanding Service	Maintenance work	\$880.00
2083.8265-01	10/05/2017	Nature Calls Portable Toilets	Portable toilets hire	\$781.00
2083.8359-01	10/05/2017	Sunlim Pty Ltd	IT consulting services	\$594.00
2083.8369-01	10/05/2017	Digital Mapping Solutions	GIS consulting services	\$6,248.00
2083.8371-01	10/05/2017	Beacon Equipment Bentley	Purchase new plant	\$3,496.00
2083.8383-01	10/05/2017	Roadline Removal	Line marking removal services	\$660.00
2083.8420-01	10/05/2017	Corsign WA Pty Ltd	Sign posts	\$4,212.45
2083.8423-01	10/05/2017	Organic Websites	Subscription	\$231.00
2083.8498-01	10/05/2017	Wheelers Books	Library books	\$539.28
2083.8519-01	10/05/2017	Non Organic Disposals	Rubbish tipping	\$3,911.05
2083.8559-01	10/05/2017	Horizon Yoga	Fitness instructor fees	\$1,132.20
2083.8576-01	10/05/2017	Work Metrics Pty Ltd	Online inductions	\$110.00
2083.8586-01	10/05/2017	Tree Amigos	Street trees and parks pruning/removal	\$1,027.95
2083.8620-01	10/05/2017	Boyan Electrical Services	Electrical services - various locations	\$12,966.88
2083.8638-01	10/05/2017	All Aussie Carpet Clean	Carpet cleaning services	\$825.00
2083.8646-01	10/05/2017	Apollo Plumbing and Gas Pty Ltd	Plumbing services	\$3,709.20
2083.8671-01	10/05/2017	Design Right	Refurbishment design	\$660.00

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2083.8672-01	10/05/2017	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$780.60
2083.8684-01	10/05/2017	Ip Khalsa Pvt Ltd	Mail delivery service	\$86.66
2083.8688-01	10/05/2017	Infocouncil Pty Ltd	Implement the electronic agendas and min	\$23,256.66
2083.8698-01	10/05/2017	Empire Catering	Catering services	\$214.50
2083.8719-01	10/05/2017	Roaming Technologies	Hire of a Toughbook Data Collect	\$1,485.00
2083.8724-01	10/05/2017	Bamboo Catering	Catering services	\$3,396.80
2083.8738-01	10/05/2017	RoweGroup	Town planning services	\$2,673.00
2083.8743-01	10/05/2017	Konica Minolta Business Solutions	CEO copy costs	\$1,648.78
2083.8751-01	10/05/2017	Pam Wichern - Group Fitness Instructor	Fitness instructor fees	\$310.00
2083.8752-01	10/05/2017	Jackie Barron	Fitness instructor fees	\$113.68
2083.8757-01	10/05/2017	Suez Recycling and Recovery (Perth) Pty Ltd	Recycling services	\$179,996.10
2083.8761-01	10/05/2017	Elyse Amy Johnstone	Fitness instructor fees	\$316.60
2083.8763-01	10/05/2017	StrataGreen	Garden equipment supplies	\$3,228.50
2083.8845-01	10/05/2017	Gymcare	Gym equipment maintenance	\$540.87
2083.8855-01	10/05/2017	Information Proficiency	LEA RM Sharepoint and Workflow Migration	\$4,624.40
2083.8856-01	10/05/2017	CCC Window Cleaning	Cleaning services	\$814.00
2083.8858-01	10/05/2017	Courtney Holloway Photography	Photography services	\$505.00
2083.8860-01	10/05/2017	Bladon WA Pty Ltd	Uniform supplies	\$701.18
2083.8861-01	10/05/2017	Wespray on Paving Pty Ltd	Stencil paving services	\$330.00
2083.8865-01	10/05/2017	Coastal Titans Womens Football Club	Kidsport voucher	\$200.00
2083.8866-01	10/05/2017	Mount Lawley Tennis Club	Kidsport voucher	\$200.00
2083.8868-01	10/05/2017	Poolwise Living	Maintenance - Hyde Park water playground	\$7,126.05
2083.8869-01	10/05/2017	2nd Avenue Singers	Citizenship ceremony choir	\$100.00
2083.8872-01	10/05/2017	Urban Indigenous	RAP Launch - Urban Indigenous Artwork	\$880.00
2083.8878-01	10/05/2017	Cirrus Networks	IT Hardware supplies	\$369.30
2084.6524-01	12/05/2017	Cr J Topelberg	Council meeting fee	\$1,916.66
2084.6525-01	12/05/2017	Cr M Buckels	Council meeting fee	\$1,916.66
2084.7143-01	12/05/2017	Cr R Harley	Council meeting fee	\$3,223.49
2084.7862-01	12/05/2017	Mayor E Cole	Council meeting fee	\$7,797.33
2084.8435-01	12/05/2017	Cr D Loden	Council meeting fee	\$1,916.66
2084.8438-01	12/05/2017	Cr S Gontaszewski	Council meeting fee	\$1,916.66
2084.8449-01	12/05/2017	Cr J Murphy	Council meeting fee	\$1,916.66
2084.8808-01	12/05/2017	Cr J Hallett	Council meeting fee	\$1,916.66
2085.7312-01	15/05/2017	OverDrive Inc	Library books	\$3,293.16
2086.1000-01	16/05/2017	WA Local Gov't Super Plan Pty Ltd	Superannuation	\$203,447.44
2086.5677-01	16/05/2017	Australian Super Pty Ltd	Superannuation	\$28,781.58

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2086.5728-01	16/05/2017	Cbus Trustee	Superannuation	\$2,068.63
2086.5789-01	16/05/2017	Retail Employees Superannuation Trust	Superannuation	\$11,386.48
2086.5797-01	16/05/2017	AMP Flexible Lifetime Super	Superannuation	\$1,069.51
2086.5837-01	16/05/2017	Commonwealth Bank Superannuation Savings Account	Superannuation	\$1,258.19
2086.5858-01	16/05/2017	MLC Nominees Pty Ltd	Superannuation	\$1,257.34
2086.5863-01	16/05/2017	Unisuper Limited	Superannuation	\$3,398.72
2086.5894-01	16/05/2017	Asgard	Superannuation	\$1,621.10
2086.5904-01	16/05/2017	AMP SuperLeader	Superannuation	\$1,317.63
2086.5905-01	16/05/2017	BT Business Super	Superannuation	\$3,031.78
2086.5966-01	16/05/2017	First State Super	Superannuation	\$130.60
2086.6040-01	16/05/2017	Bistona Pty Ltd	Superannuation	\$1,764.03
2086.6070-01	16/05/2017	SuperWrap	Superannuation	\$1,208.76
2086.6083-01	16/05/2017	Tower Australia Limited	Superannuation	\$55.84
2086.6117-01	16/05/2017	BT Super For Life	Superannuation	\$194.52
2086.6137-01	16/05/2017	HostPlus	Superannuation	\$7,369.93
2086.6262-01	16/05/2017	HESTA Super Fund	Superannuation	\$669.82
2086.6266-01	16/05/2017	MTAA Super Fund	Superannuation	\$913.52
2086.6308-01	16/05/2017	BT Super for Life	Superannuation	\$415.57
2086.6391-01	16/05/2017	Colonial First State	Superannuation	\$930.29
2086.6409-01	16/05/2017	Catholic Superannuation and Retirement Fund	Superannuation	\$355.46
2086.6504-01	16/05/2017	ANZ One Answer Personal Super	Superannuation	\$454.83
2086.6520-01	16/05/2017	BT Lifetime Super Employer Plan	Superannuation	\$238.16
2086.6659-01	16/05/2017	MLC Masterkey Superannuation	Superannuation	\$436.37
2086.6682-01	16/05/2017	Telstra Super Pty Ltd	Superannuation	\$665.82
2086.6685-01	16/05/2017	Fondacaro Superfund	Superannuation	\$2,277.10
2086.6769-01	16/05/2017	Concept One the Industry Superannuation Fund	Superannuation	\$366.03
2086.6836-01	16/05/2017	MLC Navigator Retirement Plan - Superannuation Service	Superannuation	\$3,207.72
2086.6918-01	16/05/2017	LUCRF Super	Superannuation	\$680.02
2086.6925-01	16/05/2017	BT Super for Life	Superannuation	\$384.40
2086.6926-01	16/05/2017	Colonial First State	Superannuation	\$665.82
2086.7013-01	16/05/2017	Spectrum Super	Superannuation	\$1,340.78
2086.7216-01	16/05/2017	Sunsuper Superannuation	Superannuation	\$2,402.71
2086.7277-01	16/05/2017	Colonial First State First Choice Personal Super	Superannuation	\$745.57
2086.7492-01	16/05/2017	ING Direct Living Super	Superannuation	\$71.58
2086.7632-01	16/05/2017	AMP Flexible Super	Superannuation	\$4,207.77
2086.7640-01	16/05/2017	Commonwealth Personal Superannuation and Rollover Plan	Superannuation	\$265.77

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2086.7708-01	16/05/2017	Q Super (Employer Express SuperChoice)	Superannuation	\$557.38
2086.7720-01	16/05/2017	LGsuper	Superannuation	\$4,176.54
2086.7768-01	16/05/2017	Australian Ethical	Superannuation	\$159.43
2086.7801-01	16/05/2017	ANZ Smart Choice Super (OnePath MasterFund)	Superannuation	\$182.33
2086.8029-01	16/05/2017	Kinetic Superannuation	Superannuation	\$2,671.02
2086.8060-01	16/05/2017	Essential Super	Superannuation	\$2,144.34
2086.8124-01	16/05/2017	Defence Bank Super	Superannuation	\$1,740.64
2086.8189-01	16/05/2017	Enterprise Super	Superannuation	\$53.90
2086.8205-01	16/05/2017	Max Super Fund	Superannuation	\$611.04
2086.8358-01	16/05/2017	AMP CustomSuper	Superannuation	\$929.79
2086.8405-01	16/05/2017	Wealth Personal Superannuation and Pension Fund	Superannuation	\$442.22
2086.8494-01	16/05/2017	Plum Superannuation Fund	Superannuation	\$46.56
2086.8543-01	16/05/2017	GESS Superannuation Fund	Superannuation	\$714.45
2086.8594-01	16/05/2017	The Trustee for Ruby Super Fund	Superannuation	\$1,614.74
2086.8639-01	16/05/2017	Dominion Superannuation Master Trust	Superannuation	\$44.55
2086.8643-01	16/05/2017	Radisich Superannuation Fund	Superannuation	\$618.94
2086.8713-01	16/05/2017	Integra Super	Superannuation	\$48.60
2086.8725-01	16/05/2017	Shatahjad Superannuation Fund	Superannuation	\$1,413.51
2086.8773-01	16/05/2017	Statewide Superannuation	Superannuation	\$101.42
2086.8804-01	16/05/2017	MLC Super Fund	Superannuation	\$219.36
2086.8863-01	16/05/2017	Netwealth Superannuation Master Fund	Superannuation	\$670.19
2087.2050-01	16/05/2017	City Of Perth Superannuation	Superannuation	\$20,692.92
2088.98000-01	18/05/2017	Australian Taxation Office	Payroll Deduction	\$173,555.43
2089.2020-01	18/05/2017	Australian Services Union	Payroll Deduction	\$313.12
2089.2045-01	18/05/2017	Child Support Agency	Payroll Deduction	\$1,066.20
2089.2153-01	18/05/2017	L.G.R.C.E.U.	Payroll Deduction	\$20.50
2089.2213-01	18/05/2017	City of Vincent	Payroll Deduction	\$905.22
2089.2216-01	18/05/2017	City of Vincent Staff Social Club	Payroll Deduction	\$450.00
2089.3133-01	18/05/2017	Depot Social Club	Payroll Deduction	\$88.00
2089.6156-01	18/05/2017	Health Insurance Fund of WA	Payroll Deduction	\$455.75
2089.8120-01	18/05/2017	Selectus Employee Benefits Pty Ltd	Payroll Deduction	\$852.02
2090.2008-01	22/05/2017	Alinta Energy	Electricity and gas charges	\$27,359.40
2090.2204-01	22/05/2017	Telstra Corporation Ltd	Telephone and internet charges	\$867.12
2090.2234-01	22/05/2017	Water Corporation	Water charges	\$22,540.79
2090.7955-01	22/05/2017	Synergy	Electricity charges	\$77,554.85
2091.2011-01	24/05/2017	Amazon Soils and Landscaping	Lawn mix	\$980.00

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2091.2019-01	24/05/2017	Australia Post (Agency Commission)	Postage charges and commissions	\$10,006.99
2091.2029-01	24/05/2017	Bunnings Building Supplies	Hardware supplies	\$161.79
2091.2033-01	24/05/2017	BOC Gases Australia Limited	Oxygen supplies	\$87.85
2091.2053-01	24/05/2017	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Cafe supplies	\$4,019.09
2091.2063-01	24/05/2017	D and A Hot Water And Heating	Service to boilers	\$737.00
2091.2072-01	24/05/2017	Landgate	Land enquiries	\$1,531.68
2091.2085-01	24/05/2017	Farinosi and Sons Pty Ltd	Hardware supplies	\$72.80
2091.2105-01	24/05/2017	Inner City Newsagency	Newspaper delivery	\$208.96
2091.2106-01	24/05/2017	Programmed Integrated Workforce Ltd	Temporary staff	\$2,764.86
2091.2119-01	24/05/2017	Line Marking Specialists	Line marking services	\$209.00
2091.2122-01	24/05/2017	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$3,194.90
2091.2126-01	24/05/2017	Mayday Earthmoving	Semi truck hire	\$11,484.00
2091.2130-01	24/05/2017	Metal Artwork Creations	Name badges	\$61.00
2091.2136-01	24/05/2017	Mindarie Regional Council	Non processable waste	\$94,202.27
2091.2159-01	24/05/2017	Oasis Plumbing Services	Plumbing services	\$2,253.96
2091.2165-01	24/05/2017	Perth Patterned Concrete	Concrete stencilling services	\$4,488.00
2091.2189-01	24/05/2017	SAS Locksmiths	Replacement locks and padlocks	\$1,708.88
2091.2192-01	24/05/2017	Sigma Chemicals	Chemical supplies	\$7,323.07
2091.2199-01	24/05/2017	Speedo Australia Pty Ltd	Apparel for Beatty Park retail	\$1,102.20
2091.2200-01	24/05/2017	Sportsworld Of WA	Apparel for Beatty Park retail	\$1,409.65
2091.2204-01	24/05/2017	Telstra Corporation Ltd	Telephone and internet charges	\$58.95
2091.2221-01	24/05/2017	Turfmaster Facility Management	Turf renovations	\$16,724.13
2091.2229-01	24/05/2017	W.A. Hino Sales and Service	Parts supplies	\$148.15
2091.2232-01	24/05/2017	Walshy All Round Tradesman	Cleaning and maintenance services	\$1,804.00
2091.2234-01	24/05/2017	Water Corporation	Water charges	\$12,259.82
2091.3001-01	24/05/2017	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff	\$19,767.86
2091.3030-01	24/05/2017	Rentokil Pest Control	Pest control services	\$1,831.24
2091.3038-01	24/05/2017	St John Ambulance Australia	First Aid cover	\$201.30
2091.3040-01	24/05/2017	Shenton Enterprises Pty Ltd	Service of AIDS memorial fountain	\$1,664.30
2091.3057-01	24/05/2017	European Foods Wholesalers Pty Ltd.	Beatty Park cafe supplies	\$1,599.77
2091.3066-01	24/05/2017	Royal Life Saving Society	Whistles	\$774.02
2091.3091-01	24/05/2017	Sam's Repairs and Maintenance	Signage repairs and maintenance	\$4,581.50
2091.3099-01	24/05/2017	Total Packaging WA Pty Ltd	Dog bags	\$3,432.00
2091.3103-01	24/05/2017	Forestvale Trees	Plants supplies	\$8,316.00
2091.3137-01	24/05/2017	WA Local Government Association	Website development services	\$58,502.00
2091.3150-01	24/05/2017	Northshore Unit Inc. - SES	FESA contribution	\$14,415.50



<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2091.3161-01	24/05/2017	Enzed Perth and Enzed Wangara	Truck repairs	\$328.34
2091.3170-01	24/05/2017	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$3,988.89
2091.3179-01	24/05/2017	R Lotznicher	Reimbursement of telephone expenses	\$40.00
2091.3213-01	24/05/2017	Domus Nursery	Plants supplies	\$1,324.73
2091.3215-01	24/05/2017	Les Mills	Licence fees - fitness classes	\$1,665.22
2091.3235-01	24/05/2017	My Best Friend Veterinary Centre	Vet services	\$2,682.02
2091.3248-01	24/05/2017	Budget Forklifts	Forklift tyres	\$2,328.70
2091.3315-01	24/05/2017	RPG Auto Electrics	Plant repairs	\$1,594.32
2091.3337-01	24/05/2017	E Bentley	Reimbursement of expenses	\$275.00
2091.3349-01	24/05/2017	City Motors Smash Repairs	Vehicle services and repairs	\$802.56
2091.3410-01	24/05/2017	Allmark and Associates Pty Ltd	Reflective signs supplies	\$214.50
2091.3416-01	24/05/2017	Shade Experience	Replace damaged shade sail	\$1,155.00
2091.3474-01	24/05/2017	CSP Group	KV replacement bags	\$430.00
2091.3492-01	24/05/2017	The West Australian Newspaper Ltd	Newspaper delivery weekly subscription	\$575.79
2091.3511-01	24/05/2017	City of Stirling	Meals on Wheels	\$508.50
2091.3560-01	24/05/2017	Staples Australia	Office supplies	\$2,946.82
2091.3613-01	24/05/2017	Donegan Enterprises Pty Ltd	Supply and install tables - Hyde Park	\$13,255.00
2091.3662-01	24/05/2017	Western Resource Recovery Pty Ltd	Grease trap maintenance	\$128.70
2091.3757-01	24/05/2017	J and K Hopkins	Office furniture supply	\$798.00
2091.3913-01	24/05/2017	Kennards Hire	Cable ramp	\$190.00
2091.3951-01	24/05/2017	NVMS Pty Ltd	Sound level meter software upgrade	\$1,089.00
2091.4017-01	24/05/2017	Trisley's Hydraulic Services P/L	Water treatment at Beatty Park Leisure Centre	\$4,026.00
2091.4036-01	24/05/2017	J.D Organics	Multi mix	\$273.24
2091.4103-01	24/05/2017	Asphaltech Pty Ltd	Asphalt supplies	\$2,853.91
2091.4156-01	24/05/2017	Wanneroo Plant Farm	Plants supplies	\$2,200.00
2091.4210-01	24/05/2017	Beaver Tree Services	Street trees and parks pruning/removal	\$61,680.63
2091.4214-01	24/05/2017	Kerbing West	Kerbing services	\$5,344.08
2091.4221-01	24/05/2017	Suez Recycling and Recovery Pty Ltd	Waste collection services	\$1,096.02
2091.4367-01	24/05/2017	Academy Services WA Pty Ltd	Cleaning services - various locations	\$38,318.65
2091.4418-01	24/05/2017	West-Sure Group Pty Ltd	Cash collection parking	\$6,331.88
2091.4447-01	24/05/2017	Blackwoods Atkins	Hardware supplies	\$377.80
2091.4486-01	24/05/2017	J Fondacaro	Reimbursement - lifeguard meeting	\$210.00
2091.4492-01	24/05/2017	Main Roads WA	Roadworks	\$50,173.73
2091.4493-01	24/05/2017	Tom Lawton - Bobcat Hire	Tipping fees and bobcat hire	\$9,911.00
2091.4552-01	24/05/2017	Manic Botanic Flowers	Wreath for Memorial	\$100.00
2091.4627-01	24/05/2017	Flexi Staff Pty Ltd	Temporary staff	\$10,051.75

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2091.4749-01	24/05/2017	Picton Press	Printing services	\$1,661.91
2091.4827-01	24/05/2017	Pickles Auctions	Towing pickup services	\$85.25
2091.4872-01	24/05/2017	Parkonsult Pty Ltd	Daily checks and minor maintenance	\$4,076.24
2091.4895-01	24/05/2017	FTI	Film project	\$2,420.00
2091.4957-01	24/05/2017	WA Profiling	Profiling services	\$8,005.25
2091.4971-01	24/05/2017	Totally Workwear	Uniform supplies	\$2,172.83
2091.5041-01	24/05/2017	Alsco Pty Ltd	Sanitary and nappy bins changeover	\$441.46
2091.5084-01	24/05/2017	ATF Services Pty Ltd	Security fence	\$588.48
2091.5193-01	24/05/2017	Protector Fire Services Pty Ltd	Service fire equipment	\$638.00
2091.5199-01	24/05/2017	Rockwater Proprietary Limited	Geothermal monitoring review - Beatty Park Leisure Centre	\$483.56
2091.5225-01	24/05/2017	Dexion Balcatta	Sign supplies and installation	\$1,163.53
2091.5294-01	24/05/2017	A Team Printing	Printing services	\$2,488.20
2091.5301-01	24/05/2017	Kott Gunning	Legal services	\$8,987.44
2091.5316-01	24/05/2017	McLeods Barristers and Solicitors	Legal services	\$40,451.71
2091.5342-01	24/05/2017	Ozscot Horticulture	Plant supplies	\$594.00
2091.5398-01	24/05/2017	Subaru Osborne Park	Vehicle services and repairs	\$23,904.33
2091.5500-01	24/05/2017	Workwear Group Pty Ltd	Uniform supplies	\$66.31
2091.5515-01	24/05/2017	CINEads Australia Pty Ltd	Cinema advertising - Beatty Park Leisure Centre	\$1,741.66
2091.5553-01	24/05/2017	Structerre Consulting Engineers	Structural engineering report	\$705.10
2091.5562-01	24/05/2017	Belgravia Leisure Pty Ltd	Repairs and maintenance	\$786.50
2091.5659-01	24/05/2017	ABC Distributors (WA) Pty Ltd	Hand towels	\$1,663.20
2091.5683-01	24/05/2017	Tourism Brochure Exchange	Distribution services - Beatty Park Leisure Centre	\$165.00
2091.5760-01	24/05/2017	Directimage Digital Printing Pty Ltd	Printing banners	\$2,002.00
2091.5764-01	24/05/2017	Graffiti Force	Graffiti removal services	\$1,034.00
2091.5936-01	24/05/2017	Outsource Business Support Solutions P/L	HR consultancy services	\$2,310.00
2091.5973-01	24/05/2017	Guardian Tactile Systems Pty Ltd	Supply and install tactile paving	\$2,914.16
2091.6065-01	24/05/2017	Westrac Cat	Plant repairs	\$529.05
2091.6072-01	24/05/2017	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$4,455.85
2091.6158-01	24/05/2017	Inclusion WA	Vincent Connect Project	\$11,420.75
2091.6218-01	24/05/2017	Devco Builders	Grandstand repairs Beatty Park; various locations repairs	\$23,606.36
2091.6258-01	24/05/2017	Sanderson's Outdoor Power Equipment	Plant repairs	\$450.00
2091.6259-01	24/05/2017	Australian HVAC Services Pty Ltd	Airconditioning maintenance	\$4,380.20
2091.6278-01	24/05/2017	T and H Wilkes Pty Ltd	Ferricrete supplies	\$1,185.34
2091.6287-01	24/05/2017	Pro-am Australia	Swim school supplies	\$629.20
2091.6390-01	24/05/2017	Eric Hood Pty Ltd	Painting services	\$555.50
2091.6455-01	24/05/2017	The BBQ Man	Pressure cleaning services	\$6,790.18

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2091.6468-01	24/05/2017	Scarborough Toyota	Vehicle services and repairs	\$289.01
2091.6482-01	24/05/2017	Department of Transport	Vehicle ownership searches	\$4,332.90
2091.6501-01	24/05/2017	Shop for Shops	Retail carry bags	\$54.00
2091.6529-01	24/05/2017	P A Reddingius	Reimbursement - parking	\$74.46
2091.6616-01	24/05/2017	Kesco Educational	Library supplies	\$660.55
2091.6640-01	24/05/2017	Vertical Telecoms Pty Ltd	Two way radio repairs	\$292.16
2091.6644-01	24/05/2017	Bokay Group (WA) Pty Ltd	Path signs	\$537.90
2091.6711-01	24/05/2017	Nude Design Studio	Design two concepts for SCP brand	\$1,595.00
2091.6799-01	24/05/2017	Beaufort Street Network Inc.	Traffic management	\$1,287.00
2091.6815-01	24/05/2017	City Motors (1981) Pty Ltd	Vehicle services and repairs	\$358.95
2091.6872-01	24/05/2017	Truck Centre (WA) Pty Ltd	Truck service	\$927.16
2091.6881-01	24/05/2017	Bridgestone Select West Perth/Osborne Park	Tyre supplies	\$327.70
2091.6903-01	24/05/2017	APARC Pty Ltd	Testing online payments for meters	\$14.50
2091.7009-01	24/05/2017	JBA Survey	Surveying services	\$550.00
2091.7059-01	24/05/2017	Enviro Sweep	Sweeping services	\$536.80
2091.7073-01	24/05/2017	Atom Supply	Hat supplies	\$494.56
2091.7118-01	24/05/2017	C Wood Distributors	Beatty Park Cafe supplies	\$1,625.80
2091.7152-01	24/05/2017	Development Assessment Panels	Amended DAP fee	\$155.00
2091.7156-01	24/05/2017	FE Technologies Pty Ltd	Circulation Assist - annual maintenance	\$495.00
2091.7189-01	24/05/2017	Steann Pty Ltd	Collect and dispose illegally dumped goods	\$1,320.00
2091.7243-01	24/05/2017	Search Tech Pty Ltd	Annual hosting - website	\$1,100.00
2091.7282-01	24/05/2017	Rubek Automatic Doors	Repair automatic door	\$308.00
2091.7321-01	24/05/2017	CCA Productions	Stage and PA hire	\$1,900.00
2091.7399-01	24/05/2017	Briskleen Supplies Pty Ltd	Maintenance supplies - Beatty Park Leisure Centre	\$4,745.54
2091.7420-01	24/05/2017	Leederville Hotel (T/A Pent Pty Ltd)	Parking revenue distribution	\$14,803.54
2091.7431-01	24/05/2017	BM Perich	Street tree services	\$10,535.58
2091.7438-01	24/05/2017	Leda Security Products Pty Ltd	Bike racks	\$9,927.50
2091.7477-01	24/05/2017	Expo Group	Printing services	\$877.80
2091.7482-01	24/05/2017	Landcare Solutions / The Forever Project	Eco-Retrofit community works	\$1,804.55
2091.7505-01	24/05/2017	Imagesource	Printing services	\$973.50
2091.7572-01	24/05/2017	Compu-Stor	Records digitisation and off-site storage	\$16.06
2091.7576-01	24/05/2017	Action Logistics (WA) Pty Ltd t/a Action Couriers	Courier services	\$32.52
2091.7593-01	24/05/2017	Yoshino Sushi	Beatty Park Cafe supplies	\$395.07
2091.7605-01	24/05/2017	Centropak	Beatty Park Cafe supplies	\$1,896.45
2091.7612-01	24/05/2017	Crimea Growers Market	Beatty Park Café supplies	\$1,852.87
2091.7654-01	24/05/2017	Worldwide Printing Solutions East Perth	Printing	\$924.00

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2091.7664-01	24/05/2017	Raymond Sleeman	Fitness instructor fees	\$454.72
2091.7754-01	24/05/2017	Soundtown	Service of PA systems	\$132.00
2091.7776-01	24/05/2017	Aqueo Import and Distribution Pty Ltd	Thongs for retail	\$2,360.82
2091.7777-01	24/05/2017	Daniela Toffali	Fitness instructor fees	\$186.00
2091.7818-01	24/05/2017	The Pest Guys	Pest control services	\$2,494.11
2091.7889-01	24/05/2017	Phenomenon Event Services Pty Ltd	Hire of furniture	\$2,080.10
2091.7914-01	24/05/2017	Transoft Solutions	AutoTurn software licence renewal	\$660.00
2091.7950-01	24/05/2017	Rawlicious Delights	Beatty Park Café supplies	\$299.45
2091.7955-01	24/05/2017	Synergy	Electricity charges	\$619.65
2091.7961-01	24/05/2017	Spider Waste Collection Services Pty Ltd	Mattress collection services	\$647.90
2091.8009-01	24/05/2017	Marketforce Express Pty Ltd	Marketforce advertising	\$4,204.48
2091.8017-01	24/05/2017	Quayclean Australia Pty Ltd	Cleaning services	\$6,024.93
2091.8040-01	24/05/2017	Wilson Security	Security services	\$7,119.70
2091.8100-01	24/05/2017	CTI Security Systems Pty Ltd	Security services	\$227.50
2091.8108-01	24/05/2017	Leo Heaney Pty Ltd	Street tree watering	\$47,371.31
2091.8109-01	24/05/2017	MK Illumination	New COV bunting	\$7,505.47
2091.8111-01	24/05/2017	SimplePay Solutions Pty Ltd	Credit card transactions	\$7,066.95
2091.8118-01	24/05/2017	Vendpro Vending Services	Vending machine hire	\$470.80
2091.8120-01	24/05/2017	Selectus Employee Benefits Pty Ltd	Tax refund - Employee Salary Package	\$73.74
2091.8177-01	24/05/2017	Workzone Pty Ltd	Painting and maintenance for Beatty Park Leisure Centre	\$1,269.09
2091.8283-01	24/05/2017	Lakeside Mowers and Motorcycles	Mowing equipment supplies	\$205.00
2091.8307-01	24/05/2017	MessageMedia	SMS integrating for Phoenix	\$46.86
2091.8327-01	24/05/2017	Courtney Walter	Fitness instructor fees	\$356.40
2091.8364-01	24/05/2017	Complete Aquatic Services	Monthly HVAC service - Beatty Park Leisure Centre	\$4,070.00
2091.8369-01	24/05/2017	Digital Mapping Solutions	GIS consulting services	\$4,686.00
2091.8371-01	24/05/2017	Beacon Equipment Bentley	Blower purchase	\$718.20
2091.8398-01	24/05/2017	Jean-Paul Barbier	Fitness instructor fees	\$238.00
2091.8403-01	24/05/2017	Challenge Chemicals Aust.	Cleaning supplies	\$1,397.55
2091.8416-01	24/05/2017	Rachael D Berry	Fitness instructor fees	\$831.60
2091.8420-01	24/05/2017	Corsign WA Pty Ltd	Sign supplies	\$134.42
2091.8435-01	24/05/2017	Cr D Loden	Reimbursement - child care	\$75.00
2091.8441-01	24/05/2017	Scorpion Training Solutions	Staff training	\$275.00
2091.8490-01	24/05/2017	Subthermal	Upgrade of heating system - Beatty Park Leisure Centre	\$30,146.18
2091.8498-01	24/05/2017	Wheelers Books	Library books	\$711.43
2091.8519-01	24/05/2017	Non Organic Disposals	Rubbish tipping	\$1,139.05
2091.8547-01	24/05/2017	AWB Building Co.	Secure storage shed	\$21,947.75

<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2091.8586-01	24/05/2017	Tree Amigos	Street trees and parks pruning/removal	\$11,264.40
2091.8593-01	24/05/2017	Colleagues Nagels	Integrated transferable parking permits	\$8,027.98
2091.8609-01	24/05/2017	Minter Ellison	Legal services	\$21,069.95
2091.8620-01	24/05/2017	Boyan Electrical Services	Electrical services - various locations	\$22,516.14
2091.8637-01	24/05/2017	GC Sales (WA)	Bin supplies	\$1,210.00
2091.8646-01	24/05/2017	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$14,665.38
2091.8665-01	24/05/2017	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$480.00
2091.8672-01	24/05/2017	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$1,574.48
2091.8678-01	24/05/2017	Jessica Karlsson	Fitness instructor fees	\$290.00
2091.8681-01	24/05/2017	Krazy Keys	Spare key for 1EYK726	\$99.00
2091.8695-01	24/05/2017	M Quirk	Reimbursement - staff retirement	\$169.00
2091.8698-01	24/05/2017	Empire Catering	Catering services	\$1,381.60
2091.8702-01	24/05/2017	Strive for Fitness	Fitness instructor fees	\$284.20
2091.8704-01	24/05/2017	L7 Solutions Pty Ltd	Supply and install a Cisco VOIP phone system	\$32,436.36
2091.8724-01	24/05/2017	Bamboo Catering	Catering services	\$2,613.60
2091.8737-01	24/05/2017	Unilever Australia Ltd	Beatty Park Café supplies	\$3,716.38
2091.8740-01	24/05/2017	Magic By Design	Hire of furniture	\$240.00
2091.8743-01	24/05/2017	Konica Minolta Business Solutions	Copy costs	\$1,184.35
2091.8744-01	24/05/2017	ZOHO Corporation Pvt Ltd	Annual subscription ManageEngine	\$2,571.00
2091.8749-01	24/05/2017	Protonic Personal Training	Fitness instructor fees	\$180.00
2091.8752-01	24/05/2017	Jackie Barron	Fitness instructor fees	\$170.52
2091.8757-01	24/05/2017	Suez Recycling and Recovery (Perth) Pty Ltd	Recycling contract	\$88,753.38
2091.8761-01	24/05/2017	Elyse Amy Johnstone	Fitness instructor fees	\$341.04
2091.8763-01	24/05/2017	StrataGreen	Garden equipment supplies	\$1,113.40
2091.8784-01	24/05/2017	Boya Equipment	Spray equipment	\$818.82
2091.8801-01	24/05/2017	A1 Solutions	Airconditioning repairs	\$1,446.50
2091.8807-01	24/05/2017	Studio Elementa	Design services	\$530.00
2091.8814-01	24/05/2017	Synergy Air Conditioning Services Pty Ltd	Replace air conditioner	\$9,083.80
2091.8819-01	24/05/2017	Liz Eatz Plantz	Cafe supplies	\$123.00
2091.8820-01	24/05/2017	Inhouse Group Pty Ltd	Trendwise Visitor Analytics	\$1,899.92
2091.8821-01	24/05/2017	MyMedia	Media monitoring	\$694.72
2091.8836-01	24/05/2017	Technogym Australia Pty Ltd	Equipment purchase - skillmill	\$19,448.00
2091.8842-01	24/05/2017	Emerge Associates	Beatty Park drainage investigation	\$5,418.05
2091.8845-01	24/05/2017	Gymcare	Reconfigure gym equipment layout	\$4,386.06
2091.8854-01	24/05/2017	Tyres 4U Pty Ltd	Tyre repairs	\$3,533.75
2091.8864-01	24/05/2017	S Neale	Reimbursement - fuel	\$46.80



<b>Batch Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2091.8870-01	24/05/2017	Jessica Wyld Photography	Photography services	\$5,478.00
2091.8871-01	24/05/2017	Yogaarya	Fitness instructor fees	\$59.40
2091.8874-01	24/05/2017	Read Me Copywriting	Copy writing	\$4,000.00
2091.8875-01	24/05/2017	Bevin Creative	Printing services	\$5,747.50
2091.8876-01	24/05/2017	Trophy Specialists	Travelsmart trophies	\$127.40
2091.8877-01	24/05/2017	Painted Dog Research	Consulting fees - Bin Trial	\$10,945.00
2091.8879-01	24/05/2017	RTS Training	First aid courses	\$2,520.00
2091.8880-01	24/05/2017	CCSD	Sunscreen for resale	\$388.02
2091.8888-01	24/05/2017	Counsel Communications	Public performance training	\$495.00
2091.8889-01	24/05/2017	Yelakitj Moort Nyungar Association Inc.	Welcome to Country - Citizenship Ceremony	\$400.00
2091.8890-01	24/05/2017	Vigilant Traffic Management	Traffic management services	\$37,836.75
2091.8892-01	24/05/2017	HB Displays	Display for cafe	\$496.95
2091.8898-01	24/05/2017	Programmed Property Services Pty Ltd	Painting grandstand posts - Beatty Park Leisure Centre	\$15,895.00
2091.8899-01	24/05/2017	SJR Civil Consulting Pty Ltd	Design support for Vincent St MRRG	\$1,815.00
<b>Total EFT Payment</b>				<b>\$4,436,725.22</b>
<b>Direct Debit</b>				
Credit Card		Commonwealth Bank	Full listing in Attachment 3	<b>\$7,206.47</b>
Lease Fees	03/04/2017	Neopost 1659932	Franking machine	\$385.00
	11/04/2017	Equipment Rents 0002010191-1-01	Monthly charge folding machine	\$617.28
	18/04/2017	Foxtel	Monthly Beatty Park Foxtel subscriptions	\$99.00
			<b>Total Lease Fees</b>	<b>\$1,101.28</b>
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre,	<b>\$147,111.01</b>
			Loftus Underground Carpark, Beatty Park Leisure Centre	
Bank Fees and Charges		Commonwealth Bank	Bank fees	<b>\$16,680.23</b>
<b>Total Direct Debit</b>				<b>\$172,098.99</b>

Creditors Report - Payments by Cheque 01/05/2017 to 31/05/2017				
<b>Cheque</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00081172	10/05/2017	Fines Enforcement Registry	Refund - infringement	\$35.00
00081173	10/05/2017	Petty Cash - Finance	Petty cash recoup	\$417.60
00081174	10/05/2017	The Owners of Musberry Terrace	Heritage assistance fund	\$1,777.50
00081175	10/05/2017	BCITF Building & Construction Indus	Levy Collection	\$7,287.10
00081176	10/05/2017	Petty Cash - Library	Petty cash recoup	\$45.00
00081177	11/05/2017	L F Tate	Rates Refund	\$1,284.02
00081178	11/05/2017	12 Degrees Pty Ltd	Rates Refund	\$508.88
00081179	11/05/2017	J L Pickett	Rates Refund	\$483.15
00081180	11/05/2017	U R & D Murabito	Rates Refund	\$800.00
00081181	11/05/2017	J R Byrne	Rates Refund	\$1,048.75
00081182	11/05/2017	H Jabr & L Johns	Rates Refund	\$76.86
00081183	11/05/2017	Annibe Developments Pty	Refund for development application	\$3,054.75
00081184	11/05/2017	Vietnamese Community of WA	Refund of grounds bond	\$250.00
00081185	11/05/2017	Old English Sheepdog Club WA	Refund of grounds bond	\$250.00
00081186	11/05/2017	J S Tan	Refund of grounds bond	\$250.00
00081187	11/05/2017	S Croce	Refund of hall bond	\$1,000.00
00081188	11/05/2017	D A Winter	Refund of hall bond	\$2,100.00
00081189	11/05/2017	M J Armitage	Refund of hall bond	\$300.00
00081190	11/05/2017	M J Boyd	Refund of nomination bond	\$160.00
00081191	11/05/2017	F A Harrison	Refund of nomination bond	\$80.00
00081192	11/05/2017	J Hallett	Refund of nomination bond	\$80.00
00081193	11/05/2017	D Evans	Refund of nomination bond	\$80.00
00081194	11/05/2017	M Nguyen	Refund of nomination bond	\$80.00
00081195	11/05/2017	A Fels	Refund of nomination bond	\$80.00
00081196	11/05/2017	Green-Shore Builders Pty Ltd	Refund of works bond	\$2,000.00
00081197	11/05/2017	Audhu Pty Ltd T/A Nuchange Building	Refund of works bond	\$2,000.00
00081198	11/05/2017	Cameraland (WA) Pty Ltd	Refund of works bond	\$275.00
00081199	11/05/2017	R Longville	Refund of works bond	\$2,000.00
00081200	11/05/2017	Niche Building	Refund of works bond	\$2,000.00
00081201	11/05/2017	Tangent Nominees	Refund of works bond	\$2,000.00
00081202	11/05/2017	Pure Blue Pty Ltd	Refund of works bond	\$2,000.00
00081203	11/05/2017	Dale Alcock Homes	Refund of works bond	\$2,000.00
00081204	11/05/2017	C Musca	Refund of works bond	\$1,500.00
00081205	11/05/2017	N Irvine	Refund of works bond	\$2,000.00

<b>Cheque</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00081206	11/05/2017	E Shepherd	Refund of works bond	\$2,000.00
00081207	11/05/2017	A Del Borrello	Refund of works bond	\$3,000.00
00081208	11/05/2017	Promenade Homes Pty Ltd	Refund of works bond	\$4,775.00
00081209	11/05/2017	L Curkpatrick	Refund of hall bond	\$300.00
00081210	11/05/2017	J Patrick	Refund of hall bond	\$300.00
00081211	11/05/2017	AMT Ltd	Refund of hall bond	\$300.00
00081212	11/05/2017	Dexter Holdings Pty Ltd	Refund of planning bond	\$2,900.00
00081213	11/05/2017	S McNally	Refund of library traveller membership	\$50.00
00081214	11/05/2017	Absecon Pty Ltd	Refund duplicate payment	\$132.00
00081215	11/05/2017	K Skipper	Refund - Beatty Park Leisure Centre membership cancelled	\$523.58
00081216	11/05/2017	E Clapin	Refund duplicate payment	\$90.00
00081217	11/05/2017	Y H Wang	Refund - Beatty Park Leisure Centre multi swim pass	\$86.70
00081218	11/05/2017	D Cooley	Reimburse Traffic Management Training	\$457.00
00081219	11/05/2017	Urbanista Town Planning	Refund Development Application Fee	\$295.00
00081220	11/05/2017	L Emery	Refund - Beatty Park Leisure Centre change of membership	\$108.55
00081221	11/05/2017	V Rees	Refund found library book	\$5.60
00081222	11/05/2017	L Ricci	Refund Well and Wise bus outing	\$30.00
00081223	11/05/2017	P Ashton	Cancellation of Hyde Park booking	\$226.00
00081224	11/05/2017	C Dunn	Refund - Beatty Park Leisure Centre membership cancelled	\$342.84
00081225	11/05/2017	Pindan Pty Ltd	Refund works bond	\$2,500.00
00081226	11/05/2017	Wisepot Pty Ltd (Next Level Homes)	Refund Development Application Fee	\$1,153.86
00081227	11/05/2017	Sacred Heart Primary School	Environmental Grant	\$2,000.00
00081228	11/05/2017	North Perth Primary School	Environmental Grant	\$2,000.00
00081229	11/05/2017	Transition Town Vincent	Environmental Grant	\$2,000.00
00081230	11/05/2017	Transition Town Vincent	Environmental Grant	\$2,000.00
00081231	11/05/2017	Mt Hawthorn Primary School	Environmental Grant	\$2,000.00
00081232	11/05/2017	V Ryan	Refund - Beatty Park Leisure Centre membership cancelled	\$478.95
00081233	11/05/2017	K Niwa	Refund - Beatty Park Leisure Centre multi swim pass	\$23.80
00081234	11/05/2017	K Carmody	Refund - Beatty Park Leisure Centre membership cancelled	\$375.00
00081235	11/05/2017	P Sangkorn	Refund - Beatty Park Leisure Centre membership cancelled	\$337.50
00081236	11/05/2017	K Lewis	Refund - Beatty Park Leisure Centre membership cancelled	\$341.01
00081237	11/05/2017	S Johnson	Refund - Beatty Park Leisure Centre membership cancelled	\$125.31
00081238	11/05/2017	Leederville Gardens Retirement Esta	Environmental Grant	\$2,000.00
00081239	11/05/2017	Transition Town Vincent	Environmental Grant	\$2,000.00
00081240	11/05/2017	AMT LTD	Refund hall hire	\$738.00
00081241	18/05/2017	West Coast Conveyancing Trust Accou	Rates Refund	\$491.35
00081242	18/05/2017	L A Firth	Refund of works bond	\$1,000.00

<b>Cheque</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00081243	18/05/2017	F P Froehlich & L S Walzel	Rates refund	\$98.01
00081244	18/05/2017	J & A Mouzalidis & M C & J Manifis	Rates refund	\$562.65
00081246	18/05/2017	K Flannery	Structural Repairs	\$4,533.20
00081247	24/05/2017	Petty Cash - Beatty Park Leisure Ce	Petty cash recoup	\$179.45
00081248	24/05/2017	Petty Cash - Library	Petty cash recoup	\$125.05
00081249	24/05/2017	Petty Cash - CEO	Petty cash recoup	\$190.45
00081250	24/05/2017	Rosemount Hotel	Food - Citizenship Ceremony	\$3,570.00
00081251	24/05/2017	J A Stone	Refund of works bond	\$400.00
00081252	24/05/2017	Classic Home and Garage Innovations	Refund of works bond	\$2,500.00
00081253	24/05/2017	G M O'Brien	Refund of works bond	\$2,500.00
00081254	24/05/2017	Virgin Projects Pty Ltd	Refund of works bond	\$2,000.00
00081255	24/05/2017	S D Wood	Refund of works bond	\$2,000.00
00081256	24/05/2017	Green-Shore Builders Pty Ltd	Refund of works bond	\$2,000.00
00081257	24/05/2017	T Bruce	Refund of works bond	\$2,000.00
00081258	24/05/2017	Danmar Developments Pty Ltd	Refund of works bond	\$500.00
00081259	24/05/2017	S Stathopoulos	Refund of works bond	\$2,000.00
00081260	24/05/2017	Perceptions	Refund of works bond	\$2,000.00
00081261	24/05/2017	E Takoniatis	Refund of works bond	\$1,000.00
00081262	24/05/2017	K Nemec	Refund of works bond	\$1,000.00
00081263	24/05/2017	DJ Issitt Pty Ltd	Refund of works bond	\$2,000.00
00081264	24/05/2017	Alpha Projects (WA) Pty Ltd	Refund of works bond	\$2,000.00
00081265	24/05/2017	T Childs	Refund of works bond	\$2,000.00
00081266	24/05/2017	M L Burchhall	Refund of works bond	\$2,000.00
00081267	24/05/2017	C & A Branchi	Refund of works bond	\$2,000.00
00081268	24/05/2017	D Susnjar	Refund of works bond	\$2,000.00
00081269	24/05/2017	R M Leslie	Refund of works bond	\$2,000.00
00081270	24/05/2017	Y Chen	Refund of works bond	\$15,000.00
00081271	24/05/2017	O Beros	Refund of hall bond	\$1,600.00
00081272	24/05/2017	M Hayman	Refund of hall bond	\$2,100.00
00081273	24/05/2017	T Clarke	Refund of hall bond	\$2,100.00
00081274	24/05/2017	G Palmer	Refund of hall bond	\$3,000.00
00081275	24/05/2017	Chadwick Models Agency Pty Ltd	Refund of hall bond	\$300.00
00081276	24/05/2017	P Rispoli	Refund of hall bond	\$300.00
00081277	24/05/2017	J Thomas	Refund of hall bond	\$300.00
00081278	24/05/2017	D F Williams	Refund of hall bond	\$3,000.00
00081279	24/05/2017	WA Fibre & Textile Association	Refund of hall bond	\$300.00
00081280	24/05/2017	P Harding	Refund of hall bond	\$300.00

<b>Cheque</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00081281	24/05/2017	B Davey	Refund of hall bond	\$300.00
00081282	24/05/2017	L J Beetham	Rates refund	\$414.49
00081283	24/05/2017	A Burrows	Refund of bond and hall hire	\$513.00
00081284	24/05/2017	S Stoitis	Development application fee	\$222.00
00081285	24/05/2017	C Featch	Refund - Beatty Park Leisure Centre membership cancelled	\$76.50
00081286	24/05/2017	H Yu	Refund of double charge	\$130.00
00081287	24/05/2017	S Collins	Refund due to ticket machine fault	\$7.50
00081288	24/05/2017	A Peter	Refund of ticket - machine fault	\$17.20
00081289	24/05/2017	CP Strickland & LJ Clarke	Book for Local History Centre & postage	\$35.00
00081290	24/05/2017	Town of Cottesloe	LSL liability	\$1,012.84
00081291	24/05/2017	L Slattery	Part refund dog registration - dog now sterilised	\$150.00
00081292	24/05/2017	M Manifis	Rates refund	\$562.65
00081293	24/05/2017	Interflow	Refund of Reg 13 approval application - pd twice	\$130.00
<b>Total Cheque Payments</b>				<b>\$151,820.65</b>
<b>Cancelled Cheque</b>				
00081044	04/05/2017	Pindan Pty Ltd	Cancelled, reissued cheque 81255	(\$2,500.00)
00081052	11/05/2017	L A Firth	Cancelled, reissued cheque 81242	(\$1,000.00)
00081141	08/05/2017	C Dunn	Cancelled, reissued cheque 81224	(\$342.84)
00081244	24/05/2017	J & A Mouzalidis & M C & J Manifis	Cancelled, reissued cheque 81292	(\$562.65)
<b>Total Cancelled Cheque</b>				<b>(\$4,405.49)</b>
<b>Total Nett Cheque Payment</b>				<b>\$147,415.16</b>



Credit Card Transactions for the Period 07 April - 05 May 2017				
<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Chief Executive Officer	21/04/2017	Manic Botanic	Wreath for Anzac Day	\$ 90.00
<b>Total</b>				<b>\$ 90.00</b>
Director Corporate Services				
<b>Total</b>				<b>\$ -</b>
Director Technical Services				\$ -
<b>Total</b>				<b>\$ -</b>
Director Community Engagement	11/04/2017	Manic Botanic	Flowers for resident	\$ 90.00
	28/04/2017	Wilson Parking	Parking	\$ 27.22
<b>Total</b>				<b>\$ 117.22</b>
Manager Marketing and Communications	12/04/2017	Temple and Webster	Rugs for festival stalls	\$ 416.85
	13/04/2017	Createsend/Com	Email campaign	\$ 138.62
	15/04/2017	Facebook	Advertising	\$ 60.08
	28/04/2017	Createsend/Com	Email campaign	\$ 34.14
	30/04/2017	Facebook	Advertising	\$ 59.60
	30/04/2017	Facebook	Advertising	\$ 108.64
	01/05/2017	Officeworks	Festival stalls purchases	\$ 92.33
	01/05/2017	Createsend/Com	Email campaign	\$ 26.61
	02/05/2017	Slimline Warehouse	Poster frames	\$ 79.75
<b>Total</b>				<b>\$ 1,016.62</b>
Manager Human Resources	07/04/2017	Tony Averling & Associates	Staff training	\$ 590.00
	07/04/2017	AAA Headsets	IT hardware	\$ 125.00
	11/04/2017	ID Cardworld	Blank authorisation cards	\$ 41.42
<b>Total</b>				<b>\$ 756.42</b>

<b>Card Holder</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Human Resources Advisor				\$ -
<b>Total</b>				<b>\$ -</b>
Purchasing Officer	07/04/2017	Coles	Travelsmart breakfast	\$ 140.06
	07/04/2017	APRA Limited	Licence renewal	\$ 167.73
	07/04/2017	Paypal *Venmill Industries	Disc repair machine consumables	\$ 1,004.71
	07/04/2017	Paypal *Booktopia	Library books	\$ 556.60
	07/04/2017	Paypal *Noongar LC	Library books	\$ 685.00
	07/04/2017	Paypal *JB HiFi	CDs for Library	\$ 135.08
	07/04/2017	Paypal *Serendipity Books	Refund	-\$ 2.00
	07/04/2017	Paypal *Serendipity Books	Library books	\$ 24.50
	10/04/2017	Teamup	IT subscription renewal	\$ 131.58
	11/04/2017	Paypal *Sanity Music	CDs for Library	\$ 670.29
	11/04/2017	Paypal *Sanity Music	CDs for Library	\$ 125.88
	11/04/2017	Paypal *Collins Booksellers	Library books	\$ 118.94
	11/04/2017	Paypal *QBD Bookshop	Library books	\$ 27.99
	12/04/2017	Paypal *Booktopia	Library books	\$ 222.00
	13/04/2017	Paypal *Sanity Music	CDs for Library	\$ 325.18
	13/04/2017	Paypal *JB HiFi	Refund	-\$ 12.00
	18/04/2017	Paypal *Sanity Music	CDs for Library	\$ 30.14
	18/04/2017	Paypal *Cleverbridge	Software purchase	\$ 98.64
	19/04/2017	Paypal *Sanity Music	CDs for Library	\$ 259.89
	20/04/2017	Paypal *Sanity Music	CDs for Library	\$ 22.15
	24/04/2017	Paypal *Sanity Music	CDs for Library	\$ 22.15
	24/04/2017	Campaignmonitor	Campaign monitor	\$ 9.90
	25/04/2017	Lions Roar Magazine	Magazine subscription	\$ 61.26
	28/04/2017	Paypal *Sanity Music	CDs for Library	\$ 25.15
	28/04/2017	Paypal *JB HiFi	Refund	-\$ 5.00
	01/05/2017	Optus Prepaid	Ranger mobile phone pre paid charge	\$ 30.00
	01/05/2017	Westnet	WiFi Council Chambers	\$ 39.95
	02/05/2017	Dun & Bradstreet	ASIC search	\$ 17.90
	02/05/2017	SAI Global Limited	Australian Standard book for Rangers	\$ 223.80
	04/05/2017	Coles	Travelsmart breakfast	68.74
<b>Total</b>				<b>\$ 5,226.21</b>

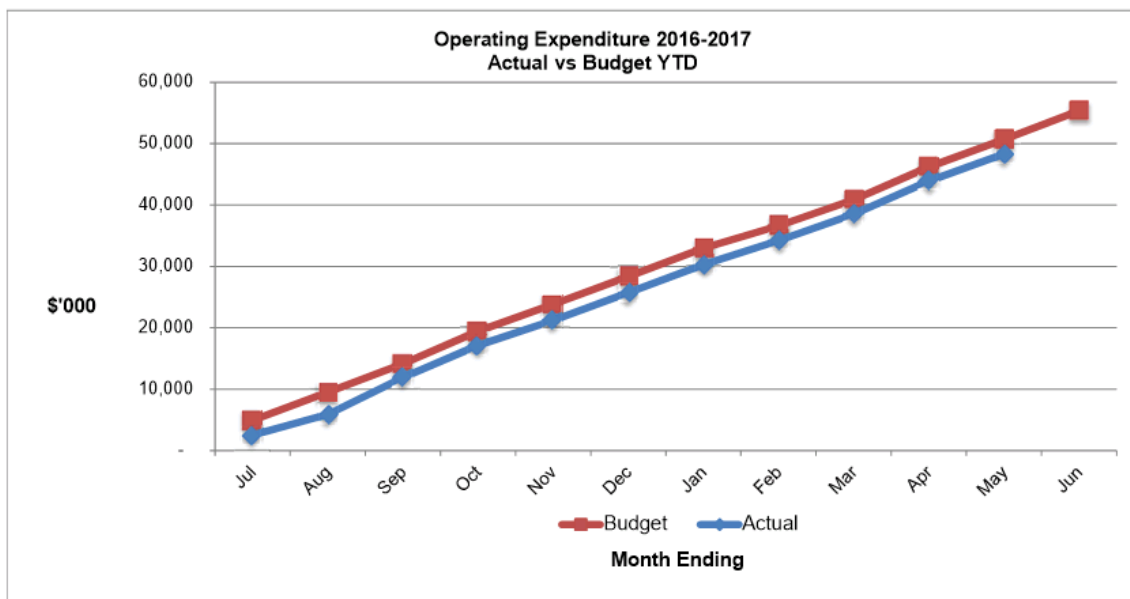
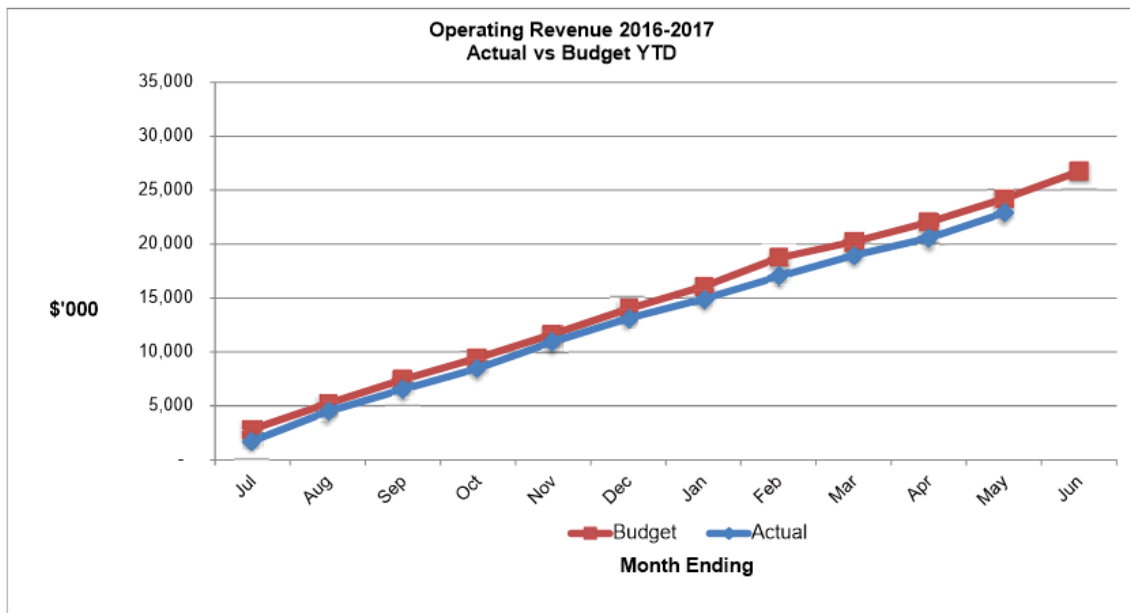
<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
<b>Total Corporate Credit Cards</b>				<b>\$ 7,206.47</b>

**CITY OF VINCENT**  
**NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY**  
**BY PROGRAMME**  
**AS AT 31 MAY 2017**



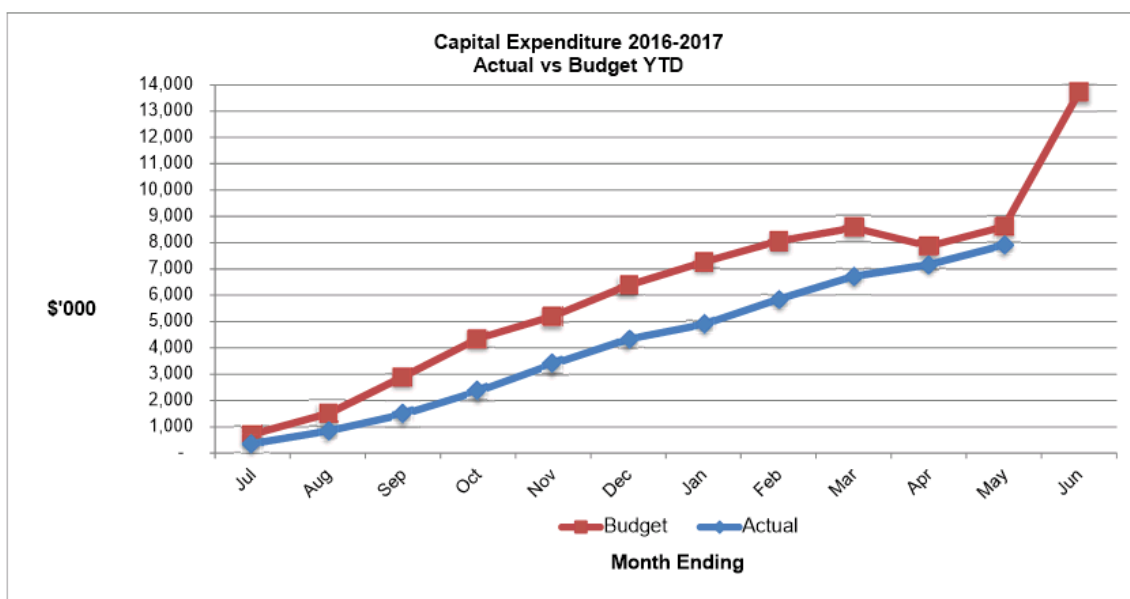
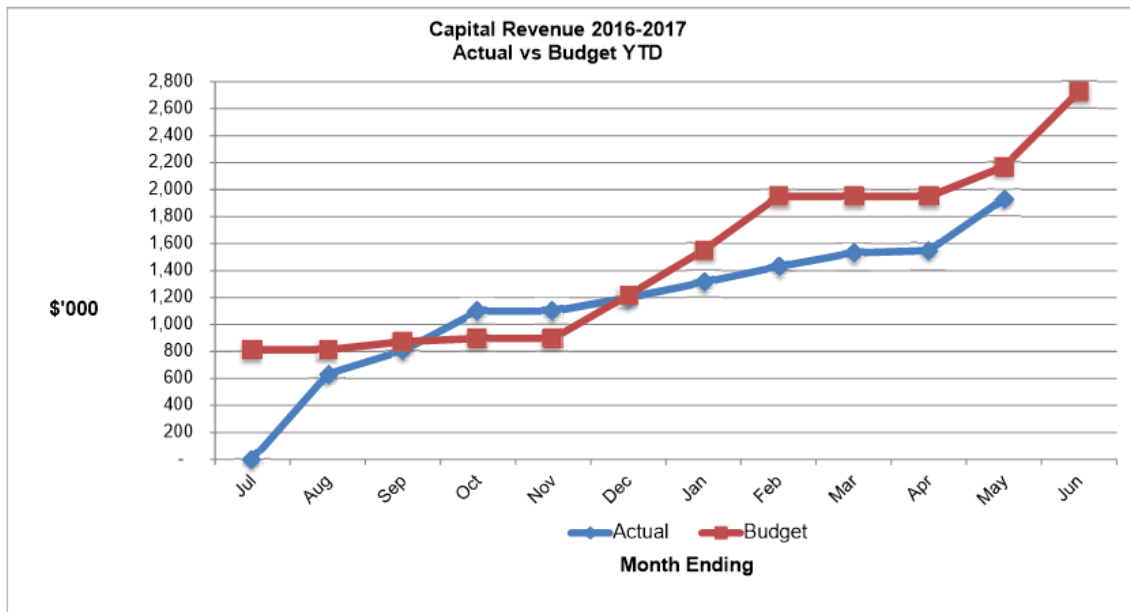
	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance May-17 \$	YTD Variance May-17 %
<b>REVENUE</b>						
Governance	84,830	69,630	44,487	87,257	42,770	96%
General Purpose Funding	2,353,750	2,460,450	2,405,498	2,429,495	23,997	1%
Law, Order, Public Safety	188,560	429,530	415,555	261,094	(154,461)	-37%
Health	342,260	373,260	334,415	351,814	17,399	5%
Education and Welfare	323,200	332,840	315,520	252,197	(63,323)	-20%
Community Amenities	1,399,610	1,197,610	1,083,524	968,956	(114,568)	-11%
Recreation and Culture	10,619,695	10,283,075	9,560,253	8,941,748	(618,505)	-6%
Transport	10,729,935	10,147,247	9,083,900	8,623,379	(460,521)	-5%
Economic Services	344,100	266,100	245,029	225,750	(19,279)	-8%
Other Property and Services	1,129,466	1,179,336	710,486	732,075	21,589	3%
	<b>27,515,406</b>	<b>26,739,078</b>	<b>24,198,667</b>	<b>22,873,766</b>	<b>(1,324,901)</b>	<b>-5%</b>
<b>EXPENDITURE</b>						
Governance	(3,416,130)	(3,468,705)	(3,141,530)	(2,871,820)	269,710	-9%
General Purpose Funding	(644,490)	(625,305)	(581,607)	(594,493)	(12,886)	2%
Law, Order, Public Safety	(1,432,490)	(1,304,455)	(1,202,701)	(1,134,276)	68,425	-6%
Health	(1,275,145)	(1,243,865)	(1,089,164)	(1,043,845)	45,319	-4%
Education and Welfare	(1,202,370)	(1,261,190)	(1,107,033)	(1,003,795)	103,238	-9%
Community Amenities	(10,927,900)	(10,857,595)	(9,909,859)	(9,198,918)	710,941	-7%
Recreation and Culture	(22,462,555)	(22,129,670)	(20,420,291)	(19,746,564)	673,727	-3%
Transport	(12,200,175)	(11,786,075)	(10,835,818)	(10,506,251)	329,567	-3%
Economic Services	(752,500)	(752,660)	(686,322)	(620,592)	65,730	-10%
Other Property and Services	(1,990,540)	(1,947,740)	(1,741,497)	(1,630,749)	110,748	-6%
	<b>(56,304,295)</b>	<b>(55,377,260)</b>	<b>(50,715,822)</b>	<b>(48,351,302)</b>	<b>2,364,520</b>	<b>-5%</b>
<b>FUNDING BALANCE ADJUSTMENT</b>						
Add Deferred Rates Adjustment	0	0	0	51,605	51,605	0%
Add Back Depreciation	10,087,180	9,833,560	9,014,058	8,881,224	(132,834)	-1%
(Profit)/Loss on Asset Disposals	(1,020,686)	(1,020,686)	(562,353)	(582,742)	(20,389)	4%
"Percent for Art" and "Cash in Lieu"	1,544,740	1,544,740	0	0	0	0%
Funds Adjustment						
<b>NET OPERATING (EXCLUDING RATES)</b>	<b>(18,177,655)</b>	<b>(18,280,568)</b>	<b>(18,065,450)</b>	<b>(17,127,449)</b>	<b>938,001</b>	<b>-5%</b>
<b>CAPITAL REVENUE</b>						
Proceeds from Disposal of assets	1,450,166	1,519,273	1,060,940	756,823	(304,117)	-29%
Proceeds of New Loan	0	0	0	0	0	0%
Transfers from Reserves	1,310,020	1,168,944	1,094,977	732,142	(362,835)	-33%
	<b>2,760,186</b>	<b>2,688,217</b>	<b>2,155,917</b>	<b>1,488,965</b>	<b>(666,952)</b>	<b>-31%</b>
<b>CAPITAL EXPENDITURE</b>						
Purchase of Buildings	(1,597,398)	(1,595,624)	(1,285,016)	(1,159,063)	125,953	-10%
Purchase Infrastructure Assets	(7,890,080)	(7,457,868)	(4,347,241)	(4,041,277)	305,964	-7%
Purchase Plant and Equipment	(3,537,050)	(3,219,989)	(2,155,560)	(2,117,116)	38,444	-2%
Purchase Furniture and Equipment	(737,070)	(1,090,423)	(872,845)	(591,717)	281,128	-32%
Repayments Loan Capital	(818,840)	(818,840)	(748,213)	(748,213)	0	0%
Transfers to Reserves	(5,337,045)	(5,112,045)	(4,892,121)	(2,897,425)	1,994,696	-41%
	<b>(19,917,483)</b>	<b>(19,294,789)</b>	<b>(14,300,996)</b>	<b>(11,554,810)</b>	<b>2,746,186</b>	<b>-19%</b>
<b>NET CAPITAL</b>	<b>(17,157,297)</b>	<b>(16,606,572)</b>	<b>(12,145,079)</b>	<b>(10,065,845)</b>	<b>2,079,234</b>	<b>-17%</b>
<b>TOTAL NET OPERATING AND CAPITAL</b>	<b>(35,334,952)</b>	<b>(34,887,140)</b>	<b>(30,210,529)</b>	<b>(27,193,294)</b>	<b>3,017,234</b>	<b>-10%</b>
Rates	31,075,530	31,208,530	31,208,530	31,234,580	26,049	0%
Add: Opening Funding Surplus/(Deficit)	4,259,422	4,251,223	4,251,223	4,251,223	0	0%
<b>CLOSING SURPLUS/(DEFICIT) C/F</b>	<b>0</b>	<b>572,613</b>	<b>5,249,224</b>	<b>8,292,509</b>	<b>3,043,284</b>	<b>58%</b>

CITY OF VINCENT  
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY  
 BY PROGRAMME - GRAPH  
 AS AT 31 May 2017





CITY OF VINCENT  
NOTE 5 - CAPITAL REVENUE / EXPENDITURE PROGRAM  
AS AT 30 April 2017



**CITY OF VINCENT**  
**NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE AND TYPE**  
**AS AT 31 MAY 2017**



	Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD Variance
	2016/17	May-17	May-17	May-17	May-17
	\$	\$	\$	\$	%
<b>REVENUE</b>					
Rates	31,208,530	31,208,530	31,234,580	26,050	0%
Operating Grants, Subsidies and Contributions	1,431,535	1,373,753	1,356,568	(17,185)	-1%
Fees and Charges	19,157,720	17,674,866	16,965,397	(709,469)	-4%
Interest Earnings	936,200	891,686	916,195	24,509	3%
Other Revenue	1,460,360	1,349,796	1,116,909	(232,887)	-17%
	<b>54,194,345</b>	<b>52,498,631</b>	<b>51,589,648</b>	<b>(908,983)</b>	<b>-2%</b>
<b>EXPENDITURE</b>					
Employee Costs	(25,139,415)	(23,107,943)	(22,887,526)	220,417	-1%
Materials and Contracts	(16,735,570)	(15,423,501)	(13,898,594)	1,524,907	-10%
Utilities Charges	(1,947,070)	(1,758,633)	(1,545,132)	213,501	-12%
Interest Expenses	(1,048,240)	(919,712)	(918,261)	1,451	0%
Insurance Expenses	(908,370)	(832,733)	(801,301)	31,432	-4%
Depreciation on Non-Current Assets	(9,833,560)	(9,014,058)	(8,881,224)	132,834	-1%
Other Expenditure	238,995	344,788	583,136	238,348	69%
	<b>(55,373,230)</b>	<b>(50,711,792)</b>	<b>(48,348,902)</b>	<b>2,362,890</b>	<b>-5%</b>
Non-Operating Grants, Subsidies and Contributions	2,728,547	2,342,183	1,933,555	(408,628)	-17%
Profit on Asset Disposals	1,024,716	566,383	585,142	18,759	3%
Loss on Asset Disposals	(4,030)	(4,030)	(2,400)	1,630	0%
	<b>3,749,233</b>	<b>2,904,536</b>	<b>2,516,297</b>	<b>(388,239)</b>	<b>-13%</b>
<b>NET RESULT</b>	<b>2,570,348</b>	<b>4,691,375</b>	<b>5,757,044</b>	<b>1,065,669</b>	<b>23%</b>
<b>OTHER COMPREHENSIVE INCOME</b>					
Changes on Revaluation of Non-Current Assets	-	-	-	-	0%
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>	<b>2,570,348</b>	<b>4,691,375</b>	<b>5,757,044</b>	<b>1,065,669</b>	<b>23%</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>2,570,348</b>	<b>4,691,375</b>	<b>5,757,044</b>	<b>1,065,669</b>	<b>23%</b>

**CITY OF VINCENT**  
**NOTE 3 - NET CURRENT FUNDING POSITION**  
**AS AT 31 MAY 2017**



	Actual 2016/17 \$	Actual 2015/16 \$
<b>Current Assets</b>		
Cash - Unrestricted	12,469,361	12,225,834
Cash - Restricted Reserves	8,386,698	10,426,170
Trade and Other Receivables - Rates	427,049	150,466
Trade and Other Receivables - Other Debtors	3,567,231	3,582,432
Inventories	216,753	314,597
<b>Total Current Assets</b>	<b>25,067,092</b>	<b>26,699,498</b>
<b>Less: Current Liabilities</b>		
Sundry and Other Creditors	(4,418,553)	(3,854,584)
Provisions - Current	(3,969,332)	(3,139,246)
<b>Total Current Liabilities</b>	<b>(8,387,885)</b>	<b>(6,993,830)</b>
<b>Less:</b>		
Reserves - Restricted Cash	(8,386,698)	(10,426,170)
<b>Net Current Funding Position</b>	<b>8,292,509</b>	<b>9,279,499</b>

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 31 MAY 2017



	Original Budget 2016-2017 \$	May 2017 Budget YTD \$	May 2017 Actual YTD \$	% YTD Budget
<b>Operating Revenue By Service Area</b>				
Chief Executive Officer	(200)	(187)	(73)	39%
Other Governance	(26,000)	(913)	(20,291)	2222%
Human Resources	(41,700)	(41,700)	(51,118)	123%
Director Corporate Services	(1,907,440)	(1,862,554)	(1,930,074)	104%
Rates Services	(31,880,490)	(31,865,538)	(31,876,228)	100%
Finance Services	(870)	(792)	(1,940)	245%
Information Systems	(280)	(280)	(272)	97%
Record Management	(1,310)	(1,267)	(2,091)	165%
Beatty Park Leisure Centre	(7,720,300)	(7,180,875)	(6,799,094)	95%
Library & Local History Services	(32,320)	(29,145)	(23,284)	80%
Community Partnerships	(160,095)	(154,536)	(146,012)	94%
Ranger Services	(7,834,470)	(7,173,463)	(7,008,976)	98%
Health Services	(366,160)	(327,315)	(346,562)	106%
Statutory Planning Services	(756,650)	(692,319)	(550,418)	80%
Compliance Services	(91,270)	(58,416)	(54,644)	94%
Policy and Place Services	(12,220)	(12,035)	(15,112)	126%
Building Services	(262,940)	(241,869)	(214,848)	89%
Engineering Design Services	(71,570)	(34,488)	(48,129)	140%
Environment Services	(13,500)	(12,462)	(24,840)	199%
Parks Services	(2,585,770)	(2,393,787)	(2,101,182)	88%
Waste Management Services	(281,370)	(281,079)	(268,227)	95%
Works & Operations Services	(147,420)	(133,611)	(106,235)	80%
<b>Operating Revenue By Service Area Total</b>	<b>(54,194,345)</b>	<b>(52,498,631)</b>	<b>(51,589,648)</b>	<b>98%</b>
<b>Operating Expenditure By Service Area</b>				
Chief Executive Officer	2,492,145	2,306,696	2,032,656	88%
Other Governance	600,830	516,764	501,598	97%
Human Resources	41,700	41,700	51,118	123%
Director Corporate Services	83,550	71,843	51,004	71%
Rates Services	625,305	581,607	594,493	102%
Finance Services	870	792	1,940	245%
Information Systems	280	280	272	97%
Record Management	1,310	1,267	2,091	165%
Beatty Park Leisure Centre	8,313,040	7,718,176	7,443,586	96%
Customer Services	0	0	(0)	0%
Marketing and Communications	334,030	276,370	286,448	100%
Director Community Engagement	0	0	0	0%
Library & Local History Services	1,734,000	1,595,410	1,538,310	96%
Community Partnerships	1,910,510	1,764,819	1,422,468	81%
Ranger Services	5,908,065	5,443,485	5,189,585	95%
Community Safety Services	267,715	250,599	215,521	86%
Director Development Services	0	0	0	0%
Health Services	1,243,865	1,089,164	1,043,342	96%
Statutory Planning Services	2,391,060	2,213,471	2,058,961	93%
Compliance Services	648,540	565,704	535,456	95%
Policy and Place Services	1,696,970	1,518,490	1,238,604	82%
Building Services	717,160	659,822	592,440	90%
Director Technical Services	0	0	0	0%
Engineering Design Services	2,190,230	1,966,766	1,804,199	92%
Environment Services	357,650	326,074	328,077	101%
Parks Services	13,617,990	12,450,496	12,359,801	99%
Waste Management Services	5,495,515	5,040,488	4,796,222	95%
Works & Operations Services	4,700,900	4,311,509	4,260,711	99%
<b>Operating Expenditure By Service Area Total</b>	<b>55,373,230</b>	<b>50,711,792</b>	<b>48,348,902</b>	<b>95%</b>

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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Chief Executive Officer</b>						
Chief Executive Officer Expenditure						
Employee Costs	640,700	595,373	595,770	397	0%	
Other Employee Costs	74,830	72,228	61,702	(10,526)	-15%	Made up of various favourable variances that are not individually material.
Other Expenses	478,460	441,845	263,436	(178,409)	-40%	Favourable variances on Management Programmes \$134k and Legal Costs \$45k not expensed to date.
<b>Chief Executive Officer Expenditure Total</b>	<b>1,193,990</b>	<b>1,109,446</b>	<b>920,908</b>	<b>(188,538)</b>	<b>-17%</b>	
Chief Executive Officer Indirect Costs						
Allocations	(1,193,990)	(1,109,446)	(920,908)	188,538	-17%	
<b>Chief Executive Officer Indirect Costs Total</b>	<b>(1,193,990)</b>	<b>(1,109,446)</b>	<b>(920,908)</b>	<b>188,538</b>	<b>-17%</b>	
<b>Chief Executive Officer Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Members of Council</b>						
Members Of Council Revenue						
Revenue	(200)	(187)	(73)	114	-61%	
<b>Members Of Council Revenue Total</b>	<b>(200)</b>	<b>(187)</b>	<b>(73)</b>	<b>114</b>	<b>-61%</b>	
Members Of Council Expenditure						
Employee Costs	76,570	70,624	55,963	(14,661)	-21%	Favourable variance on Salaries \$13.1k.
Other Employee Costs	5,000	5,000	713	(4,287)	-86%	
Other Expenses	475,270	442,684	391,424	(51,260)	-12%	Favourable variances on Meeting Fees \$17.5k, Functions/Receptions \$10.6k, and other variances that are not individually material.
<b>Members Of Council Expenditure Total</b>	<b>556,840</b>	<b>518,308</b>	<b>448,099</b>	<b>(70,209)</b>	<b>-14%</b>	
Members Of Council Indirect Costs						
Allocations	1,935,305	1,788,388	1,584,556	(203,832)	-11%	
<b>Members Of Council Indirect Costs Total</b>	<b>1,935,305</b>	<b>1,788,388</b>	<b>1,584,556</b>	<b>(203,832)</b>	<b>-11%</b>	
<b>Members of Council Total</b>	<b>2,491,945</b>	<b>2,306,509</b>	<b>2,032,583</b>	<b>(273,926)</b>	<b>-12%</b>	



