



CITY OF VINCENT

ATTACHMENTS

Council Briefing

12 September 2017

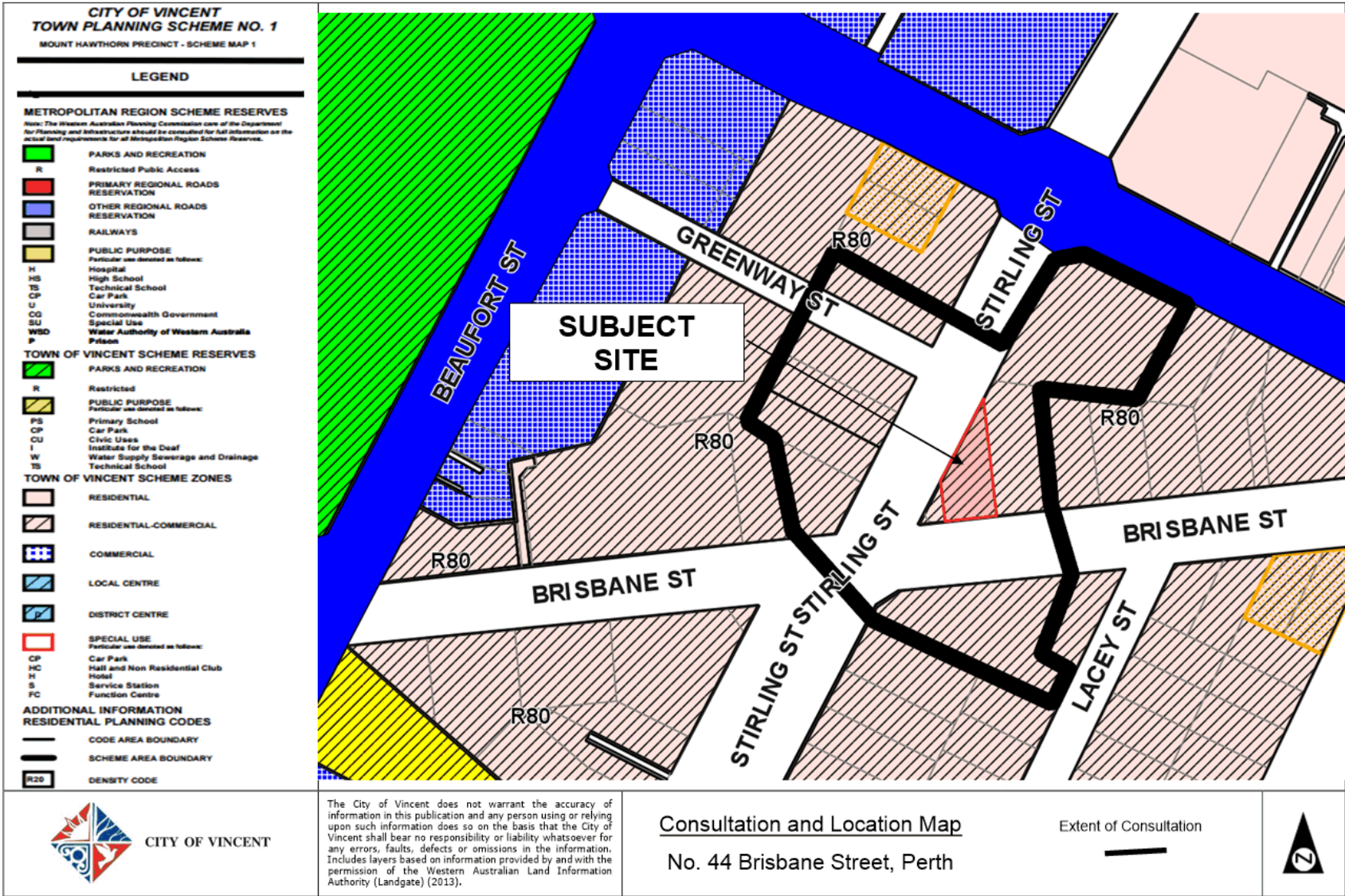
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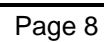
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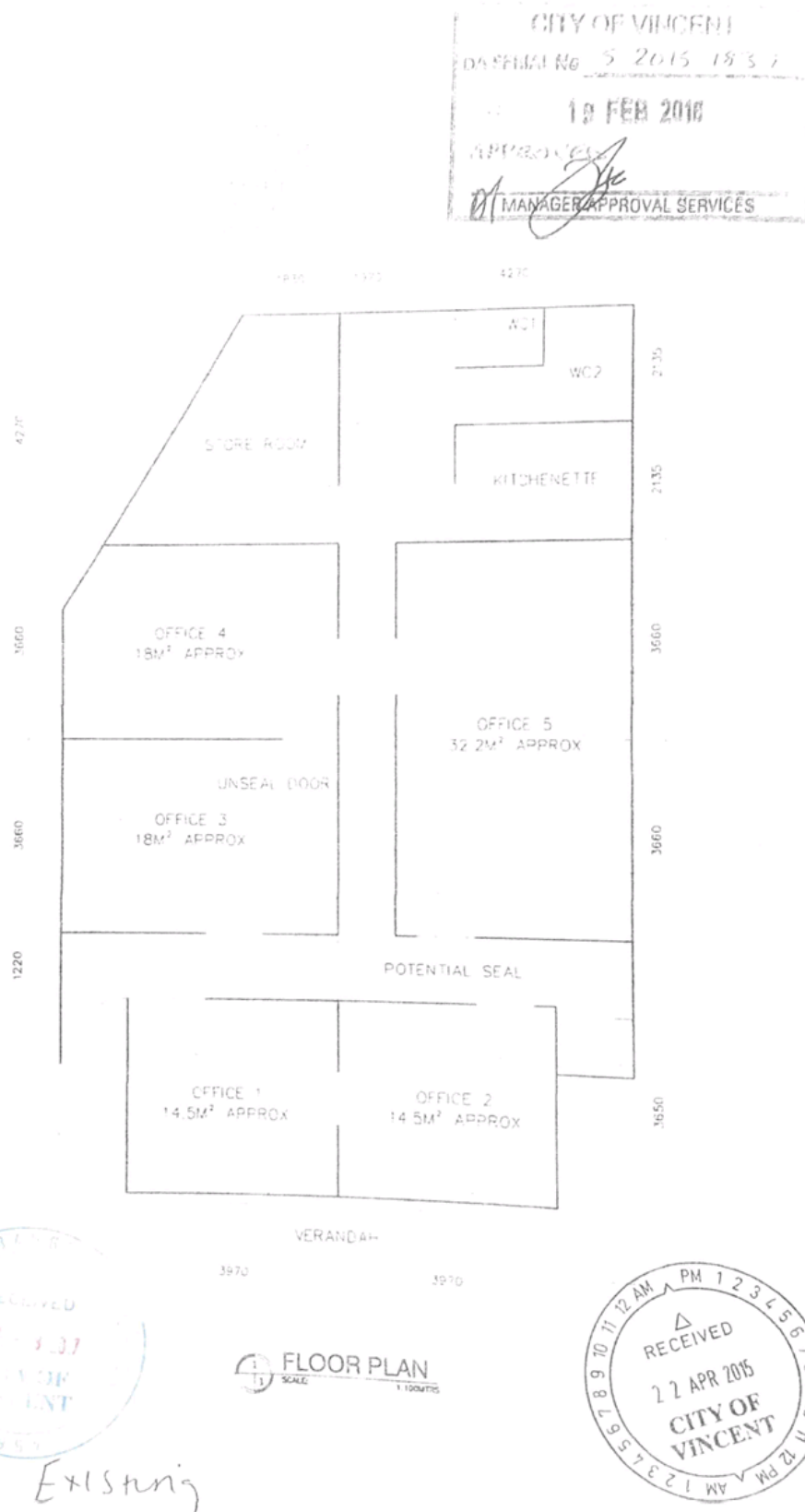
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FORMSCAPE

built form planning solutions

Extention of exising approval

Lots 13 & 14 (No. 44) Brisbane Street, Perth



FORMSCAPE



Yummy Mummy Day Spa

Extension of Approval – Lots 13 & 14 (No. 44) Brisbane Street, Perth

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Yummy Mummy Day Spa

Extension of Approval – Lots 13 & 14 (No. 44) Brisbane Street, Perth

Introduction

This report has been produced in support of an extension to the existing approval (Ref: 5.2015.183.1) for a change of use from the previous 'Office' land use to 'Non-Medical Consulting Rooms' at Lots 13 & 14 (No. 44) Brisbane Street, Perth (herein referred to as the subject site). Our client (Yummy Mummy Day Spa) merely wishes to continue to operate and use the subject site in accordance with the City of Vincent's definition of 'Non-Medical Consulting Rooms'.

The client is concerned with submitting a high quality application that is cognisant of local planning requirements and therefore has engaged the services of FORMSCAPE to outline and justify instances where the application is unable to meet deemed to comply provisions of the relevant planning framework.

Proposal Summary

Client	A M & C M Ciallella c/- Yummy Mummy Day Spa
Applicant	FORMSCAPE Built Form Planning Solutions
Site Address	Lots 13 & 14 (No. 44) Brisbane Street, Perth
Site Area	348m ²
Tenancy Floor Area	196m ²
Existing Land use	Non-Medical Consulting Rooms
Surrounding Land Uses	Office, Residential, Retail, Parking, Mixed Use and/or General Industry



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Yummy Mummy Day Spa

Extension of Approval – Lots 13 & 14 (No. 44) Brisbane Street, Perth

Site Description

1. The subject site is located at the corner of Brisbane Street and Stirling Street on the northern side of this intersection. The subject site includes a Multi-Lot title being both Lots 13 and Lot 14.
2. The subject site is located within the Beaufort (13) Precinct.
3. We note that the subject site is zoned 'Residential – Commercial' and designated a density coding of R80 under the provisions of the City of Vincent TPS 1.
4. The subject property sits in the South Ward under the provisions of the City of Vincent Town Planning Scheme No. 1 (TPS 1).
5. Primary vehicular access is gained from Stirling Street, with 2 parking bays being provided off-street.
6. The site is located in close proximity to a large public car park station (less than 50m to the west).

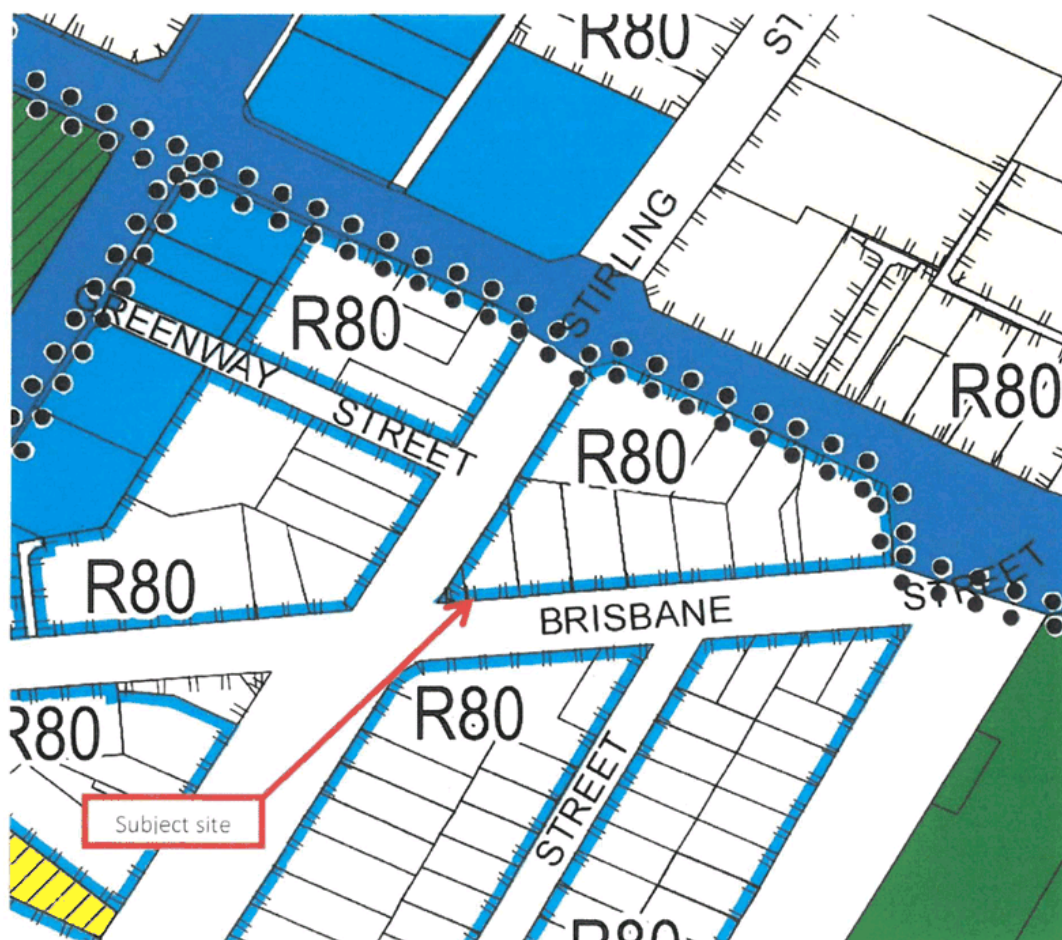


Figure 2 – Scheme map extract

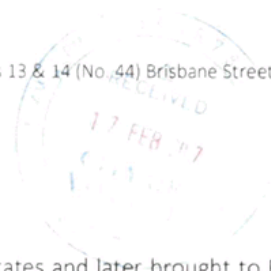
7. We note that a Consulting Rooms are identified as an 'SA' land use under the provisions of TPS 1, however this land use (as proposed) at the subject site has already received prior planning approval from the City of Vincent on 19/02/2016. This Development Application proposes an extension and continuation of the Day Spa (Non-Medical Consulting Rooms) with some minor proposed alterations to the approval.

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Yummy Mummy Day Spa

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Background and Proposed Development

Nature of Business

Yummy Mummy Day Spa was a concept created in 2006 in the Eastern States and later brought to Perth. It has been designed primarily to cater for pregnant woman with a vision of a creating relaxed spa environment while women are being thoroughly taken care of by professional therapists. The core business revolves around the provision of day spa services including facials, pregnancy massages, hand and feet massages, body scrubs, anti-aging treatments, waxing and tinting, eyelash treatments as well pigmentation and pregnancy skincare treatments/products. The Day Spa combines all things luxurious and beautiful so that soon-to-be and new mothers leave feeling fantastic, which is only a good thing for their baby's as well. The Yummy Mummy Day Spa offers selected products that are safe to use while pregnant and breastfeeding. Yummy Mummy Day Spa takes the utmost care in making sure that they provide gentle skin solutions for all.

The existing dwelling has been converted into the low impact land use (Non-Medical Consulting Rooms) as described above. It is a land use compatible with all surrounding uses as well as the nearby residential community. The accompanying floor and site plan identifies that the existing external building fabric is to remain unchanged both internally and externally. This layout has been designed to suit the individual needs of the tenant at this juncture and provides the site with a high level of exposure, access, parking and integration with the surrounding land uses.

There a total of three (3) consulting rooms on site, with ancillary office, storage, kitchen and ablution facilities also being present within the converted dwelling. The consulting rooms are capable of accommodating one (1) customer at a time paired with one (1) staff member. Accordingly, there is potential for up to six (6) people to be on site at any one time. We understand however that this situation only rarely occurs, given that bookings ahead of time are mandatory so that there is no overlap.

There are only a handful of day spas of this nature located around the Perth metropolitan area. The consulting rooms offer a relaxed environment for patrons to leave with an overall sense of good physical and mental well-being. The studios will be staffed at all times while patrons are present.

All BCA and Health requirements will be complied with as part of this proposal. These matters are to be addressed and compliance demonstrated at the building permit stage.

Hours of Operation

The hours of operation are 9:00am to 5:00pm Monday – Saturday (consistent with the prior approval). The consulting rooms remain closed on Sundays and public holidays.

Staffing Requirements

Past attendance rates indicate that the consulting rooms are busiest on Saturdays with all consulting rooms being used consistently throughout this day. Staff attendance remains steady even during peak times, being up to three (3) staff members at any one time (one per consulting room).