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Other Governance</b>						
Other Governance Revenue						
Revenue	(26,000)	(913)	(20,291)	(19,378)	2122%	LGIS Members Experience bonus received earlier than expected.
<b>Other Governance Revenue Total</b>	<b>(26,000)</b>	<b>(913)</b>	<b>(20,291)</b>	<b>(19,378)</b>	<b>2122%</b>	
Other Governance Expenditure						
Employee Costs	229,710	211,414	221,038	9,624	5%	
Other Employee Costs	4,000	4,000	4,286	286	7%	
Other Expenses	109,740	66,326	58,041	(8,285)	-12%	
<b>Other Governance Expenditure Total</b>	<b>343,450</b>	<b>281,740</b>	<b>283,364</b>	<b>1,624</b>	<b>1%</b>	
Other Governance Indirect Costs						
Allocations	257,380	235,024	218,234	(16,790)	-7%	
<b>Other Governance Indirect Costs Total</b>	<b>257,380</b>	<b>235,024</b>	<b>218,234</b>	<b>(16,790)</b>	<b>-7%</b>	
<b>Other Governance Total</b>	<b>574,830</b>	<b>515,851</b>	<b>481,307</b>	<b>(34,544)</b>	<b>-7%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Human Resources</u></b>						
Human Resources Revenue						
Revenue	(41,700)	(41,700)	(51,118)	(9,418)	23%	
<b>Human Resources Revenue Total</b>	<b>(41,700)</b>	<b>(41,700)</b>	<b>(51,118)</b>	<b>(9,418)</b>	<b>23%</b>	
Human Resources Expenditure						
Employee Costs	619,430	568,620	578,953	10,333	2%	
Other Employee Costs	82,020	71,532	54,261	(17,271)	-24%	Made up of various favourable variances that are not individually material.
Other Expenses	208,360	178,650	174,409	(4,241)	-2%	
<b>Human Resources Expenditure Total</b>	<b>909,810</b>	<b>818,802</b>	<b>807,623</b>	<b>(11,179)</b>	<b>-1%</b>	
Human Resources Indirect Costs						
Allocations	(868,110)	(777,102)	(756,506)	20,596	-3%	
<b>Human Resources Indirect Costs Total</b>	<b>(868,110)</b>	<b>(777,102)</b>	<b>(756,506)</b>	<b>20,596</b>	<b>-3%</b>	
<b>Human Resources Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Director Corporate Services</u></b>						
Director Corporate Services Expenditure						
Employee Costs	419,870	385,437	397,459	12,022	3%	
Other Employee Costs	12,690	9,993	8,947	(1,046)	-10%	
Other Expenses	3,840	3,657	3,524	(133)	-4%	
<b>Director Corporate Services Expenditure Total</b>	<b>436,400</b>	<b>399,087</b>	<b>409,930</b>	<b>10,843</b>	<b>3%</b>	
Director Corporate Services Indirect Costs						
Allocations	(436,400)	(399,087)	(409,930)	(10,843)	3%	
<b>Director Corporate Services Indirect Costs Total</b>	<b>(436,400)</b>	<b>(399,087)</b>	<b>(409,930)</b>	<b>(10,843)</b>	<b>3%</b>	
<b>Director Corporate Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Insurance Premium</u></b>						
Insurance Premium Expenditure						
Other Expenses	908,370	832,733	801,301	(31,432)	-4%	
<b>Insurance Premium Expenditure Total</b>	<b>908,370</b>	<b>832,733</b>	<b>801,301</b>	<b>(31,432)</b>	<b>-4%</b>	
Insurance Premium Recovery						
Allocations	(908,370)	(832,733)	(801,301)	31,432	-4%	
<b>Insurance Premium Recovery Total</b>	<b>(908,370)</b>	<b>(832,733)</b>	<b>(801,301)</b>	<b>31,432</b>	<b>-4%</b>	
<b>Insurance Premium Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Insurance Claim</u></b>						
Insurance Claim Recoup						
Revenue	(45,000)	(45,000)	(79,018)	(34,018)	76%	Higher insurance claim recoups than estimated.
<b>Insurance Claim Recoup Total</b>	<b>(45,000)</b>	<b>(45,000)</b>	<b>(79,018)</b>	<b>(34,018)</b>	<b>76%</b>	
Insurance Claim Expenditure						
Other Expenses	30,000	28,333	13,864	(14,469)	-51%	Lower excess payment than estimated.
<b>Insurance Claim Expenditure Total</b>	<b>30,000</b>	<b>28,333</b>	<b>13,864</b>	<b>(14,469)</b>	<b>-51%</b>	
<b>Insurance Claim Total</b>	<b>(15,000)</b>	<b>(16,667)</b>	<b>(65,154)</b>	<b>(48,487)</b>	<b>291%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Mindarie Regional Council</u></b>						
Mindarie Regional Council Revenue						
Revenue	(73,950)	(69,064)	(63,208)	5,856	-8%	
<b>Mindarie Regional Council Revenue Total</b>	<b>(73,950)</b>	<b>(69,064)</b>	<b>(63,208)</b>	<b>5,856</b>	<b>-8%</b>	
Mindarie Regional Council Expenditure						
Other Expenses	53,550	43,510	37,140	(6,370)	-15%	
<b>Mindarie Regional Council Expenditure Total</b>	<b>53,550</b>	<b>43,510</b>	<b>37,140</b>	<b>(6,370)</b>	<b>-15%</b>	
<b>Mindarie Regional Council Total</b>	<b>(20,400)</b>	<b>(25,554)</b>	<b>(26,069)</b>	<b>(515)</b>	<b>2%</b>	
<b><u>General Purpose Revenue</u></b>						
General Purpose Revenue						
Revenue	(1,788,490)	(1,748,490)	(1,787,847)	(39,357)	2%	
<b>General Purpose Revenue Total</b>	<b>(1,788,490)</b>	<b>(1,748,490)</b>	<b>(1,787,847)</b>	<b>(39,357)</b>	<b>2%</b>	
<b>General Purpose Revenue Total</b>	<b>(1,788,490)</b>	<b>(1,748,490)</b>	<b>(1,787,847)</b>	<b>(39,357)</b>	<b>2%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Rates Services</u></b>						
Rates Services Revenue						
Revenue	(31,880,490)	(31,865,538)	(31,876,228)	(10,690)	0%	
<b>Rates Services Revenue Total</b>	<b>(31,880,490)</b>	<b>(31,865,538)</b>	<b>(31,876,228)</b>	<b>(10,690)</b>	<b>0%</b>	
Rates Services Expenditure						
Employee Costs	235,350	216,236	219,642	3,406	2%	
Other Employee Costs	13,790	13,753	13,611	(142)	-1%	
Other Expenses	174,600	166,925	184,857	17,932	11%	Unfavourable variances on Printing and Photocopying \$9k and Legal and Debt Recovery Costs \$7k.
<b>Rates Services Expenditure Total</b>	<b>423,740</b>	<b>396,914</b>	<b>418,109</b>	<b>21,195</b>	<b>5%</b>	
Rates Services Indirect Costs						
Allocations	201,565	184,693	176,384	(8,309)	-4%	
<b>Rates Services Indirect Costs Total</b>	<b>201,565</b>	<b>184,693</b>	<b>176,384</b>	<b>(8,309)</b>	<b>-4%</b>	
<b>Rates Services Total</b>	<b>(31,255,185)</b>	<b>(31,283,931)</b>	<b>(31,281,735)</b>	<b>2,196</b>	<b>0%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Finance Services</u></b>						
Finance Services Revenue						
Revenue	(870)	(792)	(1,940)	(1,148)	145%	
<b>Finance Services Revenue Total</b>	<b>(870)</b>	<b>(792)</b>	<b>(1,940)</b>	<b>(1,148)</b>	<b>145%</b>	
Finance Services Expenditure						
Employee Costs	721,910	664,960	667,776	2,816	0%	
Other Employee Costs	14,810	13,998	8,288	(5,710)	-41%	
Other Expenses	66,850	32,406	28,804	(3,602)	-11%	
<b>Finance Services Expenditure Total</b>	<b>803,570</b>	<b>711,364</b>	<b>704,868</b>	<b>(6,496)</b>	<b>-1%</b>	
Finance Services Indirect Costs						
Allocations	(802,700)	(710,572)	(702,928)	7,644	-1%	
<b>Finance Services Indirect Costs Total</b>	<b>(802,700)</b>	<b>(710,572)</b>	<b>(702,928)</b>	<b>7,644</b>	<b>-1%</b>	
<b>Finance Services Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Information Technology</u></b>						
Information Technology Revenue						
Revenue	(280)	(280)	(272)	8	-3%	
<b>Information Technology Revenue Total</b>	<b>(280)</b>	<b>(280)</b>	<b>(272)</b>	<b>8</b>	<b>-3%</b>	
Information Technology Expenditure						
Employee Costs	278,740	254,044	254,137	93	0%	
Other Employee Costs	70,830	68,915	66,993	(1,922)	-3%	
Other Expenses	961,960	912,750	649,466	(263,284)	-29%	\$132k timing variance on Hardware/Software maintenance and upgrade, and favourable variances on Public Wireless Internet \$35k, Software Upgrades \$33k, Consultants \$20k, Internet costs \$20k and Other Contractors \$17k.
<b>Information Technology Expenditure Total</b>	<b>1,311,530</b>	<b>1,235,709</b>	<b>970,597</b>	<b>(265,112)</b>	<b>-21%</b>	
Information Technology Indirect Costs						
Allocations	(1,311,250)	(1,235,429)	(970,324)	265,105	-21%	
<b>Information Technology Indirect Costs Total</b>	<b>(1,311,250)</b>	<b>(1,235,429)</b>	<b>(970,324)</b>	<b>265,105</b>	<b>-21%</b>	
<b>Information Technology Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Records Management</u></b>						
Records Management Revenue						
Revenue	(1,310)	(1,267)	(2,091)	(824)	65%	
<b>Records Management Revenue Total</b>	<b>(1,310)</b>	<b>(1,267)</b>	<b>(2,091)</b>	<b>(824)</b>	<b>65%</b>	
Records Management Expenditure						
Employee Costs	237,580	218,509	224,021	5,512	3%	
Other Employee Costs	15,600	15,539	16,431	892	6%	
Other Expenses	37,040	36,291	22,553	(13,738)	-38%	\$10.6k on contractors not yet required.
<b>Records Management Expenditure Total</b>	<b>290,220</b>	<b>270,339</b>	<b>263,006</b>	<b>(7,333)</b>	<b>-3%</b>	
Records Management Indirect Costs						
Allocations	(288,910)	(269,072)	(260,914)	8,158	-3%	
<b>Records Management Indirect Costs Total</b>	<b>(288,910)</b>	<b>(269,072)</b>	<b>(260,914)</b>	<b>8,158</b>	<b>-3%</b>	
<b>Records Management Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Marketing and Communications Expenditure</u></b>						
Marketing and Communications Expenditure						
Employee Costs	170,540	150,055	161,336	11,281	8%	
Other Employee Costs	2,250	1,150	359	(791)	-69%	
Other Expenses	161,240	125,165	124,549	(616)	0%	
<b>Marketing and Communications Expenditure Total</b>	<b>334,030</b>	<b>276,370</b>	<b>286,244</b>	<b>9,874</b>	<b>4%</b>	
<b>Marketing and Communications Expenditure Total</b>	<b>334,030</b>	<b>276,370</b>	<b>286,244</b>	<b>9,874</b>	<b>4%</b>	
<b><u>Marketing and Communications Indirect Costs</u></b>						
Marketing and Communications Indirect Costs						
Allocations	0	0	205	205		
<b>Marketing and Communications Indirect Costs Total</b>	<b>0</b>	<b>0</b>	<b>205</b>	<b>205</b>		
<b>Marketing and Communications Indirect Costs Total</b>	<b>0</b>	<b>0</b>	<b>205</b>	<b>205</b>		
<b><u>Customer Service Centre</u></b>						
Customer Services Centre Expenditure						
Employee Costs	458,990	423,607	432,680	9,073	2%	
Other Employee Costs	3,500	3,200	2,474	(726)	-23%	
Other Expenses	46,630	42,746	32,895	(9,851)	-23%	
<b>Customer Services Centre Expenditure Total</b>	<b>509,120</b>	<b>469,553</b>	<b>468,049</b>	<b>(1,504)</b>	<b>0%</b>	
Customer Services Centre Indirect Costs						
Allocations	(509,120)	(469,553)	(468,049)	1,504	0%	
<b>Customer Services Centre Indirect Costs Total</b>	<b>(509,120)</b>	<b>(469,553)</b>	<b>(468,049)</b>	<b>1,504</b>	<b>0%</b>	
<b>Customer Service Centre Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Administration</u></b>						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(2,518,600)	(2,307,550)	(2,200,609)	106,941	-5%	
<b>Beatty Park Leisure Centre Admin Revenue Total</b>	<b>(2,518,600)</b>	<b>(2,307,550)</b>	<b>(2,200,609)</b>	<b>106,941</b>	<b>-5%</b>	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	2,518,600	2,307,550	2,200,609	(106,941)	-5%	
<b>Beatty Park Leisure Centre Admin Indirect Revenue Total</b>	<b>2,518,600</b>	<b>2,307,550</b>	<b>2,200,609</b>	<b>(106,941)</b>	<b>-5%</b>	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	821,920	757,714	777,981	20,267	3%	
Other Employee Costs	18,570	18,186	9,404	(8,782)	-48%	
Other Expenses	315,700	303,629	205,883	(97,746)	-32%	Timing variance on Heritage and Conservation Plan Consultants expense \$40k, Emergency equipment maintenance \$13k, Advertising \$12k and Events \$10k.
<b>Beatty Park Leisure Centre Admin Expenditure Total</b>	<b>1,156,190</b>	<b>1,079,529</b>	<b>993,267</b>	<b>(86,262)</b>	<b>-8%</b>	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(1,156,190)	(1,079,529)	(993,267)	86,262	-8%	
<b>Beatty Park Leisure Centre Admin Indirect Costs Total</b>	<b>(1,156,190)</b>	<b>(1,079,529)</b>	<b>(993,267)</b>	<b>86,262</b>	<b>-8%</b>	
<b>Beatty Park Leisure Centre Administration Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Building</u></b>						
Beatty Park Leisure Centre Building Revenue						
Revenue	(159,130)	(145,973)	(146,058)	(85)	0%	
<b>Beatty Park Leisure Centre Building Revenue Total</b>	<b>(159,130)</b>	<b>(145,973)</b>	<b>(146,058)</b>	<b>(85)</b>	<b>0%</b>	
Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	466,085	437,826	389,172	(48,654)	-11%	Timing variance on grand stand remedial works.
Ground Maintenance	40,000	36,663	26,774	(9,889)	-27%	
Other Expenses	1,524,720	1,399,607	1,367,951	(31,656)	-2%	
<b>Beatty Park Leisure Centre Occupancy Costs Total</b>	<b>2,030,805</b>	<b>1,874,096</b>	<b>1,783,897</b>	<b>(90,199)</b>	<b>-5%</b>	
Beatty Park Leisure Centre Indirect Costs						
Allocations	(1,871,675)	(1,728,123)	(1,637,839)	90,284	-5%	
<b>Beatty Park Leisure Centre Indirect Costs Total</b>	<b>(1,871,675)</b>	<b>(1,728,123)</b>	<b>(1,637,839)</b>	<b>90,284</b>	<b>-5%</b>	
<b>Beatty Park Leisure Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swimming Pool Areas</b>						
Swimming Pool Areas Revenue						
Revenue	(1,808,030)	(1,721,930)	(1,628,211)	93,719	-5%	
<b>Swimming Pool Areas Revenue Total</b>	<b>(1,808,030)</b>	<b>(1,721,930)</b>	<b>(1,628,211)</b>	<b>93,719</b>	<b>-5%</b>	
Swimming Pool Areas Indirect Revenue						
Allocations	(396,430)	(363,209)	(349,677)	13,532	-4%	
<b>Swimming Pool Areas Indirect Revenue Total</b>	<b>(396,430)</b>	<b>(363,209)</b>	<b>(349,677)</b>	<b>13,532</b>	<b>-4%</b>	
Swimming Pool Areas Expenditure						
Employee Costs	976,910	896,588	886,596	(9,992)	-1%	
Other Employee Costs	20,500	20,499	18,462	(2,037)	-10%	
Other Expenses	198,320	186,610	164,188	(22,422)	-12%	Made up of favourable variance on Plant maintenance \$11k, and other variances that are not individually material.
<b>Swimming Pool Areas Expenditure Total</b>	<b>1,195,730</b>	<b>1,103,697</b>	<b>1,069,246</b>	<b>(34,451)</b>	<b>-3%</b>	
Swimming Pool Areas Indirect Costs						
Allocations	2,302,380	2,130,925	2,003,032	(127,893)	-6%	
<b>Swimming Pool Areas Indirect Costs Total</b>	<b>2,302,380</b>	<b>2,130,925</b>	<b>2,003,032</b>	<b>(127,893)</b>	<b>-6%</b>	
<b>Swimming Pool Areas Total</b>	<b>1,293,650</b>	<b>1,149,483</b>	<b>1,094,390</b>	<b>(55,093)</b>	<b>-5%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swim School</b>						
Swim School Revenue						
Revenue	(1,597,140)	(1,468,633)	(1,348,231)	120,402	-8%	
<b>Swim School Revenue Total</b>	<b>(1,597,140)</b>	<b>(1,468,633)</b>	<b>(1,348,231)</b>	<b>120,402</b>	<b>-8%</b>	
Swim School Indirect Revenue						
Allocations	(1,760)	(1,615)	(2,641)	(1,026)	64%	
<b>Swim School Indirect Revenue Total</b>	<b>(1,760)</b>	<b>(1,615)</b>	<b>(2,641)</b>	<b>(1,026)</b>	<b>64%</b>	
Swim School Expenditure						
Employee Costs	876,360	811,626	788,197	(23,429)	-3%	
Other Employee Costs	5,500	5,500	3,581	(1,919)	-35%	
Other Expenses	34,730	33,133	25,445	(7,688)	-23%	
<b>Swim School Expenditure Total</b>	<b>916,590</b>	<b>850,259</b>	<b>817,223</b>	<b>(33,036)</b>	<b>-4%</b>	
Swim School Indirect Costs						
Allocations	193,200	178,954	166,981	(11,973)	-7%	
<b>Swim School Indirect Costs Total</b>	<b>193,200</b>	<b>178,954</b>	<b>166,981</b>	<b>(11,973)</b>	<b>-7%</b>	
<b>Swim School Total</b>	<b>(489,110)</b>	<b>(441,035)</b>	<b>(366,668)</b>	<b>74,367</b>	<b>-17%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Café</b>						
Cafe Revenue						
Revenue	(707,500)	(671,300)	(631,075)	40,225	-6%	
<b>Cafe Revenue Total</b>	<b>(707,500)</b>	<b>(671,300)</b>	<b>(631,075)</b>	<b>40,225</b>	<b>-6%</b>	
Cafe Indirect Revenue						
Allocations	(1,760)	(1,615)	(2,641)	(1,026)	64%	
<b>Cafe Indirect Revenue Total</b>	<b>(1,760)</b>	<b>(1,615)</b>	<b>(2,641)</b>	<b>(1,026)</b>	<b>64%</b>	
Cafe Expenditure						
Employee Costs	381,990	351,723	369,492	17,769	5%	
Other Employee Costs	2,750	2,750	1,067	(1,683)	-61%	
Other Expenses	306,020	289,957	275,120	(14,837)	-5%	
<b>Cafe Expenditure Total</b>	<b>690,760</b>	<b>644,430</b>	<b>645,679</b>	<b>1,249</b>	<b>0%</b>	
Cafe Indirect Costs						
Allocations	105,440	97,614	90,344	(7,270)	-7%	
<b>Cafe Indirect Costs Total</b>	<b>105,440</b>	<b>97,614</b>	<b>90,344</b>	<b>(7,270)</b>	<b>-7%</b>	
<b>Café Total</b>	<b>86,940</b>	<b>69,129</b>	<b>102,307</b>	<b>33,178</b>	<b>48%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Retail</b>						
Retail Revenue						
Revenue	(490,000)	(458,900)	(456,494)	2,406	-1%	
<b>Retail Revenue Total</b>	<b>(490,000)</b>	<b>(458,900)</b>	<b>(456,494)</b>	<b>2,406</b>	<b>-1%</b>	
Retail Indirect Revenue						
Allocations	(250)	(229)	(440)	(211)	92%	
<b>Retail Indirect Revenue Total</b>	<b>(250)</b>	<b>(229)</b>	<b>(440)</b>	<b>(211)</b>	<b>92%</b>	
Retail Expenditure						
Employee Costs	62,020	56,605	50,259	(6,346)	-11%	
Other Employee Costs	2,000	2,000	0	(2,000)	-100%	
Other Expenses	247,645	232,251	242,941	10,690	5%	
<b>Retail Expenditure Total</b>	<b>311,665</b>	<b>290,856</b>	<b>293,200</b>	<b>2,344</b>	<b>1%</b>	
Retail Indirect Costs						
Allocations	82,370	76,345	70,145	(6,200)	-8%	
<b>Retail Indirect Costs Total</b>	<b>82,370</b>	<b>76,345</b>	<b>70,145</b>	<b>(6,200)</b>	<b>-8%</b>	
<b>Retail Total</b>	<b>(96,215)</b>	<b>(91,928)</b>	<b>(93,589)</b>	<b>(1,661)</b>	<b>2%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Health and Fitness</u></b>						
Health and Fitness Revenue						
Revenue	(193,500)	(181,484)	(177,091)	4,393	-2%	
<b>Health and Fitness Revenue Total</b>	<b>(193,500)</b>	<b>(181,484)</b>	<b>(177,091)</b>	<b>4,393</b>	<b>-2%</b>	
Health and Fitness Indirect Revenue						
Allocations	(1,403,120)	(1,285,536)	(1,221,778)	63,758	-5%	
<b>Health and Fitness Indirect Revenue Total</b>	<b>(1,403,120)</b>	<b>(1,285,536)</b>	<b>(1,221,778)</b>	<b>63,758</b>	<b>-5%</b>	
Health and Fitness Expenditure						
Employee Costs	538,490	494,605	467,507	(27,098)	-5%	
Other Employee Costs	8,500	8,500	4,199	(4,301)	-51%	
Other Expenses	297,270	292,476	306,572	14,096	5%	
<b>Health and Fitness Expenditure Total</b>	<b>844,260</b>	<b>795,581</b>	<b>778,279</b>	<b>(17,302)</b>	<b>-2%</b>	
Health and Fitness Indirect Costs						
Allocations	536,645	497,049	462,752	(34,297)	-7%	
<b>Health and Fitness Indirect Costs Total</b>	<b>536,645</b>	<b>497,049</b>	<b>462,752</b>	<b>(34,297)</b>	<b>-7%</b>	
<b>Health and Fitness Total</b>	<b>(215,715)</b>	<b>(174,390)</b>	<b>(157,839)</b>	<b>16,551</b>	<b>-9%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Group Fitness</b>						
Group Fitness Revenue						
Revenue	(175,300)	(159,812)	(148,833)	10,979	-7%	
<b>Group Fitness Revenue Total</b>	<b>(175,300)</b>	<b>(159,812)</b>	<b>(148,833)</b>	<b>10,979</b>	<b>-7%</b>	
Group Fitness Indirect Revenue						
Allocations	(476,020)	(436,126)	(414,595)	21,531	-5%	
<b>Group Fitness Indirect Revenue Total</b>	<b>(476,020)</b>	<b>(436,126)</b>	<b>(414,595)</b>	<b>21,531</b>	<b>-5%</b>	
Group Fitness Expenditure						
Employee Costs	198,960	185,938	218,798	32,860	18%	Group Fitness salaries higher than budget estimates due to new classes.
Other Employee Costs	1,000	1,000	306	(694)	-69%	
Other Expenses	131,300	124,092	119,216	(4,876)	-4%	
<b>Group Fitness Expenditure Total</b>	<b>331,260</b>	<b>311,030</b>	<b>338,320</b>	<b>27,290</b>	<b>9%</b>	
Group Fitness Indirect Costs						
Allocations	164,150	151,912	141,881	(10,031)	-7%	
<b>Group Fitness Indirect Costs Total</b>	<b>164,150</b>	<b>151,912</b>	<b>141,881</b>	<b>(10,031)</b>	<b>-7%</b>	
<b>Group Fitness Total</b>	<b>(155,910)</b>	<b>(132,996)</b>	<b>(83,227)</b>	<b>49,769</b>	<b>-37%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Aqua Fitness</u></b>						
Aqua Fitness Revenue						
Revenue	(28,000)	(25,515)	(26,685)	(1,170)	5%	
<b>Aqua Fitness Revenue Total</b>	<b>(28,000)</b>	<b>(25,515)</b>	<b>(26,685)</b>	<b>(1,170)</b>	<b>5%</b>	
Aqua Fitness Indirect Revenue						
Allocations	(200,980)	(184,144)	(175,168)	8,976	-5%	
<b>Aqua Fitness Indirect Revenue Total</b>	<b>(200,980)</b>	<b>(184,144)</b>	<b>(175,168)</b>	<b>8,976</b>	<b>-5%</b>	
Aqua Fitness Expenditure						
Employee Costs	34,510	31,764	30,797	(967)	-3%	
Other Employee Costs	250	250	0	(250)	-100%	
Other Expenses	7,230	6,864	7,339	475	7%	
<b>Aqua Fitness Expenditure Total</b>	<b>41,990</b>	<b>38,878</b>	<b>38,136</b>	<b>(742)</b>	<b>-2%</b>	
Aqua Fitness Indirect Costs						
Allocations	99,310	92,097	86,243	(5,854)	-6%	
<b>Aqua Fitness Indirect Costs Total</b>	<b>99,310</b>	<b>92,097</b>	<b>86,243</b>	<b>(5,854)</b>	<b>-6%</b>	
<b>Aqua Fitness Total</b>	<b>(87,680)</b>	<b>(78,684)</b>	<b>(77,475)</b>	<b>1,209</b>	<b>-2%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Creche</b>						
Creche Revenue						
Revenue	(43,100)	(39,778)	(35,807)	3,971	-10%	
<b>Creche Revenue Total</b>	<b>(43,100)</b>	<b>(39,778)</b>	<b>(35,807)</b>	<b>3,971</b>	<b>-10%</b>	
Creche Indirect Revenue						
Allocations	(38,280)	(35,076)	(33,669)	1,407	-4%	
<b>Creche Indirect Revenue Total</b>	<b>(38,280)</b>	<b>(35,076)</b>	<b>(33,669)</b>	<b>1,407</b>	<b>-4%</b>	
Creche Expenditure						
Employee Costs	239,730	221,264	213,080	(8,184)	-4%	
Other Employee Costs	1,650	1,652	911	(741)	-45%	
Other Expenses	1,400	1,364	400	(964)	-71%	
<b>Creche Expenditure Total</b>	<b>242,780</b>	<b>224,280</b>	<b>214,391</b>	<b>(9,889)</b>	<b>-4%</b>	
Creche Indirect Costs						
Allocations	95,380	88,296	81,678	(6,618)	-7%	
<b>Creche Indirect Costs Total</b>	<b>95,380</b>	<b>88,296</b>	<b>81,678</b>	<b>(6,618)</b>	<b>-7%</b>	
<b>Creche Total</b>	<b>256,780</b>	<b>237,722</b>	<b>226,593</b>	<b>(11,129)</b>	<b>-5%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recreation, Arts and Culture</u></b>						
Recreation, Arts and Culture Revenue						
Revenue	(45,115)	(43,558)	(42,757)	801	-2%	
<b>Recreation, Arts and Culture Revenue Total</b>	<b>(45,115)</b>	<b>(43,558)</b>	<b>(42,757)</b>	<b>801</b>	<b>-2%</b>	
<b><u>Recreation, Arts and Culture Expenditure</u></b>						
Employee Costs	394,590	357,043	301,913	(55,130)	-15%	Staff movements to be reviewed with cost allocations.
Other Employee Costs	7,040	6,482	5,728	(754)	-12%	
Other Expenses	496,365	468,966	290,316	(178,650)	-38%	Timing variance and potential savings on Events \$163k and Community Art Programmes \$11k.
<b>Recreation, Arts and Culture Expenditure Total</b>	<b>897,995</b>	<b>832,491</b>	<b>597,957</b>	<b>(234,534)</b>	<b>-28%</b>	
Recreation, Arts and Culture Indirect Costs						
Allocations	218,225	201,081	191,337	(9,744)	-5%	
<b>Recreation, Arts and Culture Indirect Costs Total</b>	<b>218,225</b>	<b>201,081</b>	<b>191,337</b>	<b>(9,744)</b>	<b>-5%</b>	
<b>Recreation, Arts and Culture Total</b>	<b>1,071,105</b>	<b>990,014</b>	<b>746,537</b>	<b>(243,477)</b>	<b>-25%</b>	



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<b><u>Senior, Disability and Youth Services</u></b>						
Senior, Disability and Youth Services Revenue						
Revenue	(39,980)	(35,978)	(28,255)	7,723	-21%	
<b>Senior, Disability and Youth Services Revenue Total</b>	<b>(39,980)</b>	<b>(35,978)</b>	<b>(28,255)</b>	<b>7,723</b>	<b>-21%</b>	
Senior, Disability and Youth Services Expenditure						
Employee Costs	316,820	291,248	294,063	2,815	1%	
Other Employee Costs	5,270	4,892	2,456	(2,436)	-50%	
Other Expenses	281,210	258,996	166,909	(92,087)	-36%	Timing variance and potential savings on Donations/Sponsorship \$51k, Consultants \$24k, and Senior Programmes \$12k.
<b>Senior, Disability and Youth Services Expenditure Total</b>	<b>603,300</b>	<b>555,136</b>	<b>463,428</b>	<b>(91,708)</b>	<b>-17%</b>	
Senior, Disability and Youth Serv Indirect Costs						
Allocations	187,490	172,899	161,189	(11,710)	-7%	
<b>Senior, Disability and Youth Serv Indirect Costs Total</b>	<b>187,490</b>	<b>172,899</b>	<b>161,189</b>	<b>(11,710)</b>	<b>-7%</b>	
<b>Senior, Disability and Youth Services Total</b>	<b>750,810</b>	<b>692,057</b>	<b>596,363</b>	<b>(95,694)</b>	<b>-14%</b>	
<b><u>Leederville Gardens Retirement Village Revenue</u></b>						
Leederville Gardens Retirement Village Revenue						
Revenue	(75,000)	(75,000)	(75,000)	0	0%	
<b>Leederville Gardens Retirement Village Revenue Total</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>0</b>	<b>0%</b>	
<b>Leederville Gardens Retirement Village Revenue Total</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>(75,000)</b>	<b>0</b>	<b>0%</b>	
<b><u>Leederville Gardens Retirement Village Expenditure</u></b>						
Leederville Gardens Retirement Village Expenditure						
Other Expenses	3,500	3,212	8,556	5,344	166%	
<b>Leederville Gardens Retirement Village Expenditure Total</b>	<b>3,500</b>	<b>3,212</b>	<b>8,556</b>	<b>5,344</b>	<b>166%</b>	
<b>Leederville Gardens Retirement Village Expenditure Total</b>	<b>3,500</b>	<b>3,212</b>	<b>8,556</b>	<b>5,344</b>	<b>166%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Library Services</u></b>						
Library Services Revenue						
Revenue	(32,320)	(29,145)	(23,284)	5,861	-20%	
<b>Library Services Revenue Total</b>	<b>(32,320)</b>	<b>(29,145)</b>	<b>(23,284)</b>	<b>5,861</b>	<b>-20%</b>	
Library Services Expenditure						
Employee Costs	895,810	827,300	850,082	22,782	3%	
Other Employee Costs	14,360	13,167	7,647	(5,520)	-42%	
Other Expenses	91,600	83,800	71,458	(12,342)	-15%	Made up of various favourable variances that are not individually material.
<b>Library Services Expenditure Total</b>	<b>1,001,770</b>	<b>924,267</b>	<b>929,187</b>	<b>4,920</b>	<b>1%</b>	
Library Services Indirect Costs						
Allocations	444,480	409,043	373,190	(35,853)	-9%	
<b>Library Services Indirect Costs Total</b>	<b>444,480</b>	<b>409,043</b>	<b>373,190</b>	<b>(35,853)</b>	<b>-9%</b>	
<b>Library Services Total</b>	<b>1,413,930</b>	<b>1,304,165</b>	<b>1,279,093</b>	<b>(25,072)</b>	<b>-2%</b>	
<b><u>Library Building</u></b>						
Library Occupancy Costs						
Building Maintenance	84,750	77,123	77,315	192	0%	
Ground Maintenance	2,700	2,475	3,392	917	37%	
Other Expenses	194,620	177,299	150,249	(27,050)	-15%	Favourable variance on electricity expense.
<b>Library Occupancy Costs Total</b>	<b>282,070</b>	<b>256,897</b>	<b>230,956</b>	<b>(25,941)</b>	<b>-10%</b>	
Library Indirect Costs						
Allocations	5,680	5,203	4,977	(226)	-4%	
<b>Library Indirect Costs Total</b>	<b>5,680</b>	<b>5,203</b>	<b>4,977</b>	<b>(226)</b>	<b>-4%</b>	
<b>Library Building Total</b>	<b>287,750</b>	<b>262,100</b>	<b>235,933</b>	<b>(26,167)</b>	<b>-10%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Ranger Services Administration</u></b>						
Ranger Services Administration Revenue						
Revenue	(3,500)	(3,212)	(2,434)	778	-24%	
<b>Ranger Services Administration Revenue Total</b>	<b>(3,500)</b>	<b>(3,212)</b>	<b>(2,434)</b>	<b>778</b>	<b>-24%</b>	
Ranger Services Administration Expenditure						
Employee Costs	2,306,370	2,116,422	2,063,925	(52,497)	-2%	
Other Employee Costs	58,390	55,199	52,223	(2,976)	-5%	
Other Expenses	84,360	77,330	72,243	(5,087)	-7%	
<b>Ranger Services Administration Expenditure Total</b>	<b>2,449,120</b>	<b>2,248,951</b>	<b>2,188,391</b>	<b>(60,560)</b>	<b>-3%</b>	
Ranger Services Administration Indirect Costs						
Allocations	(2,445,620)	(2,245,739)	(2,185,957)	59,782	-3%	
<b>Ranger Services Administration Indirect Costs Total</b>	<b>(2,445,620)</b>	<b>(2,245,739)</b>	<b>(2,185,957)</b>	<b>59,782</b>	<b>-3%</b>	
<b>Ranger Services Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Fire Prevention</u></b>						
Fire Prevention Revenue						
Revenue	(4,000)	(3,663)	(4,225)	(562)	15%	
<b>Fire Prevention Revenue Total</b>	<b>(4,000)</b>	<b>(3,663)</b>	<b>(4,225)</b>	<b>(562)</b>	<b>15%</b>	
Fire Prevention Indirect Costs						
Allocations	202,550	186,077	180,930	(5,147)	-3%	
<b>Fire Prevention Indirect Costs Total</b>	<b>202,550</b>	<b>186,077</b>	<b>180,930</b>	<b>(5,147)</b>	<b>-3%</b>	
<b>Fire Prevention Total</b>	<b>198,550</b>	<b>182,414</b>	<b>176,704</b>	<b>(5,710)</b>	<b>-3%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Animal Control</u></b>						
Animal Control Revenue						
Revenue	(94,200)	(87,100)	(98,227)	(11,127)	13%	Dog registrations \$12k more than budgeted.
<b>Animal Control Revenue Total</b>	<b>(94,200)</b>	<b>(87,100)</b>	<b>(98,227)</b>	<b>(11,127)</b>	<b>13%</b>	
Animal Control Expenditure						
Other Expenses	18,150	16,632	14,778	(1,854)	-11%	
<b>Animal Control Expenditure Total</b>	<b>18,150</b>	<b>16,632</b>	<b>14,778</b>	<b>(1,854)</b>	<b>-11%</b>	
Animal Control Indirect Costs						
Allocations	202,550	186,077	180,440	(5,637)	-3%	
<b>Animal Control Indirect Costs Total</b>	<b>202,550</b>	<b>186,077</b>	<b>180,440</b>	<b>(5,637)</b>	<b>-3%</b>	
<b>Animal Control Total</b>	<b>126,500</b>	<b>115,609</b>	<b>96,991</b>	<b>(18,618)</b>	<b>-16%</b>	
<b><u>Local Laws (Law and Order)</u></b>						
Local Laws (Law and Order) Revenue						
Revenue	(75,000)	(68,750)	(42,824)	25,926	-38%	Work Zones Licences and Permits are \$26k lower than expected.
<b>Local Laws (Law and Order) Revenue Total</b>	<b>(75,000)</b>	<b>(68,750)</b>	<b>(42,824)</b>	<b>25,926</b>	<b>-38%</b>	
Local Laws (Law and Order) Expenditure						
Other Expenses	1,350	1,243	54	(1,189)	-96%	
<b>Local Laws (Law and Order) Expenditure Total</b>	<b>1,350</b>	<b>1,243</b>	<b>54</b>	<b>(1,189)</b>	<b>-96%</b>	
Local Laws (Law and Order) Indirect Costs						
Allocations	397,970	365,564	353,907	(11,657)	-3%	
<b>Local Laws (Law and Order) Indirect Costs Total</b>	<b>397,970</b>	<b>365,564</b>	<b>353,907</b>	<b>(11,657)</b>	<b>-3%</b>	
<b>Local Laws (Law and Order) Total</b>	<b>324,320</b>	<b>298,057</b>	<b>311,136</b>	<b>13,079</b>	<b>4%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Abandoned Vehicles</u></b>						
Abandoned Vehicles Revenue						
Revenue	(12,100)	(11,088)	(16,300)	(5,212)	47%	
<b>Abandoned Vehicles Revenue Total</b>	<b>(12,100)</b>	<b>(11,088)</b>	<b>(16,300)</b>	<b>(5,212)</b>	<b>47%</b>	
Abandoned Vehicles Expenditure						
Other Expenses	17,500	16,038	15,494	(544)	-3%	
<b>Abandoned Vehicles Expenditure Total</b>	<b>17,500</b>	<b>16,038</b>	<b>15,494</b>	<b>(544)</b>	<b>-3%</b>	
Abandoned Vehicles Indirect Costs						
Allocations	202,550	186,077	180,440	(5,637)	-3%	
<b>Abandoned Vehicles Indirect Costs Total</b>	<b>202,550</b>	<b>186,077</b>	<b>180,440</b>	<b>(5,637)</b>	<b>-3%</b>	
<b>Abandoned Vehicles Total</b>	<b>207,950</b>	<b>191,027</b>	<b>179,634</b>	<b>(11,393)</b>	<b>-6%</b>	
<b><u>Inspectorial Control</u></b>						
Inspectorial Control Revenue						
Revenue	(2,484,400)	(2,277,425)	(2,222,090)	55,335	-2%	
<b>Inspectorial Control Revenue Total</b>	<b>(2,484,400)</b>	<b>(2,277,425)</b>	<b>(2,222,090)</b>	<b>55,335</b>	<b>-2%</b>	
Inspectorial Control Expenditure						
Other Employee Costs	0	0	0	0		
Other Expenses	951,480	908,698	881,828	(26,870)	-3%	
<b>Inspectorial Control Expenditure Total</b>	<b>951,480</b>	<b>908,698</b>	<b>881,828</b>	<b>(26,870)</b>	<b>-3%</b>	
Inspectorial Control Indirect Costs						
Allocations	2,324,330	2,135,074	2,067,063	(68,011)	-3%	
<b>Inspectorial Control Indirect Costs Total</b>	<b>2,324,330</b>	<b>2,135,074</b>	<b>2,067,063</b>	<b>(68,011)</b>	<b>-3%</b>	
<b>Inspectorial Control Total</b>	<b>791,410</b>	<b>766,347</b>	<b>726,801</b>	<b>(39,546)</b>	<b>-5%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Car Park Control</u></b>						
Car Park Control Revenue						
Revenue	(2,644,620)	(2,415,448)	(2,421,830)	(6,382)	0%	
<b>Car Park Control Revenue Total</b>	<b>(2,644,620)</b>	<b>(2,415,448)</b>	<b>(2,421,830)</b>	<b>(6,382)</b>	<b>0%</b>	
Car Park Control Expenditure						
Ground Maintenance	189,175	174,251	161,070	(13,181)	-8%	
Other Expenses	746,480	669,052	636,100	(32,952)	-5%	
<b>Car Park Control Expenditure Total</b>	<b>935,655</b>	<b>843,303</b>	<b>797,170</b>	<b>(46,133)</b>	<b>-5%</b>	
<b>Car Park Control Total</b>	<b>(1,708,965)</b>	<b>(1,572,145)</b>	<b>(1,624,660)</b>	<b>(52,515)</b>	<b>3%</b>	
<b><u>Kerbside Parking Control</u></b>						
Kerbside Parking Control Revenue						
Revenue	(2,516,650)	(2,306,777)	(2,201,046)	105,731	-5%	
<b>Kerbside Parking Control Revenue Total</b>	<b>(2,516,650)</b>	<b>(2,306,777)</b>	<b>(2,201,046)</b>	<b>105,731</b>	<b>-5%</b>	
Kerbside Parking Control Expenditure						
Other Expenses	639,310	585,068	505,071	(79,997)	-14%	Favourable variances on Parking Ticket Supplies \$35k not yet required, and Armoured Security Services \$14k.
<b>Kerbside Parking Control Expenditure Total</b>	<b>639,310</b>	<b>585,068</b>	<b>505,071</b>	<b>(79,997)</b>	<b>-14%</b>	
<b>Kerbside Parking Control Total</b>	<b>(1,877,340)</b>	<b>(1,721,709)</b>	<b>(1,695,974)</b>	<b>25,735</b>	<b>-1%</b>	
<b><u>Dog Pound Expenditure</u></b>						
Dog Pound Expenditure						
Building Maintenance	5,450	5,175	4,662	(513)	-10%	
Ground Maintenance	0	0	70	70		
Other Expenses	5,720	5,247	5,245	(2)	0%	
<b>Dog Pound Expenditure Total</b>	<b>11,170</b>	<b>10,422</b>	<b>9,977</b>	<b>(445)</b>	<b>-4%</b>	
<b>Dog Pound Expenditure Total</b>	<b>11,170</b>	<b>10,422</b>	<b>9,977</b>	<b>(445)</b>	<b>-4%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community Safety Services</u></b>						
Community Safety Services Expenditure						
Employee Costs	87,900	81,594	85,657	4,063	5%	
Other Employee Costs	5,030	4,609	4,488	(121)	-3%	
Other Expenses	108,970	104,054	68,537	(35,517)	-34%	Favourable variances on Safer Vincent Initiatives \$16k, and Noongar Outreach Service \$13k.
<b>Community Safety Services Expenditure Total</b>	<b>201,900</b>	<b>190,257</b>	<b>158,683</b>	<b>(31,575)</b>	<b>-17%</b>	
Community Safety Services Indirect Costs						
Allocations	65,815	60,342	56,839	(3,503)	-6%	
<b>Community Safety Services Indirect Costs Total</b>	<b>65,815</b>	<b>60,342</b>	<b>56,839</b>	<b>(3,503)</b>	<b>-6%</b>	
<b>Community Safety Services Total</b>	<b>267,715</b>	<b>250,599</b>	<b>215,521</b>	<b>(35,078)</b>	<b>-14%</b>	
<b><u>Director Development Services</u></b>						
Director Development Services Expenditure						
Employee Costs	442,490	403,246	400,377	(2,869)	-1%	
Other Employee Costs	17,950	16,434	5,071	(11,363)	-69%	Made up of various favourable variances that are not individually material.
Other Expenses	38,690	35,453	4,230	(31,223)	-88%	Timing variance on Subscriptions/Publications \$30k.
<b>Director Development Services Expenditure Total</b>	<b>499,130</b>	<b>455,133</b>	<b>409,678</b>	<b>(45,455)</b>	<b>-10%</b>	
Director Development Services Indirect Costs						
Allocations	(499,130)	(455,133)	(409,678)	45,455	-10%	
<b>Director Development Services Indirect Costs Total</b>	<b>(499,130)</b>	<b>(455,133)</b>	<b>(409,678)</b>	<b>45,455</b>	<b>-10%</b>	
<b>Director Development Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Health Administration and Inspection</u></b>						
Health Administration and Inspection Revenue						
Revenue	(339,920)	(301,435)	(327,023)	(25,588)	8%	
<b>Health Administration and Inspection Revenue Total</b>	<b>(339,920)</b>	<b>(301,435)</b>	<b>(327,023)</b>	<b>(25,588)</b>	<b>8%</b>	
Health Administration and Inspection Expenditure						
Employee Costs	643,980	588,485	592,938	4,453	1%	
Other Employee Costs	30,430	23,247	18,384	(4,863)	-21%	
Other Expenses	105,400	52,184	47,256	(4,928)	-9%	
<b>Health Administration and Inspection Expenditure Total</b>	<b>779,810</b>	<b>663,916</b>	<b>658,578</b>	<b>(5,338)</b>	<b>-1%</b>	
Health Administration and Inspection Indirect Cost						
Allocations	343,335	314,415	287,156	(27,259)	-9%	
<b>Health Administration and Inspection Indirect Cost Total</b>	<b>343,335</b>	<b>314,415</b>	<b>287,156</b>	<b>(27,259)</b>	<b>-9%</b>	
<b>Health Administration and Inspection Total</b>	<b>783,225</b>	<b>676,896</b>	<b>618,711</b>	<b>(58,185)</b>	<b>-9%</b>	
<b><u>Food Control</u></b>						
Food Control Revenue						
Revenue	(3,000)	(3,000)	(609)	2,391	-80%	
<b>Food Control Revenue Total</b>	<b>(3,000)</b>	<b>(3,000)</b>	<b>(609)</b>	<b>2,391</b>	<b>-80%</b>	
Food Control Expenditure						
Other Expenses	20,500	17,385	13,484	(3,901)	-22%	
<b>Food Control Expenditure Total</b>	<b>20,500</b>	<b>17,385</b>	<b>13,484</b>	<b>(3,901)</b>	<b>-22%</b>	
<b>Food Control Total</b>	<b>17,500</b>	<b>14,385</b>	<b>12,875</b>	<b>(1,510)</b>	<b>-10%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Health Clinics</b>						
Health Clinics Revenue						
Revenue	(23,240)	(22,880)	(18,930)	3,950	-17%	
<b>Health Clinics Revenue Total</b>	<b>(23,240)</b>	<b>(22,880)</b>	<b>(18,930)</b>	<b>3,950</b>	<b>-17%</b>	
Health Clinics Expenditure						
Building Maintenance	28,470	27,620	19,129	(8,491)	-31%	
Ground Maintenance	0	0	3,292	3,292		
Other Expenses	69,240	63,540	59,498	(4,042)	-6%	
<b>Health Clinics Expenditure Total</b>	<b>97,710</b>	<b>91,160</b>	<b>81,918</b>	<b>(9,242)</b>	<b>-10%</b>	
Health Clinics Indirect Costs						
Allocations	2,510	2,288	2,205	(83)	-4%	
<b>Health Clinics Indirect Costs Total</b>	<b>2,510</b>	<b>2,288</b>	<b>2,205</b>	<b>(83)</b>	<b>-4%</b>	
<b>Health Clinics Total</b>	<b>76,980</b>	<b>70,568</b>	<b>65,194</b>	<b>(5,374)</b>	<b>-8%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Statutory Planning Services</u></b>						
Statutory Planning Services Revenue						
Revenue	(756,650)	(692,319)	(550,418)	141,901	-20%	Revenue lower than estimates - Development Application fees \$63k, Development Application Panel Fees \$33k, Cash in Lieu Contributions \$19k, and Percent for Art \$16k.
<b>Statutory Planning Services Revenue Total</b>	<b>(756,650)</b>	<b>(692,319)</b>	<b>(550,418)</b>	<b>141,901</b>	<b>-20%</b>	
Statutory Planning Services Expenditure						
Employee Costs	1,204,160	1,106,106	1,050,831	(55,275)	-5%	
Other Employee Costs	74,660	72,398	88,169	15,771	22%	Agency Labour Costs \$24k higher than estimates. This is offset by savings on employee salaries.
Other Expenses	454,650	429,169	354,675	(74,494)	-17%	Timing variance on Software Licences \$39k, favourable variances on Design Advisory Committee Member Fees \$31k, Development Application Panel Expense \$25k, and unfavourable variance on Legal Costs \$27k.
<b>Statutory Planning Services Expenditure Total</b>	<b>1,733,470</b>	<b>1,607,673</b>	<b>1,493,675</b>	<b>(113,998)</b>	<b>-7%</b>	
Statutory Planning Services Indirect Costs						
Allocations	657,590	605,798	565,286	(40,512)	-7%	
<b>Statutory Planning Services Indirect Costs Total</b>	<b>657,590</b>	<b>605,798</b>	<b>565,286</b>	<b>(40,512)</b>	<b>-7%</b>	
<b>Statutory Planning Services Total</b>	<b>1,634,410</b>	<b>1,521,152</b>	<b>1,508,543</b>	<b>(12,609)</b>	<b>-1%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Compliance Services</u></b>						
Compliance Services Revenue						
Revenue	(91,270)	(58,416)	(54,644)	3,772	-6%	
<b>Compliance Services Revenue Total</b>	<b>(91,270)</b>	<b>(58,416)</b>	<b>(54,644)</b>	<b>3,772</b>	<b>-6%</b>	
Compliance Services Expenditure						
Employee Costs	306,950	280,307	273,703	(6,604)	-2%	
Other Employee Costs	8,240	7,546	4,294	(3,252)	-43%	
Other Expenses	87,680	52,877	48,548	(4,329)	-8%	
<b>Compliance Services Expenditure Total</b>	<b>402,870</b>	<b>340,730</b>	<b>326,545</b>	<b>(14,185)</b>	<b>-4%</b>	
Compliance Services Indirect Costs						
Allocations	245,670	224,974	208,911	(16,063)	-7%	
<b>Compliance Services Indirect Costs Total</b>	<b>245,670</b>	<b>224,974</b>	<b>208,911</b>	<b>(16,063)</b>	<b>-7%</b>	
<b>Compliance Services Total</b>	<b>557,270</b>	<b>507,288</b>	<b>480,812</b>	<b>(26,476)</b>	<b>-5%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Policy and Place Services</u></b>						
Policy and Place Services Revenue						
Revenue	(12,220)	(12,035)	(15,112)	(3,077)	26%	
<b>Policy and Place Services Revenue Total</b>	<b>(12,220)</b>	<b>(12,035)</b>	<b>(15,112)</b>	<b>(3,077)</b>	<b>26%</b>	
Policy and Place Serv Expenditure						
Employee Costs	809,160	745,729	765,055	19,326	3%	
Other Employee Costs	14,900	6,688	12,926	6,238	93%	
Other Expenses	493,570	418,366	151,763	(266,603)	-64%	Timing variance and potential savings on Strategic Planning Programmes \$95k, Heritage Grants \$59k, Donations/Sponsorship \$39k, Data Acquisition \$25k, Heritage Programmes \$19k, and
<b>Policy and Place Serv Expenditure Total</b>	<b>1,317,630</b>	<b>1,170,783</b>	<b>929,744</b>	<b>(241,039)</b>	<b>-21%</b>	
Policy and Place Services Indirect Cost						
Allocations	379,340	347,707	308,859	(38,848)	-11%	
<b>Policy and Place Services Indirect Cost Total</b>	<b>379,340</b>	<b>347,707</b>	<b>308,859</b>	<b>(38,848)</b>	<b>-11%</b>	
<b>Policy and Place Services Total</b>	<b>1,684,750</b>	<b>1,506,455</b>	<b>1,223,491</b>	<b>(282,964)</b>	<b>-19%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Building Control</u></b>						
Building Control Revenue						
Revenue	(262,940)	(241,869)	(214,848)	27,021	-11%	Revenue on Building Licences \$26k lower than estimates.
<b>Building Control Revenue Total</b>	<b>(262,940)</b>	<b>(241,869)</b>	<b>(214,848)</b>	<b>27,021</b>	<b>-11%</b>	
Building Control Expenditure						
Employee Costs	320,400	292,109	283,500	(8,609)	-3%	
Other Employee Costs	25,090	23,952	18,633	(5,319)	-22%	
Other Expenses	62,110	59,838	19,530	(40,308)	-67%	Timing variance on Consultants expense \$26k, and \$9k favourable variance on Legal Costs not yet required.
<b>Building Control Expenditure Total</b>	<b>407,600</b>	<b>375,899</b>	<b>321,663</b>	<b>(54,236)</b>	<b>-14%</b>	
Building Control Indirect Costs						
Allocations	309,560	283,923	270,777	(13,146)	-5%	
<b>Building Control Indirect Costs Total</b>	<b>309,560</b>	<b>283,923</b>	<b>270,777</b>	<b>(13,146)</b>	<b>-5%</b>	
<b>Building Control Total</b>	<b>454,220</b>	<b>417,953</b>	<b>377,592</b>	<b>(40,361)</b>	<b>-10%</b>	
<b><u>Director Technical Services</u></b>						
Director Technical Services Expenditure						
Employee Costs	393,280	363,463	364,393	930	0%	
Other Employee Costs	15,220	14,554	9,036	(5,518)	-38%	
Other Expenses	61,940	61,795	36,356	(25,439)	-41%	Timing variance on Consultants expense on Beatty Park Drainage Investigation \$19k.
<b>Director Technical Services Expenditure Total</b>	<b>470,440</b>	<b>439,812</b>	<b>409,785</b>	<b>(30,027)</b>	<b>-7%</b>	
Director Technical Services Indirect Costs						
Allocations	(470,440)	(439,812)	(409,785)	30,027	-7%	
<b>Director Technical Services Indirect Costs Total</b>	<b>(470,440)</b>	<b>(439,812)</b>	<b>(409,785)</b>	<b>30,027</b>	<b>-7%</b>	
<b>Director Technical Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Engineering Design Services</u></b>						
Engineering Design Services Revenue						
Revenue	(7,070)	(6,989)	(8,657)	(1,668)	24%	
<b>Engineering Design Services Revenue Total</b>	<b>(7,070)</b>	<b>(6,989)</b>	<b>(8,657)</b>	<b>(1,668)</b>	<b>24%</b>	
Engineering Design Services Expenditure						
Employee Costs	525,040	480,444	463,045	(17,399)	-4%	
Other Employee Costs	16,120	14,173	9,938	(4,235)	-30%	
Other Expenses	196,240	132,269	111,994	(20,275)	-15%	Timing variance on Consultants expense \$28k, Traffic Survey \$22k, and Travel Smart Programmes \$13k. Expenditure on Asset Management - Data Collection \$25k and Roman Road Condition Assessment \$14k earlier than anticipated.
<b>Engineering Design Services Expenditure Total</b>	<b>737,400</b>	<b>626,886</b>	<b>584,976</b>	<b>(41,910)</b>	<b>-7%</b>	
Engineering Design Services Indirect Costs						
Allocations	393,490	360,236	347,194	(13,042)	-4%	
<b>Engineering Design Services Indirect Costs Total</b>	<b>393,490</b>	<b>360,236</b>	<b>347,194</b>	<b>(13,042)</b>	<b>-4%</b>	
<b>Engineering Design Services Total</b>	<b>1,123,820</b>	<b>980,133</b>	<b>923,514</b>	<b>(56,619)</b>	<b>-6%</b>	
<b><u>Bike Station Expenditure</u></b>						
Bike Station Expenditure						
Other Expenses	6,000	6,000	0	(6,000)	-100%	
<b>Bike Station Expenditure Total</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>(6,000)</b>	<b>-100%</b>	
<b>Bike Station Expenditure Total</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>(6,000)</b>	<b>-100%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Street Lighting</u></b>						
Street Lighting Revenue						
Revenue	(22,000)	0	0	0		
<b>Street Lighting Revenue Total</b>	<b>(22,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Street Lighting Expenditure						
Other Expenses	785,000	719,587	646,395	(73,192)	-10%	Favourable variance on Electricity expense \$63k, and timing variance on Street Lighting Maintenance expense \$10k.
<b>Street Lighting Expenditure Total</b>	<b>785,000</b>	<b>719,587</b>	<b>646,395</b>	<b>(73,192)</b>	<b>-10%</b>	
<b>Street Lighting Total</b>	<b>763,000</b>	<b>719,587</b>	<b>646,395</b>	<b>(73,192)</b>	<b>-10%</b>	
<b><u>Underground Power Project</u></b>						
Underground Power Project Revenue						
Revenue	(7,500)	(7,499)	(3,536)	3,963	-53%	
<b>Underground Power Project Revenue Total</b>	<b>(7,500)</b>	<b>(7,499)</b>	<b>(3,536)</b>	<b>3,963</b>	<b>-53%</b>	
Underground Power Project Expenditure						
Other Expenses	0	0	457	457		
<b>Underground Power Project Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>457</b>	<b>457</b>		
<b>Underground Power Project Total</b>	<b>(7,500)</b>	<b>(7,499)</b>	<b>(3,079)</b>	<b>4,420</b>	<b>-59%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Bus Shelter</u></b>						
Bus Shelter Revenue						
Revenue	(35,000)	(20,000)	(35,937)	(15,937)	80%	Timing variance on advertising revenue.
<b>Bus Shelter Revenue Total</b>	<b>(35,000)</b>	<b>(20,000)</b>	<b>(35,937)</b>	<b>(15,937)</b>	<b>80%</b>	
Bus Shelter Expenditure						
Other Expenses	41,840	38,345	34,295	(4,050)	-11%	
<b>Bus Shelter Expenditure Total</b>	<b>41,840</b>	<b>38,345</b>	<b>34,295</b>	<b>(4,050)</b>	<b>-11%</b>	
<b>Bus Shelter Total</b>	<b>6,840</b>	<b>18,345</b>	<b>(1,642)</b>	<b>(19,987)</b>	<b>-109%</b>	
<b><u>Parking and Street Name Signs Expenditure</u></b>						
Parking and Street Name Signs Expenditure						
Other Expenses	78,500	75,625	67,821	(7,804)	-10%	
<b>Parking and Street Name Signs Expenditure Total</b>	<b>78,500</b>	<b>75,625</b>	<b>67,821</b>	<b>(7,804)</b>	<b>-10%</b>	
<b>Parking and Street Name Signs Expenditure Total</b>	<b>78,500</b>	<b>75,625</b>	<b>67,821</b>	<b>(7,804)</b>	<b>-10%</b>	
<b><u>Crossovers</u></b>						
Crossovers Expenditure						
Other Expenses	20,000	18,337	8,175	(10,162)	-55%	Timing variance on Subsidy.
<b>Crossovers Expenditure Total</b>	<b>20,000</b>	<b>18,337</b>	<b>8,175</b>	<b>(10,162)</b>	<b>-55%</b>	
<b>Crossovers Total</b>	<b>20,000</b>	<b>18,337</b>	<b>8,175</b>	<b>(10,162)</b>	<b>-55%</b>	
<b><u>Roads Linemarking Expenditure</u></b>						
Roads Linemarking Expenditure						
Other Expenses	73,000	69,250	61,862	(7,388)	-11%	
<b>Roads Linemarking Expenditure Total</b>	<b>73,000</b>	<b>69,250</b>	<b>61,862</b>	<b>(7,388)</b>	<b>-11%</b>	
<b>Roads Linemarking Expenditure Total</b>	<b>73,000</b>	<b>69,250</b>	<b>61,862</b>	<b>(7,388)</b>	<b>-11%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Tree Lighting Leederville Expenditure</u>						
Tree Lighting Leederville Expenditure						
Other Expenses	50,000	50,000	50,558	558	1%	
<b>Tree Lighting Leederville Expenditure Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,558</b>	<b>558</b>	<b>1%</b>	
<b>Tree Lighting Leederville Expenditure Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,558</b>	<b>558</b>	<b>1%</b>	
<u>Parklets Expenditure</u>						
Parklets Expenditure						
Other Expenses	5,000	2,500	2,465	(35)	-1%	
<b>Parklets Expenditure Total</b>	<b>5,000</b>	<b>2,500</b>	<b>2,465</b>	<b>(35)</b>	<b>-1%</b>	
<b>Parklets Expenditure Total</b>	<b>5,000</b>	<b>2,500</b>	<b>2,465</b>	<b>(35)</b>	<b>-1%</b>	
<u>Environmental Services</u>						
Environmental Services Revenue						
Revenue	(13,500)	(12,462)	(24,840)	(12,378)	99%	Unbudgeted Waterwise Verge Incentive Scheme Funding from Water Corp \$10k.
<b>Environmental Services Revenue Total</b>	<b>(13,500)</b>	<b>(12,462)</b>	<b>(24,840)</b>	<b>(12,378)</b>	<b>99%</b>	
Environmental Services Expenditure						
Employee Costs	87,220	80,569	82,636	2,067	3%	
Other Employee Costs	700	638	135	(503)	-79%	
Other Expenses	214,650	193,996	198,667	4,671	2%	
<b>Environmental Services Expenditure Total</b>	<b>302,570</b>	<b>275,203</b>	<b>281,438</b>	<b>6,235</b>	<b>2%</b>	
Environmental Services Indirect Costs						
Allocations	55,080	50,871	46,638	(4,233)	-8%	
<b>Environmental Services Indirect Costs Total</b>	<b>55,080</b>	<b>50,871</b>	<b>46,638</b>	<b>(4,233)</b>	<b>-8%</b>	
<b>Environmental Services Total</b>	<b>344,150</b>	<b>313,612</b>	<b>303,237</b>	<b>(10,375)</b>	<b>-3%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Property Management Administration</u></b>						
Property Management Administration Revenue						
Revenue	(1,270)	(1,166)	(3,308)	(2,142)	184%	
<b>Property Management Administration Revenue Total</b>	<b>(1,270)</b>	<b>(1,166)</b>	<b>(3,308)</b>	<b>(2,142)</b>	<b>184%</b>	
Property Management Administration Expenditure						
Employee Costs	193,300	178,257	182,047	3,790	2%	
Other Employee Costs	4,040	3,707	229	(3,478)	-94%	
Other Expenses	80,800	72,625	65,553	(7,072)	-10%	
<b>Property Management Administration Expenditure Total</b>	<b>278,140</b>	<b>254,589</b>	<b>247,829</b>	<b>(6,760)</b>	<b>-3%</b>	
Property Management Administration Indirect Costs						
Allocations	213,800	195,204	196,360	1,156	1%	
<b>Property Management Administration Indirect Costs Total</b>	<b>213,800</b>	<b>195,204</b>	<b>196,360</b>	<b>1,156</b>	<b>1%</b>	
<b>Property Management Administration Total</b>	<b>490,670</b>	<b>448,627</b>	<b>440,881</b>	<b>(7,746)</b>	<b>-2%</b>	
<b><u>Civic Centre Building</u></b>						
Civic Centre Building Expenditure						
Building Maintenance	151,820	144,814	162,599	17,785	12%	Building maintenance expense higher than budget estimates.
Ground Maintenance	47,500	43,962	33,591	(10,371)	-24%	Made up of various favourable variances that are not individually material.
Other Expenses	452,360	401,104	368,717	(32,387)	-8%	
<b>Civic Centre Building Expenditure Total</b>	<b>651,680</b>	<b>589,880</b>	<b>564,908</b>	<b>(24,972)</b>	<b>-4%</b>	
Civic Centre Building Indirect Costs						
Allocations	(651,680)	(589,880)	(564,908)	24,972	-4%	
<b>Civic Centre Building Indirect Costs Total</b>	<b>(651,680)</b>	<b>(589,880)</b>	<b>(564,908)</b>	<b>24,972</b>	<b>-4%</b>	
<b>Civic Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Child Care Centres and Play Groups</u></b>						
Child Care Centres and Play Groups Revenue						
Revenue	(23,890)	(23,320)	(13,896)	9,424	-40%	
<b>Child Care Centres and Play Groups Revenue Total</b>	<b>(23,890)</b>	<b>(23,320)</b>	<b>(13,896)</b>	<b>9,424</b>	<b>-40%</b>	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	13,650	13,650	4,708	(8,942)	-66%	
Ground Maintenance	250	231	421	190	82%	
Other Expenses	80,190	73,512	74,126	614	1%	
<b>Child Care Centres and Play Groups Expenditure Total</b>	<b>94,090</b>	<b>87,393</b>	<b>79,256</b>	<b>(8,137)</b>	<b>-9%</b>	
Child Care Centres and Play Groups Indirect Costs						
Allocations	3,060	2,805	2,676	(129)	-5%	
<b>Child Care Centres and Play Groups Indirect Costs Total</b>	<b>3,060</b>	<b>2,805</b>	<b>2,676</b>	<b>(129)</b>	<b>-5%</b>	
<b>Child Care Centres and Play Groups Total</b>	<b>73,260</b>	<b>66,878</b>	<b>68,036</b>	<b>1,158</b>	<b>2%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Pre Schools and Kindergartens</u></b>						
Pre Schools and Kindergartens Revenue						
Revenue	(54,530)	(51,533)	(58,412)	(6,879)	13%	
<b>Pre Schools and Kindergartens Revenue Total</b>	<b>(54,530)</b>	<b>(51,533)</b>	<b>(58,412)</b>	<b>(6,879)</b>	<b>13%</b>	
 Pre Schools and Kindergartens Expenditure						
Building Maintenance	8,250	8,250	3,815	(4,435)	-54%	
Ground Maintenance	650	594	1,171	577	97%	
Other Expenses	54,660	50,209	52,713	2,504	5%	
<b>Pre Schools and Kindergartens Expenditure Total</b>	<b>63,560</b>	<b>59,053</b>	<b>57,699</b>	<b>(1,354)</b>	<b>-2%</b>	
 Pre Schools and Kindergartens Indirect Costs						
Allocations	2,170	1,991	1,903	(88)	-4%	
<b>Pre Schools and Kindergartens Indirect Costs Total</b>	<b>2,170</b>	<b>1,991</b>	<b>1,903</b>	<b>(88)</b>	<b>-4%</b>	
<b>Pre Schools and Kindergartens Total</b>	<b>11,200</b>	<b>9,511</b>	<b>1,191</b>	<b>(8,320)</b>	<b>-87%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community and Welfare Centres</u></b>						
Community and Welfare Centres Revenue	(139,440)	(129,689)	(76,635)	53,054	-41%	Maintenance Costs Recouped \$32k lower than budget estimates due to some lessees doing the maintenance themselves in accordance to lease agreements. Electricity Usage Costs recouped \$12k lower than budget estimates; this is in line with positive variance on Electricity expense.
<b>Community and Welfare Centres Revenue Total</b>	<b>(139,440)</b>	<b>(129,689)</b>	<b>(76,635)</b>	<b>53,054</b>	<b>-41%</b>	
Community and Welfare Centres Expenditure						
Building Maintenance	41,760	39,447	23,201	(16,246)	-41%	Lower maintenance expenditure required due to some Lessees doing the maintenance themselves in accordance to lease agreements.
Ground Maintenance	12,200	11,411	7,899	(3,512)	-31%	
Other Expenses	241,550	165,887	190,540	24,653	15%	Subsidy \$45k expensed earlier than anticipated, and favourable variance on Electricity \$12k.
<b>Community and Welfare Centres Expenditure Total</b>	<b>295,510</b>	<b>216,745</b>	<b>221,640</b>	<b>4,895</b>	<b>2%</b>	
Community and Welfare Centres Indirect Costs						
Allocations	8,510	7,799	7,447	(352)	-5%	
<b>Community and Welfare Centres Indirect Costs Total</b>	<b>8,510</b>	<b>7,799</b>	<b>7,447</b>	<b>(352)</b>	<b>-5%</b>	
<b>Community and Welfare Centres Total</b>	<b>164,580</b>	<b>94,855</b>	<b>152,452</b>	<b>57,597</b>	<b>61%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Department of Sports and Recreation Building</u></b>						
Dept of Sports and Recreation Building Revenue						
Revenue	(765,120)	(700,418)	(666,187)	34,231	-5%	
<b>Dept of Sports and Recreation Building Revenue Total</b>	<b>(765,120)</b>	<b>(700,418)</b>	<b>(666,187)</b>	<b>34,231</b>	<b>-5%</b>	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	144,940	142,777	132,549	(10,228)	-7%	
Ground Maintenance	11,100	10,338	8,884	(1,454)	-14%	
Other Expenses	608,220	542,858	547,612	4,754	1%	
<b>Dept of Sports and Recreation Building Expenditure Total</b>	<b>764,260</b>	<b>695,973</b>	<b>689,045</b>	<b>(6,928)</b>	<b>-1%</b>	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	14,830	13,596	12,994	(602)	-4%	
<b>Dept of Sports and Recreation Building Indirect Costs Total</b>	<b>14,830</b>	<b>13,596</b>	<b>12,994</b>	<b>(602)</b>	<b>-4%</b>	
<b>Department of Sports and Recreation Building Total</b>	<b>13,970</b>	<b>9,151</b>	<b>35,851</b>	<b>26,700</b>	<b>292%</b>	
<b><u>nib Stadium</u></b>						
nib Stadium Revenue						
Revenue	(46,070)	(46,070)	(45,804)	267	-1%	
<b>nib Stadium Revenue Total</b>	<b>(46,070)</b>	<b>(46,070)</b>	<b>(45,804)</b>	<b>267</b>	<b>-1%</b>	
nib Stadium Expenditure						
Other Expenses	596,140	548,071	547,642	(429)	0%	
<b>nib Stadium Expenditure Total</b>	<b>596,140</b>	<b>548,071</b>	<b>547,642</b>	<b>(429)</b>	<b>0%</b>	
<b>nib Stadium Total</b>	<b>550,070</b>	<b>502,001</b>	<b>501,839</b>	<b>(162)</b>	<b>0%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Leederville Oval</b>						
Leederville Oval Revenue						
Revenue	(147,410)	(134,119)	(83,076)	51,043	-38%	Variable outgoings are currently being negotiated.
<b>Leederville Oval Revenue Total</b>	<b>(147,410)</b>	<b>(134,119)</b>	<b>(83,076)</b>	<b>51,043</b>	<b>-38%</b>	
Leederville Oval Expenditure						
Building Maintenance	11,170	10,741	4,180	(6,561)	-61%	
Ground Maintenance	146,350	134,145	113,998	(20,147)	-15%	Timing variance.
Other Expenses	431,030	392,610	373,571	(19,039)	-5%	
<b>Leederville Oval Expenditure Total</b>	<b>588,550</b>	<b>537,496</b>	<b>491,749</b>	<b>(45,747)</b>	<b>-9%</b>	
Leederville Oval Indirect Costs						
Allocations	10,820	9,922	9,475	(447)	-5%	
<b>Leederville Oval Indirect Costs Total</b>	<b>10,820</b>	<b>9,922</b>	<b>9,475</b>	<b>(447)</b>	<b>-5%</b>	
<b>Leederville Oval Total</b>	<b>451,960</b>	<b>413,299</b>	<b>418,148</b>	<b>4,849</b>	<b>1%</b>	

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<b><u>Loftus Centre</u></b>						
Loftus Centre Revenue						
Revenue	(697,820)	(644,297)	(592,059)	52,238	-8%	
<b>Loftus Centre Revenue Total</b>	<b>(697,820)</b>	<b>(644,297)</b>	<b>(592,059)</b>	<b>52,238</b>	<b>-8%</b>	
Loftus Centre Expenditure						
Building Maintenance	119,700	116,694	116,934	240	0%	
Ground Maintenance	19,700	18,062	27,794	9,732	54%	
Other Expenses	981,590	897,373	877,897	(19,476)	-2%	
<b>Loftus Centre Expenditure Total</b>	<b>1,120,990</b>	<b>1,032,129</b>	<b>1,022,625</b>	<b>(9,504)</b>	<b>-1%</b>	
Loftus Centre Indirect Costs						
Allocations	24,050	22,044	21,073	(971)	-4%	
<b>Loftus Centre Indirect Costs Total</b>	<b>24,050</b>	<b>22,044</b>	<b>21,073</b>	<b>(971)</b>	<b>-4%</b>	
<b>Loftus Centre Total</b>	<b>447,220</b>	<b>409,876</b>	<b>451,639</b>	<b>41,763</b>	<b>10%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Public Halls</b>						
Public Halls Revenue						
Revenue	(233,940)	(217,717)	(214,706)	3,011	-1%	
<b>Public Halls Revenue Total</b>	<b>(233,940)</b>	<b>(217,717)</b>	<b>(214,706)</b>	<b>3,011</b>	<b>-1%</b>	
Public Halls Expenditure						
Building Maintenance	184,450	177,590	149,088	(28,502)	-16%	Timing variance on planned cleaning \$20k and miscellaneous maintenance contractors \$10k.
Ground Maintenance	1,750	1,606	0	(1,606)	-100%	
Other Expenses	229,720	209,335	208,168	(1,167)	-1%	
<b>Public Halls Expenditure Total</b>	<b>415,920</b>	<b>388,531</b>	<b>357,256</b>	<b>(31,275)</b>	<b>-8%</b>	
Public Halls Indirect Costs						
Allocations	8,580	7,865	7,447	(418)	-5%	
<b>Public Halls Indirect Costs Total</b>	<b>8,580</b>	<b>7,865</b>	<b>7,447</b>	<b>(418)</b>	<b>-5%</b>	
<b>Public Halls Total</b>	<b>190,560</b>	<b>178,679</b>	<b>149,996</b>	<b>(28,683)</b>	<b>-16%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Reserves Pavilions and Facilities</u></b>						
Reserves Pavilions and Facilities Revenue						
Revenue	(117,630)	(109,041)	(89,686)	19,355	-18%	Timing variance on Maintenance Costs Recouped.
<b>Reserves Pavilions and Facilities Revenue Total</b>	<b>(117,630)</b>	<b>(109,041)</b>	<b>(89,686)</b>	<b>19,355</b>	<b>-18%</b>	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	414,480	383,998	328,351	(55,647)	-14%	Timing variance on contractor expenses.
Ground Maintenance	500	500	0	(500)	-100%	
Other Expenses	316,330	285,869	278,422	(7,447)	-3%	
<b>Reserves Pavilions and Facilities Expenditure Total</b>	<b>731,310</b>	<b>670,367</b>	<b>606,773</b>	<b>(63,594)</b>	<b>-9%</b>	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	8,510	7,788	7,594	(194)	-2%	
<b>Reserves Pavilions and Facilities Indirect Costs Total</b>	<b>8,510</b>	<b>7,788</b>	<b>7,594</b>	<b>(194)</b>	<b>-2%</b>	
<b>Reserves Pavilions and Facilities Total</b>	<b>622,190</b>	<b>569,114</b>	<b>524,681</b>	<b>(44,433)</b>	<b>-8%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Sporting Clubs Buildings</u></b>						
Sporting Clubs Buildings Revenue						
Revenue	(205,150)	(195,531)	(124,767)	70,764	-36%	Maintenance costs to be recovered at the end of financial year, and other unfavourable variances that are not individually material.
<b>Sporting Clubs Buildings Revenue Total</b>	<b>(205,150)</b>	<b>(195,531)</b>	<b>(124,767)</b>	<b>70,764</b>	<b>-36%</b>	
Sporting Clubs Buildings Expenditure						
Building Maintenance	80,710	79,105	35,491	(43,614)	-55%	Timing variance on contractor expenses.
Other Expenses	872,030	800,099	795,212	(4,887)	-1%	
<b>Sporting Clubs Buildings Expenditure Total</b>	<b>952,740</b>	<b>879,204</b>	<b>830,703</b>	<b>(48,501)</b>	<b>-6%</b>	
Sporting Clubs Buildings Indirect Costs						
Allocations	26,090	23,914	22,921	(993)	-4%	
<b>Sporting Clubs Buildings Indirect Costs Total</b>	<b>26,090</b>	<b>23,914</b>	<b>22,921</b>	<b>(993)</b>	<b>-4%</b>	
<b>Sporting Clubs Buildings Total</b>	<b>773,680</b>	<b>707,587</b>	<b>728,857</b>	<b>21,270</b>	<b>3%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves Administration</u></b>						
Parks and Reserves Administration Revenue						
Revenue	(3,500)	(3,212)	(3,862)	(650)	20%	
<b>Parks and Reserves Administration Revenue Total</b>	<b>(3,500)</b>	<b>(3,212)</b>	<b>(3,862)</b>	<b>(650)</b>	<b>20%</b>	
Parks and Reserves Administration Expenditure						
Employee Costs	1,122,590	1,035,250	1,045,681	10,431	1%	
Other Employee Costs	43,640	40,018	28,941	(11,077)	-28%	Fringe Benefit Taxes lower than budget estimates.
Other Expenses	148,240	135,882	87,601	(48,281)	-36%	Timing variance on Lake Monger Stormwater Treatment \$15k and Consultants \$13k.
<b>Parks and Reserves Administration Expenditure Total</b>	<b>1,314,470</b>	<b>1,211,150</b>	<b>1,162,223</b>	<b>(48,927)</b>	<b>-4%</b>	
Parks and Reserves Administration Indirect Costs						
Allocations	789,480	722,102	701,022	(21,080)	-3%	
On Costs Recovery	(1,630,000)	(1,494,163)	(1,348,281)	145,882	-10%	
<b>Parks and Reserves Administration Indirect Costs Total</b>	<b>(840,520)</b>	<b>(772,061)</b>	<b>(647,259)</b>	<b>124,802</b>	<b>-16%</b>	
<b>Parks and Reserves Administration Total</b>	<b>470,450</b>	<b>435,877</b>	<b>511,102</b>	<b>75,225</b>	<b>17%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves</u></b>						
Parks and Reserves Revenue						
Revenue	(60,500)	(55,473)	(69,545)	(14,072)	25%	Revenue on Reserve Hire higher than budget estimates.
<b>Parks and Reserves Revenue Total</b>	<b>(60,500)</b>	<b>(55,473)</b>	<b>(69,545)</b>	<b>(14,072)</b>	<b>25%</b>	
Parks and Reserves Expenditure						
Ground Maintenance	2,103,530	1,935,791	1,990,816	55,025	3%	
Other Expenses	854,790	779,794	762,363	(17,431)	-2%	
<b>Parks and Reserves Expenditure Total</b>	<b>2,958,320</b>	<b>2,715,585</b>	<b>2,753,179</b>	<b>37,594</b>	<b>1%</b>	
Parks and Reserves Indirect Costs						
Allocations	390	352	343	(9)	-3%	
<b>Parks and Reserves Indirect Costs Total</b>	<b>390</b>	<b>352</b>	<b>343</b>	<b>(9)</b>	<b>-3%</b>	
<b>Parks and Reserves Total</b>	<b>2,898,210</b>	<b>2,660,464</b>	<b>2,683,977</b>	<b>23,513</b>	<b>1%</b>	
<b><u>Sporting Grounds</u></b>						
Sporting Grounds Revenue						
Revenue	(87,500)	(80,201)	(58,234)	21,967	-27%	Revenue on Ground Hire lower than budget estimates.
<b>Sporting Grounds Revenue Total</b>	<b>(87,500)</b>	<b>(80,201)</b>	<b>(58,234)</b>	<b>21,967</b>	<b>-27%</b>	
Sporting Grounds Expenditure						
Ground Maintenance	1,078,040	991,006	1,016,256	25,250	3%	
Other Expenses	589,230	537,976	531,149	(6,827)	-1%	
<b>Sporting Grounds Expenditure Total</b>	<b>1,667,270</b>	<b>1,528,982</b>	<b>1,547,406</b>	<b>18,424</b>	<b>1%</b>	
<b>Sporting Grounds Total</b>	<b>1,579,770</b>	<b>1,448,781</b>	<b>1,489,171</b>	<b>40,390</b>	<b>3%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Road Reserves Expenditure</u></b>						
Road Reserves Expenditure						
Ground Maintenance	361,050	333,045	321,846	(11,199)	-3%	
Other Expenses	10,380	8,298	10,564	2,266	27%	
<b>Road Reserves Expenditure Total</b>	<b>371,430</b>	<b>341,343</b>	<b>332,410</b>	<b>(8,933)</b>	<b>-3%</b>	
<b>Road Reserves Expenditure Total</b>	<b>371,430</b>	<b>341,343</b>	<b>332,410</b>	<b>(8,933)</b>	<b>-3%</b>	
<b><u>Parks Other</u></b>						
Parks Other Revenue						
Revenue	(2,000)	(2,000)	(1,005)	995	-50%	
<b>Parks Other Revenue Total</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>(1,005)</b>	<b>995</b>	<b>-50%</b>	
Parks Other Expenditure						
Other Expenses	1,924,000	1,761,753	1,768,853	7,100	0%	
Money/Monger Street Trees Surgery	1,000	913	540	(373)	-41%	
<b>Parks Other Expenditure Total</b>	<b>1,925,000</b>	<b>1,762,666</b>	<b>1,769,393</b>	<b>6,727</b>	<b>0%</b>	
<b>Parks Other Total</b>	<b>1,923,000</b>	<b>1,760,666</b>	<b>1,768,389</b>	<b>7,723</b>	<b>0%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Processable Waste Collection</u></b>						
Processable Waste Collection Revenue						
Revenue	(280,170)	(279,979)	(265,785)	14,194	-5%	
<b>Processable Waste Collection Revenue Total</b>	<b>(280,170)</b>	<b>(279,979)</b>	<b>(265,785)</b>	<b>14,194</b>	<b>-5%</b>	
Processable Waste Collection Expenditure						
Employee Costs	478,110	437,386	421,113	(16,273)	-4%	
Other Employee Costs	9,740	9,345	4,387	(4,958)	-53%	
Other Expenses	3,478,820	3,180,929	3,154,701	(26,228)	-1%	
<b>Processable Waste Collection Expenditure Total</b>	<b>3,966,670</b>	<b>3,627,660</b>	<b>3,580,201</b>	<b>(47,459)</b>	<b>-1%</b>	
Processable Waste Collection Indirect Costs						
Allocations	350,615	321,782	304,946	(16,836)	-5%	
On Costs Recovery	(620,000)	(568,326)	(502,121)	66,205	-12%	
<b>Processable Waste Collection Indirect Costs Total</b>	<b>(269,385)</b>	<b>(246,544)</b>	<b>(197,175)</b>	<b>49,369</b>	<b>-20%</b>	
<b>Processable Waste Collection Total</b>	<b>3,417,115</b>	<b>3,101,137</b>	<b>3,117,241</b>	<b>16,104</b>	<b>1%</b>	
<b><u>Other Waste Services</u></b>						
Other Waste Services Revenue						
Revenue	(1,200)	(1,100)	(2,443)	(1,343)	122%	
<b>Other Waste Services Revenue Total</b>	<b>(1,200)</b>	<b>(1,100)</b>	<b>(2,443)</b>	<b>(1,343)</b>	<b>122%</b>	
Other Waste Services Expenditure						
Other Expenses	600,230	522,709	492,455	(30,254)	-6%	
<b>Other Waste Services Expenditure Total</b>	<b>600,230</b>	<b>522,709</b>	<b>492,455</b>	<b>(30,254)</b>	<b>-6%</b>	
<b>Other Waste Services Total</b>	<b>599,030</b>	<b>521,609</b>	<b>490,012</b>	<b>(31,597)</b>	<b>-6%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recycling Expenditure</u></b>						
Recycling Expenditure						
Other Expenses	1,198,000	1,136,663	920,741	(215,922)	-19%	Timing variance on recycling collection.
<b>Recycling Expenditure Total</b>	<b>1,198,000</b>	<b>1,136,663</b>	<b>920,741</b>	<b>(215,922)</b>	<b>-19%</b>	
<b>Recycling Expenditure Total</b>	<b>1,198,000</b>	<b>1,136,663</b>	<b>920,741</b>	<b>(215,922)</b>	<b>-19%</b>	
<b><u>Public Works Overhead</u></b>						
Public Works Overhead Revenue						
Revenue	(47,420)	(41,948)	(45,733)	(3,785)	9%	
<b>Public Works Overhead Revenue Total</b>	<b>(47,420)</b>	<b>(41,948)</b>	<b>(45,733)</b>	<b>(3,785)</b>	<b>9%</b>	
Public Works Overhead Expenditure						
Employee Costs	578,040	530,666	506,289	(24,377)	-5%	
Other Employee Costs	25,650	23,529	23,791	262	1%	
Other Expenses	20,130	18,447	13,847	(4,600)	-25%	
<b>Public Works Overhead Expenditure Total</b>	<b>623,820</b>	<b>572,642</b>	<b>543,928</b>	<b>(28,714)</b>	<b>-5%</b>	
Public Works Overhead Indirect Costs						
Allocations	600,070	547,598	518,477	(29,121)	-5%	
On Costs Recovery	(515,000)	(472,076)	(509,141)	(37,065)	8%	
<b>Public Works Overhead Indirect Costs Total</b>	<b>85,070</b>	<b>75,522</b>	<b>9,336</b>	<b>(66,186)</b>	<b>-88%</b>	
<b>Public Works Overhead Total</b>	<b>661,470</b>	<b>606,216</b>	<b>507,531</b>	<b>(98,685)</b>	<b>-16%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Plant Operating</u></b>						
Plant Operating Expenditure						
Other Expenses	1,863,080	1,716,555	1,547,797	(168,758)	-10%	
<b>Plant Operating Expenditure Total</b>	<b>1,863,080</b>	<b>1,716,555</b>	<b>1,547,797</b>	<b>(168,758)</b>	<b>-10%</b>	
Plant Operating Indirect Costs						
Allocations	(1,806,160)	(1,658,556)	(1,446,288)	212,268	-13%	
<b>Plant Operating Indirect Costs Total</b>	<b>(1,806,160)</b>	<b>(1,658,556)</b>	<b>(1,446,288)</b>	<b>212,268</b>	<b>-13%</b>	
<b>Plant Operating Total</b>	<b>56,920</b>	<b>57,999</b>	<b>101,509</b>	<b>43,510</b>	<b>75%</b>	
<b><u>Recoverable Works</u></b>						
Recoverable Works Revenue						
Revenue	(100,000)	(91,663)	(60,502)	31,161	-34%	Recoverable Works Income lower than budget estimates.
<b>Recoverable Works Revenue Total</b>	<b>(100,000)</b>	<b>(91,663)</b>	<b>(60,502)</b>	<b>31,161</b>	<b>-34%</b>	
Recoverable Works Expenditure						
Other Expenses	100,000	91,663	67,649	(24,014)	-26%	Lower expenditure due to decrease in requested recoverable works.
<b>Recoverable Works Expenditure Total</b>	<b>100,000</b>	<b>91,663</b>	<b>67,649</b>	<b>(24,014)</b>	<b>-26%</b>	
<b>Recoverable Works Total</b>	<b>0</b>	<b>0</b>	<b>7,147</b>	<b>7,147</b>		
<b><u>Drainage Expenditure</u></b>						
Drainage Expenditure						
Other Expenses	304,050	281,219	250,934	(30,285)	-11%	Contractors expense on survey and investigation lower than budget estimates.
<b>Drainage Expenditure Total</b>	<b>304,050</b>	<b>281,219</b>	<b>250,934</b>	<b>(30,285)</b>	<b>-11%</b>	
<b>Drainage Expenditure Total</b>	<b>304,050</b>	<b>281,219</b>	<b>250,934</b>	<b>(30,285)</b>	<b>-11%</b>	



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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Footpaths/Cycleways Expenditure</u>						
Footpaths/Cycleways Expenditure						
Other Expenses	856,100	784,761	793,759	8,998	1%	
<b>Footpaths/Cycleways Expenditure Total</b>	<b>856,100</b>	<b>784,761</b>	<b>793,759</b>	<b>8,998</b>	<b>1%</b>	
<b>Footpaths/Cycleways Expenditure Total</b>	<b>856,100</b>	<b>784,761</b>	<b>793,759</b>	<b>8,998</b>	<b>1%</b>	
<u>Rights of Way Expenditure</u>						
Rights of Way Expenditure						
Other Expenses	158,750	145,531	139,810	(5,721)	-4%	
<b>Rights of Way Expenditure Total</b>	<b>158,750</b>	<b>145,531</b>	<b>139,810</b>	<b>(5,721)</b>	<b>-4%</b>	
<b>Rights of Way Expenditure Total</b>	<b>158,750</b>	<b>145,531</b>	<b>139,810</b>	<b>(5,721)</b>	<b>-4%</b>	
<u>Roads Expenditure</u>						
Roads Expenditure						
Other Expenses	1,843,540	1,689,917	1,689,855	(62)	0%	
<b>Roads Expenditure Total</b>	<b>1,843,540</b>	<b>1,689,917</b>	<b>1,689,855</b>	<b>(62)</b>	<b>0%</b>	
<b>Roads Expenditure Total</b>	<b>1,843,540</b>	<b>1,689,917</b>	<b>1,689,855</b>	<b>(62)</b>	<b>0%</b>	
<u>Street Cleaning Expenditure</u>						
Street Cleaning Expenditure						
Other Expenses	578,500	527,788	593,004	65,216	12%	Contractors expense on road sweeping higher than budget estimates.
<b>Street Cleaning Expenditure Total</b>	<b>578,500</b>	<b>527,788</b>	<b>593,004</b>	<b>65,216</b>	<b>12%</b>	
<b>Street Cleaning Expenditure Total</b>	<b>578,500</b>	<b>527,788</b>	<b>593,004</b>	<b>65,216</b>	<b>12%</b>	

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	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Traffic Control for Roadworks Expenditure</u>						
Traffic Control for Roadworks Expenditure						
Other Expenses	92,000	82,498	69,783	(12,715)	-15%	Timing variance on Oxford Street Trial Road Closure contractors expense.
Traffic Control for Roadworks Expenditure Total	92,000	82,498	69,783	(12,715)	-15%	
<u>Traffic Control for Roadworks Expenditure Total</u>	<u>92,000</u>	<u>82,498</u>	<u>69,783</u>	<u>(12,715)</u>	<u>-15%</u>	
<u>Roadwork Signs and Barricades Expenditure</u>						
Roadwork Signs and Barricades Expenditure						
Other Expenses	650	594	918	324	55%	
Roadwork Signs and Barricades Expenditure Total	650	594	918	324	55%	
<u>Roadwork Signs and Barricades Expenditure Total</u>	<u>650</u>	<u>594</u>	<u>918</u>	<u>324</u>	<u>55%</u>	
<u>Sump Expenditure</u>						
Sump Expenditure						
Other Expenses	1,500	1,375	227	(1,148)	-83%	
Sump Expenditure Total	1,500	1,375	227	(1,148)	-83%	
<u>Sump Expenditure Total</u>	<u>1,500</u>	<u>1,375</u>	<u>227</u>	<u>(1,148)</u>	<u>-83%</u>	

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<b><u>Works Depot</u></b>						
Works Depot Expenditure						
Employee Costs	150,770	138,471	131,722	(6,749)	-5%	
Other Employee Costs	7,050	6,468	2,901	(3,567)	-55%	
Other Expenses	7,780	7,128	4,612	(2,516)	-35%	
<b>Works Depot Expenditure Total</b>	<b>165,600</b>	<b>152,067</b>	<b>139,235</b>	<b>(12,832)</b>	<b>-8%</b>	
Works Depot Indirect Costs						
Allocations	(165,600)	(152,067)	(139,235)	12,832	-8%	
<b>Works Depot Indirect Costs Total</b>	<b>(165,600)</b>	<b>(152,067)</b>	<b>(139,235)</b>	<b>12,832</b>	<b>-8%</b>	
<b>Works Depot Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Depot Building</u></b>						
Depot Occupancy Costs						
Building Maintenance	90,740	83,646	114,613	30,967	37%	Unforeseen expenditure due to electronic gate malfunction requiring repairs.
Ground Maintenance	0	0	1,512	1,512		
Other Expenses	206,260	190,388	174,623	(15,765)	-8%	
<b>Depot Occupancy Costs Total</b>	<b>297,000</b>	<b>274,034</b>	<b>290,747</b>	<b>16,713</b>	<b>6%</b>	
Depot Indirect Costs						
Allocations	(297,000)	(274,034)	(290,747)	(16,713)	6%	
<b>Depot Indirect Costs Total</b>	<b>(297,000)</b>	<b>(274,034)</b>	<b>(290,747)</b>	<b>(16,713)</b>	<b>6%</b>	
<b>Depot Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		

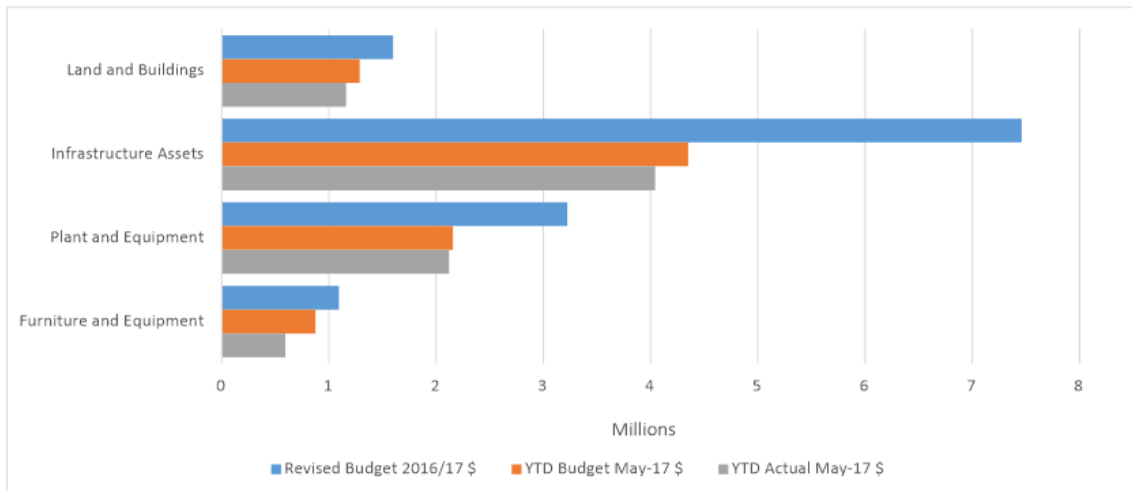
CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 31 MAY 2017



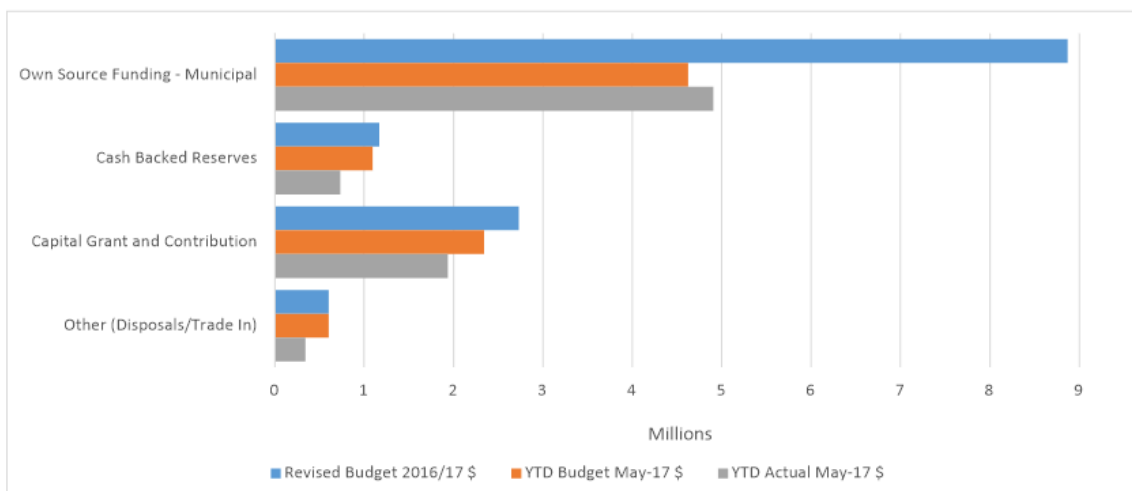
	Revised Budget 2016-2017 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Director Community Engagement Expenditure</u></b>						
Director Community Engagement Expenditure						
Employee Costs	340,450	318,343	329,892	11,549	4%	
Other Employee Costs	13,790	12,928	7,505	(5,423)	-42%	
Other Expenses	3,240	3,032	3,179	147	5%	
<b>Director Community Engagement Expenditure Total</b>	<b>357,480</b>	<b>334,303</b>	<b>340,576</b>	<b>6,273</b>	<b>2%</b>	
<b>Director Community Engagement Expenditure Total</b>	<b>357,480</b>	<b>334,303</b>	<b>340,576</b>	<b>6,273</b>	<b>2%</b>	
<b><u>Director Community Engagement Indirect Costs</u></b>						
Director Community Engagement Indirect Costs						
Allocations	(357,480)	(334,303)	(340,576)	(6,273)	2%	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(357,480)</b>	<b>(334,303)</b>	<b>(340,576)</b>	<b>(6,273)</b>	<b>2%</b>	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(357,480)</b>	<b>(334,303)</b>	<b>(340,576)</b>	<b>(6,273)</b>	<b>2%</b>	
<b>Net Operating</b>	<b>1,178,885</b>	<b>(1,786,839)</b>	<b>(3,240,747)</b>	<b>(1,453,908)</b>	<b>81%</b>	

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL EXPENDITURE AND FUNDING**  
**AS AT 31 MAY 2017**

CAPITAL EXPENDITURE	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %
Land and Buildings	1,597,398	1,595,624	1,285,016	1,159,063	(125,953)	-10%
Infrastructure Assets	7,890,080	7,457,868	4,347,241	4,041,277	(305,964)	-7%
Plant and Equipment	3,537,050	3,219,989	2,155,560	2,117,116	(38,444)	-2%
Furniture and Equipment	737,070	1,090,423	872,845	591,717	(281,128)	-32%
<b>Total</b>	<b>13,761,598</b>	<b>13,363,904</b>	<b>8,660,662</b>	<b>7,909,172</b>	<b>(751,490)</b>	<b>-9%</b>



FUNDING	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance \$	Variance %
Own Source Funding - Municipal	9,389,209	8,866,292	4,620,895	4,903,318	282,423	6%
Cash Backed Reserves	1,287,534	1,166,458	1,094,977	732,142	(362,835)	-33%
Capital Grant and Contribution	2,551,355	2,728,547	2,342,183	1,933,555	(408,628)	-17%
Other (Disposals/Trade In)	533,500	602,607	602,607	340,157	(262,450)	-44%
<b>Total</b>	<b>13,761,598</b>	<b>13,363,904</b>	<b>8,660,662</b>	<b>7,909,172</b>	<b>(751,490)</b>	<b>-9%</b>



CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>LAND &amp; BUILDING ASSETS</b>							
Highgate Child Health Clinic - Remove/Replace Lino Kitchen	5,000	5,000	5,000	0	(5,000)	-100%	
Highgate Child Health Clinic - Replace ceilings	15,000	5,000	5,000	0	(5,000)	-100%	
Earlybird Childcare Centre - Replace ceilings	8,000	8,000	8,000	0	(8,000)	-100%	
Highgate Forrest Park Playgroup	12,000	13,500	13,500	13,436	(65)	0%	
Royal Park Hall - Replace 6 downpipes	7,500	7,500	7,500	7,025	(475)	-6%	
Vincent Community Centre (Bethanie Group) - Install Building Compliance Upgrade: emergency lights	10,000	0	0	0	0	0%	
Anzac Cottage - Grant Interpretation	4,360	4,360	4,360	0	(4,360)	-100%	
Anzac Cottage - Provide rear access	30,000	30,000	30,000	20,822	(9,178)	-31%	
Dorrien Gardens - Perth Soccer Club CSRFF Grant	120,995	120,995	65,000	63,547	(1,453)	-2%	
Charles Veryard Reserve - clubroom upgrade	181,148	195,406	195,406	195,425	19	0%	
Install air con at Woodville Reserve Pavilion	10,000	10,000	10,000	9,840	(160)	-2%	
Braithwaite Park Building Asset - Toilet	60,000	60,000	40,000	6,065	(33,935)	-85%	Work in progress.
Men's Shed - Additional Work	8,281	0	0	0	0	0%	
Kyilla Park Shed	10,000	20,000	20,000	20,167	167	1%	
Air Con replacement - various locations	30,000	65,000	55,000	44,422	(10,578)	-19%	Work in progress.
Miscellaneous Renewals across all assets (Lycopodium)	350,000	325,000	315,000	321,116	6,116	2%	



CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance Commentary
<b>MANDATORY BUILDING COMPLIANCE UPGRADE</b>						
Mt Hawthorn Child Health Clinic	5,000	2,000	2,000	0	(2,000)	-100%
Leederville Child Care Centre	10,000	10,000	5,000	0	(5,000)	-100%
Earlybird Childcare Centre	5,000	5,000	0	0	0	0%
North Perth Town Hall	15,000	15,000	15,000	15,180	180	1%
North Perth Lesser Hall - Smoke detector	5,000	9,000	9,000	8,493	(507)	-6%
Mt Hawthorn Community Centre	15,000	28,000	28,000	30,542	2,542	9%
Mt Hawthorn Community Centre Lesser Hall	5,000	5,000	5,000	4,706	(294)	-6%
Royal Park Hall	10,000	8,000	8,000	7,814	(186)	-2%
Dorrien Gardens (Azzurri Bocce Club)	20,000	11,000	1,000	880	(120)	-12%
Britannia Reserve Pavilion	20,000	8,000	8,000	8,342	342	4%
Forrest Park Clubroom (Croquet)	10,000	10,000	5,000	0	(5,000)	-100%
Leederville Tennis Club	10,000	10,000	5,000	0	(5,000)	-100%
Forrest Park Pavilion	20,000	7,500	7,500	7,035	(465)	-6%
Beatty Park Pavilion	15,000	5,000	5,000	4,685	(315)	-6%
Menzies Park Pavilion	10,000	6,000	6,000	5,543	(457)	-8%
Banks Reserve Pavilion - Install smoke detector	5,000	5,000	5,000	4,156	(844)	-17%
Woodville Reserve Pavilion	20,000	4,000	4,000	3,213	(787)	-20%
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>						
Fitout and relocation	81,114	81,113	55,000	53,555	(1,445)	-3%
Airconditioning to Server Room	25,000	26,000	26,000	24,585	(1,415)	-5%
Alarm System	12,000	25,000	25,000	26,729	1,729	7%

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>BEATTY PARK LEISURE CENTRE</b>							
Indoor Pool change room refurbishment	100,000	100,000	30,000	1,065	(28,935)	-96%	Timing variance.
Retile waterproof sauna shower	2,500	2,500	2,500	0	(2,500)	-100%	
Automatic door for accessible change room	0	500	500	419	(81)	-16%	
Replace handrail leading to pool slides	5,000	7,500	0	0	0	0%	
Replace 1 air conditioner in meeting room and leased area (condition 4)	16,000	15,000	15,000	15,088	88	1%	
Replace 2 air conditioner in leased area (condition 4)	28,000	30,500	30,500	30,177	(323)	-1%	
<b>DEPOT</b>							
Fitout and relocation	45,000	45,000	40,000	39,508	(492)	-1%	
Shed/Workshop Emergency Lighting	5,000	5,000	0	0	0	0%	
<b>LEEDERVILLE OVAL</b>							
Public Toilets East - Replace ceilings	10,000	10,000	10,000	9,813	(187)	-2%	
Public Toilets West - Replace ceilings	15,000	5,500	5,500	5,476	(24)	0%	
Stadium - Electrical upgrade	70,000	70,000	0	0	0	0%	
<b>LIBRARY</b>							
Install Recycling station (Fitout)	1,500	2,500	2,500	2,086	(414)	-17%	
Install solar tinting to windows	3,000	2,000	2,000	1,820	(180)	-9%	
Replace RFID Access (Security Sensor Gates)	11,000	0	0	0	0	0%	
<b>LOFTUS COMMUNITY CENTRE</b>							
Upgrade flooring	15,000	11,000	10,000	9,852	(149)	-1%	
Replacement of shade sails at Loftus Community Centre	0	5,750	5,750	4,900	(850)	-15%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
LOFTUS RECREATION CENTRE							
Internal courts	11,000	0	0	0	0	0%	
Upgrade telecommunication systems, carpets and commercial cooking equipment	79,000	79,000	79,000	78,152	(848)	-1%	
Fitness Room - Ceiling and Lighting Renewal	0	53,500	53,500	53,387	(113)	0%	
TOTAL EXPENDITURE FOR LAND & BUILDING ASSETS	1,597,398	1,595,624	1,285,016	1,159,063	(125,953)	-10%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>INFRASTRUCTURE ASSETS</b>							
<b>TRAFFIC MANAGEMENT</b>							
Norfolk Road Safety Measure	12,038	17,038	7,038	3,551	(3,487)	-50%	
Vincent Street - Traffic calming	20,000	30,000	15,000	9,543	(5,457)	-36%	
Cleaver Precinct	170,000	170,000	1,500	21,292	19,792	1319%	Works commenced ahead of schedule.
Improvements at Vincent/Oxford Streets	40,000	40,000	0	0	0	0%	
Intersections at Bourke and Loftus Streets	150,000	150,000	0	0	0	0%	
Intersections at Vincent and Fitzgerald Streets	80,000	80,000	0	440	440	100%	
Introduce a trial 40kph zone south of Vincent and Bulwer Streets	150,000	150,000	0	0	0	0%	
Matlock/Woodstock traffic management - stage 2	60,000	93,000	93,000	92,306	(694)	-1%	
Merredin Street - Speed humps	10,000	10,000	10,000	9,180	(821)	-8%	
Traffic Calming - Gill Street	20,000	24,000	24,000	25,538	1,538	6%	
William and Bulwer Streets Pedestrian Phasing Signals	210,000	210,000	2,500	2,420	(80)	-3%	
Miscellaneous Traffic Management requests	112,000	122,000	65,000	64,976	(24)	0%	
Forrest and Hyde Street, Mount Lawley	0	4,000	4,000	3,781	(219)	-5%	
<b>BLACK SPOT PROGRAMME</b>							
Brady and Purslowe Streets	50,000	20,000	20,000	17,146	(2,854)	-14%	
Newcastle and Palmerston Streets	40,000	40,000	0	0	0	0%	
Walcott and Raglan Streets	20,000	20,000	15,000	5,843	(9,157)	-61%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>STREETSCAPE IMPROVEMENTS</b>							
Leederville Town Centre - Water Corp Laneway	1,360	712	712	923	211	30%	
Leederville Town Centre - Street Furniture	9,540	18,582	14,000	10,014	(3,986)	-28%	
Leederville Town Centre Enhancements	10,827	10,827	1,500	1,550	50	3%	
North Perth Town Centre Enhancements	5,000	13,101	6,500	1,694	(4,806)	-74%	
Axford Park Improvements	20,000	20,000	10,000	0	(10,000)	-100%	Timing variance.
Christmas lights and decorations in Leederville	60,000	60,000	60,000	0	(60,000)	-100%	Project will not proceed.
Green Street Verge	5,000	3,630	3,630	3,630	0	0%	
Town Centre Initiatives	30,000	30,000	15,000	6,039	(8,961)	-60%	
<b>ROADWORKS - LOCAL ROADS PROGRAMME</b>							
Baker Avenue	58,000	63,000	63,000	63,213	213	0%	
Mitchell Street - Ellesmere to Stanley Street	45,000	45,000	30,000	20,455	(9,545)	-32%	
Raglan Road - Leake to Fitzgerald Street	28,000	1,000	1,000	40,859	39,859	3986%	Outstanding works; budget was incorrectly reduced.
Scarborough Beach Road - Brady - Main and Green Streets	40,000	40,000	40,000	37,974	(2,026)	-5%	
Stanley Street - Mitchell to Guildford	24,000	24,000	14,000	3,269	(10,731)	-77%	Work in progress (by City of Bayswater).
Paddington Street - Charles to Hunter Street	105,000	105,000	105,000	101,240	(3,761)	-4%	
Franklin Street - Loftus to Shakespeare Street	90,000	90,000	65,000	67,724	2,724	4%	
Faraday Street - Scarborough Beach Road to Wilberforce Street	65,000	65,000	45,000	47,041	2,041	5%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>ROADWORKS - REHABILITATION (MRRG PROGRAM)</b>							
Beaufort/Brisbane Street Intersection Improvements	139,970	139,970	0	0	0	0%	
Brisbane Street - Beaufort to William Street	134,315	134,316	0	102	102	100%	
Beaufort Street - Brisbane to Parry Street	51,043	51,043	0	0	0	0%	
Lord Street - Edward to Windsor	405,808	16,000	16,000	22,599	6,599	41%	
Vincent Street - Fitzgerald to Leake	43,102	5,500	5,500	6,777	1,277	23%	
Edward Street - Claisebrook to Lord Street	138,981	138,981	125,000	114,226	(10,774)	-9%	
Green Street - Charles to Eton Streets	102,479	102,479	95,000	82,973	(12,027)	-13%	Work completed.
Vincent Street - William to Beaufort Street	360,586	360,586	100,586	212,272	111,686	111%	Work in progress.
<b>ROADWORKS - ROADS TO RECOVERY PROGRAM</b>							
Birrel Street - Milton Street to end	40,000	40,000	40,000	37,292	(2,708)	-7%	
Milton Street - Brady to Federation Streets	42,000	42,000	42,000	39,565	(2,435)	-6%	
Pier Street - Stirling to Brewer Streets	75,000	75,000	50,000	73,877	23,877	48%	Work completed.
Berryman Street - East to Egina Streets	22,949	22,949	12,949	22,769	9,820	76%	Work completed ahead of schedule.
East Street - Purslowe to Berryman Streets	52,000	52,000	45,000	59,278	14,278	32%	Work completed ahead of schedule.
Newcastle Street - Oxford Street to Carr Place	50,000	50,000	31,000	869	(30,131)	-97%	Project on hold, pending on Western Power.
Kalgoorlie Street - Anzac Road to Britannia Road	36,000	30,000	30,000	29,897	(103)	0%	
Matlock Street - Anzac Road to Britannia Road	20,000	24,000	24,000	23,067	(933)	-4%	
Coogee Street - Green to Ellesmere Streets	33,000	42,000	42,000	40,121	(1,879)	-4%	
Roads to Recovery Program (Deferred to 2017-18)	201,248	201,248	0	0	0	0%	



CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>RIGHTS OF WAY</b>							
Bourke - Burgess Streets	15,000	15,000	10,000	8,747	(1,253)	-13%	
Camilia Street	18,000	20,000	20,000	19,759	(241)	-1%	
Muriel - Oxford Streets	45,000	40,000	40,000	39,124	(876)	-2%	
Nova Lane	100,000	100,000	50,000	1,100	(48,900)	-98%	Request for quotation (RFQ) in progress.
ROW Portion upgrade (Egina Street)	6,500	6,500	6,500	6,725	225	3%	
ROW's Acquisition	5,000	5,000	3,000	1,000	(2,000)	-67%	
Solar Lighting of Laneways	30,000	30,000	0	353	353	100%	
Tennyson - Scott Streets	45,000	45,000	45,000	46,715	1,715	4%	
View - Vine Streets	110,000	110,000	105,000	98,742	(6,258)	-6%	
<b>SLAB FOOTPATH PROGRAMME</b>							
Burt - Norfolk St to Monmouth Street	25,000	19,000	19,000	18,843	(157)	-1%	
Elma - Charles St to Walcott St	22,500	22,500	12,500	960	(11,540)	-92%	Project will not proceed.
Melrose - Oxford St to End	27,300	27,300	27,300	18,205	(9,095)	-33%	
Menzies - Fitzgerald St to Woodville St	23,400	23,400	23,400	30,976	7,576	32%	
Old Aberdeen - Cleaver Street to End	35,100	35,100	25,000	20,164	(4,836)	-19%	
Rae - Tennyson to Marian St	17,700	17,700	17,700	22,287	4,587	26%	
Shakespeare - Wilberforce St to Anzac Rd	8,800	8,800	8,800	0	(8,800)	-100%	
Britannia Road - Upgrade/Extention	65,000	65,000	65,000	58,889	(6,111)	-9%	
Elven - Emmerson to Richmond Streets	5,900	5,900	5,900	4,803	(1,097)	-19%	
Glenelg - Federation Street to End	6,900	6,900	6,900	6,398	(502)	-7%	
Newcastle St - Carr to Watercorp	85,000	85,000	0	0	0	0%	Project on hold, pending on Water Corp works.
Ellesmere Street Path (incl Kerbing)	40,000	40,000	40,000	82,605	42,605	107%	Project exceeded budget estimate.

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>BICYCLE NETWORK</b>							
Scarborough Beach Road Bike Lanes Stage 2 - Loftus to Charles	20,000	38,955	25,955	38,799	12,844	49%	Work completed.
Bike Plan Network 2015-16 Implementation (Palmerston to Lord)	454,258	305,290	270,290	212,120	(58,170)	-22%	Work in progress.
Bicycle Network - Demonstration Bike Boulevard - Shakespeare Street	812,794	800,526	800,526	759,473	(41,053)	-5%	
Bicycle Network Oxford - Anzac to Scarb Bch Rd	190,000	190,000	0	0	0	0%	
Oxford Street Green - Bike Box	25,000	25,000	0	0	0	0%	
<b>TRAVEL SMART INITIATIVES</b>							
Bike Parking	27,273	27,256	25,000	17,906	(7,094)	-28%	
Travel Smart - Bike Repair Stations	18,502	17,924	15,000	14,560	(440)	-3%	
Loftus St Bike Lane Vincent to Richmond	50,000	50,000	0	0	0	0%	
<b>CAR PARKING</b>							
Hardy Street Angle Parking	60,000	60,000	45,000	35,164	(9,836)	-22%	
Albert Street Angle Parking	0	50,000	10,000	41,815	31,815	318%	Work completed.
North Perth Parking Improvements	185,000	185,000	0	0	0	0%	
Misc Works	15,000	15,000	10,000	0	(10,000)	-100%	Contingency. Budget not required to date.
<b>DRAINAGE</b>							
Gully Soakwell Program	75,000	100,000	95,000	86,656	(8,344)	-9%	
Beatty Park Reserve - Flood Mitigation Works	0	18,000	18,000	14,967	(3,033)	-17%	
Miscellaneous Improvements - Upgrade	30,000	41,500	35,000	31,388	(3,612)	-10%	
Miscellaneous Improvements - New	30,000	30,000	20,000	20,069	69	0%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>PARKS DEVELOPMENT</b>							
Britannia Reserve - Path Lighting Stage 1 year 2	140,000	125,000	120,000	112,256	(7,744)	-6%	
Banks Reserve - Foreshore restoration stage 2	185,300	185,300	20,000	0	(20,000)	-100%	Project on hold, to be carried forward into 2017/18.
Banks Reserve - Replace playground equipment	20,000	20,000	11,500	1,561	(9,939)	-86%	
Banks Reserve - Swan River Regional Recreational Path Realignment	64,000	79,000	74,000	68,750	(5,250)	-7%	
Braithwaite Park - Fence (Western Boundary)	25,000	25,000	25,000	23,137	(1,863)	-7%	
Braithwaite Park - New power supply to north-eastern corner of park	5,500	5,500	5,500	4,788	(712)	-13%	
Brentham St Reserve - Replace fence	15,000	14,000	14,000	13,200	(800)	-6%	
Eco-zoning - Britannia Reserve; Menzies Park and Charles/Walcott Street Reserve	45,000	45,000	30,000	31,988	1,988	7%	
Greening Plan - Brady & Green St Verge	15,000	15,000	15,000	12,053	(2,947)	-20%	
Greening Plan - Britannia Rd Verge (Brentham to Seabrook)	20,000	24,000	24,000	25,694	1,694	7%	
Greening Plan - Oxford St North; Scarborough Beach Road; Lord Street; Newcastle Street & Vincent Street	300,000	300,000	255,000	235,753	(19,247)	-8%	
Hyde Park - Re-asphalt pathways	100,000	100,000	50,000	2,355	(47,645)	-95%	Work in progress.
Hyde Park - Replace playground softfall	70,000	69,000	69,000	68,853	(147)	0%	
Hyde Park - Water playground shadesail	45,000	32,900	32,900	32,815	(85)	0%	
Les Lilleyman Reserve Perimeter Path Stage 1	75,000	75,000	65,000	44,406	(20,594)	-32%	Work completed.
Menzies Park - Netball Ring	9,000	5,000	5,000	4,971	(29)	-1%	
Mick Michael Reserve - Replace bore	37,000	39,700	39,700	39,671	(30)	0%	
Oxford Reserve BBQ	12,000	15,200	15,200	15,115	(86)	-1%	
Parks General - Furniture Upgrade	30,000	30,000	28,000	29,312	1,312	5%	
Synthetic Cricket Mats replacement	25,000	25,000	25,000	14,486	(10,514)	-42%	Project on hold, pending further community consultation.
Charles Veryard Reserve - Full/Partial Dog Exercise Fence & Landscaping	15,000	15,000	0	0	0	0%	
Britannia Reserve - Mulch Area	3,000	4,200	4,200	4,117	(83)	-2%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>PARKS ENVIRONMENTAL</b>							
Greening Plan - Washing Lane Trees	10,000	7,000	7,000	6,807	(193)	-3%	
Kyilla Park - Power Upgrade to Site	5,107	555	555	554	(1)	0%	
<b>MISCELLANEOUS</b>							
Bus Shelter Refurbishment and Relocations	50,000	50,000	40,000	20,975	(19,025)	-48%	Work in progress.
Street Lighting - Upgrade and install additional upon request	15,000	15,000	10,000	9,984	(16)	0%	
Axford Park - Uplighting trees	60,000	60,000	30,000	0	(30,000)	-100%	Work in progress.
Upgrade litter bins in streetscapes	30,000	30,000	30,000	30,640	640	2%	
Install a pit and pump at Depot Dog Pound	20,000	41,000	0	0	0	0%	
New Parklets - Mt Hawthorn & North Perth	25,000	25,000	10,500	400	(10,100)	-96%	Design and construction to be completed by 30 June 2017.
<b>TOTAL EXPENDITURE FOR INFRASTRUCTURE ASSETS</b>	<b>7,890,080</b>	<b>7,457,868</b>	<b>4,347,241</b>	<b>4,041,277</b>	<b>(305,964)</b>	<b>-7%</b>	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b><u>PLANT &amp; EQUIPMENT ASSETS</u></b>							
<b>LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME</b>							
Light fleet vehicles	637,500	561,240	536,240	477,627	(58,613)	-11%	Savings; 2 vehicles will not be purchased.
<b>MAJOR PLANT REPLACEMENT PROGRAMME</b>							
Parks Rubbish Truck	320,000	300,500	300,500	300,454	(46)	0%	
Waste Service Rear Loader	360,000	358,000	358,000	358,000	0	0%	
Front end loader	150,000	147,000	147,000	146,574	(426)	0%	
Aerator	15,000	43,000	43,000	42,990	(10)	0%	
Aerovator (AE60)	25,000	0	0	0	0	0%	
Finishing Mower APM361	30,000	30,000	30,000	25,600	(4,400)	-15%	
Gangmowers	100,000	78,000	78,000	61,000	(17,000)	-22%	Savings.
Mower - 3 / Gang	30,000	45,000	45,000	43,600	(1,400)	-3%	
Road Sweeper No 1	400,000	0	0	0	0	0%	
Side Loader Rubbish Compactor	410,000	410,000	0	0	0	0%	
Tractor N/H T50/50	120,000	86,000	86,000	69,200	(16,800)	-20%	Savings.
Road Safety Trailer	0	22,500	22,500	0	(22,500)	-100%	Timing variance.
Misc Minor Plant	40,000	40,000	20,000	16,915	(3,085)	-15%	
<b>INFORMATION TECHNOLOGY</b>							
Beatty Park Server	15,000	19,000	0	0	0	0%	
Board Meeting Software	20,000	0	0	0	0	0%	
Council Agenda Software	31,000	52,000	52,000	42,568	(9,432)	-18%	
Council Chambers AV	95,000	74,000	74,000	70,154	(3,846)	-5%	
Leederville Town Centre Wi-Fi	32,000	0	0	0	0	0%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>POLICY AND PLACE</b>							
Installation of Device Sensors for Town Centre Performance	10,000	10,000	5,000	0	(5,000)	-100%	
<b>SUSTAINABILITY</b>							
Geothermal/LED Lighting	70,000	109,959	55,000	82,292	27,292	50%	Timing variance.
<b>BEATTY PARK LEISURE CENTRE</b>							
Boiler Replacement	185,800	199,000	0	0	0	0%	
Pool - Inflatable	8,000	8,000	8,000	8,002	2	0%	
Install 30m Pool Chlorinator - replace current pool dosing system	12,000	11,000	11,000	14,980	3,980	36%	
Purchase automatic pool cleaner	6,500	5,200	5,200	5,178	(22)	0%	
Purchase floor cleaning machine	2,500	2,500	2,500	1,800	(700)	-28%	
Replace 1 thermal pool blanket	10,000	7,000	7,000	6,930	(70)	-1%	
Upgrade fire panel	25,000	25,000	0	0	0	0%	
<b>COMMUNITY SERVICES</b>							
6 Parking machines Fitzgerald Street car park - Lawley St North Perth	36,750	0	41,400	0	(41,400)	-100%	Budget reallocated - OMC 30 May 2017 Item 12.3.
Relocation of Parking Meters	15,000	15,000	0	14,442	14,442	100%	Works commenced ahead of schedule.
Replace 2G Modems in Ticket Machines (x125)	285,000	228,220	228,220	228,221	1	0%	
Replace Autocite Units (mobile infringement hardware)	40,000	40,000	0	0	0	0%	
5x 'Pay by Plate' parking ticket machines - Avenue Car Park	0	41,400	0	0	0	0%	



CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
RANGERS							
Purchase CCTV for Leederville CCTV project	0	251,470	0	100,587	100,587	100%	Works commenced ahead of schedule.
TOTAL EXPENDITURE							
FOR PLANT & EQUIPMENT ASSETS	3,537,050	3,219,989	2,155,560	2,117,116	(38,444)	-2%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b><u>FURNITURE &amp; EQUIPMENT ASSETS</u></b>							
<b>HUMAN RESOURCES</b>							
Workstation for Safety Advisor and HR support Officer	7,500	0	0	0	0	0%	
<b>CORPORATE SERVICES</b>							
Corporate Systems - Re-Implementation or Replacement	100,000	100,000	0	0	0	0%	
<b>PROPERTY MANAGEMENT</b>							
Non Fixed Assets renewal	6,000	23,000	18,000	24,469	6,469	36%	
Renewal of furniture for municipal halls	6,000	6,000	0	0	0	0%	
<b>INFORMATION TECHNOLOGY</b>							
Implementation of new voice telephone solution	200,000	170,000	170,000	149,472	(20,528)	-12%	Timing variance.
Folding Machine	40,900	25,000	25,000	24,750	(250)	-1%	
Purchase additional ICT Equipment	15,000	35,000	31,000	26,213	(4,787)	-15%	
Purchase of Printer/Copiers	55,000	80,500	80,500	80,401	(99)	0%	
Purchase of New Office Printers (12)	18,000	0	0	0	0	0%	
Technical Services MFN A0 Plotter/Printer	25,000	25,000	25,000	20,999	(4,001)	-16%	
UPS for Server Room	20,000	21,000	21,000	21,264	264	1%	
<b>COMMUNITY DEVELOPMENT</b>							
Stall Establishment	15,000	0	0	0	0	0%	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2016/17  
AS AT 31 MAY 2017



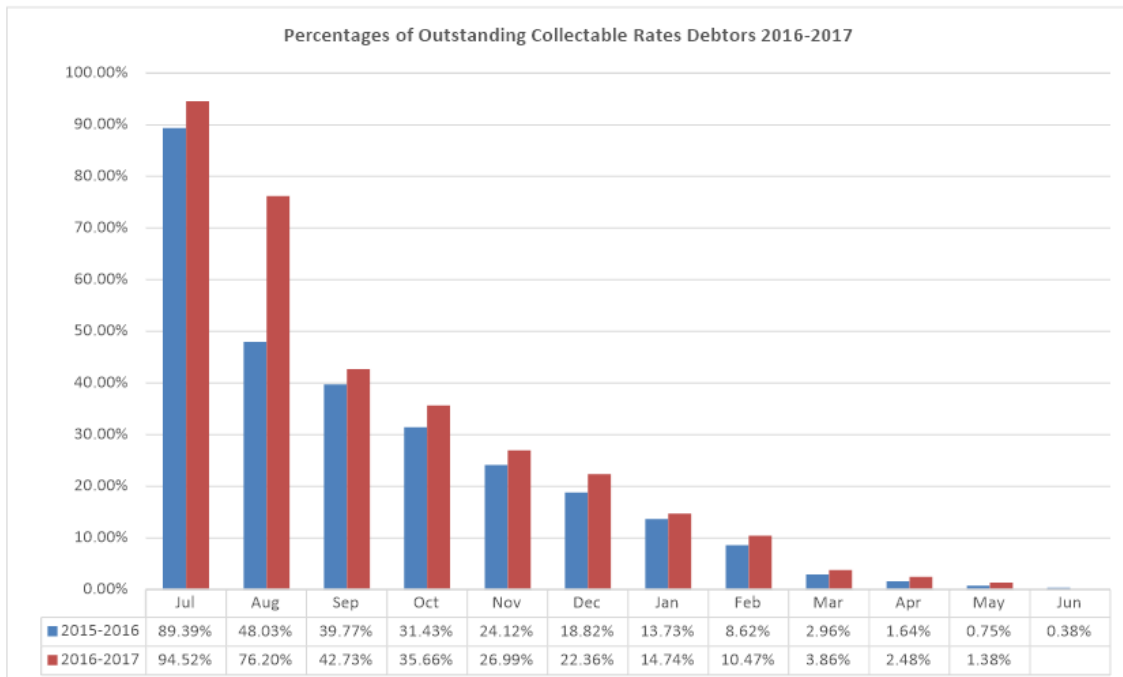
	Adopted Budget 2016/17 \$	Revised Budget 2016/17 \$	YTD Budget May-17 \$	YTD Actual May-17 \$	YTD Variance	Variance	Commentary
<b>LIBRARY</b>							
Coffee Vending Machine	7,145	5,000	5,000	5,000	0	0%	
Purchase 1 additional RFID self loan kiosk with integrated eftpos	8,900	8,900	8,900	8,866	(34)	0%	
Purchase 1 replacement RFID self loan kiosk with integrated eftpos	8,900	8,900	8,900	8,866	(34)	0%	
Replace RFID Access (Security Sensor Gates)	0	8,500	8,500	8,249	(251)	-3%	
Purchase 3 seat pods in junior area	2,550	2,445	2,445	2,397	(48)	-2%	
Replace service desk draft chairs	1,100	1,100	1,100	927	(173)	-16%	
<b>BEATTY PARK LEISURE CENTRE</b>							
Beatty Park Artwork	10,075	1,000	1,000	1,000	0	0%	
Gym Bag Storage Racks	8,500	0	0	0	0	0%	
Replace lane ropes	10,000	8,000	8,000	8,059	59	1%	
Purchase blinds for Group fitness room	6,500	6,500	0	2,045	2,045	100%	
Purchase gym cardio equipment (x 80)	150,000	411,463	370,000	115,240	(254,760)	-69%	Timing variance.
Replace pool water feature	15,000	5,000	5,000	0	(5,000)	-100%	
Replacement of Gym Equipment for Loftus Centre	0	138,115	83,500	83,500	0	0%	
<b>TOTAL EXPENDITURE FOR FURNITURE &amp; EQUIPMENT ASSETS</b>	<b>737,070</b>	<b>1,090,423</b>	<b>872,845</b>	<b>591,717</b>	<b>(281,128)</b>	<b>-32%</b>	
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>13,761,598</b>	<b>13,363,904</b>	<b>8,660,662</b>	<b>7,909,172</b>	<b>(751,490)</b>	<b>-9%</b>	

CITY OF VINCENT  
NOTE 6 - CASH BACKED RESERVES  
AS AT 31 MAY 2017



Reserve Particulars	Budget Opening Balance 01-Jul-16 \$	Estimated Opening Balance 01-Jul-16 \$	FY Budget Transfers From Muni Funds \$	YTD Actual Transfers From Muni Funds \$	FY Budget Interest Earned \$	YTD Actual Interest Earned \$	FY Budget Transfers To Muni Funds \$	YTD Actual Transfers To Muni Funds \$	Budget Balance 30-Jun-17 \$	Actual Balance 31-May-17 \$
Administration Centre Reserve	61,566	61,555	0	0	877	1,008	(52,000)	(52,000)	10,443	10,563
Aged Persons and Senior Citizen's	0	0	0	0	0	0	0	0	0	0
Asset Sustainability Reserve	1,720,673	1,720,356	1,464,892	1,342,814	60,486	59,545	0	0	3,246,051	3,122,715
Beatty Park Leisure Centre	218,179	214,164	300,000	275,000	8,357	8,278	(324,463)	(123,240)	202,073	374,202
Capital Reserve	99,280	99,262	0	0	1,206	2,190	(100,486)	(93,999)	0	7,453
Cash in Lieu Parking Reserve	648,087	648,657	1,323,997	144,242	33,649	18,141	(60,000)	(35,164)	1,945,733	775,876
DSR Office Building Reserve	511,753	512,630	0	0	12,615	13,220	0	0	524,368	525,850
Electronic Equipment Reserve	51,179	51,171	0	0	1,262	1,300	0	0	52,441	52,471
Hyde Park Lake Reserve	144,154	144,127	0	0	3,553	3,718	0	0	147,707	147,845
Land & Building Acquisition Reserve	269,248	269,198	0	0	6,637	6,943	0	0	275,885	276,141
Leederville Oval Reserve	210,813	210,774	0	0	4,087	5,435	(70,000)	0	144,900	216,209
Leederville Tennis Reserve	975	975	970	963	36	39	0	0	1,981	1,977
Light Fleet Reserve	0	0	0	0	0	0	0	0	0	0
Loftus Community Centre Reserve	20,950	20,946	6,180	6,120	408	557	(11,000)	(9,852)	16,538	17,771
Loftus Recreation Centre Reserve	26,167	26,544	57,110	52,058	1,102	701	(45,000)	(45,000)	39,379	34,303
North Perth Tennis Reserve	36,323	36,316	4,690	4,643	953	996	0	0	41,966	41,955
Parking Facility Reserve	142,880	129,056	0	0	3,069	3,329	(36,750)	0	109,199	132,385
Parking Funded City Centre Upgrade Reserve	0	0	0	0	0	0	0	0	0	0
Parking Funded Transport Initiative Reserve	0	0	0	0	0	0	0	0	0	0
Percentage For Public Art Reserve	0	0	320,740	0	4,631	0	0	0	325,371	0
Plant & Equipment Reserve	398,389	398,316	0	0	4,837	8,773	(107,000)	(107,000)	296,226	300,089
State Gymnastics Centre Reserve	83,476	83,461	10,800	9,807	2,191	2,265	0	0	96,467	95,533
Strategic Waste Management Reserve	20,276	20,272	0	0	500	523	0	0	20,776	20,795
Tamala Park Land Sales Reserve	1,553,079	1,344,639	916,666	416,666	43,736	38,728	(362,245)	(265,887)	2,151,236	1,534,146
Underground Power Reserve	190,121	190,086	0	0	4,686	4,902	0	0	194,807	194,988
Waste Management Plant & Equipment Reserve	38,917	38,910	500,000	458,337	7,122	6,184	0	0	546,039	503,431
	6,446,485	6,221,415	4,906,045	2,710,650	206,000	186,775	(1,168,944)	(732,142)	10,389,586	8,386,698

**CITY OF VINCENT  
NOTE 7 - RATING INFORMATION GRAPH  
AS AT 31 MAY 2017**



**CITY OF VINCENT  
NOTE 8 - RATING INFORMATION  
FOR THE MONTH ENDED 31 MAY 2017**



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget %
	\$		\$	\$	%
<b>Rate Revenue</b>					
General Rate					
12936 Residential	312,063,202	6.124	19,113,181	19,110,749	100.0%
1607 Other	123,712,610	6.463	7,995,546	7,995,546	100.0%
50 Vacant Other	3,056,850	11.914	364,193	364,193	100.0%
Minimum Rate					
3129 Residential @ \$1,007	43,166,329	6.124	3,157,952	3,150,903	99.8%
94 Other @ \$1,007	1,005,165	6.463	94,658	94,658	100.0%
0 Vacant Other @ \$1,414	0	11.914	0	0	0.0%
Interim Rates	0		340,000	477,444	140.4%
Back Rates	0		10,000	41,087	410.9%
<b>Total Amount Made up from Rates</b>	<b>483,004,156</b>		<b>31,075,530</b>	<b>31,234,580</b>	
<b>Non Payment Penalties</b>					
Instalment Interest @ 5.5%			176,260	159,224	90.3%
Penalty Interest @ 11%			80,000	99,283	124.1%
Administration Charge - \$13 per instalment			200,000	234,956	117.5%
Legal Costs Recovered			25,000	31,406	125.6%
Other Reimbursements			500	433	86.6%
Interest Write Off			(500)	0	0.0%
			<b>31,556,790</b>	<b>31,759,881</b>	
<b>Other Revenue</b>					
Exempt Bins - Non Rated Properties			154,600	146,143	94.5%
Commercial / Residential Additional Bins			123,300	117,274	95.1%
Swimming Pools Inspection Fees			10,000	11,536	115.4%
			<b>31,844,690</b>	<b>32,034,834</b>	
<b>Opening Balance</b>				<b>113,308</b>	
<b>Total Collectable</b>			<b>31,844,690</b>	<b>32,148,142</b>	<b>100.95%</b>
<b>Less</b>					
Cash Received				30,571,088	
Rebates Allowed				1,138,384	
Refunds Allowed				0	
<b>Rates Balance To Be Collected</b>			<b>31,844,690</b>	<b>438,670</b>	<b>1.38%</b>
<b>Add</b>					
ESL Debtors				40,470	
Pensioner Rebates Not Yet Claimed				45,529	
ESL Rebates Not Yet Claimed				5,981	
<b>Less</b>					
Deferred Rates Debtors				(103,602)	
<b>Current Rates Debtors Balance</b>				<b>427,049</b>	



**CITY OF VINCENT  
DEBTOR REPORT  
FOR THE MONTH ENDED 31 MAY 2017**



DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	0	0	0	0	0
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	7,128	0	371,055	378,183
DEBTOR CONTROL - PROPERTY INCOME	91,180	4,689	(1,927)	80,192	174,134
DEBTOR CONTROL - RECOVERABLE WORKS	(8,620)	(9,337)	0	234	(17,723)
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	1,525	31	135	0	1,691
DEBTOR CONTROL - OTHER	184,836	31	2,264	30,395	217,525
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - GST	0	0	28,059	74,365	102,423
DEBTOR CONTROL - INFRINGEMENT	105,824	80,372	68,815	2,067,726	2,322,736
PROVISION FOR DOUBTFUL DEBT					0
<b>TOTAL DEBTORS OUTSTANDING AS AT 31/05/2017</b>	<b>374,745</b>	<b>82,914</b>	<b>97,345</b>	<b>2,623,966</b>	<b>3,178,969</b>
UNDERGROUND POWER					62,680
ACCRUED INCOME					31,285
ACCRUED INTEREST					217,173
PREPAYMENTS					77,124
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>					<b>3,567,231</b>

DATE	DEBTOR OVER 60 DAYS	AMOUNT	DEBT DETAILS & COMMENTS
25/02/2015	Subiaco Football Club	31,856.15	Turf maintenance & top dressing - Pending discussions on annual maintenance plan.
24/06/2016	Belgravia Leisure Pty Ltd	2,696.88	Maintenance recoup
25/02/2015	East Perth Football Club	34,997.63	Turf maintenance & top dressing - Pending discussions on annual maintenance plan.
14/04/2016	Loftus Community Centre	1,417.97	FESA Levy 15/16 & Security Alarm Response
01/07/2016	Telstra Corporation	2,783.67	Annual Lease Fee - On monthly payment, pending new lease agreement.
12/09/2016	Tuart Hill Cricket Club	6,680.00	Charles Veryard Reserve for training/matches - Pending negotiation of ground hire.
01/10/2015	Department of Sports & Recreation	108,436.92	Variable Outgoings adjustment
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act - Referred to FER.
<b>BALANCE OF 60 DAY DEBTORS OVER \$500.00</b>		<b>217,469.22</b>	

CITY OF VINCENT  
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION  
AS AT 31 MAY 2017



	Full Year Budget 2016/17 \$	YTD Budget 2016/17 \$	YTD Actuals May-17 \$	YTD Actuals May-16 \$	2016-17 Actuals May-17 \$	2015-16 Actuals May-16 \$
<b>Administration</b>						
Expenditure	0	0	0	(0)	0	(0)
Revenue	0	0	0	(0)	0	(0)
(Surplus)/Deficit	0	0	0	(0)	0	(0)
<b>Swimming Pools Area</b>						
Expenditure	3,498,110	3,234,622	3,072,278	3,222,582	292,387	346,210
Revenue	(2,204,460)	(2,085,139)	(1,977,888)	(2,251,923)	(139,636)	(157,834)
(Surplus)/Deficit	1,293,650	1,149,483	1,094,390	970,658	152,751	188,377
<b>Swim School</b>						
Expenditure	1,109,790	1,029,213	984,204	1,097,753	94,162	149,566
Revenue	(1,598,900)	(1,470,248)	(1,350,872)	(1,458,474)	(122,491)	(132,938)
(Surplus)/Deficit	(489,110)	(441,035)	(366,668)	(360,721)	(28,329)	16,627
<b>Café</b>						
Expenditure	796,200	742,044	736,023	713,046	74,631	77,875
Revenue	(709,260)	(672,915)	(633,716)	(649,951)	(44,665)	(42,348)
(Surplus)/Deficit	86,940	69,129	102,307	63,095	29,966	35,527
<b>Retail Shop</b>						
Expenditure	394,035	367,201	363,345	259,415	26,162	24,756
Revenue	(490,250)	(459,129)	(456,934)	(456,501)	(25,605)	(21,278)
(Surplus)/Deficit	(96,215)	(91,928)	(93,589)	(197,086)	558	3,478
<b>Health &amp; Fitness</b>						
Expenditure	1,380,905	1,292,630	1,241,030	1,343,594	97,494	126,567
Revenue	(1,596,620)	(1,467,020)	(1,398,869)	(1,594,226)	(118,054)	(149,973)
(Surplus)/Deficit	(215,715)	(174,390)	(157,839)	(250,632)	(20,560)	(23,406)
<b>Group Fitness</b>						
Expenditure	495,410	462,942	480,201	457,670	41,182	44,234
Revenue	(651,320)	(595,938)	(563,428)	(603,697)	(47,261)	(53,841)
(Surplus)/Deficit	(155,910)	(132,996)	(83,227)	(146,027)	(6,079)	(9,607)
<b>Aquarobics</b>						
Expenditure	141,300	130,975	124,378	140,157	10,609	15,583
Revenue	(228,980)	(209,659)	(201,853)	(223,403)	(16,325)	(18,021)
(Surplus)/Deficit	(87,680)	(78,684)	(77,475)	(83,246)	(5,716)	(2,438)
<b>Creche</b>						
Expenditure	338,160	312,576	296,069	291,482	27,327	34,247
Revenue	(81,380)	(74,854)	(69,476)	(89,850)	(6,535)	(7,274)
(Surplus)/Deficit	256,780	237,722	226,593	201,633	20,792	26,973
<b>Cycling Fitness</b>						
Expenditure	0	0	0	0	0	0
Revenue	0	0	0	0	0	0
(Surplus)/Deficit	0	0	0	0	0	0
(Surplus)/Deficit	592,740	537,301	644,493	197,674	143,383	235,531
Less Depreciation	(558,260)	(478,984)	(362,809)	(658,376)	0	(59,759)
Cash (Surplus)/Deficit	34,480	58,317	281,684	(460,702)	143,383	175,772



**CITY OF VINCENT**

## **DELEGATED AUTHORITY REGISTER**

**2017 - 2018**

Adopted at the Ordinary Meeting of Council held on **TBD**

## INTRODUCTION

### 1.1 PURPOSE OF DELEGATING AUTHORITY

~~This delegated authority register is reviewed in accordance with the Act on an annual basis, by the Chief Executive Officer.~~

~~The Local Government Act 1995 (the Act) was introduced on 1 July 1996 and made significant changes to the way local government conducts its business. Its general aim was to enable local governments to provide good open and accountable government to the community.~~

~~One of the changes was the degree of delegated authority available to be passed onto the Chief Executive Officer (or a committee) in order to manage the day to day operations of the City.~~

The Local Government Act 1995 (the Act) allows for a local government 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 in order effectively manage the day to day operations of the City. All delegations made by the Council must be by absolute majority decision {S5.42(1)}. The CEO in turn is empowered by the Act to on-delegate any of these functions to another employee {S5.44(1)}.

This Council Delegated Authority Register is reviewed in accordance with the Act on an annual basis by Council.

A separate document entitled "Register of CEO Delegated Authority and Authorisations" is also maintained and reviewed on an annual basis by the Chief Executive Officer.

### 1.2 MATTERS WHICH CAN NOT BE DELEGATED

The following are decisions that can not be delegated by Council to the Chief Executive Officer under the Local Government Act 1995 {S5.43}.

- any power or duty that requires a decision of an absolute majority or special (75%) majority of the local government;
- accepting a tender which exceeds an amount determined by the local government;
- appointing an auditor;
- acquiring or disposing of any property valued at an amount determined by the local government;
- any of the local government's powers under Sections 5.98, 5.98A, 5.99A, 5.99 and 5.100 of the Act;
- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in Section 9.5;
- any power or duty that requires the approval of the Minister or Governor; or
- such other duties or powers that may be prescribed by the Act.

There is no power for a person other than the CEO to delegate a power. {S5.44(1)}.

### 1.3 DELEGATION BY THE CHIEF EXECUTIVE OFFICER

The Local Government Act 1995 allows for the Chief Executive Officer to delegate any of the powers to another Employee. {S5.44(1)}. This must be done in writing. {S5.44(2)} The Act allows for the Chief Executive Officer to place conditions on any delegations if desired. {S5.44(4)}.

A register of delegations relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year. {S 5.46(1) & (2)}.

### 1.4 EXERCISE OF DELEGATIONS

~~If a person is exercising a power or duty that they have been delegated, the Act requires that records be kept whenever the delegated authority is used. {S 5.46(3)}~~

The record is to contain the following information:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and

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- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty. {Local Government (Administration) Regulations 1996 Cl 19.}

A person to whom a power is delegated under the *Local Government Act 1995* is considered to be a 'designated employee' under S5.74(b) of the *Local Government Act 1995* and is required to complete a primary return and also an annual return each year.



Len Kosova  
**CHIEF EXECUTIVE OFFICER**

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2016-2017

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**PART 1 LOCAL GOVERNMENT ACT****No: 1.1 Appointment of an Acting Chief Executive Officer**

<b>Function to be performed</b>	The Chief Executive Officer to appoint an Acting Chief Executive Officer.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Sections 5.36(1)(a)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to appoint an Acting Chief Executive Officer.
<b>Chief Executive Officer delegates to</b>	Nil
<b>Conditions and Reporting Requirements</b>	Subject to: <ul style="list-style-type: none"> <li>• The Employee being designated a "Senior Employee", as prescribed by the Local Government Act;</li> <li>• Appointments being no longer than 30 days;</li> <li>• Council Members to be advised of acting Chief Executive Officer;</li> <li>• The acting role to be rotated between the Directors (where practicable).</li> </ul>

**No: 1.2 Making Payments to Employees in Addition to Contract or Award**

<b>Function to be performed</b>	A local government can approve of payments to employees in addition to their contract or Award.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995 Section 5.50</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to approve of making payment to employees in addition to their contract or Award.
<b>Chief Executive Officer delegates to</b>	Nil
<b>Conditions and Reporting Requirements</b>	Subject to Council Policy No. 5.7.11 – " <i>Gratuity Payments/Payment to Employees in Addition to Contract or Award on Cessation of Employment</i> ".  Details of approvals are to be recorded on the appropriate file or record.

\*Note – Regulation 19A of the Local Government (Administration) Regulations places limits on any gratuity payments that can be made.

**No: 1.3      Serving of Notices Requiring Certain Things to be Done by Owner or Occupier of Land**

<b>Function to be performed</b>	The power to give a person a notice in writing relating to the land and do anything that it considers necessary to achieve the purpose for which the notice was given.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Sections 3.25(1) and 3.26</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to: <ol style="list-style-type: none"> <li>1) issue a notice in writing relating to the land requiring the person to do anything specified in <b>Schedule 3.1</b>, Division 1 or for the purpose of remedying or mitigating the effects of any offence prescribed in Schedule 3.1, Division 2; and</li> <li>2) do anything that he/she considers necessary to achieve, so far as is practicable, the purpose for which the notice was given, including recovering the cost of anything it does as a debt due from the person who failed to comply with the notice.</li> </ol>
<b>Chief Executive Officer delegates to</b>	<del>Director Community Engagement</del> <del>Director Development Services</del> <del>Manager Health Services</del> <del>Manager Rangers and Community Safety Services</del>
<b>Conditions Reporting Requirements and</b>	<p>The Chief Executive Officer shall approve of all legal action and sign all legal documents.</p> <p>The information is to be recorded in appropriate record to meet legislative requirements.</p>

**No: 1.4 Performing Particular Things on Land which is not Local Government Property**

<b>Function to be performed</b>	A local government may perform its general functions of the things prescribed in Schedule 3.2 of the Act on land, even though the land is not local government property and the local government does not have consent to do it.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.27</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to carry out things prescribed in <b>Schedule 3.2</b> even though the land is not local government property and the local government does not have consent to do it.
<b>Chief Executive Officer delegates to</b>	<ol style="list-style-type: none"> <li>1. <del>Carry out works for the drainage of land — Director Technical Services, Manager Engineering Operations, Manager Parks and Property Services, Supervisors Parks and Supervisors Engineering Services.</del></li> <li>2. <del>Do earthworks or other works on land for preventing or reducing flooding — Director Technical Services, Manager Engineering Operations.</del></li> <li>3. <del>Take from land any native growing or dead timber, earth, stone, sand or gravel that, in its opinion, the local government requires for making or repairing a thoroughfare, bridge, culvert, fence or gate — Director Technical Services, Manager Engineering Operations, Manager Parks and Property Services, Supervisors Parks, Supervisors Engineering Services.</del></li> <li>4. <del>Deposit and leave on land adjoining a thoroughfare any timber, earth, stone, sand, gravel, and other material that persons engage in making or repairing a thoroughfare, bridge, culvert, fence, or gate do not, in the local government's opinion, require — Director Technical Services, Manager Engineering Operations, Manager Parks and Property Services, Supervisors Parks, Supervisors Engineering Services.</del></li> <li>5. <del>Make a temporary thoroughfare through land for use by the public as a detour while work is being done on a public thoroughfare — Director Technical Services, Manager Engineering Operations.</del></li> <li>6. <del>Place on land signs to indicate the names of public thoroughfares — Director Technical Services, Manager Engineering Operations, Manager Asset and Design Services, Supervisors Engineering.</del></li> <li>7. <del>Make safe a tree that presents serious and immediate danger, without having to give the owner the notice otherwise required by regulations — Director Technical Services, Manager Parks and Property Services, Supervisors Parks Services.</del></li> <li>8. <del>Obliterate graffiti that is visible from a public place and that has been applied without the consent of the owner or occupier — Director Technical Services, Manager Engineering.</del></li> </ol>

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		<del>Operations, Manager Parks and Property Services, Manager Ranger and Community Safety Services, Supervisors Parks and Supervisors Engineering Services, Graffiti Officer, Rangers, Outside Engineering and Parks Employees.</del>
<b>Conditions Reporting Requirements</b>	<b>and</b>	The information is to be recorded in appropriate record.

**No: 1.5 Power of Entry**

<b>Function to be performed</b>		The power of entry is conferred on a local government which is performing any function under the <i>Local Government Act 1995</i> .
<b>Legislative power or duty delegated</b>		<i>Local Government Act 1995, Section 3.28</i>
<b>Delegation from</b>		Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>		Chief Executive Officer
<b>Delegation</b>		The Chief Executive Officer is delegated authority to authorise persons with the powers of entry, when performing any function of the local government.
<del><b>Chief Executive Officer delegates to</b></del>		<del>Nil</del>
<b>Conditions Reporting Requirements</b>	<b>and</b>	The information is to be recorded in appropriate record to meet legislative requirements.

**No: 1.6 Declaring a Vehicle to be an Abandoned Vehicle Wreck**

<b>Function to be performed</b>		If after seven days from the removal of a vehicle deemed to be an abandoned wreck the owner of the vehicle has not been identified or after seven days from the giving of a notice the owner has not collected the vehicle the local government may declare that the vehicle is an abandoned vehicle wreck.
<b>Legislative power or duty delegated</b>		<i>Local Government Act 1995, Section 3.40A(4)</i>
<b>Delegation from</b>		Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>		Chief Executive Officer
<b>Delegation</b>		The Chief Executive Officer is delegated authority to declare that a vehicle is an abandoned vehicle wreck under the <i>Local Government Act 1995, Section 3.40A(4)</i> .
<del><b>Chief Executive Officer delegates to</b></del>		<del>Director Community Engagement Manager Ranger and Community Safety Services</del>
<b>Conditions Reporting Requirements</b>	<b>and</b>	The declaration is to be recorded in appropriate record to meet legislative requirements.

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**No: 1.7 Disposing of Confiscated or Uncollected Goods**

<b>Function to be performed</b>	A Local Government may sell or dispose of confiscated or uncollected goods in accordance with s3.47 (1) (2) and s3.47(2a).
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.47(1),(2),(2a)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to sell or dispose of confiscated or uncollected goods in accordance with s3.47 (1) (2) and s3.47(2a).
<b>Chief Executive Officer delegates to</b>	<del>Director Community Engagement Manager Ranger and Community Safety Services</del>
<b>Conditions Reporting Requirements and</b>	Details of the sale or disposal is to be recorded in the appropriate record.

**No: 1.8 Disposal of Sick or Injured Impounded Animals**

<b>Function to be performed</b>	If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.47A(1)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to determine that a sick or injured impounded animal be destroyed pursuant to the <i>Local Government Act 1995, Section 3.47A(1)</i> .
<b>Chief Executive Officer delegates to</b>	<del>Director Community Engagement Manager Ranger and Community Safety Services Co-ordinator Ranger Services</del>
<b>Conditions Reporting Requirements and</b>	The details of sick or injured animals disposed of are to be recorded in the appropriate record.



**No: 1.9 Recovery of Impounding Expenses**

<b>Function to be performed</b>	If goods are removed and impounded under <b>Section 3.39</b> and the offender is convicted, the local government may, if the goods are not sold, recover any expenses incurred in removing and impounded the goods and disposing of them.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.48.</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to determine that court action be taken to recover impounding expenses pursuant to the <i>Local Government Act 1995, Section 3.48.</i>
<b>Chief Executive Officer delegates to</b>	Director Community Engagement Manager Ranger and Community Safety Services
<b>Conditions Reporting Requirements and</b>	The Chief Executive Officer shall approve of all legal action and sign all legal documents.  The actions taken to recover impounding expenses are to be recorded in the appropriate record to meet legislative requirements.

**No: 1.10 Closing Certain Thoroughfares to Vehicles (Not Exceeding 4 Weeks)**

<b>Function to be performed</b>	A local government may close a thoroughfare to vehicles wholly or partially, for a period not exceeding four weeks.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.50(1)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to close a thoroughfare, wholly or partially, pursuant to the <i>Local Government Act 1995, Section 3.50(1).</i>
<b>Chief Executive Officer delegates to</b>	Director Technical Services Manager Engineering Operations Manager Asset and Design Services
<b>Conditions Reporting Requirements and</b>	Action taken to close thoroughfares must be recorded in the appropriate register and Council Members advised accordingly.

**No: 1.11 Closing Certain Thoroughfares to Vehicles (Exceeding 4 Weeks)**

<b>Function to be performed</b>	A local government may, after providing public notice of its intentions and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding four weeks.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Sections 3.50(1a) and 3.50(4)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to close a thoroughfare, wholly or partially, pursuant to the <i>Local Government Act 1995, Sections 3.50</i> .
<b>Chief Executive Officer delegates to</b>	Director Technical Services
<b>Conditions and Reporting Requirements</b>	The permanent closure of thoroughfares to be referred to the Council for determination.  Action taken to close thoroughfares must be recorded in the appropriate register and Council Members to be advised accordingly.

**No: 1.12 Closing Certain Thoroughfares to Vehicles (Revocation)**

<b>Function to be performed</b>	An order to close a thoroughfare may be revoked by the local government.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.50(6)</i> .
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to revoke an order to close a thoroughfare, pursuant to the <i>Local Government Act 1995, Section 3.50(6)</i> .
<b>Chief Executive Officer delegates to</b>	Director Technical Services
<b>Conditions and Reporting Requirements</b>	Details of the revocation of an order to close thoroughfares must be recorded in the appropriate register and Council Members to be advised accordingly.

**No: 1.13 Partial Closure of Thoroughfare for Repairs and Maintenance**

<b>Function to be performed</b>	A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.50A</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to partially and temporarily close a thoroughfare, pursuant to the <i>Local Government Act 1995, Section 3.50A</i> .
<b>Chief Executive Officer delegates to</b>	Director Technical Services Manager Engineering Operations Manager Asset and Design Services
<b>Conditions Reporting Requirements and</b>	<ul style="list-style-type: none"> <li>The road closure being limited to a minimum period as is practicable.</li> <li>All affected persons being advised at least 7 days in advance of closure being carried out</li> <li>Access being maintained to properties.</li> </ul> <p>Details of the closure to be recorded on the appropriate record.</p>

**No. 1.14 Payments from the Municipal Fund and Trust Fund**

<b>Function to be performed</b>	The power to approve payments from the municipal fund or the trust
<b>Legislative power or duty delegated</b>	<i>Local Government (Financial Management) Regulations 1996, Regulation 12(1)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to make payments from the municipal fund or the trust fund, pursuant to the <i>Local Government (Financial Management) Regulations 1996, Regulation 12(1)</i> .
<b>Chief Executive Officer delegates to</b>	Director Corporate Services Manager Financial Services
<b>Conditions Reporting Requirements and</b>	Subject to the requirements of the <i>Local Government (Financial Management) Regulations 1996, Regulation 13</i> .

**No. 1.15 Waive Fees, Grant Concessions or Write Off Debts.**

<b>Function to be performed</b>	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.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 6.12(1)(b),(c)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to waive, grant concessions or write off any amount of money owed to the City, pursuant to the <i>Local Government Act 1995, Section 6.12(1)</i> .
<b>Chief Executive Officer delegates to</b>	<p><del>The power to waive all fees, grant concessions or write off all debts is sub-delegated to:</del></p> <p><del>Director Corporate Services</del></p> <p><del>Manager Financial Services</del></p> <p><del>The power to waive fees or write off debts relating to Infringements is sub-delegated to:</del></p> <p><del>Director Community Engagement</del></p> <p><del>Manager Ranger and Community Safety Services</del></p> <p><del>The power to waive or write off library fees is sub-delegated to:</del></p> <p><del>Director Community Engagement</del></p> <p><del>Manager Library and Local History Services</del></p>
<b>Conditions Reporting Requirements and</b>	<p>The power to waive fees or write off money is subject to the amount not exceeding \$1000.</p> <p>The power to waive fees or write off debts relating to Infringements is subject to the debt not exceeding \$250.</p> <p>The power to waive or write off library fees is subject to the debt not exceeding \$50.</p> <p>This delegation is not applicable to writing off or waiving rates or service charges.</p> <p>The full details of the concession, waiver or write off to be recorded on the appropriate financial record.</p>

**No. 1.16 Agreement as to Payment of Rates and Service Charges**

<b>Function to be performed</b>	A local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 6.49</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to make an agreement with a person for payment of rates and service charges, pursuant to the <i>Local Government Act 1995, Section 6.49</i> .
<b>Chief Executive Officer delegates to</b>	Director Corporate Services Manager Financial Services
<b>Conditions Reporting Requirements</b>	Subject to the arrangements agreed to being on the basis that the total debt outstanding will be extinguished by 30 June next following.  Subject to Council Policy No. 1.2.12 – “Rates and Service Charges”.  The full details of the determination to be recorded in the appropriate rate record.

**No. 1.17 Require Lessee to Pay Rent in Satisfaction of Rates or Service Charge**

<b>Function to be performed</b>	A Local Government has the power to require the payment of rent in satisfaction of rate or service charge, pursuant to the <i>Local Government Act 1995, Sections 6.60(2), (3), (4)</i> .
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 6.60(2), (3), (4)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to require the payment of rent in satisfaction of rate or service charge, pursuant to the <i>Local Government Act 1995, Sections 6.60(2) and (3)</i> .
<b>Chief Executive Officer delegates to</b>	Director Corporate Services Manager Financial Services
<b>Conditions Reporting Requirements</b>	Subject to recovery action having been taken in accordance with Council Policy No. 1.2.13 – “Collection of Debts, Rates and Service Charges”.  The full details of the determination to be recorded in the appropriate rate record.

**No. 1.18 Amending and Determining Objections to a Rate Record**

<b>Function to be performed</b>	The Chief Executive Officer is delegated the power to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct ( <b>Section 6.39</b> ) and to determine objections to the rate record ( <b>Section 6.76</b> ).
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 6.76(4),(5)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct and to determine objections to the rate record.
<b>Chief Executive Officer delegates to</b>	<del>Director Corporate Services</del> <del>Manager Financial Services</del>
<b>Conditions and Reporting Requirements</b>	The full details of the determination to be recorded in the appropriate rate record.



## No 1.19 Inviting Tenders for Goods or Services and Related Matters

<b>Function to be performed</b>	The authority to invite tenders for works and services in the relevant financial year adopted budget, where required in accordance with <b>Section 3.57</b> of the Local Government Act 1995.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995.</i> <b>Section 3.57(1)</b> - Requirement to invite tenders in certain circumstances. <i>Local Government (Functions and General) Regulations 1996,</i> <b>Regulations 14(2a), 20(1) and (2), 21(1), 23(3).</b>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Office is delegated authority pursuant to Local Government (Functions and General) Regulations 1996:  1. <b>Regulation 14(2a)</b> to determine in writing the criteria for deciding which tender should be accepted.  2. <b>Regulation 20(1)</b> power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the <del>Shire City</del> enters the contract with the successful tenderer.  3. <b>Regulation 21(1)</b> to seek expressions of interest with respect to the supply of the goods or services before entering the tender process.  4. <b>Regulation 23(3)</b> to consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services.
<b>Chief Executive Officer delegates to</b>	<del>All Directors</del>
<b>Conditions and Reporting Requirements</b>	The invitation to tender is to be entered into the Tender Register in the prescribed manner.  Selection criteria must be recorded in the appropriate record and comply with the requirements of the Regulations.  Details of the minor variations must be recorded in the appropriate record.  Details of the calling of expressions of interest must be recorded in the appropriate record and in the Tender Register.  <del>Acceptance of tenders in the following circumstances:</del>  <del>1. tenders for the supply of goods or services not exceeding a value of \$250,000;</del>  <del>2. acceptance of quotations and tenders is what is to be deemed "the most acceptable and advantageous to the City";</del>  14. tenders called to comply with Council's Policy No. 1.2.2 – "Code of Tendering" and Policy No. 1.2.3 – "Purchasing Policy"; and  25. tenders can only be invited for those goods and services identified in the Annual Budget, Plan for the Future;

Commented [TE1]: Need to update this.

Commented [TE2]: Applicable to 1.20 not 1.19

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## No: 1.20 Acceptance of Tenders

<b>Function to be performed</b>	A local government must consider any tender that has not been rejected and decide which one to accept. The local government may decline to accept any tender.
<b>Legislative power or duty delegated</b>	<i>Local Government (Functions and General) Regulations 1996, Regulation 18(4),(5), (6), (7)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to accept any tender that has not been rejected or decline all tenders.
<b>Chief Executive Officer delegates to</b>	Nil.
<b>Conditions and Reporting Requirements</b>	<p>The delegation is subject to:</p> <ol style="list-style-type: none"> <li>tenders for the supply of goods or services not exceeding a value of \$250,000;</li> <li><del>32.</del> acceptance of tenders is what is to be deemed "the most acceptable and advantageous to the City";</li> <li><del>4-3.</del> tenders called subject to (1) and (2) above, to comply with Council's Policy No. 1.2.2 – "Code of Tendering" and Policy No. 1.2.3 – "Purchasing Policy"; and</li> <li><del>5.</del> tenders can only be invited for those goods and services identified in the Annual Budget, Plan for the Future or separately approved by the Council;</li> </ol>

Commented [TE3]: Applicable to 1.19 not 1.20

## No: 1.21 Dealing with Objections

<b>Function to be performed</b>	Dealing with Objections of the kind referred to in <b>Section 9.5</b> .
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 9.5(2), Section 9.6(5) and 9.9(1)(b)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to:</p> <ul style="list-style-type: none"> <li>receive an objection and grant an extension of time for an objection to be lodged (<b>Section 9.5(2)</b>);</li> <li>give notice in writing of how it has been decided to dispose of the objection and the reasons for disposing of it in that way.</li> <li>determine that there are reasons why the effect of a decision should not be suspended in line with the provisions of the Local Government Act 1995 <b>Section 9.9(1)(b)</b>.</li> </ul>
<b>Chief Executive Officer delegates to</b>	Nil

Conditions Reporting Requirements	and	Details are to be recorded on the appropriate file or record.
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## No: 1.22 Execution of Documents

Function to be performed	Authority to sign documents on behalf of the local government.
Legislative power or duty delegated	<i>Local Government Act 1995, Section 9.49A (4) and (5)</i>
Delegation Authorisation from	Local Government, pursuant to <b>Section 9.49A(4)</b> of the <i>Local Government Act 1995</i>
Delegation Authorisation to	Chief Executive Officer
Delegation Authorisation	The Chief Executive Officer <u>and senior employees</u> <del>isare delegated the power authorised to</del> <p>(1) Execute a document as a deed on behalf of the City where there is a requirement for the document to be executed as a deed;</p> <p><u>All Employees are authorised to:</u></p> <p>(2) Sign documents on behalf of the local government to all matters arising under delegated authority given by the Council under Section 5.42 of the Act and generally as is necessary or appropriate in carrying out his or her function under the Act or under any written law <u>so long as they do so in accordance with "Policy 4.1.10 - Execution of Documents"</u>.</p>
Chief Executive Officer delegates to	In accordance with "Policy 4.1.10 – Execution of Documents".
Conditions and Reporting Requirements	<del>Employees are</del> Execution of all documents must be in accordance with permitted to sign documents to the extent detailed in the "Policy 4.1.10 - Execution of Documents" <p><del>Details of approvals are to be recorded on the appropriate file or record.</del></p>

**Commented [TE4]:** This is not a delegation but a specific authorisation detailed in section 9.49A.

## No: 1.23 Disposing of Property

Function to be performed	Authority to dispose of property: a) to the highest bidder at public auction; or b) to the most acceptable public tender; or c) by private treaty (subject to section 3.58(3) and (4)).
Legislative power or duty delegated	Sections 3.58(2) and (3) <i>Local Government Act 1995</i>
Delegation from	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
Delegation to	Chief Executive Officer
Delegation	Authority to dispose of property in accordance with section 3.58 of the <i>Local Government Act 1995</i> .

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<b>Conditions and Reporting Requirements</b>	The delegation is subject to: <u>1. the value of the property not exceeding \$250,000;</u> <u>2. the disposal of any land and / or building assets being specified in the Annual Budget or Corporate Business Plan</u> <u>3. the lease of City-owned land being determined by Council.</u>
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**PART 2 AUTHORIZED PERSONS AND LOCAL LAWS****No: 2.1 Power to Appoint Authorised Persons**

<b>Function to be performed</b>	Power to appoint authorised officers in writing and issue certificates of authorisation.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 9.10(1);</i> <del><i>Cat Act 2011, Section 48(1);</i></del> <i>Dog Act 1976, Section 29(1);</i> <del><i>Food Act 2008, Section 122;</i></del> <i>Building Act 2011, Section 96(3); and</i> <i>City of Vincent Town Planning Scheme No. 1 – clause 52.</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to appoint persons or classes of person to be authorised for the purposes of performing particular functions of the: <ul style="list-style-type: none"> <li>• <i>Local Government Act 1995;</i></li> <li>• <del><i>Cat Act 2011;</i></del></li> <li>• <i>Dog Act 1976;</i></li> <li>• <del><i>Food Act 2008;</i></del></li> <li>• <i>Building Act 2011;</i></li> <li>• <i>City of Vincent Town Planning Scheme No. 1; and</i></li> <li>• <i>City of Vincent Local Laws.</i></li> </ul>
<b>Chief Executive Officer delegates to</b>	N/A
<b>Conditions and Reporting Requirements</b>	Authorised persons shall be notified in writing and that notification shall be recorded on the appropriate record and the person's personal record.

**Commented [TE5]:** This is already delegated through del 3.4.

**Commented [TE6]:** This is already delegated through del 4.1.

\* Note – the power to authorise officers under the *Cat Act 2011* is delegated in No: 3.4.

\*\*Note – the power to authorise officers under the *Food Act 2008* is delegated in No: 4.1.