Parking

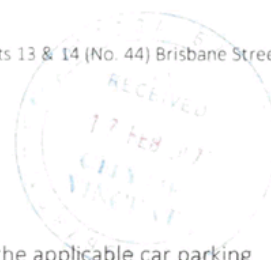
Three (3) car parking bays are provided at the rear of the site for staff use (two in tandem arrangement). In addition, we note that Lot 14 (which forms part of the Multi-lot site) is fully paved and can be used to accommodate up to another three (3) vehicles. However, we note that it doesn't appear to have any crossover available which is capable of servicing it properly due to its location at the street intersection. Notwithstanding, we note that there is plenty of parking available for both staff and clients both on street and within the nearby parking station located directly opposite the subject site (behind the Brisbane Hotel).

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Yummy Mummy Day Spa

Extension of Approval – Lots 13 & 14 (No. 44) Brisbane Street, Perth



Local Planning Framework

Parking and Access Policy No. 7.7.1

Under the City of Vincent Parking and Access Policy No. 7.7.1 (LPP 7.7.1), the applicable car parking requirement is as follows:

Activity	Car Parking Spaces
Consulting Room / Vet Centre	3 spaces per consulting room or consultant, whichever is lesser.

Given there are only three (3) consulting rooms/consultants on site at any one time, we understand that nine (9) parking bays are typically to be provided on site accordingly.

In addition to the above, we note that LPP 7.7.1 allows for parking bays to be reduced subject to the adjustment factors of Table 2, identified and summaries as follows:

#	Adjustment Factor ⁽¹⁾	Development Scenario	Criteria met?
1A or 1B	0.80 (20%) or 0.85 (15%)	The development is located within 400 metres ⁽²⁾ of a rail station; or The development is located within 800 metres ⁽²⁾ of a rail station.	No
2	0.80 (20%)	The development is located within 400 metres ⁽²⁾ of a bus route.	Yes
3A or 3B	0.80 (20%) or 0.85 (15%)	The development is located within 200 metres ⁽²⁾ of an existing off-street public car park with in excess of 50 car bays; or The development is located within 400 metres ⁽²⁾ of an existing off-street public car park with in excess of 75 car bays; or	Yes N/A
3C or 3D	0.90 (10%) or 0.95 (5%)	The development is located within 400 metres ⁽²⁾ of an existing off-street public car park with in excess of 50 car bays; or The development is located within 400 metres ⁽²⁾ of an existing off-street public car park with in excess of 25 car bays.	N/A N/A
4	0.90 (10%)	The development is located in a Town Centre shown in Appendix 1.	No
5	0.80 (20%)	The development proposes a mix of residential and commercial uses, provided at least 50% of the total plot ratio is residential.	No
6	0.90 (10%)	The development provides on-site End of Trip Facilities exceeding the minimum requirements of this policy ⁽³⁾ .	Yes
7A or 7B	0.80 (20%) or 0.80 (20%)	The development proposes a small scale (less than 80 square metres of NLA) 'active use' (as indicated as (2) in table 1) and is located on the ground floor of a building in a Town Centre (see Appendix 1). The site cannot reasonably accommodate onsite parking required for the development due to the presence of a building listed on the City's Municipal Heritage Inventory	No
Combined Adjustment Factor		0.8 x 0.8 x 0.9 =	0.576
Total Number of Car Bays Required			9 bays
Total Number of Car Bays Required (after adjustment factors)			5.184 bays
Minus the car parking provided on-site			2 bays
Resultant Shortfall			3.184 bays

It is important to note that the subject site is located just beyond the 800m setback distances from two separate train stations (being Claisebrook and East Perth stations). Accordingly this adjustment factor could have potentially seen the resultant shortfall reduced even should it be 50m closer to either station.

Yummy Mummy Day Spa

Extension of Approval – Lots 13 & 14 (No. 44) Brisbane Street, Perth

Consulting Rooms Policy No. 7.5.22

The City of Vincent Development and Design Policy No. 7.5.22 – Consulting Rooms (LPP 7.5.22) provides the following definition for 'Non-Medical Consulting Rooms':

Any building or part thereof used in the practice of a qualified beauty technician, touch therapist, natural massage therapist or the like but does not include massage activity of a sexual nature, prostitution, brothel business, an agency business associated with prostitution, escort agency business, or the like.

Beauty therapists should have completed a beauty therapy course certified by the 'Training Accreditation Council'.

Where an Act or Regulation does not exist in relation to the type of consultancy to be carried on in the proposed non-medical consulting rooms, proof of current accreditation from a relevant legitimate and reputable association or organisation is to be submitted at the time of application.

Uses that do not meet the abovementioned criteria will not be classified as non-medical consulting rooms.

We confirm that the land use as described above is consistent with the definition provided by LPP 7.5.22. All therapists/consultants hold a valid Diploma of Beauty Therapy. Copies can be made available to the City upon request.

In addition, LPP 7.5.22 provides the following objectives for Consulting Rooms:

Objective	Comment
(1) <i>To limit the activities associated with the consulting rooms so that there is no undue impact on the surrounding area.</i>	The consulting rooms directly comply with the stated objective. The consulting rooms are of a low impact and therefore considered to complement the existing/surrounding uses.
(2) <i>To provide guidance in the exercising of discretion in determining planning applications for consulting rooms.</i>	N/A
(3) <i>To ensure consulting rooms of a legitimate medical nature are not subject to controls to prevent the appearance of prostitution, brothel business, or an agency business associated with prostitution, escort agency business, and the like within the City of Vincent.</i>	We confirm that the consulting rooms are a legitimate non-medical land use without any sexual business component.
(4) <i>To ensure that consulting rooms of a sexual nature, for example prostitution, brothel business, agency business associated with prostitution, escort agency business, and the like are not issued with a planning approval under the auspices of consulting rooms as defined in the City of Vincent Town Planning Scheme.</i>	N/A - as above, we confirm that the consulting rooms are a legitimate non-medical land use without any sexual business component.

This proposed consulting rooms (extension of approval) is made pursuant to Clause 5.4.2 of LPP 7.5.22 and the recent correspondence provided to our client has received from the City in relation to previous approval issued on 19/02/2016 (ref: 5.2015.244.1).

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Yummy Mummy Day Spa

Extension of Approval – Lots 13 & 14 (No. 44) Brisbane Street, Perth

Previous Approval

The following information relates to the prior approval granted for the change of use from office to consulting rooms at the subject site.

Condition No. 3 Parking

Condition No. 3 of the previous approval states the following:

3. Cash-in-lieu

Within 28 days of the date of the approval, pay a cash-in-lieu contribution for the shortfall of 3.07 car bays, based on the cost of \$5,400 per bay as set out in the City's 2015/2016 Schedule of fees and Charges being a contribution of \$16,578.00;

In addition, the Advice Notes on the Approval state the following:

1. *With reference to Condition 3:*

- 1.1 *The cash-in-lieu amount may be reduced if additional car bays are provided on-site or in conjunction with an other arrangement acceptable to the City;*
- 1.2 *Alternatively the lodgement of an appropriate assurance bond/bank guarantee of the above value to the satisfaction of the City can be undertaken. This assurance bond/bank guarantee will only be released in the following circumstances:*
 - 1.2.1 *To the City at the date of issue of the Building Permit for the development, or first occupation of the development, whichever occurs first; or*
 - 1.2.2 *To the owner/applicant following receipt by the City of a Statutory Declaration of the prescribed form endorsed by the owner/applicant and stating that they will not proceed with the subject 'Approval to commence Development'; or*
 - 1.2.3 *The owner/applicant where the subject 'Approval to commence Development' did not commence and subsequently expired; and*
- 1.3 *The applicant may request the City approve a payment plan of upto five years.*

While we understand that no cash-in-lieu contribution has made to the City at this juncture, we are of the view that there is sufficient merit for the prescribed minimum parking bay requirement to varied by City pursuant to Clause 2.4 of the City of Vincent's Parking and Access Policy 7.7.1. We understand that this can be applied in the following instances:

2.4 Waiving of Car Parking Requirements	Comment
a) <i>Where the application does not involve the reduction of existing on-site car parking bays as part of the application;</i>	We confirm that the application does not result any reduction of existing on-site car parking bays.
b) <i>Where the application does not involve any building works that contribute to additional floor area that would be subject to parking requirements.</i>	We confirm that no additional floor area is to be provided. The change of use application merely utilises the existing building footprint.
c) <i>Where a current planning approval required payment of cash-in-lieu but that approval has not been acted upon in any way including payment of cash-in-lieu.</i>	We confirm that the current planning approval previously requested cash-in-lieu contribution, however it remains unpaid. This application requests a waiver as per Cl 2.4. See below justification.

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Yummy Mummy Day Spa

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In light of the above, we now respectfully request that the City grant a concession with regard to the minor parking shortfall on account of the following supporting justification:

- The proposal is consistent with the objectives and principles of the City of Vincent's local planning framework, in particular the Consulting Rooms and Parking & Access policies.
- The proposal is situated in reasonably close proximity to an extensive public transport network. Nearby Beaufort Street provides a well-integrated public transport alternative via its high frequency bus network.
- There is limited available land on site to provide for the extra bays due to the unusual lot shape and configuration.
- A large public car parking facility is available immediately across from the subject site.
- There is ample on-street parking available to both Brisbane Street and Stirling Streets.
- The land use as described above provides a 'low intensity' and non-offence service to the local (and wider Perth) community.
- The proposal will not alter the amount of existing car parking available on site.
- The number of on-site parking bays provided is sufficient enough to accommodate the long term parking requirements for all staff users. Clients on the other hand only require short term parking (1-2 hours), which can be easily accommodated by the on-street or public parking area located opposite.

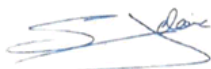
Taking into account the above, the proposed parking allowance is not considered to have a detrimental impact on the locality. Accordingly, we believe that the City is capable of issuing approval with a waiver of the car parking requirements in accordance with Cl. 2.41 of LPP 7.7.1.

Conclusion

This report has been submitted in support of the proposal to extend the approval for a 'Change of Use' from the previous office use to Non- Medical Consulting Rooms (Yummy Mummy Day Spa) at No. 44 Brisbane Street, Perth. It is the proponent's intention to run a profitable business, carefully managed to have little or no negative impact to the community. The proposal is in accordance with the relevant planning framework, or appropriately justified where required. The day spa operator has a proven track record of running businesses and is motivated to provide this service (as described above) to customers in surrounding and nearby areas.

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

Yours faithfully,



Sam Jeleric

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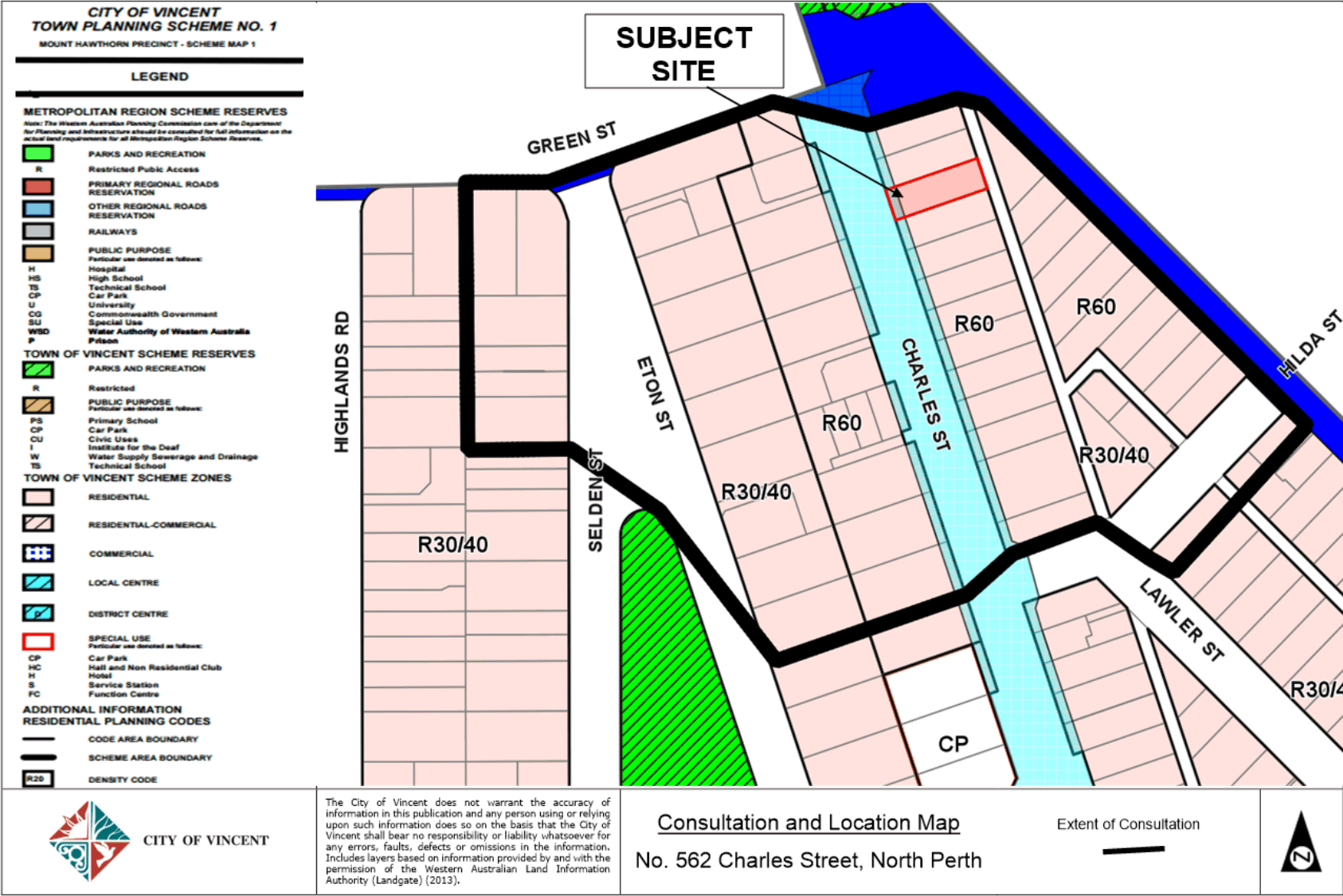


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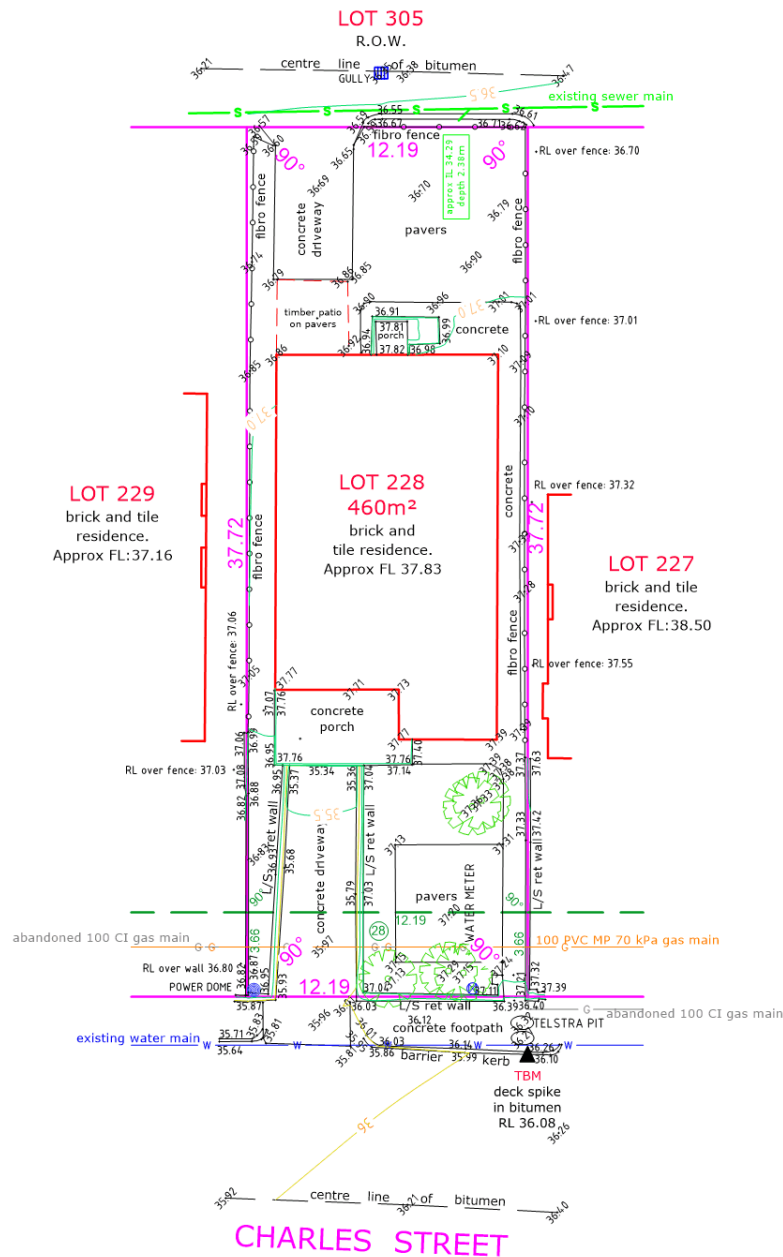
Determination Advice Notes:

1. With reference to Condition 3:
 - 1.1 The cash-in-lieu amount may be reduced if additional car bays are provided on-site or in conjunction with any other arrangement acceptable to the City;
 - 1.2 Alternatively the lodgement of an appropriate assurance bond/bank guarantee of the above value to the satisfaction of the City can be undertaken. This assurance bond/bank guarantee will only be released in the following circumstances:
 - 1.2.1 To the City at the date of issue of the Building Permit for the development, or first occupation of the development, whichever occurs first; or
 - 1.2.2 To the owner/applicant following receipt by the City of a Statutory Declaration of the prescribed form endorsed by the owner/applicant and stating that they will not proceed with the subject 'Approval to Commence Development'; or
 - 1.2.3 To the owner/applicant where the subject 'Approval to Commence Development' did not commence and subsequently expired; and
 - 1.3 The applicant may request the City to approve a payment plan of up to five years;
2. The use also includes Beauty Therapy and Massage within the Pregnancy Day Spa Use;
3. A Building Permit is required for any proposed signage or advertising. If any proposed signage does not comply with the City's Policy No. 7.5.2 a separate Planning Approval will be required to be obtained from the City prior to the submission of a Building Permit for the signage;
4. Any new street/front wall, fence and gate within the Brisbane and Stirling Street setback areas, including along the side boundaries within these street setback areas, shall comply with the City's Policy provisions relating to Street Walls and Fences;
5. With reference to Condition 6 bicycle bays must be provided at a location convenient to the entrance, publicly accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3;
6. Any on site car parking shall comply with the specifications and dimensions specified in Australian Standard AS2890 off street parking;
7. No car parking is permitted on adjoining Lot 14 Brisbane Street; due to its proximity to the intersection of Brisbane and Stirling Streets;
8. Standard 'Visual Truncations', in accordance with the City's Policy No. 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve or Right of Way boundary, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised;
9. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve;
10. All storm water produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City;
11. A bin store is required to be provided, of sufficient size to accommodate the City's bin requirement, as assessed by the City; and
12. The premises shall operate in accordance with the requirements of the *Health (Skin Penetration Procedures) Regulations 1998* and the *Code of Practice for Skin Penetration Procedures*, and the operator shall notify the local government of their registered trading name and business address, and the types of procedures which are to be performed.





NOTE: Easement (Dedicated Town Planning & Development Act Sec 28(1)) exists in area designated 28. See Plan 2672 and Section 167A of the TLA.



	Gully
	Power Dome
	Abandoned gas main
	Gas Main
	Water Main
	Sewer Main
	Water Meter
	Telstra Pit
	Tree

TBM deck spike in bitumen equals RL 36.08 AHD
Based on sewer manhole 5689 RL 36.40 AHD (Water Corp e-plan)
Contractor to check datum before adopting levels

Date: 9 July 2014

Scale 1:200@A3

Client: Zrinski

Position and depth of services to be confirmed on site by contractor.

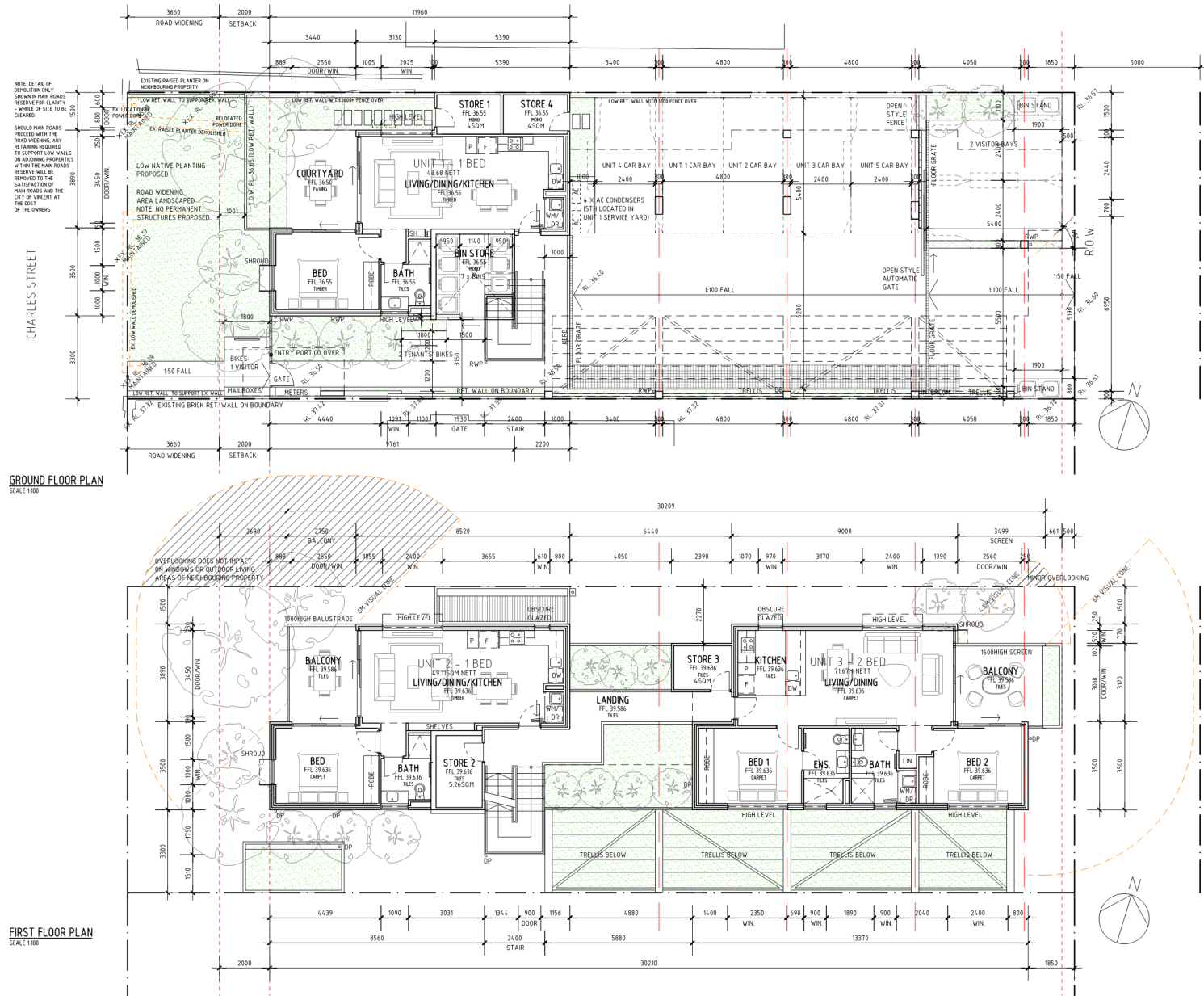
Note: Features are related to fence-lines only. No connection made to boundaries.
REPEGE RECOMMENDED

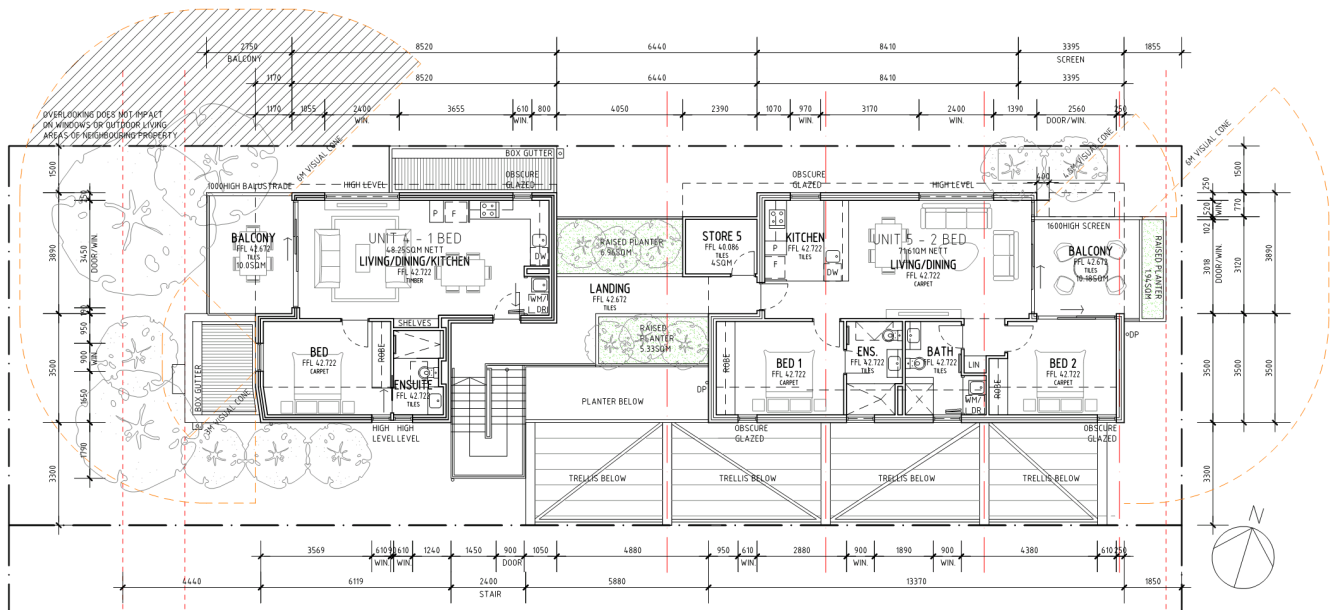
**FEATURE AND CONTOUR SURVEY
OF LOT 228 ON PLAN 2672**
562 Charles Street, North Perth
C/T Vol: 1040 Fol: 259
our ref. 4228-14

Feature Survey by
THE LAND DIVISION
PLANNING | SURVEYING | DESIGN
PO Box 2444,
Malaga, WA 6090
Tel 089 209 3232
Fax 089 249 2551

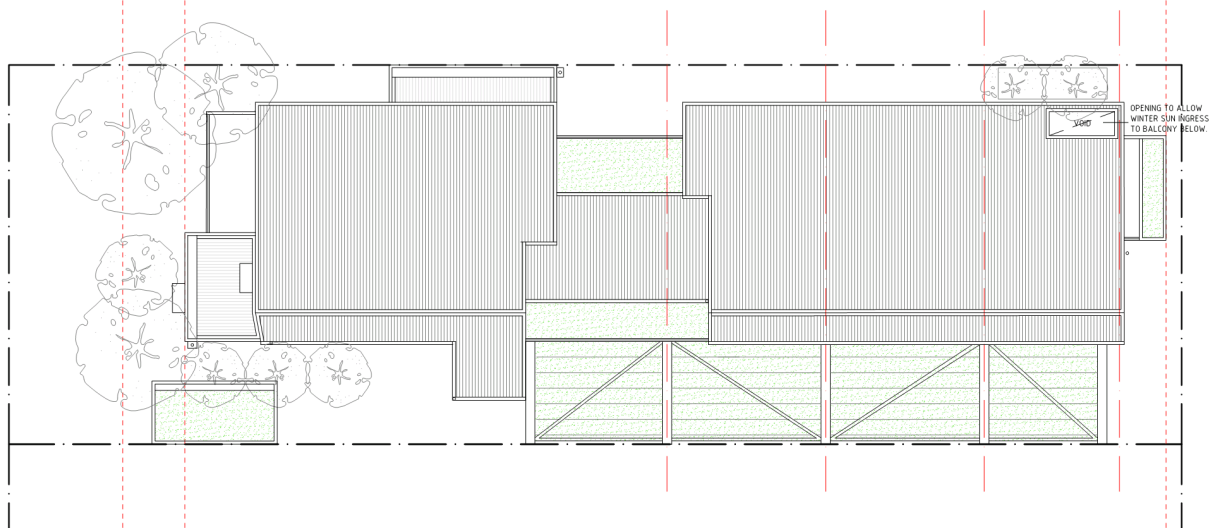
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NOTES: 1) CONSULT LEGAL ADVICE ON EASEMENTS, ENCUMBRANCES AND CAVEATS THAT MAY APPEAR ON THE CERTIFICATE OF TITLE.
2) LEVELS ON ADJOINING PROPERTIES ARE APPROXIMATE DUE TO ACCESS RESTRICTIONS. 3) SERVICES PLOTTED AS VISUALLY SEEN ON SITE AND ARE APPROXIMATE.
4) SEWER POSITION AND LEVELS FROM WATER CORPORATION PLANS. 5) CONSULT DIAL BEFORE YOU DIG TO CHECK LOCATION OF UNDERGROUND SERVICES. 6) BEWARE OF OVERHEAD POWER LINE HAZARDS.
7) CONSULT TLD ON ANY ANOMOLY BEFORE DESIGN AND CONSTRUCTION.