**No: 2.2 Local Government Act 1995 – Appointment of Authorised Persons**

<b>Function to be performed</b>	Powers of an Authorised Person under the <i>Local Government Act</i> .
<b>Legislative powers appointed</b>	<i>Local Government Act 1995, Sections 9.11, 9.13A, 9.16, 9.17, 9.19, 9.20</i>
<b>Authorisation from</b>	Local Government, pursuant to <b>Section 9.10(1)</b> of the Local Government Act 1995
<b>Authorised persons</b>	<p>The following are appointed to undertake the powers of an Authorised Persons:</p> <ul style="list-style-type: none"> <li>• <b>Section 9.11</b> – Persons found committing breach of Act to give name and address on demand and</li> <li>• <b>Section 9.13A</b> – Notice to prevent continuing contravention: <i>Manager Ranger and Community Safety Services, Senior Ranger, Rangers, Coordinator/Prosecutions Officer, Compliance Officer, Environmental Health Officers, Manager Parks and Property Services, Manager Engineering Operations, Manager Asset and Design Services, Engineering and Technical Officers, Parks Officers, Supervisors of Engineering and Parks;</i></li> <li>• <b>Section 9.16</b> – Giving a notice (infringement notice): <i>Senior Ranger, Rangers, Compliance Officer, Environmental Health Officers, Manager Parks and Property Services, Manager Engineering Operations, Manager Asset and Design Services, Engineering and Technical Officers, Parks Officers, Supervisors of Engineering and Parks;</i></li> <li>• <b>Section 9.17</b> – For the purposes of receiving payment of modified penalties: <i>Manager Ranger and Community Safety Services, Coordinator Ranger Services, Manager Health Services;</i></li> <li>• <b>Section 9.19</b> – Extension of time (to pay) an infringement notice and</li> <li>• <b>Section 9.20</b> – Withdrawal of notice (infringement notice): <i>Director Community Engagement, Manager Ranger and Community Safety Services, Co-ordinator Ranger Services, Coordinator/Prosecutions Officer, Manager Health Services;</i></li> </ul>
<b>Conditions and Reporting Requirements</b>	<p>The Chief Executive Officer to approve of all legal action and sign the Prosecution Notices.</p> <p>Persons authorised for the purpose of this delegation shall be in writing and recorded on the appropriate record and the person's personal record.</p>

**Commented [TE7]:** Moved to Register of CEO Delegated Authority and Authorisations



**No: 2.3 ~~Local Laws – Appointment of Authorised Persons~~**

<b>Function to be performed</b>	Administer the City's Local Laws.
<b>Legislative powers appointed</b>	<del>Powers of an Authorised Person to administer the City's Local Laws.</del>
<b>Authorisation from</b>	<del>Local Government, pursuant to <b>Section 9.10(1)</b> of the Local Government Act 1995</del>
<b>Authorised persons</b>	<p>The Director Community Engagement is delegated the authority to sign and issue all <b>new</b> licences, approvals and permits issued under the City of Vincent Local Laws.</p> <p>The Directors Community Engagement, Development Services and Technical Services are delegated the authority to sign all <b>new</b> licences, approvals and permits issued under the City of Vincent Local Laws which involve works and/or buildings in the street or public place – particularly outdoor eating areas.</p> <p>The Manager Ranger and Community Safety Services is delegated the authority to:</p> <ol style="list-style-type: none"> <li>1. <del>sign and issue all licences, approvals and permits which are a <b>renewal</b> of a previous annual licence approval or permit, <b>subject to all conditions being unchanged from the previous year.</b></del></li> <li>2. <del>approve of parking permits in accordance with the City's Policy No. 3.9.5 – "Parking Control"; and</del></li> <li>3. <del>consider requests for review/appeal of infringement notices in accordance with City's Policy No. 3.9.5 – "Parking Control". The Director Community Engagement and Co-ordinator/Prosecutions Officer are also delegated this authority.</del></li> </ol>
<b>Conditions and Reporting Requirements</b>	<del>Persons authorised for the purpose of this delegation shall be in writing and recorded on the appropriate record and the person's personal record.</del>

**Commented [TE8]:** Moved to Register of CEO Delegated Authority and Authorisations

**No: 2.24 Fines, Penalties and Infringement Notices Enforcement Act 1994 - Appointment of Prosecution Officers**

<b>Function to be performed</b>	<p>(1) For the purposes of this Part, the Registrar may approve a prosecuting authority as a prosecuting authority to which this Part applies.</p> <p>(2) The Registrar is not to approve a prosecuting authority unless the authority gives the Registrar written notice of those officers of the authority that are designated as prosecuting officers for the purposes of and in accordance with Sections 16 and 22.</p> <p>(3) A prosecuting authority at any time may amend the written notice of designated prosecuting officers.</p>
<b>Designation from</b>	Local Government, pursuant to <b>Section 13(2)</b> of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i>

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<b>Designated officers</b>	Chief Executive Officer Director Community Engagement Manager <del>Ranger and</del> Community Safety <del>Services</del> Co-ordinator Prosecutions <u>Officer</u>
<b>Designation</b>	Designated officers are nominated as Prosecution Officers for the purposes of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i> , <b>Section 13(2)</b> .
<del>Chief Executive Officer delegates to</del>	<del>Nil</del>
<b>Conditions and Reporting Requirements</b>	Note: In relation to local laws the designation allows:  Signing of Enforcement Certificates to initiate prosecution (Section 16);  Signing of Withdrawal of Proceedings Notices (Section 22) for those matters already registered with Fines Enforcement.  Copies of all decisions made are to be retained on the appropriate file or record.  <del>The Chief Executive Officer to approve of all prosecutions and sign the Prosecution Notices.</del>

**No 2.3A Trading in Public Places Local Law 2008 – Issuing Permits**

<b>Function to be performed</b>	Issuing permits under the Trading in Public Places Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 3.2, 3.4, 3.5, 3.6, 3.8, 3.11, 3.13, 3.14</b> of the Trading in Public Places Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<b>Clauses 3.2, 3.4 and 3.5</b> - Issuing a permit. <b>Clauses 3.6 and 3.8</b> – Impose and amend permit conditions. <b>Clause 3.11</b> – Transfer of a permit. <b>Clause 3.13</b> – Cancellation of permit. <b>Clause 3.14</b> – Suspension of permit.
<b>Conditions and Reporting Requirements</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.

**No 2.3B Trading in Public Places Local Law 2008 – Reinstatement Works**

<b>Function to be performed</b>	Various Local Government powers under the Trading in Public Places Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 4.2, 5.1 and 6.4</b> of the Trading in Public Places Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<b>Clause 4.2</b> – Carry out reinstatement works. <b>Clauses 5.1</b> – Require reinstatement works to be carried out. <b>Clause 6.4</b> – Require reinstatement or replacement of local government property.
<b>Conditions and Reporting Requirements</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.

**No 2.4 Parking and Parking Facilities Local Law 2008 – Powers of a Local Government**

<b>Function to be performed</b>	Various Local Government powers under the Parking and Parking Facilities Local Law 2007.
<b>Legislative power or duty delegated</b>	<b>Clauses 2.1, 4.14, 7.3 and 8.10</b> of the Parking and Parking Facilities Local Law 2007.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<b>Clause 2.1</b> – Erection of signs;

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	<p><b>Clause 4.14</b> – Special event parking;</p> <p><b>Clause 7.3</b> - Issue of Permits</p> <p><b>Clause 8.10</b> – Lock parking stations.</p>
<b>Conditions and Reporting Requirements</b>	<p>The exercise of delegation is to be in writing and recorded on the appropriate record.</p> <p>The Manager Community Safety and Coordinator Ranger Services are authorised to issue parking permits in accordance with the City's Policy No. 3.9.5 – "Parking Control".</p>

#### **No 2.5A Local Government Property Local Law 2008 – Issuing Permits**

<b>Function to be performed</b>	The power to issue permits under the Local Government Property Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 3.2, 3.2, 3.4, 3.5, 3.9, 4.8, 6.1A, 8.2, 9.2, 9.3, 9.10, 9.14, 10.2, 13.3 and 13.6</b> of the Local Government Property Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p><b>Clauses 3.2 and 3.3</b> - Issuing a permit.</p> <p><b>Clauses 3.4 and 3.5</b> – Impose and vary permit conditions.</p> <p><b>Clause 3.9</b> – Transfer of a permit.</p> <p><b>Clause 6.1A</b> – Approval for advertising sign.</p> <p><b>Clause 10.2</b> – Grant exemption from compliance.</p> <p><b>Clause 13.6</b> – Grant exemption from admission fee.</p>
<b>Conditions and Reporting Requirements</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.

#### **No 2.5B Local Government Property Local Law 2008 – Reinstatement**

<b>Function to be performed</b>	Various Local Government powers under the Local Government Property Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 4.8, 8.2, 9.2, 9.3, 9.10, 9.14 and 13.3</b> of the Local Government Property Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p><b>Clause 4.8</b> – Erection of signs.</p> <p><b>Clause 8.2</b> – Carry out reinstatement works.</p> <p><b>Clauses 9.2 and 9.3</b> – Require reinstatement works to be carried out.</p> <p><b>Clause 9.10</b> – Give notice to make good a breach.</p>

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	<u>Clause 9.14 – Require removal of redundant vehicle crossings.</u> <u>Clause 13.3 – Require reinstatement or replacement of local government property.</u>
<u>Conditions and Reporting Requirements</u>	<u>The exercise of delegation is to be in writing and recorded on the appropriate record.</u>

**PART 3 RANGERS AND COMMUNITY SAFETY****No: 3.1 Dog Act 1976 – Appointment of Authorised Persons**

<b>Function to be performed</b>	Powers of an Authorised Officer under the <i>Dog Act 1976</i>
<b>Legislative powers appointed</b>	<i>Dog Act 1976 Sections 12A, 14, 16, 29, 33E, 33G, 38, 39, 43A, 47</i> <i>City of Vincent Dogs Local Law</i>
<b>Authorisation from</b>	Local Government, pursuant to <b>Section 29(1)</b> of the <i>Dog Act 1976</i>
<b>Authorised persons</b>	The following are appointed to undertake the powers of an Authorised Persons for all sections of the <i>Dog Act 1976</i> , the <i>Dog Regulations 2013</i> and the <i>Dogs Local Law</i> : Chief Executive Officer Director Community Engagement Manager Ranger and Community Safety Services The following are appointed to undertake the powers of an Authorised Persons for <b>Sections 29, 33G, 38, 39, 43A, 47</b> of the <i>Dog Act 1976</i> and the <i>Dog Regulations 2013</i> : Co-ordinator Ranger Safety Services All Rangers
<b>Conditions and Reporting Requirements</b>	1. The authority to declare a dog to be dangerous, pursuant to <i>Dog Act 1976 Section 33E</i> , shall only be approved by the Chief Executive Officer. 2. The authority to sign any Warrant to seize, detain and deal with any dog pursuant to <i>Dog Act 1976 Section 29 (5)(a)</i> , shall only be approved by the Chief Executive Officer.

**Commented [TE9]:** Moved to Register of CEO Delegated Authority and Authorisations

**No: 3.2 Dog Act 1976 – Appointment of Registration Officers**

<b>Function to be performed</b>	Duties of a Registration Officer under the <i>Dog Act 1976</i> .
<b>Legislative power or duty delegated of appointment</b>	<i>Dog Act 2008</i> , <b>Section 12A</b> – Entry of Premises <b>Section 16</b> – Registration
<b>Authorisation from</b>	Local Government, pursuant to <b>Section 3(1)</b> of the <i>Dog Act 1976</i>
<b>Authorised persons</b>	Manager Ranger and Community Safety Services Co-ordinator Ranger Safety Services All Rangers Customer Service Officers
<b>Conditions and Reporting Requirements</b>	Nil

**Commented [TE10]:** Moved to Register of CEO Delegated Authority and Authorisations



**No: 3.3 Cat Act 2011 – Appointment of Authorised Persons**

<b>Function to be performed</b>	Powers of an Authorised Officer under the <i>Cat Act 2011</i> .
<b>Legislative powers appointed</b>	<i>Cat Act 2011 Sections 49, 50, 51, 52, 62, 63</i>
<b>Authorisation from</b>	Local Government, pursuant to <b>Section 45</b> of the <i>Cat Act 2011</i>
<b>Authorised persons</b>	The following are appointed to undertake the powers of an Authorised Persons for the purposes of the <i>Cat Act 2011</i> : Manager Ranger and Community Safety Services Co-ordinator Ranger Safety Services All Rangers
<b>Conditions and Reporting Requirements</b>	Authorised persons shall be notified in writing and that notification shall be recorded on the appropriate record and the person's personal record.

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**No: 3.14 Cat Act 2011 – Functions of a Local Government**

<b>Function to be performed</b>	Functions of a Local Government under the <i>Cat Act 2011</i>
<b>Legislative powers appointed</b>	All functions under the <i>Cat Act 2011</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 44</b> of the <i>Cat Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated authority to perform all duties and functions of the local government under the <i>Cat Act 2011</i> .
<b>Conditions and Reporting Requirements</b>	Details of actions taken are to be recorded on the appropriate file or record.

**No: 3.25 Litter Act 1979 – Appointment of Persons to Withdraw Infringement Notices**

<b>Function to be performed</b>	An infringement notice may, whether or not the prescribed penalty has been paid, be withdrawn, at any time within 28 days after the service of the notice, by the sending of a notice, in the prescribed form, to the alleged offender at his/ <u>her</u> last known place of residence or business, advising the alleged offender that the infringement notice has been withdrawn, and, in that event, the amount of any prescribed penalty that has been paid shall be refunded.  A withdrawal notice sent under subsection (4) shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.
<b>Legislative power or duty delegated of appointment</b>	To sign withdrawal of infringement notices under the <i>Litter Act 1979</i> , <b>Section 30(4a)</b>
<b>Appointed persons</b>	Director Community Engagement Manager Ranger and Community Safety Services

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<b>Conditions Reporting Requirements</b>	<b>and</b>	Withdrawal notices are to be retained on the appropriate file or record.
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**No: 3.36 Bush Fires Act 1954 – Powers and Duties**

<b>Function to be performed</b>	A local government is empowered with all powers, duties and functions under the <i>Bush Fires Act 1954</i> .
<b>Legislative power or duty delegated</b>	All powers, duties and functions under the <i>Bush Fires Act 1954</i> .
<b>Delegation from</b>	Local Government, pursuant to <b>Section 48</b> of the <i>Bush Fires Act 1954</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to perform all powers, duties and functions of a Local Government under the <i>Bush Fires Act 1954</i> .
<b>Chief Executive Officer delegates to</b>	<p>The power to take measures for preventing a bush fire, pursuant to <b>Section 33</b> under the <i>Bush Fires Act 1954</i> is delegated to:</p> <p>Manager Ranger and Community Safety Services</p> <p>The power to issue infringement notices, pursuant to <b>Section 59A</b> under the <i>Bush Fires Act 1954</i> is delegated to:</p> <p>Manager Ranger and Community Safety Services</p> <p>Coordinator Rangers</p> <p>Senior Rangers</p> <p>Rangers</p>
<b>Conditions Reporting Requirements</b>	<p><b>and</b></p> <p>Excludes powers and duties that are prescribed in the Act with the requirement for a resolution by the local government.</p> <p><del>The Chief Executive Officer to sign all Prosecution Notices.</del></p> <p>Copies of all notices issued are to be retained on the appropriate file or record.</p> <p><i>Note: s59A(3) and Bush Fires (Infringements) Regulations 1958, Reg. 4(a) provide that only the Mayor or the Chief Executive Officer may withdraw an infringement notice.</i></p>

**PART 4 HEALTH SERVICES****No: 4.1 Food Act 2008 – Functions of an Enforcement Agency**

<b>Function to be performed</b>	Authority to exercise the powers of the local government, as an enforcement agency under the <i>Food Act 2008</i> , for the following purposes: <ul style="list-style-type: none"> <li>• Serving prohibition orders and clearance certificates;</li> <li>• Initiating prosecutions; and</li> <li>• Registration of food businesses.</li> </ul>
<b>Legislative power or duty delegated or appointment</b>	<i>Food Act 2008, Sections 110, 112, 122, 125, 126(13)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 118(2)</b> of the <i>Food Act 2008</i>
<b>Delegation to</b>	The Chief Executive Officer is delegated the power to carry out the following functions pursuant to the <i>Food Act 2008</i> : <ul style="list-style-type: none"> <li>a) <b>Section 110 and 112</b> – Registration of food businesses;</li> <li>b) <b>Section 122</b> – Appointing authorised officers;</li> <li>c) <b>Section 125</b> – Initiating prosecutions;</li> <li>d) <b>Section 126(13)</b> – Designating authorised officers to be designated officers for the purposes of issuing/withdrawing infringement notices.</li> </ul>
<b>Chief Executive Officer delegates to</b>	The Director Development Services is delegated the power to carry out the following functions: <ul style="list-style-type: none"> <li>a) <b>Section 110 and 112</b> – Registration of food businesses;</li> <li>b) <b>Section 125</b> – Initiating prosecutions.</li> </ul> <p>The Manager Health Services is delegated the power to carry out the following functions:</p> <ul style="list-style-type: none"> <li>a) <b>Sections 110 and 112</b> – Registration of food businesses.</li> </ul>
<b>Conditions Reporting Requirements</b>	Nil

**No: 4.2 Food Act 2008 – Functions of the CEO**

<b>Function to be performed</b>	Authority to exercise the powers of the CEO, as an enforcement agency under the <i>Food Act 2008</i> , for the following purposes: <ul style="list-style-type: none"> <li>• Serving prohibition orders; and</li> <li>• Issuing clearance certificates.</li> </ul>
<b>Legislative power or duty delegated or appointment</b>	<i>Food Act 2008, Sections 65, 66, 67(4)</i>
<b>Delegation from</b>	CEO, pursuant to <b>Section 117</b> of the <i>Food Act 2008</i>
<b>Delegation to</b>	Director Development Services Manager Health Services
<b>Conditions Reporting Requirements</b>	Nil

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**No: 4.3 ~~Food Act 2008 - Appointment of Authorised Officers~~**

<b>Function to be performed</b>	Powers of an Authorised Officer under the <i>Food Act 2008</i> .
<b>Legislative power or duty delegated of appointment</b>	<i>Food Act 2008, Sections 38, 62.</i>
<b>Authorisation from:</b>	Local Government, pursuant to <b>Section 122</b> of the <i>Food Act 1995</i>
<b>Authorised persons</b>	Officers appointed as Environmental Health Officers under the <i>Health Act 1911</i> .
<b>Conditions and Reporting Requirements</b>	Nil

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**No: 4.4 ~~Food Act 2008 - Appointment of Designated Officers~~**

<b>Function to be performed</b>	Powers of a Designated Officer under the <i>Food Act 2008</i> to in relation to the issuing, extension and withdrawal of infringement notices.
<b>Legislative power or duty delegated of appointment</b>	<i>Food Act 2008, Sections 126 (2), (3), (6) and (7)</i>
<b>Designation from:</b>	Local Government, pursuant to <b>Section 126(13)</b> of the <i>Food Act 2008</i>
<b>Designated persons</b>	All officers appointed as Environmental Health Officers under the <i>Health Act 1911</i> , with the exception of Manager Health Services, are designated officers for the purposes of: <ul style="list-style-type: none"> <li>a) <b>Section 126(2)</b> – Issuing infringement notices.</li> </ul> The Manager Health Services is a designated officer for the purposes of: <ul style="list-style-type: none"> <li>a) <b>Section 126(3)</b> – Receiving penalty payments;</li> <li>b) <b>Section 126(6)</b> – Extending the payment period;</li> <li>c) <b>Section 126(7)</b> – Withdrawing infringement notices.</li> </ul>
<b>Conditions and Reporting Requirements</b>	Nil

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No: 4.25 ~~Health Act 1911~~ **Health (Miscellaneous Provisions) Act 1911 – Appointment of Deputy, Discharge of Powers and Duties**

<b>Function to be performed</b>	A local government may appoint and authorise any person to be its <del>Health Act 1911</del> <b>Health (Miscellaneous Provisions) Act 1911</b> deputy to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit. Such appointment shall not affect the exercise or discharge by the local government itself of any power or function.
<b>Legislative power or duty delegated</b>	<del>Health Act 1911</del> <b>Health (Miscellaneous Provisions) Act 1911, Section 26.</b>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 26</b> of the <del>Health Act 1911</del> <b>Health (Miscellaneous Provisions) Act 1911.</b>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to be its <del>Health Act 1911</del> <b>Health (Miscellaneous Provisions) Act 1911</b> deputy to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit. Such appointment shall not affect the exercise or discharge by the local government itself of any power or function.
<b>Chief Executive Officer delegates to</b>	<del>Director Development Services Manager Health Services Environmental Health Officers</del>
<b>Conditions Reporting Requirements and</b>	<del>The Chief Executive Officer shall approve of all legal action and sign Prosecution Notices. The Director Development Services or Manager Health Services shall sign all Notices. All actions taken must be recorded in writing in the appropriate file or record. Manager Health Services the authority to sign and issue any licences issued under the City of Vincent Health Local Law. The Director Development Services may sign if the Manager Health Services is unavailable.</del>

**No: 4.36      Liquor Control Act 1988 – Issue of Certificates Under Section 39**

<b>Function to be performed</b>	The authority to issue a certificate in accordance with Section 39 of the <i>Liquor Control Act 1988</i> .
<b>Legislative power or duty delegated</b>	<i>Liquor Control Act 1988, Section 39</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 39(1)</b> of the <i>Liquor Control Act 1988</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue a certificate on behalf of the City, pursuant to the <i>Liquor Control Act 1988, Section 39</i> .
<b>Chief Executive Officer delegates to</b>	Director-Development Services Manager-Health Services Coordinator-Environmental Health
<b>Conditions and Reporting Requirements</b>	Copies of all certificates issued are to be retained on the appropriate file or record.

**No: 4.47      Liquor Control Act 1988 – Issue of Certificates Under Section 40**

<b>Function to be performed</b>	The authority to issue a certificate in accordance with Section 40 of the <i>Liquor Control Act 1988</i> .
<b>Legislative power or duty delegated</b>	<i>Liquor Control Act 1988, Section 40</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 40(1)</b> of the <i>Liquor Control Act 1988</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue a certificate on behalf of the City, pursuant to the <i>Liquor Control Act 1988, Section 40</i> .
<b>Chief Executive Officer delegates to</b>	Director-Development Services Manager-Approval Services
<b>Conditions and Reporting Requirements</b>	Copies of all certificates issued are to be retained on the appropriate file or record.



**No: 4.8 Caravan Parks and Camping Grounds Act 1995 – Authorised Officers**

<b>Function to be performed</b>	Powers of an Authorised Officer under <b>Section 17(1)</b> of the Caravan Parks and Camping Grounds Act 1995 for the purposes of: <ul style="list-style-type: none"> <li>• Entry and inspections; and</li> <li>• Other powers as are prescribed by the Act.</li> </ul>
<b>Legislative powers appointed</b>	<i>Caravan Parks and Camping Grounds Act 1995, Sections 18 and 20</i>
<b>Authorisation from</b>	Chief Executive Officer, pursuant to <b>Section 17(1)</b> of the Caravan Parks and Camping Grounds Act 1995
<b>Authorised persons</b>	Chief Executive Officer Director Community Engagement Director Development Services Manager Health Services Manager Ranger and Community Safety Services Coordinator Environmental Health All Environmental Health Officers All Building Surveyors (registered) <u>All Rangers</u>
<b>Conditions and Reporting Requirements</b>	Persons authorised for the purpose of this delegation shall be in writing and recorded on the appropriate record and the person's personal record.  Employees appointed under s17(1) must have an identity card in accordance with s17(1)(b).

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**Commented [TE16]:** Inclusion of the Coordinator Ranger clarity.

## No: 4.59 Caravan Parks and Camping Grounds Act 1995 – Infringement Notices

<b>Function to be performed</b>	Powers of an Authorised Officer under <b>Section 23</b> of the <i>Caravan Parks and Camping Grounds Act 1995</i> for the following purposes: <ul style="list-style-type: none"> <li>• Issuing an infringement;</li> <li>• Withdrawing an infringement; and</li> <li>• Extending payment of an infringement.</li> </ul>
<b>Legislative powers appointed</b>	<i>Caravan Parks and Camping Grounds Act 1995, Section 23(2), (5) and (7)</i>
<b>Authorisation from</b>	Local Government, pursuant to <b>Section 23(11)</b> of the <i>Caravan Parks and Camping Grounds Act 1995</i> <i>Note: The Act does not contain a head of power to delegate the appointment of authorised persons to the CEO.</i>
<b>Authorised persons</b>	For the purposes of <b>Sections 23(5) and (7)</b> – withdrawing an infringement or extending payment periods: <p>Chief Executive Officer  Director Community Engagement  Director Development Services  Manager Health Services  Manager <del>Ranger and</del> Community Safety <del>Services</del>  <u>Coordinator Ranger Services</u></p> <p>For the purposes of <b>Section 23(2)</b> – issuing an infringement notice:  Coordinator Environmental Health  All Environmental Health Officers  All Building Surveyors (registered)  All Rangers</p>
<b>Conditions and Reporting Requirements</b>	Persons authorised for the purpose of this delegation shall be in writing and recorded on the appropriate record and the person's personal record.

No: 4.610 **Public Health Act 2016 – Designation of Authorised Officers**

<b>Function to be performed</b>	Designate a person(s) or class of persons as authorised officers under the <i>Public Health Act 2016</i> .
<b>Legislative power or duty delegated</b>	<i>Public Health Act 2016, Section 24.</i>
<b>Delegation from</b>	Enforcement agency (Local Government), pursuant to <b>Section 21</b> of the <i>Public Health Act 2016</i> .
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the authority to designate a person or class of persons as authorised officers under <b>Section 24</b> of the <i>Public Health Act 2016</i> .
<b>Chief Executive Officer delegates to</b>	<del>Manager Health Services, Coordinator Environmental Health and Environmental Health Officers for the purposes of <b>Section 312</b> of the <i>Public Health Act 2016</i>.</del>
<b>Conditions and Reporting Requirements</b>	A list of all officers designated as authorised officers must be kept and maintained in accordance with <b>Section 27</b> of the <i>Public Health Act 2016</i> .  Each person who is designated as an authorised officer must be issued with certificate of authority as an authorised officer in accordance with <b>Section 30</b> of the <i>Public Health Act 2016</i> .

\*Note – Any person authorised or designated under the *Public Health Act 2008* must be issued a certificate of authority that complies with section 30(2) of that act and must bear the person's image (photo) and signature.

No: 4.711 **Health (Asbestos) Regulations 1992 – Appointment of Authorised and Approved Officers**

<b>Function to be performed</b>	Authority to issue, extend payments and withdraw infringement notices for alleged offences relating to the management of asbestos cement products and materials containing asbestos.
<b>Legislative powers appointed</b>	Appointment as authorised officers for the purposes of issuing infringement notices under the <i>Criminal Procedure Act 2004</i> Part 2 for the offences specified under Schedule 1 of the <i>Health (Asbestos) Regulations 1992</i> .  Appointment as approved officers for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 to extend the period to pay or withdraw an infringement notice.
<b>Authorisation from</b>	Local Government, pursuant to Health (Asbestos) Regulations 1992; <b>Regulation 15D(5)</b> .
<b>Authorised persons</b>	<del>Manager Health Services, Coordinator Environmental Health and Environmental Health Officers as authorised officers. Chief Executive Officer and Director Development Services as approved officers.</del>
<b>Conditions and Reporting Requirements</b>	All actions taken must be recorded in writing in the appropriate file or record.

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**PART 5 BUILDING****No: 5.1 Approve or Refuse to grant Building Permits**

<b>Function to be performed</b>	Authority to approve or refuse to grant a certified or uncertified building permit, with or without conditions.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011, Sections 20, 22.</i> Division 2 of Part 2. Divisions 1, 2 and 4 of Part 4.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the authority to grant or refuse the issue of a <b>Building Permits</b> in the prescribed form pursuant to <i>Building Act 2011, Section 20, 22.</i>
<b>Chief Executive Officer delegates to</b>	<del>Building Surveyor (registered); Coordinator Building Services (registered); Director Development Services; and Manager Approval Services.</del>
<b>Conditions and Reporting Requirements</b>	<del>Be authorised in writing by the Director Development Services prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's experience and demonstrated competencies).</del>  <del>The delegation of the Director Development Services; and Manager Approval Services is to the extent of processing only certified applications.</del>  All building permits issued are to be retained on the appropriate file or record.

**No: 5.2 Approve or Refuse to grant Occupancy Permit and Building Approval Certificate**

<b>Function to be performed</b>	Authority to approve or refuse to approve the issue of an occupancy permit with or without conditions, and approve or refuse to approve of a building approval certificate with or without conditions.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011, Sections 58, 59, 62, 65.</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue Certificates of Occupancy, Building Approval certificates and extensions of period of duration of Occupancy Permit or Building Approval Certificate in the prescribed form upon completion of buildings, pursuant to the <i>Building Act 2011, Sections 58, 59, 62, 65.</i>
<b>Chief Executive Officer delegates to</b>	<del>Building Surveyor (registered);</del>

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		<del>Coordinator Building Services (registered); Director Planning Services; and Manager Planning &amp; Building Services.</del>
<b>Conditions and Reporting Requirements</b>	<b>and</b>	Be authorised in writing by the Director Development Services prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's experience and demonstrated competencies).  The delegation to the Director Development Services; and Manager Approval Services is to the extent of processing only certified applications.  Copies of all permits and certificates issued are to be retained on the appropriate file or record.

**No: 5.3 Approve or Refuse a Demolition Permit**

<b>Function to be performed</b>	To grant or refuse to approve applications for a Demolition Permit.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011, Sections 21, 22.</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated authority to grant or refuse a <b>Demolition Permit</b> other than for buildings classified by the National Trust and Council's Heritage Register, pursuant to the <i>Building Act 2011, Sections 21, 22.</i>
<b>Chief Executive Officer delegates to</b>	<del>Building Surveyor (registered); Coordinator Building Services (registered).</del>
<b>Conditions and Reporting Requirements</b>	Be authorised in writing by the Director Development Services prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's experience and demonstrated competencies).  Copies of all Permits issued are to be retained on the appropriate file or record.

**No: 5.4 Make a Building Order**

<b>Function to be performed</b>	A Permit Authority may make, revoke, give effect to non-compliance of and initiate prosecution relating to an Order (a Building Order) in respect of one or more of the following -  (a) particular building work; (b) particular demolition work; and (c) a particular building or incidental structure, whether completed before or after commencement day.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011, Sections 110, 111, 117, 118 and 133.</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>

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<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to perform the associated functions relating to Building Orders for works in contravention of the Act, pursuant to the <i>Building Act 2011</i> , <b>Sections 110, 111, 117, 118 and 133</b> .
<b>Chief Executive Officer delegates to</b>	<del>The authority to give notice of a proposed Building Order other than a Building Order (emergency) pursuant to the <i>Building Act 2011</i>, <b>Section 111</b> is delegated to:</del> Director Development Services Manager Approval Services Coordinator Compliance Services Coordinator Building Services <del>The authority to revoke Building Orders pursuant to the <i>Building Act 2011</i>, <b>Section 117</b> is delegated to:</del> Director Development Services Manager Approval Services
<b>Conditions and Reporting Requirements</b>	<del>1. Chief Executive Officer to sign the Building Order.</del> 12. Subject to Sub-Section 112(2)(b) being conditional as follows; <i>"The Order to demolish, dismantle or remove a building or incidental structure that has been, or is being, built or occupied in suspected contravention of a provision of the Building Act 2011, SHALL only be issued where the building is assessed to be in a state that is dangerous and which cannot be easily rectified"</i> 23. Copies of all Building Orders issued are to be retained on the appropriate file or record.

**No: 5.5 Issue Licence to Deposit Material on Street**

<b>Function to be performed</b>	No person shall deposit stones, bricks, lime, rubbish, timber, iron, or other materials on a street, way, or other public place, nor make an excavation on land abutting or adjoining a street, way, or other public place, unless authorised to do so by an Act or unless he/ <u>she</u> has first obtained from the local government in whose district the street, way, public place, or land is situated a licence in writing for that purpose, nor unless, in the case of an excavation he/ <u>she</u> has securely fenced off the place where it is to be made from the street, way, or other public place, nor unless he/ <u>she</u> complies with the conditions, if any, of the licence.
<b>Legislative power or duty delegated</b>	<i>Building Regulations 2012, Regulation 64</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue licenses for the <b>deposit of materials on a street</b> , way or other public place and to make an excavation on land abutting or adjoining a street, way, or other public place, pursuant to the <i>Local Government (Miscellaneous Provisions) Act 1960, Section 377</i> .
<b>Chief Executive Officer delegates to</b>	Director Community Engagement Director Development Services

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	<p>Director Technical Services</p> <p>Manager Ranger and Community Safety Services</p> <p>Manager Health Services</p> <p>Senior Ranger</p>
<b>Conditions Reporting Requirements</b>	<p>and</p> <p>Licence fee to be set by Council annually.</p> <p>Copies of all licences issued are to be retained on the appropriate file or record.</p>

**No: 5.6 Granting of a Certificate – Form 26**

<b>Function to be performed</b>	<p>Issue prescribed Strata Title Local Government Certificate Form 26 Certificate of Approval under the <i>Strata Titles Act 1985</i>, <b>Section 25</b>.</p> <p>Power to determine applications for the issuing of a certificate of approval under the <i>Strata Titles Act 1985</i>, <b>Section 25</b> for a plan of subdivision, re-subdivision or consolidation, except those applications that:</p> <p>(a) propose the creation of a vacant lot;</p> <p>(b) proposed vacant air strata's in multi-tiered strata scheme developments;</p> <p>(c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relating to:</p> <p>(i) a type of development; and/or</p> <p>(ii) land within an area,</p> <p>which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.</p>
<b>Legislative power or duty delegated</b>	<i>Strata Titles Act 1985</i> , <b>Section 25</b> Certificate of Commission
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The above Officer is delegated the power to grant a certificate by the local government, pursuant to the <i>Strata Titles Act 1985</i> , <b>Section 25</b> .
<b>Chief Executive Officer delegates to</b>	<p>Director Development Services</p> <p>Manager Approval Services</p>
<b>Conditions Reporting Requirements</b>	<p>and</p> <p>A local government that exercises the power referred to in Clause 1 above (Functions to be performed) to provide WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.</p> <p>Copies of all certificates issued are to be retained on the appropriate file or record.</p>

**PART 6 TOWN PLANNING****No: 6.1 Departure from the Requirement and Provisions of the Scheme**

<b>Function to be performed</b>	<p>No person shall depart from or permit or suffer any departure from the requirements and provisions of a Scheme enforceable by the City, nor shall any person use or suffer or permit the use of any land or building or undertake or suffer or permit the undertaking of any development within the Scheme Area:</p> <p>(a) otherwise than in accordance with the provisions of the applicable Scheme;</p> <p>(b) unless all approvals required by the applicable Scheme have been granted and issued;</p> <p>(c) unless all conditions imposed upon the grant and issue of any approval required by the applicable Scheme have been and continue to be complied with;</p> <p>(d) unless all standards laid down and all requirements prescribed by the applicable Scheme or determined by the Council pursuant to the Scheme with respect to that building or that use of that part have been and continue to be complied with.</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development Act 2005 - Part 13</i>  <i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i>  <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i>  <i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i></p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Officer Chief Executive is delegated the power to take action for departure from the requirements and provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i>, including the <i>Planning and Development Act 2005</i>, and <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>. <b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area</i></p>
<b>Chief Executive Officer delegates to</b>	<p><del>Director Development Services</del>  <del>Manager Approval Services</del>  <del>Coordinator Statutory Planning</del></p>
<b>Conditions Reporting Requirements and</b>	<p>Any person who fails to comply with any of the provisions of the Scheme is guilty of an offence and without prejudice to any other remedy given herein is liable to such penalties as are prescribed by Part 13 of the Act.</p> <p><del>All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</del></p> <p>Copies of all comments or recommendations made are to be retained on the appropriate file or record.</p>

No: 6.2 Development Control, Enforcement and Legal Action (Including Appeals and SAT Matters)

Function to be performed	<ul style="list-style-type: none"> <li>Exercise discretion and to refuse or <b>approve and apply conditions</b> to planning applications under the <i>City of Vincent Town Planning Scheme No. 1</i> and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> and <i>Residential Design Codes</i>;</li> <li>To authorise persons to <b>enter premises</b> under the <i>City of Vincent District Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>;</li> <li>Implement <b>enforcement and legal</b> proceeding matters under the <i>Planning and Development Act 2005, Part 13</i>;</li> <li>Implement matters delegated to the City of Vincent under the <b><i>Planning and Development Act 2005</i></b>.</li> <li>Exercise discretion and to form opinions and to <b>issue, withdraw or amend Notices and Requisitions</b> pursuant to Part 13 of the <i>Planning and Development Act 2005</i> and the provisions the <i>City of Vincent Town Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>.</li> <li>Exercise discretion and to respond to appeals lodged with the <b>State Administrative Tribunal</b> for;               <ol style="list-style-type: none"> <li>the determination of planning application appeals under Part 14 of the <i>Planning and Development Act 2005</i>, and the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>; and</li> <li>the determination of 'without prejudice' conditions.</li> </ol> </li> <li>Take action for the <b>administration and implementation</b> of the <i>City of Vincent Town Planning Scheme No. 1</i></li> </ul> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area.</p>
Legislative power or duty delegated	<p><i>Planning and Development Act 2005</i> - Part 13 and 14  <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77  <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38  <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
Delegation to	Chief Executive Officer
Delegation	<p>The Chief Executive Officer is delegated the power to;</p> <ul style="list-style-type: none"> <li>Exercise discretion and to <b>approve and apply conditions</b> to planning applications under the <i>City of Vincent Town Planning Scheme No. 1</i> and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> and <i>Residential Design Codes</i>;</li> <li>a) To authorise person to <b>enter premises</b> under the <i>City of Vincent District Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>;</li> <li>b) Implement <b>enforcement and legal</b> proceeding matters under the <i>Planning and Development Act 2005, Part 13</i>;</li> <li>c) Implement matters delegated to the City of Vincent under the <b><i>Planning and Development Act 2005</i></b>.</li> <li>d) Exercise discretion and to form opinions and to <b>issue, withdraw or amend Notices and Requisitions</b> pursuant to</li> </ul>

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	<p>Part 13 of the <i>Planning and Development Act 2005</i> and the provisions the <i>City of Vincent Town Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>.</p> <p>e) Exercise discretion and to respond to appeals lodged with the <b>State Administrative Tribunal</b> for;</p> <ol style="list-style-type: none"> <li>the determination of planning application appeals under Part 14 of the <i>Planning and Development Act 2005</i>, and the <i>City of Vincent Town Planning Scheme No. 1</i> <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>;</li> <li>the determination of 'without prejudice' conditions.</li> </ol> <ul style="list-style-type: none"> <li>Take action for the <b>administration and implementation</b> of the <i>City of Vincent Town Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>.</li> </ul>
<b>Chief Executive Officer delegates to</b>	<p>Director Development Services Manager Approval Services Coordinator Statutory Planning</p> <p><del>Note - For the purposes of section 234 of the <i>Planning and Development Act 2005</i>, the Chief Executive Officer has appointed the following classes of persons to be designated persons for the purposes of giving an infringement notice pursuant to sections 228 of the Act:</del></p> <p><del>(a) — Manager Approval Services.</del></p> <p><del>Note - For the purposes of the section 234 of the <i>Planning and Development Act 2005</i> the Chief Executive Officer has appointed the following classes of persons to be designated persons for the purposes of withdrawing an infringement or granting an extension of time for payment pursuant to sections 230 and 231 of the Act:</del></p> <p><del>(a) — Director Development Services</del></p>
<b>Conditions and Reporting Requirements</b>	<p>The power to:</p> <ul style="list-style-type: none"> <li>prosecute under the <i>Planning and Development Act 2005</i>, <b>Part 13</b>;</li> <li>make recommendations for appointment of consultants/legal representatives for SAT Matters;</li> <li>deal with matters Schedule 2, Part 9, Clause 77 (1).</li> </ul> <p><b>Prosecutions</b> <del>The Chief Executive Officer shall sign any Prosecution Notices.</del></p> <p><b>Appointment of Consultants/Legal Representatives for SAT Matters</b> Quotations are to be obtained and a recommendation is to be provided <del>to the Chief Executive Officer for approval of consultants</del> for all matters which are appealed to the SAT.</p> <p><b>SAT Matters – Mediation</b> The power to respond to appeals lodged with the State Administrative Tribunal and establish a position with respect to any mediation process resulting from an appeal against a decision made under by Council. "Without Prejudice" conditions and</p>

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	<p>amended plans for these matters are to be reported to the Council for consideration and determination.</p> <p>The power to respond to appeals lodged with the State Administrative Tribunal and determine a position with respect to any mediation process resulting from an appeal against a decision made under delegated authority. Including a reconsideration pursuant to Section 31 under the SAT Act 2009.</p> <p><b>Retrospective Applications</b>—<del>All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</del></p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015. <del>All applications to be approved by the Manager Approval Services</del></p> <p>Copies of documents/approvals/notices given and reports of actions taken are to be retained on the appropriate file or record.</p>
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**No: 6.3 Determination of Various Planning Applications**

<b>Function to be performed</b>	<p>Authority to exercise discretion and to approve and apply conditions to planning applications under the applicable Scheme, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> and <i>Residential Design Codes</i> :</p> <ol style="list-style-type: none"> <li>for residential development that does not comply with the setback requirements under either Table 2 or Figure 3 and/or variations permitted by the Residential Design Codes;</li> <li>for residential development involving open car parking spaces within the street setback area, car parking area or vehicle access-way closer than four (4) metres to ground floor habitable room windows of dwellings, and the provision of one car bay per aged or dependent persons dwelling and/or single bedroom dwelling;</li> <li>for structures, including outbuildings and carports, within setback areas for such carports not abutting the existing dwelling and not being 100 per cent open where it abuts the existing building and/or parapet walls adjacent to the side boundary;</li> <li>for additional/ancillary accommodation;</li> <li>for aged or dependent person dwellings;</li> <li>that involve vehicular access to a dwelling via a Right of Way;</li> <li>for amusement centres;</li> <li>for the erection of canvas awnings;</li> <li>for front fences and screen walls to secondary streets, to roads that are classified as Regional, Primary Distributor or District Distributor Roads and to traffic volume;</li> <li>for proposed car parking, carports and garages to a dwelling that directly fronts onto a street where vehicular access to such is from that street, regardless whether a right of way is available to the property.</li> </ol> <p><b>Note</b> - City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development Act 2005</i> - Part 13 and 14  <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77  <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38  <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications.
<b>Chief Executive Officer delegates to</b>	<p>Director Development Services  Manager Approval Services  Coordinator Statutory Planning</p>
<b>Conditions Reporting Requirements</b>	<p><b>1. Set backs</b></p> <ol style="list-style-type: none"> <li>The landowners and occupiers of all affected properties are notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; and no written objections are received by the City during this consultation period.</li> <li>Alternatively to (i) above, the applicant submits to the City written documentary evidence that the landowner and</li> </ol>

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	<p>occupier of all adjacent affected properties have no objection to the proposal.</p> <p>(iii) After assessment by officers of the City approval is considered appropriate in terms of Clause 6.3 of the Residential Design Codes.</p> <p>(iv) Submissions received which are based on civil, non-planning and/or unsubstantiated matters as determined by the Chief Executive Officer, are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>2. Open car parking</b> The applications complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> and Residential Design Codes.</p> <p><b>3. Carports</b> (i) The application complies with Clause 6.2 of the Residential Design Codes and the City's Policy – Street Setbacks. (ii) The landowners and occupiers of all affected properties are notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; and no written objections are received by the City during this consultation period. (iii) Alternatively to (ii) above, the applicant submits to the City written documentary evidence that the landowner and occupier of all adjacent affected properties have no objection to the proposal. Submissions received which are based on civil, non-planning and/or unsubstantiated matters <del>as determined by the Chief Executive Officer,</del> are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>4. Ancillary accommodation</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Ancillary accommodation or <i>City of Perth District Planning Scheme No 2</i> and associated policies</p> <p><b>5. Aged or dependent persons dwellings</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Aged or dependent persons Dwellings or <i>City of Perth District Planning Scheme No 2</i> and associated policies.</p> <p><b>6. Vehicle access to a dwelling</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Vehicle access to Dwellings via a Right of Way or <i>City of Perth District Planning Scheme No 2</i> and associated policies. With prior consultation with DTS.</p> <p><b>7. Amusement centres</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Amusement Centres or <i>City of Perth District Planning Scheme No 2</i> and associated policies..</p> <p><b>8. Erection of canvas awnings</b></p>
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	<p>The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Canvas Awnings or <i>City of Perth District Planning Scheme No 2</i> and associated policies.</p> <p><b>9. Front fences and screen walls</b></p> <p>(i) The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1 and the City of Vincent's Policy or <i>City of Perth District Planning Scheme No 2</i> and associated policies.</p> <p>(ii) The decorative capping on the top of piers may go to a maximum height of 2 metres above the adjacent footpath level, with the upper portion of the wall and/or fence being visually permeable, with a minimum of 50 per cent transparency when viewed directly in front of the fence. The wall or fence shall be truncated or reduced to no higher than 0.65 metre for the length of the wall at least 1.5 metres where adjoining vehicle access points.</p> <p>(iii) The front fence and screen wall shall incorporate appropriate design features to reduce the visual impact, for example, open structures, recesses and/or planters facing the road at regular intervals and varying materials.</p> <p><b>10. Car parking, carports and garages to a dwelling</b> As per the City's policy or <i>City of Perth District Planning Scheme No 2</i> and associated policies..</p> <p><del>Retrospective Applications – All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</del></p> <p><del>Consideration of Development Applications - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015. All applications to be approved by the Manager Approval Services</del></p>
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**No: 6.4 Determination of Residential Category 3 & 4 Planning Applications & Consideration of Variations**

<b>Delegation to be performed</b>	<p>Authority to exercise discretion and to refuse, approve and apply conditions to all Category 3 and 4 residential planning applications, as specified in the Schedule for the following developments:-</p> <p>(1) where it involves a variation to any development standard or requirement (except for variations to density and minimum site area); and</p> <p>(2) <b>Category 3</b> development applications (developments of a marginal complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Single-storey and two-storey residential development comprising: <ul style="list-style-type: none"> <li>- Alterations and/or additions to dwellings; or</li> <li>- A total maximum of three (3) dwellings; and</li> </ul> </li> <li>• Ancillary Accommodation;</li> </ul> <p>(3) <b>Category 4</b> developments (developments of a minor complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Home occupations;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• Swimming Pools;</li> </ul>
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	<ul style="list-style-type: none"> <li>• and the like.</li> </ul> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77</p> <p><i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38</p> <p><i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to exercise discretion and to refuse, approve and apply conditions to planning applications for the following developments, as specified in the Schedule:-</p> <p>(1) where it involves a variation to any development standard or requirement (except for variations to density and minimum site area); and</p> <p>(2) <b>Category 3</b> development applications (developments of a marginal complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Single-storey and two-storey residential development comprising: <ul style="list-style-type: none"> <li>- Alterations and/or additions to dwellings; or</li> <li>- A total maximum of three (3) dwellings; and</li> </ul> </li> <li>• Ancillary Accommodation</li> </ul> <p>(3) <b>Category 4</b> developments (developments of a minor complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Home occupations;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> <li>• Swimming Pools;</li> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• and the like.</li> </ul> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.</p>
<b>Chief Executive Officer delegates to</b>	<p>Director Development Services</p> <p>Manager Approval Services</p> <p>Coordinator Statutory Planning</p>

<b>Conditions Reporting Requirements</b>	<p>and</p> <p>(1) The application is processed and assessed in accordance with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, Policies and Local Laws, <i>City of Perth District Planning Scheme No 2</i> and associated policies and the Design Principles of the Residential Design Codes, where applicable;</p> <p>(2) The development will not unduly adversely affect the orderly and proper planning and conservation of the amenities of the locality, <del>as determined by the Chief Executive Officer, Director Development Services or Manager Approval Services.</del></p> <p><del>Retrospective Applications—All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</del></p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015. <del>All applications to be approved by the Manager Approval Services</del></p> <p>The approval to be in writing and recorded on the appropriate record.</p>
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**No: 6.5 Determination of Non-Residential and Mixed Use Category 3 & 4 Planning Applications & Consideration of Variations**

<b>Delegation to be performed</b>	<p>Authority to exercise discretion and to refuse, approve and apply conditions to all Category 3 and 4 non-residential planning applications, as specified in the Schedule for the following developments:-</p> <p>(1) <b>Category 3</b> Single-storey and two-storey non-residential and mixed use development comprising:</p> <ul style="list-style-type: none"> <li>• New non-residential and mixed use development;</li> <li>• Alterations and/or additions to existing non-residential and mixed use development;</li> <li>• A total maximum car parking variation of up to and including 5.0 car bays; and</li> <li>• Compliance with the associated policy relating to a precinct or area.</li> </ul> <p>(2) <b>Category 4</b> developments (developments of a minor complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> </ul> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area</i></p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i></p> <p><i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i></p>

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	<i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i>
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to exercise discretion and to refuse, approve and apply conditions to planning application for the following developments, as specified in the Schedule:-</p> <p>(1) <b>Category 3</b> Single-storey and two-storey non-residential and mixed use development comprising:</p> <ul style="list-style-type: none"> <li>• New non-residential and mixed use development;</li> <li>• Alterations and/or additions to existing non-residential and mixed use development;</li> <li>• A total maximum car parking variation of up to and including 5.0 car bays; and</li> <li>• Compliance with the associated policy relating to a precinct or area.</li> </ul> <p>(2) <b>Category 4</b> developments (developments of a minor complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> </ul> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to</b>	<p>Director Development Services</p> <p>Manager Approval Services</p> <p>Coordinator Statutory Planning</p>
<b>Conditions and Reporting Requirements</b>	<p>(1) The application is processed and assessed in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1, Policies and Local Laws, <i>City of Perth District Planning Scheme No 2</i> and associated policies and the Design Principles of the Residential Design Codes, where applicable;</p> <p>(2) The development will not unduly adversely affect the orderly and proper planning and conservation of the amenities of the locality, <del>as determined by the Chief Executive Officer, Director Development Services or Manager Approval Services.</del></p> <p><del>Retrospective Applications – All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</del></p> <p><b>Consideration of Development Applications</b> - In accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015. <del>All applications to be approved by the Manager Approval Services</del></p> <p>The approval to be in writing and recorded on the appropriate record.</p>

## No: 6.6 Amenity Consideration and Conditions on Residential Developments

<b>Function to be performed</b>	<p>Authority to exercise discretion and to determine;</p> <ol style="list-style-type: none"> <li>1. that the amenity of the area is generally not adversely affected by a proposed single dwelling therefore not requiring a planning approval for that dwelling under the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015;</li> <li>2. whether to apply restrictions and conditions to address overlooking and privacy on planning approvals and building licences;</li> <li>3. licences to have regard to and apply conditions to any trees or other vegetation worthy of retention under the <i>City of Vincent Town Planning Scheme No. 1</i>;</li> </ol> <p>and have regard to and apply <b>conditions relating to amenity</b> on planning applications for residential developments under the Residential Design Codes.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area.</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77</p> <p><i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38</p> <p><i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to exercise discretion and to determine;</p> <ol style="list-style-type: none"> <li>1. that the amenity of the area is generally not adversely affected by a proposed single dwelling therefore not requiring a planning approval for that dwelling under the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015;</li> <li>2. whether to apply restrictions and conditions to address overlooking and privacy on planning approvals and building licences;</li> <li>3. licences to have regard to and apply conditions to any trees or other vegetation worthy of retention under the <i>City of Vincent Town Planning Scheme No. 1</i>;</li> </ol> <p>and have regard to and apply <b>conditions relating to amenity</b> on planning applications and building licences for residential developments under the Residential Design Codes.</p>
<b>Chief Executive Officer delegates to</b>	<p><del>Director Development Services</del></p> <p><del>Manager Approval Services</del></p> <p><del>Coordinator Statutory Planning</del></p>
<b>Conditions Reporting Requirements and</b>	<p><b>Single Dwelling</b></p> <p>(i) The proposed single dwelling complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> and associated policies Residential Design Codes and City of Vincent policies.</p> <p><b>Overlooking and Privacy</b></p> <p>(i) The application complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District</i></p>

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	<p><i>Planning Scheme No 2</i> and associated policies Residential Planning Codes and the City of Vincent's Policy – Privacy.</p> <p>(ii) Where the application involves a variation to the setback requirements, the landowners and occupiers of all affected properties are notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; and no written objections are received by the City during this consultation period.</p> <p>(iii) Alternatively to (ii) above, the applicant submits to the City written documentary evidence that the landowner and occupier of all adjacent affected properties have no objection to the proposal.</p> <p>(iv) Submissions received which are based on civil, non-planning and/or unsubstantiated matters as determined by the Chief Executive Officer, are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>Trees or Other Vegetation</b></p> <p>(i) The retention of trees listed on the City of Vincent Trees of Significance Inventory and City of Vincent Interim Significant Tree Data Base – Possible Inventory Inclusion and Reference.</p> <p>(ii) Prior liaison with Manager Parks and Property Services.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>
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## No: 6.7 Planning Applications Refusal

<b>Function to be performed</b>	<p>Authority to exercise discretion and to refuse planning applications for development that involves an '<b>X</b>' use (a use that is not permitted), in the Zone Table of the <i>City of Vincent Town Planning Scheme No. 1</i> and not a preferred or contemplated use in the <i>City of Perth District Planning Scheme No 2</i>.</p> <p>(An '<b>X</b>' use is not a 'non-conforming' use if it is not contained in the City of Vincent's adopted Non-Conforming Use Register.)</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area.</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77</p> <p><i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38</p> <p><i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to refuse planning applications for development that involves an '<b>X</b>' use (a use that is not permitted), in the Zone Table of the <i>City of Vincent Town Planning Scheme No. 1</i> and is not a preferred or contemplated use in the <i>City of Perth District Planning Scheme No 2</i>.</p>
<b>Chief Executive Officer delegates to</b>	<p>Director Development Services</p> <p>Manager Approval Services</p>
<b>Conditions Reporting Requirements and</b>	<p>Report to the Council on a quarterly basis.</p> <p><b>Retrospective Applications</b> – All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</p> <p>The information to be in writing and recorded on the appropriate record.</p>

## No: 6.8 "P", "IP", "AA" and "SA" Uses – All Categories

<b>Function to be performed</b>	Authority to exercise discretion and to approve and apply conditions to planning applications for developments and <b>uses classified as "P", "IP", "AA" and "SA"</b> under the <i>City of Vincent Town Planning Scheme No. 1</i> and preferred and contemplated uses under <i>City of Perth District Planning Scheme No 2</i> .  <b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</i>
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77 <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38 <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications for developments and <b>uses classified as "P", "IP", "AA" and "SA"</b> under the <i>City of Vincent Town Planning Scheme No. 1</i> and preferred and contemplated uses under <i>City of Perth District Planning Scheme No 2</i> .
<b>Chief Executive Officer delegates to</b>	Director Development Services Manager Approval Services Coordinator Statutory Planning
<b>Conditions and Reporting Requirements</b>	<p>(i) The application complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, Residential Design Codes (where applicable) and the <i>City of Vincent Policies and Local Laws</i>.</p> <p>(ii) In relation to planning applications for "P", "IP", and "AA" uses and developments, that comply with the standard requirements of <i>City of Vincent Town Planning Scheme No. 1</i>, policies and local laws and the Residential Design codes, no public consultation is required. Non-compliance with the above standard requirements will require the landowners and occupiers of all affected properties to be notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; subject to 5 or less written objections being received by the City during this consultation period.</p> <p>(iii) In relation to preferred and contemplated uses and developments that comply with the standard requirements under <i>City of Perth District Planning Scheme No 2</i> and associated policies and the Residential Design codes, no public consultation is required. Non-compliance with the above standard requirements will require the landowners and occupiers of all affected properties to be notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; subject to 5 or less written objections being received by the City during this consultation period.</p> <p>(iv) Alternatively to (ii) or (iii) above, the applicant submits to the City written documentary evidence that the landowner and</p>

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	<p>occupier of all adjacent affected properties have no objection to the proposal.</p> <p>(v) In relation to planning applications for "SA" uses and developments, the proposal is advertised in accordance with the Clause 37 of the City of Vincent Town Planning Scheme No. 1 and no written objections are received by the City during this consultation period.</p> <p>(vi) In relation to planning applications for "IP" uses and developments, the proposal is incidental to the predominant uses of the property.</p> <p>(vii) Submissions received which are based on civil, non-planning and/or unsubstantiated matters as determined by the Chief Executive Officer, are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>Retrospective Applications</b> - <del>All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</del></p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015. <del>All applications to be approved by the Manager Approval Services</del></p> <p>The approval to be in writing and recorded on the appropriate record.</p>
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## No: 6.9 Non-Conforming Uses

<b>Function to be performed</b>	Authority to exercise discretion and to approve and apply conditions to planning applications for <b>non-conforming uses</b> of the <i>City of Vincent Town Planning Scheme No. 1</i> .
<b>Legislative power or duty delegated</b>	<i>City of Vincent Town Planning Scheme No. 1, Clauses 16(1), 16(2) and 16(3), 49.</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power exercise discretion and to approve and apply conditions to planning applications for <b>non-conforming uses</b> under Clauses 16(1), 16(2) and 16(3) of the <i>City of Vincent Town Planning Scheme No. 1</i> .
<b>Chief Executive Officer delegates to</b>	Director Development Services Manager Approval Services
<b>Conditions and Reporting Requirements</b>	<p>(i) In relation to an application for an alteration or extension to a non-conforming use or erection, alteration or extension to a building used in conjunction with a non-conforming use, the proposal conforms with any other provisions and requirements contained in the <i>City of Vincent Town Planning Scheme No. 1</i>, and does not adversely affect the amenity of the locality.</p> <p>(ii) In relation to an application for a proposed change of use of any land from a non-conforming use to another non-conforming use, the proposed non-conforming use is less detrimental to the amenity of the locality than the original non-conforming use and is closer to the intended purpose of the zone or reserve.</p> <p>(iii) The proposal is advertised in accordance with the Clause 37 of the <i>City of Vincent Town Planning Scheme No. 1</i> and 5 or less written objections are received by the City during this consultation period.</p> <p>(iv) Submissions received which are based on civil, non-planning and/or unsubstantiated matters <del>as determined by the Chief Executive Officer,</del> are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>

## No: 6.10 Determination of Applications for Demolition

<b>Function to be performed</b>	<p>Authority to exercise discretion, to defer consideration, refuse, or approve planning applications for demolition under the <i>City of Vincent Town Planning Scheme No. 1</i>, and <i>City of Perth District Planning Scheme No 2</i>.</p> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>, does not require planning approval.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area.</p>
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77 <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38, 41 <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the authority to exercise discretion, to defer consideration, refuse, or approve <b>planning applications for demolition</b> under the <i>City of Vincent Town Planning Scheme No. 1</i> , and <i>City of Perth District Planning Scheme No 2</i> .
<b>Chief Executive Officer delegates to</b>	Director Development Services Manager Approval Services
<b>Conditions Reporting Requirements and</b>	<p>(i) The place is not listed on the City of Vincent Municipal Heritage Inventory and Interim Heritage Data Base, State Register of Heritage Places (Interim and Permanent), Register of National Estate, and National Trust Listing.</p> <p>(ii) In assessing an application consult with any person or body under the applicable Scheme and have regard to any written submissions lodged. (iii) Where an application may affect an area declared by the Council to be a heritage place before determining the application, to require a heritage assessment to be carried out to determine how the proposed development might affect the area or place.</p> <p>(iv) An archival documented record of the place (including photographs, floor plans and elevation) for the City of Vincent Historical Archive Collection shall be submitted and approved prior to the issue of a demolition licence.</p> <p>(v) To approve applications either unconditionally or subject to such conditions considered to be appropriate</p> <p>(vi) <b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>. <del>All applications to be approved by the Manager Approval Services</del></p> <p>The information is to be in writing and recorded on the appropriate record.</p>



## No: 6.11 Determination of Applications for Signs

<b>Function to be performed</b>	Authority to exercise discretion and to approve and apply conditions to planning applications and sign licence applications, under the <i>City of Vincent Town Planning Scheme No. 1</i> , and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, Planning and Development (Local Planning Scheme) Regulations 2015.  <b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</i>
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77 <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38 <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications and sign licence applications, under the <i>City of Vincent Town Planning Scheme No. 1</i> , and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> .
<b>Chief Executive Officer delegates to</b>	<del>Director Development Services</del> <del>Manager Approval Services</del> <del>Coordinator Statutory Planning</del>
<b>Conditions Reporting Requirements and</b>	<p>(i) The City of Vincent may at its discretion vary the standard or provision subject to such conditions as it thinks fit.</p> <p>(ii) The sign is not a security sign to be erected on a Council owned building.</p> <p>(iii) The sign is the only security sign, and has an area no greater than fifteen (15) square centimetres, to be erected on a lot.</p> <p>(iv) The sign is not to be erected on a residential property or any wall, unless it is associated with an approved home occupation operating on site.</p> <p>(v) The sign is not subject to the City of Vincent's Policy 2.1.2 – "Directional Signs".</p> <p>(vi) The sign is not a billboard.</p> <p><del><b>Retrospective Applications</b> – All retrospective applications to be jointly signed by the Manager Approval Services and Director Development Services and approved by the Chief Executive Officer.</del></p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015. <del>All applications to be approved by the Manager Approval Services</del></p> <p>The approval to be in writing and recorded on the appropriate record.</p>

**No: 6.12 Use and Development of Land on City of Vincent Scheme Reserves & Metropolitan Region Scheme Reserves**

<b>Function to be performed</b>	Authority to exercise discretion and to approve and apply conditions to planning applications and building licences for use and development of land on:  1. City of Vincent Scheme Reserves; and 2. Metropolitan Region Schemes Reserves.
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i> <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications and building licences for use and development of land on:  1. City of Vincent Scheme Reserves; and 2. Metropolitan Region Schemes Reserves.
<b>Chief Executive Officer delegates to</b>	Director-Development Services Manager-Approval Services
<b>Conditions Reporting Requirements and</b>	(i) The use and development of land on City of Vincent Scheme Reserves complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i> with particular attention to Clause 12 and the City's policies and local laws.  (ii) The use and development of land on Metropolitan Region Scheme Reserves complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i> and the City's policies and local laws.  The approval to be in writing and recorded on the appropriate record.

**No: 6.13 Telecommunications Facilities**

<b>Function to be performed</b>	Authority to exercise and approve and apply conditions to planning applications and building licences, if applicable, for; 1. micro-cell telecommunications facilities; and 2. telecommunication facilities.
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77 <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38 <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise and approve and apply conditions to planning applications and building licences, if applicable, for; 1. micro-cell telecommunications facilities; and 2. telecommunication facilities.
<b>Chief Executive Officer delegates to</b>	Director Development Services Manager Approval Services
<b>Conditions and Reporting Requirements</b>	<p><b>1. Micro-Cell Telecommunications Facilities</b></p> <p>(i) The application complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, where applicable.</p> <p>(ii) The application complies with the <i>Telecommunications Act 1997</i> and the <i>Telecommunications Code of Practice 1997</i>.</p> <p>(iii) The installation of the poles and conduits and footpath reinstatement within the road reserve shall be undertaken by the City at the Carrier's full cost.</p> <p>(iv) The microcell unit and poles within the road reserve shall conform to the relevant Australian Standards in respect of frangibility upon impact by vehicles and clearance for pedestrians.</p> <p>(v) The City shall be indemnified against any claim that may arise as a result of accident or injury involving the facility (vehicle or pedestrian) within the road reserve.</p> <p>(vi) Any replacement of an existing sign pole by a microcell pole and/or if a new location within the road reserve requires the prior approval of the Director Technical Services.</p> <p>(vii) The Carrier to be responsible for maintenance and replacement of the microcell unit, pole and associated equipment within the road reserve in the advent that it is damaged or destroyed.</p> <p>(viii) The City reserves the right to request that the microcell unit, pole and associated equipment to be removed from and/or moved within the road reserve at the Carrier's full cost. Under the new Australian Road Rules, parking restrictions adjacent to intersections will be changed. There is the likelihood that existing signs will have to be moved to comply. If these signs accommodate microcell units the additional cost to relocate and reinstall the microcell shall be met by the Carrier.</p> <p>(ix) The comments and conditions of Main Roads Western</p>

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	<p>Australia and/or Western Australian Planning Commission, where applicable.</p> <p>(x) Prior to the installation of any facility, a formal agreement to be entered into between the City, the Carrier, Main Roads Western Australia and/or Western Australian Planning Commission, where applicable. This agreement shall address the above comments and conditions and all costs associated with the preparation of this agreement to be met by the Carrier.</p> <p><b>2. Telecommunication Facilities</b></p> <p>(i) The application complies with the provisions of the City of Vincent Town Planning Scheme and City's policy – Telecommunications Facilities.</p> <p>(ii) No written objections are received by the Council during the consultation period prescribed in the City's policy – Telecommunications Facilities.</p> <p>(iii) Submissions received which are based on civil, non-planning and/or unsubstantiated matters as determined by the Chief Executive Officer, are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>
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## SCHEDULE – CATEGORIES FOR APPLICATIONS FOR DELEGATION

## No. 6.4 – Determination of Residential Category 3 &amp; 4 Planning Applications and Consideration of Variations

## No. 6.5 – Determination of Non-Residential and Mixed Use Category 3 &amp; 4 Planning Applications and Consideration of Variations

USE CLASS	CATEGORY			
	<u>Most Important</u> 1	<u>Moderately Important</u> 2	<u>Marginally Important</u> 3	<u>Least Important</u> 4
Single House, caretaker's dwelling - 3 or less in number			3	
Single House, caretaker's dwelling - more than 3 in number		2		
Aged or dependent persons dwellings - 3 or less in number			3	
Aged or dependent persons dwellings - more than 3 in number		2		
Attached house, grouped dwelling - 3 or less in number			3	
Attached house, grouped dwelling - more than 3 in number		2		
Multiple dwelling - 3 or less in number			3	
Multiple dwelling - more than 3 in number		2		
Home occupations				4
Lodging house, hotel, motel club, tavern, private hostel, service apartment	1			
Hospital, institutional building	1			
Consulting rooms			3	
Local shop			3	
Shop			3	
Fish shop, pet meat shop, pet shop			3	
Eating house			3	
Day nursery			3	
Recreational facilities			3	
Educational establishment		2		
Public worship - place of		2		
Theatre, cinema, commercial Hall		2		
Civic building			3	
Office building			3	
Light industry			3	
General industry			3	
Hazardous or noxious industry			3	
Warehouse, showroom			3	
Public utilities			3	
Car park			3	
Amusement centre, camping ground, caravan park, cemetery, crematorium, drive-in theatre, drive-in fast food outlet, funeral parlours, fuel depot, open air display, open air storage yard, service station, transport depot, vehicle sales premises, veterinary clinic, veterinary hospital			3	

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Outbuildings, fences, patios and carports/garages				4
Alterations or additions to non-residential development			3	
Signs				4
All Development involving 3 storeys or more	1			
Up to two-storey mixed use development with 3 or less multiple dwellings			3	
Demolition – Heritage Assessment		2		
Retrospective applications		2		
Retrospective applications (compliant and/or minor nature)			3	
Subdivisions			3	

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**PART 7 DELEGATIONS TO STATUTORY COMMITTEES****No: 7.1 Audit Committee**

<b>Function to be performed</b>	Terms of Reference to be as follows: (a) the process of selecting the Auditor; (b) recommending to Council on the Auditor; (c) managing the Audit Process; (d) monitoring Administrations actions on, and responses to, any significant matters raised by the Auditor; (e) submitting an Annual Report on the audit function to the Council and the Department of Local Government; (f) consideration of the completed Statutory Compliance Return and monitoring administrations corrective action on matters on non-compliance; (g) to oversee Risk Management and Accountability considerations; and (h) to oversee Internal Audit/Accountability functions.
<b>Legislative power or duty delegated</b>	Local Government Act 1995, <b>Sections 7, 12A</b>
<b>Delegation to</b>	Audit Committee
<b>Conditions and Reporting Requirements</b>	Subject to Audit Committee Terms of Reference.

**Commented [TE17]:** This delegation is unnecessary as it the terms of reference document.



**CITY OF VINCENT**

## **DELEGATED AUTHORITY REGISTER**

**2017 - 2018**

Adopted at the Ordinary Meeting of Council held on **TBD**

## INTRODUCTION

### 1.1 PURPOSE OF DELEGATING AUTHORITY

The *Local Government Act 1995* (the Act) allows for a local government 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 in order effectively manage the day to day operations of the City. All delegations made by the Council must be by absolute majority decision {S5.42(1)}. The CEO in turn is empowered by the Act to on-delegate any of these functions to another employee {S5.44(1)}.

This Council Delegated Authority Register is reviewed in accordance with the Act on an annual basis by Council.

A separate document entitled "*Register of CEO Delegated Authority and Authorisations*" is also maintained and reviewed on an annual basis by the Chief Executive Officer.

### 1.2 MATTERS WHICH CAN NOT BE DELEGATED

The following are decisions that cannot be delegated by Council to the Chief Executive Officer under the Local Government Act 1995 {S5.43}.

- any power or duty that requires a decision of an absolute majority or special (75%) majority of the local government;
- accepting a tender which exceeds an amount determined by the local government;
- appointing an auditor;
- acquiring or disposing of any property valued at an amount determined by the local government;
- any of the local government's powers under Sections 5.98, 5.98A, 5.99A, 5.99 and 5.100 of the Act;
- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in Section 9.5;
- any power or duty that requires the approval of the Minister or Governor; or
- such other duties or powers that may be prescribed by the Act.

There is no power for a person other than the CEO to delegate a power. {S5.44(1)}.

### 1.3 DELEGATION BY THE CHIEF EXECUTIVE OFFICER

The Local Government Act 1995 allows for the Chief Executive Officer to delegate any of the powers to another Employee. {S5.44(1)}. This must be done in writing. {S5.44(2)} The Act allows for the Chief Executive Officer to place conditions on any delegations if desired. {S5.44(4)}.

A register of delegations relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year. {S 5.46(1) & (2)}.

#### 1.4 EXERCISE OF DELEGATIONS

If a person is exercising a power or duty that they have been delegated, the Act requires that records be kept whenever the delegated authority is used. {S 5.46(3)}

The record is to contain the following information:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty. {Local Government (Administration) Regulations 1996 CI 19.}

A person to whom a power is delegated under the *Local Government Act 1995* is considered to be a 'designated employee' under S5.74(b) of the *Local Government Act 1995* and is required to complete a primary return and also an annual return each year.



Len Kosova  
**CHIEF EXECUTIVE OFFICER**

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**PART 1 LOCAL GOVERNMENT ACT****No: 1.1 Appointment of an Acting Chief Executive Officer**

<b>Function to be performed</b>	The Chief Executive Officer to appoint an Acting Chief Executive Officer.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Sections 5.36(1)(a)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to appoint an Acting Chief Executive Officer.
<b>Conditions and Reporting Requirements</b>	Subject to: <ul style="list-style-type: none"> <li>• The Employee being designated a "Senior Employee", as prescribed by the Local Government Act;</li> <li>• Appointments being no longer than 30 days;</li> <li>• Council Members to be advised of acting Chief Executive Officer;</li> <li>• The acting role to be rotated between the Directors (where practicable).</li> </ul>

**No: 1.2 Making Payments to Employees in Addition to Contract or Award**

<b>Function to be performed</b>	A local government can approve of payments to employees in addition to their contract or Award.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995 Section 5.50</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to approve of making payment to employees in addition to their contract or Award.
<b>Conditions and Reporting Requirements</b>	Subject to Council Policy No. 5.7.11 – " <i>Gratuity Payments/Payment to Employees in Addition to Contract or Award on Cessation of Employment</i> ".  Details of approvals are to be recorded on the appropriate file or record.

\*Note – Regulation 19A of the Local Government (Administration) Regulations places limits on any gratuity payments that can be made.

**No: 1.3      Serving of Notices Requiring Certain Things to be Done by Owner or Occupier of Land**

<b>Function to be performed</b>	The power to give a person a notice in writing relating to the land and do anything that it considers necessary to achieve the purpose for which the notice was given.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Sections 3.25(1) and 3.26</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to:</p> <ol style="list-style-type: none"> <li>1) issue a notice in writing relating to the land requiring the person to do anything specified in <b>Schedule 3.1</b>, Division 1 or for the purpose of remedying or mitigating the effects of any offence prescribed in Schedule 3.1, Division 2; and</li> <li>2) do anything that he considers necessary to achieve, so far as is practicable, the purpose for which the notice was given, including recovering the cost of anything it does as a debt due from the person who failed to comply with the notice.</li> </ol>
<b>Conditions Reporting Requirements and</b>	<p>The Chief Executive Officer shall approve of all legal action and sign all legal documents.</p> <p>The information is to be recorded in appropriate record to meet legislative requirements.</p>

**No: 1.4 Performing Particular Things on Land which is not Local Government Property**

<b>Function to be performed</b>	A local government may perform its general functions of the things prescribed in Schedule 3.2 of the Act on land, even though the land is not local government property and the local government does not have consent to do it.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.27</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to carry out things prescribed in <b>Schedule 3.2</b> even though the land is not local government property and the local government does not have consent to do it.
<b>Conditions Reporting Requirements and</b>	The information is to be recorded in appropriate record.

**No: 1.5 Power of Entry**

<b>Function to be performed</b>	The power of entry is conferred on a local government which is performing any function under the <i>Local Government Act 1995</i> .
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.28</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated authority to authorise persons with the powers of entry, when performing any function of the local government.
<b>Conditions Reporting Requirements and</b>	The information is to be recorded in appropriate record to meet legislative requirements.

**No: 1.6 Declaring a Vehicle to be an Abandoned Vehicle Wreck**

<b>Function to be performed</b>	If after seven days from the removal of a vehicle deemed to be an abandoned wreck the owner of the vehicle has not been identified or after seven days from the giving of a notice the owner has not collected the vehicle the local government may declare that the vehicle is an abandoned vehicle wreck.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.40A(4)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated authority to declare that a vehicle is an abandoned vehicle wreck under the <i>Local Government Act 1995, Section 3.40A(4)</i> .
<b>Conditions Reporting Requirements and</b>	The declaration is to be recorded in appropriate record to meet legislative requirements.

**No: 1.7 Disposing of Confiscated or Uncollected Goods**

<b>Function to be performed</b>	A Local Government may sell or dispose of confiscated or uncollected goods in accordance with s3.47 (1) (2) and s3.47(2a).
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.47(1),(2),(2a)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to sell or dispose of confiscated or uncollected goods in accordance with s3.47 (1) (2) and s3.47(2a).
<b>Conditions Reporting Requirements and</b>	Details of the sale or disposal is to be recorded in the appropriate record.

**No: 1.8 Disposal of Sick or Injured Impounded Animals**

<b>Function to be performed</b>	If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.47A(1)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to determine that a sick or injured impounded animal be destroyed pursuant to the <i>Local Government Act 1995, Section 3.47A(1)</i> .
<b>Conditions Reporting Requirements and</b>	The details of sick or injured animals disposed of are to be recorded in the appropriate record.

**No: 1.9 Recovery of Impounding Expenses**

<b>Function to be performed</b>	If goods are removed and impounded under <b>Section 3.39</b> and the offender is convicted, the local government may, if the goods are not sold, recover any expenses incurred in removing and impounded the goods and disposing of them.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.48.</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to determine that court action be taken to recover impounding expenses pursuant to the <i>Local Government Act 1995, Section 3.48.</i>
<b>Conditions and Reporting Requirements</b>	The Chief Executive Officer shall approve of all legal action and sign all legal documents.  The actions taken to recover impounding expenses are to be recorded in the appropriate record to meet legislative requirements.

**No: 1.10 Closing Certain Thoroughfares to Vehicles (Not Exceeding 4 Weeks)**

<b>Function to be performed</b>	A local government may close a thoroughfare to vehicles wholly or partially, for a period not exceeding four weeks.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.50(1)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to close a thoroughfare, wholly or partially, pursuant to the <i>Local Government Act 1995, Section 3.50(1).</i>
<b>Conditions and Reporting Requirements</b>	Action taken to close thoroughfares must be recorded in the appropriate register and Council Members advised accordingly.



**No: 1.11 Closing Certain Thoroughfares to Vehicles (Exceeding 4 Weeks)**

<b>Function to be performed</b>	A local government may, after providing public notice of its intentions and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding four weeks.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Sections 3.50(1a) and 3.50(4)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to close a thoroughfare, wholly or partially, pursuant to the <i>Local Government Act 1995, Sections 3.50</i> .
<b>Conditions and Reporting Requirements</b>	The permanent closure of thoroughfares to be referred to the Council for determination.  Action taken to close thoroughfares must be recorded in the appropriate register and Council Members to be advised accordingly.

**No: 1.12 Closing Certain Thoroughfares to Vehicles (Revocation)**

<b>Function to be performed</b>	An order to close a thoroughfare may be revoked by the local government.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.50(6)</i> .
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to revoke an order to close a thoroughfare, pursuant to the <i>Local Government Act 1995, Section 3.50(6)</i> .
<b>Conditions and Reporting Requirements</b>	Details of the revocation of an order to close thoroughfares must be recorded in the appropriate register and Council Members to be advised accordingly.

**No: 1.13 Partial Closure of Thoroughfare for Repairs and Maintenance**

<b>Function to be performed</b>	A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 3.50A</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to partially and temporarily close a thoroughfare, pursuant to the <i>Local Government Act 1995, Section 3.50A</i> .
<b>Conditions Reporting Requirements and</b>	<ul style="list-style-type: none"> <li>• The road closure being limited to a minimum period as is practicable.</li> <li>• All affected persons being advised at least 7 days in advance of closure being carried out</li> <li>• Access being maintained to properties.</li> </ul> <p>Details of the closure to be recorded on the appropriate record.</p>

**No. 1.14 Payments from the Municipal Fund and Trust Fund**

<b>Function to be performed</b>	The power to approve payments from the municipal fund or the trust
<b>Legislative power or duty delegated</b>	<i>Local Government (Financial Management) Regulations 1996, Regulation 12(1)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to make payments from the municipal fund or the trust fund, pursuant to the <i>Local Government (Financial Management) Regulations 1996, Regulation 12(1)</i> .
<b>Conditions Reporting Requirements and</b>	Subject to the requirements of the <i>Local Government (Financial Management) Regulations 1996, Regulation 13</i> .

**No. 1.15 Waive Fees, Grant Concessions or Write Off Debts.**

<b>Function to be performed</b>	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.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 6.12(1)(b),(c)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to waive, grant concessions or write off any amount of money owed to the City, pursuant to the <i>Local Government Act 1995, Section 6.12(1)</i> .
<b>Conditions Reporting Requirements and</b>	<p>The power to waive fees or write off money is subject to the amount not exceeding \$1000.</p> <p>The power to waive fees or write off debts relating to Infringements is subject to the debt not exceeding \$250.</p> <p>The power to waive or write off library fees is subject to the debt not exceeding \$50.</p> <p>This delegation is not applicable to writing off or waiving rates or service charges.</p> <p>The full details of the concession, waiver or write off to be recorded on the appropriate financial record.</p>

**No. 1.16 Agreement as to Payment of Rates and Service Charges**

<b>Function to be performed</b>	A local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 6.49</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to make an agreement with a person for payment of rates and service charges, pursuant to the <i>Local Government Act 1995, Section 6.49</i> .
<b>Conditions Reporting Requirements and</b>	<p>Subject to the arrangements agreed to being on the basis that the total debt outstanding will be extinguished by 30 June next following.</p> <p>Subject to Council Policy No. 1.2.12 – “<i>Rates and Service Charges</i>”.</p> <p>The full details of the determination to be recorded in the appropriate rate record.</p>

**No. 1.17 Require Lessee to Pay Rent in Satisfaction of Rates or Service Charge**

<b>Function to be performed</b>	A Local Government has the power to require the payment of rent in satisfaction of rate or service charge, pursuant to the <i>Local Government Act 1995, Sections 6.60(2), (3), (4)</i> .
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 6.60(2), (3), (4)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to require the payment of rent in satisfaction of rate or service charge, pursuant to the <i>Local Government Act 1995, Sections 6.60(2) and (3)</i> .
<b>Conditions Reporting Requirements and</b>	<p>Subject to recovery action having been taken in accordance with Council Policy No. 1.2.13 – “<i>Collection of Debts, Rates and Service Charges</i>”.</p> <p>The full details of the determination to be recorded in the appropriate rate record.</p>

**No. 1.18 Amending and Determining Objections to a Rate Record**

<b>Function to be performed</b>	The Chief Executive Officer is delegated the power to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct ( <b>Section 6.39</b> ) and to determine objections to the rate record ( <b>Section 6.76</b> ).
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995</i> , <b>Section 6.76(4),(5)</b>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct and to determine objections to the rate record.
<b>Conditions and Reporting Requirements</b>	The full details of the determination to be recorded in the appropriate rate record.