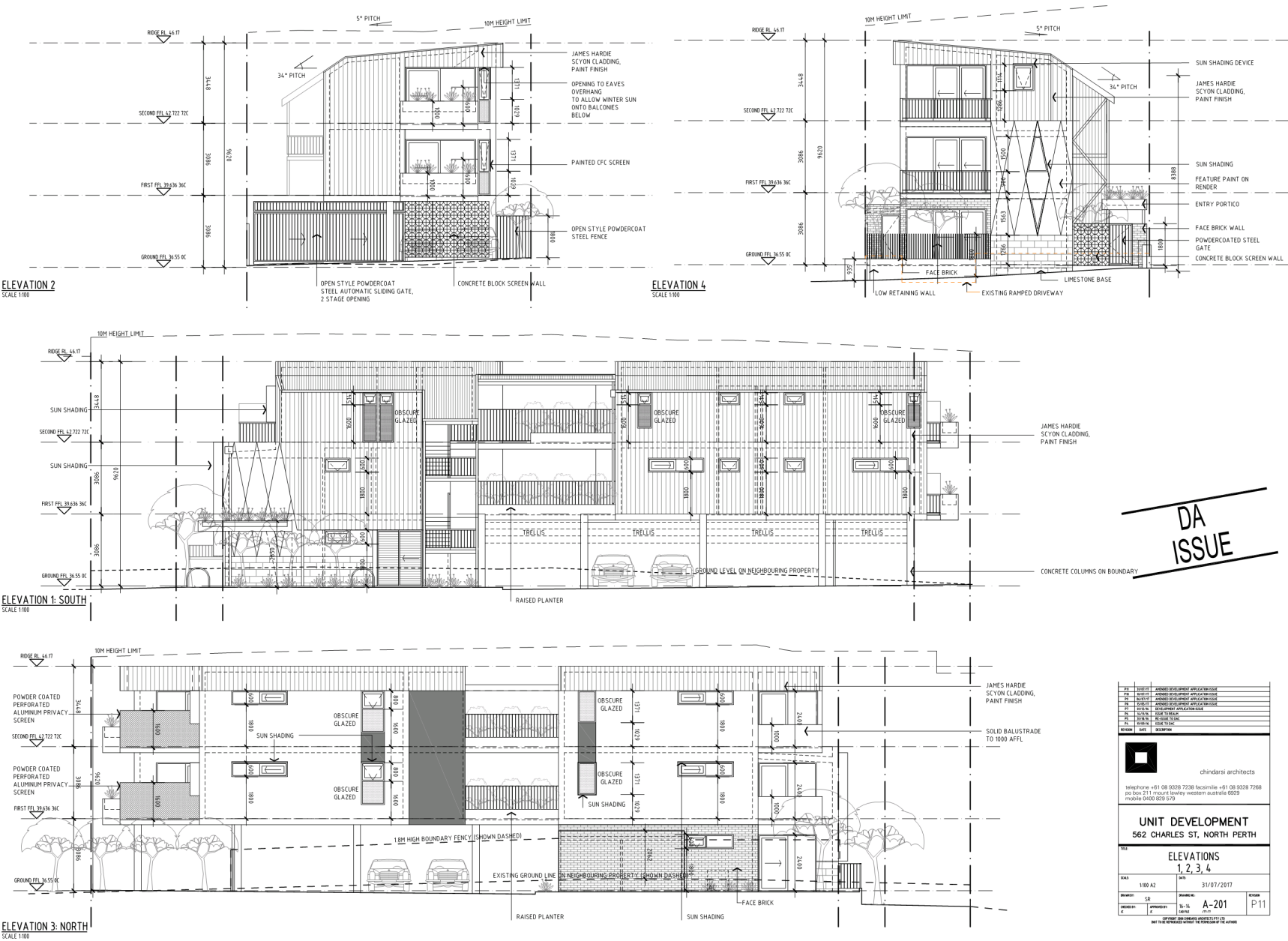
SECOND FLOOR PLAN
SCALE 1:100

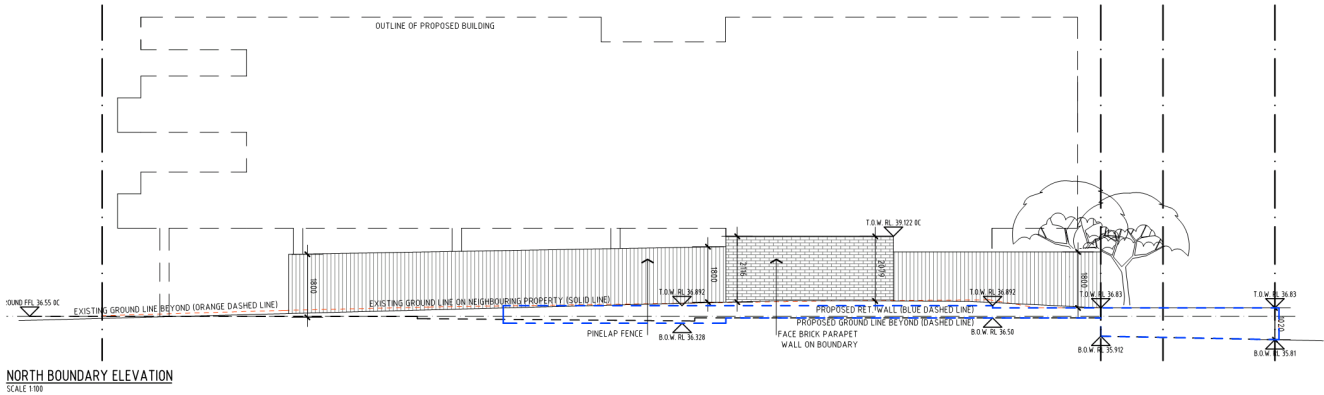
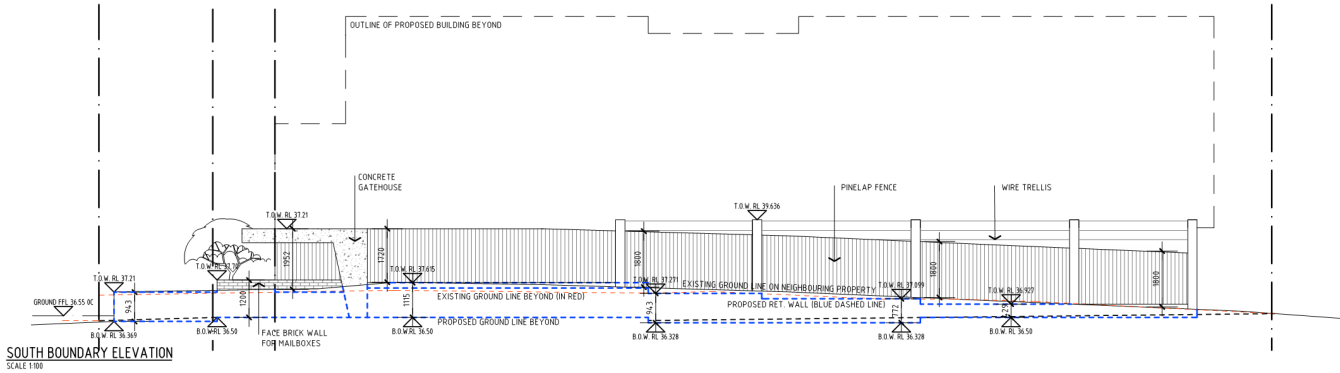


ROOF PLAN
SCALE 1:100

DA
ISSUE

[illegible]





DA
ISSUE

chindarsai architects	
telephone +61 08 9329 7238 facsimile +61 08 9329 7268 po box 211 mount lawley western australia 6009 mobile 9405 9239 5179	
UNIT DEVELOPMENT 562 CHARLES ST, NORTH PERTH	
BOUNDARY ELEVATIONS 1, 2, 3, 4	
DATE 11/09/12	DATE 31/07/2017
DESIGNED BY SR	APPROVED BY SR
PROJECT NO. A-210	REVISION P4
DO NOT SCALE DRAWINGS DO NOT SCALE DIMENSIONS DO NOT SCALE AREAS OR VOLUMES	

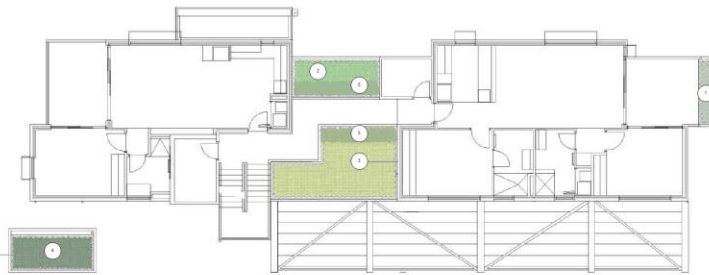
562 Charles Street

Landscape Softworks Plan for DA

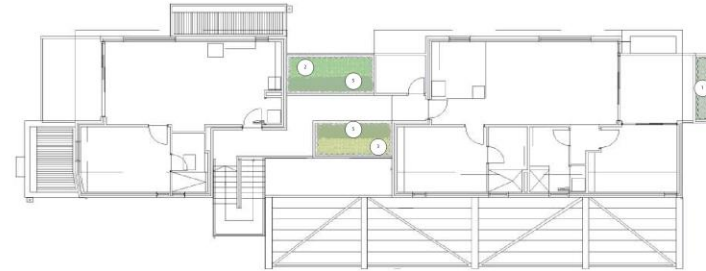


PLANTERS

- 1 Low strappy soft
Trailing climber
- 2 Full sun - Low groundcovers
- Medium Shrubs
- Feature Species
- 3 Semi shade - Low groundcovers
- Medium Shrubs
- Feature Species
- 4 Extensive Roof Garden - Sedum groundcover species
- 5 Herb Garden - Shared planted beds for use by the residents



FIRST FLOOR PLAN



SECOND FLOOR PLAN

1 LOW STRAPPY SOFT / TRAILING CLIMBER



Tulbaghia violacea



Dianella tasmanica 'Variegata'



Ficus pumila

2 FULL SUN



Conostylis cordicans



Hibbertia grossularifolia



Anigozanthos hybrid 'Amber Velvet'



Crinum pedunculatum

3 SEMI SHADE



Cassinopsis 'Citron'



Alcantarea imperialis Rubra



Liriope muscari 'Just Right'



Tradescantia zebrina

4 EXTENSIVE ROOF GARDEN



Echeveria gibbiflora 'Blue Wave'



Crassula ovata



Senecio mandraliscae 'Dwarf'



Sedum lineare 'Variegatum'

5 HERB GARDEN



Basil (*Ocimum basilicum*)



Parsley (*Petroselinum crispum*)



Coriander (*Coriandrum sativum*)



Oregano (*Origanum vulgare*)



Sage (*Salvia officinalis*)



Thyme (*Thymus vulgaris*)

REALM



562 Charles Street

Landscape Softworks Plan
for DA



Client:
M and J Panthera

Date: 21/11/2016
Scale: 1:100 @ A1

Dwg/Rev:

L01A

















01 December, 2016

chindarsi architects

City of Vincent
PO Box 82
LEEDERVILLE WA 6902

Attention: Director – Planning Services

Re: Multiple Dwelling Development #562 Charles Street, North Perth.

Dear Sir/Madam,

I am writing to confirm lodgement of a Development Application for a proposed multiple dwelling development at 562 Charles Street, North Perth, Title particulars: Lot 228, Plan 2672, Volume 1040 Folio 259.

Inspired Homes presented their proposal for the site at the Design Advisory Committee (DAC) on Wednesday 23rd of September, 2015 and received a number of suggestions for improvement. In response to this the Owners engaged Chindarsi Architects to look at the project with fresh eyes. We re-presented the project at the DAC Meeting on 28th September 2016 and received a positive response with some aspects of review to be distributed via email to the DAC members, with no requirement to re-present to the committee. The revised plans were distributed on 19th October 2016. We were subsequently given leave to submit for Development Application.

Note: we are not seeking Design Excellence on this project.

The site is 460sqm and is zoned Residential R60. It falls within the Kyilla Precinct 17. A 3.6m wide road widening applies to the Charles Street frontage.

The proposal is for five multiple dwelling units comprising three 1 bedroom, 1 bathroom units and two 2 bedroom 2 bathroom units with associated car parking and stores.

This letter reviews the proposal against the R-Codes of WA, The City of Vincent Town Planning Scheme No.2 and relevant City of Vincent Policies and includes the Neighbourhood Context Report.

Summary: Residential Design Codes of WA

6.1.1 Building Size

R60 allows for a plot ratio area of 1:0.7. The proposal is for a plot ratio area of 338.99sqm. The lot area is 460sqm, therefore the proposed plot ratio is 1:0.73, which is slightly higher than the allowable value. It is noted though however that plot-ratio is only one measure of building size, and should be considered in the context including set-back, over-shadowing and visual privacy compliance and enhancement of neighbouring amenity.

6.1.2 Building Height

R60 allows for the following heights:

Top of external wall	9m
Top of external wall	10m

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(concealed roof)

Top of pitched roof 12m

The 10m height line is shown on the elevations enclosed (Drawing A.201). The proposed development is within this height limit.

6.1.3 Street Setback

R60 allows for a 2m street setback, however this is superseded by the City of Vincent Policy 7.4.8 Development Guidelines for Multiple Dwellings.

6.1.4 Lot Boundary Setbacks

Lot boundary setbacks are compliant as follows:

Northern Setback (side to #564 Charles Street):

3.5m Wall to Bed

Major Openings

9.3m wall height

Allowable

4.6m

Provided

5.4m

3.18m Wall to Living

No Major Openings

9.3m wall height

Allowable

1.4m

Provided

1.5m

5.4m Wall to Stores

2.1m wall height

Allowable

1.0m

Provided

nil

Note: nil setback is allowable as long as the wall length and height is in accordance with Table 4 of the R-Codes

8.41m Wall to Kitchen/Dining/Living

No Major Openings

9.6m wall height

Allowable

1.5m

Provided

1.5m

2.8m Wall to Bed

Major Openings

9.1m wall height

Allowable

4.6m

Provided

5.4m

Southern Setback (side to #560 Charles Street)

8.7m Wall to Bed, Bath, Bin Store

No Major Openings

5.4m wall height

Allowable

1.2m

Provided

3.3m

5.9m Wall to Bed, Bath, Store

No Major Openings

8.3m wall height

Allowable

1.4m

Provided

3.3m

3.4m Wall to Living/Dining

Major Openings

9.3m wall height

Allowable

4.6m

Provided

6.4m

8.7m Wall to Bed, Bath, Bin Store

No Major Openings

5.4m wall height

Allowable

2.5m

Provided

3.3m

13.4m Wall to Beds, Baths

No Major Openings

8.3m wall height

Allowable

2.2m

Provided

3.3m

Eastern Setback (rear to R.O.W.)

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3.9m Wall to Living Major Openings 9.3m wall height Provided 4.7m	Allowable	4.6m
3.5m Wall to Bed No Major Openings 8.7m wall height	Allowable Provided	1.4m 3.3m

6.1.5 Open Space

A minimum Open Space ratio of 45% or 207sqm is required under the R-Codes. The proposal provides 213.6sqm or 46% and is therefore compliant. Calculation of this is demonstrated on drawing A.002

6.2.1 Street Surveillance

The building addresses both street and Right of Way frontages: balconies to all units plus the pedestrian entry faces Charles Street and balconies, vehicular and pedestrian entries plus the visitor parking face the Right of Way.

6.2.2 Street Walls and fences

The fence to Unit 1 is open style, 1800mm high. The secure wall at the pedestrian entry is breezeblock and face brick with an open style metal gate.

6.2.3 Sight Lines

Site lines are achieved through keeping the front setback clear of fencing and setting the driveway 0.5m off the lot boundary.

6.2.4 Building Appearance

The building, whilst being contemporary in appearance, are not designed to stand out from the general streetscape. The scale and architectural style of the buildings is not flamboyant nor attention-seeking; rather it is intended that they be polite and relatively discrete whilst being a forerunner to the gradual rejuvenation of the area.

The general approach of the design divides the building's expression into the classic tri-part elements of base, shaft and capital, which assists in breaking building mass/bulk/scale. The base is given a textured and tactile face brick expression which allows a direct association with the original bungalows. The shaft or middle level is expressed using smooth painted sand-render walls which give this section a material lightness and contrast to the heavy base beneath. On this are clipped sun-shading elements which further articulate the form and provide protection to the East and West facades. The capital or roof/loft elements are expressed using corrugated metal deck sheeting which ties in with traditional articulation and roof-form of the adjacent heritage and character of the area, whilst not directly mimicking forms.

The front façade is articulated through the projection of approximately one third of the building forward for two storeys only, presenting a two storey scale to the street. The three storey element is then set further back in line with the balconies. The two storey element is finished in a playful harlequin pattern referencing the metalwork of nearby houses.

Further material and detailing throughout the scheme references the vernacular style: breezeblock landscape walls; in-situ concrete pathways; pitched roofs; and open style metal balustrading on balconies.

6.3.1 Outdoor Living Areas

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R60 requires a minimum outdoor living area of 10sqm with a minimum dimension of 2.4m per unit. The proposal provides:

Unit 1	27.7sqm of which 23.3sqm has a dimension of more than 2.4m
Unit 2	10.0sqm of which 10.0sqm has a dimension of more than 2.4m
Unit 3	10.0sqm of which 10.0sqm has a dimension of more than 2.4m
Unit 4	10.0sqm of which 10.0sqm has a dimension of more than 2.4m
Unit 5	10.0sqm of which 10.0sqm has a dimension of more than 2.4m

6.3.2 Landscaping

The Charles Street setback is developed to minimise hard surfaces whilst still accommodating the visitor bike parking, mailboxes and pedestrian entry. The R-Codes requires 50% to be soft landscaping; the proposal provides 19.7sqm or 81%. Please refer to the Landscape Plan prepared by REALMStudio included in this application.

6.3.3 Parking

The site is approximately 14m walking distance from a northbound high frequency bus route and 184m to one serving the Perth CBD. It is therefore classified as Location A under C.3.1 so the following car bays are required:

	Type	PRA	car bays
Unit 1	1 bed	59.30sqm	1.0
Unit 2	1 bed	59.30sqm	1.0
Unit 3	2 bed	81.67sqm	1.0
Unit 4	1 bed	59.30sqm	1.0
Unit 4	2 bed	81.67sqm	1.0

Total 5.0 bays

2 Visitor Bays are provided as required (0.25 x 5 rounded up).

2 bicycle bays are provided for residents' use (5 divided by 3) and 1 for visitor use.

6.3.4 Design of Car Parking Spaces

Car parking spaces are designed in accordance with AS 2890.1.

Main Roads does not permit crossovers off Charles Street where an alternative is available so the vehicle entry and visitor bays are located off the Right of Way. The Visitor Bays provided will be marked and clearly signposted as dedicated for visitor use only and is located close to the secondary point of entry.

All car parking spaces except the two Visitor Bays are fully concealed from the street and Right of Way.

6.3.5 Vehicular Access

All car bays are accessed from the Right of Way.

6.3.6 Site Works

The site slopes both west to east and north to south. There are existing low height retaining walls on all boundaries. These walls are to be reinstated, for the most part, and do not exceed 500mm in height.

6.3.7 Retaining Walls

There will be a number of low retaining walls required throughout the development however they will be in accordance with this clause.

6.3.8 Stormwater Management

Stormwater drainage will be in accordance with C8.

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6.4.1 Visual Privacy

Visual privacy has been maintained through careful placement of windows, high sill windows, obscure glazing etc. Cones of vision are shown on the drawings. There is minor overlooking from the upper floor balconies at the front corner of the property however it falls within the road widening and front street setback and should be seen as a positive as it provides passive surveillance of the Charles Street frontage.

6.4.2 Solar access for adjoining sites

The allowable over-shadowing under the R-Codes in sites zoned R60 is 50% of the site area. The overshadowing proposed is 221.43sqm of 460sqm or 48.14% and is therefore compliant.

6.4.3 Dwelling Size

Not applicable.

6.4.4 Outbuildings

The store rooms are incorporated into the main building under the main roof.

6.4.5 External Fixtures

External fixtures will be installed in compliance with this clause.

6.4.6 Utilities and facilities

Each unit has been provided with an enclosed store room of at least 4sqm with a minimum dimension of 1.5m. These are located adjacent to the car parking areas or from communal circulation areas on the upper floors.

The bin store has been located off the main pedestrian entry, linking directly to Charles Street. Whilst being conveniently located for use, it will not be visible from the street. The number of bins has been confirmed with the City as part of the DAC review.

Each unit is to be provided with a dryer along with an internal clothesline– no external clothes drying facilities are provided due to space constraints.

City of Vincent

We have also sought to design the development to be in accordance with:

City of Vincent Town Planning Scheme No. 2Relevant Policies:

- 7.2.1 Residential Design Guidelines
- 7.4.8 Development Guidelines for Multiple Dwellings

City of Vincent Town Planning Scheme No. 2

The proposed TPS 2 allocates a Residential/Commercial R60 zoning to the site. The proposal is in keeping with the intent of this zoning.

7.2.1 Residential Design Elements

The proposed development is generally in accordance with the principles outlined in the Residential Design Guidelines Policy.

Clause 6.4.1 Streetscape Character

The proposal seeks to minimise impact of both the First and Second storeys by setting these back from the Ground floor level. This reduces visual impact of the upper storeys from Charles Street. Architectural elements such as windows and balustrading have a vertical articulation/emphasis. The materiality of the upper floors changes from rendered masonry to metal sheet cladding – this impacts on the proportions of the building and diminishes the impact of the upper two storeys.

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Clause 6.4.2 Building Setbacks

The proposal is setback in accordance with the future desired character of Charles Street with a 2m setback after the 3.6m road widening.

Clause 6.4.3 Safety and Security

The proposal provides excellent activation and interaction to both the Charles Street and Right of Way frontages. To Charles Street three units face the street from the ground floor terrace and upper floor balconies, as well as windows from the bedrooms. To the rear facing the Right of Way there are balconies from two units that provide good passive surveillance to the ground below.

Clause 6.4.4 Street Walls and Fences

The front and rear fences are open style to enable passive surveillance from the private outdoor spaces of Unit1 to Charles Street but also from Charles Street and the Right of Way into the common areas of the property.

Clause 6.4.5 Car Parking and Vehicular Access

The proposal provides for the required number of car parking on site, and is compliant in this regard. All parking will be accessed from the Right of Way including the visitor bays as required by Main Roads WA.

Clause 6.4.6 Landscaping

There is a mature ficus in the front garden of the existing house however it is not able to be retained due to the invasive nature of its root system. At any rate, as the levels of the site are intended to be dropped to a more natural level (in line with the Charles Street and Right of Way levels) it is not viable to keep this tree.

A landscape plan prepared by REALMStudio landscape architects is included in this Development Application. The proposal is for low water use, drought tolerant species that required minimal maintenance once established. They include flowering plants to provide seasonal interest and attract birds and insects/

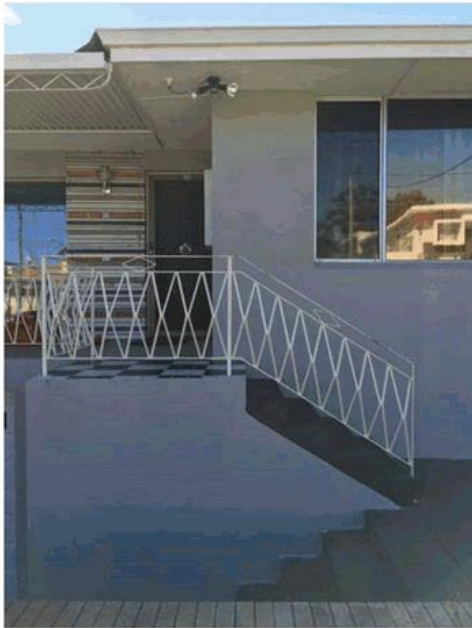
Clause 7.4.1 Preservation of Amenity on Adjoining Land and Surrounding Area

The proposal has been carefully designed so as not compromise the amenity of adjoining land and surrounding area. Side setbacks are compliant, the overshadowing under the allowable 50% and visual privacy is maintained to the adjoining properties.

Clause 7.4.2 Streetscape Character Considerations

The proposal has been designed to be sympathetic with the rhythm, scale and materiality of the existing streetscape character, paying special attention to the materiality of nearby properties, in particular their metalwork detailing and materiality. The use of a limestone base picks up on the mid-century bungalows typical of Charles Street and the combination of face brick and painted rendered masonry with feature breezeblock walls is continued in the proposal. The harlequin pattern of metalwork detailing that is seen on a number of nearby houses is reinterpreted in a playful and contemporary manner in the metalwork and detailed paintwork of the front elevation.

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Clause 7.4.3 Roof Forms

The proposal uses a combination of lower pitched roofing to reduce overall bulk and height of the development whilst introducing some sections of steeper pitched elements to reference loft forms. This ties in with and complements the existing streetscape rhythm of hipped roofs. Traditional corrugated 'custom-orb' metal deck roofing and wall cladding also ties in with the nearby roof expression.

Clause 7.4.4 Building Bulk

The upper levels have been set back from the ground floor to reduce their impact on the streetscape. The elevations are well articulated and provide three-dimensional relief and variety in material expression which aims to break and reduce the building mass down, avoiding large expanses of blank vertical surfaces. This is evident from all sides/aspects, not just from the primary street frontage.

Clause 7.4.5 Building Height

The proposal is within the 10m allowable building height prescribed.

Clause 7.4.6 Lofts

Not applicable.

Clause 7.4.7 Site Levels

The proposal proposes minor excavation and retaining into the existing sloping site to minimise impact on the surrounds. In fact it essentially returns the site to its natural contour where it had been built up to accommodate a below ground garage.

Clause 7.4.8 Privacy

Privacy screening has been provided on all balconies to the side to prevent overlooking into the adjoining lots. Windows indicated hatched have translucent glazing to prevent overlooking. If openable, they are to be fitted with restrictors. Other windows are indicated as high-level above 1600AFFL so as to prevent overlooking.

Clause 7.4.9 Energy Efficient Design

The proposal orientates main living spaces and balconies for the dwellings to the northerly aspect insofar as is possible. It provides good cross-ventilation with the dwellings being open to all four sides. East and west-facing windows are minimised to reduce unwanted solar gain, while glazing to the northern aspect is maximised for winter sun. Sunshade elements have been incorporated into the design, particularly to the eastern and western facades.

Clause 7.4.10 Adaptable and Accessible Housing

There is equal access to the ground floor residential unit. Given the small scale of the development it is not feasible to provide a lift to the upper floor levels.

7.4.8 Development Guidelines for Multiple Dwellings**Principle 1: Context**

The proposed development responds to its context through direct references of materiality and pitched roof form of the neighbouring dwellings. It maximises streetscape activation to both Charles Street and Right of Way frontages, and is consistent with the future desired character of the area.

Principle 2: Scale

As previously noted, the upper levels have been set back from the ground floor to reduce impact to the streetscape. The elevations are well articulated and provide three-dimensional relief and variety in material expression which aims to break and reduce the building mass down, avoiding large expanses of blank vertical surfaces. This is evident from all sides/aspects, not just from the primary street frontage.

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Principle 3: Built Form

Refer to previous response above to Clause 6.4.1 Streetscape Character, Clause 7.4.1 Preservation of Amenity on Adjoining Land and Surrounding Area, Clause 7.4.2 Streetscape Character Considerations, Clause 7.4.4 Building Bulk, and Clause 7.4.9 Energy Efficient Design. Through considered design, the project seeks to make a positive contribution to both the existing and emerging neighbourhood context, as well as the amenity of the future occupants.

Principle 4: Density

The project's location on Charles Street is an ideal location for increased density. Charles Street offers high-frequency bus services into the City of Perth and is already well underway in its transition from single storey free standing dwelling to two – three storey multiple dwelling building types.

Neighbouring amenity and the amenity of the occupants have not been compromised by the proposed density, and overshadowing and setbacks, as well as building mass, bulk and scale have been carefully considered so as to minimise the impact of this development. Refer also to previous response above to Clause 7.4.1 Preservation of Amenity on Adjoining Land and Surrounding Area.

Principle 5: Resource, Energy and Water Efficiency

Refer to previous response above to Clause 7.4.9 Energy Efficient Design. The development will provide energy and water efficient appliances, low water use plant selection with sub-soil reticulation and make use of materials that have a low embodied energy and minimal maintenance.

Principle 6: Landscape

Refer previous response above to Clause 6.4.6 Landscaping. The landscaping for the project is very important to its success. The entry sequence is via a tree lined pathway with an arbor linking the common circulation area to the rear pedestrian entry gate where visitors utilising the visitor parking bays will enter. Upper floor common areas feature large raised planters, creepers training up the staircase balustrade and large raised planter beds on the balconies of the rear units.

The proposal will be shaded and softened by the extensive landscape, aided by its distribution throughout the site.

Principle 7: Amenity

Refer to previous response above to Clause 7.4.1 Preservation of Amenity on Adjoining Land and Surrounding Area. The proposal orientates main living spaces and balconies for the dwellings to the northerly aspect, provides good cross-ventilation of through the dwellings which are open to three sides. Visual privacy is maintained between the proposed development and the adjoining lots – refer to response outlined in Clause 7.4.8 Privacy above.

Apartment planning and layout is simple and efficient, and provides good sized rooms, with extra high raking ceilings to the top floor main living areas and some bedrooms. All units have good access to sunlight and air, as well as excellent quality private outdoor spaces.

Principle 8: Safety and Security

The site is secured by controlled gates at both the Charles Street and Right Of Way entries. Visitor parking is located outside this secure line.

Common areas are open with clear visibility – there are no opportunities for concealment either within the property boundaries nor on the approach.

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The Charles Street frontage is overlooked by the balconies of two units and the terrace of a third with windows into bedrooms also facing the street. Similarly, the rear frontage to the Right of Way is overlooked by the balconies and living areas of two units.

Principle 9: Social Dimensions

The proposal provides three 1 bedroom units and is developed under the xxx venture. The remaining two units are 2 bedroom, 2 bathroom units – this is seen as the most flexible unit type being appropriate for small families, couples, two individuals co-habiting etc. The efficient planning results in conservative units sizes which influence housing affordability.

Principle 10: Aesthetics

The building, whilst being contemporary in appearance, are not designed to stand out from the general streetscape. The scale and architectural style of the buildings is not flamboyant nor attention-seeking; rather it is intended that they be polite and relatively discrete whilst being a forerunner to the gradual rejuvenation of the area.

The general approach of the design divides the building's expression into the classic tri-part elements of base, shaft and capital, which assists in breaking building mass/bulk/scale. The base is given a textured and tactile face brick expression which allows a direct association with the original bungalows. The shaft or middle level is expressed using smooth painted sand-render walls which give this section a material lightness and contrast to the heavy base beneath. On this are clipped sun-shading elements which further articulate the form and provide protection to the East and West facades. The capital or roof/loft elements are expressed using corrugated metal deck sheeting which ties in with traditional articulation and roof-form of the adjacent heritage and character of the area, whilst not directly mimicking forms.

The front façade is articulated through the projection of approximately one third of the building forward for two storeys only, presenting a two storey scale to the street. The three storey element is then set further back in line with the balconies. The two storey element is finished in a playful harlequin pattern referencing the metalwork of nearby houses.

Further material and detailing throughout the scheme references the vernacular style: breezeblock landscape walls; in-situ concrete pathways; pitched roofs; and open style metal balustrading on balconies.

2.0 Built Form Context

2.1 Plot Ratio

Refer response to R-Codes 6.1.1.

2.2 Building Height

Under the definition of this Policy Charles Street is a Major Road. Therefore 2.2.4 allows for a height of three storeys.

2.3 Building Interface

Not Applicable.

2.4 Street Setbacks

Refer response to Policy 3.2.1 Residential Elements above.

3.0 Streetscape

3.1 Surveillance of the Street

A1.4 Unit 1 directly overlooks Charles Street at ground floor level. A pathway leads from Charles Street to an obvious pedestrian entry point that features a portico, mailboxes, visitor bike parking, intercom and feature wall materials. All garages and vehicle parking spaces are located to the rear of the development.

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3.2 *Fencing*

Refer R-Codes of WA Clause 6.4.4 above.

3.3 *Building Appearance*

Define a base, middle and top related to the overall proportion of the building

The proposal has these elements with the limestone-clad base, painted rendered middle and metal sheet-clad top;

Expressing key datum lines in the context using cornices, a change in materials of building set back

All of these methods are employed, as above;

Expressing the internal layout of the building, for example, vertical bays or its structure, such as party wall-divisions;

The building floor plan is articulated by bringing the bedroom to the front edge of the balcony thereby revealing its internal layout. The type and placement of windows further informs this;

Expressing the variation in floor to floor height, particularly at the lower levels;

The upper floor is partially within a raking section of the roof – this is reflected in the materiality change to metal sheet cladding for the upper floors – the building presents as a two storey structure with a loft;

Articulating building entries with awnings, porticos, recesses, blade walls and projecting bays;

The pedestrian entry to Charles Street is highlighted with its own portico, topped with a green roof. The location of the mail boxes in a face brick blade wall leads the visitor to the gate which is further emphasised with feature concrete breezeblock walling;

Selecting balcony types which respond to the street context, building orientation and residential amenity: cantilevered, partially recessed, wholly recessed, or Juliet balconies will all create different façade profiles;

The balconies are sized to suit their northern orientation and their status as the main outdoor living area for the units;

Detailing balustrades to reflect the type and location of the balcony and its relationship to the façade detail and materials;

The edge treatment of the balconies varies, with raised planter beds assisting in acoustic control and providing a green edge to Charles Street, and open style balustrading featured to the rear units;

Using a variety of window types to create a rhythm or express the building uses, for example, a living room versus a bathroom;

The use of each room is reflected in the window/door types used;

Incorporating architectural features which give human scale to the design of the building at street level. These can include entrance porches, awnings, colonnades, pergolas and fences; Particular attention is paid to the materiality and detailing at those parts of the building where there is direct interaction with residents and visitors. Paint colour and patterning, face brick and stone materials, trellis for climbing plants, cobblestone pavers and careful lighting of landscaping – these all will contribute to the individual character of the development;

Using recessed balconies and deep windows to create articulation and define shadows thereby adding visual depth to the façade;

Windows generally feature external shade elements;

Coordinate and integrate building services, such as drainage pipes, with overall façade and balcony design;

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These will be carefully planned to integrate with the building;

Coordinate security grills/screens, ventilation louvres and carpark entry doors with the overall façade design;

These will generally match the adjacent surface;

Retain significant vegetation consider significant vegetation on surrounding properties, and avoid hard surfaces,

Both street elevations will feature mature trees of an appropriate species and as much soft landscape as possible whilst still provide safe pathways etc. for pedestrian and vehicular circulation'

Reduce large expanses of opaque or blank walls; and

There are no large expanses of blank walls;

Facades should be designed to reflect the orientation of the site using elements such as sun shading, light shelves and bay windows as environmental controls, depending on the façade orientation.

The facades are all different to respond to their orientation.

4.0 Site Planning and Design

4.1 Outdoor Living Area

The proposal is in accordance with P1.