## No 1.19

## Inviting Tenders for Goods or Services and Related Matters

<b>Function to be performed</b>	The authority to invite tenders for works and services in the relevant financial year adopted budget, where required in accordance with <b>Section 3.57</b> of the Local Government Act 1995.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995,</i> <b>Section 3.57(1)</b> - Requirement to invite tenders in certain circumstances. <i>Local Government (Functions and General) Regulations 1996,</i> <b>Regulations 14(2a), 20(1) and (2), 21(1), 23(3).</b>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Office is delegated authority pursuant to Local Government (Functions and General) Regulations 1996:  1. <b>Regulation 14(2a)</b> to determine in writing the criteria for deciding which tender should be accepted.  2. <b>Regulation 20(1)</b> power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the City enters the contract with the successful tenderer.  3. <b>Regulation 21(1)</b> to seek expressions of interest with respect to the supply of the goods or services before entering the tender process.  4. <b>Regulation 23(3)</b> to consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services.
<b>Conditions Reporting Requirements and</b>	The invitation to tender is to be entered into the Tender Register in the prescribed manner.  Selection criteria must be recorded in the appropriate record and comply with the requirements of the Regulations.  Details of the minor variations must be recorded in the appropriate record.  Details of the calling of expressions of interest must be recorded in the appropriate record and in the Tender Register.  The delegation is subject to:  1. tenders called to comply with Council's Policy No. 1.2.2 – “Code of Tendering” and Policy No. 1.2.3 – “Purchasing Policy”; and  2. tenders can only be invited for those goods and services identified in the Annual Budget, Plan for the Future;



**No: 1.20 Acceptance of Tenders**

<b>Function to be performed</b>	A local government must consider any tender that has not been rejected and decide which one to accept. The local government may decline to accept any tender.
<b>Legislative power or duty delegated</b>	<i>Local Government (Functions and General) Regulations 1996, Regulation 18(4),(5), (6), (7)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to accept any tender that has not been rejected or decline all tenders.
<b>Conditions and Reporting Requirements</b>	<p>The delegation is subject to:</p> <ol style="list-style-type: none"> <li>1. tenders for the supply of goods or services not exceeding a value of \$250,000;</li> <li>2. acceptance of tenders is what is to be deemed "<i>the most acceptable and advantageous to the City</i>";</li> <li>3. tenders called subject to (1) and (2) above, to comply with Council's Policy No. 1.2.2 – "<i>Code of Tendering</i>" and Policy No. 1.2.3 – "<i>Purchasing Policy</i>".</li> </ol>

**No: 1.21 Dealing with Objections**

<b>Function to be performed</b>	Dealing with Objections of the kind referred to in <b>Section 9.5</b> .
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 9.5(2), Section 9.6(5) and 9.9(1)(b)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to:</p> <ul style="list-style-type: none"> <li>• receive an objection and grant an extension of time for an objection to be lodged (<b>Section 9.5(2)</b>).</li> <li>• give notice in writing of how it has been decided to dispose of the objection and the reasons for disposing of it in that way.</li> <li>• determine that there are reasons why the effect of a decision should not be suspended in line with the provisions of the Local Government Act 1995 <b>Section 9.9(1)(b)</b>.</li> </ul>
<b>Conditions and Reporting Requirements</b>	Details are to be recorded on the appropriate file or record.

**No: 1.22 Execution of Documents**

<b>Function to be performed</b>	Authority to sign documents on behalf of the local government.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 9.49A (4) and (5)</i>
<b>Authorisation from</b>	Local Government, pursuant to <b>Section 9.49A(4)</b> of the <i>Local Government Act 1995</i>
<b>Authorisation to</b>	Chief Executive Officer
<b>Authorisation</b>	<p>The Chief Executive Officer and senior employees are authorised to:</p> <p>(1) Execute a document as a deed on behalf of the City where there is a requirement for the document to be executed as a deed;</p> <p>All Employees are authorised to:</p> <p>(2) Sign documents on behalf of the local government to all matters arising under delegated authority given by the Council under Section 5.42 of the Act and generally as is necessary or appropriate in carrying out his or her function under the Act or under any written law, so long as they do so in accordance with "Policy 4.1.10 - Execution of Documents".</p>
<b>Conditions and Reporting Requirements</b>	Execution of all documents must be in accordance with "Policy 4.1.10 - Execution of Documents"

**No: 1.23 Disposing of Property**

<b>Function to be performed</b>	<p>Authority to dispose of property:</p> <p>a) to the highest bidder at public auction; or</p> <p>b) to the most acceptable public tender; or</p> <p>c) by private treaty (subject to section 3.58(3) and (4)).</p>
<b>Legislative power or duty delegated</b>	Sections 3.58(2) and (3) <i>Local Government Act 1995</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	Authority to dispose of property in accordance with section 3.58 of the <i>Local Government Act 1995</i> .
<b>Conditions and Reporting Requirements</b>	<p>The delegation is subject to:</p> <ol style="list-style-type: none"> <li>1. the value of the property not exceeding \$250,000;</li> <li>2. the disposal of any land and / or building assets being specified in the Annual Budget or Corporate Business Plan;</li> <li>3. the lease of City-owned land being determined by Council.</li> </ol>

**PART 2 AUTHORISED PERSONS AND LOCAL LAWS****No: 2.1 Power to Appoint Authorised Persons**

<b>Function to be performed</b>	Power to appoint authorised officers in writing and issue certificates of authorisation.
<b>Legislative power or duty delegated</b>	<i>Local Government Act 1995, Section 9.10(1); Dog Act 1976, Section 29(1); Building Act 2011, Section 96(3); and City of Vincent Town Planning Scheme No. 1 – clause 52.</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to appoint persons or classes of person to be authorised for the purposes of performing particular functions of the: <ul style="list-style-type: none"> <li>• <i>Local Government Act 1995;</i></li> <li>• <i>Dog Act 1976;</i></li> <li>• <i>Building Act 2011;</i></li> <li>• <i>City of Vincent Town Planning Scheme No. 1; and</i></li> <li>• <i>City of Vincent Local Laws.</i></li> </ul>
<b>Conditions and Reporting Requirements</b>	Authorised persons shall be notified in writing and that notification shall be recorded on the appropriate record and the person's personal record.

\* Note – the power to authorise officers under the *Cat Act 2011* is delegated in No: 3.4.

\*\*Note – the power to authorise officers under the *Food Act 2008* is delegated in No: 4.1.

**No: 2.2 Fines, Penalties and Infringement Notices Enforcement Act 1994 - Appointment of Prosecution Officers**

<b>Function to be performed</b>	<p>(1) For the purposes of this Part, the Registrar may approve a prosecuting authority as a prosecuting authority to which this Part applies.</p> <p>(2) The Registrar is not to approve a prosecuting authority unless the authority gives the Registrar written notice of those officers of the authority that are designated as prosecuting officers for the purposes of and in accordance with Sections 16 and 22.</p> <p>(3) A prosecuting authority at any time may amend the written notice of designated prosecuting officers.</p>
<b>Designation from</b>	Local Government, pursuant to <b>Section 13(2)</b> of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i>
<b>Designated officers</b>	<p>Chief Executive Officer</p> <p>Director Community Engagement</p> <p>Manager Community Safety</p> <p>Coordinator Prosecutions Officer</p>
<b>Designation</b>	Designated officers are nominated as Prosecution Officers for the purposes of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994, Section 13(2)</i> .
<b>Conditions and Reporting Requirements</b>	<p>Note: In relation to local laws the designation allows:</p> <p>Signing of Enforcement Certificates to initiate prosecution (Section 16);</p>

	<p>Signing of Withdrawal of Proceedings Notices (Section 22) for those matters already registered with Fines Enforcement.</p> <p>Copies of all decisions made are to be retained on the appropriate file or record.</p>
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**No 2.3A Trading in Public Places Local Law 2008 – Issuing Permits**

<b>Function to be performed</b>	Issuing permits under the Trading in Public Places Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 3.2, 3.4, 3.5, 3.6, 3.8, 3.11, 3.13, 3.14</b> of the Trading in Public Places Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p><b>Clauses 3.2, 3.4 and 3.5</b> - Issuing a permit.</p> <p><b>Clauses 3.6 and 3.8</b> – Impose and amend permit conditions.</p> <p><b>Clause 3.11</b> – Transfer of a permit.</p> <p><b>Clause 3.13</b> – Cancellation of permit.</p> <p><b>Clause 3.14</b> – Suspension of permit.</p>
<b>Conditions Reporting Requirements and</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.

**No 2.3B Trading in Public Places Local Law 2008 – Reinstatement Works**

<b>Function to be performed</b>	Various Local Government powers under the Trading in Public Places Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 4.2, 5.1 and 6.4</b> of the Trading in Public Places Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p><b>Clause 4.2</b> – Carry out reinstatement works.</p> <p><b>Clauses 5.1</b> – Require reinstatement works to be carried out.</p> <p><b>Clause 6.4</b> – Require reinstatement or replacement of local government property.</p>
<b>Conditions Reporting Requirements and</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.

**No 2.4          Parking and Parking Facilities Local Law 2008 – Powers of a Local Government**

<b>Function to be performed</b>	Various Local Government powers under the Parking and Parking Facilities Local Law 2007.
<b>Legislative power or duty delegated</b>	<b>Clauses 2.1, 4.14, 7.3 and 8.10</b> of the Parking and Parking Facilities Local Law 2007.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<b>Clause 2.1</b> – Erection of signs; <b>Clause 4.14</b> – Special event parking; <b>Clause 7.3</b> - Issue of Permits <b>Clause 8.10</b> – Lock parking stations.
<b>Conditions Reporting Requirements and</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.  The Manager Community Safety and Coordinator Ranger Services are authorised to issue parking permits in accordance with the City's Policy No. 3.9.5 – "Parking Control".

**No 2.5A          Local Government Property Local Law 2008 – Issuing Permits**

<b>Function to be performed</b>	The power to issue permits under the Local Government Property Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 3.2, 3.2, 3.4, 3.5, 3.9, 4.8, 6.1A, 8.2, 9.2, 9.3, 9.10, 9.14, 10.2, 13.3 and 13.6</b> of the Local Government Property Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<b>Clauses 3.2 and 3.3</b> - Issuing a permit. <b>Clauses 3.4 and 3.5</b> – Impose and vary permit conditions. <b>Clause 3.9</b> – Transfer of a permit. <b>Clause 6.1A</b> – Approval for advertising sign. <b>Clause 10.2</b> – Grant exemption from compliance. <b>Clause 13.6</b> – Grant exemption from admission fee.
<b>Conditions Reporting Requirements and</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.

**No 2.5B      Local Government Property Local Law 2008 – Reinstatement**

<b>Function to be performed</b>	Various Local Government powers under the Local Government Property Local Law 2008.
<b>Legislative power or duty delegated</b>	<b>Clauses 4.8, 8.2, 9.2, 9.3, 9.10, 9.14 and 13.3</b> of the Local Government Property Local Law 2008.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p><b>Clause 4.8</b> – Erection of signs.</p> <p><b>Clause 8.2</b> – Carry out reinstatement works.</p> <p><b>Clauses 9.2 and 9.3</b> – Require reinstatement works to be carried out.</p> <p><b>Clause 9.10</b> – Give notice to make good a breach.</p> <p><b>Clause 9.14</b> – Require removal of redundant vehicle crossings.</p> <p><b>Clause 13.3</b> – Require reinstatement or replacement of local government property.</p>
<b>Conditions Reporting Requirements and</b>	The exercise of delegation is to be in writing and recorded on the appropriate record.

**PART 3 RANGERS AND COMMUNITY SAFETY****No: 3.1 Cat Act 2011 – Functions of a Local Government**

<b>Function to be performed</b>	Functions of a Local Government under the <i>Cat Act 2011</i>
<b>Legislative powers appointed</b>	All functions under the <i>Cat Act 2011</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 44</b> of the <i>Cat Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated authority to perform all duties and functions of the local government under the <i>Cat Act 2011</i> .
<b>Conditions Reporting Requirements and</b>	Details of actions taken are to be recorded on the appropriate file or record.

**No: 3.2 Litter Act 1979 – Appointment of Persons to Withdraw Infringement Notices**

<b>Function to be performed</b>	An infringement notice may, whether or not the prescribed penalty has been paid, be withdrawn, at any time within 28 days after the service of the notice, by the sending of a notice, in the prescribed form, to the alleged offender at his last known place of residence or business, advising the alleged offender that the infringement notice has been withdrawn, and, in that event, the amount of any prescribed penalty that has been paid shall be refunded.  A withdrawal notice sent under subsection (4) shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.
<b>Legislative power or duty delegated or of appointment</b>	To sign withdrawal of infringement notices under the <i>Litter Act 1979</i> , <b>Section 30(4a)</b>
<b>Appointed persons</b>	Director Community Engagement Manager Ranger and Community Safety Services
<b>Conditions Reporting Requirements and</b>	Withdrawal notices are to be retained on the appropriate file or record.

**No: 3.3 Bush Fires Act 1954 – Powers and Duties**

<b>Function to be performed</b>	A local government is empowered with all powers, duties and functions under the <i>Bush Fires Act 1954</i> .
<b>Legislative power or duty delegated</b>	All powers, duties and functions under the <i>Bush Fires Act 1954</i> .
<b>Delegation from</b>	Local Government, pursuant to <b>Section 48</b> of the <i>Bush Fires Act 1954</i>
<b>Delegation to</b>	Chief Executive Officer



<b>Delegation</b>	The Chief Executive Officer is delegated the power to perform all powers, duties and functions of a Local Government under the <i>Bush Fires Act 1954</i> .
<b>Conditions Reporting Requirements</b> and	<p>Excludes powers and duties that are prescribed in the Act with the requirement for a resolution by the local government.</p> <p>Copies of all notices issued are to be retained on the appropriate file or record.</p> <p><i>Note: s59A(3) and Bush Fires (Infringements) Regulations 1958, Reg.4(a) provide that only the Mayor or the Chief Executive Officer may withdraw an infringement notice.</i></p>

**PART 4 HEALTH SERVICES****No: 4.1 Food Act 2008 – Functions of an Enforcement Agency**

<b>Function to be performed</b>	Authority to exercise the powers of the local government, as an enforcement agency under the <i>Food Act 2008</i> , for the following purposes: <ul style="list-style-type: none"> <li>• Serving prohibition orders and clearance certificates;</li> <li>• Initiating prosecutions; and</li> <li>• Registration of food businesses.</li> </ul>
<b>Legislative power or duty delegated or appointment</b>	<i>Food Act 2008, Sections 110, 112, 122, 125, 126(13)</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 118(2)</b> of the <i>Food Act 2008</i>
<b>Delegation to</b>	The Chief Executive Officer is delegated the power to carry out the following functions pursuant to the <i>Food Act 2008</i> : <ul style="list-style-type: none"> <li>a) <b>Section 110 and 112</b> – Registration of food businesses;</li> <li>b) <b>Section 122</b> – Appointing authorised officers;</li> <li>c) <b>Section 125</b> – Initiating prosecutions;</li> <li>d) <b>Section 126(13)</b> – Designating authorised officers to be designated officers for the purposes of issuing/withdrawing infringement notices.</li> </ul>
<b>Conditions Reporting Requirements and</b>	Nil

**No: 4.2 Health (Miscellaneous Provisions) Act 1911 – Appointment of Deputy, Discharge of Powers and Duties**

<b>Function to be performed</b>	A local government may appoint and authorise any person to be its Health (Miscellaneous Provisions) Act 1911 deputy to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit. Such appointment shall not affect the exercise or discharge by the local government itself of any power or function.
<b>Legislative power or duty delegated</b>	<i>Health (Miscellaneous Provisions) Act 1911, Section 26.</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 26</b> of the <i>Health (Miscellaneous Provisions) Act 1911</i> .
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to be its Health (Miscellaneous Provisions) Act 1911 deputy to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit. Such appointment shall not affect the exercise or discharge by the local government itself of any power or function.
<b>Conditions Reporting Requirements and</b>	All actions taken must be recorded in writing in the appropriate file or record.

**No: 4.3      Liquor Control Act 1988 – Issue of Certificates Under Section 39**

<b>Function to be performed</b>	The authority to issue a certificate in accordance with Section 39 of the <i>Liquor Control Act 1988</i> .
<b>Legislative power or duty delegated</b>	<i>Liquor Control Act 1988, Section 39</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 39(1)</b> of the <i>Liquor Control Act 1988</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue a certificate on behalf of the City, pursuant to the <i>Liquor Control Act 1988, Section 39</i> .
<b>Conditions Reporting Requirements and</b>	Copies of all certificates issued are to be retained on the appropriate file or record.

**No: 4.4      Liquor Control Act 1988 – Issue of Certificates Under Section 40**

<b>Function to be performed</b>	The authority to issue a certificate in accordance with Section 40 of the <i>Liquor Control Act 1988</i> .
<b>Legislative power or duty delegated</b>	<i>Liquor Control Act 1988, Section 40</i>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 40(1)</b> of the <i>Liquor Control Act 1988</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue a certificate on behalf of the City, pursuant to the <i>Liquor Control Act 1988, Section 40</i> .
<b>Conditions Reporting Requirements and</b>	Copies of all certificates issued are to be retained on the appropriate file or record.

**No: 4.5 Caravan Parks and Camping Grounds Act 1995 – Infringement Notices**

<b>Function to be performed</b>	<p>Powers of an Authorised Officer under <b>Section 23</b> of the <i>Caravan Parks and Camping Grounds Act 1995</i> for the following purposes:</p> <ul style="list-style-type: none"> <li>• Issuing an infringement;</li> <li>• Withdrawing an infringement; and</li> <li>• Extending payment of an infringement.</li> </ul>
<b>Legislative powers appointed</b>	<i>Caravan Parks and Camping Grounds Act 1995, Section 23(2), (5) and (7)</i>
<b>Authorisation from</b>	<p>Local Government, pursuant to <b>Section 23(11)</b> of the <i>Caravan Parks and Camping Grounds Act 1995</i></p> <p><i>Note: The Act does not contain a head of power to delegate the appointment of authorised persons to the CEO.</i></p>
<b>Authorised persons</b>	<p>For the purposes of <b>Sections 23(5) and (7)</b> – withdrawing an infringement or extending payment periods:</p> <p>Chief Executive Officer</p> <p>Director Community Engagement</p> <p>Director Development Services</p> <p>Manager Health Services</p> <p>Manager Community Safety</p> <p>Coordinator Ranger Services</p> <p>For the purposes of <b>Section 23(2)</b> – issuing an infringement notice:</p> <p>Coordinator Environmental Health</p> <p>All Environmental Health Officers</p> <p>All Building Surveyors (registered)</p> <p>All Rangers</p>
<b>Conditions Reporting Requirements and</b>	Persons authorised for the purpose of this delegation shall be in writing and recorded on the appropriate record and the person's personal record.

**No: 4.6      *Public Health Act 2016 – Designation of Authorised Officers***

<b>Function to be performed</b>	Designate a person(s) or class of persons as authorised officers under the <i>Public Health Act 2016</i> .
<b>Legislative power or duty delegated</b>	<i>Public Health Act 2016, Section 24.</i>
<b>Delegation from</b>	Enforcement agency (Local Government), pursuant to <b>Section 21</b> of the <i>Public Health Act 2016</i> .
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the authority to designate a person or class of persons as authorised officers under <b>Section 24</b> of the <i>Public Health Act 2016</i> .
<b>Conditions and Reporting Requirements</b>	<p>A list of all officers designated as authorised officers must be kept and maintained in accordance with <b>Section 27</b> of the <i>Public Health Act 2016</i>.</p> <p>Each person who is designated as an authorised officer must be issued with certificate of authority as an authorised officer in accordance with <b>Section 30</b> of the <i>Public Health Act 2016</i>.</p>

\*Note – Any person authorised or designated under the *Public Health Act 2008* must be issued a certificate of authority that complies with section 30(2) of that act and must bear the person's image (photo) and signature.

**No: 4.7      *Health (Asbestos) Regulations 1992 – Appointment of Authorised and Approved Officers***

<b>Function to be performed</b>	Authority to issue, extend payments and withdraw infringement notices for alleged offences relating to the management of asbestos cement products and materials containing asbestos.
<b>Legislative powers appointed</b>	<p>Appointment as authorised officers for the purposes of issuing infringement notices under the <i>Criminal Procedure Act 2004</i> Part 2 for the offences specified under Schedule 1 of the <i>Health (Asbestos) Regulations 1992</i>.</p> <p>Appointment as approved officers for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 to extend the period to pay or withdraw an infringement notice.</p>
<b>Authorisation from</b>	Local Government, pursuant to Health (Asbestos) Regulations 1992; <b>Regulation 15D(5)</b> .
<b>Conditions and Reporting Requirements</b>	All actions taken must be recorded in writing in the appropriate file or record.

**PART 5 BUILDING****No: 5.1 Approve or Refuse to grant Building Permits**

<b>Function to be performed</b>	Authority to approve or refuse to grant a certified or uncertified building permit, with or without conditions.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011</i> , <b>Sections 20, 22</b> . Division 2 of Part 2. Divisions 1, 2 and 4 of Part 4.
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the authority to grant or refuse the issue of a <b>Building Permit</b> in the prescribed form pursuant to <i>Building Act 2011</i> , <b>Section 20, 22</b> .
<b>Conditions Reporting Requirements and</b>	All building permits issued are to be retained on the appropriate file or record.

**No: 5.2 Approve or Refuse to grant Occupancy Permit and Building Approval Certificate**

<b>Function to be performed</b>	Authority to approve or refuse to approve the issue of an occupancy permit with or without conditions, and approve or refuse to approve of a building approval certificate with or without conditions.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011</i> , <b>Sections 58, 59, 62, 65</b> .
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue Certificates of Occupancy, Building Approval certificates and extensions of period of duration of Occupancy Permit or Building Approval Certificate in the prescribed form upon completion of buildings, pursuant to the <i>Building Act 2011</i> , <b>Sections 58, 59, 62, 65</b> .
<b>Conditions Reporting Requirements and</b>	Copies of all permits and certificates issued are to be retained on the appropriate file or record.

**No: 5.3 Approve or Refuse a Demolition Permit**

<b>Function to be performed</b>	To grant or refuse to approve applications for a Demolition Permit.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011</i> , <b>Sections 21, 22</b> .
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated authority to grant or refuse a <b>Demolition Permit</b> other than for buildings classified by the

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	National Trust and Council's Heritage Register, pursuant to the <i>Building Act 2011</i> , <b>Sections 21, 22..</b>
<b>Conditions Reporting Requirements</b>	Copies of all Permits issued are to be retained on the appropriate file or record.

**No: 5.4 Make a Building Order**

<b>Function to be performed</b>	A Permit Authority may make, revoke, give effect to non-compliance of and initiate prosecution relating to an Order (a Building Order) in respect of one or more of the following -  (a) particular building work; (b) particular demolition work; and (c) a particular building or incidental structure, whether completed before or after commencement day.
<b>Legislative power or duty delegated</b>	<i>Building Act 2011</i> , <b>Sections 110, 111, 117, 118 and 133.</b>
<b>Delegation from</b>	Local Government, pursuant to <b>Section 127(1)</b> of the <i>Building Act 2011</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to perform the associated functions relating to Building Orders for works in contravention of the Act, pursuant to the <i>Building Act 2011</i> , <b>Sections 110, 111, 117, 118 and 133.</b>
<b>Conditions Reporting Requirements</b>	1. Subject to Sub-Section 112(2)(b) being conditional as follows; "The Order to demolish, dismantle or remove a building or incidental structure that has been, or is being, built or occupied in suspected contravention of a provision of the <i>Building Act 2011</i> , SHALL only be issued where the building is assessed to be in a state that is dangerous and which cannot be easily rectified".  2. Copies of all Building Orders issued are to be retained on the appropriate file or record.

**No: 5.5 Issue Licence to Deposit Material on Street**

<b>Function to be performed</b>	No person shall deposit stones, bricks, lime, rubbish, timber, iron, or other materials on a street, way, or other public place, nor make an excavation on land abutting or adjoining a street, way, or other public place, unless authorised to do so by an Act or unless he has first obtained from the local government in whose district the street, way, public place, or land is situated a licence in writing for that purpose, nor unless, in the case of an excavation he has securely fenced off the place where it is to be made from the street, way, or other public place, nor unless he complies with the conditions, if any, of the licence.
<b>Legislative power or duty delegated</b>	<i>Building Regulations 2012</i> , <b>Regulation 64</b>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to issue licenses for the <b>deposit of materials on a street, way or other</b>

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		public place and to make an excavation on land abutting or adjoining a street, way, or other public place, pursuant to the <i>Local Government (Miscellaneous Provisions) Act 1960, Section 377</i> .
<b>Conditions Reporting Requirements</b>	<b>and</b>	Licence fee to be set by Council annually.  Copies of all licences issued are to be retained on the appropriate file or record.

**No: 5.6 Granting of a Certificate – Form 26**

<b>Function to be performed</b>		Issue prescribed Strata Title Local Government Certificate Form 26 Certificate of Approval under the <i>Strata Titles Act 1985, Section 25</i> .  Power to determine applications for the issuing of a certificate of approval under the <i>Strata Titles Act 1985, Section 25</i> for a plan of subdivision, re-subdivision or consolidation, except those applications that:  (a) propose the creation of a vacant lot;  (b) proposed vacant air strata's in multi-tiered strata scheme developments;  (c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relating to:  (i) a type of development; and/or  (ii) land within an area,  which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.
<b>Legislative power or duty delegated</b>		<i>Strata Titles Act 1985, Section 25</i> Certificate of Commission
<b>Delegation from</b>		Local Government, pursuant to <b>Section 5.42</b> of the <i>Local Government Act 1995</i>
<b>Delegation to</b>		Chief Executive Officer
<b>Delegation</b>		The above Officer is delegated the power to grant a certificate by the local government, pursuant to the <i>Strata Titles Act 1985, Section 25</i> .
<b>Conditions Reporting Requirements</b>	<b>and</b>	A local government that exercises the power referred to in Clause 1 above (Functions to be performed) to provide WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.  Copies of all certificates issued are to be retained on the appropriate file or record.

**PART 6 TOWN PLANNING****No: 6.1 Departure from the Requirement and Provisions of the Scheme**

<b>Function performed</b>	<b>to be</b>	<p>No person shall depart from or permit or suffer any departure from the requirements and provisions of a Scheme enforceable by the City, nor shall any person use or suffer or permit the use of any land or building or undertake or suffer or permit the undertaking of any development within the Scheme Area:</p> <p>(a) otherwise than in accordance with the provisions of the applicable Scheme;</p> <p>(b) unless all approvals required by the applicable Scheme have been granted and issued;</p> <p>(c) unless all conditions imposed upon the grant and issue of any approval required by the applicable Scheme have been and continue to be complied with;</p> <p>(d) unless all standards laid down and all requirements prescribed by the applicable Scheme or determined by the Council pursuant to the Scheme with respect to that building or that use of that part have been and continue to be complied with.</p>
<b>Legislative power or duty delegated</b>		<p><i>Planning and Development Act 2005 - Part 13</i>  <i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i>  <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i>  <i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i></p>
<b>Delegation to</b>		Chief Executive Officer
<b>Delegation</b>		<p>The Officer Chief Executive is delegated the power to take action for departure from the requirements and provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i>, including the <i>Planning and Development Act 2005</i>, and <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>. <b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area</i></p>
<b>Conditions Reporting Requirements</b>	<b>and</b>	<p>Any person who fails to comply with any of the provisions of the Scheme is guilty of an offence and without prejudice to any other remedy given herein is liable to such penalties as are prescribed by Part 13 of the Act.</p> <p>Copies of all comments or recommendations made are to be retained on the appropriate file or record.</p>

No: 6.2 Development Control, Enforcement and Legal Action (Including Appeals and SAT Matters)

Function to be performed	<ul style="list-style-type: none"> <li>Exercise discretion and to refuse or <b>approve and apply conditions</b> to planning applications under the <i>City of Vincent Town Planning Scheme No. 1</i> and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> and <i>Residential Design Codes</i>;</li> <li>To authorise persons to <b>enter premises</b> under the <i>City of Vincent District Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>;</li> <li>Implement <b>enforcement and legal</b> proceeding matters under the <i>Planning and Development Act 2005</i>, <b>Part 13</b>;</li> <li>Implement matters delegated to the City of Vincent under the <b><i>Planning and Development Act 2005</i></b>.</li> <li>Exercise discretion and to form opinions and to <b>issue, withdraw or amend Notices and Requisitions</b> pursuant to Part 13 of the <i>Planning and Development Act 2005</i> and the provisions the <i>City of Vincent Town Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>.</li> <li>Exercise discretion and to respond to appeals lodged with the <b>State Administrative Tribunal</b> for;               <ol style="list-style-type: none"> <li>the determination of planning application appeals under Part 14 of the <i>Planning and Development Act 2005</i>, and the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>; and</li> <li>the determination of 'without prejudice' conditions.</li> </ol> </li> <li>Take action for the <b>administration and implementation</b> of the <i>City of Vincent Town Planning Scheme No. 1</i></li> </ul> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area.</p>
Legislative power or duty delegated	<p><i>Planning and Development Act 2005</i> - Part 13 and 14  <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77  <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38  <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
Delegation to	Chief Executive Officer
Delegation	<p>The Chief Executive Officer is delegated the power to;</p> <ul style="list-style-type: none"> <li>Exercise discretion and to <b>approve and apply conditions</b> to planning applications under the <i>City of Vincent Town Planning Scheme No. 1</i> and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> and <i>Residential Design Codes</i>;</li> <li>a) To authorise person to <b>enter premises</b> under the <i>City of Vincent District Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>;</li> <li>b) Implement <b>enforcement and legal</b> proceeding matters under the <i>Planning and Development Act 2005</i>, <b>Part 13</b>;</li> <li>c) Implement matters delegated to the City of Vincent under the <b><i>Planning and Development Act 2005</i></b>.</li> <li>d) Exercise discretion and to form opinions and to <b>issue, withdraw or amend Notices and Requisitions</b> pursuant to</li> </ul>

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	<p>Part 13 of the <i>Planning and Development Act 2005</i> and the provisions the <i>City of Vincent Town Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>.</p> <p>e) Exercise discretion and to respond to appeals lodged with the <b>State Administrative Tribunal</b> for;</p> <ol style="list-style-type: none"> <li>1. the determination of planning application appeals under Part 14 of the <i>Planning and Development Act 2005</i>, and the <i>City of Vincent Town Planning Scheme No. 1</i> <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>;</li> <li>2. the determination of 'without prejudice' conditions.</li> </ol> <ul style="list-style-type: none"> <li>• Take action for the <b>administration and implementation</b> of the <i>City of Vincent Town Planning Scheme No. 1</i> and <i>City of Perth District Planning Scheme No 2</i>.</li> </ul>
<b>Conditions Reporting Requirements</b>	<p>and</p> <p>The power to:</p> <ul style="list-style-type: none"> <li>• prosecute under the <i>Planning and Development Act 2005</i>, <b>Part 13</b>;</li> <li>• make recommendations for appointment of consultants/legal representatives for SAT Matters;</li> <li>• deal with matters Schedule 2, Part 9, Clause 77 (1).</li> </ul> <p><b>Appointment of Consultants/Legal Representatives for SAT Matters</b></p> <p>Quotations are to be obtained and a recommendation is to be provided for all matters which are appealed to the SAT.</p> <p><b>SAT Matters – Mediation</b></p> <p>The power to respond to appeals lodged with the State Administrative Tribunal and establish a position with respect to any mediation process resulting from an appeal against a decision made under by Council. "Without Prejudice" conditions and amended plans for these matters are to be reported to the Council for consideration and determination.</p> <p>The power to respond to appeals lodged with the State Administrative Tribunal and determine a position with respect to any mediation process resulting from an appeal against a decision made under delegated authority. Including a reconsideration pursuant to Section 31 under the SAT Act 2009.</p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>.</p> <p>Copies of documents/approvals/notices given and reports of actions taken are to be retained on the appropriate file or record.</p>

## No: 6.3 Determination of Various Planning Applications

<b>Function to be performed</b>	<p>Authority to exercise discretion and to approve and apply conditions to planning applications under the applicable Scheme, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> and <i>Residential Design Codes</i> :</p> <ol style="list-style-type: none"> <li>for residential development that does not comply with the setback requirements under either Table 2 or Figure 3 and/or variations permitted by the Residential Design Codes;</li> <li>for residential development involving open car parking spaces within the street setback area, car parking area or vehicle access-way closer than four (4) metres to ground floor habitable room windows of dwellings, and the provision of one car bay per aged or dependent persons dwelling and/or single bedroom dwelling;</li> <li>for structures, including outbuildings and carports, within setback areas for such carports not abutting the existing dwelling and not being 100 per cent open where it abuts the existing building and/or parapet walls adjacent to the side boundary;</li> <li>for additional/ancillary accommodation;</li> <li>for aged or dependent person dwellings;</li> <li>that involve vehicular access to a dwelling via a Right of Way;</li> <li>for amusement centres;</li> <li>for the erection of canvas awnings;</li> <li>for front fences and screen walls to secondary streets, to roads that are classified as Regional, Primary Distributor or District Distributor Roads and to traffic volume;</li> <li>for proposed car parking, carports and garages to a dwelling that directly fronts onto a street where vehicular access to such is from that street, regardless whether a right of way is available to the property.</li> </ol> <p><b>Note</b> - City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development Act 2005</i> - Part 13 and 14  <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77  <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38  <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications.
<b>Conditions Reporting Requirements and</b>	<p><b>1. Set backs</b></p> <ol style="list-style-type: none"> <li>The landowners and occupiers of all affected properties are notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; and no written objections are received by the City during this consultation period.</li> <li>Alternatively to (i) above, the applicant submits to the City written documentary evidence that the landowner and occupier of all adjacent affected properties have no objection to the proposal.</li> <li>After assessment by officers of the City approval is considered appropriate in terms of Clause 6.3 of the Residential Design Codes.</li> </ol>

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	<p>(iv) Submissions received which are based on civil, non-planning and/or unsubstantiated matters as determined by the Chief Executive Officer, are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>2. Open car parking</b> The applications complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> and Residential Design Codes.</p> <p><b>3. Carports</b> (i) The application complies with Clause 6.2 of the Residential Design Codes and the City's Policy – Street Setbacks. (ii) The landowners and occupiers of all affected properties are notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; and no written objections are received by the City during this consultation period. (iii) Alternatively to (ii) above, the applicant submits to the City written documentary evidence that the landowner and occupier of all adjacent affected properties have no objection to the proposal. Submissions received which are based on civil, non-planning and/or unsubstantiated matters are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>4. Ancillary accommodation</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Ancillary accommodation or <i>City of Perth District Planning Scheme No 2</i> and associated policies</p> <p><b>5. Aged or dependent persons dwellings</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Aged or dependent persons Dwellings or <i>City of Perth District Planning Scheme No 2</i> and associated policies.</p> <p><b>6. Vehicle access to a dwelling</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Vehicle access to Dwellings via a Right of Way or <i>City of Perth District Planning Scheme No 2</i> and associated policies. With prior consultation with DTS.</p> <p><b>7. Amusement centres</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Amusement Centres or <i>City of Perth District Planning Scheme No 2</i> and associated policies..</p> <p><b>8. Erection of canvas awnings</b> The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1, and the City's policy – Canvas Awnings or <i>City of Perth District Planning Scheme No 2</i> and associated policies.</p> <p><b>9. Front fences and screen walls</b></p>
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	<p>(i) The application complies with the provisions of the applicable Scheme and Policies - City of Vincent Town Planning Scheme No. 1 and the City of Vincent's Policy or <i>City of Perth District Planning Scheme No 2</i> and associated policies.</p> <p>(ii) The decorative capping on the top of piers may go to a maximum height of 2 metres above the adjacent footpath level, with the upper portion of the wall and/or fence being visually permeable, with a minimum of 50 per cent transparency when viewed directly in front of the fence. The wall or fence shall be truncated or reduced to no higher than 0.65 metre for the length of the wall at least 1.5 metres where adjoining vehicle access points.</p> <p>(iii) The front fence and screen wall shall incorporate appropriate design features to reduce the visual impact, for example, open structures, recesses and/or planters facing the road at regular intervals and varying materials.</p> <p><b>10. Car parking, carports and garages to a dwelling</b> As per the City's policy or <i>City of Perth District Planning Scheme No 2</i> and associated policies..</p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015.</p>
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**No: 6.4 Determination of Residential Category 3 & 4 Planning Applications & Consideration of Variations**

<b>Delegation to be performed</b>	<p>Authority to exercise discretion and to refuse, approve and apply conditions to all Category 3 and 4 residential planning applications, as specified in the Schedule for the following developments:-</p> <p>(1) where it involves a variation to any development standard or requirement (except for variations to density and minimum site area); and</p> <p>(2) <b>Category 3</b> development applications (developments of a marginal complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Single-storey and two-storey residential development comprising: <ul style="list-style-type: none"> <li>- Alterations and/or additions to dwellings; or</li> <li>- A total maximum of three (3) dwellings; and</li> </ul> </li> <li>• Ancillary Accommodation;</li> </ul> <p>(3) <b>Category 4</b> developments (developments of a minor complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Home occupations;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> <li>• and the like.</li> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• Swimming Pools;</li> </ul> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area</p>
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<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i> <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i> <i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to exercise discretion and to refuse, approve and apply conditions to planning applications for the following developments, as specified in the Schedule:-</p> <ol style="list-style-type: none"> <li>(1) where it involves a variation to any development standard or requirement (except for variations to density and minimum site area); and</li> <li>(2) <b>Category 3</b> development applications (developments of a marginal complex nature or impact) including: <ul style="list-style-type: none"> <li>• Single-storey and two-storey residential development comprising: <ul style="list-style-type: none"> <li>- Alterations and/or additions to dwellings; or</li> <li>- A total maximum of three (3) dwellings; and</li> </ul> </li> <li>• Ancillary Accommodation</li> </ul> </li> <li>(3) <b>Category 4</b> developments (developments of a minor complex nature or impact) including: <ul style="list-style-type: none"> <li>• Home occupations;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> <li>• Swimming Pools;</li> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• and the like.</li> </ul> </li> </ol> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.</p>
<b>Conditions and Reporting Requirements</b>	<ol style="list-style-type: none"> <li>(1) The application is processed and assessed in accordance with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, Policies and Local Laws, <i>City of Perth District Planning Scheme No 2</i> and associated policies and the Design Principles of the Residential Design Codes, where applicable;</li> <li>(2) The development will not unduly adversely affect the orderly and proper planning and conservation of the amenities of the locality.</li> </ol> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>

**No: 6.5 Determination of Non-Residential and Mixed Use Category 3 & 4 Planning Applications & Consideration of Variations**

<b>Delegation to be performed</b>	<p>Authority to exercise discretion and to refuse, approve and apply conditions to all Category 3 and 4 non-residential planning applications, as specified in the Schedule for the following developments:-</p> <p>(1) <b>Category 3</b> Single-storey and two-storey non-residential and mixed use development comprising:</p> <ul style="list-style-type: none"> <li>• New non-residential and mixed use development;</li> <li>• Alterations and/or additions to existing non-residential and mixed use development;</li> <li>• A total maximum car parking variation of up to and including 5.0 car bays; and</li> <li>• Compliance with the associated policy relating to a precinct or area.</li> </ul> <p>(2) <b>Category 4</b> developments (developments of a minor complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> </ul> <p><b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i></p> <p><i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i></p> <p><i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i></p>
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to exercise discretion and to refuse, approve and apply conditions to planning application for the following developments, as specified in the Schedule:-</p> <p>(1) <b>Category 3</b> Single-storey and two-storey non-residential and mixed use development comprising:</p> <ul style="list-style-type: none"> <li>• New non-residential and mixed use development;</li> <li>• Alterations and/or additions to existing non-residential and mixed use development;</li> <li>• A total maximum car parking variation of up to and including 5.0 car bays; and</li> <li>• Compliance with the associated policy relating to a precinct or area.</li> </ul> <p>(2) <b>Category 4</b> developments (developments of a minor complex nature or impact) including:</p> <ul style="list-style-type: none"> <li>• Carports;</li> <li>• Outbuildings;</li> <li>• Front/street walls and fences;</li> <li>• Garages;</li> <li>• Patios;</li> <li>• Signs (excluding billboards);</li> </ul>

	<b>Note</b> - Development of a minor nature that is specified in the City of Vincent's Policy - Minor Nature Development, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015, does not require planning approval.
<b>Delegation to</b>	Chief Executive Officer
<b>Conditions and Reporting Requirements</b>	<p>(1) The application is processed and assessed in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1, Policies and Local Laws, <i>City of Perth District Planning Scheme No 2</i> and associated policies and the Design Principles of the Residential Design Codes, where applicable;</p> <p>(2) The development will not unduly adversely affect the orderly and proper planning and conservation of the amenities of the locality.</p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>

## No: 6.6      Amenity Consideration and Conditions on Residential Developments

<b>Function performed</b>	<b>to be</b>	<p>Authority to exercise discretion and to determine;</p> <ol style="list-style-type: none"> <li>1. that the amenity of the area is generally not adversely affected by a proposed single dwelling therefore not requiring a planning approval for that dwelling under the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015;</li> <li>2. whether to apply restrictions and conditions to address overlooking and privacy on planning approvals and building licences;</li> <li>3. licences to have regard to and apply conditions to any trees or other vegetation worthy of retention under the City of Vincent Town Planning Scheme No. 1;</li> </ol> <p>and have regard to and apply <b>conditions relating to amenity</b> on planning applications for residential developments under the Residential Design Codes.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</i></p>
<b>Legislative power or duty delegated</b>		<p><i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i>  <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i>  <i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i></p>
<b>Delegation to</b>		Chief Executive Officer
<b>Delegation</b>		<p>The Chief Executive Officer is delegated the power to exercise discretion and to determine;</p> <ol style="list-style-type: none"> <li>1. that the amenity of the area is generally not adversely affected by a proposed single dwelling therefore not requiring a planning approval for that dwelling under the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> or as specified in the Planning and Development (Local Planning Scheme) Regulations 2015;</li> <li>2. whether to apply restrictions and conditions to address overlooking and privacy on planning approvals and building licences;</li> <li>3. licences to have regard to and apply conditions to any trees or other vegetation worthy of retention under the City of Vincent Town Planning Scheme No. 1;</li> </ol> <p>and have regard to and apply <b>conditions relating to amenity</b> on planning applications and building licences for residential developments under the Residential Design Codes.</p>
<b>Conditions Reporting Requirements</b>	<b>and</b>	<p><b>Single Dwelling</b></p> <ol style="list-style-type: none"> <li>(i) The proposed single dwelling complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> and associated policies Residential Design Codes and City of Vincent policies.</li> </ol> <p><b>Overlooking and Privacy</b></p> <ol style="list-style-type: none"> <li>(i) The application complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, <i>City of Perth District Planning Scheme No 2</i> and associated policies Residential Planning Codes and the City of Vincent's Policy – Privacy.</li> <li>(ii) Where the application involves a variation to the setback requirements, the landowners and occupiers of all affected properties are notified in writing of the proposal and are given fourteen (14) days in which to view the application being</li> </ol>

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	<p>determined; and no written objections are received by the City during this consultation period.</p> <p>(iii) Alternatively to (ii) above, the applicant submits to the City written documentary evidence that the landowner and occupier of all adjacent affected properties have no objection to the proposal.</p> <p>(iv) Submissions received which are based on civil, non-planning and/or unsubstantiated matters as determined by the Chief Executive Officer, are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>Trees or Other Vegetation</b></p> <p>(i) The retention of trees listed on the City of Vincent Trees of Significance Inventory and City of Vincent Interim Significant Tree Data Base – Possible Inventory Inclusion and Reference.</p> <p>(ii) Prior liaison with Manager Parks and Property Services.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>
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## No: 6.7 Planning Applications Refusal

<b>Function to be performed</b>	<p>Authority to exercise discretion and to refuse planning applications for development that involves an '<b>X</b>' use (a use that is not permitted), in the Zone Table of the <i>City of Vincent Town Planning Scheme No. 1</i> and not a preferred or contemplated use in the <i>City of Perth District Planning Scheme No 2</i>.</p> <p>(An '<b>X</b>' use is not a 'non-conforming' use if it is not contained in the City of Vincent's adopted Non-Conforming Use Register.)</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</i></p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77</p> <p><i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38</p> <p><i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to refuse planning applications for development that involves an ' <b>X</b> ' use (a use that is not permitted), in the Zone Table of the <i>City of Vincent Town Planning Scheme No. 1</i> and is not a preferred or contemplated use in the <i>City of Perth District Planning Scheme No 2</i> .
<b>Conditions Reporting Requirements and</b>	<p>Report to the Council on a quarterly basis.</p> <p>The information to be in writing and recorded on the appropriate record.</p>

## No: 6.8 “P”, “IP”, “AA” and “SA” Uses – All Categories

<b>Function to be performed</b>	Authority to exercise discretion and to approve and apply conditions to planning applications for developments and <b>uses classified as “P”, “IP”, “AA” and “SA”</b> under the <i>City of Vincent Town Planning Scheme No. 1</i> and preferred and contemplated uses under <i>City of Perth District Planning Scheme No 2</i> .  <i>Note - City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</i>
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i> <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i> <i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications for developments and <b>uses classified as “P”, “IP”, “AA” and “SA”</b> under the <i>City of Vincent Town Planning Scheme No. 1</i> and <i>preferred and contemplated uses under City of Perth District Planning Scheme No 2</i> .
<b>Conditions Reporting Requirements and</b>	<p>(i) The application complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i>, Residential Design Codes (where applicable) and the <i>City of Vincent Policies and Local Laws</i>.</p> <p>(ii) In relation to planning applications for “P”, “IP”, and “AA” uses and developments, that comply with the standard requirements of <i>City of Vincent Town Planning Scheme No. 1</i>, policies and local laws and the Residential Design codes, no public consultation is required. Non-compliance with the above standard requirements will require the landowners and occupiers of all affected properties to be notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; subject to 5 or less written objections being received by the City during this consultation period.</p> <p>(iii) In relation to preferred and contemplated uses and developments that comply with the standard requirements under <i>City of Perth District Planning Scheme No 2</i> and associated policies and the Residential Design codes, no public consultation is required. Non-compliance with the above standard requirements will require the landowners and occupiers of all affected properties to be notified in writing of the proposal and are given fourteen (14) days in which to view the application being determined; subject to 5 or less written objections being received by the City during this consultation period.</p> <p>(iv) Alternatively to (ii) or (iii) above, the applicant submits to the City written documentary evidence that the landowner and occupier of all adjacent affected properties have no objection to the proposal.</p> <p>(v) In relation to planning applications for “SA” uses and developments, the proposal is advertised in accordance with the Clause 37 of the <i>City of Vincent Town Planning Scheme</i></p>

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	<p>No. 1 and no written objections are received by the City during this consultation period.</p> <p>(vi) In relation to planning applications for "IP" uses and developments, the proposal is incidental to the predominant uses of the property.</p> <p>(vii) Submissions received which are based on civil, non-planning and/or unsubstantiated matters are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) Planning and Development (Local Planning Scheme) Regulations 2015.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>
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## No: 6.9 Non-Conforming Uses

Function to be performed	Authority to exercise discretion and to approve and apply conditions to planning applications for <b>non-conforming uses</b> of the <i>City of Vincent Town Planning Scheme No. 1</i> .
Legislative power or duty delegated	<i>City of Vincent Town Planning Scheme No. 1</i> , <b>Clauses</b> 16(1), 16(2) and 16(3), <b>49</b> .
Delegation to	Chief Executive Officer
Delegation	The Chief Executive Officer is delegated the power exercise discretion and to approve and apply conditions to planning applications for <b>non-conforming uses</b> under Clauses 16(1), 16(2) and 16(3) of the <i>City of Vincent Town Planning Scheme No. 1</i> .
Conditions Reporting Requirements and	<p>(i) In relation to an application for an alteration or extension to a non-conforming use or erection, alteration or extension to a building used in conjunction with a non-conforming use, the proposal conforms with any other provisions and requirements contained in the <i>City of Vincent Town Planning Scheme No. 1</i>, and does not adversely affect the amenity of the locality.</p> <p>(ii) In relation to an application for a proposed change of use of any land from a non-conforming use to another non-conforming use, the proposed non-conforming use is less detrimental to the amenity of the locality than the original non-conforming use and is closer to the intended purpose of the zone or reserve.</p> <p>(iii) The proposal is advertised in accordance with the Clause 37 of the <i>City of Vincent Town Planning Scheme No. 1</i> and 5 or less written objections are received by the City during this consultation period.</p> <p>(iv) Submissions received which are based on civil, non-planning and/or unsubstantiated are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>

## No: 6.10 Determination of Applications for Demolition

<b>Function to be performed</b>	<p>Authority to exercise discretion, to defer consideration, refuse, or approve planning applications for demolition under the <i>City of Vincent Town Planning Scheme No. 1</i>, and <i>City of Perth District Planning Scheme No 2</i>.</p> <p><b>Note</b> - Development of a minor nature that is specified in the <i>City of Vincent's Policy - Minor Nature Development</i>, <i>City of Perth District Planning Scheme No 2</i> or as specified in the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>, does not require planning approval.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2</i> is applicable in the context of the former East Perth Redevelopment Area.</p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77</p> <p><i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38, 41</p> <p><i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the authority to exercise discretion, to defer consideration, refuse, or approve <b>planning applications for demolition</b> under the <i>City of Vincent Town Planning Scheme No. 1</i> , and <i>City of Perth District Planning Scheme No 2</i> .
<b>Conditions Reporting Requirements and</b>	<p>(i) The place is not listed on the City of Vincent Municipal Heritage Inventory and Interim Heritage Data Base, State Register of Heritage Places (Interim and Permanent), Register of National Estate, and National Trust Listing.</p> <p>(ii) In assessing an application consult with any person or body under the applicable Scheme and have regard to any written submissions lodged. (iii) Where an application may affect an area declared by the Council to be a heritage place before determining the application, to require a heritage assessment to be carried out to determine how the proposed development might affect the area or place.</p> <p>(iv) An archival documented record of the place (including photographs, floor plans and elevation) for the City of Vincent Historical Archive Collection shall be submitted and approved prior to the issue of a demolition licence.</p> <p>(v) To approve applications either unconditionally or subject to such conditions considered to be appropriate</p> <p>(vi) <b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>.</p> <p>The information is to be in writing and recorded on the appropriate record.</p>

**No: 6.11 Determination of Applications for Signs**

<b>Function to be performed</b>	<p>Authority to exercise discretion and to approve and apply conditions to planning applications and sign licence applications, under the <i>City of Vincent Town Planning Scheme No. 1</i>, and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>.</p> <p><b>Note</b> - <i>City of Perth District Planning Scheme No 2 is applicable in the context of the former East Perth Redevelopment Area.</i></p>
<b>Legislative power or duty delegated</b>	<p><i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i>  <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i>  <i>City of Perth District Planning Scheme No 2 – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.</i></p>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	<p>The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications and sign licence applications, under the <i>City of Vincent Town Planning Scheme No. 1</i>, and associated policies, <i>City of Perth District Planning Scheme No 2</i> and associated policies, <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>.</p>
<b>Conditions Reporting Requirements and</b>	<ul style="list-style-type: none"> <li>(i) The City of Vincent may at its discretion vary the standard or provision subject to such conditions as it thinks fit.</li> <li>(ii) The sign is not a security sign to be erected on a Council owned building.</li> <li>(iii) The sign is the only security sign, and has an area no greater than fifteen (15) square centimetres, to be erected on a lot.</li> <li>(iv) The sign is not to be erected on a residential property or any wall, unless it is associated with an approved home occupation operating on site.</li> <li>(v) The sign is not subject to the City of Vincent's Policy 2.1.2 – <i>"Directional Signs"</i>.</li> <li>(vi) The sign is not a billboard.</li> </ul> <p><b>Consideration of Development Applications</b> - in accordance with Schedule 2, Part 9, Clause 77 (1) <i>Planning and Development (Local Planning Scheme) Regulations 2015</i>.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>

**No: 6.12      Use and Development of Land on City of Vincent Scheme Reserves & Metropolitan Region Scheme Reserves**

<b>Function to be performed</b>	Authority to exercise discretion and to approve and apply conditions to planning applications and building licences for use and development of land on: <ol style="list-style-type: none"> <li>1. City of Vincent Scheme Reserves; and</li> <li>2. Metropolitan Region Schemes Reserves.</li> </ol>
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015 – Schedule 2, Part 10, Clause 82, 77</i> <i>City of Vincent Town Planning Scheme No. 1 - Clauses 34, 38</i>
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise discretion and to approve and apply conditions to planning applications and building licences for use and development of land on: <ol style="list-style-type: none"> <li>1. City of Vincent Scheme Reserves; and</li> <li>2. Metropolitan Region Schemes Reserves.</li> </ol>
<b>Conditions Reporting Requirements and</b>	<ol style="list-style-type: none"> <li>(i) The use and development of land on City of Vincent Scheme Reserves complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i> with particular attention to Clause 12 and the City's policies and local laws.</li> <li>(ii) The use and development of land on Metropolitan Region Scheme Reserves complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i> and the City's policies and local laws.</li> </ol> <p>The approval to be in writing and recorded on the appropriate record.</p>

**No: 6.13 Telecommunications Facilities**

<b>Function to be performed</b>	Authority to exercise and approve and apply conditions to planning applications and building licences, if applicable, for; 1. micro-cell telecommunications facilities; and 2. telecommunication facilities.
<b>Legislative power or duty delegated</b>	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> – Schedule 2, Part 10, Clause 82, 77 <i>City of Vincent Town Planning Scheme No. 1</i> - Clauses 34, 38 <i>City of Perth District Planning Scheme No 2</i> – Clauses 36, 38, 43, 44, 45, 47, 48 and 59.
<b>Delegation to</b>	Chief Executive Officer
<b>Delegation</b>	The Chief Executive Officer is delegated the power to exercise and approve and apply conditions to planning applications and building licences, if applicable, for; 1. micro-cell telecommunications facilities; and 2. telecommunication facilities.
<b>Conditions Reporting Requirements and</b>	<b>1. Micro-Cell Telecommunications Facilities</b> (i) The application complies with the provisions of the <i>City of Vincent Town Planning Scheme No. 1</i> , where applicable. (ii) The application complies with the <i>Telecommunications Act 1997</i> and the <i>Telecommunications Code of Practice 1997</i> . (iii) The installation of the poles and conduits and footpath reinstatement within the road reserve shall be undertaken by the City at the Carrier's full cost. (iv) The microcell unit and poles within the road reserve shall conform to the relevant Australian Standards in respect of frangibility upon impact by vehicles and clearance for pedestrians. (v) The City shall be indemnified against any claim that may arise as a result of accident or injury involving the facility (vehicle or pedestrian) within the road reserve. (vi) Any replacement of an existing sign pole by a microcell pole and/or if a new location within the road reserve requires the prior approval of the Director Technical Services. (vii) The Carrier to be responsible for maintenance and replacement of the microcell unit, pole and associated equipment within the road reserve in the advent that it is damaged or destroyed. (viii) The City reserves the right to request that the microcell unit, pole and associated equipment to be removed from and/or moved within the road reserve at the Carrier's full cost. Under the new Australian Road Rules, parking restrictions adjacent to intersections will be changed. There is the likelihood that existing signs will have to be moved to comply. If these signs accommodate microcell units the additional cost to relocate and reinstall the microcell shall be met by the Carrier. (ix) The comments and conditions of Main Roads Western Australia and/or Western Australian Planning Commission, where applicable. (x) Prior to the installation of any facility, a formal agreement to be

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	<p>entered into between the City, the Carrier, Main Roads Western Australia and/or Western Australian Planning Commission, where applicable. This agreement shall address the above comments and conditions and all costs associated with the preparation of this agreement to be met by the Carrier.</p> <p><b>2. Telecommunication Facilities</b></p> <p>(i) The application complies with the provisions of the City of Vincent Town Planning Scheme and City's policy – Telecommunications Facilities.</p> <p>(ii) No written objections are received by the Council during the consultation period prescribed in the City's policy – Telecommunications Facilities.</p> <p>(iii) Submissions received which are based on civil, non-planning and/or unsubstantiated matters as determined by the Chief Executive Officer, are not to be considered as part of the consideration of the planning applications and do not require referral to the Council for consideration.</p> <p>The approval to be in writing and recorded on the appropriate record.</p>
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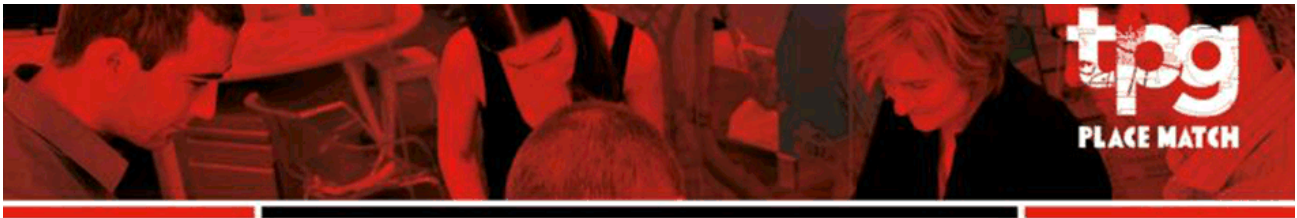
**SCHEDULE – CATEGORIES FOR APPLICATIONS FOR DELEGATION****No. 6.4 – Determination of Residential Category 3 & 4 Planning Applications and Consideration of Variations****No. 6.5 – Determination of Non-Residential and Mixed Use Category 3 & 4 Planning Applications and Consideration of Variations**

USE CLASS	CATEGORY			
	<u>Most Important</u> 1	<u>Moderately Important</u> 2	<u>Marginally Important</u> 3	<u>Least Important</u> 4
Single House, caretaker's dwelling - 3 or less in number			3	
Single House, caretaker's dwelling - more than 3 in number		2		
Aged or dependent persons dwellings - 3 or less in number			3	
Aged or dependent persons dwellings - more than 3 in number		2		
Attached house, grouped dwelling - 3 or less in number			3	
Attached house, grouped dwelling - more than 3 in number		2		
Multiple dwelling - 3 or less in number			3	
Multiple dwelling - more than 3 in number		2		
Home occupations				4
Lodging house, hotel, motel club, tavern, private hostel, service apartment	1			
Hospital, institutional building	1			
Consulting rooms			3	
Local shop			3	
Shop			3	
Fish shop, pet meat shop, pet shop			3	
Eating house			3	
Day nursery			3	
Recreational facilities			3	
Educational establishment		2		
Public worship - place of		2		
Theatre, cinema, commercial Hall		2		
Civic building			3	
Office building			3	
Light industry			3	
General industry			3	
Hazardous or noxious industry			3	
Warehouse, showroom			3	
Public utilities			3	
Car park			3	
Amusement centre, camping ground, caravan park, cemetery, crematorium, drive-in theatre, drive-in fast food outlet, funeral parlours, fuel depot, open air display, open air storage yard, service station, transport depot, vehicle sales premises, veterinary clinic, veterinary hospital			3	

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Outbuildings, fences, patios and carports/garages				4
Alterations or additions to non-residential development			3	
Signs				4
All Development involving 3 storeys or more	1			
Up to two-storey mixed use development with 3 or less multiple dwellings			3	
Demolition – Heritage Assessment		2		
Retrospective applications		2		
Retrospective applications (compliant and/or minor nature)			3	
Subdivisions			3	



# Norwood Community Facility Needs Analysis

Phase One Outcomes Report: Community Facilities Needs  
Analysis

March 2017

Document ID: PG Planning						
Issue	Date	Status	Prepared by		Approved by	
			Name	Initials	Name	Initials
1	20/03/2017	Final	Liz Pope	LP	Cath Blake-Powell	CBP
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# SECTION ONE: FACILITIES AUDIT

## 1.1 Introduction

### 1.1.1 Report Purpose

The purpose of this report is to collate and review data from the Norwood community facility audit as well as feedback gathered during the community and stakeholder engagement phase for the Norwood Community Facility Needs Analysis.

TPG + Place Match (TPG) have been appointed by the City of Vincent to prepare the Norwood Community Facility Needs Analysis.

### 1.1.2 Project Background

The City of Vincent (the City) is in the first stage of a community facility needs analysis for the Norwood precinct, located on the south-east side of the Southern Ward (see Figure 1 below). Covering an area of 32.5 hectares and comprising of both commercial and residential land uses, the City is examining how best to deliver services to the precinct's local community both now and into the future.

The driver for this project has been to find a resolution for the site at 34 Cheriton Street, Perth (Cheriton Street). The former residential property is located within the Norwood precinct just west of the Graham Farmer Freeway and Midland Train line.



Figure 1: Norwood Precinct project area

Management of Cheriton Street (Reserve 51225) was granted to the City under Section 46 of the Lands Administration Act 1997. Control and management of this site was under the condition that the Lot facility be refurbished for “community purposes” and a funding grant was subsequently gained through Lotterywest in March 2014.

Since that time, and due to unforeseen circumstances, the City elected to defer the completion of the project which saw a number of extensions that were approved, which resulted in delayed payment of the grant. Review of the project last year subsequently lead the City to withdraw its Lotterywest grant in May 2016.

As nearly three years have passed since the original project proposal to refurbish Cheriton Street, the City is now seeking to undertake a thorough assessment of the current local community needs to ensure any need is firstly identified and secondly any development fit for purpose for the community. Though the driver for the project is the Cheriton Street property, the final community facility needs analysis of the wider precinct will provide a pulse check on the area’s facilities, programs and services.

To assist in determining the viability of Cheriton Street as a new community facility, a number of draft principles will be developed. These principles seek to guide the decision-making process by aligning with the City’s adopted vision, plans and strategies, as well as initial feedback from the community and may include:

- **Community Amenity**
  - Enhancing community identity and neighbourhood cohesiveness
  - Accessibility
  - Equity
  - Maximising use
  - Promotion of activities that connect people
- **Built Environment**
  - Delivering infrastructure to meet demand (current and future)
  - Delivering sustainability
- **Financial Sustainability**
  - Realistic capital funding and timing strategies
  - Consideration of annual lifecycle costs
  - Affordable pricing for users
- **Asset Management**
  - Maintaining levels of service
  - Transparent governance
  - High quality facilities
  - Innovative solutions

### 1.1.3 Project Scope

TPG+Place Match have been engaged by the City of Vincent to undertake a community facilities needs assessment for the Norwood precinct. A community facility is defined as an asset that is used by a community providing recreational, cultural or social services to the public. Community facilities can include outdoor assets, like parks and playgrounds and also physical buildings that provide services and activities.

The rationale for the project is to understand what facilities are available for the public to use and how they could meet future demands of the community. The scope for this project is to include community facilities for both open public use or private (membership) use. Scope did not include food and beverage for-profit businesses (e.g. cafes).

Whilst undertaking the field audit, observations were made to the exterior of buildings only and did not include a review of internal facilities, heritage or structural assessments.



### 1.1.4 What is a Community Facility Needs Analysis?

A community facility needs analysis is a comprehensive information gathering process to allow local governments to take stock of existing community facilities and services within a certain area. They are generally undertaken to determine whether a new facility or service is required (and wanted) in the area and then to address these gaps via a series of strategic recommendations.

In the case of Norwood precinct this is to determine whether the Cheriton Street property has merit in becoming a new community facility to service the local community and specifically what community use gap it might fill.

Community facility needs analysis aim to provide clear direction to the appropriate type of community facilities needs and the timing to which it should be established. They are an important step in the planning process to ensure that any new facility or program is appropriate for the community and meets current and future needs. By understanding the true needs of the area, any financial decisions made for future development and/or ongoing management will be made with a higher degree of confidence by the local government.

This outcomes report shall present the first stage of information gathering to inform the final facility needs report. The second stage shall be a series of community consultation activities that will drill down into how available facilities are currently used by local residents and visitors to the area, and whether there is a perception of any facility/service gaps.

### 1.1.5 Methodology

#### Stage One – Community Facilities Audit

The initial activities TPG+Place Match undertook to complete the community needs analysis was a review of existing facilities and service provisions within and around the study area. This included a thorough desktop study as well as field research.

Physical exterior site inspections were completed for twenty (20) community facilities both within the Norwood precinct and the area west of Lord Street, immediately west of the precinct boundary. Both built facilities and public open space reserves were assessed based upon their accessibility and general condition, whilst also noting any visible assets attributed to the facility (e.g. seating within a park, car parking etc.).

**Accessibility** was primarily assessed on the physical accessibility of a place, its ability to cater to a multitude of demographics, and its overall level of access granted to the public. Each facility was given a rating between one to five, with five indicating a high level of accessibility.

**Condition** was primarily assessed on the age of a facility, also factoring in maintenance and appearance. Each facility was given a rating between one to five, with five indicating that the asset is maintained at a high standard.

#### Stage Two – Community Consultation

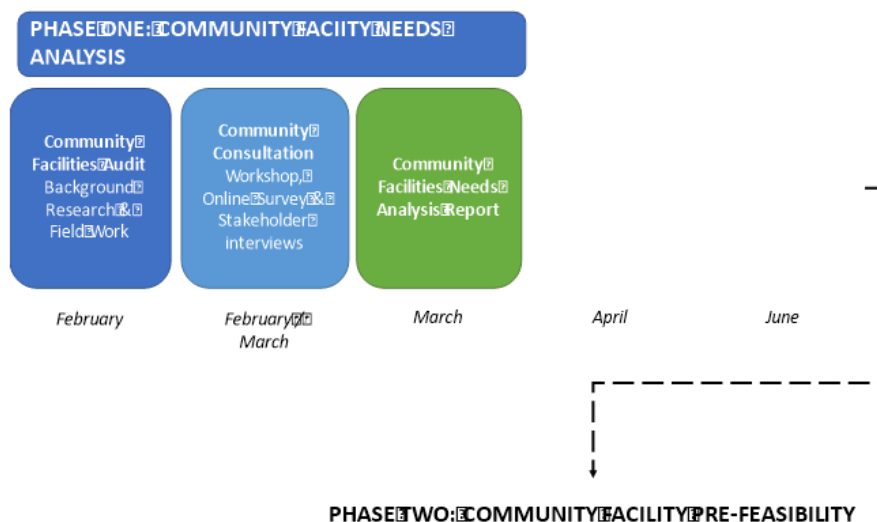
Community consultation included workshop (scheduled on 28<sup>th</sup> February 2017), an accompanying online survey and consultation with key stakeholders. The community consultation was designed to understand,

- Which facilities the community currently uses within Norwood precinct;
- Which facilities the community uses outside of the precinct;
- What the community thinks is currently missing; and
- What the community believes will be important in the future to have.

Engagement for the project took place following the completion of the Norwood Community Facilities Audit, prior to the preparation of the final Community Facilities Needs Analysis. This allowed for a

comprehensive desktop study and preliminary field work to be undertaken and from that, some initial findings were developed. The surrounding community is viewed as an important source of validation regarding the identification of facilities in and around the study area.

The following diagram identifies the overall scope and methods used during the community facility needs analysis process, as well as highlighting the subsequent decision making process.



A variety of engagement activities were employed during this time, including:

**Community Workshops:** an open-invite community workshop was held on Tuesday 28 February 2017 with 21 community members in attendance, as well as staff from City of Vincent. Please refer to A for a copy of the workshop presentation;

**Community Survey (online):** prior to the community workshop and for several days afterwards an online survey was launched via the City of Vincent website. This survey allowed those who could not make it to the workshop to provide feedback on how they currently used existing community facilities (please refer to Appendix B for a copy of the survey), and;

**Stakeholder Meetings:** a stakeholder meeting was arranged prior to the workshop with the president of the Norwood Neighborhood Association (NNA) to gain further insight into the issues important members in regards to current and future community facilities within the Norwood precinct. A workshop was also help post-workshop with both Simon Thackrah and Anton Haynes (Norwood Community Garden) to further understand the opportunities of a proposed community facility based at Cheriton Street.

The City employed the following engagement methods to promote involvement in the project via:

- the City's Facebook page;
- the City's website – two pages for the workshop and online survey;
- Newspaper advertising – through the Guardian and the Perth Voice;
- Stakeholder promotion channels including Norwood Neighbourhood Association and Norwood Neighbourhood Garden Facebook pages, and;
- Letter drop to approximately 650 properties in the area.

### Stage Three – Reporting

Data collected from both the audit and community consultation report has been synthesised in order to identify the priority needs of the community. Strategic recommendations have been crafted whilst taking into account facility gaps as identified by the facilities audit exercise and also feedback gathered during the community consultation process.

### 1.1.6 Principles

In order to assist in determining the viability of Cheriton Street as a new community facility, a number of draft principles have been developed. These principles seek to guide the decision-making process by aligning with the City's adopted vision, plans and strategies, as well as initial feedback from the community.

*Table 1: Draft Key Principles to guide recommendations for the Norwood precinct community facility needs analysis.*

<b>Key Principles</b>
<b>Community Amenity</b>
Enhancing community identity and neighbourhood cohesiveness
Accessibility
Equity
Maximising use
Promotion of activities that connect people
<b>Built Environment</b>
Delivering infrastructure to meet demand (current and future)
Delivering infrastructure
<b>Financial Sustainability</b>
Realistic capital funding and timing strategies
Consideration of annual lifecycle costs
Affordable pricing for users
<b>Asset Management</b>
Maintaining levels of service
Transparent governance
High quality facilities
Innovative solutions

It should be noted these principles are draft and typically the establishment of these principles is undertaken with the relevant local authority and, in some instances, comment on these by the community and key stakeholders.

Any recommendations made as to the future of Cheriton Street will take into consideration these Principles. Community and stakeholder feedback later in the project may further influence and refine these draft Principles.

## 1.2 Local Context

### 1.2.1 Study area

With an area of 32.5 hectares the Norwood Precinct is bounded by Lord Street to the west, Graham Farmer Freeway to the south, Chertsey Street in the north and the Perth to Midland train line running along the east boundary. The majority of the study area is zoned as residential with a split between the northern and southern halves of the precinct – north of Summer Street is zoned residential and south is residential-commercial.

The southern half of the precinct was originally part of the City of Perth municipality, but was later absorbed into the then Town of Vincent in 2007 as part of a local government boundary realignment.

The precinct appears to be highly concentrated in both religious institutions and community-based organisations for an area of its size. Easy access to Perth CBD is likely a major drawcard for commercial and community organisations as a means to increase accessibility to customers and clients within the broader area.

### 1.2.2 Broader context

Pulling back from the Norwood precinct, the study area is generally well serviced at a neighbourhood scale when taking into consideration adjacent community facilities and transport routes in proximity to Perth CBD. As part of a broader network of precincts within the City of Vincent, and indeed the City of Perth, its proximity to the CBD allows for access to a large variety facilities and services via key road networks and the train line.

A number of small pocket parks in the vicinity provide passive recreation for local residents within easy walking distance (<500m). The NIB stadium to the west of Lord Street appeals to a wider community for sporting and music events. Patrons on these occasions have the option of using the nearby Claisebrook Station for easy ingress in and out of the area.

Whilst access west of the precinct is relatively easy across Lord Street, a significant barrier to East Perth exists in the form of the Perth - Midland train line and Graham Farmer Freeway. Safe movement is restricted on foot/bicycle along West Parade and Edward Street with alternative access around the entire precinct via Lord Street. Lord Street is not considered to be a significant barrier, conversely it is one that local users need to navigate on foot and by car at intersections.

The adjacent suburb of Highgate is mostly residential and also contains the North Metropolitan TAFE facility. There are limited retail uses in the immediate area with a small concentration located along Beaufort Street, also known for its variety food and beverage venues.

East Perth to the south of the study area is a greater mixture spatially of residential, commercial and retail. Just south of the NIB stadium is also a pocket of commercial land use connecting with the Perth CBD.

### 1.2.3 Demographics

Nearly a quarter of residents living in and around the Norwood precinct are characterised as the Young Workforce (25 to 34 years) at 24% with the typical young person working in 'white collar' profession. The majority (77.6%) of households are non-family households (combination of couples with no children, lone persons and group households) and the average household size is 2.09 persons per household. Density of the area is also relatively low at 17.5 person per hectare compared with the City of Vincent at 32.9 persons per hectare. This is complemented by the majority of dwellings in the area being single detached housing.

Employment is relatively high in the area with 89% of people undertaking gainful employment, unpaid or volunteer positions. There is also a split between levels of education and training within the population. Almost half of residents (48.8%) have achieved higher education or trade qualification, with a further 11% currently undertaking tertiary education. The remaining 40.2% do not have ant



tertiary education nor trade and do not wish to pursue further training. This may be explained by a combination of an aging population (27.6% aged 50 or above) and the Homeswest housing unit comprising of 37 dwellings.

When reflecting on a comparison of the project area to the City of Vincent the below statistics are taken from the 2011 Australia Bureau of Statistics census for the prescribed boundary<sup>1</sup>.

- The highest age proportion within the Norwood precinct is 25-34 year olds (25%) followed by 35-44 year olds (15%). This is aligned with the proportions seen in the City of Vincent.
- Norwood has a notably higher proportion of 20-24 year olds (13%) in comparison to 9%, and a lower proportion of children aged 0-14 years (11% compared to 14%).
- There are a lower proportion of family households in Norwood precinct (46%) compared to City of Vincent (57%). There is a significantly higher proportion of lone person households (42% vs 32%).
- Nearly two thirds of Norwood residents (66%) are employed in 'white collar' jobs (Managers, Professionals, Clerical and administrators and sales workers).

## 1.2.4 Urban Analysis

Appendix C shows the Local Area Analysis plan of the Norwood precinct, including an overview of travel routes within the precinct and distance from other urban assets.

In general, there is a division in character of the streetscapes between the northern and southern half of the precinct divided by Summers Street, resulting from the spilt of residential and residential-commercial land uses respectively. Between the two halves there are differing user experiences based upon the public realm, urban character and land use.

The northern half of the precinct is predominantly residential with the vast majority of dwellings being single detached houses (99%)<sup>2</sup>. Walkability around the streets is a pleasant experience with mature shady trees (each street a different species), street lighting and streets with little to no incline. This half of the precinct is serviced by the East Perth train station.

Houses are generally open to the street providing incidental passive surveillance. Buildings facing Lord Street tend to be businesses and taller buildings, so there is some sight and noise barriers for residents of Lord Street traffic.

The southern end of the precinct is zoned as residential-commercial which, according to the Town Planning Scheme No. 2, aims:

- (i) to provide for a compatible mix of high density residential and commercial development;
- (ii) to promote residential use as a vital and integral component of these mixed-use zones;
- (iii) 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; and
- (iv) to ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.

On the whole the zoning does not reflect reality at this time with a predominance of commercial and remnant light industrial uses.

In comparison to the northern half of the precinct the amenity is lower with less street trees, buildings that are industrial/commercial in appearance that provide little connection to the street, and less opportunity for sight lines given the taller form of buildings, and few spaces between them. The

<sup>1</sup> At the time of writing the 2016 census data has not yet been released. 2011 comparisons of Norwood precinct and City of Vincent is indicative of current trends.

<sup>2</sup> Australian Bureau of Statistic census data, 2011.

limited number of residents who live and work in the southern side would be more likely to use the Claisebrook train station, the overpass walkway access connecting at Edward Street.

Parking is notably in short supply with only street parking available, particularly around the higher-used community facilities surrounding Gladstone Reserve which is predominately limited to one hour during peak periods. This small pocket park is the only green space in the residential-commercial area and appears to be used regularly by local residents, workers and clients of nearby businesses.

Besides evening users of the fitness facilities nearby, businesses are generally not active in the later hours of the day outside normal business hours. This in turn lowers the passive surveillance and perception of safety in the area at night with little to no activity. Street lighting is present in the area, but is minimal in Gladstone Reserve.

## 1.3 Audit Findings, Trends and Observations

### 1.3.1 Key User Groups

The Norwood precinct not only services local residents but draws in others from the adjacent local government catchment and beyond, owing to a notable number of specialised community-based organisations and community facilities in the area. The following is a general description of the user groups that frequent the area:

**Local Residents (Permanent)**

As referenced in Section 2.3, those who choose to call the Norwood precinct home tend to be the young, childless professionals and those approaching their retirement years. That being said there is a mixture of family households within the area. Generally, households incomes are higher and people have higher education and study for longer. More recently, more socio-economic diversity has been injected into the area with the development of the Norwood Homeswest housing complex. New mixed-use developments along Lord Street may also complement the existing demographics in the years to come.

Typical of those living in Perth, residents are likely to have access to a personal vehicle and have the choice of driving, walking or public transport.

**Local Residents (Youth With A Mission)**

A significant user of the area, Youth with a Mission (YWAM) is a live-in campus offering ministry courses to domestic and international students. YWAM is open to all ages but is more likely to attract youth and young adults in the early stages of their training. Anecdotal evidence suggests that students have fewer funds to spend.

Advertised to prospective students as a 'walking campus', YWAM residents rely heavily on public transport and walking to move around the immediate area and across the Perth metropolitan area. Thiers is a largely transient community with turn-over of the student population averaging six months. This facility is not open to the general public.

**Visitors (Clients and Customers)**

This group of visitors do not live in the precinct but travel to use services as a paying customer, such as on the several gyms and the child care centre. They would tend to visit the area on a regular basis be it daily, weekly or monthly.

This user group is able to walk or use public transport to move into the area, but is more likely to use a car, particularly if their activities extend into the evening hours in the southern half of the precinct (safety concerns).

**Workers**

This user group could live within the precinct or commute from elsewhere. As commercial activity is concentrated towards the southern end they would more likely be serviced by the Claisebrook train station if travelling by train. They would visit the area presumably daily.

This user group is able to walk or use public transport to move into the area, but is more likely to use a car, particularly if their work hours extend into the evening and they work in the southern half of the precinct (safety concerns).

**Visitors (Membership and Group Affiliation)**

This user group relates to people who use the more specialised community facilities in which the target audience is affiliated to a particular community group. In the case of Norwood these include the several churches found within the precinct, particularly in the north. These people tend to visit the area on a regular basis be it daily, weekly or monthly.

This user group is able to walk or use public transport to move into the area, but is more likely to use a car, particularly as there is more incidental street and/or onsite parking near these facilities.

**Commuters**

This user group refers primarily to those using one of the two train stations close to the precinct. These people may not use the community facilities themselves but move within the precinct area in order to travel to their destinations via the train. These user groups move both within the residential and commercial spaces of the precinct depending on which station they use. East Perth is the only station that provides day parking for those on the eastern side of the freeway.



Commuters may also become customers of business in the areas as part of their daily commute, for instance getting off the train after work and using a nearby gym before heading home.

It is worth noting their presence for the purposes of the community facility needs analysis as any future development may cater to this group incidentally.

### 1.3.2 Existing Community Facilities

Whilst the project area represents only 3% of the total City of Vincent land area there are multitude of community facilities servicing the population both in and immediately adjacent to the precinct. Though there are notable numbers of facilities present in the area, the diversity of these facilities and services they provide will need further scrutiny as the needs analysis continues.

The following key asset categories have been selected to help guide the future planning provision of the Norwood area. Whilst the focus of the community facility needs analysis is concentrated on the Norwood precinct, observations, gap analysis and final recommendations shall take into account nearby facilities that service the area in which local residents are likely to use.

A Community Facility Audit map of the precinct can be found in Appendix D.

#### **Child Care Centres**

Child care is an important asset for working families, in particular in the case for high numbers of working mothers. Child care centres provide child care for those aged under six years old in the absence of their parents/guardians. Child care centres also provide a curriculum for age-appropriate learning opportunities. Typically, a centre would include an indoor play space, an outdoor play space, kitchen and toilet facilities. Use of these facilities can range from Occasional Care (infrequent short term care) to Long Day Care (regular all day care).

Norwood precinct is serviced by Meela Child Care, a community-based non-profit offering long day care for children under six. Whilst this centre is relatively isolated (next closest child care is in Mount Lawley) its target market of working parents may be lower in the immediate area with a lower population of children.

#### **Facilities for Youth**

Community facilities dedicated to youth typically provide spaces for a range of activities and connect young people to support services, programs and information. Alternatively, youth services can be provided within an established multi-use space, such as an art centre, community centre, community hall and non-government facilities such as churches.

Within Perth the trend is not to co-locate youth services in a dedicated centre. Rather it is a combination of delivering services in a multi-use space and in non-government facilities dedicated to a specific program/service and target audience. The City of Vincent delivers active youth services however they are focused more on sporting clinics and online advertisement of all-ages recreational events.

There is a general lack of open access youth services within and around the Norwood precinct, again perhaps attributed to the lower proportion of young residents. Access to youth services is not entirely hampered however with the easy access to Perth CBD via the train line e.g. Propel Youth Arts is only two train stops away. Youth facilities in and around Norwood tend to be about delivering specialised services catering towards social welfare issues, such as Noongar Outreach Services and Young Carers. The two existing neighbourhood parks within the precinct, Norwood Park and Gladstone Reserve, have play equipment suited for younger primary-school aged children.

Whilst the YWAM provides a number of services onsite the campus is a largely private facility.

#### **Multi-Purposes Community Facilities**

Multi-purpose community facilities provide opportunities for multiple user groups to host a variety of recreational, social and wellbeing activities. These can include neighbourhood houses, community centres, community halls and neighbourhood centres.

The ability for these facilities to respond to changing community lifecycle and demographic needs means they can be flexible in their reach to the community and accommodate disadvantaged groups.

Multi-purpose community centres are also able to foster and host partnerships with outside organisations to facilitate services with the community.

There are few public multi-purpose use spaces within Norwood however the semi-private Emmanuel Centre offers some public services for people with disabilities, such as workshops and information sessions. Claisebrook Design Community offers a flexible event space that can be hired for a fee.