4.2 Landscaping

Site area 459.8sqm less 44.23sqm road widening.

Site area for calculating landscape 415.57sqm.

Soft landscape in common areas: 25% of 415.57sqm or 103.89sqm required.

Ground floor 47.01sqm provided

First floor 28.79sqm provided

Second floor 12.29sqm provided

Total 88.09sqm or 21.12% provided: non-compliant

Note: the City has advised that they will accept 15% or 62.33sqm.

Soft landscape in private areas: 5% of 415.57sqm or 20.78sqm required.

Ground floor 17.08sqm provided

First floor 1.94sqm provided

Second floor 1.94sqm provided

Total 20.96sqm provided: compliant

Total landscape: 30% of 415.57sqm or 124.67sqm required.

Ground floor 64.09sqm provided

First floor 30.73sqm provided

Second floor 16.02sqm provided

Total 110.84sqm or 26.67% provided: non-compliant

This should be deemed acceptable given the City's indication that 15% landscape to common areas is acceptable. The DAC was made aware of the shortfall and we supportive.

5.0 Building Design

5.1 Energy Efficient Design

All units feature generous north facing outdoor living areas adjacent to open plan living areas with large sliding doors/windows. All units have good cross ventilation.

5.2 Essential Facilities

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Due to the exposed and constrained aspect of the site there are no communal clothes lines provided, however, each unit will feature an internal line in addition to a dryer.

6.0 Variations to requirements

Not applicable.

7.0 Planning Application Process

7.2 Lodgement Process Requirements

7.2.1 Neighbourhood Context Report

Contextual Plan

A Contextual Plan is attached to this letter.

Quality of design and finishes

The design has been given the approval of the Design Advisory Committee and as such the quality of the design and finishes has been recognised as being of high standard and appropriate for the development.

Building form

The building form takes its lead from the surrounding dwellings by featuring a pitched roof line and a single fronted elevation with the balcony receding.

Height

The existing heights of building surrounding the subject site are predominantly single storey with pitched roofs. The future desired outcome for Charles Street, however, is two - five storeys. The scheme reflects the transition of the area by proposing three storeys.

Setbacks

The existing street setback averages xx which relates to the existing context of predominantly single dwellings with vehicular access from Charles Street (many with undercroft garages). The status of Charles Street as a Major Road will ultimately result in few driveways accessing the road as well as a significant road widening of 3.6m. The R60 setback requirement of 2m after the road widening has been applied is therefore appropriate.

Massing

The development has been divided into two separate buildings to reduce the overall mass of the structure. Further to this the front façade has been stepped to reduce the overall sense of width of the building, with a two storey element coming forward of the 3 storey bulk. The three storey element is capped by a roof element that gives the impression that the third storey is a loft.

Materials

Roofing

- Lysaght 'Custom-Orb' profile metal deck roof sheeting to roofs. Colour: Shale Grey or Zinalume
- Gutters and downpipes finishes in Colorbond/Zinalume finish to match roof.

Wall Claddings

- Lysaght 'Custom-Orb' profile metal deck sheeting to walls. Colour: Shale Grey or Zinalume
- Gutters and downpipes finishes in Colorbond/Zinalume finish to match roof.

Masonry

- Brickwork – sand finished render and paint finished externally with off-white and charcoal colours.
- Stone Cladding – Natural Donnybrook Sandstone from Meteor Stone, Random Ashlar Pattern to reference and tie in with the neighbouring heritage listed dwelling where this material is used extensively.

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- Face Brickwork – Austral Brick Symmetry ‘Jackson’, stretcher bond to ground floor and first floor walls.

Site Finishes

- Brushed finish in-situ coloured concrete to stairs and ramps - cream
- Concrete pavers, stepping stones and cobblestones in cream and pale grey colours
- Mature trees in raised planters and quality landscaping in garden beds and raised planters
- Side boundary fences in Hardieforce Ezilock or similar, painted in a neutral colour
- Painted steel metalwork balustrading to balconies, Colour: Charcoal/Black.

Windows and doors

- Powder-coated aluminium window/door frames generally, Colour: Silver. Flyscreens to all opening windows and sliding doors.

Streetscape character

The existing street character is that of mid-century single storey dwellings with pitched roofs. Whilst we acknowledge this character we also recognise that the area is transitioning to a medium density context. The development references some of the features and materiality of the current context whilst embracing the future desired context of three – five storey multiple dwellings.

Heritage

There are no listed buildings within sight of the site.

Access

The access to the site has been relocated from Charles Street (typical of the single dwellings) to the rear Right Of Way. This has been forced upon the project by Main Roads WA but is a desired outcome at any rate.

Pedestrian access is made available from both the Right of Way and the Charles Street frontage and is via secure gates with intercoms.

Car parking

All car parking including the visitor bays are accessed from the Right Of Way. As stated above, this has been forced on the project by Main Roads WA. It would be more practical to have the two visitor bays accessed from Charles Street, however this is not possible.

Open space

The open space for the development is compliant.

Landscape

The landscape component of the development is crucial to its success. The landscaping areas are distributed throughout the scheme softening the architecture and helping to give the project a unique identity.

The landscape journey starts at an entry canopy with a green roof, straddling a breezeblock wall that references nearby houses. To the left is a decorative layout of low height planting and ground covers that mimic the diamond patterning of the building façade. The visitor then walks through a garden with mature trees to the main stair which features creepers climbing up a trellis and is under-planted with a lush garden bed. The common areas on each floor feature very generous raised planter beds with the front portion set aside for kitchen garden species such as herbs, encouraging a sense of community amongst residents. Private balconies to the rear feature large raised planters that offer privacy from the Right Of Way and add interest to the outdoor living areas of these units.

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Back on the ground floor the journey through the garden continues under a trellis trailing with native species climbing plants. This leads the visitor to the rear gate off the Right Of Way which in turn features mature trees and further garden beds.

Safety

There are no opportunities for concealment on either the approach to the pedestrian and vehicular entries or within the development. All common areas will be well lit and planting selected to enable clear sight lines throughout the development.

Both pedestrian entries will be via secure gates with intercom.

Letterboxes will be lockable and well lit.

Both Charles Street and the Right Of Way are overlooked by balconies and habitable rooms.

The bin store and private store room locations are located off areas of high pedestrian traffic and will be safe and convenient to use.

7.2.2 *Development Application Report*

This letter forms the Development Application Report.

7.2.3 *Landscape Context Plan*

A Landscape Concept Plan prepared by a REALMStudios Landscape Architects is included in this application.

The proposed development incorporates passive solar design principles, is sensitive in its design and use of materials to minimise impact on the existing character locality and amenity of the area, whilst satisfying the needs of a growing city.

If you have any questions or problems with regard to this submission, do not hesitate to contact me.

Regards,












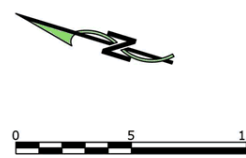
Joe Chindarsi

Architect

Architects Board of WA Registration No. 1873 + No. 2168

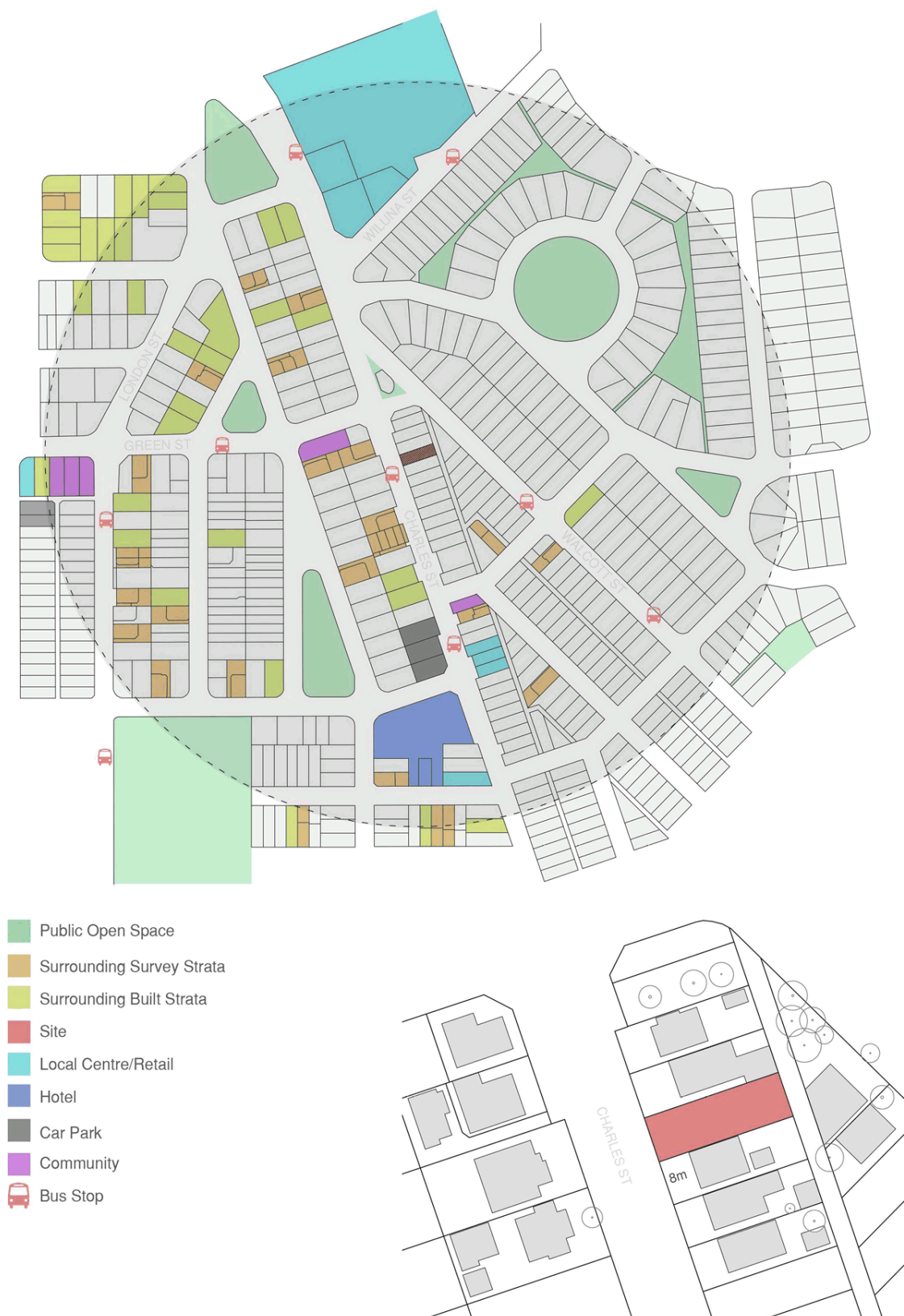
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	Gully
	Power Dome
	Abandoned gas main
	Gas Main
	Water Main
	Sewer Main
	Water Meter
	Telstra Pit
	Tree



TBM deck spike in bitumen equals RL 36.08 AHD Based on sewer manhole 5689 RL 36.40 AHD (Water Corp e-plan) Contractor to check datum before adopting levels	Date: 9 July 2014	Scale 1:200@A3	FEATURE AND CONTOUR SURVEY OF LOT 228 ON PLAN 2672 562 Charles Street, North Perth C/T Vol: 1040 Fol: 259 our ref. 4228-14	Feature Survey by THE LAND DIVISION <small>PLANNING SURVEYING DESIGN</small> PO Box 2444, Malaga, WA 6090 Tel 089 209 3232 Fax 089 249 2551
	Client: Zrinski			
	Position and depth of services to be confirmed on site by contractor.			
	Note: Features are related to fence-lines only. No connection made to boundaries. REPEG RECOMMENDED			

NOTES: 1) CONSULT A LICENSED PROFESSIONAL ENGINEER FOR LEGAL ADVICE ON EASEMENTS, ENCUMBRANCES AND CAVEATS THAT MAY APPEAR ON THE CERTIFICATE OF TITLE.
2) LEVELS ON ADJOINING PROPERTIES ARE APPROXIMATE DUE TO ACCESS RESTRICTIONS. 3) SERVICES PLOTTED AS VISUALLY SEEN ON SITE AND ARE APPROXIMATE.
4) SEWER POSITION AND LEVELS FROM WATER CORPORATION PLANS. 5) CONSULT DAILY BEFORE YOU DIG TO CHECK LOCATION OF UNDERGROUND SERVICES. 6) BEWARE OF OVERHEAD POWER LINE HAZARDS.
7) CONSULT TLD ON ANY ANOMOLY BEFORE DESIGN AND CONSTRUCTION.



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.

<u>Boundary Wall</u>	
Object to the boundary wall along the northern boundary.	The boundary wall complies with the requirement of R-Codes. Therefore as a right the developer can construct the boundary wall.
<u>Number of Storeys</u>	
Object to three storeys.	Three storeys are permitted on this site as per Policy No. 7.1.1 – Built Form.
<u>Construction Management /Dilapidation Report</u>	
Concerns about safety during construction especially the existing fence being demolished.	The applicant is required to submit a Construction Management Plan as part of the Building Permit which will address this matter.
The excavation proposed as part of this development may cause damages to the existing adjoining issues. A dilapidation report is to be submitted.	Noted. A condition is imposed for a dilapidation report to be submitted as part of the Building Permit.
<u>Retaining Wall</u>	
The existing houses have been built 60 years ago. Concerns that there is no retaining wall below the raised ground level.	This matter will be addressed as part of the Building Permit.
The existing retaining wall along the southern boundary provides for a garden bed which should be retained.	A condition is imposed for the retaining wall along the southern boundary is to be retained.
<u>Materials to Elevations</u>	
The proposed zincalume sheeting materials to the upper floors will be visually intrusive to the adjoining properties.	Materials to the elevations have changed from colorbond coated zincalume trimdeck cladding to James Hardie Scyon cladding, paint finish.
<u>Fencing</u>	
Applicant is to clarify about the type of dividing fence to be used.	Pinelap Fence is shown on the plans as the dividing fence.
The rear gate to the adjoining property is currently tied structurally to the existing fence on the subject site. Any damages to the rear gate are to be made good by the developer.	This is a civil matter between the developer and the adjoining owner.

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

Design Advisory Committee (DAC) Comments dated 28 September 2016 and e-mail dated 14 November 2016

4.4 **Address:** No. 562 (Lot 228) Charles Street, North Perth

Proposal: Demolition of a Single Houses and Construction of a Three Storey Development Comprising of Three (3) One-bedroom Multiple Dwellings, Two (2) Two-bedroom Multiple Dwellings and Associated Car Parking

Applicant: Chindarsi Architects

Reason for Referral: Multiple Dwellings

“Recommendations & Comments by DAC:

- *As the design has been revised substantially and a new architect has been engaged, a response to the previous mandatory items was not required.*
- *Improve the pedestrian entry to make it more prominent and legible from the streetscape.*
- *Maximise soft landscaping, in particular within common circulation areas.*
- *Integrate air-conditioning units into the architecture and locate them in a position that will minimise amenity impacts to the residents and neighbouring properties.*
- *Reinterpret and integrate some of the established colour and material heritage of the area into the design.*

Mandatory:

Although mandatory items from previous meeting/s may have been addressed, design changes may trigger new issues that need to be addressed before the DAC can support the proposal.

Site Planning:

- *A lower scale of development (stepping down of the apartments) is required at the western interface with the lower height single residents. A three storey base height is considered to be a reasonable interface.*
- *Improve the internal courtyard's access to northern sun. Consider relocating or modifying the northern stairwell so that it does not impede access to northern sun.*

Amenity:

- *Maximise the amount of bathrooms with access to external windows to provide access to natural light and ventilation.*
- *Poor amenity for occupants will occur as some of the bedroom windows directly front communal corridor areas. The DAC seeks a design solution that provides improved privacy and amenity by providing a buffer space (landscaping, void or another method) between the bedroom windows and the communal corridors. Further detail required*

Architecture:

- *Improve the pedestrian entry to make it more prominent and legible from the streetscape.*
- *Integrate air-conditioning units into the architecture and locate them in a position that will minimise amenity impacts to the residents and neighbouring properties.*
- *Reinterpret and integrate some of the established colour and material heritage of the area into the design. Provide a schedule of finishes and colours for all proposed external finishes.*
- *Consider increasing windows providing improved outlook and natural light into the bedrooms of the rear apartments.*

Landscaping:

- *Maximise soft landscaping, in particular within common circulation areas.*

Conclusion:

The amended plans can be circulated by email.

Technical:

All technical issues must be resolved with City of Vincent officers”

Design Advisory Committee (DAC) Comments dated 28 September 2016 and e-mail dated 14 November 2016**E-mail dated 14 November 2016**

"Mandatory Items from DAC meeting held on 28 September 2016:

Site Planning:

*A lower scale of development (stepping down of the apartments) is required at the western interface with the lower height single residents. A three storey base height is considered to be a reasonable interface. **Addressed***

*Improve the internal courtyard's access to northern sun. Consider relocating or modifying the northern stairwell so that it does not impede access to northern sun. **Addressed***

Amenity:

*Maximise the amount of bathrooms with access to external windows to provide access to natural light and ventilation. **Addressed***

*Poor amenity for occupants will occur as some of the bedroom windows directly front communal corridor areas. The DAC seeks a design solution that provides improved privacy and amenity by providing a buffer space (landscaping, void or another method) between the bedroom windows and the communal corridors. Further detail required. **Addressed***

Architecture:

*Improve the pedestrian entry to make it more prominent and legible from the streetscape. **Addressed***

*Integrate air-conditioning units into the architecture and locate them in a position that will minimise amenity impacts to the residents and neighbouring properties. **Addressed***

Reinterpret and integrate some of the established colour and material heritage of the area into the design.

*Provide a schedule of finishes and colours for all proposed external finishes. **Addressed***

*Consider increasing windows providing improved outlook and natural light into the bedrooms of the rear apartments. **Addressed***

Landscaping:

*Maximise soft landscaping, in particular within common circulation areas. **Addressed***

Comment:

The DAC is satisfied with the revised submission.

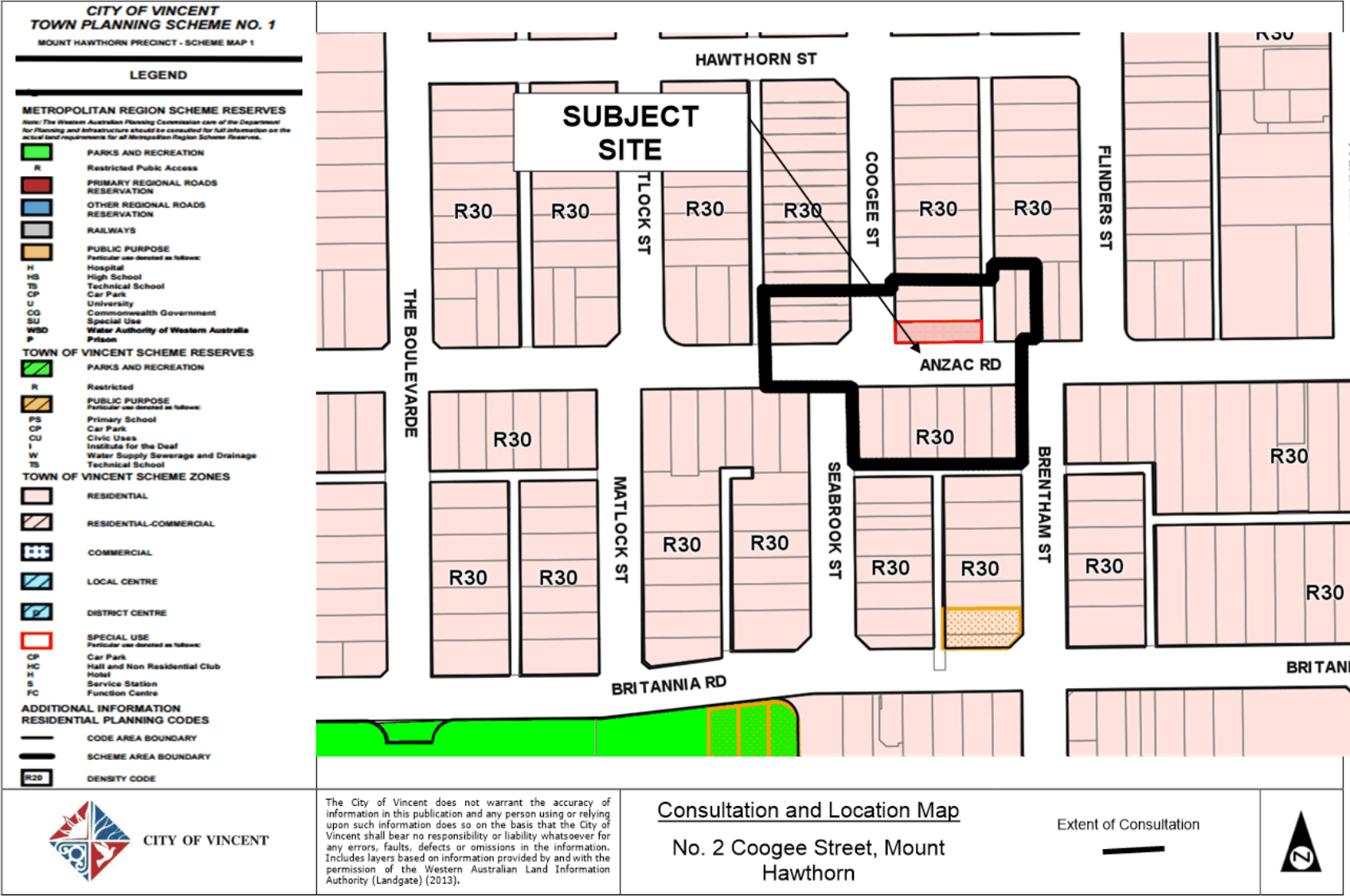
It is qualified with some reservation about the latest treatment of the Charles Street balconies - treatment changed from a transparent screen effect and vertical garden."

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. Any new street/front wall, fence and gate within the Charles Street setback areas, including along the side boundaries within these street setback areas, shall comply with the City's Policy provisions relating to Street Walls and Fences;
3. With reference to Condition 7, the City encourages landscaping methods and species selection which do not rely on reticulation;
4. With reference to Condition 13, 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 calculation for the proposed stormwater disposal shall be lodged together with the building permit application working drawings;
5. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Road levels to the satisfaction of the City;
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 a request to erect scaffolding, site fencing etc. or if building materials is 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. Standard 'Visual Truncations', in accordance with the City's Policy No. 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve boundary or Right of Way, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised. Details of all required visual truncations shall be included on the building permit application working drawings;
8. An Infrastructure Protection Bond for the sum of \$2,500 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. The Right-of-Way shall remain open at all times and must not be used to store any building or other material or be obstructed in any way. The Right of Way surface (sealed or unsealed) shall be maintained in a trafficable condition for the duration of the works. If at the completion of the development the Right of Way condition has deteriorated, or become impassable as a consequence of the works, the applicant/developer shall make good the surface to the full satisfaction of the City;
10. All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications;

Determination Advice Notes:

11. Prior to the first occupation of the development, redundant or “blind” crossovers shall be removed from the verge and kerb made good to the satisfaction of the City's Technical Services Directorate at the applicant/owner's full expense;
12. All prospective purchasers are to be advised in writing that the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings in accordance with Policy No. 3.9.3 – Parking Permits;
13. 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;
14. 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
15. 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.





DEVELOPMENT APPLICATION

INCREASE OF PATRONAGE
DEJAXO ARTISAN BAKERY AND CAFE
LOT 1 [NO. 2] COOGEE STREET, MOUNT HAWTHORN



PINNACLE
planning

CONTENTS

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1.0 INTRODUCTION

Pinnacle Planning acts on behalf of the owners of Lot 1 (No. 2) Coogee Street, Mount Hawthorn (subject site), who are seeking approval for the subject proposal.

The subject site is comprised of a one-storey bakery and café facing the corner of Coogee Street and Anzac Road, with a two-storey residential building at the rear, facing the laneway. This application is in relation to the bakery/café portion of the subject site, which is a popular establishment with many local residents and visitors to the area.

The subject site was originally granted a conditional approval in 2014 for a conversion from Local Shop/Residential to Local Shop/Eating House, with the condition of a maximum of 15 patrons. Due to the popularity of the business, an application to the City of Vincent (the City) was made in February 2016 to reconsider the conditions of approval, to allow an increase of patronage (ref no. 5.2016.72.1). This application was subsequently refused by the City, as well as the State Administrative Tribunal upon appeal.

Upon review of the February 2016 application, Pinnacle Planning have come to the understanding that it was lacking in a number of planning considerations, including parking requirements, acoustics issues, and impact on neighbourhood amenity. As such, our firm has been solicited to re-investigate and pursue an approval for an increase in patronage, based on the relevant considerations identified.

2.0 DESCRIPTION OF PROPOSAL

The proposal seeks only to increase the approved eating house patronage from 15 to 35 patrons. No physical works or other changes are sought as part of this increase.

The business owners seek this increase in order to continue to operate in a lawful fashion without any compliance issues, and so they may continue providing the community with a popular local establishment.



3.0 TOWN PLANNING FRAMEWORK

3.1 Metropolitan Region Scheme

Under the provisions of the Metropolitan Region Scheme (MRS), the subject site is zoned 'Urban Zone'. There are no reservations under the MRS affecting the site.

3.2 City of Vincent Town Planning Scheme No. 1

The subject site is zoned 'Residential (R30)' under the City of Vincent Town Planning Scheme No. 1 (TPS 1). The subject site is zoned Local Shop/Eating House, which is an 'SA' use within the Residential zone.

Importantly, the proposal does not seek any change of use or works, only a revision of the conditions of approval regarding patronage. As such, upon review of the town planning framework, it is our understanding that TPS 1 does not contain any development standards applicable to the proposal. There are however, a number of City of Vincent local planning policies which do apply, and as such are discussed below.

3.3 City of Vincent Planning Policy - 7.7.1 Parking and Access (LPP 7.7.1)

LPP 7.7.1 sets out the objectives and requirements for commercial car parking, including car bay requirements, reduction factors and cash-in-lieu.

A parking impact statement has been completed addressing these requirements, conducted in accordance with the policy provisions. The conclusions of this statement are discussed further in section 4.1.

3.4 City of Vincent Planning Policy - 7.5.21 Sound Attenuation (LPP 7.5.21)

LPP 7.5.21 outlines the outcomes and requirements regarding sound attenuation. These include acoustic reporting, noise source identification, noise treatment solutions, acoustic compliance and administration and enforcement.

An acoustic report has been completed by Herring Storer Acoustics, in accordance with the policy provisions. Section 4.2 discusses the conclusions of this report in further detail.



4.0 DEVELOPMENT SUMMARY

4.1 Parking

We have conducted a parking impact statement in accordance with the parking requirements of LPP 7.7.1, in order to determine the impact of a lack of parking provisions on the surrounding area.

After adjustment factors, 6.4 car bays in total are required on site. The Council has already favourably considered and approved a shortfall of 4.56 bays however, through a prior existing shortfall and the payment of cash-in-lieu, agreed upon at the December 2, 2014 Ordinary Council Meeting, agenda item 9.1.2.

Therefore, of the total 35 patrons proposed, 15 have already been accounted for and approved during the previous approval process, for which 4.56 bays were required. As such, only the additional 20 patrons require assessment, for which there is a required additional 1.84 car bays.

Nil car bays are proposed on-site. As such, the actual impact on the surrounding area is a shortfall of 1.84 bays. This is a negligible amount, with the majority of car parking already accounted for during the previous approval process.

This will have a minimal impact on the locality, particularly as many of the business' patrons are nearby residents and so walk to the subject site from home.

The impact of this shortfall can be managed through the payment of cash-in-lieu, as well as through a regulatory approach from the Council.

Ultimately, the lack of parking provision on-site will have a negligible impact on the surrounding area, and can be easily managed.

4.2 Acoustics

An acoustic report has been completed by Herring Storer Acoustics, in accordance with LPP 7.5.21, to assess the proposal's compliance with the Environmental Protection (Noise) Regulations Act 1997. The report uses 'worse case' modelling to demonstrate that even with a patronage in excess of that proposed, the proposal has the ability to be compliant.

In reality, the proposal is for 35 seated patrons, primarily indoors, with some tables also on the curbside and outdoor area. That is to say, a total of 35 seated patrons is proposed across all indoor, curbside and outdoor serviced areas. Overall, the proposal is currently mostly compliant. In order to ensure full compliance, the report identifies a number of mitigating factors which will be implemented.

In regard to servicing and deliveries, the use of a hydraulic lift prior to 7am will be restricted to a maximum of one use per 15 minutes. In addition, rubber-wheeled trolleys will be utilised for unloading deliveries.

Curbside seating will be restricted to 6 patrons, with no patrons before 9am on Sundays. Outdoor area seating on Sundays will be restricted to 15 patrons, with none before 9am Sundays. Importantly, the report states that there is no limitation on the number of patrons within the indoor section of the café in order to comply with acoustic considerations.

To ensure ongoing compliance, we propose a management plan to be submitted to the City and implemented as a



4.3 Patron Access

It is important to note that the subject site is located very close to the inner-city, as well as within walking distance of highly popular mixed-use and walkable districts such as Oxford Street and Scarborough Beach Road. Additionally, the nearest bus stop is only a short block away. As such, the locality is well-served by public transport, as well as being suitable for walking and cycling.

The business' clientele are also a genuine mix of local residents and visitors to the area, and so a significant portion walk to the establishment from home, or from the nearby retail and hospitality districts.

It is therefore important to understand the reduced impact that a parking shortfall has for this particular development.

4.4 Amenity

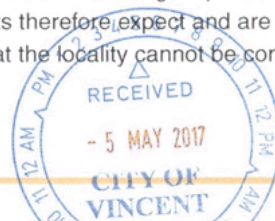
The subject site is located within an R30 Residential zone. Traditionally, residential areas in WA are segregated from commercial zones or other potentially conflicting land uses. They are characterised by low traffic levels, low ambient noise, and low light spill and odours. Examples of this are the local government areas of Cambridge and Subiaco, which both denote Local Shop and Eating House uses with the residential zones as 'X', i.e. not permitted under any circumstance.

In contrast, commercial zones, such as those of nearby Scarborough Beach Road and Oxford Street, regularly attract high traffic levels, and emit higher levels of ambient noise, light spill and odours, which extend over a longer period of the day. Residents in commercial zones therefore accept higher impact levels.

In the City of Vincent however, segregation between land uses is less distinct. The City, through its town planning scheme, has endorsed the potential for certain commercial land uses within residential areas. The City's TPS 1 denotes Local Shop and Eating House uses within a residential zone as 'SA', i.e. permitted at the discretion of Council and after giving special notice. In many local government areas however, these uses would not be permitted at all. As mentioned earlier, the town planning schemes of both the City of Subiaco and the Town of Cambridge, which both encompass a number of inner-city areas such as West Leederville and Subiaco, have a blanket ban on Shops and Eating Houses within their residential zones. Furthermore, the City of Vincent's TPS 1 does not outline any objectives for each of the zones, as many other town planning schemes do. The City is therefore promoting the integration of certain commercial and residential land uses, in particular shops and eating houses.

The locality surrounding the subject site is an example of where these lines are particularly blurred and residential amenity compromised. Anzac Road is the main east-west connector from the Mitchell Freeway and Osborne Park into Leederville, which is also a connector to the CBD. As such it sees some of the highest traffic volumes into the area, with a large portion of traffic comprised of heavy delivery vehicles. Anzac Road and Coogee Street both feed into nearby busy and highly popular commercial districts, characterised by a high number of specialty retail stores and hospitality establishments which often have early morning deliveries and operate late into the night. This results in high traffic and pedestrian numbers, which in turn results in activity spilling into the surrounding residential areas. The residential streets surrounding the subject site also contain a high level of on-street parking by residents in the area due to the number of terrace houses, particularly along Coogee Street.

As such, the locality surrounding the subject site is exposed to high traffic, ambient noise, light spill and odour to a much higher degree than most other residential areas. Surrounding residents therefore expect and are accustomed to a higher level of ambient noise and activity. Given the above, it is clear that the locality cannot be considered an example of pristine residential amenity.



Residents in this area understand that they make a trade-off; that in exchange for higher levels of noise and activity, they are able to experience an inner-city lifestyle, living close to shops, bars and restaurants, and cafes such as the subject of this proposal. This sets a different definition of amenity within the locality; one which places value on access to inner-city amenities over a pristine residential environment.