### **Health and Fitness Facilities**

Encouraging a healthy active community leads to greater social connections, greater community capacity, greater personal health and improving mental wellbeing. Though no single facility may be able to cater for all needs, community members should have access to a health and fitness service regardless of their age, gender, fitness levels and, to some degree, their interests.

The Norwood precinct is well-catered for with regard to health and fitness facilities with a martial arts gym, CrossFit facility, boxing ring, yoga studio and yoga/pilates/wellness studio. All these facilities are available for fee-paying members. Although these are smaller studios they appear well used by both locals and for visitors traveling from other areas. City of Vincent does not appear to have organised regular free activities in the immediate area.

### **Arts and Culture Facilities**

Arts and culture facilities support and encourage participation of the community in arts and cultural activities. Facilities of this nature can range from small community-led initiatives to larger formal establishments. The target population is the whole community which can expand from the local community to appealing to a wider audience beyond LGA boundaries.

Whilst the City of Vincent is known for its variety of cultural events and supporting artistic pursuits around the municipality there is a lack of a dedicated arts and culture facility within the precinct. Conversely, those living in the area are serviced by high quality artistic pursuits in neighbouring areas, most notably a short train ride away from the Perth Cultural Centre with access to museums, galleries, theatre and artistic programs

### **Libraries and Learning**

Public libraries are well used community facilities to deliver education, cultural and social activities. Libraries continue to enjoy high levels of use from all ages and backgrounds and they are becoming more attractive as their structures and services become more temporary. Many people now use libraries beyond borrowing book, such as using computer facilities, borrowing non-print material (DVD;s, audio books, etc.), studying, holding meetings, children storytelling activities, bookshop and adjoining cafes.

In regards to population size, WA guidelines suggest multi-functional library range from 1:15,000 – 30,000 for a district library to 1:6,000 – 15,000 neighbourhood libraries. There are currently no neighbourhood libraries readily accessible around the Norwood precinct, though the new Perth City library is accessible in under 20min via train. There is a trend to see more temporary pop-up libraries within suburban areas as outposts of the larger main libraries, of which the City of Vincent has shown interest in supporting previously for nearby Mount Lawley.

### **Parks and Play Spaces**

Neighbourhood parks provide excellent opportunities to increase the social capital of a local community by fostering social connections, facilitating community events, contributing to health and wellbeing and providing amenity to the local streetscape. Communities appreciate these values in parks, including benefits related to the retention of the urban forest (biodiversity, stormwater retention, etc.).

The local precinct is well serviced by community pocket parks including Norwood Park and Gladstone Reserve as well as parks outside the precinct at Brigatti Gardens and Jacks Marks Park. Play equipment provided.

However, it is worth noting that when assessing the precinct as a standalone are public open space is only 2.7% of the precinct. Well below the typical 10% required provision. That said there are a number of larger parks located immediately east of Lord Street, including Jack Marks Park and Brigatti Gardens with reasonable walking access.

**Public Amenities**

Providing access to public toilets allows for more of the community to interact with community facilities for longer duration of time. In particular, it is advantageous for parents with children, people with disabilities and the elderly. Public toilets are well used by the community but may be used infrequently depending on time of day, day of the week or whether there is a special event where people gather. Outdoor community facilities, such as parks and reserves, which inherently may not have access to an existing built facility, would benefit for dedicated toilets to encourage people to recreate outside. The location of public toilets is critical when issues of anti-social behaviour and opportunistic crime are present.

There is a general lack of public access toilets within the Norwood precinct, particularly around public parks.

FACILITY NAME AND ADDRESS	DESCRIPTION	FACILITY SPECIFICATIONS
<b>Within Norwood Precinct</b>		
<b>Norwood Park</b> 101 Summers Street Perth, 6000  <a href="http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Norwood_Park">http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Norwood_Park</a> <b>Distance from 34 Cheriton Street:</b> 50m (adjacent) <b>Opening Hours:</b> Open all hours (evening lighting) <b>Facility Owner / Manager / Provider:</b> City of Vincent	<b>Facility Type:</b> Public Open Space, local neighbourhood park <b>Facility Description:</b> Public open space providing a series of recreational spaces for surrounding residents. Also used as an easy access route for those travelling north-east to East Perth Train Station. Originally conceived as a community asset by local residents group (now Norwood Neighbourhood Association (NNA)) as a complement to the Homeswest Housing situated adjacent to the park. Mature trees onsite. <b>Target Population:</b> Whole of community inclusive. Meeting place for NNA for monthly meetings and organised activities.	<b>Condition:</b> ★★★★★☆ <b>Accessibility:</b> ★★★★★★ <b>Frequency of Use:</b> Daily <b>Facilities Onsite:</b> BBQ's, covered seating, shaded playground, bins, drink fountain, footpaths and lighting <b>User Fees:</b> City of Vincent provides a booking service for community and private groups. Also able to provide a liquor permit (see website link)
<b>Norwood Garden</b> 101 Summers Street Perth, 6000 (adjacent to Norwood Park)  <a href="http://www.nna.org.au/garden/">http://www.nna.org.au/garden/</a> <b>Distance from 34 Cheriton Street:</b> 50m (adjacent) <b>Opening Hours:</b> By appointment and special events <b>Facility Owner / Manager / Provider:</b> Anton Haynes (Garden Coordinator) 0428 143 610 Norwood Neighbourhood Association	<b>Facility Type:</b> Community garden <b>Facility Description:</b> Community garden providing access to food & garden workshops and hands on growing of produce. <b>Target Population:</b> Local residents interested in growing home produce. Attracts young people,	<b>Capacity:</b> Can accommodate 10 – 20 people depending on activities undertaken <b>Condition:</b> ★★★★★☆ <b>Accessibility:</b> ★★★★★☆ <b>Frequency of Use:</b> Weekly <b>Facilities Onsite:</b> Raised bed container gardens, composting, garden tools, pizza oven, undercover area, tool shed. <b>User Fees:</b> Regular access to garden and facilities requires NNA membership ranging from concession individual (\$10) to standard family (\$30) per annum.
<b>Gladstone Street Reserve</b> Gladstone Street Perth, 6000  <a href="http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Norwood_Park">http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Norwood_Park</a>	<b>Facility Type:</b> Public Open Space <b>Facility Description:</b> Small park located within the southern commercial area of the Norwood Precinct. Mature trees onsite.	<b>Condition</b> ★★★★★☆ <b>Accessibility:</b>

<p>uncil/Parks_Facilities/Facilities_List/Gladstone_Street_Reserve</p> <p><b>Distance from 34 Cheriton Street:</b> 500m</p> <p><b>Opening Hours:</b> Open all hours</p> <p><b>Facility Owner / Manager / Provider:</b> City of Vincent</p>	<p><b>Target Population:</b> Local residents and those using nearby commercial services. Popular with residents from Youth on a Mission and as an outdoor exercise space for local gyms.</p>	<p>★★★★★</p> <p><b>Frequency of Use:</b> Daily</p> <p><b>Facilities Onsite:</b> Drinking fountain, shaded BBQ area, shaded seating, bins, playground, public art. On street parking only</p> <p><b>User Fees:</b> City of Vincent provides a booking service for community and private groups. Also able to provide a liquor permit (see website link)</p>
<p><b>Meela Child Care</b> 116 W Parade, Mount Lawley WA, 6050</p> <p><a href="http://www.meela.com.au/">http://www.meela.com.au/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 700m</p> <p><b>Opening Hours:</b> Mon: 7:30am–6.00pm Fri: 07:30am–6.00pm Tue: 7:30am–6.00pm Sat: 7:30am–6.00pm Sun: 7:30am–6.00pm</p> <p><b>Facility Owner / Manager / Provider:</b> Meela Child Care</p>	<p><b>Facility Type:</b> Not-for-profit child care</p> <p><b>Facility Description:</b> Long day care for 55 children up to school age (0-6 years).</p> <p><b>Target Population:</b> Working parents</p>	<p><b>Capacity:</b> 55 children</p> <p><b>Condition:</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Weekdays daily</p> <p><b>Facilities Onsite:</b> 15 onsite parking bays, on-street parking, street lighting on West parade</p> <p><b>User Fees:</b> \$103 full day</p>
<p><b>Serbian Orthodox Church of Church Holy Trinity</b> 38 Marlborough Street Perth, 600</p> <p><a href="http://churchholytrinity.com/">http://churchholytrinity.com/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 400m</p> <p><b>Opening Hours:</b> Regular services held every Sunday from 10:00am</p> <p><b>Facility Owner / Manager / Provider:</b> Serbian Orthodox Church</p>	<p><b>Facility Type:</b> Religious organisation /Place of worship</p> <p><b>Facility Description:</b> Serbian Orthodox church providing regular religious services. Located within the community. Ongoing restoration work undertaken 2016 and into 2017.</p> <p><b>Target Population:</b> Serbian orthodox community</p>	<p><b>Condition</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Weekly community services</p> <p><b>Facilities Onsite:</b> On street parking only, street lighting on Marlborough Street.</p> <p><b>User Fees:</b></p>
<p><b>Emmanuel Centre</b> 25 Windsor Street</p>	<p><b>Facility Type:</b> Community centre</p>	<p><b>Conditon</b></p>

<p>Perth, 6000</p> <p><a href="http://emmanuelcentre.com.au/">http://emmanuelcentre.com.au/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 290m</p> <p><b>Opening Hours:</b> Open all hours, workshops generally scheduled as follows, Mon: 09:30am–2.00pm Fri: Tue: 09:45am–2.00pm Sat: Wed: Sun: 09:30am– 3.00pm Thurs:</p> <p><b>Facility Owner / Manager / Provider:</b> Self-run by Catholic volunteers</p>	<p><b>Facility Description:</b> Self-help centre for people with disabilities, providing workshops and resources. Headquarters to a number of organisations including catholic Ministry for People who are deaf or Hearing impaired, C.A.S.E.S. and mental health groups. Provides workshops to the community including cooking, crafts, games, Bible study and learning with disabilities. Affiliated with adjacent St Francis Xavier Church. Looking to start up the Emmanuel Men's Shed in the future</p> <p><b>Target Population:</b> Those requiring assistance in the community including those that are hearing impaired and experience mental illness. Also recruits volunteers.</p>	<p>★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Weekly on scheduled days (Mon, Tues, Sun) and special scheduled events.</p> <p><b>Facilities Onsite:</b> Onsite parking (5+ bays), on-street parking, street lighting on Marlborough Street, classroom spaces, workshed</p> <p><b>User Fees:</b> None</p>
<p><b>St Francis Xavier Catholic Church</b> Crn Windsor and W Parade Perth, 6000</p> <p><a href="http://emmanuelcentre.com.au/">http://emmanuelcentre.com.au/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 290m</p> <p><b>Opening Hours:</b> 9:30am mass</p> <p><b>Facility Owner / Manager / Provider:</b> Emmanuel Centre</p>	<p><b>Facility Type:</b> Religious organisation/Place of worship</p> <p><b>Facility Description:</b> Closely affiliated with the Emmanuel centre, provides religious masses that are inclusive for those with disabilities and hearing impairments.</p> <p><b>Target Population:</b> Catholic community, parishioners with disabilities</p>	<p><b>Condition</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Weekly masses</p> <p><b>Facilities Onsite:</b> On-street parking only, street lighting on Marlborough Street.</p>
<p><b>Noongar Outreach Services</b> 35-37 Gladstone Street Perth, 6004 <a href="http://www.nyoongaroutreach.com.au/">http://www.nyoongaroutreach.com.au/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 500m</p> <p><b>Opening Hours:</b> Mon:8:30am-5:30pm Fri: 8:30am-5:30pm Tue:8:30am-5:30pm Sat: Wed: 8:30am-5:30pm Sun: Thurs: 8:30am-5:30pm</p> <p><b>Facility Owner / Manager / Provider:</b> Noongar Outreach Services, funding through state, commonwealth and local government and Crown Perth.</p>	<p><b>Facility Type:</b> Community service – Aboriginal youth</p> <p><b>Facility Description:</b> Community based service dealing with social and welfare issues within Perth metropolitan area. Key activities are night and day Indigenous patrol service and ongoing youth engagement support with clients. Promoting partnerships with councils, government departments, other organisations and the wider community.</p> <p><b>Target Population:</b> Aboriginal youth at risk of moral danger and coming into contact with the criminal justice system.</p>	<p><b>Condition</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Evening outreach Friday and Saturday nights</p> <p><b>Facilities Onsite:</b> On-site parking (3+ Bays), on street parking, street lights on adjacent Gladstone street</p> <p><b>User Fees:</b> None</p>

<p><b>Claisebrook Design Community</b> 25 Gadstone Street Perth 6000 <a href="http://cbdc.co/">http://cbdc.co/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 550m</p> <p><b>Opening Hours:</b> Mon: 7:00am-5:00pm Fri: 7:00am-5:00pm Tue: 7:00am-5:00pm Sat: Wed: 7:00am-5:00pm Sun: Thurs: 7:00am-5:00pm</p> <p><b>Facility Owner / Manager / Provider:</b> Gene Barker</p>	<p><b>Facility Type:</b> Co-working spaces and function centre</p> <p><b>Facility Description:</b> CDC provides a variety of co-working, meeting and function spaces for hire. Hosts monthly Local Host information seminars connecting community with local talent.</p> <p><b>Target Population:</b> Start-up ventures, self-employed, small businesses, established businesses, creative minds.</p>	<p><b>Condition:</b> ★★★★★</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Daily on week</p> <p><b>Facilities Onsite:</b> Co-working office space, multi-use space, café, showers, free bike hire, printing, kitchen, boardroom, high speed internet, on-street parking only, street lights on adjacent Gladstone street</p> <p><b>User Fees:</b> Customers can hire a variety of spaces such as a desk, office or event space. Hire and membership fees are based on ongoing or casual fees.</p>
<p><b>Youth With A Mission</b> 9 Robertson Street Perth, 6000</p> <p><a href="http://www.ywamperth.org.au/">http://www.ywamperth.org.au/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 550m</p> <p><b>Opening Hours:</b> Mon: 10:00am-5:00pm Fri: 10:00am-5:00pm Tue: 10:00am-5:00pm Sat: Wed: 10:00am-5:00pm Sun: Thurs: 10:00am-5:00pm</p> <p><b>Facility Owner / Manager / Provider:</b> Youth with a Mission</p>	<p><b>Facility Type:</b> Religious organisation/Training campus</p> <p><b>Facility Description:</b> An inner city campus for international students undertaking religious/missionary training.</p> <p><b>Target Population:</b> International students, young people, aspiring missionaries, young families.</p>	<p><b>Condition:</b> ★★★★★</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Daily use, live-in facility</p> <p><b>Facilities Onsite:</b> Shared work space (for other schools and ministries), café, coffee shop, auditorium, classroom, student accommodation</p> <p><b>User Fees:</b> Costs associated with lecture fees, training and accommodation costs.</p>



<p><b>Legion of Mary</b> 36 Windsor St Perth, 6000 <a href="http://www.legionofmarywa.org/">http://www.legionofmarywa.org/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 400m</p> <p><b>Opening Hours:</b> Mon: 11:00am-2:00pm Fri: Tue: 11:00am-1:00pm Sat: Wed: 11:00am-1:00pm Sun: Thurs: 11:00am-1:00pm</p> <p><b>Facility Owner / Manager / Provider:</b> Legion of Mary</p>	<p><b>Facility Type:</b> Religious organisation/Place of worship</p> <p><b>Facility Description:</b> Office for the Legion of Mary Perth Comitium, venue for religious seminars and prayer sessions</p> <p><b>Target Population:</b> Catholic community</p>	<p><b>Condition:</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Weekdays for office use, events held sporadically</p> <p><b>Facilities Onsite:</b> Event space, onsite parking, street lighting on adjacent Windsor Street.</p>
<p><b>Green World Revolution</b> 7 Gladstone Street Perth, 6000</p> <p><a href="http://gwr.org.au/farm/">http://gwr.org.au/farm/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 600m</p> <p><b>Opening Hours:</b> Daily use</p> <p><b>Facility Owner / Manager / Provider:</b> Green World Revolution Ltd.</p>	<p><b>Facility Type:</b> Not-for-profit enterprise</p> <p><b>Facility Description:</b> A not-for-profit environmental and social enterprise, working with long-term unemployed people to design, build and operate an urban farm. Supplies over 20 food venues in inner Perth. Local food production in urban spaces reducing ecological footprint. Composting service for restaurants.</p> <p><b>Target Population:</b> Unemployed, volunteers, environmentally conscious, ethical food industry businesses.</p>	<p><b>Condition</b> ★★★★★</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Daily use</p> <p><b>Facilities Onsite:</b> On-street parking only, street lighting on adjacent Gladstone Street</p> <p><b>User Fees:</b> None for users on site, produce is sold to local restaurants for management costs</p>
<p><b>Milk n Honey Op Shop</b> 9 Gladstone Street Perth, 6000</p> <p><a href="https://www.facebook.com/milknhoneyopshop/">https://www.facebook.com/milknhoneyopshop/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 600m</p> <p><b>Opening Hours:</b> Mon: 10:00am-5:00pm Fri: 10:00am-5:00pm Tue: 10:00am-5:00pm Sat: Wed: 10:00am-5:00pm Sun: Thurs: 10:00am-5:00pm</p>	<p><b>Facility Type:</b> Not-for-profit store</p> <p><b>Facility Description:</b> MILK N HONEY is a non-profit op shop run by volunteers of Youth With A Mission. The funds raised support a variety of community development projects.</p> <p><b>Target Population:</b> Local community and visitors to the area.</p>	<p><b>Condition</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★★</p> <p><b>Frequency of Use:</b> Daily during business hours</p> <p><b>Facilities Onsite:</b> Street lighting, on street parking</p> <p><b>User Fees:</b> None</p>

<b>Facility Owner / Manager / Provider:</b> Youth with a Mission		
<b>Grandstand Crossfit</b> 18 Murchison Terrace Perth, 6000 <a href="http://grandstandcrossfit.com.au/">http://grandstandcrossfit.com.au/</a>  <b>Distance from 34 Cheriton Street:</b> 400m <b>Opening Hours:</b> Mon: 6:00am-7:30pm Fri: 6:00am-1:30pm Tue: 6:00am-8:30pm Sat: 8:00am-10:00am Wed: 6:00am-7:30pm Sun: Thurs: 6:00am-8:30pm <b>Facility Owner / Manager / Provider:</b> Matt Evans, Justin Samulski	<b>Facility Type:</b> Health and fitness facility <b>Facility Description:</b> Dedicated CrossFit gym providing a number of classes Mon – Sat. <b>Target Population:</b> Active lifestylers, CrossFit participants of all fitness levels	<b>Condition:</b> ★★★★☆ <b>Accessibility:</b> ★★★★☆ <b>Frequency of Use:</b> Daily <b>Facilities Onsite:</b> Street lighting, on street parking <b>User Fees:</b> Costs associated with gym membership. Membership is structured weekly with consideration to FIFO and shift workers.
<b>Ringside Boxing and Fitness</b> 49 Gladstone Street Perth, 6000  <a href="https://www.ringsideboxingandfitness.com.au/">https://www.ringsideboxingandfitness.com.au/</a> <b>Distance from 34 Cheriton Street:</b> 450m <b>Opening Hours:</b> Mon: 4:30am-8:00pm Fri: 4:30am-8:00pm Tue: 6:30am-8:00pm Sat: 7:30am-12:00pm Wed: 4:30am-8:00pm Sun: 1:30pm – 3pm Thurs: 6:30am-8:00pm <b>Facility Owner / Manager / Provider:</b>	<b>Facility Type:</b> Health and Fitness facility <b>Facility Description:</b> Dedicated boxing gym providing a number of classes Mon – Sat, as well as personal training sessions. <b>Target Population:</b> Boxing enthusiast of all fitness levels	<b>Condition:</b> ★★★★☆ <b>Accessibility:</b> ★★★★☆ <b>Frequency of Use:</b> Daily <b>Facilities Onsite:</b> On street parking, street lighting <b>User Fees:</b> Costs associated with gym membership.
<b>Rafters Mind Body Air</b> 263 Lord Street Perth, 6000  <a href="http://www.raftersmindbodyair.com.au/">http://www.raftersmindbodyair.com.au/</a> <b>Distance from 34 Cheriton Street:</b> 450m	<b>Facility Type:</b> Health and fitness facility <b>Facility Description:</b> Providing classes in Pilates, Barre, Mat and Aerial fitness classes. <b>Target Population:</b> Providing an inclusive environment of all ages and abilities, appealing to women.	<b>Condition:</b> ★★★★☆ <b>Accessibility:</b> ★★★★☆ <b>Frequency of Use:</b>

<b>Opening Hours:</b> Mon: 8:00am-8:00pm Fri: 8:00am-8:00pm Tue: 8:00am-8:00pm Sat: 8:00am - 12:00pm Wed: 8:00am-8:00pm Sun: 8:00am - 12:00pm Thurs: 8:00am-8:00pm <b>Facility Owner / Manager / Provider:</b>		<b>Facilities Onsite:</b> Some onsite parking, on street parking and street lighting <b>User Fees:</b> Costs associated with gym membership and casual classes.
<b>Champions Gym</b> 324 Lord Street Perth, 6000  <a href="http://www.championsgym.com.au/">http://www.championsgym.com.au/</a> <b>Distance from 34 Cheriton Street:</b> 550m <b>Opening Hours:</b> Mon: 6:15am-9:00pm Fri: 6:15am-9:00pm Tue: 6:15am-9:00pm Sat: 6:15am-11:30am Wed: 6:15am-9:00pm Sun: Thurs: 6:15am-9:00pm <b>Facility Owner / Manager / Provider:</b>	<b>Facility Type:</b> Health and fitness facility <b>Facility Description:</b> A specialised mixed martial arts training centre offering a variety of classes. <b>Target Population:</b> Active lifestyles, martial arts participants of all fitness levels.	<b>Condition:</b> ★★★★☆ <b>Accessibility:</b> ★★★★☆ <b>Frequency of Use:</b> Daily for business hours <b>Facilities Onsite:</b> Onsite parking, street lighting <b>User Fees:</b> Costs associated with gym membership.
<b>Bikram Original Hot Yoga</b> 179 Claisebrook Road Perth, 6000  <a href="http://ohyp.com.au/">http://ohyp.com.au/</a> <b>Distance from 34 Cheriton Street:</b> 240m <b>Opening Hours:</b> Mon: 9:30am-9:30pm Fri: 9:30am-7:30pm Tue: 5:30am-7:30pm Sat: 8:00am-4:30pm Wed: 9:30am-9:30pm Sun: 10:00am-4:30pm Thurs: 5:30am-7:30pm <b>Facility Owner / Manager / Provider:</b> Directors: Binny Lui and Nicolas Smith	<b>Facility Type:</b> Health and fitness facility <b>Facility Description:</b> Yoga studio offering hot yoga classes for beginners as well as one-on-one private classes. <b>Target Population:</b> Yoga enthusiasts and beginners	<b>Condition:</b> ★★★★☆ <b>Accessibility:</b> ★★★★☆ <b>Frequency of Use:</b> Daily <b>Facilities Onsite:</b> On street parking, street lighting on Claisebrook <b>User Fees:</b> Costs associated with class passes.

<p><b>Carers Australia WA</b> 182 Lord Street Perth, 6000</p> <p><a href="https://www.carerswa.asn.au/">https://www.carerswa.asn.au/</a> <b>Distance from 34 Cheriton Street:</b> 700m</p> <p><b>Opening Hours:</b> Mon: 8:30am-4:30pm Fri: 8:30am-4:30pm Tue: 8:30am-4:30pm Sat: Wed: 8:30am-4:30pm Sun: Thurs: 8:30am-4:30pm</p> <p><b>Facility Owner / Manager / Provider:</b> Carers Association of WA</p>	<p><b>Facility Type:</b> Not-for-profit organisation</p> <p><b>Facility Description:</b> Located in The Carer Centre, Carers Australia WA is a non-profit providing support services for family carers in WA. Provides counselling, education and training, social services, information, carer representation, respite services and policy research.</p> <p><b>Target Population:</b> Families caring for persons with a disability across WA.</p>	<p><b>Condition:</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Daily during office hours</p> <p><b>Facilities Onsite:</b> Parking</p> <p><b>User Fees:</b> Generally, no fees for users, membership fees for those activity involved with the association.</p>
<p><b>Helping Minds</b> 182 Lord Street Perth, 6000</p> <p><a href="http://helpingminds.org.au/">http://helpingminds.org.au/</a> <b>Distance from 34 Cheriton Street:</b> 700m</p> <p><b>Opening Hours:</b> Mon: 8:30am-4:30pm Fri: 8:30am-4:30pm Tue: 8:30am-4:30pm Sat: Wed: 8:30am-4:30pm Sun: Thurs: 8:30am-4:30pm</p> <p><b>Facility Owner / Manager / Provider:</b> Helping Minds</p>	<p><b>Facility Type:</b> Mental health services</p> <p><b>Facility Description:</b> Organisation that delivers counselling services to those experiencing mental illness and families and peers who are also affected. Provides ongoing support, advocacy for clients, connecting clients with key agencies and services and organising respite.</p> <p><b>Target Population:</b> Families living with mental illness and those experiencing mental illness across Perth metropolitan area.</p>	<p><b>Condition:</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Daily during business hours</p> <p><b>Facilities Onsite:</b> Some onsite parking, street lighting.</p> <p><b>User Fees:</b> Free</p>
<b>Notable Facilities Outside of Norwood Precinct</b>		
<p><b>Jack Marks Park</b> Crn Broome and Wright Street Highgate 6003</p> <p><a href="http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Jack_Marks_Reserve">http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Jack_Marks_Reserve</a> <b>Distance from 34 Cheriton Street:</b> 800m</p> <p><b>Opening Hours:</b> Open all hours</p> <p><b>Facility Owner / Manager / Provider:</b> City of Vincent</p>	<p><b>Facility Type:</b> Public open space, neighbourhood park</p> <p><b>Facility Description:</b> Small fenced community park offering a dedicated dog exercise area. Mature trees on site.</p> <p><b>Target Population:</b> Whole of community inclusive, popular with dog owners</p>	<p><b>Condition:</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Daily</p> <p><b>Facilities Onsite:</b> On street parking, park benches, recreational lighting, dog exercise area, drinking fountains, BBQ.</p> <p><b>User Fees:</b> None</p>

<p><b>Brigatti Gardens</b> Cnr Broome and Wright Street Highgate, 6003</p> <p><a href="http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Brigatti_Gardens">http://www.vincent.wa.gov.au/Your_Council/Parks_Facilities/Facilities_List/Brigatti_Gardens</a></p> <p><b>Distance from 34 Cheriton Street:</b> 800m</p> <p><b>Opening Hours:</b> Open all hours</p> <p><b>Facility Owner / Manager / Provider:</b> City of Vincent</p>	<p><b>Facility Type:</b> Public open space, neighbourhood park</p> <p><b>Facility Description:</b> Semi-formal community park with large mature trees. Advertised by City of Vincent as an ideal location for weddings, birthdays and picnics.</p> <p><b>Target Population:</b> Whole of community inclusive.</p>	<p><b>Condition:</b> ★★★★★</p> <p><b>Accessibility:</b> ★★★★★</p> <p><b>Frequency of Use:</b> Daily</p> <p><b>Facilities Onsite:</b> On street parking, recreational lighting, park benches, BBQ, Paths, playground and drinking fountain.</p> <p><b>User Fees:</b> None</p>
<p><b>Bridge House</b> 11 Wright Street Highgate 6003</p> <p><a href="http://www.salvationarmy.org.au/en/Find-Us/Western-Australia/Our-Services/Alcohol-and-other-drugs/">http://www.salvationarmy.org.au/en/Find-Us/Western-Australia/Our-Services/Alcohol-and-other-drugs/</a></p> <p><b>Distance from 34 Cheriton Street:</b> 600m</p> <p><b>Opening Hours:</b> Mon: 4:00pm-12:00am Fri: 4:00pm-12:00am Tue: 4:00pm-12:00am Sat: 4:00pm-12:00am Wed: 4:00pm-12:00am Sun: 4:00pm-12:00am Thurs: 4:00pm-12:00am</p> <p><b>Facility Owner / Manager / Provider:</b> Salvation Army WA</p>	<p><b>Facility Type:</b> Community-based social service</p> <p><b>Facility Description:</b> Private facility operated by Salvation Army for those struggling with drug and alcohol use. Offers services such as rehabilitation assessment, Continuing Care Programme, sobering up service and withdrawal service (detox). Crisis, residential and non-residential services.</p> <p><b>Target Population:</b> Those seeking help for drug and alcohol addiction within Perth metropolitan area.</p>	<p><b>Condition:</b> ★★★★☆</p> <p><b>Accessibility:</b> ★★★★☆</p> <p><b>Frequency of Use:</b> Daily by clients</p> <p><b>Facilities Onsite:</b> On-site parking, street lighting</p> <p><b>User Fees:</b></p>

## 1.4 Preliminary Facility Needs Assessment Outcomes

The following is a list of preliminary observations captured during the auditing stage of the Norwood community facilities needs assessment. Note that these observations are the first of a series of information gathering exercises to influence the final report and may be refined following community and stakeholder consultation:

- The precinct is somewhat catered for in regards to neighbourhood parks, however there is lack a diversity of community assets to facilitate to more user groups who would benefit from interacting with the spaces. A lack of dedicated open-access youth facilities could see an opportunity to activate parks to become more sympathetic to youth needs beyond small children. An opportunity also exists to explore how parks can be more disability-friendly considering the disability services offered by the Emmanuel Centre.
- The area sees a lack in access to *publicly accessible* multi-use indoor community facilities. There are a few facilities within the precinct that are able to host events and hold workshops but these are generally closed to certain user groups and/or require membership for use.
- The precinct is well serviced by the two train stations and is already an asset to bring people into the area to access facilities, services, work and home. With the regular commute of local and transient residents any future community facility will likely to be able to tap into this daily foot traffic. The audit identified several times that, whilst there is a lack of some key community facility categories, local residents have the advantage of catching a train to nearby Perth CBD to access a number of high quality facilities. It should be noted however that may not be the ideal solution in all cases, especially for those that are unable or unwilling to travel far for a community service.
- There is a relatively high number of general health and fitness facilities in the area catering for a number of interests and skill levels. Whilst this appears to cater well for the 20 – 39 age bracket there may be a gap in access to fitness activities for older ages groups and those who are economically disadvantaged.
- Further investigation is needed into what the future residential communities could look like, particularly along Lord Street. Lined with R100 coding, there is an opportunity to increase the overall housing density in the area and increasing population and the need for community facilities. New high density housing stock could also potentially attract a new demographic that will need to be catered for. Any new developments would depend of market demand.
- There appears to be little arts and culture presence in the public realm in and around Norwood precinct.
- The southern residential-commercial hub of the precinct potentially has opportunities for more mixed land use depending on the strategic direction of the City. Over time, new businesses coming into the area may look at place activation strategies to increase economic potential. Due to the variety of enterprises in such a small area expectations going forward will need to be managed carefully.

## SECTION TWO: COMMUNITY CONSULTATION

### 2.1 Community Consultation Outcome Summary

A total of 21 community members attending the workshop and 126 community members responded to the survey. The key themes that emerged from the engagement process (workshops and online engagement) included:

- **Parks and greens spaces are highly valued by the community** – The community indicated that parks and reserves in and around the precinct area were the most regularly used, owing to their open public access and wide range of user groups. Priorities for the community lean towards upgrading play equipment, installing public toilets at Gladstone Reserve and Norwood Park, and investing in better lawn/vegetation maintenance to increase amenity and accessibility.
- **Opportunities exist to enhance the pedestrian experience** – Walking is the most popular way in which people move in and around the precinct. Considered connections between the residential northern and commercial southern halves of the district would increase activation in both areas with Norwood Park and Gladstone Reserve being destination focal points.
- **The community is eager to activate spaces that are important to their everyday life** – The local community sees the potential to enhance the public realm, particularly around the Gladstone Reserve. As a well-used space, many of the initiatives suggested by recipients concentrated on increasing activity within the green space and providing opportunities for meeting spaces, interesting features and facilities to encourage people to linger longer (i.e. toilets and seating). Respondents saw the inherent value in creating a connected and cohesive community.
- **Increase in art and cultural opportunities is warranted** – Both the survey and workshop feedback indicated a lack of art and cultural facilities and opportunities for the community. Any new art or cultural facility embedded in the area should be interesting and draw people into the area.
- **There is a gap in activities for teenagers and young adults** – The community indicated that the addition of more publically accessible fitness facilities within park spaces would be a welcome addition. Sporting facilities such as a half basketball court, volleyball court and skate park situated in/near Gladstone Reserve were popular suggestions and would appeal to teenagers and young adults and would further activate the space. Note that sentiment specifically relating to teenager needs was not communicated by this group directly but rather from family and other advocates that took part in the engagement.
- **Strategies are needed to allow people to feel safer** – Over a third of respondents felt that safety was a key factor in their decision to use a community facility. Respondents frequently referenced the lack of lighting in parks and feelings of unease particularly within the southern half of the precinct. This was due to lack of lighting, perceptions of crime in the area and encounters with disagreeable people.



## 2.2 Stakeholder Meeting Summary

On the 31<sup>st</sup> January 2017 TPG met with president of the NNA, Simon Thackrah. The aim of the meeting was to gain further insight into the issues important to members in regard to current and future community facilities.

- The NNA has had an ongoing interest in the future of Norwood Park and the adjacent Cheriton Street property for many years. Owing to its proximity to the established Norwood Community Garden, there was a perceived opportunity to redevelop the site to leverage off the activities within the garden and/or create a multi-use space to facilitate activities for the local community.
- Recently the NNA has examined whether the group has the capacity to manage the Cheriton Street site depending on the service it may provide in the future. Several ideas have been put forth such as a commercial kitchen, office spaces, event/workshop spaces and toilet facilities. The priority of NNA is to have an indoor space in which to hold meetings and gather as a community. Regular members of the NNA include a mixture of families, older retirees and young couples.
- There is some interaction with other community groups in the area, e.g. Youth With A Mission.

Following the community workshop, TPG held a second meeting with Simon Thackrah and Anton Haynes (Norwood Garden Coordinator) on 16<sup>th</sup> March 2017. The aim of this meeting was to talk in more detail about issues important to NNA members beyond of what was heard or discussed during the consultation phase.

- The NNA's vision is to build a connect, liveable and sustainable neighbourhood for the local Norwood community. The use of the Cheriton Street property as a neighbourhood hub continues to be the preferred option due to its location in the community, proximity to the train station and unique heritage value.
- The NNA have identified that the limiting factor for the group to grow and enhance its services to the community is the lack of an easily accessible meeting space. Without facilities such as a kitchen, indoor meeting spaces and toilets the current arrangement of using the park would continue to pose issues of attracting and retaining new members.
- The availability to use a commercial-grade kitchen is seen as a key attractor for a new community meeting space as it allows for greater flexibility of people's time and activities it can offer. This flexibility is seen as important to experiment what services are best suited for the local community. Kitchens are also seen as vital for any office environment for workers and should an anchor tenant be sought for the Cheriton Street property a kitchen is key to this strategy. This proposed kitchen could be of a modest size and potentially be used in other ways to generate revenue for the site (e.g. events, catering, hole-in-the-wall take away coffee).
- The Cheriton Street property has the potential to evoke a new identity for the area due to its historical ties with the railways. Aligning with the ethos of the NNA for sustainable living the house could also be used as an example of 'sustainable heritage design' by retrofitting sustainable water saving and energy saving technologies.
- NNA is supportive of new initiatives down at Gladstone reserve, however their focus continues to be Norwood Park. Norwood Park is considered as a link between the two halves of the precinct.

## 2.3 Workshop Outcomes Summary

### 2.3.1 Workshop Participation

The workshop was facilitated by TPG with assistance by staff from the City of Vincent. The workshop was held on the evening of Tuesday 28 February 2017 at Claisebrook Design Community.

Community interest in the workshop was moderate with 21 community members attending the workshop. Given that roughly 70% of people who attended were living within the precinct and the remaining 30% situated within the City of Vincent this was a promising outcome in attracting the local community.



Figure 2: Workshop Images

### 2.3.2 Workshop Feedback

Following the community consultation, the Project Team collated and reviewed the community feedback to further understand how the community currently uses community facilities in the area. Prior to the workshop, a community facility needs audit was completed for the precinct, which detailed observations of what types of facilities were in the area, their condition and accessibility, prominent urban design elements of the precinct and trends in facility use categories.

The aim of the workshop was to:

- Present the preliminary observations from the audit outcomes report;
- Seek feedback from the community on the team's understanding of the facilities within the local area;
- Seek feedback on what facilities the community currently use within and around the Norwood precinct, and;
- Seek feedback on what the community believes will be important community facility assets in the future.

As part of the community facilities audit both a Community Facilities Audit Map and an Area Analysis Map were developed. These were both presented to the community to start discussion on broader context of the precinct. These maps can be found in Appendix C and Appendix D.

#### **Preliminary Task – Have we missed any facilities?**

As an initial workshop exercise TPG presented the detailed plan that identified all the facilities in the area and asked whether any were missing. Only three were identified, including the City Farm, the Soccer Club and Croquet Club, and these will be included in the final report. Note that these facilities were outside of the study area.

### Task One – How do you currently use community facilities in and around Norwood Precinct?

The first workshop task asked individuals to respond to the following questions:

1. Which local community facilities do you currently use?
2. Of the nominated facilities, how often do you visit them?
3. Of the nominated facilities, do they meet your needs? Why or why not?

During the course of the activity people also included information of why they *wouldn't* visit a facility and why. The workshop exercise sheet can be found in Appendix E.

#### Questions 1

When asked which facilities community members used, Gladstone Street Reserve, Norwood Park and Youth with a Mission were mentioned the most, with the below chart showing the full breakdown:

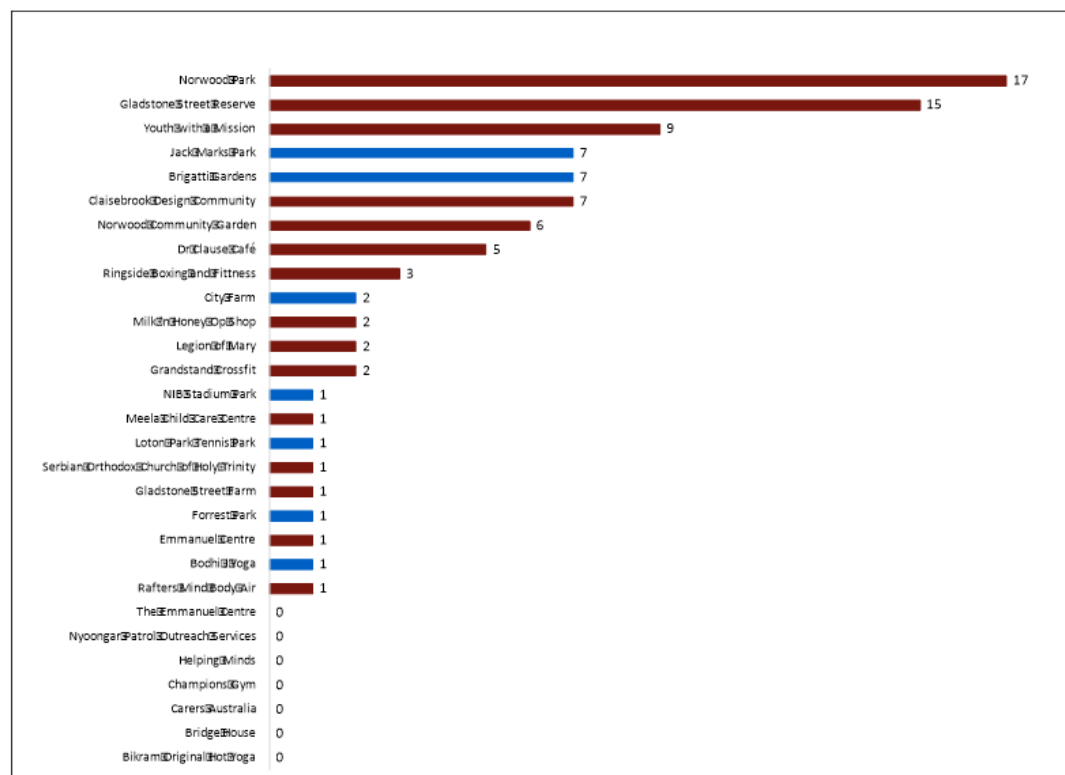


Figure 3: Number of workshop participants who indicated that they used the facility. Note that the bands coloured in blue are located outside of the Norwood precinct study area. Also note that, whilst many people cited Dr Clause Café as a facility that they use it is not considered a community facility in the scope of this project.

#### Questions 2

When asked how often participants visit their nominated facilities there were a range of responses. Of the most visited facilities:

- Norwood Park was mentioned by 17 (out of 21) workshop participants, and of those:
  - 18% of people that visit Norwood Park go more than once a week;
  - 18% of people that visit Norwood Park go once a week;
  - 29% of people that visit Norwood Park go once a month; and
  - 35% of people that visit Norwood Park go there occasionally.
- Gladstone Park was mentioned by 15 (out of 21) workshop participants, and of those:
  - 47% of people that visit Gladstone Street reserve go more than once a week;
  - 13% of people that visit Gladstone Street reserve go once a week; and
  - 40% of people that visit Gladstone Street reserve go there occasionally.
- Youth with a Mission was mentioned by 9 (out of 21) workshop participants, and of those:
  - 67% of people that visit Youth with a Mission go more than once a week; and
  - 33% of people that visit Youth with a Mission go there occasionally.

### Questions 3

When participants were asked whether the facilities they visit met their needs, the project team received mixed responses. Of the most discussed facilities:

- Norwood Park was mentioned by 17 (out of 21) workshop participants, and of those:
  - 41% of respondents indicated that Norwood Park somewhat met their needs;
  - 47% of respondents indicated that Norwood Park met their needs; and
  - 12% of respondents indicated that Norwood Park exceeded their needs.
- Gladstone Park was mentioned by 15 (out of 21) workshop participants, and of those:
  - 7% of respondents indicated that Gladstone Park did not meet their needs; and
  - 73% of respondents indicated that Gladstone Park somewhat met their needs.
  - 20% of respondents indicated that Gladstone Park met their needs
- Youth with a Mission was mentioned by 9 (out of 21) workshop participants, and of those:
  - 11% of respondents indicated that Youth with a Mission somewhat met their needs;
  - 44% of respondents indicated that Youth with a Mission met their needs; and
  - 44% of respondents indicated that Youth with a Mission exceeded their needs.

To see a full list of answers gathered from this exercise please refer to Appendix F for both quantitative and qualitative answers.

## Task Two – What community facilities does Norwood need now and into the future?

The second task asked each workshop table to work together to answer two questions:

1. What community facilities does Norwood need now?
2. What community facilities does Norwood need in the future (10 - 20years)?

The table responses covered many needs, with the need for toilets, art galleries and community gathering/work spaces (of various forms), trees and an upgrade to Gladstone Street Reserve being mentioned multiple times in current needs. For a full outline of the responses refer below.

It is important to note that some people were confused by what was being asked in this task, so some of the responses do not relate to community facilities and are noted as being outside the scope of the engagement.

	What community facilities does Norwood need NOW?	What community facilities does Norwood need in the FUTURE?
--	--	--

	What community facilities does Norwood need NOW?	What community facilities does Norwood need in the FUTURE?
<b>Table 1 Feedback</b>	North: <ul style="list-style-type: none"> <li>• Single dwelling/low rise development.</li> </ul> <i>note: this is outside the scope of the engagement</i>	North: <ul style="list-style-type: none"> <li>• Residential</li> <li>• Character</li> <li>• Leafy green trees (mature)</li> <li>• Stable population</li> <li>• Young families in street area</li> <li>• We see development along Lord Street as very positive - medium rise density</li> <li>• Possible primary schools will be overstretched and potentially high school.</li> </ul> <i>note: many of these responses are outside the scope of the engagement</i>
<b>Table 2 Feedback</b>	South: <ul style="list-style-type: none"> <li>• Activate Gladstone Street Reserve - markets, open air movies</li> <li>• Rooftop activation</li> <li>• Tapas bars</li> <li>• Art galleries</li> </ul>	South: <ul style="list-style-type: none"> <li>• Linking Norwood with Cheriton Street, south part of precincts</li> </ul>
<b>Table 3 Feedback</b>	<ul style="list-style-type: none"> <li>• Grocery store</li> <li>• Toilets in the park - Norwood Park, Brigatti Gardens</li> <li>• Gallery/space to capture history, community space</li> <li>• Norwood community garden existing confirmed</li> <li>• Green space needed</li> <li>• Parks and children's play area</li> <li>• Safe pedestrian crossing over East Parade</li> <li>• Lighting - increased on footpaths and walks/parks</li> <li>• More trees</li> </ul>	<ul style="list-style-type: none"> <li>• Cafes</li> <li>• Restaurants</li> <li>• Greater development of the mixed residential</li> <li>• Subsidised pop-ups</li> <li>• More parks/green spaces</li> <li>• Preserving historical dwelling type</li> <li>• Family friendly apartments</li> <li>• Less high rise apartments</li> </ul>
<b>Table 4 Feedback</b>	<ul style="list-style-type: none"> <li>• Community orchard</li> <li>• Parking by East Perth Station</li> <li>• Community facility/meeting place with commercial kitchen</li> <li>• Community shed with tool library and domestic tools; communal compost/mulch</li> <li>• Sport court</li> <li>• Senior services</li> </ul>	<ul style="list-style-type: none"> <li>• Extra housing, 300 units, 10+</li> <li>• Better connection to parks.</li> </ul>
<b>Table 5 Feedback</b>	<ul style="list-style-type: none"> <li>• More services for visitors</li> <li>• Public toilets?</li> <li>• Gladstone Reserve - more lights, upgrade equipment, basketball/volleyball court</li> <li>• Trees along the street</li> <li>• Mirror at corner of Claisebrook and Edward Street, and corner of Summers Street and Claisebrook</li> </ul>	<ul style="list-style-type: none"> <li>• More child care</li> <li>• Below new apartments - more restaurants/bars</li> <li>• Supermarket, small grocery store</li> <li>• Community centre - indoor basketball, futsal court exercise equipment - Provided by City</li> </ul>

The entire workshop group was then asked to identify their priority needs. These included:

**What is the Top Facility that Norwood Needs NOW:**

- More community toilets are required
- Long-term certainty for community garden
- A meeting place – with a commercial kitchen
- A Community garden shed (with compost)
- Activated connectivity between parks
- Upgrade Gladstone Reserve – for teenagers to use
- More way finding required

**What is the Top Facility that Norwood Needs in the FUTURE:**

- Parks – for kids aged between 2-8
- Connectivity to parks
- Seniors facilities
- Primary school
- Community Centre (old Bakery)

**Parking Lot**

In order to capture any concerns or issues the community had that were outside of the scope of the project a 'Parking Lot' was set up to record comments to pass onto the City. Comments recorded were as follows:

- Will more mixed use commercial/residential be an effective strategy for the area?
- Will there be any new pedestrian arrangements around the East Perth Station in the near future (i.e. new walkways)?

Several participants also submitted their own notes during the workshop as follows:

- What is the Council's policy view on its role in service provision?
- What services should/ shouldn't the council provide?
- East Perth Station upgrade

The following feedback was specifically collected from young children in attendance via their parent:



- A place for festivals every month or year;
  - A bit like a fair
  - Ferris wheel
  - Horse rides
  - Merry-go-rounds
- A kid's sport lesson place
- Somewhere for kids/beginners to practice riding bikes.
- A skate park.
- A nature playground;
  - Trees for climbing
  - Cubby house
  - Big rock mountain
  - A little lake
  - Some hollow trees

- Water fountain/ stream / play
- A library.
- A little stall place – East Perth market fruits and vegetables, baked things, drinks (smoothies/juices), bread, BBQ's.
- A bakery.
- A camp place with a campfire and some logs to sit on
- A shop with scooters and skateboards and all the vehicles you can ride by kicking and pushing.
- A climbing frame and a 'spiders' web and those things you can make cubes with.



## 2.4 Online Survey Outcomes Summary

The survey was drafted by TPG with assistance by staff from the City of Vincent and published on the City of Vincent's webpage. This survey was open for comment between 17<sup>th</sup> February and 5<sup>th</sup> March 2017 receiving a total of 126 responses. The 126 respondents included:

Gender		Age		Suburb of Residence	
 <b>41% Male</b>	 <b>84% Female</b>	<b>20 - 29 years</b>	<b>39%</b>	<b>Perth</b>	<b>53%</b>
		<b>30 - 39 years</b>	<b>35%</b>	<b>Other</b>	<b>21%</b>
		40 - 49 years	16%	East Perth	17%
		60 years or older	6%	North Perth	3%
		50 - 59 years	3%	Leederville	2%
		Under 20 years	1%	I am a visitor	2%
		Prefer not to say	1%	Mount Hawthorn	1%
				West Perth	1%

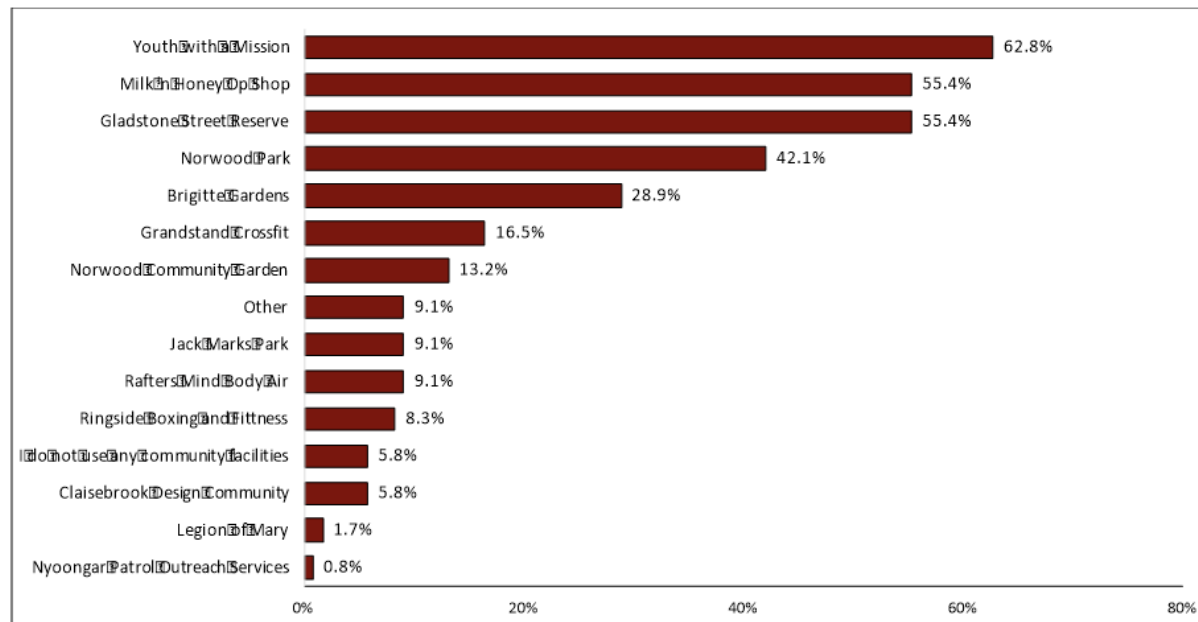
Household with Disability	Household kids under 14yrs	Relationship to Area		
<b>4%</b> of households had an individual with a disability	<b>None</b>	<b>65%</b>	<b>Work in the precinct</b>	<b>59%</b>
	<b>Two</b>	<b>14%</b>	<b>Live in precinct</b>	<b>52%</b>
	Three	10%	Travel to use facilities	23%
	One	9%	Live near precinct	21%
	More than three	3%	Work near precinct	1%
			Other	6%

A full list of the online survey questions can be found in Appendix B with expanded detail of answers found in Appendix G (quantitative) and Appendix H (qualitative). Below is a summary of the key trends extrapolated from the survey data.

### What community facilities does the community currently use?

Participants of the survey were asked to select which community facilities they currently used in and around the precinct. Facilities could be selected from a list derived from the community facilities audit, as well as being able to nominate facilities not specified by the Project Team. The top three facilities were Youth With A Mission (65.8%), Milk N Honey Op Shop (55.4%) and Gladstone Street Reserve (55.4%), all within 200m walking distance from each other within the southern end of the precinct. The next two popular facilities cited were public open space facilities Norwood Park (42.1%) and Brigatti Gardens (28.9%). The least used facilities shown below are classified as private and semi-private<sup>3</sup> and include outreach services and health and fitness businesses.

Note that the available option of Bikram Hot yoga, Carers Australia, Helping Minds, Bridge House, Meela Child Care, Sebian Orthodox Church, the Emmanuel Centre and Champions Gym were not selected, again all classified as private and semi-private facilities. Additional out of scope community facilities mentioned by the community included Forest Park, NIB Stadium public green and Pregnancy Assistance. A full list of the facilities examined by the project team and the services they provide can be found in Appendix I.

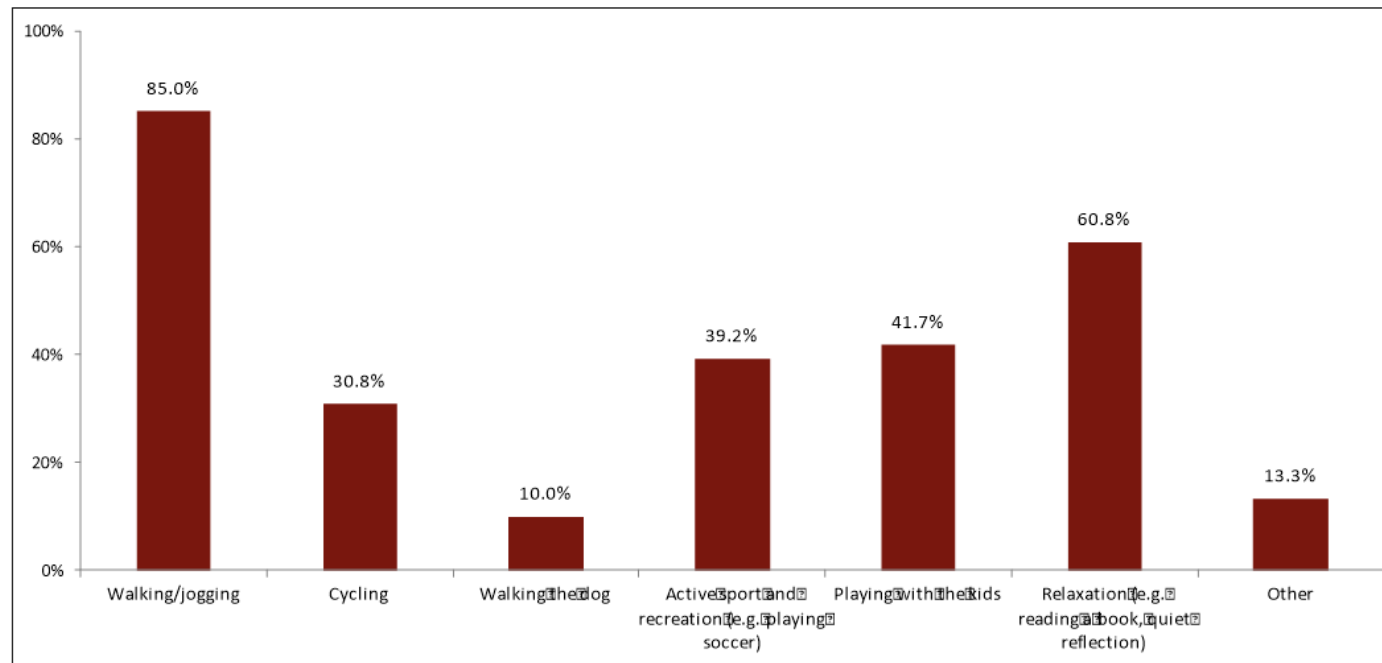


<sup>3</sup> Private community facilities are those that offer services to a pre-determined target group. Semi-private facilities are those which offer public services via paid or unpaid membership fees and/or service fees.

How do residents, workers and visitors currently use existing public open spaces?

Public open space (including parks, reserves and streets) within and around the Norwood precinct are well used for a range of both active and passive activities. Walking and/or jogging were predominant uses within these areas. Of those who live within the precinct 86% of people utilise POS for this purposes which suggests existing greens spaces in the area are significantly important assets for people's physical well-being, as well as regular pedestrian routes moving around the area. The second highest use cited by respondents was passive relaxation (60.8%) followed by playing with the children (41.7%).

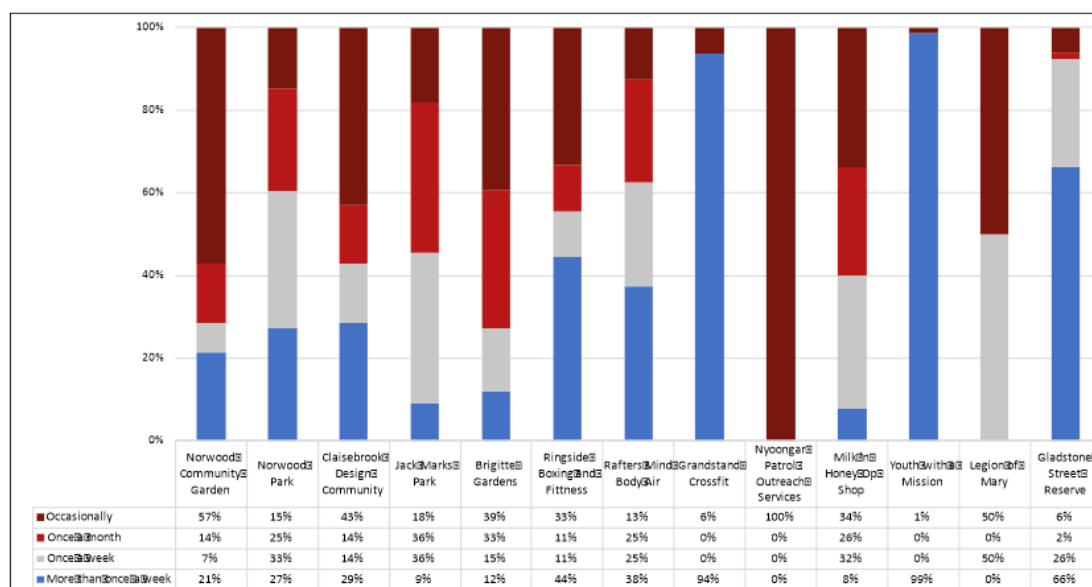
Interestingly, whilst walking the dog was the least cited activity by respondents only 8% of dog walkers cited Jack Marks Park – a nominated dog park – as a facility that they used in the area. Respondents in the dog walking group were most likely to reference Norwood park and/or Gladstone Reserve as a space in which they might take their pets. This may indicate that the proximity of the precinct from Jack Marks Park coupled with Lord Street may be a barrier for dog owners within the precinct from accessing Jack Marks park. For those that selected 'Other' general trend included social gatherings with family, friends and colleagues, picnics, BBQ's and birthday parties.



### How often does the community use existing facilities?

Overall there is a variety of individual facilities which are frequented by the community. Looking closer at the type of facilities and the location and target users, there are general correlations that could explain usage patterns. As one of the major users of the area, Youth With A Mission houses over a hundred residential students and their families in both its main building and nearby residential properties. It is likely that a significant proportion of the 99% that visit YWAM more than once a week are in fact residents. Additionally, of those people who both indicated that they live within the precinct, 45% indicated that they visit Youth with a Mission more than once a week (45 people or 35.7% of the respondents).

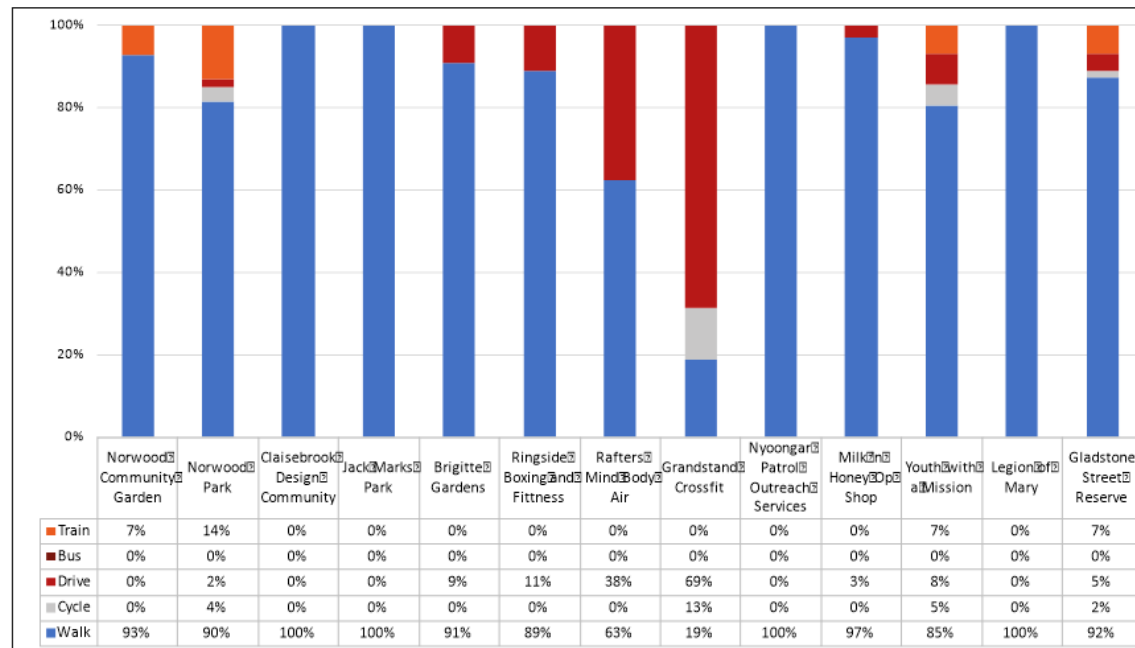
The type of facilities also correlates with usage trends. The health and fitness businesses that provide membership packages for clients are likely to encourage patrons to use the facilities one or more times a week in order to achieve their fitness goals. Gladstone Park being situated in the commercial half of the precinct has a 66% usage rate of more than once a week, which aligns with the nearby residents, gym patrons using the area for training and workers using the park for their lunch breaks. Those facilities with set opening hours and specialised services tend to have more homogeneous frequency profile (e.g. Legion of Mary, Nyoongar Outreach) whilst those facilities that are more publically accessible have a more even spread of frequencies, as the community can choose times that suit them (e.g. Norwood Park, Jack Marks Park).



### How does the community travel to the existing community facilities?

For the majority of facilities used by survey respondents walking is the primary mode of transport in which to arrive at their destination. It is of note that the survey question specified that, for each facility, that an individual frequents, the *last* mode of transport in the individuals' journey be selected. So, whilst across the facilities bus use is negligible and train use is low, these routes are fixed and the respondent may only select walking to travel from the bus/train stop to the destination.

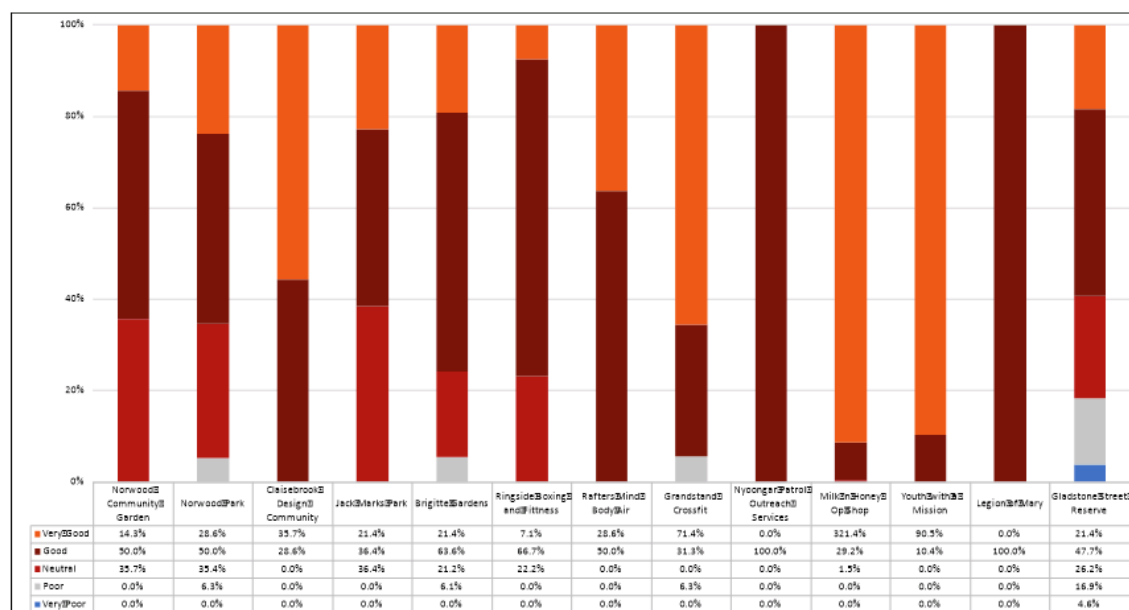
Notwithstanding, walking is likely to constitute the majority of people's journeys with a significant proportion of respondents citing, being residents within and around the precinct (73%). Car use is most predominant for health and fitness facilities, likely due to the specialised nature of the services provided which appeal to the wider population in the City of Vincent. The high proportion of walking for those visiting Jack Marks Park and Brigatti Gardens, public access POS, indicates that they are primarily used by local residents. There is a relatively low level of bicycle use in the area.



### How does the community view the condition of the existing community facilities that they use?

Overall the community rates the majority of their existing community facilities from Neutral to Very Good in terms of condition of the assets. Youth With a Mission, Milk n Honey and Claisebrook Design Studio all scored highly, most likely as they are relatively new facilities in the area. Gladstone Street Reserve was the only facility rated as Very Poor and had the highest proportion of Poor condition resulting in 21.5% of respondents drawing attention to a less than average condition of the park. This is probably due to the age of the reserve and the relatively high usage it enjoys from surrounding residents, visitors and workers.

The community indicated that Gladstone Reserve is in most need of an upgrade due to the park's age, high use of the park and multiple uses of the park (i.e. play, relaxation, exercise). The community identified the top two needs of Gladstone Reserve were more seating (parents watching children, having lunch, meeting friends) and an upgrade of the older play equipment. Concerns regarding the worn-out turf for Gladstone also featured, with people describing the slightly sandy areas. The community also elaborated that Norwood park would benefit from an upgrade in play equipment and better lighting. Other ideas from the community included creating mural art in Gladstone Reserve, removing offending graffiti and installing a basketball/volleyball court at Gladstone Reserve.

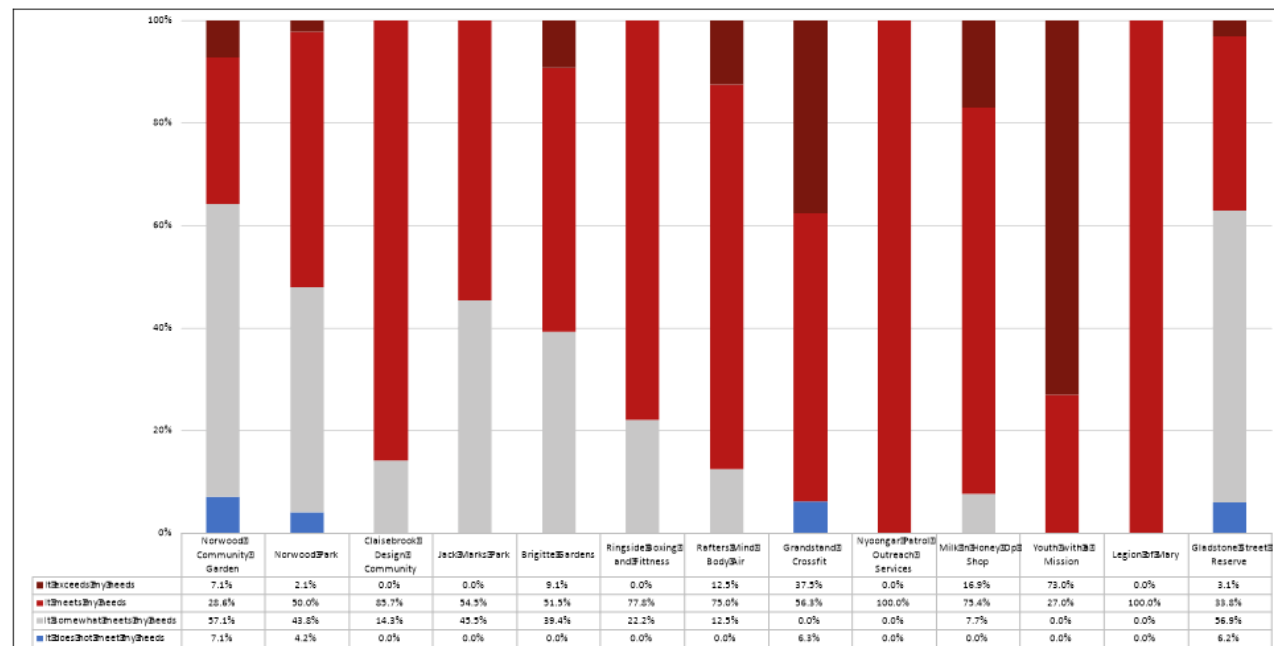


**Do the existing facilities meet the community's needs?**

Similar to the condition of the facilities, it can be surmised that the newer facilities in the area are more likely to meet the needs of its users. As populations change over time (e.g. age, household composition) there is a higher possibility that the original function of existing facilities will become outdated and in need of upgrading.

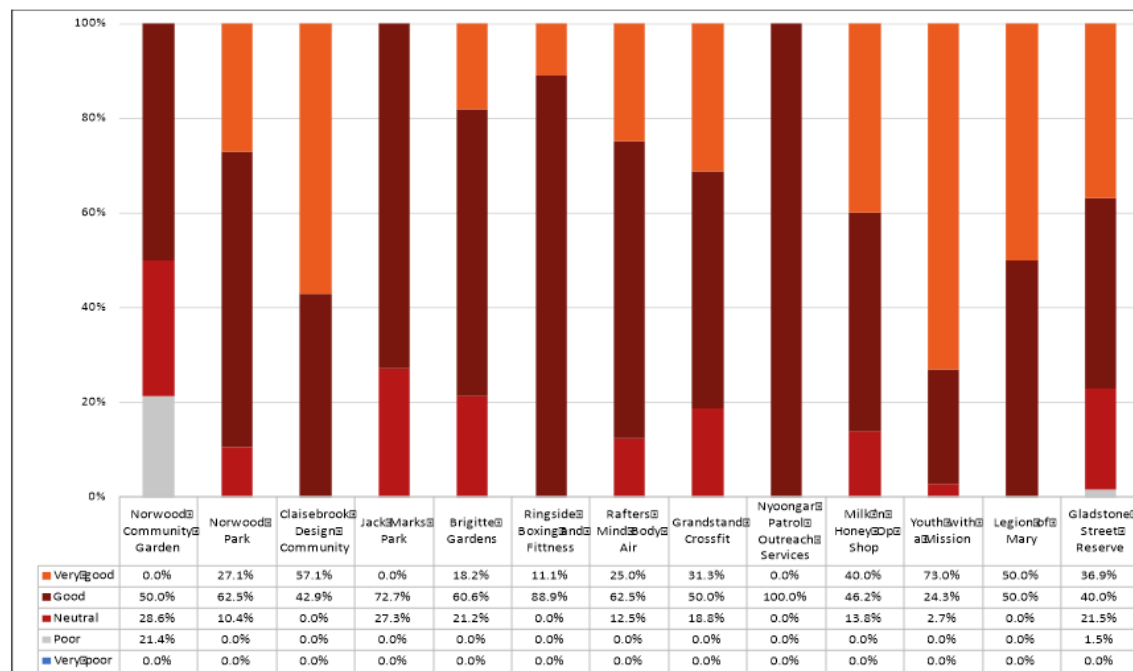
Facilities that have been identified by respondents as not meeting community needs focus on the parks, gardens and reserves available to residents, visitors and workers of the immediate area. This is possibly due to these assets being more publicly accessible and needing to cater for a wider range of community needs. This is in comparison to, for example, a specialised yoga studio business that caters specifically to a paying patron. More insight can be gained when reading the qualitative data gathered from the respondents which indicate that more shade, upgrades to play equipment, more seating, new sport courts (e.g. basketball, Volleyball) and installation of public toilets would meet current community needs. Providing more lighting in the public realm, greater opportunities to access indoor facilities for community gatherings, better lawn maintenance, improving facilities at Brigatti Gardens and installing drinking fountains would also enhance the existing facilities.





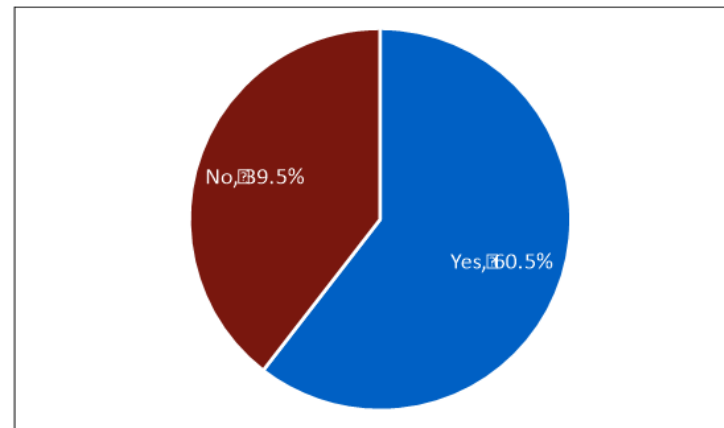
#### How accessible (physical accessibility, access for the public) are the current facilities for the community?

Generally, the accessibility of existing facilities is fairly good. Respondents feedback indicated that most facilities are easy to access, however improvements could be made in regards to travelling to the destination itself, including better pathways/access for wheelchairs and prams, better parking availability and more hard-surface parks to negate the need to navigate sandy areas. Jack Mark's Park was mentioned in regards of children accessing play equipment when dogs are present (the park is heavily used by dog owners). Those using YWAM facilities spoke of the excellent access for those with disabilities. 21.4% of community members who visited Norwood Park indicated that Norwood Community Park accessibility was poor, however there was no supporting commentary as to why that is.

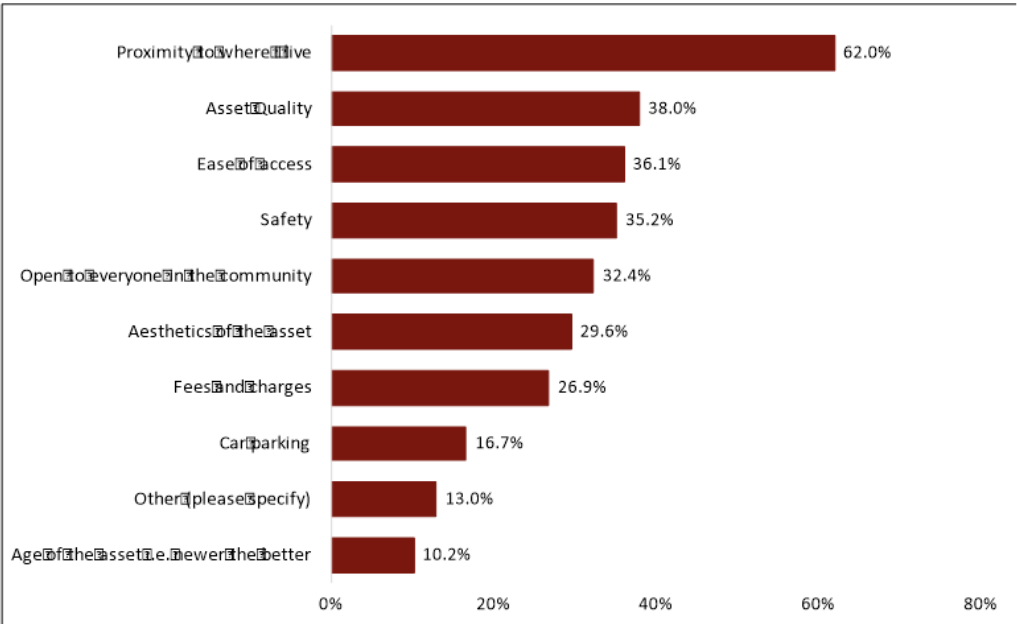


#### Are there any community facilities outside of the precinct area that the community visits frequently?

Almost two third of respondents frequently visit community facilities outside of the Norwood precinct beyond those which were previously noted by the project team. The most common facility cited was Hyde Park followed by Forrest Park, Beatty Park and Claisebrook Cove. Respondents also regularly visited places such as the City of Vincent Library, NIB Stadium, the Swan River, places of worship and facilities in Maylands and Morley. Local supermarkets (IGA, Coles) and cafes were also frequently mentioned, though outside of the project scope.

**What things would encourage the community to use a new or existing community facility?**

Almost two thirds of respondents prefer to live close to the facilities that they use (62%) followed by Asset Quality (38%), Ease of Access (36.1%) and Safety (35.2%). This is in contrast to the communities least concerned about the age of the asset (10.2%). This suggests that the community values older assets so long as they are of high quality and able to still provide quality services to the current population. Other aspects that would encourage respondents to use a new or existing community facility included it being child-friendly, providing something interesting to the area, something that celebrates the area, something that supports local jobs/businesses and offering a facility that contributes to the common good of the local and wider community.



**Does the community feel that there are currently enough recreational, sporting and/or cultural facilities within and around the precinct to meet their needs?**

45.5% of respondents felt that there were not enough community facilities available to them in a range of different areas. A significant proportion indicated that there was a lack of assets within the parks including sport court, play equipment and exercise equipment. Some respondents felt that several of the services concentrated in the commercial area were targeted towards the broader community outside of the local area rather than addressing the needs of locals (i.e. Nyoongar Outreach, Carer's Australia). Some people noted that the industrial businesses would be more suited outside of the precinct.

Community members also identified that there was a lack of accessible community arts facilities, local libraries, museums and galleries. There was also a need for safe spaces for relaxation and play, more BBQ/picnic facilities, more public toilets and a general desire to see more green space.

For the 54.5% of people who indicated that there was an adequate number of community facilities, their comments were focused on upgrading existing parks and reserves, indicating the need for space spaces to relax and play, planting more trees and increasing the pedestrian experience. The nearby NIB stadium was mentioned by a few people as being a great facility that caters for a lot of needs and that there were enough parks in the area.

**Over the next 10 years what community facilities might the community need access within or around the precinct?**

Nearly half of respondents felt that there was a need for more facilities over the coming years (54.6%). Echoing the previous question of what community members would like to see in their area now, the community would like more public open space, more opportunities for active sport recreation, community gardens, improved lighting, more public toilets and general upgraded to existing parks. In addition, respondents cited initiatives such as a bike repair station in Gladstone reserve, more community arts facilities, establishing a community hub, making the precinct a destination rather than a transit route, creating a nature playground and offering accommodation facilities.

**Other comments, questions or concerns**

As part of the survey the community was given the opportunity to give feedback on any issues they wanted to communicate to the project team. These included:

- Comments of feeling grateful of the strong community ties within the area.
- Concerns regarding the brothel and pole dancing studio in close proximity to residents in the area. This was in relation to the nature of these business being compatible with a family-friendly/community atmosphere that residents want to create locally.
- Concerns regarding personal safety at night due to the perceptions of elevated crime in the area (i.e. graffiti, burglaries and vandalism). Community member indicated that more lighting is needed in the area to combat these concerns.
- Concerns regarding the concrete batching plant and ensuring the roads are safe for pedestrians to navigate.

## SECTION THREE: STRATEGIC RECOMMENDATIONS

### STRATEGY RECOMMENDATION ONE:

#### **Upgrade and enhance existing public assets, particularly in regards to public open space.**

The two pocket parks within the precinct, Gladstone Reserve and Norwood Park, are well-used by the community and cater to a variety of user groups including residents, families, workers and local business clientele. As these parks have seen continued use over the years, and as neighbourhood cohesiveness has increased, the local community have identified the need for ongoing quality maintenance and installation of much needed infrastructure to cater to growing user group needs.

As the facilities audit identified a lack of public toilets within the precinct, and community support for toilets within the parks was a high, installation of public amenities is a clear priority for the Norwood area. Toilets would allow for user groups to stay longer in the area, particularly young children and the elderly. Ideally toilets would be installed at both parks, conversely due to community preference and higher use Gladstone Reserve is recommended as the site with highest priority over Norwood Park. The low condition of playground equipment identified during the audit was reflected by the community's desire to see the playgrounds upgraded in both parks, as well as upgrading to higher quality lighting for evening activities and to increase safety in the area. Consideration could also be given to improving the pedestrian connections between the two parks providing safer, well-lit, green and aesthetically pleasing routes.

Community members envisioned an activated neighbourhood space in the southern half of the precinct. The preference that was apparent for Gladstone Reserve may have been due to the greater number of user groups concentrated in the area due to commercial businesses. Requests for high-activity sport assets within the park (e.g. basketball, volleyball) would be most suited to the Gladstone Reserve area due to the proximity to several fitness facilities and demand for such facilities driven by residents of nearby YWAM.

### STRATEGY RECOMMENDATION TWO:

#### **Investigate options for open-access, multi-use indoor spaces for the community to meet and gather within the Norwood precinct.**

An opportunity exists to make available more public access multi-use indoor spaces both for community group use and private hire neighbourhood-scale events. Clasielbrook Design Community offers a variety of high quality spaces for commercial hire and event hire, however there is a gap for more accessible open-access spaces elsewhere in the precinct. Should a new multi-use space be developed there is the opportunity to complement active activities occurring in the southern end of the precinct (i.e. sport, fitness, commercial enterprise) to provide 'gentler' activities offering community workshops, meeting room spaces, learning opportunities and neighbourhood social gatherings.

The Cheriton Street property provides one option for such a space due to its proximity to the residential and commercial areas and also it is near the train station. In speaking with key stakeholders it became apparent that, whilst a local community space would add greatly to the social capital of the community, it is acknowledged that any new multi-use facility needs to be (at least in part) financially sustainable.

The NNA have been a key advocate for many years for a community facility at Cheriton Street to complement the existing Norwood Park and Norwood Community Garden. Should the Cheriton Street property be redeveloped the NNA, whilst keen to be a major user of the site, would not have the capacity to manage the facilities on a day to day as they are largely volunteer-based. Attracting an anchor-tenant for the facility would be a key strategy in providing a viable, sustainable facility for the local community.

**STRATEGY RECOMMENDATION THREE:****Provide more community facilities, services and programs for local youth.**

Within the Norwood precinct there is lack of facilities and activities that appeal to and specifically service youth (13 – 25). Whilst there are some outreach services in the area (i.e. Nyoongar Outreach, Carers Australia) these appear to be primarily used/targeted towards the broader community. Census data suggests that the permanent population has a relatively low proportion of teenagers with an increasing number of young professionals in the area.

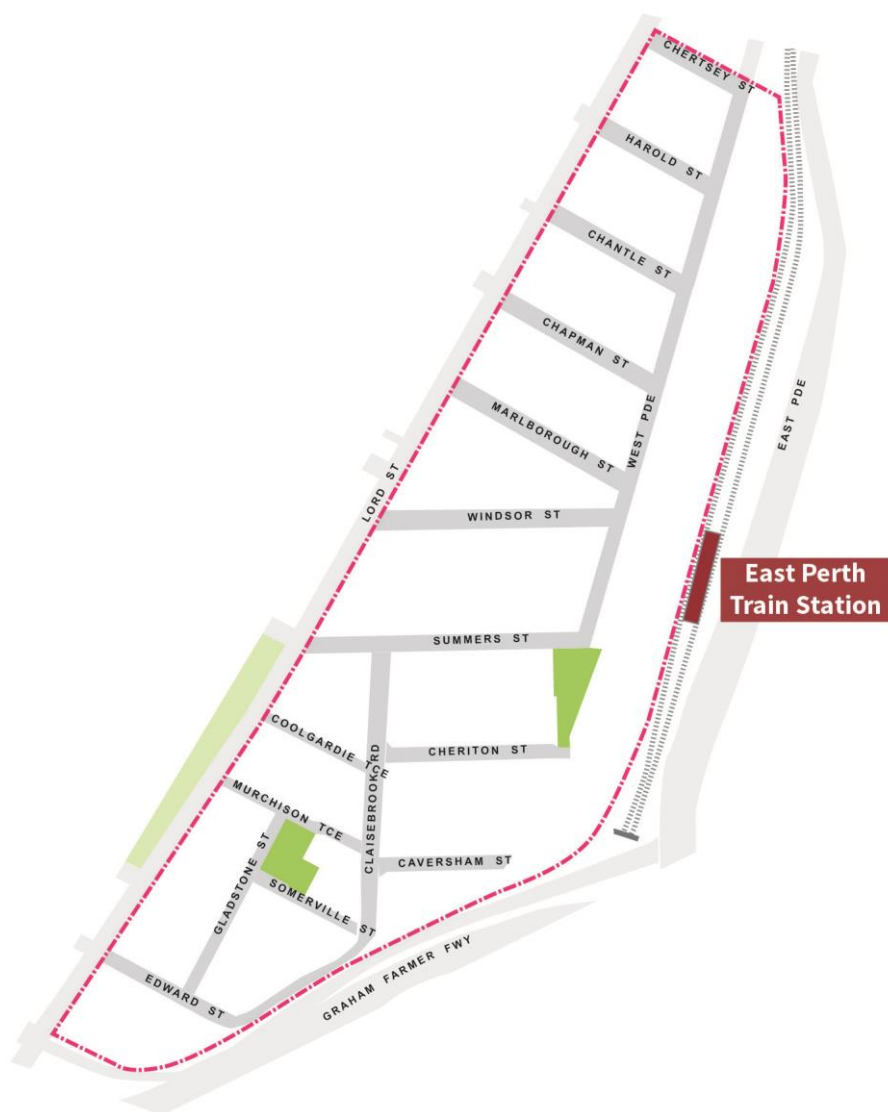
During the consultation process, there was a high proportion of young adults who would like to see publically accessible sporting equipment and sports available in parks such as Gladstone Reserve and Norwood Park. The data suggests that a significant proportion of these respondents came from the larger user group YWAM which is largely consisted of young people. As a large user group living in the area, it is likely they will be an avid user of any public-access facilities within the precinct, particularly for those who may not have larger discretionary funds to spend. Young families within the area may also provide a demand for more youth services and facilities in the coming years.

It is of note that, during the consultation phase, there were no participants or respondents who identified themselves as being a teenager, therefore the needs analysis is based upon third party anecdotal evidence and findings from the facility audit.

**STRATEGY RECOMMENDATION FOUR:****Provide more opportunities for the community to engage in culture and the arts.**

The community audit revealed a lack of arts and cultural facilities within the Norwood precinct. Whilst the community has access to high quality art and culture activities in nearby City of Perth and within the City of Vincent residents inevitably need to travel out of the area to do so. From the community consultation there was a general desire to introduce more culture and arts facilities into the area with suggestions including libraries, museums, arts centre, street art and workshops.







**CITY OF VINCENT**

**DRAFT**

**COMMUNITY FUNDING  
POLICY NO. 3.10.11**

**(Adopted at the Ordinary Meeting of Council held on 7 March 2017)**

**POLICY NO: 3.10.11****COMMUNITY FUNDING****Index**

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**POLICY NO: 3.10.11****COMMUNITY FUNDING****OBJECTIVES**

- To provide financial assistance through grants, sponsorship, donations, waivers and in-kind support which assist groups, organisations and individuals to deliver positive community outcomes
- To utilise community funding as a strategic opportunity to strengthen quality of life within Vincent through improved community engagement, partnerships and participation
- To complement and support both Council and community priorities through a range of community funding initiatives.

**POLICY STATEMENT**

The City of Vincent recognises that community funding provides a significant opportunity to work collaboratively with the local groups, organisations and individuals to deliver activities which increase social participation, promote social inclusion and strengthen connections within our community. A variety of funding initiatives are offered each year to meet the diverse range of interests, demands and priorities throughout the Vincent community.

**1. DEFINITIONS**

***“Donation”*** is a cash contribution to an organisation or group for the purpose of assisting an activity, event or program with a charitable, welfare or community service orientated purpose.

***“Fees and Charges”*** are stipulated monetary amounts established through Council's Annual Fees and Charges Schedule and levied where an organisation, group or individual seeks to use of a City of Vincent managed facility or reserve.

***“Grant”*** is a cash contribution made to an organisation or group for the sole purpose of delivering a specific project with mutually agreed outcomes and performance measures. Grants must be fully acquitted at the conclusion of the project.

***“In-kind donation”*** is a contribution to an organisation or group through the provision of City of Vincent services, resources and facilities although no monies are physically exchanged.

***“Sponsorship”*** is a cash and/or in-kind contribution to an organisation or group for a specific purpose or event where the City of Vincent receives public recognition for its contribution in a manner negotiated by both parties. Sponsorship must be fully acquitted at the conclusion of the project or event.

## **2. BACKGROUND**

- (a) The City of Vincent regularly receives requests from a range of community groups, organisations and individuals for the provision of financial support towards projects, programs, events and other initiatives. The total sum of these requests exceeds the level of financial support available, and as such, it is not possible to provide support in every instance.
- (b) This Policy outlines the various Community Funding opportunities available from the City of Vincent with the specific funding category purpose and eligibility criteria then guiding the level of financial support that may or may not be provided.
- (c) The Community Funding opportunities outlined in this policy are solely for the purpose of delivering positive outcomes in the City of Vincent for the local community.
- (d) Applicants are not guaranteed funding and no applicant can be guaranteed full funding. Any initiatives previously supported through Community Funding cannot be guaranteed funding in future years and this should be closely considered when developing an application.
- (e) This Policy is supported by specific funding category guidelines, criteria and application forms that Administration may update from time-to-time to ensure Community Funding reflects Council and community priorities.
- (f) The availability of financial support remains subject to Community Funding allocations within Council's Annual Budget that may vary from year-to-year based upon Council and community priorities.
- (g) Council's Advisory Groups may be consulted in the assessment of Community Funding applications based upon their Terms of Reference and specific expertise.

## **3. COMMUNITY FUNDING CATEGORIES**

### **3.1 Seeding Grants**

Seeding Grants aim to support City of Vincent based groups, organisations and individuals seeking to implement a new, innovative project that will benefit the local community. 'Cultural Kickstart' grants are available for new projects related to cultural development, artistic development, community art projects or events. 'Community Innovation' grants are available for new projects related to community development, education or recreation.

Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. A one-off amount up to **\$5,000** may be available for each individual project through this funding category.

### **3.2 Community Support Grants**

Community Support Grants aim to support City of Vincent based groups, organisations and individuals to deliver programs and services that address key social issues impacting the local community. Grants are available for programs and services that demonstrate outcomes that will build a strong and resilient community as well as initiatives that ensure the ongoing sustainability of community organisations.

Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to **\$10,000** may be available for each individual program or service through this funding category.

### **3.3 Collaborative Grants**

Collaborative Grants aim to establish partnerships between the City of Vincent and service delivery agencies that reside and/or operate within our local community in order to effectively respond to a recognised community focus area as determined by Council. This focus area will be reviewed on an annual basis to ensure alignment with Council priorities and community demands.

Funding applications are considered and approved by an Assessment Panel comprising Council representatives. An amount up to **\$85,000** may be available for each individual project, program or service through this funding category.

### **3.4 Festival and Event Sponsorship**

Festival and Event Sponsorship aims to support City of Vincent based groups and organisations to deliver festivals, events and other similar activities which contribute to community vibrancy. Sponsorship will be provided through direct funding and/or in-kind services with the level of support determined by the value to the Vincent community in terms of economic, cultural and social outcomes. Through a formal Sponsorship Agreement applicants are required to acknowledge support from the City of Vincent.

Sponsorship applications are assessed annually by Council's Arts Advisory Group who provide a recommendation to Council for formal consideration. There is no maximum amount of funding for each festival or event through this funding category with amounts awarded based on alignment with the Guidelines and Criteria as well as Council priorities.

Applicants should also refer to *Council Policy No. 3.8.3 – Concerts and Events*.

### **3.5 Town Team Grants**

Town Team Grants aim to support the five recognised Town Teams within the City of Vincent (Beaufort Street Network, Leederville Connect, Mt Hawthorn Hub, North Perth Local and OnWilliam) to deliver initiatives that improve the performance of Town Centres and/or assistance with their ongoing governance and sustainability.

Grant applications are assessed and approved by Administration based upon funding category guidelines, Town Centre Place Plans and Town Team Action Plans. An equal amount of funding will be made available to each Town Team annually, subject to Community Funding allocations within Council's Annual Budget.

### **3.6 Environmental Grants**

Environmental Grants are designed to assist and encourage schools, community groups and organisations to implement local projects or initiatives that align with the objectives of the City of Vincent *Sustainable Environment Strategy*.

Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to **\$2,000** may be available for each individual project, program or service through this funding category.

### 3.7 Heritage Assistance Fund

The Heritage Assistance Fund provides financial assistance to persons who wish to undertake approved heritage conservation projects on places listed on the City of Vincent Municipal Heritage Inventory. Applicants should also refer to *Council Policy No. 7.6.9 – Heritage Assistance Fund*.

Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to **\$5,000** may be available as a matched grant of 50% for each individual project through this funding category.

### 3.8 Heritage Plaques Program

The Heritage Plaques Program provides financial assistance to persons who wish to install a plaque or alternative form of interpretation to recognise and celebrate places of heritage interest in the City of Vincent that are either in situ or have been demolished.

Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to **\$1,000** may be available as a matched grant of 50% for each individual project through this funding category.

### 3.9 Active Transport Schools Grants

Active Transport Schools Grants provide financial assistance for schools located within the City of Vincent towards Active Transport Events, Bike Education and/or Partnered Perth Bike Network (PBN) Connecting Schools Grants. The grants should encourage, support and celebrate children, parents and staff in the City to choose active transport options to get to and from school.

Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to **\$1,000** may be available for each individual program or service through this funding category.

### 3.10 Active Transport Community Initiatives Grants

Active Transport Community Initiatives Grants provide financial assistance to eligible community groups and not-for-profit organisations to help fund community programs that promote or assists the community to engage in active transport. The grant can be applied to the presentation of a one off event or the development of a program which encourages, supports or celebrates initiatives that promote Vincent residents choosing active transport options.

Grant applications are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to **\$2,500** may be available for each individual program or service through this funding category.

### 3.11 Transport Assistance

Transport Assistance is provided to eligible residents who have difficulty accessing transport to and from medical appointments. Such assistance is provided through direct referral to community based organisations that provide transport services or through prepaid taxi vouchers.

Requests for assistance are assessed and approved by Administration based upon funding category guidelines and criteria. An amount up to **\$100** may be available to individuals and **\$150** may be available to each couple annually, in the form of pre-paid taxi vouchers, through this funding category.



### 3.12 Special Assistance Welfare

Special Assistance Welfare is provided by the City of Vincent to undertake repairs on a property and/or remove items to prevent the serving of a notice under Section 135 of the *Health Act 1911* "Unfit for Human Habitation" or Schedule 3.1 of the *Local Government Act 1995*. Such support is provided where an individual requires financial assistance to improve the condition of their premises with any funds paid directly to service providers/businesses engaged to undertake the works. No funds are paid to the individual(s) inhabiting the property.

Determinations regarding the provision of Special Welfare Assistance and the amounts required are made by Administration on a case-by-case basis.

### 3.13 Donations

General donations towards not-for-profit organisations and charities located in or servicing the local community will be considered where such assistance supports the delivery of projects, programs or services. The applicant must identify the specific community need or benefit based upon local research or consultation.

Donation requests are assessed and approved by Administration. An amount up to \$500 may be available.

### 3.14 Waiving of Fees (including In-kind Donations)

The waiving or reduction of fees for community groups, organisations and individuals will be considered where such assistance supports the delivery of projects, programs, ~~or services~~ or fundraising initiatives. The applicant must identify the specific community benefits associated with their activity and demonstrate their limited financial capacity to pay relevant fees.

This may include (but is not limited to):

- The hire of community facilities and town halls (bonds excluded)
- Banner pole hire
- Road closures/obstructions and special event parking
- The hire of parks, reserves and playing fields
- Street entertainment and busking permits;
- Stall Holder / Trader Permits (except food related stalls)

Waiver requests are assessed and approved by Administration. An amount up to \$1,000 may be available with any requests above this amount requiring decision making by Council.

<b>Date Adopted:</b>	<b>23 January 2007</b>
<b>Date Amended:</b>	<b>26 October 2010</b>
<b>Date Reviewed:</b>	<b>20 June 2017</b>
<b>Date of Next Review:</b>	<b>March 2019</b>

Table 1: Community Funding Application and Assessment Overview

Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
<b>Seeding Grants</b>	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	\$5,000	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities.
<b>Community Support Grants</b>	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	\$10,000	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
<b>Collaborative Grants</b>	Service delivery agencies, not-for-profit organisations, social enterprises and registered charities	\$85,000	Annually in September or as specific community needs are identified by Council.	Assessment Panel comprising Council and Administration representatives will assess applications based on category guidelines and criteria
<b>Festival and Event Sponsorship</b>	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	N/A	Annually in March	Administration will assess applications based on category guidelines and criteria, and prepare a report for consideration at an Ordinary Meeting of Council

Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
<b>Town Team Grants</b>	Beaufort Street Network, Leederville Connect, Mount Hawthorn Hub, North Perth Local and OnWilliam	Subject to Annual Budget	Applications accepted throughout the year until specific Town Team funds are exhausted	Administration will assess applications based on Town Centre Place Plans, Town Team Action Plans, and category guidelines and criteria
<b>Environmental Grants</b>	Schools, not-for-profit organisations, clubs, associations, social enterprises, and registered charities	\$2,000	Annually in March	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
<b>Heritage Assistance Fund</b>	Property owners with a place on the City of Vincent Municipal Heritage Inventory and/or State Register of Heritage Places	50% of the total cost of works up to \$5,000 maximum	Applications accepted throughout the year until funds are exhausted or as specific needs are identified by Heritage Officers	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
<b>Heritage Plaques Program</b>	Property owners and not-for-profit organisations	50% contribution up to \$1,000 maximum	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities

Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
<b>Active Transport Schools Grants</b>	Schools	\$1,000	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
<b>Active Transport Community Initiatives Grants</b>	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities	\$2,500	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
<b>Transport Assistance</b>	Residents with demonstrated difficulty accessing transport to attend medical appointments	\$100 for individuals or \$150 for couples	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, and the availability of alternative Home and Community Care (HaCC) services
<b>Special Assistance Welfare</b>	Residents requiring property repairs to prevent serving of a notice under Section 135 of the <i>Health Act 1911</i> or Schedule 3.1 of the <i>Local Government Act 1995</i> .	N/A	N/A	Administration will assess situations where such assistance is required on a case-by-case basis.

Funding Category	Eligibility	Maximum Amount	Application Deadline	Assessment & Approval Process
<b>Donations</b>	Non-profit-organisations and registered charities	\$500	Applications accepted throughout the year until funds are exhausted	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities
<b>Waiving of Fees</b>	Not-for-profit organisations, clubs, associations, social enterprises, and registered charities <u>and individuals</u>	\$1,000	Applications accepted throughout the year	Administration will assess applications based on category guidelines and criteria, including alignment with Council's strategic priorities

**POLICY NO: 3.10.3****YOUTH DEVELOPMENT GRANTS****OBJECTIVES**

To provide young people living in the City of Vincent with a developmental opportunity to further their skills and life chances in a variety of areas.

**POLICY STATEMENT**

The grants are designed to foster a positive image of young people in the City of Vincent and to assist in providing opportunities that may not have otherwise been attained.

1. All applicants are required to be aged between twelve (12) and twenty-one (21) years inclusive.
2. Applicants must be currently residing in the City of Vincent.
3. Funds are to be expended on costs associated with participating in the event.
4. The City of Vincent reserves the right to decline or accept funding requests at the discretion of the City.
5. A request for funding can be made in writing any time during the year.
6. The guidelines listed below shall apply for all applicants applying for a City of Vincent Youth Development Grant.

<b>Date Adopted:</b>	<b>8 June 2004</b>
<b>Date Amended:</b>	<b>-</b>
<b>Date Reviewed:</b>	<b>23 January 2007</b>
<b>Date of Next Review:</b>	<b>January 2012</b>

## **GUIDELINES AND POLICY PROCEDURE FOR YOUTH DEVELOPMENT GRANTS – POLICY 3.10.3**

### **Background**

The City of Vincent Youth Development Grants are to assist young people residing in the City to achieve their goals and provide them with an opportunity to actively participate in the community and their chosen field of interest. The grants are designed to foster a positive image of young people in the City of Vincent and to assist in providing opportunities that may not have otherwise be attained.

Grants are available up to **\$624** (Indexed by CPI on 1 July of each year – includes 2014 increase). The City's decision is final and no negotiations will be entered into.

### **Eligibility**

The City of Vincent Youth Development grants are available to any young person aged between 12 and (21) who resides in the City of Vincent. Applicants should be taking positive steps to further themselves in any of the following categories or field of interest:

- Community Service
- Music
- Arts
- Academic

### **What we can fund?**

- Any young person aged between 12 and (21) years of age who lives in the City of Vincent and who has an opportunity to further develop themselves in areas such as (but not exclusive to):
  - Community Services
  - Music
  - Arts
  - Academia
- Costs associated with participating in the youth based event or project.

### **What we can't fund?**

- Individuals to participate in any initiative that is not youth focused
- Sporting events (Sporting grants are available from the City of Vincent)
- Young people that do not live in the City of Vincent
- Purchase of material objects or capital items
- Projects for fund raising or profit making
- Groups, Businesses or service providers
- Enrolment fees
- An individual under the age of 12 years or over the age of 22 years
- The total cost of an event or program. Applicants must contribute at least 50% towards the project/program/event.
- An event, program or project which has already taken place. No retrospective funding.



**When and how often can I apply for a Youth Grant?**

A request can be made in writing at any time during the year. An individual may only receive a grant once within a twelve-month period.

Your letter must be submitted with a letter of verification from the organisation that has asked you to participate in the event or project.

**What to include in your request**

You will need to include the following information in your application:

- A detailed outline of the event/project you have the opportunity to participate in.
- A letter of confirmation from the event/project organisers stating your involvement. A contact person and phone number from the organisation.
- The amount of money you are requesting.
- What the money will be spent on.
- When will the event/project start and finish.
- What makes this project/event a significant opportunity for you.

**How do we assess your request?**

The City of Vincent Youth Officer will review your request for assistance. All grant applications will be assessed on individual merit. If you are eligible for a grant a recommendation for approval is made to the Chief Executive Officer. Once approval has been granted you will receive a letter notifying you that your application was successful. This process will take approximately four weeks.

Successful applicants may be required to participate in a joint media promotion with the City of Vincent.

**Questions we ask**

All requests for a Youth Development Grant will be assessed by the following questions:

- Is the person requesting the grant a resident of the City of Vincent
- Is the person aged between 12 and (21) years
- Does the person's involvement provide a unique opportunity for them
- Is the event or project designed to benefit young people
- Is the event or project youth focused
- Is the event or project a significant opportunity for the participant
- Does the event or project provide the participant with the opportunity to further develop their skills in areas such as community services, arts, music or academia.

**What have we funded in the past?**

- A young person to travel to Sydney to participate in the National Spelling competition.
- National Youth Conference participant.

**What are you required to do?**

- Provide a presentation or report to the City's Youth Advisory Council at the conclusion of your event or activity.
- Acknowledge the City of Vincent in any promotion or publicity undertaken.
- Participate in media promotion with the City of Vincent to help foster a positive image of young people in the City.

**Do you want to know more?**

For more information contact the City of Vincent Youth Officer on 9273 6043 or e-mail [mail@vincent.wa.gov.au](mailto:mail@vincent.wa.gov.au)

**YOUTH DEVELOPMENT GRANTS  
POLICY NO: 3.10.3**

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

<b>Year</b>	<b>CPI</b>	<b>Page 2, "Background"</b>	<b>Rounding</b>
July 2008		\$540	
July 2009	1.4%	\$547.56	<b>\$548</b>
July 2010	3.5%	\$566.72	<b>\$567</b>
July 2011	3.0%	\$583.72	<b>\$584</b>
July 2012	1.0%	589.55	<b>\$589</b>
July 2013	2.5%	604.28	<b>\$604</b>
July 2014	3.3%	624.22	<b>\$624</b>

**POLICY NO: 3.10.4****PROVISION OF ASSISTANCE FOR AGED PEOPLE AND PEOPLE WITH DISABILITY****OBJECTIVE**

To provide a policy and guidelines for the administration of transport assistance and welfare assistance for home care and gardening services for aged pensioners and people with disability

**POLICY STATEMENT**

The City of Vincent may assist residents who are aged pensioners or have a disability support pension and who have difficulty accessing transport to meet their needs.

Assistance may be available in the form of pre-paid taxi vouchers or referral to a community based organisation providing transport services.

Preference is given to supporting access to facilities, services and activities within the City, except where those facilities, services and activities are not available in the City.

Applications from individual residents for transport assistance will be considered by the City's Administration in accordance with the Policy Guidelines.

The City of Vincent may assist residents who are aged pensioners or have a disability support pension and who require financial assistance with home and gardening services.

Assistance of up to \$600 per financial year may be available to eligible residents.

Preference is given to residents who have exhausted all other resources for home and gardening services.

Applications from individual residents for Welfare Assistance for Home Care and Gardening Services will be considered by the City's Administration in accordance with the Policy Guidelines.

<b>Date Adopted:</b>	<b>13 September 2005</b>
<b>Date Amended:</b>	<b>November 2013</b>
<b>Date Reviewed:</b>	<b>November 2013</b>
<b>Date of Next Review:</b>	<b>November 2018</b>

**GUIDELINES AND POLICY PROCEDURE FOR  
PROVISION OF ASSISTANCE FOR AGED PEOPLE AND PEOPLE WITH  
DISABILITY POLICY NO 3.10.4**

**1. WHAT LEVEL OF ASSISTANCE IS AVAILABLE?**

Transport Assistance

Financial assistance of up to **\$100\*** for individuals and **\$150\*** for couples may be available to help with the cost of accessing transport provided by taxi. An individual may not receive more than **\$100** in any one financial year and couples may not receive more than **\$150** in any one financial year.  
(\*Indexed by CPI on 1 July of each year)

Welfare Assistance for home care and gardening services

Financial assistance of up to **\$600** per household may be available to help with the cost home and gardening services. A household may not receive more than **\$600** in any one financial year.

**2. WHEN AND HOW CAN AN APPLICATION FOR ASSISTANCE BE MADE?**

A request for assistance may be made by phone or in writing from Monday to Friday, between the hours of 8.00am and 5.00pm  
The request may come directly from the individual requiring assistance. A family member, friend or an outside agency may also make a request on behalf of the person requiring assistance.

Officers requiring more information to adequately assess requests for assistance will make an appointment with the person requesting assistance at the Administration and Civic Centre or in the persons home if required.

**3. WHO IS ELIGIBLE FOR ASSISTANCE?**

Residents of the City of Vincent who do not have their own means of transport and cannot conveniently access public transport may apply for assistance.

Residents who are ineligible for HACC funded gardening or home care services and have exhausted all other options for assistance.

Assistance will only be provided to applicants who fall into one of the following two categories:

- ☐ Aged pensioners.
- ☐ A person with disability.

All applicants must hold a current Health Care Card or Pension Card.

People who fall into the below categories will not be eligible for assistance:

- People who do not reside in the City of Vincent;
- People who hold a valid driver's licence unless they are unable to drive due to a medical condition as stated on their licence or by a doctor;

- People who are eligible for or are already accessing Home and Community Care (HACC) funded services;
- People who are eligible for or are already in receipt of State funded Taxi User's Subsidy Scheme (TUSS); and
- People who have already received the maximum amount of assistance in any one financial year;

#### 4. WHAT IS ASSISTANCE AVAILABLE FOR?

Assistance will be provided for

- ☐ Travel to an appointment that is related to the maintenance of the applicant's health and wellbeing. For example, an appointment with a doctor, physiotherapist or counsellor.
- ☐ Assistance for one off gardening care and clean up, tree lopping or pruning, small home repairs, and removal of waste produced by the above services.

Preference will be given to supporting access to facilities, services and activities within the City except where those facilities, services and activities are not available in the City.

For transport assistance the City's officers may ask for proof of medical appointments, at their discretion prior to issuing pre-paid taxi vouchers.

#### 5. WHAT INFORMATION AND DOCUMENTATION MAY BE REQUIRED TO SUPPORT A REQUEST FOR TRANSPORT ASSISTANCE?

The following information may be is required before the request can be assessed:

- ☐ Name
- ☐ Date of Birth
- ☐ Address
- ☐ Telephone number
- ☐ An explanation of the applicant's transport, gardening or home care needs
- ☐ Copy of Health Care Card or Pension Card
- ☐ Home visit to determine the what services are required
- ☐ Proof of upcoming medical appointments

#### 6. HOW DOES THE CITY ASSESS A REQUEST FOR TRANSPORT ASSISTANCE?

The Community Development Officer will accept the applicant's details and discuss their transport, gardening or home care needs with them. The Officer will advise the applicant about any assistance the City can provide and discuss any alternative options available to them.

The approval process may take up to two working days, for transport assistance and two working weeks for the approval of gardening or home care assistance.

Applicants will be given information about any other assistance options available to them.

## 7. HOW WILL THE ASSISTANCE BE PROVIDED?

Applicants seeking assistance with transport may be offered a pre-paid taxi vouchers or assistance from the City's Officer to arrange alternative transport including Home and Community Care (HACC) funded transport.

Applicants seeking assistance with gardening or home care services may be offered financial assistance to a maximum of \$600 per financial year. Assistance will only be offered for a service provider of the City's choice to perform approved home or gardening services. The City's Officer may assist the applicant to arrange alternative Home and Community Care (HACC) funded services.

Retrospective assistance will not be provided.

Applicants who are eligible for assistance from other agencies will be encouraged to apply through these agencies.

## 8. DO YOU WANT TO KNOW MORE?

For more information please contact the City of Vincent's Community Development Officer on 9273 6000.

People with specific requirements can ask to have this information provided in alternative formats.

### PROVISION OF ASSISTANCE FOR AGED PEOPLE AND PEOPLE WITH DISABILITY POLICY NO: 3.10.4

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

Year	CPI	Page 2 – Clause 1	Rounding
July 2008		\$216	
July 2009	1.4%	\$219.02	<b>\$219</b>
July 2010	3.5%	\$226.68	<b>\$227</b>
July 2011	3.0%	\$233.48	<b>\$233</b>
July 2012	4.0% 1.1%	\$235.81 \$236.05	<b>\$236</b>
July 2013	2.5%	\$241.95	<b>\$242</b>
July 2014	3.3%	\$249.93	<b>\$250</b>
July 2015	1.2%	\$252.93	<b>\$253</b>
July 2016	0.5%	\$254.19	<b>\$254</b>





**CITY OF VINCENT**

**DONATIONS, SPONSORSHIPS AND  
WAIVING OF FEES AND CHARGES**

**POLICY NO. 3.10.5**

**(Adopted at the Ordinary Meeting of Council held on 23 January 2007)**

**POLICY NO: 3.10.5****DONATIONS, SPONSORSHIP AND WAIVING  
OF FEES AND CHARGES****Index**

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**POLICY NO: 3.10.5**

## **DONATIONS, SPONSORSHIPS AND WAIVING OF FEES AND CHARGES**

### **OBJECTIVES**

1. To provide clear guidelines for the equitable assessment of requests for donating, sponsorships and waiving of fees and charges, incorporating conditions and processes to ensure accountability for the funds expended.
2. To provide guidelines for the assessment of the following categories:
  - Requests for donations,
  - Requests for sponsorships, and
  - Requests for the waiver of fees and charges for the use of City facilities.
3. These requests will be assessed in conjunction with the City's existing policies for Facility and Reserve Hire and Use, Cultural Development Seeding Grants Programme, Youth Grants Policy and Community and Welfare Grants Policy.

### **POLICY STATEMENT**

#### **1. DEFINITIONS**

***"Delegated Authority"*** is when the Chief Executive Officer is delegated responsibility for the application, management and implementation of this policy in accordance with S5.42 of the Local Government Act 1995, subject to the amount not exceeding **\$847** (Indexed by CPI on 1 July of each year – includes 2014 increase) for any such occasion.

***"Donation"*** is a cash contribution to an individual, organisation or group for the purpose of addressing personal hardship, an activity, event or programme with a charitable, welfare, sporting or community service orientated purpose, and which may not have any acquittal requirement.

***"Fees and Charges"*** are stipulated monetary amounts levied by the City on an organisation or group for the use of a City owned facility or the staging of a particular event or activity.

***"Grant"*** is a cash contribution made to an organisation for the sole purpose of the delivery of a specific one-off project with mutually agreed outcomes and performance measures and which must be fully financially and qualitatively acquitted to the City at the conclusion of that project.

***“In-kind donation”*** is the provision of City of Vincent services and/or resources where no cash is exchanged. In-kind requests include, but are not limited to, subsidised or waived venue hire fees, road closures, public notices or advertisements, street cleaning, the loan of 240 litre rubbish bins for events, erection of street barricades and various applications of employee time and other non-monetary resources.

***“Sponsorship”*** is a cash or in-kind contribution to an individual or organisation for a specific purpose or event where the City receives public recognition for its contribution in a manner negotiated by both parties and where the recipient will be required to present a financial acquittal to the City.

***“City facilities”*** are defined as all City owned and operated facilities and reserves across the City that are included as available for hire or use in the City’s Annual Schedule of Fees and Charges.

## 2. BACKGROUND

- (a) The City regularly receives requests from a range of community, not for profit and other groups and individuals for the provision of both cash and in-kind donations. The total sum of such requests for cash donations amount to substantially more than what the City can afford to support. Similarly the provision of in-kind service requires the allocation by the City of substantial physical and employee resources. Accordingly it is not possible to provide the cash or other resources requested in every instance. This policy outlines the criteria against which future requests will be assessed.
- (b) Given that the City receives a large number of requests from individuals, community groups and organisations throughout the year for donations, sponsorship and the waiver of fees and charges associated with the use of City facilities, a procedure for the assessment of applications ensures:
- Transparency and accountability to the community;
  - An effective reporting mechanism to Council regarding the total value of donations approved in any one financial year;
  - An equitable assessment of each application or request received; and
  - A standard process for applicants to follow when requesting donations or sponsorships from the City.

<b>Date Adopted:</b>	<b>23 January 2007</b>
<b>Date Amended:</b>	<b>26 October 2010</b>
<b>Date Reviewed:</b>	
<b>Date of Next Review:</b>	<b>October 2015</b>

## **POLICY PROCEDURE AND GUIDELINES FOR DONATIONS, SPONSORSHIP AND WAIVING OF FEES – POLICY NO 3.10.5**

### **1. CATEGORIES**

#### **(i) DONATIONS**

##### **General - Non Prescribed Purposes**

The City will consider general donations and/or in-kind donations to persons or organisations in the following circumstances:

- (1) The request is not prescribed or covered by a City policy.
- (2) The request will directly benefit the City's residents for a purpose that meets with identified community needs and with the strategic objectives of the City.
- (3) The maximum amount for any one donation is **\$312** (Indexed by CPI on 1 July of each year – includes 2014 increase).
- (4) Recipient organisations must be incorporated and a tax invoice must be received before funds can be released for payment.
- (5) Individuals will need to sign a statutory declaration that the funds will be expended according to the purpose for which they were granted.
- (6) All funds must be acquitted through the provision of receipts and/or a written report.
- (7) Retrospective payments will not be made for expenses after the event or activity has taken place.

##### **Emergency Assistance**

The City will consider providing emergency financial assistance on an ad-hoc basis to individuals in the following circumstances:

- (1) Individual residents who are disadvantaged and/or in a crisis situation and have demonstrated that they have exhausted all other avenues for assistance;
- (2) The City's Community Development Officers are satisfied that the application is bona-fide.
- (3) The maximum cash donation is **\$249** (Indexed by CPI on 1 July of each year – includes 2014 increase).
- (4) Only one cash donation can be approved in any one financial year.

### Special Assistance Welfare

The Chief Executive Officer is delegated to approve assistance of up to **\$5,507** \* (Indexed by CPI on 1 July of each year – includes 2014 increase) in cases that are jointly assessed by Environmental Health and Community Development. The funding is to be used to undertake repairs and/or cleanup to prevent the serving of a notice under Section 135 of the Health Act 1911 “Unfit for Human Habitation.”. In considering this assistance the following conditions must be met:

- (1) The City’s Community Development Officers are satisfied that the application is bona-fide.
- (2) Individual cases would be means tested and referral made to appropriate Home and Community Care (HACC) services as soon as appropriate to do so.

### (ii) SPONSORSHIP

**Sponsorship of residents in the City of Vincent who are participating in State, National or International competitions, festivals or exhibitions.**

- (1) This category provides for financial assistance/sponsorship requests from residents of the City of Vincent, who are performing or competing at State, National or International competitions, festivals or exhibitions.
- (2) Supporting groups (ie sports clubs, dance academies etc) are required to provide written support on behalf of individuals competing or performing in events. Requests will be considered according to the criteria below with a cap of **\$847** (Indexed by CPI on 1 July of each year – includes 2014 increase) support towards any one event for each group in a financial year.
- (3) An individual who has been selected to compete or perform but does not belong to a supporting group can also request sponsorship. These requests will be considered according to the criteria below.

Type of competition/ exhibition/ festival	Amount of sponsorship provided
Regional or State	<b>\$163*</b> per individual
National	<b>\$312*</b> per individual
International	<b>\$847*</b> per individual

\* (Indexed by CPI on 1 July of each year – includes 2014 increase)

- (4) Individuals will only be eligible for support in any one category (ie State, National, International), once per financial year.

- (5) The City WILL NOT consider applications for sponsorship if:
- The applicant receives payment of any kind for their participation in the event or activity,
  - An application for sponsorship is made on a retrospective basis (ie after the event or activity has taken place),
  - Individuals who select themselves to participate in an event or activity will not be eligible for support,
  - Individuals/teams are professional or semi-professional.
- (6) Assessment criterion will include:
- City of Vincent residency ;
  - Inclusion of a letter of selection from the State association or supporting agency;
  - Commitment to the provision of a written report after the event or activity; and
  - Commitment to the acknowledgement of the City of Vincent in any promotion or publicity undertaken.

#### **Sponsorship of Events/Programmes by the City of Vincent**

The policy applies to events and programmes that are not organised by the City of Vincent. Events must be held in the City. The event must be not for profit and not be for the purpose of raising funds. Sponsorship grant will be subject to budget funds being available in the respective financial year.

This policy will extend to events that require more than \$1,248\* in sponsorship funding. Events that require less than \$1,248\* in sponsorship funding will need to refer to the City's Cultural Development Seeding Grants Programme.

(\* Indexed by CPI on 1 July of each year – includes 2014 increase)

School events will be funded to a maximum of \$1,248\* in aggregate in sponsorship funding within a financial year and will be assessed under the Cultural Development Seeding Grants Programme.

(\* Indexed by CPI on 1 July of each year – includes 2014 increase)

#### **(1) Eligibility**

Applicants must either be:

- An incorporated sporting/leisure/cultural/community organisation which is based in the City or undertakes projects for the benefit of local people. The primary aim of these organisations should be to support the social, cultural or leisure needs of the local community;



- An incorporated charitable (non-profit) organisation which is based in the City or undertakes projects for the benefit of local residents. The primary aim should be to improve the quality of life for the local community;
- An incorporated community service provider, which is based in the City or undertakes projects for the benefit of local residents.

(2) Eligible Events

To be considered for funding through the City of Vincent Sponsorship Program, events must aim to benefit the community within the City. Examples may include:

- Festivals and community fairs;
- Multicultural events;
- Music concerts;
- Artistic events; and
- Cultural events.

(3) Ineligible Events

Sponsorship under this programme s will not be available for:

- Events/projects that fall within the criteria of other grant programmes offered by the City;
- Organisations/individuals that already receive other funding from the City;
- Events that commence before approvals are approved by the City;
- Major/capital equipment purchases;
- Ongoing/recurrent staff salaries;
- New building projects or capital works;
- Facility maintenance projects;
- Deficit funding;
- Proposals where more appropriate alternative sources of funding are available;
- More than one request in any financial year;
- Government agencies, with the exception of schools;
- Events that promote smoking, alcohol, any use of illicit substances and/or adult "R" or "X" rated entertainment;
- Fund raising activities;
- For profit organisations.

(4) Event Location

Events must occur within the boundaries of the City of Vincent.

(5) External Funding Bodies

Applicants are strongly encouraged to seek funding from external agencies such as the Department of Sport and Recreation, Lotteries Commission of Western Australia, Healthway and Department of Culture and the Arts or other sponsors where appropriate.

(6) Event Assessment Criteria

All applications for funding will be assessed against the following criteria:

(A) *Event Justification*

Applicants must demonstrate that there exists a genuine *need* for the event and that the event responds to community needs and identified priorities as determined by the City;

(B) *Planned Approach*

Proponents must demonstrate a planned approach to event development including an assessment of the need plus the social and financial impact of the event;

(C) *Community Input*

Applicants must demonstrate that they have consulted with the local community, local businesses and key stakeholders in developing the event;

(D) *Management Planning*

Proponents must demonstrate that the manner in which the event will be managed has been considered in the planning process;

(E) *Access and Opportunity*

Applicants must demonstrate that the proposed event will be accessible to the community and provide opportunities for increased participation;

(F) *Financial Viability*

Proponents must demonstrate sound financial management of the event. The City will not contribute more than 50% of the total costs of the event. A comprehensive budget and financial history of the applicant will be requested;

- (G) *Coordination*  
Applicants must demonstrate that other community groups have been consulted in the development of the event proposal where applicable, and that a coordinated and cooperative approach has been adopted;
- (H) *Participation*  
Proponents must demonstrate how the event will contribute towards increased participation by the local community.

(7) Recognition of the City of Vincent

- (A) Successful applicants are required to display the City of Vincent's logo (supplied by the City's Public Relations section) on all promotional materials related to the event.
- (B) Successful applicants are required to acknowledge the City's financial assistance through the erection of signage at the site of the event with the following wording and logo displayed:



CITY OF VINCENT

**ANOTHER COMMUNITY EVENT SUPPORTED  
BY THE CITY OF VINCENT**

- (C) The City of Vincent will be acknowledged in any media coverage of the funded project.
- (D) Applicant's acknowledge that special conditions may apply to the City of Vincent's financial assistance addressing relevant elements of the City's Strategic Plan to complement the organisation's objectives.
- (E) Grantee's must invite an elected member from the City of Vincent to officially open any funded event.
- (F) Grantee's will acknowledge the City's financial assistance through public address announcements.

(8) Other Conditions

Organisations seeking funds through this program must be prepared to sign a Funding Agreement in the event that their application is successful. The applicant may also be required to meet with the City's officers prior to and after the application has been assessed.

The Funding Agreement will stipulate the following standard conditions for sponsorship which are not exhaustive:

- (A) The events must not promote smoking, alcohol, any use of illicit substances and/or adult "R" rated entertainment;
- (B) The sponsorship funds should be expended in keeping with ethical conduct and practices;
- (C) The City of Vincent must be acknowledged in associated publicity and promotional material with the City's Logo displayed appropriately;
- (D) Event organisers must liaise with relevant City officers before proceeding to use the City's Logo or material;
- (E) Upon completion of the sponsored event, a report outlining the outcomes of the event, publicity/promotion and how the sponsorship monies were expended must be submitted to the City no more than 30 (thirty) days after the event;
- (F) The event organisers must take out and hold current a policy of insurance for Public Liability for an amount of not less than \$10,000,000 (ten million dollars) for any one event. A copy of the current certificate is to be provided to the City at least 10 (ten) days before the commencement of the event; and
- (G) The event organisers must indemnify the City against any claims, damages, writs, summonses or other legal proceedings and any associated costs, expenses, losses or other liabilities as a result of loss of life, personal injury or damage to property arising from an occurrence in or connected with the sponsored event, regardless of the cause.

Successful organisations **without** an ABN must be prepared to sign a "Statement of Supply" Form in order to be funded.

Successful organisations with an ABN and are GST registered must be prepared to agree to issue a Tax Invoice to the City of Vincent and the conditions of its issue as stated below:

- *The organisation acknowledges that it is registered for GST when signing the funding agreement and will notify the City of Vincent if it ceases to be registered; and*
- *Successful organisations must be prepared to complete all required documents, such as the funding agreements within a set time schedule.*

For all grants, it is a requirement that a formal acquittal of funds, together with a report outlining the success of the project in meeting its objectives is provided. The acquittal of funds is to be submitted no later than three months after the event has been completed. For large grants, the City may require a formal audited financial statement.

Please note that payment of monies may take at least 3-4 weeks from the date of receiving the tax invoice.

### **(iii) APPLICATIONS WITH EXTENUATING CIRCUMSTANCES**

If an application for a donation for sponsorship does not meet the evaluation criteria but is assessed by the City's administration as a case warranting further consideration, it will be forwarded to Council for determination.

### **(iv) BENEFIT TO THE CITY AND EXCLUSIONS**

- (1) The City WILL NOT consider applications for donations or the waiving of fees and charges for:
  - Any profit making ventures for commercial entities;
  - Any activity, event or programme that contravenes Council's existing policies;
  - Any activity, event or programme held outside of the City and/or not specifically targeted for residents in the City of Vincent.
  - The bond associated with the use of City facilities (only the waiver of fees for an activity, event or function will be considered); and
  - Retrospective applications, including refunds.
- (2) Requests for donations presented to the City of Vincent outside any formal grant programme will be assessed against the following donation principles:

- (A) Requests from non resident individuals or organisations which do not directly serve or represent the community of the City of Vincent will be disregarded and automatically refused.
- (B) Requests from commercial organisations will not be considered unless they clearly relate to community or not-for-profit projects and/or events occurring in, and directly serving the community of the City of Vincent.

**(v) REPORTING PROCEDURES**

- (1) A record of each application determined by the Chief Executive Officer and its assessment against evaluation criteria shall be maintained as part of the City's Delegated Authority Register.
- (2) A report noting donations and waiving of fees and charges approved under delegated authority will be submitted to Council on a quarterly basis.
- (3) Applications determined by the City under this policy shall become part of the public record, via Council Minutes.

**(vi) FUNDING ACQUITTAL AND ACCOUNTABILITY REQUIREMENTS**

- (1) Any funding from the City of Vincent must be expended in the year in which it is offered;
- (2) Any funds not spent in the agreed time are to be returned to the City of Vincent;
- (3) Assistance is provided on a one-off basis with no commitment to future funding;
- (4) Applicants undertake in consideration of the financial assistance payment to carry out the proposed project in full;
- (5) Grantees are required to submit to the City an Acquittal Report, within three months of the project's completion, which includes:
  - A detailed project report;
  - A statement of income and expenditure showing how the funds are spent, along with invoices and receipts.

## **2. TIMEFRAME FOR APPLICATIONS**

- (i) Applications for donations (except for emergency assistance) must be submitted at least six weeks prior to the activity
- (ii) Applications for sponsorship (except for events) must be submitted at least six weeks prior to the activity.
- (iii) Applications for sponsorship of events must be submitted at least three months prior to the planned event taking place.
- (iv) Officers require at least six weeks notification in order to prepare an agenda item for Council determination.



**DONATIONS, SPONSORSHIPS AND WAIVING  
 OF FEES AND CHARGES  
 POLICY NO: 3.10.5**

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

Year	CPI	Page 1 Policy Statement "Definitions "	<b>Page 1 Policy Statement "Definitions " Rounding</b>	Page 3 Clause 1(i)(3)	<b>Page 3 Clause 1(i)(3) Rounding</b>	Page 3 Clause 1(i)(3) "Emergency Assistance"	<b>Page 3 Clause 1(i)(3) "Emergency Assistance" Rounding</b>	Page 4 Clause 1(i)(4) "Special Assistance Welfare (Adopted OMC 26/10/10)	<b>Page 4 Clause (1)(i)(4) "Special Assistance Welfare" (Adopted OMC 26/10/10)</b>	Page 4 Clause 1(ii)(2)	<b>Page 4 Clause 1(ii)(2) Roundin g</b>
July 2008		\$733		\$270		\$216		-	-	\$733	
July 2009	1.4%	\$743.26	<b>\$743</b>	\$273.78	<b>\$274</b>	\$219.02	<b>\$219</b>	-	-	\$743.26	<b>\$743</b>
July 2010	3.5%	\$769.27	<b>\$769</b>	\$283.36	<b>\$283</b>	\$226.68	<b>\$227</b>	\$5,000	<b>\$5,000</b>	\$769.27	<b>\$769</b>
July 2011	3.0%	\$792.35	<b>\$792</b>	\$291.86	<b>\$292</b>	\$233.48	<b>\$233</b>	\$5,150	<b>\$5,150</b>	\$792.35	<b>\$792</b>
July 2012	1.1%	\$801.07	<b>\$801</b>	\$295.07	<b>\$295</b>	\$236.05	<b>\$236</b>	\$5,206.65	<b>\$5,207</b>	\$801.07	<b>\$801</b>
July 2013	2.5%	\$821.10	<b>\$821</b>	\$302.45	<b>\$302</b>	\$241.95	<b>\$242</b>	\$5,336.82	<b>\$5,337</b>	\$821.10	<b>\$821</b>
July 2014	3.3%	\$848.20	<b>\$848</b>	\$312.13	<b>\$312</b>	\$249.93	<b>\$250</b>	\$5,512.93	<b>\$5,513</b>	\$848.20	<b>\$848</b>
July 2015	1.2%	\$858.38	<b>\$858</b>	\$316.18	<b>\$316</b>	\$252.93	<b>\$253</b>	\$5,579.09	<b>\$5,579</b>	\$858.38	<b>\$858</b>

CITY OF VINCENT POLICY MANUAL  
COMMUNITY SERVICES - COMMUNITY DEVELOPMENT  
POLICY NO: 3.10.5  
DONATIONS, SPONSORSHIP AND WAIVING OF FEES AND CHARGES

Year	CPI	Page 4 Clause 1(ii)(3) "Regional or State"	Page 4 Clause 1(ii)(3) "Regional or State" Rounding	Page 4 Clause 1(ii)(3) "National"	Page 4 Clause 1(ii)(3) "National" Rounding	Page 4 Clause 1(ii)(3) "International"	Page 4 Clause 1(ii)(3) "International" Rounding	Page 5 Clause 1(ii)(6) "Sponsorship of Events/ Programmes by the City of Vincent", second and third paragraphs (three times)	Page 5 Clause 1(ii)(6) "Sponsorship of Events/ Programmes by the City of Vincent", second and third paragraphs (three times) Rounding
July 2008		\$141		\$270		\$733		\$1,080	
July 2009	1.4%	\$142.97	<b>\$143</b>	\$273.78	<b>\$274</b>	\$743.26	<b>\$743</b>	\$1,095.12	<b>\$1,095</b>
July 2010	3.5%	\$147.97	<b>\$148</b>	\$283.36	<b>\$283</b>	\$769.27	<b>\$769</b>	\$1,133.45	<b>\$1,133</b>
July 2011	3.0%	\$152.41	<b>\$152</b>	\$291.86	<b>\$292</b>	\$792.35	<b>\$792</b>	\$1,167.45	<b>\$1,167</b>
July 2012	1.1%	\$154.09	<b>\$154</b>	\$295.07	<b>\$295</b>	\$801.07	<b>\$801</b>	\$1,180.29	<b>\$1,180</b>
July 2013	2.5%	\$157.94	<b>\$158</b>	\$302.45	<b>\$302</b>	\$821.10	<b>\$821</b>	\$1,209.80	<b>\$1,209</b>
July 2014	3.3%	\$163.15	<b>\$163</b>	\$312.14	<b>\$312</b>	\$848.20	<b>\$848</b>	\$1,249.72	<b>\$1,249</b>
July 2015	1.2%	\$165.11	<b>\$165</b>	\$316.18	<b>\$316</b>	\$858.38	<b>\$858</b>	\$1,264.72	<b>\$1,265</b>

**POLICY NO: 3.10.6****COMMUNITY AND WELFARE GRANTS****OBJECTIVES**

To provide financial assistance in a fair and equitable manner to eligible:

- community groups and organisations whose services directly benefit the City and its residents and whose objectives and activities focus on the long term community development for the City's community.
- eligible individuals who are disadvantaged due to social isolation, socio-economic status, race or disability.

**AIMS**

- Identify particular areas of need and foster the development of innovative solutions to meet these needs.
- Improve the quality of life of all residents in the City of Vincent, particularly those who are disadvantaged.
- Demonstrate a commitment to community development within the City of Vincent with recognition that community based services are best placed to provide many key services.
- Provide a range of welfare and support services that are relevant to the community.

**POLICY STATEMENT**

The City will consider providing financial assistance of up to **\$6,242** (Indexed by CPI on 1 July of each year – includes 2014 increase) on an annual basis to community groups and organisation to assist in the provision of services which benefit specific "target groups" in the community. Agencies and organisations may apply at any time in the financial year, however can only apply once in the financial year.

**(This policy will be read in conjunction with the City's Guidelines and Policy Procedures)**

<b>Date Adopted:</b>	<b>22 February 2000</b>
<b>Date Amended:</b>	<b>22 November 2005, 28 February 2012, 14 February 2014</b>
<b>Date Reviewed:</b>	<b>23 January 2007, 28 February 2012, 14 February 2014</b>
<b>Date of Next Review:</b>	<b>February 2018</b>

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## **POLICY GUIDELINES AND PROCEDURES FOR COMMUNITY AND WELFARE GRANTS POLICY NO. 3.10.6**

The City of Vincent has Community and Welfare Grants that are available to assist not-for-profit community groups and organisations providing community and welfare services and programs to City of Vincent residents.

### **WHAT ARE THE CITY OF VINCENT'S PRIORITIES**

- Services and programs which are primarily targeted to City of Vincent residents and where a significant number of the participants reside in the City.
- A range of services and programs that will improve the quality of life for seniors, young people, children, families and people who are disadvantaged due to social isolation, socio-economic status, race, sexual orientation, gender or disability.
- Services and programs that identify particular areas of need, as recognised by the City of Vincent, and demonstrate a well thought out approach to meeting these needs.
- Services and programs that are unique and not usually accessible to City of Vincent residents due to geographical, cost or other barriers.
- Services and programs that demonstrate a commitment to community development within the City of Vincent.

### **WHEN ARE THE GRANTS AVAILABLE?**

The grant programme is open all year and organisations can submit an application at anytime during the financial year. However, organisations can only apply once per financial year for funding.

### **HOW MUCH IS AVAILABLE?**

Up to **\$6,242** (Indexed by CPI on 1 July of each year – includes 2014 increase) is available. You may receive one grant in a financial year.

### **PROCESSING TIME**

It may take three to four months from the time you lodge your application to the time you are notified about the outcome of your application.

Applicants will receive notification by letter of receipt of application and estimated time for the processing of the application.

### **HOW TO MAKE AN APPLICATION FOR A COMMUNITY AND WELFARE GRANT**

After reading through the guidelines, you must complete the Community and Welfare Grants Application Form and send it to us with other material that supports your application.

## WHAT WE WILL FUND

- Advertising and promotion of a funded service or program.
- Hire of equipment or venues.
- Payment for the coordination of the funded program, workshop presenters and interpreters.
- Transport for clients and participants.
- The cost of providing emergency relief to clients, including financial assistance, food parcels and food vouchers.
- Toy library storage systems, toys and games.
- Catering for workshops or support groups.
- Minor works which improve access to a public building for people with disability, seniors or parents with prams. For example, portable ramps, hand rails or signage.

## WHAT WE WILL NOT FUND

- Groups and organisations that operate with the aim of making a profit.
- Groups and organisations that have not acquitted previous grants.
- Groups and organisations that have not met the conditions and requirements outlined in these guidelines.
- Groups and organisations that have received other significant funding from the City of Vincent.
- The total cost of any service or program.
- Purchase of capital items such as office equipment and furniture, white goods, computers and motor vehicles.
- Capital works, including the establishment of buildings or other structures.
- Entertainer's fees.
- Events such as a festivals, blue light discos, family fun days or expos.
- More than one service or program or service operated by your group within a financial year.
- Projects which involve the creation of community art works or gardens.
- Retrospective grants.

## OTHER QUESTIONS WE ASK

- Is it possible to carry out the service or program outlined in the application? We will take into consideration the budget and time frame you have set for the service or program.
- Are all the budget details included and correct and does the income match the expenditure?
- Are others going to be funding the service or program as well as the City of Vincent? The City will only provide a portion of the funds require for any service or program.
- Has the applicant acquitted all previous Community and Welfare Grants?
- Has the applicant publicly acknowledged all previous grants?

## HOW WE ASSESS YOUR APPLICATION FOR A GRANT

### Assessment steps:

1. Your application will be reviewed in accordance with the guidelines.
2. Recommendations will be made in the form of an agenda item for approval at a Council meeting. Council's decision on your application is final and appeals will not be considered. Grants will not be made retrospectively.
3. Following consideration of your application by Council, applicants will be informed of the outcome in writing.
4. If your application is successful, you will be required to provide the City of Vincent with a Tax Invoice for the amount of the grant plus any Goods and Services Tax (GST) payable.
5. Payment will be forwarded to you by cheque or Electronic Funds Transfer.
6. You will be required to complete a grant acquittal by a specified date.
7. Grants are to be assessed against the following criteria:
  - Benefit to City of Vincent residents – 50%
  - Financial viability of the project or program – 10%
  - Previous grants acquitted satisfactorily – 10%
  - Targets vulnerable and disadvantaged groups in the community – 10%
  - A unique service that meets the needs of the community – 10%
  - Demonstrated experience in delivering the service or program – 10%”.

## CONDITIONS AND REQUIREMENTS

### Making changes to your funded service or program

If you wish to change major aspects of the service or program you must first obtain approval from the City by writing a letter of explanation. The City will then decide whether the project still fits the aims of the grant.

### **Acknowledgement of the City's support**

You must acknowledge the City of Vincent's support of your service or program by doing the following:

- Displaying the City's Logo on all promotional material such as flyers and brochures related to the funded service or program.
- Acknowledging the City as a sponsor in your annual report.
- Acknowledging the City during a launch of the funded service or program.

### **Acquitting the grant**

If we give you a grant you will need to complete a Grant Acquittal Report and send it to us by a specified date.

In the report you will need to tell us how you spent the money, whether you provided the service or program you said you were going to and the outcomes for participants or clients.

Along with the Grant Acquittal report you will need to send us a financial statement signed by the Executive Officer or Chairperson of the organisation showing a true and accurate record of how the money was spent, and provide receipts or invoices for all expenditure related to the grant.

Copies of all brochures, fliers and other promotional material should also be included with the acquittal.

### **WHAT TO SEND WITH YOUR APPLICATION (Supporting documentation)**

You will need to include the following support material with your application:

- An audited financial statement for the previous financial year.
- The contact details of two referees who know about your service or program and can talk to others about how it will benefit City of Vincent residents.
- If your group or organisation is not incorporated a letter from an incorporated group which states that they will administer the money on your behalf must be provided in order to receive the grant.



CITY OF VINCENT POLICY MANUAL  
COMMUNITY SERVICES - COMMUNITY DEVELOPMENT  
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COMMUNITY AND WELFARE GRANTS

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### **FOR MORE INFORMATION**

For more information please contact the City of Vincent's Community Development Officer on 9273 6030.

**This document may be made available in Braille, large print, audio tape and on computer disc for people with specific requirements.**

**It can also be made available in a number of languages.**

**Please ring the Community Development Officer on 9273 6030  
if you would like any of these forms.**

**COMMUNITY AND WELFARE GRANTS  
 POLICY NO: 3.10.6**

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

Year	CPI	Page 1 – Policy Statement	Rounding	Page 2 – “Guidelines”	Rounding
July 2008		\$5,400		\$5,400	
July 2009	1.4%	\$5,475.60	<b>\$5,476</b>	\$5,475.60	<b>\$5,476</b>
July 2010	3.5%	\$5,667.25	<b>\$5,667</b>	\$5,667.25	<b>\$5,667</b>
July 2011	3.0%	\$5,837.27	<b>\$5,837</b>	\$5,837.27	<b>\$5,837</b>
July 2012	1.0%	\$5895.64	<b>\$5895</b>	\$5895.64	<b>\$5895</b>
July 2013	2.5%	\$6043.03	<b>\$6043</b>	\$6043.03	<b>\$6043</b>
July 2014	3.3%	\$6242.44	<b>\$6242</b>	\$6242.44	<b>\$6242</b>

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**POLICY NO: 3.10.8****FESTIVALS****OBJECTIVE**

To provide guidelines for Festivals in the City of Vincent to celebrate the vibrant communities as well as promote the economic and socio-cultural wellbeing of the community.

To provide guidelines for:

- application process;
- eligibility criteria;
- equitable allocation of funding and in kind support from the City; and
- obligations of the recipients receiving this support.

**POLICY STATEMENT****PURPOSE**

1. The City of Vincent recognises that festivals and events play an important role in fostering community wellbeing and creating local identity. As a result, the Council may support festivals and events through direct funding and/or provision of "in-kind" services, support and advice.
2. The City of Vincent may support festivals in the City in the circumstances where:
  - 2.1 economic, cultural and social benefits are provided for the community; and
  - 2.2 the assessment considerations as listed in these Policy Guidelines are met.
3. In recognition that festivals can play an important role in fostering community spirit and well being, as well as raising funds for community based organisations, the City will assess requests for support for a festival and determine the level of support to be provided as part of an annual programme.
4. The level of support will be determined based on:
  - the value to the Vincent community in terms of economic, cultural and social benefits;
  - the competition for support from other festivals;
  - the level of support for previous festivals in the location or organised by the same organisation; and
  - other demands on the City's annual budget

5. The City will support a festival by organising the festival, by providing direct financial support or by providing 'in-kind' support.
6. The City will only provide financial support to "not for profit" organisations and will not provide financial support for private money making ventures.
7. Support will only be provided for festivals held within the City.
8. The City will not support festivals that charge more than a token entry fee.
9. Any financial support which is provided must be acquitted, in accordance with the Policy Guidelines.
10. The Council will consider providing direct financial assistance and "in-kind" support through an annual program, subject to agreed criteria being addressed, as specified in this Policy and Guidelines.

**This Policy is to be read in conjunction with Policy No. 1.1.5 'Donations, Sponsorship and Waiving of Fees' and Policy No. 3.8.3 'Concerts and Events'.**

<b>Date Adopted:</b>	<b>30 August 2011</b>
<b>Date Amended:</b>	<b>11 March 2014</b>
<b>Date Reviewed:</b>	<b>11 March 2014</b>
<b>Date of Next Review:</b>	<b>February 2019</b>

## GUIDELINES AND POLICY PROCEDURES FOR FESTIVALS POLICY NO. 3.10.8

### DEFINITIONS

**“festival”** means an organised event that celebrates unique aspects of the community, providing a programme of cultural and social activities for patrons to enjoy. A festival event is an occasion for celebration and may provide community and economic benefits through celebration and a general atmosphere of fun.

For funding purposes, a festival can be categorised as follows:

**“small/local/community fair”** means an event organised for the community is aimed to meet the needs of a small community and/or specific locality and where the expected patronage is not expected to exceed 5,000 persons (e.g. an arts festival).

**“large street or regional festival”** means an organised event that is aimed to meet the needs of an Activity (Town) Centre, large street or where large attendances of more than 20,000 persons are expected from the City of Vincent and also the metropolitan area (e.g. Angove Street, William Street, Hyde Park Community Festival).

**“incorporated association”** means an association or group incorporated under the *Associations Incorporation Act 1987*.

**“non-profit organisation (also known as “not-for-profit” organisation)”** means an organisation, group or incorporated association which is not operated for the profit or gain of its individual member, but exists for charitable or educational purposes.

### 1. FESTIVALS

#### 1.1 Support for Festivals

- 1.1.1 Funding and support will only be provided for a festival held within the City of Vincent.
- 1.1.2 Funding assistance may only be provided to *“not-for-profit”* organisations that are incorporated and not be for the purpose of raising funds. Events that assist in raising funds for a direct community benefit however may be considered.
- 1.1.3 Funding will be subject to budget allocations being available in the respective financial year.
- 1.1.4 The City of Vincent will support festivals that demonstrate some form of community benefit. The benefits can be economic, cultural or social that has a positive impact on the community.
- 1.1.5 Festivals may be organised on a small scale such as small community fairs up to large scale street events.

## **1.2 City Organised Festivals**

As determined by the Council, the City's Administration may plan and organise festivals in each financial year according to the requirements of the community and willingness of local businesses to be involved and participate in the festivals. Active participation includes financial and/or "in-kind" contributions towards the festival by businesses in the location.

## **1.3 Externally Organised Festivals**

- 1.3.1 Requests for funding of festivals will initially be considered by the City's Community Development Section and an internal selection group prior to being reported to the Council.
- 1.3.2 An amount as determined by Council, may be available for a festival that is organised by an external organisation if it meets the requirements of the Guiding Principles and Criteria outlined in this Policy.
- 1.3.3 The City's Community Development Section will make a recommendation to the Council, where funding of greater than \$5,000 is requested.

## **2. ELIGIBILITY**

### **2.1 Eligible Items**

Funding may be provided for the following:

- 2.1.1 Traffic management.
- 2.1.2 Toilet Hire.
- 2.1.3 Staging and PA.
- 2.1.4 Performers.
- 2.1.5 Shade Structures.
- 2.1.6 Publicity and promotion.

### **2.2 Ineligible Items**

Funding will not be available for:

- 2.2.1 Festivals/projects that fall within the criteria of other grant programmes offered by the City (e.g. School events which are covered under Policy No. 3.10.5).
- 2.2.2 Festivals that commence before approvals are approved by the City.
- 2.2.3 Capital equipment purchases.
- 2.2.4 Ongoing/recurrent staff salaries.

2.2.5 Consultant/staff fees.

2.2.6 More than one request in any financial year.

2.2.7 Government agencies.

2.2.9 Profiteering activities.

### **2.3 “In-Kind” Support Provided by the City of Vincent**

The City may provide the following types of “in-kind” support without charge:

2.3.1 Hire of waste and recycle bins.

2.3.2 Assessment of applications for road closure permits (the costs of a Traffic Management Plan and installation of all bollards/signage/resources should be included in the grant application budget presented for consideration).

2.3.3 Provision of parks and reserves (however, any severe damage of parks and reserves due to the negligence of the organisers may result in payment for the repair of the damage and may also affect future grant payments).

2.3.4 Officer advice and assistance with information.

## **3. FESTIVAL ASSESSMENT**

### **3.1 The level of support provided for a festival will take the following into consideration;**

3.1.1 Demonstrated benefits to the Vincent community.

3.1.2 Demonstrated support from the Vincent community.

3.1.3 Organisation capacity to organise and/or a proven track record of experience, skills and knowledge of organising similar festivals.

3.1.4 External funding support from agencies such as Lotteries, Healthway, Department of Culture and the Arts and other sponsors.

3.1.5 The proposed festival will be accessible to the community and provide opportunities for increased participation.

3.1.6 The level of staffing and support required for the event.

3.1.7 Whether the City has provided funding to the festivals in previous years and if so, if the Festival has as a result attracted funding from other sources (for example, local businesses, corporate sponsorship) that may provide for future self sufficiency or decreased dependence on the City for funding to run.

### 3.2 Information required

Applications must provide:

- 3.2.1 details of the organisation applying for support, outlining their ability to hold the event.
- 3.2.2 details of the event, the date, location, and type of activities.
- 3.2.3 a festival budget, including festival fees and charges, together with the applicant's expectations.
- 3.2.4 provide details on the extent of other external funding and assistance being sought, including in-kind support.
- 3.2.5 Information on the financial/credit history of the applicant and any other relevant financial arrangements.
- 3.2.6 evidence that the required public liability insurance can be arranged for the festival.
- 3.2.7 a completed City of Vincent Event Application Form.

### 4. APPLICATION TIMEFRAME AND APPROVAL PROCESS

- 4.1 The City will advertise applications for forthcoming festivals at least six (6) months prior to the adoption of the Annual Budget, in accordance with the following:

#### Dates and Approval Process Action:

Dates	Action
January – February	Advertise for Festival Applications and send out information to interested persons/groups.
February	Formal Applications close off on the last Friday in February.
March	Applications reviewed by the City's Administration.
April	Recommendations presented to the Council for consideration and determination.
July	Budget adopted. Applicants notified in writing of the Council's decision.

- 4.2 The Council's financial support for a festival will be specified in the City's Budget, on an annual basis. As soon as is practicable after the adoption of the Annual Budget, the City's Administration will submit a report to the Council to determine the forthcoming Annual Festival Programme.
- 4.3 Prior to the Council determining its support for a Large or Regional festival, it shall take into consideration the recommendation of the City's Business Liaison and Economic Development Advisory Group when determining whether to support a festival and the extent of any funding/support.



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## 5. FUNDING AGREEMENT

- 5.1 Organisations seeking funds through this program must be prepared to sign a Funding Agreement in the event that their application is successful.
- 5.2 The Funding Agreement will stipulate the following standard conditions for sponsorship which include, but is not limited to;
  - 5.2.1 The festival will comply with the requirements as stipulated in the policy;
  - 5.2.2 The sponsorship funds should be expended in keeping with ethical conduct and practices;
  - 5.2.3 The City of Vincent must be acknowledged in associated publicity and promotional material with the City's Logo displayed appropriately;
  - 5.2.4 Festival organisers must liaise with relevant City Officers before proceeding to use the City's Logo or material;
  - 5.2.5 A City Officer shall be invited to attend regular meetings with the organisers as part of the festival planning and organisation process;
  - 5.2.6 Upon completion of the sponsored festival, a report outlining the outcomes of the festival, publicity/promotion and a full budget for the event must be submitted to the City no more than sixty (60) days after the festival;
  - 5.2.7 The festival organisers must obtain and hold current a policy of insurance for Public Liability for an amount of not less than \$10,000,000 (ten million dollars) for any one festival. A copy of the current certificate is to be provided to the City at least ten (10) working days before the commencement of the festival; and
  - 5.2.8 The festival organisers must indemnify the City against any claims, damages, writs, summonses or other legal proceedings and any associated costs, expenses, losses or other liabilities as a result of loss of life, personal injury or damage to property arising from an occurrence in or connected with the sponsored festival, regardless of the cause.

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## 6. CITY OF VINCENT RESPONSIBILITIES

On Council deciding to providing funding support to an externally organised festivals, the City of Vincent will undertake a cooperative approach with the Festival organisers, including:

- 6.1 Provide a comprehensive, user friendly checklist, which outlines ALL required City of Vincent approvals and times lines for operational matters, including:
  - noise;
  - food;
  - traffic management;
  - logistic management issues, as well as any other matters which may require Council consideration; and
- 6.2 Establish a Working Party with Festival organisers (if required), to ensure regular communication between the parties regarding the organisation of the Festival.

## 7. FUNDING ACQUITTAL, ACCOUNTABILITY REQUIREMENTS AND RECOGNITION OF THE CITY.

Acquittal of funds and recognition of the City will be required in the prescribed format as prescribed in **Policy 3.10.5 'Donations, Sponsorship and Waiving of Fees'**.

## 8. NON COMPLIANCE

- 8.1 Failure to comply with the items set out in this Policy and the Funding Agreement may result in Council enforced cancellation of the festival.
- 8.2 In addition, the funding agreement may be voided if the purpose of the festival alters significantly from the stated intention without prior approval from the City.

**POLICY NO: 4.1.21****ENVIRONMENTAL GRANTS AND AWARDS****OBJECTIVES**

The objectives of this Policy are as follows:

**1. Environmental Grants**

To establish a procedure whereby schools, community groups and non-profit organisations can apply to the City for an Environmental Grant to assist them in implementing an environmental project or initiative. Each Environmental Grant awarded will be up to a maximum amount of:

- 1.1 **\$2,000** for a school located within the City;
- 1.2 **\$2,000** for a community group or non-profit organisation.

**2. Environmental Awards:**

To establish a procedure whereby schools, community groups, non-profit organisations and individual members of the City of Vincent community, who have taken environmental action, may nominate for an Environmental Award.

Awards will be presented on an annual basis, and will consist of:

- 2.1 First (1<sup>st</sup>) prize of **\$500** and a feature article in City of Vincent's Quarterly Newsletter and a Media release;
- 2.2 Second (2<sup>nd</sup>) prize of **\$250**; and
- 2.3 Third (3<sup>rd</sup>) prize of **\$100**.

**3. Principles governing the Environmental Grants and Awards program**

To ensure that the awarding of Environmental Grants and Awards follows a process that includes:

- 3.1 Transparency and accountability to the community;
- 3.2 A standard procedure for all applicants to follow when applying for a grant;
- 3.3 An equitable assessment by the City of each grant application and award nomination received; and
- 3.4 An effective mechanism to report to the Council regarding the grants approved in any one financial year.

<b>Date Adopted:</b>	<b>12 June 2007 – Re adopted 11 October 2011</b>
<b>Date Amended:</b>	
<b>Date Reviewed:</b>	
<b>Date of Next Review:</b>	<b>October 2016</b>

## GUIDELINES AND PROCEDURES FOR ENVIRONMENTAL GRANTS AND AWARDS – POLICY NO. 4.1.21

### 1. Definitions

**“Applicant”** means a school, community group or non-profit organisation who applies to the City for a Grant.

**“Authorised Representative”** means a person who is authorised by the applicant to receive and disburse Grant funds.

**“Award”** means the 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> prize given to a school, community group, non-profit organisation or community member for the best overall environmental achievement as judged by City in the period of one financial year.

**“Grant”** is a financial contribution made by the City to a School, Community Group or Non for Profit Organisation for the sole purpose of enabling the applicant to deliver a specific project with mutually agreed outcomes and performance measures. A Grant must be fully financially acquitted to the City at the conclusion of the project.

**“Grant Panel”** means a panel comprised of the City of Vincent’s Director Technical Services, Manager Parks & Property Services, Project Officer – Environment, and Project Officer – Sustainability.

**“Nominee”** means a school, community group, non-profit organisation or community member based within the City of Vincent who wishes to be considered for an Award.

**“Project”** means an environmental project or initiative.

### 2. Environmental Grants

2.1 The number of grants available in each financial year will be subject to the funding allocated in the City’s Annual Budget.

2.2 Grants will be up to a maximum of \$2,000 each.

#### Grant eligibility

2.3 In order to be considered for a grant, the applicant must demonstrate the following:

2.3.1 That the applicant is a school, a community group, or a non-profit organisation;

2.3.2 That the applicant is located within the City of Vincent boundaries, or where the applicant is a community group or a non-profit organisation and is based outside of the City, that the project will have clear benefits for the City;

2.3.3 That the proposed project will raise community or school awareness, by involving the community or students in environmental activities;

2.3.4 That the proposed project will have a demonstrated outcome for at least one of the objectives of the City's *Sustainable Environment Strategy 2011-2016*, that is:

- Encourage, empower and support the City's community to live in an environmentally sustainable manner, including through:
  - Environmental education programs; or
  - Youth-based environmental activities.
- Contribute to a cleaner local and regional air environment by using and promoting alternative modes of transport to car use;
- Reduce and offset the use of non-renewable energy, and promote the same to the community;
- Use and promote the use of renewable energy sources;
- Ensure effective and efficient management of water;
- Protect and promote the quality of surface and groundwater resources within the City;
- Re-establish, conserve and enhance floral and faunal biodiversity, native vegetation, green spaces and green linkages within the City;
- Reduce the use of resources and production of waste within the City, including through the re-use and recycling of materials; or
- Reduce the use of toxic and hazardous materials within the City and facilitate the proper disposal of such materials; and

2.3.5 Commitment to acknowledging the City of Vincent in any promotional or publicity regarding the project.

#### Application for a Grant

2.4 The City will offer one (1) round of grants per financial year. Closing dates for the round will be advertised on the City's website, and by advertisement in a local newspaper.

2.5 Grant applications must:

- 2.5.1 Be submitted using the *Environmental Grant Application Form* attached to this Policy;
- 2.5.2 Be signed by an authorised representative of the applicant;
- 2.5.3 Be received by the closing date nominated by the City;
- 2.5.4 Address the eligibility criteria outlined in clause 2.3 above;
- 2.5.5 Outline the extent to which the applicant will provide complementary resources for the project (for example through volunteer labour or contributory funding), and demonstrate the applicant's ability to provide such resources in practice; and
- 2.5.6 Demonstrate the applicant's capacity to plan, implement and deliver outcomes from community-based environmental (or similar) activities.

#### Assessment of Grant applications

2.6 Grant applications will be independently assessed by each member of the Grant Panel.

2.7 The Chief Executive Officer will determine the grants to be awarded for the financial year, on recommendation from the Grant Panel.

- 2.8 Grant applications will be assessed against the following criteria, in accordance with the Assessment pro forma attached to this Policy:
- 2.8.1 The extent to which the proposed project will achieve an objective (or multiple objectives) of the *Sustainable Environment Strategy 2011-2016*;
  - 2.8.2 Whether there is a clear explanation of how the proposed project will deliver its intended outcomes;
  - 2.8.3 Whether the proposed project is feasible and can be successfully implemented, on time; and
  - 2.8.4 Whether there is a clear benefit from the proposed project, and whether the proposed project will provide benefit to the wider City of Vincent community.
- 2.9 Successful applicants will be notified by mail and invited to attend a Council meeting, at which the grant will be presented. In addition, the City will include a notice announcing the grant recipients in a local newspaper, and will include the names of the grant recipients and a summary of their proposed projects on the City's website.
- 2.10 The City will approve a maximum of one (1) grant per applicant in any one (1) financial year.

#### Ineligible projects

- 2.11 The City will not approve a grant application that seeks funding for any of the following:
- 2.11.1 Major capital equipment purchases;
  - 2.11.2 Ongoing or recurring recurrent staff salaries or costs;
  - 2.11.3 New building projects or capital works;
  - 2.11.4 Facility maintenance projects or payment of rent;
  - 2.11.5 Deficit funding;
  - 2.11.6 Fundraising activities.
- 2.12 In addition, the City will not approve a grant application where:
- 2.12.1 More appropriate alternative sources of funding are available, including where the proposed project falls within the ambit of another grant program offered by the City; or
  - 2.12.2 The project commences prior to the grant application being considered by the City.

#### Grant Conditions and Acquittal Requirements

- 2.13 Grants awarded by the City will be subject to the following conditions, which will be included in a Letter of Agreement to be signed by the Authorised Representative:
- 2.13.1 The grant recipient shall be required to expend all of the grant funds within twelve (12) months from the date the Grant is awarded. The City may require the grant recipient to refund to the City any grant funds not expended within this time;

- 2.13.2 The grant recipient shall undertake to use the grant funds to carry out the proposed project, in accordance with the details in the grant application, to the satisfaction of the City's Chief Executive Officer or nominated representative;
- 2.13.3 No later than twelve (12) months after the awarding of the grant, the grant recipient shall submit to the City a formal acquittal report, which shall include:
- An expenditure statement showing how the grant funds were spent; and
  - A written summary of the project outlining the success of the project in achieving the intended outcomes;
- 2.13.4 The grant recipient acknowledges that after receiving the acquittal report, the Project Officer – Environment will undertake a site visit to ensure the grant funds have been expended in accordance with details as outlined in the approved grant application;
- 2.13.5 The grant recipient shall acknowledge the City in any publicity associated with the project and any promotional material will display the City's logo;
- 2.13.6 The grant recipient shall agree to indemnify the City against any claims, damages, writs, summonses or other legal proceedings and any associated costs, expenses, losses or other liabilities as a result of loss of life, personal injury or damage to property arising from an occurrence in or connected with the sponsored project/initiative regardless of the cause; and
- 2.13.7 Grants are provided on a one-off basis with no commitment by the City to any future funding;

#### Additional funding

- 2.14 Subject to the availability of funding, a grant recipient may apply for additional funding of up to \$500 per approved project.
- 2.15 The provision of additional funding will only be considered where the grant recipient can demonstrate that unforeseen circumstances and costs have resulted in them not being able to complete the project with the original budget amount. The grant recipient must provide a detailed submission outlining the reasons why the additional funding is required.
- 2.16 Requests for additional funding will be determined by the Chief Executive Officer, on recommendation from the Grant Panel.

#### City of Vincent reporting procedures

- 2.17 The City will keep a record of all grant applications received, and their assessment against the assessment criteria (referred to in clause 2.8). The determination by the Chief Executive Officer of the successful applications and their assessment shall be recorded in the Delegated Authority Register.
- 2.18 The Chief Executive Officer shall provide an annual progress report to the Council, outlining the Grants approved for the previous financial year and the outcomes of the grant projects.

### 3. Environmental Awards

- 3.1 The City will offer one (1) round of awards per financial year. The closing date for award nominations will be advertised on the City's website, and by notice in a local newspaper.
- 3.2 Awards for best overall environmental achievement will be presented on an annual basis, and will consist of:
  - 3.2.1 First (1<sup>st</sup>) prize of **\$500** and a feature article in City of Vincent's Quarterly Newsletter and a Media release;
  - 3.2.3 Second (2<sup>nd</sup>) prize of **\$250**; and
  - 3.2.4 Third (3<sup>rd</sup>) prize of **\$100**.
- 3.3 In addition to the cash prize, the City of Vincent will present all award winners with an award certificate.
- 3.4 Award winners will be notified by mail, invited to attend a Council meeting where the award will be presented, their names/organisation will listed on the City's website and a notice will be placed in a local newspaper.
- 3.5 Nominees shall be required to submit a completed *Application for Environmental Awards* form to the City before the closing date to be considered for an award in any one financial year.
- 3.6 Award nominations will be assessed by the Grant Panel. Award winners will be determined by the Chief Executive Officer, on recommendation from the Grant Panel.
- 3.7 Award nominations will be assessed on the basis of:
  - 3.7.1 The extent to which the nomination demonstrates that the nominee has achieved outcomes for at least one of the objectives of the City's *Sustainable Environment Strategy 2011-2016* (refer to clause 2.3.4 above); and
  - 3.7.2 The extent to which the nomination demonstrates that the nominee's actions have provided clear benefit, including to the wider City of Vincent community.
- 3.8 Activities that commenced more than 12 months before the closing date for award nominations will be ineligible for an award.



### ASSESSMENT PROCESS

As outlined in clause 2.8 of the Policy, grant applications are assessed against four criteria. Assessment will be undertaken as follows:

	Criteria	Description	Score	Total
1.	<b>The extent to which the proposed project will achieve an objective (or multiple objectives) of the <i>Sustainable Environment Strategy 2011-2016</i></b>	<p>The project will not achieve any of the objectives</p> <p>The project will go some way to achieving one of the objectives</p> <p>The project will go some way to achieving more than one objective</p> <p>The project will fully achieve one or more objectives</p>	<p><b>0</b></p> <p><b>2-4</b></p> <p><b>5-7</b></p> <p><b>8-10</b></p>	<b>/10</b>
2.	<b>Whether there is a clear explanation of how the proposed project will deliver its intended outcomes</b>	<p>There is no indication as to how the project will deliver its intended outcomes</p> <p>There is minimal explanation as to how the project will deliver its intended outcomes</p> <p>There is some explanation as to how the project will deliver its intended outcomes</p> <p>There is a clear explanation of how the project will deliver its intended outcomes</p>	<p><b>0</b></p> <p><b>2-4</b></p> <p><b>5-7</b></p> <p><b>8-10</b></p>	<b>/10</b>
3.	<b>Whether the project is feasible and can be successfully implemented on time</b>	<p>It is unlikely that the project will be able to be successfully completed on time</p> <p>There are some concerns that the project might not be successfully completed on time</p> <p>It is likely that the project will be able to be successfully completed on time</p> <p>It is very likely that the project will be able to be successfully completed on time</p>	<p><b>0</b></p> <p><b>2-4</b></p> <p><b>5-7</b></p> <p><b>8-10</b></p>	<b>/10</b>
4.	<b>Whether there is a clear benefit from the proposed project and whether the proposed project will provide benefit to the wider City of Vincent community</b>	<p>The project will only benefit the applicant</p> <p>The project will provide some benefit to some specific members of the City of Vincent community</p> <p>The project will provide significant benefit to some specific members, or some benefit to a large portion, of the City of Vincent community</p> <p>The project will provide significant benefit to a large portion of the City of Vincent community</p>	<p><b>0</b></p> <p><b>2-4</b></p> <p><b>5-7</b></p> <p><b>8-10</b></p>	<b>/10</b>

**Note:** Only projects that score 20 points or better will be considered for funding.

## Attachment 1 – Public Open Space Inventory

Location	Size (ha)	Function	Playground	Parking	Park Benches	BBQ	Recreational Lighting	Toilets	Universally Accessible Toilets	Power	Pavilion	Drinking Fountains	Paths	Picnic Tables	Water Play	Walking Trails	1/2 Basketball Court	Sports Floodlights	Centre Cricket Wickets	Cricket Practice Nets	Dog Exercise Area	Sportsground	Wedding Location	Tennis Courts	Exercise Equipment	Memorial	Tennis Hit Up Wall	Bowling Greens
Anzac Road Reserve	0.077881	Recreation Spaces	✓	✓	✓		✓					✓																
Aranmore Catholic College	0.31751	School	✓	✓	✓		✓					✓	✓															
Axford Park	0.262554	Recreation Spaces	✓	✓	✓							✓	✓															
Banks Reserve	5.9496	Recreation Spaces		✓	✓		✓																					
Beatty Park Reserve	2.4149	Sport Spaces	✓	✓	✓	✓		✓	✓			✓		✓		✓	✓			✓	✓			✓	✓			
Birdwood Square	1.931257	Sport Spaces		✓	✓		✓					✓	✓											✓				
Blackford Street Reserve	0.158613	Recreation Spaces	✓	✓	✓		✓					✓																
Braithwaite Park	1.079201	Nature Spaces	✓		✓																							
Brentham Street Reserve	3.022692	Recreation Spaces			✓		✓						✓															
Brigatti Gardens	0.579617	Recreation Spaces	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓						✓	✓	✓	✓	✓			✓			
Britannia Road Reserve	19.261485	Sport Spaces		✓	✓		✓	✓		✓		✓	✓												✓			
Charles Veryard Reserve	6.233727	Sport Spaces	✓	✓	✓		✓					✓	✓								✓							
Cowl Street Reserve	0.029343	Recreation Spaces																										
Dorien Gardens	2.741619	Sport Spaces		✓				✓										✓				✓						
Edinboro Street Reserve	0.418403	Recreation Spaces	✓	✓	✓		✓					✓	✓															
Ellesmere Street Reserve	0.527736	Recreation Spaces		✓	✓		✓						✓															
Forrest Park	5.223583	Sport Spaces	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓						✓		✓	✓			✓			
Gladstone Street Reserve	0.283735	Recreation Spaces	✓	✓	✓	✓	✓	✓				✓	✓		✓													
Highgate Primary School	0.3534	School	✓	✓								✓																
Hobart/Auckland Street Reserve	0.20285	Recreation Spaces	✓																									
Hyde Park	15.399064	Recreation Spaces	✓	✓	✓	✓	✓	✓	✓		✓	✓					✓	✓	✓	✓	✓	✓			✓			

Location	Size (ha)	Function	Playground	Parking	Park Benches	BBQ	Recreational Lighting	Toilets	Universally Accessible Toilets	Power	Pavilion	Drinking Fountains	Paths	Picnic Tables	Water Play	Walking Trails	1/2 Basketball Court	Sports Floodlights	Centre Cricket Wickets	Cricket Practice Nets	Dog Exercise Area	Sportsground	Wedding Location	Tennis Courts	Exercise Equipment	Memorial	Tennis Hit Up Wall	Bowling Greens
Hyde Street Reserve	0.060938	Recreation Spaces	✓											✓	✓													
Ivy Park	0.171254	Recreation Spaces	✓		✓																							
Jack Marks Reserve	0.675129	Recreation Spaces		✓				✓		✓	✓							✓				✓						
Keith Frame Reserve	0.65563	Recreation Spaces		✓	✓	✓	✓					✓									✓							
Kyilla Park	1.268296	Recreation Spaces	✓	✓	✓		✓			✓	✓	✓	✓					✓	✓		✓	✓			✓			
Kyilla Primary School	0.36816	School		✓	✓	✓	✓						✓															
Leake/Alma Road Reserve	0.21013	Recreation Spaces	✓	✓	✓							✓									✓							
Leederville Oval	4.660124	Sport Spaces		✓	✓							✓	✓															
Leederville Tennis Club	1.19408	Sport Spaces	✓	✓	✓	✓	✓					✓	✓															
Les Lilleyman Reserve	3.556697	Sport Spaces	✓	✓	✓		✓	✓			✓	✓	✓					✓				✓			✓			
Loton Park	2.715625	Recreation Spaces		✓	✓		✓	✓																				
Mary Street Piazza	0.0192	Recreation Spaces		✓	✓																							
Matlock Street Reserve	0.049087	Recreation Spaces	✓	✓	✓	✓	✓	✓				✓	✓															
Menzies Park	2.344077	Sport Spaces	✓	✓	✓		✓					✓	✓															
Mick Michael Reserve	0.206825	Recreation Spaces	✓	✓	✓		✓																					
Monmouth Street Reserve	0.050006	Recreation Spaces		✓	✓	✓	✓					✓																
Mount Hawthorn Primary School	0.7496	School	✓	✓	✓		✓					✓	✓															
Multicultural Gardens	0.052845	Recreation Spaces		✓	✓		✓	✓					✓					✓				✓						
North Perth Primary School	0.9552	School	✓	✓	✓	✓	✓						✓									✓						
Norwood Park	0.382274	Recreation Spaces	✓	✓	✓		✓					✓	✓															
Oxford Street Reserve	0.204408	Recreation Spaces	✓	✓	✓		✓						✓															
Redfern/Norham Reserve	0.038159	Recreation Spaces	✓	✓	✓	✓	✓					✓	✓															
Richmond Street Reserve	0.172391	Recreation Spaces	✓	✓	✓	✓	✓	✓		✓		✓	✓															

Location	Size (ha)	Function	Playground	Parking	Park Benches	BBQ	Recreational Lighting	Toilets	Universally Accessible Toilets	Power	Pavilion	Drinking Fountains	Paths	Picnic Tables	Water Play	Walking Trails	1/2 Basketball Court	Sports Floodlights	Centre Cricket Wickets	Cricket Practice Nets	Dog Exercise Area	Sportground	Wedding Location	Tennis Courts	Exercise Equipment	Memorial	Tennis Hit Up Wall	Bowling Greens
Robertson Park	5.930256	Recreation Spaces	✓	✓	✓	✓	✓					✓	✓	✓														
Sacred Heart Primary School	0.173	School		✓				✓		✓	✓							✓				✓						
Scarborough Beach and Anzac Road Reserve	0.090906	Recreation Spaces	✓	✓	✓	✓		✓			✓	✓	✓					✓			✓	✓			✓			
Shakespeare Street Reserve	0.101543	Recreation Spaces	✓	✓	✓		✓					✓																
Smiths Lake Reserve	2.748097	Nature Spaces	✓	✓	✓	✓	✓					✓					✓			✓						✓		
Stuart Street Reserve	0.496928	Recreation Spaces	✓	✓	✓	✓	✓					✓	✓	✓							✓		✓					
Tu Do Park	0.11213	Recreation Spaces	✓	✓	✓	✓	✓	✓	✓	✓							✓											
Venables Park	0.221285	Recreation Spaces		✓	✓																							
Weld Square	1.0171	Recreation Spaces		✓	✓	✓	✓	✓		✓		✓	✓	✓		✓	✓											
Woodville Reserve	2.869226	Sport Spaces	✓	✓	✓	✓	✓	✓				✓	✓				✓		✓	✓	✓	✓			✓			

## Attachment 2 – POS by Classification

Location	Park Address	Suburb	Primary Function	Primary Purpose	Size (ha)
<b><u>Regional Open Space</u></b>					
<b>Britannia Road Reserve</b>	41 Britannia Road	Leederville	Sport Spaces	Sportsground	19.2615
<b><u>District Open Space</u></b>					
<b>Loton Park</b>	310 Pier Street	East Perth	Sport Spaces	Sportsground	2.6946
<b>Charles Veryard Reserve</b>	55 Albert Street	North Perth	Sport Spaces	Sportsground	6.2337
<b>Robertson Park</b>	176 Fitzgerald Street	Perth	Sport Spaces	Sportsground	5.9303
<b>Forrest Park</b>	66 Harold Street	Mount Lawley	Sport Spaces	Sportsground	5.2236
<b>Leederville Oval</b>	246 Vincent Street	Leederville	Sport Spaces	Sportsground	4.6601
<b>Woodville Reserve</b>	10 Farmer Street	North Perth	Sport Spaces	Sportsground	3.1245
<b>Dorien Gardens</b>	3 Lawley Street	West Perth	Sport Spaces	Sportsground	2.7416
<b>Leederville Tennis Club</b>	150 Richmond Street	Leederville	Sport Spaces	Sportsground	1.1941
<b><u>Neighbourhood Open Space</u></b>					
<b>Hyde Park</b>	505 William Street	Perth	Recreation Spaces	Passive Activities	15.3991
<b>Banks Reserve</b>	60 Joel Terrace	East Perth/Mt Lawley	Recreation Spaces	Passive Activities	5.9496
<b>Les Lilleyman Reserve</b>	34 Gill Street	North Perth	Sport Spaces	Passive Activities	3.5567
<b>Brentham Street Reserve</b>	Brentham Street	Leederville	Recreation Spaces	Passive Activities	3.0227
<b>Smiths Lake Reserve</b>	Corner Bourke and Kayle Streets	North Perth	Nature Spaces	Passive Activities	2.7481
<b>Menzies Park</b>	95-117 Egina Street	Mount Hawthorn	Sport Spaces	Sportsground	2.3441
<b>Beatty Park Reserve</b>	220 Vincent Street	North Perth	Sport Spaces	Sportsground	2.4149
<b>Birdwood Square</b>	301 Beaufort Street	Perth	Sport Spaces	Sportsground	1.9313
<b>Kyilla Park</b>	Corner Clieveden and Selkirk Streets	North Perth	Recreation Spaces	Passive Activities	1.2683
<b>Braithwaite Park</b>	197 Scarborough Beach Road	Mount Hawthorn	Nature Spaces	Passive Activities	1.0792
<b>Weld Square</b>	180 Beaufort Street	Perth	Recreation Spaces	Passive Activities	1.0171
<b><u>Local Open Space</u></b>					
<b>Mary Street Piazza</b>	Mary Street	Highgate	Recreation Spaces	Passive Activities	0.0192
<b>Jack Marks Reserve</b>	4 Broome Street	Highgate	Recreation Spaces	Dog Walkers	0.6751
<b>Keith Frame Reserve</b>	99 Loftus Street	Leederville	Recreation Spaces	Passive Activities	0.6556
<b>Brigatti Gardens</b>	67 Wright Street	Highgate	Recreation Spaces	Passive Activities	0.5796

<b>Ellesmere Street Reserve</b>	6-8 Ellesmere Street	North Perth	Recreation Spaces	Passive Activities	0.5277
<b>Stuart Street Reserve</b>	1 Stuart Street	Perth	Recreation Spaces	Passive Activities	0.4969
<b>Edinboro Street Reserve</b>	32 - 36 Edinboro Street	Mount Hawthorn	Recreation Spaces	Passive Activities	0.4184
<b>Norwood Park</b>	corner Summers Street & West Parade	Mount Lawley	Recreation Spaces	Passive Activities	0.3823
<b>Gladstone Street Reserve</b>	Gladstone Street	Perth	Recreation Spaces	Passive Activities	0.2837
<b>Axford Park</b>	130 Scarborough Beach Road	Mount Hawthorn	Recreation Spaces	Town Centre	0.2626
<b>Venables Park</b>	81 - 89 Loftus Street	Leederville	Recreation Spaces	Passive Activities	0.2213
<b>Leake/Alma Road Reserve</b>	corner Leake Street & Alma Road	North Perth	Recreation Spaces	Passive Activities	0.2101
<b>Mick Michael Reserve</b>	413 Bulwer Street	West Perth	Recreation Spaces	Passive Activities	0.2068
<b>Oxford Street Reserve</b>	100 Oxford Street	Leederville	Recreation Spaces	Town Centre	0.2044
<b>Hobart/Auckland Street Reserve</b>	40 - 42 Hobart Street	Mount Hawthorn	Recreation Spaces	Passive Activities	0.2028
<b>Richmond Street Reserve</b>	149 Richmond Street	Leederville	Recreation Spaces	Passive Activities	0.1724
<b>Ivy Park</b>	137 Charles Street	West Perth	Recreation Spaces	Passive Activities	0.1713
<b>Blackford Street Reserve</b>	232 - 236 Scarborough Beach Road	Mount Hawthorn	Recreation Spaces	Passive Activities	0.1586
<b>Tu Do Park</b>	Wade Street	Perth	Recreation Spaces	Passive Activities	0.1121
<b>Shakespeare Street Reserve</b>	Shakespeare Street	Mount Hawthorn	Recreation Spaces	Passive Activities	0.1015
<b>Scarborough Beach and Anzac Road Reserve</b>	53 Scarborough Beach Road	North Perth	Recreation Spaces	Passive Activities	0.0909
<b>Anzac Road Reserve</b>	39 Lynton Street	Mount Hawthorn	Recreation Spaces	Passive Activities	0.0779
<b>Hyde Street Reserve</b>	53 Forrest Street	Mount Lawley	Recreation Spaces	Passive Activities	0.0609
<b>Multicultural Gardens</b>	26 View Street	North Perth	Recreation Spaces	Passive Activities	0.0528
<b>Monmouth Street Reserve</b>	10 Monmouth Street	Mount Lawley	Recreation Spaces	Passive Activities	0.0500
<b>Matlock Street Reserve</b>	39 - 41 Ellesmere Street	Mount Hawthorn	Recreation Spaces	Passive Activities	0.0491
<b>Redfern/Norham Reserve</b>	25 Redfren Street	North Perth	Recreation Spaces	Passive Activities	0.0382
<b>Cowl Street Reserve</b>	150 Charles Street	West Perth	Recreation Spaces	Passive Activities	0.0293
<b><u>School Sites</u></b>					
<b>North Perth Primary School</b>	5 Albert Street	North Perth	School	Education	0.9552
<b>Mount Hawthorn Primary School</b>	1 Kilarney Street	Mount Hawthorn	School	Education	0.7496
<b>Aranmore Catholic College</b>	41 Franklin Street	Leederville	School	Education	0.3175
<b>Kyilla Primary School</b>	4 Selkirk Street	North Perth	School	Education	0.3682
<b>Highgate Primary School</b>	147 Lincoln Street	Perth	School	Education	0.3534
<b>Sacred Heart Primary School</b>	40 Mary Street	Highgate	School	Education	0.1730

## Attachment 3 - Department of Sport and Recreation Public Open Space Classification Framework

**1. Open Space Functions**

Recreation Spaces	
<b>Purpose</b>	Recreation spaces provide a setting for informal play and physical activity, relaxation and social interaction
<b>Description</b>	<p>Recreation spaces enhance physical and mental health through activities that provide relaxation, amusement or stimulation.</p> <p>Recreation spaces can be accessed by all to play, socialise, exercise, celebrate or participate in other activities that provide personal satisfaction or intrinsic reward.</p> <p>Recreation spaces include gardens and open parklands, community gardens, corridor links, amenity spaces, community use facilities, civic commons or squares</p>
Sport spaces	
<b>Purpose</b>	Sport spaces provide a setting for formal structured sporting activities.
<b>Description</b>	<p>Sport spaces provide a venue for formal structured sporting activities such as team competitions, physical skill development and training.</p> <p>Sport spaces are designed to accommodate playing surface, buffer zones and infrastructure requirements of specific or general sporting activity.</p> <p>Players and spectators attend with the express purpose of engaging in organised sporting activity, training or competition or watching the game.</p> <p>Most sport spaces can also be accessed by community members for informal sport and recreation.</p>
Nature Spaces	
<b>Purpose</b>	Nature spaces provide a setting where people can enjoy nearby nature and protect local biodiversity and natural area values.
<b>Description</b>	<p>Nature spaces provide opportunity for low-impact recreational activities, such as walking, cycling, picnicking, playing, watching or exploring natural features.</p> <p>Nature spaces may include bushland, coastal areas, wetlands and riparian habitats, and geological and natural features. Sites are managed to enable recreational access while protecting local ecological and biodiversity values.</p>

**2. Catchment Hierarchy**

<b>Local</b>	
Purpose and function	<p>Local open space (LOS) is usually small parklands that service the recreation needs of the immediate residential population.</p> <p>LOS is primarily used for recreation and may include small areas of nature space.</p> <p>LOS is unlikely to be used for any formal or informal sport.</p>
Access	Within 400 metres or 5 minute walk.
Typical size	0.4ha to 1ha**
Location and design	<p>LOS should:</p> <ul style="list-style-type: none"> <li>• Be located within a 5 minute walk from surrounding residences</li> <li>• Include accessible, safe pedestrian and cycling connections</li> <li>• Form part of an overall pedestrian and cycling network to connect key destination points</li> <li>• Support good passive surveillance</li> <li>• Be responsive to natural site features</li> <li>• Build on sense of place</li> <li>• Assist to preserve local biodiversity and natural area values.</li> </ul>
Activities	<p>LOS activities may include:</p> <ul style="list-style-type: none"> <li>• Children's play, dog walking, picnics, friends and family gatherings</li> <li>• Relaxation and rest spots</li> <li>• Casual team activities</li> <li>• Walking, running or cycling.</li> </ul>
<p><b>** Small open spaces can provide numerous community benefits, particularly within an inner urban context. The inclusion of small parks (less than 0.4ha) in greenfield residential developments is not generally considered optimal unless purposeful function can be demonstrated.</b></p>	
<b>Neighbourhood Open Space</b>	
Purpose and function	<p>Neighbourhood open space (NOS) serves as the recreational and social focus of a community. Residents are attracted by the variety of features and facilities and opportunities to socialise.</p> <p>NOS can assist to engender sense of place and protect specific conservation values through retention of nature spaces.</p> <p>NOS may be used for junior sport or sports training if appropriate space is available.</p>
Access	Within 800 metres or 10 minute walk
Typical Size	1ha to 5ha
Location and design	<p>NOS should:</p> <ul style="list-style-type: none"> <li>• Be central to surrounding neighbourhoods</li> <li>• Include accessible, safe pedestrian and cycling connections</li> <li>• Form part of an overall pedestrian and cycling network to connect key destination points</li> <li>• Support good passive surveillance</li> <li>• Be responsive to natural site features</li> <li>• Build on sense of place</li> <li>• Assist to preserve local biodiversity and natural area values.</li> </ul> <p>NOS may also:</p> <ul style="list-style-type: none"> <li>• Be colocated with schools to create a community hub</li> <li>• Be large enough to enable different activities and uses to occur simultaneously.</li> </ul>
Activities	<p>NOS may include a combination of open parkland and bushland with activity spaces for casual play.</p> <p>NOS may include sport facilities, depending on ability to accommodate desirable field dimensions and necessary supporting amenity.</p>



District Open Space	
Purpose and function	District open space (DOS) is principally designed to provide for organised formal sport. DOS will very likely include substantial recreation space and some nature space. DOS design and function should consider biodiversity principles and environmental management goals. DOS serves several neighbourhoods with players and visitors travelling from surrounding districts.
Access	Within 2 kilometre or 5 minute drive. In regional WA, DOS may provide sporting facilities for the wider district and surrounding communities.
Typical Size	5ha to 15+ha
Location and design	DOS should: <ul style="list-style-type: none"> <li>• Be located central to the catchment to maximise accessibility</li> <li>• Accommodate the recommended dimensions and supporting amenity for formal sport and recreation</li> <li>• Be located on district distributor roads with good passive surveillance</li> <li>• Be serviced by public transport networks</li> <li>• Include accessible, safe pedestrian and cycling connectors.</li> </ul> DOS may also: <ul style="list-style-type: none"> <li>• Be collocated with a school or other community facilities to create a community hub</li> <li>• Provide a significant visual break in the urban environment, particularly along major thoroughfares</li> <li>• Assist to preserve local biodiversity and natural area values.</li> </ul>
Activities	DOS may: <ul style="list-style-type: none"> <li>• Consist of sufficient space to accommodate a variety of concurrent uses, including organised sports, children's play, picnicking, exercising the dog, social gatherings and individual activities.</li> <li>• Include a combination of bushland, open parkland for casual play and space for organised sport.</li> <li>• Accommodate multiple user groups, clubs and associations.</li> </ul>
Regional Open Space	
Purpose and function	Regional open space (ROS) may accommodate important recreation and organised sport spaces as well as significant conservation and/or environmental features. ROS may provide substantial facilities for organised sport, play, social interaction, relaxation and enjoyment of nature. ROS can assist to protect biodiversity conservation and environmental values through retention of bushland, wetlands and other natural features.
Access	ROS serves one or more geographical or social regions and is likely to attract visitors from outside any one local government area. Users not living within close proximity will use either private vehicles or public transport systems.
Typical Size	Size is variable and dependant on function. When sporting space is identified as a necessary regional function, allocations for playing fields and sports facilities should be 20+ha in area.
Location and design	ROS is allocated outside the structure planning process by the WA Planning Commission in consultation with local government. <ul style="list-style-type: none"> <li>• Location of ROS is usually determined by resource availability and opportunities to utilise and/or protect the space.</li> <li>• ROS should be well—connected to major road and public transport networks.</li> <li>• Sport spaces allocated within ROS must have the capacity to accommodate required field dimensions for both junior and adult sporting competition and appropriate supporting amenity.</li> <li>• ROS should accommodate biodiversity principles and environmental management goals where possible.</li> </ul>
Activities	ROS should be large enough to accommodate various concurrent uses, including organised sports, children's play, picnicking, bush walking, and protection of natural features.



## INFORMATION BULLETIN



CITY OF VINCENT

<b>Title:</b>	<b>Litis Stadium Master Plan Update No. 2</b>
<b>Directorate:</b>	<b>Community Engagement</b>
<p><b>Purpose of Report:</b></p> <p>To provide Council with a monthly progress report based upon key project milestones on the Litis Stadium Master Plan being undertaken by Floreat Athena Football Club (FAFC).</p> <p>The current lease for Floreat Athena Football Club at Litis Stadium expired on 31 December 2016. As such, Administration presented a report to the OMC on 13 December 2016 recommending that FAFC be granted a short-term (12 month) lease from 1 January 2017.</p> <p>A subsequent Notice of Motion was presented (and endorsed) at the Ordinary Meeting of Council held on 7 March 2017 reaffirming Council's position as follows:</p> <p><i>"That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. REAFFIRMS its resolution from the Ordinary Meeting of Council held on 13 December 2016 which noted that the Club is preparing a Master Plan entirely at its own cost for Litis Stadium in support of its request for longer-term lease over the premises;</i></li> <li><i>2. REAFFIRMS that the Club only has and will only have a lease over Litis Stadium and therefore permission to occupy the premises up to 31 December 2017 and no later until or unless Council decides otherwise;</i></li> <li><i>3. REAFFIRMS that the Club's preparation of a Master Plan for Litis Stadium will in no way be deemed a warranty or representation that the Council will grant a future lease or allow the Club to remain in occupation of the leased premises beyond 31 December 2017;</i></li> <li><i>4. REQUESTS that upon submission of the Master Plan by the Club no later than 30 June 2017 the City assess the Plan against the community benefit, value, or need for what the Club proposes and, in doing so the City will itself independently consult with the community on the Plan before determining a position on both that Master Plan and the future of the Club at Litis Stadium; and</i></li> <li><i>5. REQUESTS that the Director Community Engagement provide Council with a Litis Stadium Master Plan monthly progress report based upon key project milestones."</i></li> </ol>	
<p><b>Details:</b></p> <p>Jo Wilkie from Jo Wilkie Consulting and Trent Will from Planning Solutions have provided the following update on behalf of the Club:</p> <p><b>Concept Plans</b></p> <ul style="list-style-type: none"> <li>Draft concept plans have been revised and refined by Planning Solutions and quantity surveyor estimates have been undertaken.</li> <li>A workshop was held with the Club's working group (comprising 12 members), who provided feedback on the concept plans.</li> <li>The Floreat Athena Football Club's board met on Monday 22 May 2017 in order to endorse the concept plans.</li> </ul> <p><b>Site Analysis</b></p> <ul style="list-style-type: none"> <li>All site analyses have been completed and the background sections of the master plan report have been prepared to inform concept plans.</li> </ul>	



## Environmental Scan

Consultation has been completed or is being completed with the following key stakeholder groups

- WA Sports Federation (the Not for Profit peak body)
- FootballWest
- Perth Football Club (Soccer)
- Department of Sport and Recreation
- Curtin University (which has been commissioned by the State Government to undertake research relating to sports Club use of facilities and their community engagement)
- Community consultations have been completed with 14 not for profit groups within the City. There are 6 groups remaining to be consulted over the coming days.

## Community Consultation

- The project team has uploaded the proposed concept plans with an accompanying pamphlet to Floreat Athena Football Clubs website.
- Community members will be invited to undertake a short survey and provide their comments on the concept plans. The concept plans will identify future upgrades and initiatives for the site.
- Contact will be made with all community members who completed the initial survey.
- A focus group meeting was held with community members who registered their interest from the initial survey on 30 May 2017. There were six (6) attendees.
- Comments and feedback will also be collected from community groups, government agencies and stakeholders who have been engaged during the Master Plan process.
- The Master Plan will be advertised for public comment by the City following lodgement.

## Business Model

The Club's current business model is being evaluated against a financial framework for ongoing sustainability. Significantly, the Club has operated successfully for more than 50 years, almost entirely through voluntary effort. However, a preliminary assessment indicates that there is an opportunity to reform the model to incorporate a number of other financial strategies that will enable the Club to be financially sustainable into the future. This will include the capacity to meet ongoing facility maintenance costs as well as a capital works program – to be agreed with the City.

The business model will comprise three key elements:

- Improvement to current business strategies
- Sharing the facility with other not for profits to affect cost sharing which will benefit all parties
- Implementing strategies to generate additional income

## Governance

A Club Reference Group of approximately 20 people has been established to ensure maximum participation across the Club's membership (male and female) that is drawn from:

- Current Board members.
- Past presidents and key officials.
- Junior and senior team leaders and officials.

The Group is currently undertaking a Governance self-audit which will underpin improvements to governance, management and operations with a view to optimising the use of limited resources. It will also contemporise the way the Club operates to ensure it is agile and responsive to changing circumstances and needs.

The self-audit has been completed and is being evaluated against standard benchmark. A governance action plan will be prepared for the Club to implement as a post-project activity. Overall the Club generally meets the key governance standards.

## Legal/Policy:

Nil.


**Risk Management Implications:**

**Low:** All costs and expenses incurred for and during the Master Plan process are the responsibility of Floreat Athena Football Club.

**Strategic Implications:**

The requirement for Floreat Athena Football Club to complete a Master Plan of Litis Stadium aligns with key objectives within the City's *Strategic Community Plan 2013-2023* as follows:

*"1. Natural and Build Environment*

*Improve and maintain the natural and build environment and infrastructure*

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

*1.1.6 Enhance and maintain the City's parks, landscaping and the natural environment*

*2. Economic Development*

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

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

*3. Community Development and Wellbeing*

*Enhance and promote community development and wellbeing*

*3.1.2 Promote and foster community safety and security.*

*3.1.3 Promote health and wellbeing in the community*

*3.1.4 Continue to implement the principles of universal access*

*3.1.5 Promote and provide a range of community events to bring people together and to foster a community way of life*

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

*4. Leadership, Governance and Management*

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

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

*4.1.4 Plan effectively for the future*

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

**Sustainability Implications:**

Nil.

**Financial/Budget Implications:**

Nil.

**Comments:**

Administration will provide Council with monthly progress report based on advice from the Club and its Consultants upon key project milestones to ensure FAFC are on track to deliver the Master Plan to Council by 30 June 2017.

D17/49079

**CITY OF VINCENT****RECONCILIATION ACTION PLAN WORKING GROUP (RAPWG)****Monday, 1 May 2017 at 6.00pm****Venue: Committee Room  
City of Vincent Administration and Civic Centre****UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors  
Cr Roslyn Harley (Chairperson)City of Vincent Officers  
Michael Quirk – Director Community Engagement (DCE)  
Lucinda Keillor – Community Development Officer (CDO)Community Representatives  
Veronica DiVincenzo**1. Welcome / Declaration of Opening – Acknowledgement of Country**

Cr Harley opened the meeting at 6.02pm and delivered Acknowledgement of Country on behalf of the Working Group.

**2. Apologies**

Councillor Dan Loden  
Kirsty Schnitzerling – Manager Community Partnerships

Community Representatives:

Sarah Janali  
Marilyn Lyford  
Paul Willaway  
Kathy Kickett

**3. Confirmation of Previous Minutes – 20 March 2017**

The previous Minutes were unanimously accepted as a true and correct record.

**4. Business****4.1 RAP Council and Reconciliation Australia Endorsement**

DCE noted that the RAP has been finalised, approved and endorsed by Reconciliation Australia, Council and the CEO.

**4.2 RAP Graphic Design and Formatting**

CDO noted that RAP graphics have been finalised and endorsed. The document will go to print over the coming week.

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#### 4.3 RAP Launch Event Planning

- CDO referred attendees to the draft Run Sheet for the event. It was noted that the City has established a relationship with Noongar Radio, through the live broadcast at the event and promotion leading up to the day. Cr Harley noted that some speeches on the run sheet may not go for as long as currently outlined;
- CDO noted a draft invite list has been developed. Cr Harley noted should MPs be invited to take into consideration the protocols and they may want to do a speech on the day;
- DCE referred attendees to the invite flyer and discussed the significance of the Wagyl design. This graphic has taken direct influence from the Weld Square artwork. We want to ensure that in future years this artwork is more specific to the RAP and has more significant meaning to the RAP itself; and
- Cr Harley discussed artist and artwork acknowledgement. This has been included on the last page of the final RAP document.

City of Vincent will be on the panel at the Reconciliation Week Forum about RAPs hosted by City of Stirling and Local Government Professionals of WA. There was discussion around who would attend and who will represent the City on the panel.

#### **Actions:**

- CDO to send out email to update Working Group members who are not in attendance regarding the meetings discussions and RAP Launch progress; and
- CDO to confirm attendees and presenters for the Reconciliation Week Forum.

#### **5. Close / Next Meeting**

The Chairperson closed the meeting at 6.30pm. Next meeting to be held after the launch.

Signed \_\_\_\_\_  
Councillor Roslyn Harley (Chairperson)

Date this \_\_\_\_\_ day of \_\_\_\_\_ 2017

**CITY OF VINCENT****ENVIRONMENTAL ADVISORY GROUP MEETING****1 May 2017 AT 6.00PM****Venue: City of Vincent – Function Room****UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors:Cr Loden (*Chair*), Cr GontaszewskiCommunity Representatives:

Chiara Pacifici, Chris Cutress, David White, Isaac Lorca, Kimberley Dupuy, Lisa Edwards, Sally Madden, Stephen Danti

City of Vincent Officers:

Director Technical Services, Acting Director Development Services (A/DDS), Acting Manager Policy And Place (A/MPP), Sustainability Officer (SO), Project Officer Parks and Environment (POP AE)

Guest presenter:

Eugenie Stockman – Green Fabric

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**1. Welcome/Declaration of Opening**

The Chair opened the meeting at 6.05pm.

**2. Apologies**

Halinka Lamparski; Community Representative Len Kosova, City of Vincent Chief Executive Officer

**3. Confirmation of Minutes**

Minutes from meeting on 20 February 2017 were confirmed by all voting members in attendance.

#### **4. Baugruppen**

The EAG received a briefing from guest presenter Eugenie Stockman of Green Fabric. She introduced the concept of 'Baugruppen' or 'building groups', which create co-operative and collaborative housing projects characterised by affordability and environmentally sustainable design.

Key features of Baugruppen developments include a focus on community and social cohesion, quantity and quality of green open space and the reactivation of culturally and architecturally valuable buildings and sites in urban areas.

Major barriers to Baugruppen are primarily financial and regulatory. Banks presently do not lend to cooperative building groups and land cannot be bought until a legal structure is established by the group.

At the current time Baugruppen projects require significant support to succeed. This includes the provision of land with delayed settlement terms, additional funding for engagement of professional expertise and assistance with group coordination.

##### **Recommendations:**

The EAG did not make any recommendations at this time.

#### **5. Floating Reed Bed Filtration System**

Project Officer Parks and Environment presented a proposal to install and monitor the performance of a nutrient extracting floating reed bed system in the Hyde Park lakes for a 12 month period.

The purpose of the proposed trial is to provide baseline data around the nutrient extracting capacities of a floating reed bed system using two species of endemic rush.

The proposal came to the City from an Environmental Consultant seeking a test site for such a system. Installation, one year of monitoring, maintenance and removal at the end of the trial would be at no cost to the City.

Due to the recent adoption of floating reed beds for nutrient removal, there is limited performance data available.

By agreeing to the trial, the City would be contributing to a body of knowledge that is relevant to the health of urban water bodies such as Hyde Park lakes.

##### **Recommendations:**

The EAG recommended that the City:

1. Support the trial;
2. Ensure that nesting birds are not disturbed by raft maintenance and removal; and
3. Ensure that the raft system has a natural appearance to minimise the visual impact on the Hyde Park lakes.



## 6. Ban on single-use plastic bags

Cr Loden provided a brief overview of the history and current status of local laws prohibiting single use plastic bags in Western Australia.

The purpose of this presentation was to seek the EAG's support for a local law banning single-use plastic bags in the City of Vincent, and feedback on potential issues with the implementation of such a ban.

### Recommendations:

The EAG expressed its support for the elimination of single-use plastic bags and recommended that the City:

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

## 7. Other business

- 7.1 Update on the hydrogeological report from Beatty Park – learnings for the Lawler Street Sump project
- 7.2 Update on the proposed role for the EAG in the Strategic Community Plan / Sustainable Environment Strategy consultation process

## 8. Previous Agenda Items – status update

Item	Status
Public mulch pile (Britannia Reserve)	Completed (August/September 2016)
Built Form Policy (Policy 7.1.1)	Completed. Adopted by Council December 2017 In effect as of January 2017
Canvas Bag trial (bag exchange at a local supermarket)	Currently being considered by Administration for an Environmental Grant – outcome to be advised
Lawler Street Sump makeover to public open space	To be considered by Council as part of the City's draft Budget 2017/18 at the July 2017 OMC
Sustainable Environment Strategy development	In progress – community consultation to occur as part of Strategic Community Plan consultation in mid to late 2017
Waste trial	Ready to start – awaiting final sign-off
Composting Hub (near mulch pile at Britannia Reserve)	To be considered by Council as part of the City's draft Budget 2017/18 at the July 2017 OMC

**9. Next meeting**

Next meeting 12 June 2017

**10. Close**

The Chair closed the meeting at 7.51pm

These Minutes were confirmed as a true and correct record of the meeting of the Environmental Advisory Group held on 1 May 2017.

Signed: ..... Chairperson

Dated: This ..... day of ..... 2017

**CITY OF VINCENT DESIGN ADVISORY COMMITTEE (DAC)  
REGISTER OF APPLICATIONS CONSIDERED BY DAC**

1.	No. 333 Oxford Street, Leederville	Harden Jones Architects	4 storey mixed use development	7/6/17	The proposal had previously been referred to the DAC and as revised drawings have been submitted the proposal will benefit from the referral to the DAC in relation to the remaining mandatory items.
2.	Nos. 308-310 Oxford Street, Leederville	Planning Solutions	4 storey mixed use development	7/6/17	The proposal will likely benefit from the referral to the DAC in terms of the City's Local Planning Policy No. 7.1.1 – Built Form (LPP7.1.1).
3.	No. 299 Charles Street, North Perth	Planning Solutions	6 storey mixed use development	7/6/17	The proposal will likely benefit from the referral to the DAC in terms of the City's Local Planning Policy No. 7.1.1 – Built Form (LPP7.1.1).
4.	No. 94 Bourke Street, North Perth	J Collins	4 grouped dwellings	7/6/17	The proposal will likely benefit from the referral to the DAC in terms of City's Local Planning Policy No. 7.1.1 – Built Form (LPP7.1.1).

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT**

1.	Nos. 68-70 Wright Street, Highgate – 5.2016.361.1	<b>Applicant:</b> Scalan Architects	Five Storey Multiple Dwellings Development	24 August 2016	2 June 2017	<p>Application was recommended for refusal on 15 December 2016.</p> <p>Refused For: Ms Adair, Mr Curtis, Cr Buckels, Cr Topelberg Against: Mr Syme</p> <p>Minutes available <a href="#">here</a></p> <p>Application was subject to a State Administrative Tribunal (SAT) Review. A revised proposal was referred to the JDAP for reconsideration. The revised proposal was recommended for refusal on 2 June 2017.</p> <p>The refusal motion was lost. For: Cr Buckels, Cr Topelberg Against: Ms Adair, Mr Higham, Mr Syme</p> <p>An Alternative Recommendation for approval was carried.</p> <p>Approved For: Ms Adair, Mr Higham, Mr Syme Against: Cr Buckels, Cr Topelberg</p> <p>Minutes available <a href="#">here</a></p>
2.	Nos. 61-73 Cleaver Street, West Perth – 5.2016.495.1	<b>Applicant:</b> TPG Place Match	Demolition of Existing Residential Care Facility, Retention of Heritage Building and Construction of a Six Storey Institutional Building	17 November 2016	To be confirmed	<p>Application was recommended for approval on 15 February 2017</p> <p>Deferred For: Mr Higham, Mr Syme, Cr Topelberg Against: Ms Adair, Cr Buckels</p> <p>Minutes available <a href="#">here</a></p> <p>Application is subject to a State Administrative Tribunal (SAT) Review.</p>

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT**

3.	No. 484 Fitzgerald Street, North Perth 5.2017.13.1	<b>Applicant:</b> Celsius Developments	Three Storey Development comprising of 37 Multiple Dwellings (Amendment to Planning Approval) (Retrospective)	12 January 2017	9 June 2017	To be advised
4.	Nos. 248 – 252 Newcastle Street, Perth – 5.2017.124.1	<b>Applicant:</b> Urbanista	Seven Storey Mixed Use Development (Amendment to Planning Approval)	7 April 2017	15 June 2017	To be advised
5.	No. 304 Fitzgerald Street, Perth – 5.2017.160.1	<b>Applicant:</b> Emco Building	Four Storey Office Building and Associated Car Parking (Amendment to Planning Approval)	5 May 2017	To be confirmed	To be advised
6.	No. 234 Stirling Street, Perth	<b>Applicant:</b> Archiplan	Demolition of Existing Buildings and Construction of Five Storey Mixed Use Development (Amendment to approval)	12 May 2017	To be confirmed	To be confirmed

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 8 JUNE 2017**

1.	No. 86 Hobart Street Mount Hawthorn DR 389 of 2015	28 October 2015	Domination Homes	<p>Review in relation to refusal of proposal to remove window screening. *****</p> <p>Directions Hearing held at SAT on 18 November 2015. Mediation held on 11 February 2016. Hearing held on 27 and 30 May 2016. Application for review was dismissed on 22 September 2016. Applicant lodged an Appeal with the Supreme Court WA. Hearing held on 28 February 2017. Awaiting Supreme Court determination. <i>Representation by: McLeods Barristers and Solicitors</i></p>
2.	Nos. 2-4 Vincent Street Mount Lawley DR 261 of 2016	6 September 2016	Bobjoy Pty Ltd	<p>Review in relation to refusal of eight multiple dwellings. *****</p> <p>Application refused by Council on 26 July 2016. SAT Orders were issued for both the applicant and the City to make submissions on preliminary issues. All parties have made submissions on the matter and are awaiting determination by SAT on the preliminary issues. Directions Hearing on the matter was called by the Tribunal and scheduled for 9 June 2017. <i>Representation by: City of Vincent Administration</i></p>
3.	No. 14 Harley Street Highgate DR 251 of 2016	20 April 2016	O'Brian and Anor	<p>Review in relation to refusal for a two storey single house. *****</p> <p>An application seeking costs be awarded against the City was lodged with SAT. A Directions Hearing was held on the 23 March 2017. SAT Orders were issued for both the applicant and the City to make submissions. All parties have made submissions on the matter and are awaiting determination by SAT. <i>Representation by: City of Vincent Administration</i></p>
4.	No. 120 Richmond Street Leederville DR 23 of 2017	13 February 2017	Kevin Dorn	<p>Review in relation to refusal for a two storey single house. *****</p> <p>Application refused under Delegated Authority on 16 December 2016. Mediation held on 3 March 2017 onsite. Directions Hearing scheduled for 5 May 2017 has been adjourned and relisted for 7 July 2017 to allow time for consideration of additional information. <i>Representation by: City of Vincent Administration</i></p>
5.	No. 71 Edward Street Perth DR 59 of 2017	24 February 2017	Hanson Construction Material Pty Ltd	<p>Review in relation to the deemed refusal of an application to amend the conditions of the concrete batching plant approval, including the time limit of the approval to allow the concrete batching plant to continue operating indefinitely. *****</p> <p>Council considered the matter at its meeting on 2 May 2017 where it established a position on the future of the batching plants based on the possibility that Council and/or the State Administrative Tribunal had the ability to make a decision. Following Council's consideration of this matter, the SAT has since determined that the previous approval by the Minister for Planning on 22 May 2012 is unable to be modified. The SAT has dismissed the application for review. <b>Completed.</b> <i>Representation by: McLeods Barristers and Solicitors and City of Vincent Administration</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 8 JUNE 2017**

6.	No. 120 Claisebrook Road Perth DR 56 of 2017	21 February 2017	Holcim (Australia) Pty Ltd	<p>Review in relation to the deemed refusal of an application to amend the conditions of the concrete batching plant approval, including the time limit of the approval to allow the concrete batching plant to continue operating indefinitely.</p> <p>*****</p> <p>Council considered the matter at its meeting on 2 May 2017 where it established a position on the future of the batching plants based on the possibility that Council and/or the State Administrative Tribunal had the ability to make a decision. Following Council's consideration of this matter, the SAT has since determined that the previous approval by the Minister for Planning on 22 May 2012 is unable to be modified. The SAT has dismissed the application for review. <b>Completed.</b></p> <p><i>Representation by: McLeods Barristers and Solicitors and City of Vincent Administration</i></p>
7.	No. 65 Scarborough Beach Road North Perth (DR 101 of 2017)	3 April 2017	Robinson	<p>Review in relation to the refusal of Signage (Billboard) addition to Commercial Building.</p> <p>*****</p> <p>Directions Hearing held on 28 April 2017 where SAT invited the City to reconsider its decision by 10 May 2017. The City reaffirmed its refusal of the application which has now been scheduled for a full hearing on 18 July 2017.</p> <p><i>Representation by: City of Vincent Administration</i></p>
8.	No. 32 Woodville Street North Perth (DR 79 of 2017)	10 March 2017	Hebenton	<p>Review in relation to condition of approval.</p> <p>*****</p> <p>Mediation Hearing on site 6 April 2017 where SAT invited City to reconsider its decision by 9 May 2017. The City reconsidered the decision and modified the conditions of approval. Following the City's reconsideration the applicant withdrew the SAT proceedings. <b>Completed.</b></p> <p><i>Representation by: City of Vincent Administration.</i></p>
9.	No. 395 Bulwer Street West Perth (DR 117 of 2017)	5 April 2017	Moschopoulos	<p>Review in relation to refusal of two storey multiple dwelling comprising of four multiple dwellings and associated car parking.</p> <p>*****</p> <p>Application refused by Council on 7 March 2017. Mediation conference held on 4 May 2017 where the SAT invited the applicant to provide a revised proposal and for Council to reconsider the application by 27 June 2017. Matter has been adjourned for further Directions Hearing on 7 July 2017.</p> <p><i>Representation by: City of Vincent Administration</i></p>



## INFORMATION BULLETIN



CITY OF VINCENT

### REGISTER OF PETITIONS - PROGRESS REPORT – JUNE 2017

**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  
 DTS: Director Technical Services

Date Rcd	Subject	Action Officer	Action Taken
<b>Council Meeting – 7 February 2017</b>			
12/12/16	Petition received from Mr B Dainton of Harley Street, Highgate, along with 146 signatures, requesting that Council “urgently collaborate with the Federal Government of Australia and the State Government of Western Australia to provide a multi-purpose outdoor sports, basketball, netball and futsal facility at southern side of Birdwood Square near Brisbane Street, Perth or a similar location. A multi-purpose facility will not only provide a venue for local children and adult sporting programs, but also much needed facilities for overflow demand from Highgate Primary School.”	DCE	City's Officers investigating the feasibility of the proposal. A report is proposed to be presented to Council by July 2017.





# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF NOTICES OF MOTION - PROGRESS REPORT – JUNE 2017

**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  
DTS: Director Technical Services

Details	Action Officer	Comment
<b>30 May 2017 – Submitted by Mayor Cole</b>		
Single Use Plastic Bags	DCorpS	The City's Manager Governance & Risk to follow up.
<b>30 May 2017 – Submitted by Cr Loden</b>		
Request for Information Bulletin on Development Applications	DDS	An Information Bulletin will be provided as part of the July Council Meeting Agenda.
Asset Utilisation, report by February 2018	DCE/ DTS	Administration to measure asset utilisation in preparation for February 2018 report.
<b>7 March 2017 – Submitted by Cr Topelberg</b>		
Litis Stadium Master Plan, by 30 June 2017	DCE	Monthly progress update included in Council Information Bulletin on 27 June 2017.
<b>13 December 2016 – Submitted by Cr Gontaszewski/Cr Cole/Cr Loden</b>		
Development of a City of Vincent Public Open Space Strategy, by April 2017	DCE	Briefing note presented to Council Workshop on 6 June 2017. Funding allocated in draft 2017/18 Budget.
<b>20 September 2016 – Submitted by Cr Topelberg</b>		
Request to investigate the requirements, conditions and associated compliance for development applications involving tree retention on private land, by May 2017	DDS	<b>Completed.</b> This matter was presented to a Council workshop on 11 April 2017. A further meeting with Cr Topelberg was held on 9 May 2017 and a report was submitted to Council on 30 May 2017.
<b>28 June 2016 – Submitted by former Mayor Carey</b>		
Review of the City's Art Collection by the Arts Advisory Group	DCE	<b>Completed.</b> Presented to the Ordinary Meeting of Council held on 30 May 2017. Draft Policies to be advertised for public comment. Art Collection to be distributed across community buildings, and Art Priorities 2017/18 to be promoted.
<b>5 April 2016 – Submitted by Cr Harley/Cr Cole</b>		
Request for a new Plan for Axford Park, by July 2016	DTS/ DDS	Report presented to OMC 26 July 2016. Project currently being progressed in line with Project Plan outlined in 26 July Council report.
<b>8 March 2016 – Submitted by former Mayor Carey/Cr Cole</b>		
Review of Development Assessment Panels	DDS	A meeting occurred between the City and Minister for Planning, Hon Rita Saffioti, MLA on 2 May 2017 where this matter was discussed.
<b>27 October 2015 – Submitted by former Mayor Carey</b>		
Review of Laws, Policies and Practices relating to the impact of construction activity, on the public realm, by May 2016	DTS/ DDS/ DCE	In progress.

Details	Action Officer	Comment
<b>25 August 2015 – Submitted by Cr Topelberg</b>		
Live Streaming of Council Briefings and Council Meetings, by December 2015	DCorpS	<b>Completed.</b> Implemented on 23 May 2017.



# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – JUNE 2017

**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  
DTS: Director Technical Services

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 30 May 2017</u></b>			
9.1.3	Response to Notice of Motion (Item 10.2 OMC 20 September 2016) – Request to Investigate the Requirements, Conditions and Associated Compliance for Development Applications Involving Tree Retention on Private Land	DDS	Administration has implemented changes in relation to development assessment and enforcement procedures in relation to this report. Local planning policy provisions will be included in a future amendment to the Built Form Policy following the WAPC's determination of the policy provisions under the R Codes.
10.1	Water Corporation – Long Term Water Main Replacement Program within the City of Vincent	DTS	Being actioned as per Council Recommendation.
10.2	Proposed Bike Project Shakespeare Street, Mount Hawthorn – Phase 2 (Scarborough Beach Road to Richmond Street)	DTS	Being actioned as per Council Recommendation.
11.4	Differential Rating Strategy 2017/18	DCorPS	Public Notice prepared and to be advertised 6 June 2017.
12.1	Draft City of Vincent Disability Access and Inclusion Plan 2017 – 2022	DCE	DAIP Summary and graphic design to be finalised prior to submitting to Disability Services Commission and 2017/18 DAIP Implementation Plan to be prepared.
12.2	Festival and Events Sponsorship 2017/2018	DCE	All Applicants to be advised and Funding Agreements to be prepared.
12.3	Reallocation of Capital Budget Funds	DCE	Pay by plate parking machines to be procured for The Avenue Car Park for supply/installation by 30 June 2017
12.4	Endorsement of the City's Art Priorities 2017/2018 and Review of the City's Art Collection	DCE	Draft Policies to be advertised for public comment. Art Collection to be distributed across community buildings and Art Priorities 2017/18 progressed.
12.5	Perth Parking Levy	DCE	Correspondence sent to the State Government requesting to meet with the Department of Transport. Administration to identify alternative uses for some bays within the Perth Parking Management Area.
<b><u>Council Meeting – 2 May 2017</u></b>			
9.1.1	No. 94 (Lot: 5 & 261; D/P: 1044 & 33978) Bourke Street, Leederville – Proposed Four Grouped Dwellings (5.2016.525.1)	DDS	Deferred to allow applicants to submit a perspective and amended plans. Perspective and amended plans lodged with the City on 8 May 2017. City Officers discussed the amended plans and requested further information from the applicant. A further amended proposal was lodged on 2 June 2017. The further amended proposal submitted to the Design Review Committee for comments on 7 June 2017. A report on the amended plans is proposed to be presented to the July 2017 Council Meeting.
9.1.3	Draft North Perth Town Centre Place Plan (SC2677)	DDS	Deferred to enable modifications to the language, length of document and general structure. Technical information does not require any changes. Further work on these

Item	Report Details	Action Officer	Comments
			modifications is currently underway and the draft document is intended to be presented back to Council in 2017.
9.3.4	City of Vincent Ordinary Elections 2017 (SC280)	DCorpS	<b>Completed</b> Letter sent to Western Australian Electoral Commission.
<b>Council Meeting – 4 April 2017</b>			
9.5.2	Audit Committee Minutes and Appointment of External Auditor	DCorpS	Awaiting return of signed contract.
<b>Council Meeting – 7 March 2017</b>			
9.1.4	Submission on Metropolitan Region Scheme Amendment 1310/41 – Guildford Road from East Parade to Tonkin Highway (SC654)	DDS	The submission was forwarded to the Western Australian Planning Commission on 10 March 2017. A letter to the Minister for Transport, the Minister for Planning and the Western Australian Planning Commission is currently being prepared. A meeting between Main Roads, the Department of Transport and the Department of Planning was held on 4 April 2017.
9.1.5	Outcomes of Advertising – Proposed Amended Parking Restrictions – North Perth Town Centre (SC2862)	DDS	A letter to landowners and businesses was sent on 1 May 2017. Parking signs and ticket machines are being installed throughout May and June 2017. The fee change notice will be published before the restrictions come into effect on 1 July 2017. Distribution of Parking Permits for residents will commence from 21 June 2017. A project to consider the number and location of ACROD bays has been considered as part of the 2017/18 budget process. A periodic review of the parking occupancy rates in and around the North Perth Town Centre will be conducted by Rangers within six months of the introduction of the parking restriction changes and a report will be presented back to Council.
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	DCorpS	To report back to OMC 19 September 2017
9.3.6	Council Meeting Web Streaming (FY3-04)	DCorpS	<b>Completed.</b> Implemented 23 May 2017.
9.4.2	Proposed New Community Funding Policy (SC393)	DCE	Further report proposed to be submitted to Council on 27 June 2017 in regard to any submissions received following the public comment period. Opportunities for youth development funding have been referred to the Children and Young People Advisory Group.
<b>Council Meeting – 7 February 2017</b>			
9.2.4	Charles Veryard Reserve – Installation of Dog Exercise Area Fencing (Full Enclosure)	DTS	Further consultation to be undertaken.
9.3.6	Licence for use of internal carpark, Forrest Park, No. 66 (Lot 143) Harold Street, Mt Lawley – Highgate Forrest Park Playgroup Inc (SC582)	DCorpS	Draft sent to Playgroup for approval.
9.3.7	Development Assessment Panel Membership Nominations (SC FY3-04)	DCorpS	<b>Completed.</b> Nominations confirmed by Department of Planning.
<b>Special Council Meeting – 19 December 2016</b>			
5.2	State CCTV Strategy Infrastructure Grant – Oxford Street Precinct, Leederville	DCE	Project commenced for completion in July 2017.
<b>Council Meeting – 13 December 2016</b>			
9.1.11	Outcomes of Advertising – Draft Policy No. 7.1.1 – Built Form (SC2320)	DDS	Notice of final adoption and revocation published in the Perth Voice on 21 January 2017. Landscaping and setback provisions provided to WAPC at a meeting on 23 January 2017. A follow up meeting with the Department of Planning was held on 2 March 2017 and Administration is working with officers from the Department to assist with their assessment. Review of Claisebrook heights pending adoption of TPS2.
9.3.5	Proposed Parking Restrictions and Car Parking Licence, Mick Michael Park/Royal Park carpark, 413 Bulwer Street, West Perth	DCorpS	Bethanie Group In license sent for approval. WA Volleyball In sent for execution.

Item	Report Details	Action Officer	Comments
	(corner Charles Street ) – WA Volleyball Inc & Bethanie Group Inc (SC613)		
9.3.6	Short-Term Lease of Litis Stadium/Floreat Athena Soccer Club (SC614)	DCorpS	Final draft of lease being distributed to Club for signing.
<b>Council Meeting – 15 November 2016</b>			
9.2.1	Proposed Parking Improvements – Albert Street, North Perth (SC656, SC1847)	DTS	Construction in progress.
9.3.8	Leederville Gardens Retirement Village – Village Manager (SC313 & SC308)	DCorpS	Board appointed Independent Village Manager subject to contract negotiations. Board Secretarial support function still being determined.
9.4.1	Manna Inc. – Provision of Free Meal Services for the Homeless at Weld Square (SC1789)	DCE	A quarterly Information Bulletin report for the period December 2016 to March 2017 was submitted to Council on 2 May 2017. Next report will be submitted to Council in July 2017. A report on the further use of Weld Square to be submitted to Council in November 2017.
<b>Council Meeting – 18 October 2016</b>			
9.1.12	Initiation of Amendment to Local Planning Policy No. 7.7.1 – Parking and Access (SC2632)	DDS	Consultation occurred between 14 November 2016 and 12 December 2016. No submissions were received so the consultation period was extended until 27 January 2017. A further report will be presented to Council in 2017.
9.2.1	Proposed Safety Improvement at the Intersection of Walcott and Beaufort Streets, Mount Lawley (SC686, SC986)	DTS	Final approval by Main Roads WA (MRWA) issued 17 February 2017 to be implemented.
9.2.3	Proposed Parking Restriction Trial – Chelmsford Road, Fitzgerald Street to Ethel Street, North Perth (SC738, SC1201)	DTS	Trial in progress.
9.3.6	Assignment of Lease – Portion of Beatty Park Leisure Centre – NBP Holdings Pty Ltd to Beatty Park Physiotherapy Pty Ltd	DCorpS	Final assignment sent for execution.
<b>Council Meeting – 23 August 2016</b>			
9.2.3	Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 2 (SC466)	DTS	Continuing discussions with the Road Safety Commission being undertaken prior to the consultation scheduled for May 2017.
9.2.4	Proposed Traffic Calming - Anzac Road, Mount Hawthorn (SC673)	DTS	On hold, pending Water Corporation works.
9.2.5	Proposed Parking Restriction Trial – Chelmsford Road, Leake Street and Grosvenor Road, North Perth (SC738, SC850, SC811, SC1201)	DTS	Trial in progress.
9.3.4	Review of Investment Policy (SC1408)	DCorpS	Item presented to Council Workshop held on 6 June 2017.
14.1	CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379)	DCorpS	Confirmation received. Deed to be executed.
<b>Council Meeting – 28 June 2016</b>			
9.3.5	Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591)	DCorpS	Met with Department. Considering options of land lease.
9.3.6	Consideration of proposed development (Wellness Centre) – Portion of Woodville Reserve, 10 Farmer Street, North Perth	DCE	Awaiting final advice from Department of Health and LotteryWest. Multicultural Services Centre WA (MSCWA) has withdrawn their Development Application.
14.1	CONFIDENTIAL REPORT: Lease of Dorrien Gardens, 3 Lawley Street, West Perth – Perth Soccer Club Inc – Lease Fee (SC529)	DCorpS	Final lease document with Department of Lands for approval.
<b>Council Meeting – 31 May 2016</b>			
9.2.6	Leederville Town Centre – Removal or Relocation of Newcastle Street Taxi Rank	DTS	Further consultation to be undertaken.
<b>Council Meeting – 3 May 2016</b>			
9.3.5	Beatty Park Geothermal and HVAC System Review – Proposed Rectification Works	DCE	Works currently being undertaken.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 5 April 2016</u></b>			
9.1.6	Review of Licences for Outdoor Eating Areas and Display of Goods on Footpaths	DDS	Policies reviewed and revoked at 23 August 2016 OMC. Administration is preparing the new 'self-assessment' system for Trading in Public Places Local Law permits. The system will come into effect in 2017. A full review of the Local Law will commence in 2017 to identify further efficiencies.
9.4.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 7 (PR52300; SC1550)	DCE	Community Facility Needs Analysis outcomes presented to Council Workshop held on 6 June 2017. Report being presented to Council on 27 June 2017.
<b><u>Council Meeting – 8 March 2016</u></b>			
9.3.5	Leederville Gardens Retirement Village Estate (SC313/SC308)	DCorpS	The City has submitted a request to the Board for consideration of a refund and is awaiting a formal response.
<b><u>Council Meeting – 9 February 2016</u></b>			
9.4.2	Parking and Parking Facilities Local Law 2007– Proposed Amendment to Parking Permits (SC112)	DCE	Review of Parking & Parking Facilities Local Law and Local Government Property Local Law has been completed. Administration to bring amended versions of all Local Laws back to Council by September 2017.
<b><u>Council Meeting – 8 December 2015</u></b>			
9.2.4	Proposed Parking Restriction Trial at the Flinders Street and Coogee Street Car Parks, Mount Hawthorn (SC2453, SC2517)	DTS	Being considered as part of the Mount Hawthorn and North Perth Parking Surveys with the City's Policy and Place team.
<b><u>Council Meeting – 27 October 2015</u></b>			
9.3.6	Portion of No. 10 (Lot 2545) Farmer Street, North Perth – Approval of a Sublease to Vincent Men's Shed (Inc.) (SC351/SC2087)	DCorpS	Negotiating terms with Community Engagement.
<b><u>Council Meeting – 22 September 2015</u></b>			
9.5.3	Review of Advisory and Working Groups and Committees, <i>specifically</i> : <ul style="list-style-type: none"> <li>Draft Policy for establishment and operation of a new Community Engagement Panel</li> </ul>	DCE	Options for the Community Engagement Panel (CEP) were discussed at the Council Member Workshop held on 30 August 2016. Formation of the CEP is being aligned with the Strategic Community Plan (SCP) community engagement process which was formally launched on 8 June 2017.
<b><u>Council Meeting – 30 June 2015</u></b>			
9.3.4	Portion of 1 (Lot 33) The Avenue, Leederville – Proposed Lease area for Telstra Corporation Limited (PR52590)	DCorpS	Executed and being lodged at Landgate.
<b><u>Council Meeting – 20 January 2015</u></b>			
9.3.4	Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L), Richmond Street, Leederville (SC351/SC589)	DCorpS	Met with Department. Considering options of land lease.
<b><u>Council Meeting – 18 November 2014</u></b>			
9.1.4	Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345)	DDS/ DTS/ DCE	<p>Parking restrictions for North Perth were adopted at the Council Meeting on 7 March 2017. Letters were sent to affected residents and businesses on 1 May 2017. Signage is currently being installed during May and June 2017. Parking restrictions will come into effect on 1 July 2017.</p> <p>A summary of the submissions and a final recommendation for the Mount Hawthorn area will be presented to Council for consideration in 2017. Council adopted a resolution at its meeting on 30 May 2017 to reallocate \$30,000 within the 2016/17 budget from Stage Two of the parking surveys for the Perth and Mount Lawley/Highgate areas to scoping and consultancy work on the review of the City's Car Parking Strategy and preparation of an Integrated Transport Plan.</p>

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 21 October 2014</u></b>			
9.3.5	Lease for Tuart Hill Cricket Club Inc, Modernians Hockey Club Inc and Cardinals Junior Football Club – Lease of Premises at Charles Veryard Reserve Pavilion and Turf Wickets, Bourke Street, North Perth (SC351)	DCorpS	Preparing report to OMC 27 June 2017 in respect to seasonal licences.
<b><u>Council Meeting – 7 October 2014</u></b>			
9.3.2	Lease for North Perth Tennis Club – Lease of Premises at Woodville Reserve, 10 Farmer Street, North Perth (SC351/SC621)	DCorpS	Lease negotiations have been ongoing and proposed to present item for discussion at Council Workshop.
<b><u>Council Meeting – 23 September 2014</u></b>			
9.3.6	Lease for Leederville Tennis Club – Lease of premises at 150 Richmond Street, Leederville (SC351 & PR25077)	DCorpS	Lease negotiations have been ongoing and proposed to present item for discussion at Council Workshop.
<b><u>Council Meeting – 22 July 2014</u></b>			
9.5.3	Review of Policy No. 4.2.13 relating to Design Advisory Committee (PLA0220)	DDS	Report scheduled to be presented to Council in 2017.
<b><u>Council Meeting – 27 May 2014</u></b>			
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	DCorpS	Lease discussions being finalised.
<b><u>Council Meeting – 11 June 2013</u></b>			
9.2.4	Investigation into Possible Daily Closure of the Section of Washing Lane between William Street and Money Street, Perth	DTS	On hold. Applicant has not shown any further interest in the proposal.
<b><u>Council Meeting – 12 February 2013</u></b>			
9.2.12	Request to the Minister for Lands for Acquisition of the Right of Way Bounded By Anzac Road, Oxford, Salisbury and Shakespeare Streets, Leederville as Crown Land	DTS	Still awaiting further advice from Department of Lands.
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)	DTS	Still awaiting further advice from Department of Lands.



## ROAD SAFETY ADVISORY GROUP (RSAG)

Thursday 27 April 2017 at 5.30pm

Venue: Function Room  
City of Vincent Administration and Civic Centre

### Unconfirmed Minutes

#### Attendees:

##### City of Vincent Councillors:

Mayor Emma Cole  
Cr. Jonathan Hallett

Chairperson (departed at 5.55pm)  
Elected member

##### Community Representatives:

Jade Lam Sin Cho  
Charlotte Dudley  
Regina Foley  
Toby Hodgson  
Parwez Jahmeerbacus  
Greg Koroveshi

Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative  
Community Representative

##### Roadwise Officer:

Karen White

WALGA Roadwise - Road Safety Advisor

##### City of Vincent Officers:

Rick Lotznicker  
Craig Wilson  
Francois Sauzier

Director Technical Services  
Manager Asset & Design Services  
TravelSmart Officer

##### Invited Guests:

Steve, Dave and Patricia  
Alan, Lyn and Chris

Residents of Redfern Street, North Perth  
Residents of Randell Street, Perth

\*\*\*\*\*

#### 1. Welcome / Declaration of Opening at 5.40 pm

Mayor Cole opened the meeting at 5.40 pm welcomed the members and introduced herself and Cr. Hallett. Mayor Cole then opened the floor to members to introduce themselves.

#### 2. Apologies

Jonathan Riley                      Community Representative  
Anthony Fisk                         Community Representative

#### 3. Confirmation of Previous Minutes – Moved Toby Hodgson, Seconded Karen White.

#### 4. Matter Arising from Previous Minutes – Nil

#### 5. Business

##### 5.1 Redfern Street, North Perth:

The Redfern Street residents were represented by Steve Talevski, Dave Scott and Patricia Edwards.

Craig provided some background on the streets classification and function:





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*Redfern Street is classified as an Access Road under the Western Australian Road Hierarchy, linking Charles Street to Walcott Street, and is subject to the 50kph urban speed limit.*

*The function of an Access Road is defined as:*

*'Providing access to abutting properties with safety aspects having priority over the vehicle movement function. In urban areas, these roads are bicycle and pedestrian friendly, with aesthetics and amenity also important. Access Roads are managed by local government'.*

In the late 1980's the (then) City of Perth installed a series of speed humps the length of Redfern Street (between Charles and Walcott Streets), and the wider precinct in general, to regulate the speed of through traffic.

Steve, Dave and Patricia outlined their concerns in respect of traffic volumes and speed and in particular the increasing number of trucks using their street.

The Group then had a general discussion about the Redfern Street road environment and resident amenity which lead to the Group considering specific issues and possible solutions.

#### Intersection of Redfern and Walcott Streets.

The geometry of the junction is such that Redfern Street does not intersect with Walcott Street at 90d and as a result the road pavement is very wide at the junction with a larger than standard radius, or sweep, for the left turn into the Redfern Street from Walcott Street.

The concerns raised were twofold:

- vehicles do not have to slow down appreciably through the turning movement making it hazardous for pedestrians crossing Redfern Street, who legally have 'right of way'.
- there is a vehicle crossover providing access to the local neighborhood shopping center located on the southern side of Redfern Street, within 20m of Walcott Street, and that Walcott Street traffic is upon vehicles entering and exiting the car park before either driver is aware.

The suggested solution, as supported by the RSAG, is to improve the alignment of the intersection by 'nibbing out' the kerb-line on the southern side of the intersection, as shown on Plan 3432-CP-01 (prepared as an outcome of the meeting). This provides the opportunity to reduce the speed of the turning traffic, provide a protected bicycle 'slip lane' while reducing the width of road a pedestrian has to cross.

#### Intersection of Redfern and Hunter Streets

Redfern Street is undulating with the intersection located at a valley point. In addition Hunter Street grades down from north to south through the intersection, with the Hunter Street traffic movement regulated by a Stop Control.

The resident's concerns centered on the speed of traffic through the intersection, and in particular trucks. From either direction in Redfern Street it is a decline to the intersection so that potentially a vehicle is at maximum speed (50 kph) through the intersection before slowing on the incline (on the way out of the intersection). The residents were requesting that additional traffic measures be considered to improve the safety of the intersection and thereby the neighborhood.

Traffic data collected in February / March 2017, was tabled to assist in the discussion.

Craig advised that the traffic volumes in Redfern Street, including that of trucks, has increased marginally but was generally in-line with population and vehicle growth, while the 85% speed has remain has remained reasonably consistent with the 2014/15 counts.



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The five (5) year accident data, 1 January 2012 to 31 December 2016, indicates that there has been one (1) reported accident, in 2014, at this location, resulting in minor damage only. The number of accidents is below the 'network average', as defined by Main Roads.

The residents did not share this view, particularly in respect of truck numbers, which lead to a broader discussion by the Group.

The Group, while acknowledging that the data did not indicate a problem with speed, traffic volumes or accidents, shared the resident's concerns about the potential for an accident involving a truck at the intersection. Having discussed, and discounted, a number of possible traffic calming measures the Group supported in principle a 'raised plateau' through the intersection, as shown on plan 3432-CP-01 (prepared as an outcome of the meeting).

Rick advised that the process from here would be a report to Council recommending re-aligning the Redfern and Walcott Streets intersection, possibly in the new financial year, under the Miscellaneous Traffic Management budget and consulting with residents about a raised plateau at the intersection of Redfern and Hunter Streets. However given the cost of a plateau is considerably more expensive than the proposed Redfern / Walcott intersection treatments it would require its own budget allocation and would likely be listed for consideration in the 2018/19 budget, if supported by the residents.

The matter to be reported to Council.

**Action: Craig Wilson**

## **5.2 Randell Street, Perth**

The Randell Street residents were represented by Alan Wolfe, Lyn Bateman and Chris Hair.

Craig provided some background on the streets classification and function:

*Randell Street is classified as an Access Road under the Western Australian Road Hierarchy, linking Fitzgerald Street to Palmerston Street, and is subject to the 50kph urban speed limit.*

*The function of an Access Road is defined as:*

*'Providing access to abutting properties with safety aspects having priority over the vehicle movement function. In urban areas, these roads are bicycle and pedestrian friendly, with aesthetics and amenity also important. Access Roads are managed by local government'.*

Craig also advised that in the early 2000's median islands and low profile speed humps had been installed at either end of Randell Street, at the respective intersections, with 'painted' embayed parking. Further, in 2015 the City consulted with the residents (of Randell Street) in regards installing a mid-block speed hump (see attached drawing 2724-LM-01). The works were subsequently cancelled due to concerns raised by some of the residents who live in the immediate vicinity of the proposed speed hump.

Alan, Lyn and Chris outlined their concerns in respect of traffic volumes, speed and in particular the increasing number of 'rat runners' using their street.

Traffic data collected in March 2017, was tabled to assist in the discussion.

The average weekday traffic was in order of 1113 vehicles per day while the 85% speed was in the order of 50.4kph, therefore within the tolerance range for the 50kph urban speed limit. However approx. 17% of traffic was travelling at 50 kph and above. Further, there was a pronounced AM and PM peak period with motorists either avoiding the traffic signals at the intersection of Fitzgerald and Bulwer Streets or using Randell Street to access Palmerston and/or Brisbane Streets.

The Group then had a general discussion about the Randell Street road environment and resident amenity and while acknowledging that the data did not indicate a problem with speed



or traffic volumes shared the resident's concerns about the rat running and the need for a deterrent.

Alan outlined the results of the residents own discussions about what traffic calming measures they thought appropriate. They considered and discounted chicane style traffic calming devices and single lane slow points, as per the existing ones in Palmerston Street and were tending toward speed humps.

Rick pointed out that while speed humps are both effective and relatively inexpensive the noise generated by traffic driving over them can be annoying, to which the residents agreed.

However they, the residents, still thought that speed humps were the best option as long as they met a specific criteria in respect of spacing and dimensions. The resident's research lead them to request consideration of a series of regularly spaced, i.e. 60m apart, low profile speed humps. The theory being that it keeps the speed constant rather than the acceleration / deceleration as a vehicle passes over a speed hump. Further the wider low profile nature of the speed hump reduces the noise factor, as shown on plan 2724-LM-01A (prepared as an outcome of the meeting).

The Group agreed that while the residents had canvassed the views of their neighbours any additional traffic calming measures would require the City to undertake further consultation. If the majority of residents agreed, and the works approved by Council, it would be listed for consideration in the 2017/18 capital works budget, either under the local road resurfacing program (yet to be determined) or miscellaneous traffic management budget.

The matter to be reported to Council.

**Action: Craig Wilson**

#### 6. RoadWise

Karen provided the Group with copies of WALGA's April/May Roadwise Report Metro - North and an overview of the following:

- That next week is (was in the beginning of May) the Fourth United Nations Global Road Safety Week focusing on speed and what can be done to address this key risk factor for road traffic deaths and injuries, and
- It is also Australia's 2017 National Road Safety Week with a number of campaigns being promoted and implemented.
- Further, WALGA RoadWise has developed a resource Kit to enable the RoadWise road safety network to focus local road safety action on safe speed initiatives, while also aligning with global and national campaigns during May 2017. The 'Local Safe Speed Initiatives Kit' is attached.
- In addition, also attached is WALGA's RoadWise Resource Kit to assist with implementation of the '*Shine a Light on Road Safety*' campaign. The *Shine a Light on Road Safety* campaign aims to raise awareness, prevent deaths and injuries on our roads and raise funds to support those impacted by road trauma.

Francois advised that the City had received a grant to purchase Road Safety Speed Trailer, which not only display's actual vehicle speeds with both affirmative and cautionary messages but can be programmed to display general road safety messages and/or advertise City events.



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## 7 General Business

### 7.1 Black Spot locations

Jonathon asked if the Group could have access to the Black Spot data? Craig advised that the new data (1 January 2012 to 31 December 2016) was yet to be released but that it should be available for the next meeting.

**Action: Craig Wilson**

#### **IMPORTANT NOTE:**

The terms of Reference for this, or any Advisory Group, shall operate at all times in accordance with the City's Policy No. 4.2.12 – Advisory Groups, which states (in part):

- Any items which have been dealt with by the Advisory Group will not be implemented by the City's Administration until a report has been submitted to the Council for a decision.

## 8. Close / Next Meeting

Next meeting to start at 6pm and tentatively scheduled for Wednesday, 14 June 2017 (now confirmed).

The meeting closed at 7.10pm.

These minutes are confirmed as a true and accurate record of the meeting of the Road Safety Advisory Group (RSAG) held on 27 April 2017.

Signed:..... Chairman

Dated this:..... day of .....2017





## PEDESTRIAN AND CYCLING ADVISORY GROUP (PaCAG)

Thursday 4 May 2017 at 5.30pm

Venue: Committee Room  
City of Vincent Administration and Civic Centre

### Unconfirmed Minutes

#### Attendees:

##### City of Vincent Councillors:

Cr. Matt Buckels (MB) – Chairperson

Cr. Jonathan Hallett (JH) - Councillor

##### Community Representatives:

Andrew Main (AM)

Courtney Weber (CW)

Geraldine Box (GB)

##### City of Vincent Officers:

Rick Lotznicker (RL) – Director Technical Services

Francois Sauzier (FS) - TravelSmart Officer

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#### 1. Welcome / Declaration of Opening at 5.35pm

Cr Matt Buckels opened the meeting of PaCAG at 5.35 pm, welcomed members.

#### 2. Apologies

Paul Evans (PE)	Community Representative
Anne Bate (AB)	Community Representative
Holly Taylor (HT)	Community Representative
Roger Highfield (RH)	Community Representative
Sam Laybutt (SL)	Community Representative
Sarah Smith (SS)	Cycling Representative
Craig Wilson (CRW)	Manager Asset & Design Services

#### 3. Confirmation of Previous Minutes

Moved by: AM                      Seconded by: GB

#### 4. Matter Arising from Previous Minutes

##### 4.1 Small Wins Group (AM/GB/SL/RH/FS)

Mapping of Small Wins projects yet to be undertaken. FS to progress before the next meeting. MB requested extra columns to the current sheet to group and action items. These could then be actioned through the current or future budgets as deemed necessary.

**ACTION: FS**



#### 4.2 Major Projects

Mapping of Major Projects yet to be undertaken. FS to progress before the next meeting. As per 4.1 – create additional columns so as possible alternative treatments can be considered. Create a per km costs per treatment if possible.

**ACTION: FS**

#### 4.3 Pedestrian Projects

FS advised Nth Perth Town Centre plans are the only ones that have been prepared as the template for the other town centres. MB advised Council has requested changes to a current Report. Once Council approves the Draft for Public Comment version, it can be circulated to PaCAG for feedback (expected to be the June Council Meeting).

FS advised that the mapping of Pedestrian Projects has not as yet occurred. This will be undertaken prior to the next meeting.

RL also advised that the City had contracted TALIS to conduct a survey of all the Footpath infrastructure in the City. They have just completed the survey which has been added as a layer on the City's Intramap Service (this is not available to the public). The survey has identified where problem footpath infrastructure is, categorises the problem and includes a photo-snapshot. Technical Services will now categorise the defects in terms of priority, and action repairs using the Customer Action Request system (CARS). A copy of the map has been attached to these minutes as reference.

**ACTION: FS**

##### 4.3.1 Charles Street Bus Bridge works

AM advised certain footpath connections have not been attended to appropriately by MRWA. This includes:

- Steep ramp connections;
- Footpath north of Cowle Street needs remediation works (cracks in footpath).

RL advised that remediation items could be considered as Customer Action Requests. FS to initiate.

AM also noted cars are now constantly at Cowle St intersection, making it difficult for peds and cyclists on footpath to cross Cowle. Stop line can't be moved (RL), but site will be inspected to consider what could happen (move footpath in an easterly direction?).

**ACTION: FS**

#### 4.4 Bike Boulevard Learnings

FS advised that a follow-up meeting is to be held with DoT and MRWA in the next fortnight. This should also provide some insight into different costings experienced by City of Bayswater on treatments.

#### 4.5 Chain of Response to Customer Queries

AM/MB requested information as to feedback to customers. FS checked with the Executive Secretary. All items through Report IT, CARS and Records are responded to immediately, to advise the applicant their query has been received. All items are then entered into TRIM record system and a reference number issued and the appropriate response officer notified. The applicant is then sent the TRIM



reference number for their records. Once the item has been attended to /completed, the officer has to close off the item in TRIM. The officer may choose to advise the applicant that the job has been completed (in most cases this is evident – potholes/tree prunings etc), but there is no obligation to unless it has been expressly requested by the applicant.

## 5. Business

### 5.1 New Priorities

Discussion held as to whether group under new chairmanship needed new priorities. MB advised best to progress on Major Projects/Small wins projects and mapping.

**ACTION: ALL**

### 5.2 Meeting Dates

JH recommended that the group meet on a monthly basis in the immediate future until some outstanding items are progressed (1<sup>st</sup> or 3<sup>rd</sup> Monday of the month). RL to coordinate new dates with Executive Secretary and advise all members.

**ACTION: RL/TH**

### 5.3 Road Safety Trailer

FS advised grant application was successful and purchase is being progressed. FS and Safer Vincent team are working on a calendar of bookings/event for the trailer to be used to promote a number of Safer Vincent, safe cycling and driving messages.

**ACTION: FS**

### 5.4 Connecting Schools Grants

FS advised of successful grant application and distributed sample of way-finding component to group. This will officially commence in 2017/18, though schools have already been contacted.

**ACTION: FS**

## 6. General Business

### 6.1 Integrated Transport Strategy

FS advised that the City is preparing an RFQ to then develop an Integrated Transport Strategy for Vincent. MB requested an update on this for the next meeting.

**ACTION: FS**

### 6.2 Health Activity Plan

Part of the original objective of the PaCAG was to contribute to the review of the City's Health Activity Plan. JH asked for an update on the status of the Health Plan.

**ACTION: FS**

### 6.3 Carr/Cleaver Precinct

AM asked about the current works on Florence Street/Vincent Street. RL advised of collection of works in the precinct as well as additional footpath upgrades on Ellesmere and also Fitzgerald Street. FS advised of WABN Carr/Cleaver bike lane design grant and that an RFQ for the design would be developed in the coming months.



#### 6.4 Status of current and upcoming road projects

MB requested a listing of current and upcoming road/footpath projects so as the PaCAG group could be kept informed as to what is being progressed in the City.

**ACTION: FS**

#### 7. Close / Next Meeting

Meeting closed at 7.10pm

Next meeting: 19 June 2017

These minutes are confirmed as a true and accurate record of the meeting of the Pedestrian and Cycling Advisory Group (PaCAG) held on 4 May 2017.

Signed: ..... Chairman

Dated this:.....day of.....2017