The proposed development, which seeks to increase patronage of a popular neighbourhood bakery and café from 15 to 35 seated patrons, is minor in nature. It does not include any physical works, change of use, change in the already approved operating hours or an expected increase in servicing or deliveries. The only proposed change is a minimal increase in the intensity of use, the effects of which, as discussed above, can be easily managed.

The required increase in car parking of 1.84 bays is a negligible number and as such will have a minimal impact on the locality, which can be managed through the payment of cash-in-lieu and through regulation by the City. Furthermore, a large amount of existing parking overflow issues are in fact due to on-street parking by residents, rather than primarily due to the existing business. In addition, once a management plan is implemented, the proposal will be fully compliant with acoustics regulations.

Ultimately, the proposal will not change the fact that traffic along Anzac Road is already of a high volume and comprised of heavy vehicles, resulting in high levels of ambient noise and light spill. It will not change the already existing activity spilling into the area from surrounding Oxford Street and Scarborough Beach Road. Nor will it have a sizeable impact on the already busy on-street parking along Coogee Street. As such, it is evident that the proposal will not disturb the established amenity.



7.0 CONCLUSION

Taking the above points into account, the following conclusions are evident:

- The owners seek approval in order to have the ability to continue to operate in a lawful fashion and without issues of compliance;
- The actual parking shortfall is a negligible 1.84 car bays, and can be managed through cash-in-lieu and a regulatory approach;
- Due to its location in an inner-city area, a large number of the business' patrons walk, cycle, and commute via public transport, reducing the impact on parking;
- The implementation of a management plan will ensure the proposal is compliant with acoustic requirements;
- Unlike comparable areas in other local governments, the area is zoned to support some level of commerciality in the residential zone; and
- The proposal will therefore not disturb the established amenity.

As such, we contend that the proposal is consistent with the locality and should be supported, and seek that the City of Vincent issue planning approval for the proposal in a timely manner.





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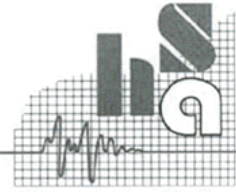
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PINNACLE PLANNING

DEJAXO CAFE
MT HAWTHORN

ACOUSTIC ASSESSMENT

APRIL 2017

REFERENCE: 21618-1-17057



Herring Storer Acoustics

DOCUMENT CONTROL PAGE

ACOUSTIC ASSESSMENT
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FOR

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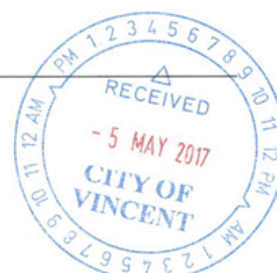
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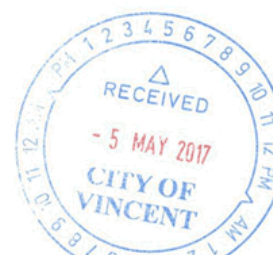
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Herring Storer Acoustics

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1. INTRODUCTION

Herring Storer Acoustics was commissioned by Pinnacle Planning to carry out an acoustic assessment for the proposed change in operations of the "Dejaxo Café" located on the corner of Anzac Road and Coogee Street in Mt Hawthorn.

This report addresses concerns from the Local Council in regards noise emissions from delivery vehicles and patron noise from inside the café, the outdoor seating area and the 'curbside' area.

The Café currently operates from 0700 until 1700 Monday to Sunday for 15 patrons with deliveries occurring after 0700. The proposed changes in operation are the delivery of baked goods prior to 0700, as well as an increased total capacity to 35 patrons and use of the 'curbside' area for up to 6 patrons.

2. SUMMARY

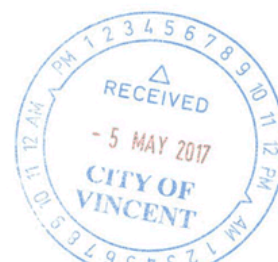
Based on the recorded noise levels and noise modelling, compliance with the *Environmental Protection (Noise) Regulations 1997* for the Dejaxo Café, would be met under the following circumstances.

- A maximum of 35 patrons in the outdoor area between 0700 and 1900 Monday to Saturday
- A maximum of 15 patrons in the outdoor area between 0900 and 1900 Sunday and Public Holidays
- No patrons in the outdoor area between 0700 and 0900 Sunday and Public Holidays
- A maximum of 6 patrons in the 'curbside' area between 0700 and 1900 Monday to Saturday and 0900 and 1900 Sunday and Public Holidays
- No patrons in the 'curbside' area between 0700 and 0900 Sunday and Public Holidays
- Only a single raising of the hydraulic lift on the delivery truck during any 15-minute period before 0700. Alternatively, if another vehicle without a hydraulic lift could be utilised, compliance would also be achieved.
- Use of 'rubber-wheeled' trolleys for unloading deliveries.

Note: There is no limitation of the number of patrons within the indoor section of the café.

3. CRITERIA

The allowable noise level at the surrounding locales is prescribed by the *Environmental Protection (Noise) Regulations 1997*. Regulations 7 & 8 stipulate maximum allowable external noise levels determined by the calculation of an influencing factor, which is then added to the base levels shown below. The influencing factor is calculated for the usage of land within two circles, having radii of 100m and 450m from the premises of concern.



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TABLE 1 - BASELINE ASSIGNED OUTDOOR NOISE LEVEL

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L_{A10}	L_{A1}	L_{Amax}
Noise sensitive premises	0700 - 1900 hours Monday to Saturday (Day)	45 + IF	55 + IF	65 + IF
	0900 - 1900 hours Sunday and Public Holidays (Sunday / Public Holiday Day Period)	40 + IF	50 + IF	65 + IF
	1900 - 2200 hours all days (Evening)	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays (Night)	35 + IF	45 + IF	55 + IF

Note: L_{A10} is the noise level exceeded for 10% of the time.
 L_{A1} is the noise level exceeded for 1% of the time.
 L_{Amax} is the maximum noise level.
 IF is the influencing factor.

It is a requirement that received noise be free of annoying characteristics (tonality, modulation and impulsiveness), defined below as per Regulation 9.

"impulsiveness" means a variation in the emission of a noise where the difference between L_{Apeak} and $L_{Amax Slow}$ is more than 15 dB when determined for a single representative event;

"modulation" means a variation in the emission of noise that –

- (a) is more than 3dB $L_{A Fast}$ or is more than 3 dB $L_{A Fast}$ in any one-third octave band;
- (b) is present for more at least 10% of the representative assessment period; and
- (c) is regular, cyclic and audible;

"tonality" means the presence in the noise emission of tonal characteristics where the difference between –

- (a) the A-weighted sound pressure level in any one-third octave band; and
- (b) the arithmetic average of the A-weighted sound pressure levels in the 2 adjacent one-third octave bands,

is greater than 3dB when the sound pressure levels are determined as $L_{Aeq,T}$ levels where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as $L_{A Slow}$ levels.

Where the noise emission is not music, if the above characteristics exist and cannot be practicably removed, then any measured level is adjusted according to Table 2 below.

TABLE 2 - ADJUSTMENTS TO MEASURED LEVELS

Where tonality is present	Where modulation is present	Where impulsiveness is present
+5 dB(A)	+5 dB(A)	+10 dB(A)

Note: These adjustments are cumulative to a maximum of 15 dB.



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The following locations have been identified on Figure 2 below as potentially affected noise sensitive premises have been identified and the influencing factor has been calculated as follows:

Commercial Premises within inner circle;

10 % + 0.5 dB

Commercial Premises within outer circle

10 % + 0.5 dB

Major Road within outer circle

Scarborough Beach Road + 2.0 dB

Total + 3.0 dB

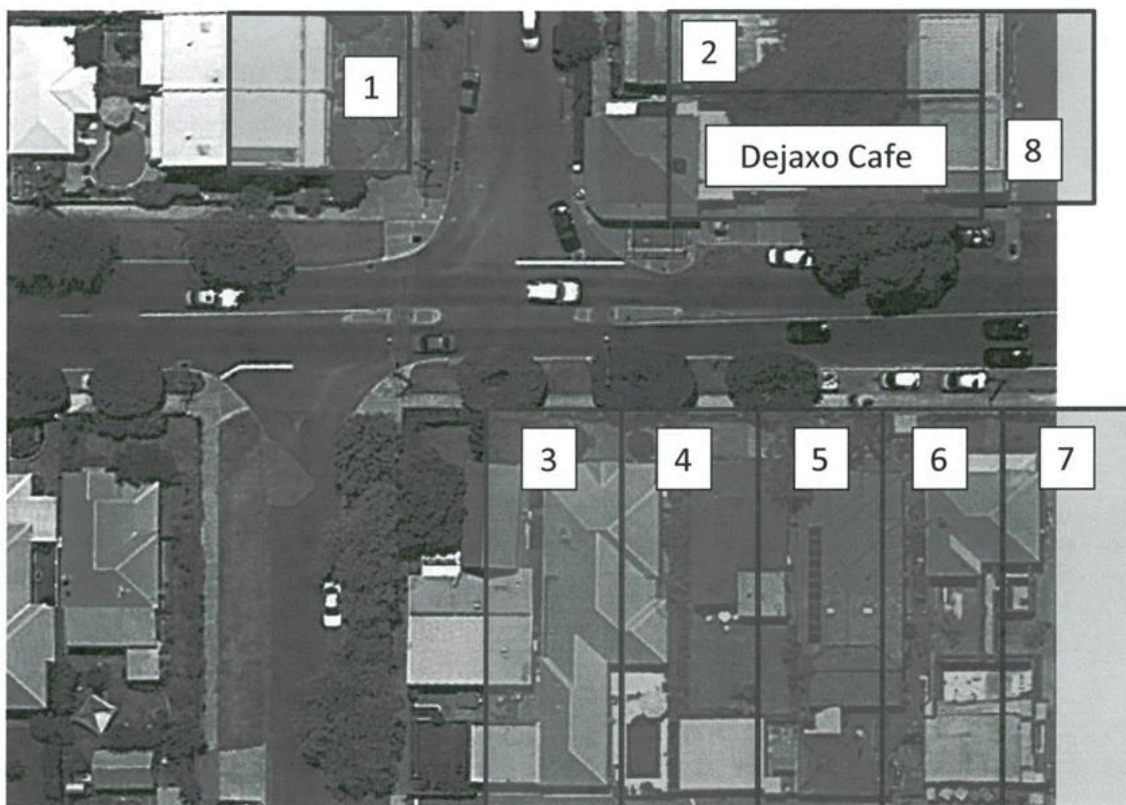


FIGURE 2 – LOCATION MAP

Therefore, the assigned noise levels are as listed in Table 3.

TABLE 3 - ASSIGNED OUTDOOR NOISE LEVEL

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L _{A10}	L _{A1}	L _{Amax}
Noise sensitive premises	0700 - 1900 hours Monday to Saturday	48	58	68
	0900 - 1900 hours Sunday and Public Holidays	43	53	68
	1900 - 2200 hours all days	43	53	58
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	38	48	58

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.



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L_{Amax} is the maximum noise level.

4. MEASUREMENT METHODOLOGY

The acoustic environment was monitored outside of the Dejaxy Café from 24th March to the 31st March 2017. Monitoring was undertaken using Ngara Noise Data loggers. These loggers were set to measure statistical data at 15 minute intervals, however also provide audio recordings to identify the source of any noise.

5. NOISE MODELLING

Using the measured noise data, a noise model was created in 'SoundPLAN' to represent the noise from the café at the identified noise sensitive premises under the following scenarios:

- A Crowd Noise – 35 Patrons in outdoor area
- B Crowd Noise – 15 Patrons in outdoor area
- C Crowd Noise – 6 Patrons in 'curbside' area
- D Noise from deliveries.

It is noted that the noise from the delivery vehicle travelling along Anzac Road is exempt from the *Environmental Protection (Noise) Regulations 1997*. Similarly, Dejaxy Café have recently purchased two rubber-wheeled delivery trolleys and as of such, the only noise source from the delivery would be the raising of the hydraulic lift on the delivery vehicle.

As a result, the calculated noise levels for the above scenarios have been listed in Table 5.1 below for locations 1-8.

TABLE 5.1 – NOISE MEASUREMENTS

Location	Calculated Noise Level – dB(A)			
	A – 35 Patrons in Outdoor Area	B – 15 Patrons in Outdoor Area	C – 6 Patrons in 'Curbside' Area	D – Deliveries
1 - 1 Coogee Street	27	23	37	32
2 - 4 Coogee Street	25	21	22	17
3 - 101 Anzac Road	41	37	32	35
4 - 103 Anzac Road	43	39	35	40
5 - 105 Anzac Road	45	41	38	45
6 - 107 Anzac Road	46	42	42	46
7 - 109 Anzac Road	44	40	43	42
8 - 104 Anzac Road	47	43	36	43



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6. ASSESSMENT

Based on the measured noise levels, crowd noise is not to contain any annoying characteristics, however use of the hydraulic lift has been considered tonal. As of such the following adjustments in Table 6.1 below have been applied.

TABLE 7.1– APPLICABLE ADJUSTMENTS FOR MEASUREMENT LOCATION, dB(A)

Situation	Location	Calculated Noise Level dB(A)	Applicable Adjustments to Measured Noise Levels, dB(A)	Adjusted Noise Level dB(A)
			Where Tonality is present	
A – 35 Patrons in Outdoor Area	1 - 1 Coogee Street	27	-	27
	2 - 4 Coogee Street	25	-	25
	3 - 101 Anzac Road	41	-	41
	4 - 103 Anzac Road	43	-	43
	5 - 105 Anzac Road	45	-	45
	6 - 107 Anzac Road	46	-	46
	7 - 109 Anzac Road	44	-	44
	8 - 104 Anzac Road	47	-	47
B – 35 Patrons in Outdoor Area	1 - 1 Coogee Street	23	-	23
	2 - 4 Coogee Street	21	-	21
	3 - 101 Anzac Road	37	-	37
	4 - 103 Anzac Road	39	-	39
	5 - 105 Anzac Road	41	-	41
	6 - 107 Anzac Road	42	-	42
	7 - 109 Anzac Road	40	-	40
	8 - 104 Anzac Road	43	-	43
C – 6 Patrons in 'Curbside' Area	1 - 1 Coogee Street	37	-	37
	2 - 4 Coogee Street	22	-	22
	3 - 101 Anzac Road	32	-	32
	4 - 103 Anzac Road	35	-	35
	5 - 105 Anzac Road	38	-	38
	6 - 107 Anzac Road	42	-	42
	7 - 109 Anzac Road	43	-	43
	8 - 104 Anzac Road	36	-	36
D – Deliveries	1 - 1 Coogee Street	32	+5	37
	2 - 4 Coogee Street	17	+5	22
	3 - 101 Anzac Road	35	+5	40
	4 - 103 Anzac Road	40	+5	45
	5 - 105 Anzac Road	45	+5	50
	6 - 107 Anzac Road	46	+5	51
	7 - 109 Anzac Road	42	+5	47
	8 - 104 Anzac Road	43	+5	48

Hence, Tables 7.2 to 7.6 summarise the applicable assigned noise levels and assessable noise levels for each of the four scenarios.



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TABLE 7.2– SCENARIO A – 35 PATRONS IN OUTDOOR AREA, ASSESSMENT OF NOISE LEVELS

Location	Calculated Noise Level dB(A)	Applicable Time of Day	Applicable L _{A10} Assigned Noise Level (dB)	Exceedance to Assigned Noise Level (dB)
1 - 1 Coogee Street	27	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
2 - 4 Coogee Street	25	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
3 - 101 Anzac Road	41	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
4 - 103 Anzac Road	43	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
5 - 105 Anzac Road	45	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	+2
6 - 107 Anzac Road	46	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	+3
7 - 109 Anzac Road	44	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	+1
8 - 104 Anzac Road	47	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	+4

The above table demonstrates crowd noise from the full 35 patrons outside would comply with the Environmental Protection (Noise) Regulations 1997 during operating hours except for Sunday. As of such, to meet compliance, it is suggested that the outdoor area be limited to a maximum of 15 patrons during Sunday Operating hours, and no patrons be allowed in the outdoor area before 0900 on Sundays. Compliance for 15 Patrons is shown in Table 7.3 below.



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TABLE 7.3– SCENARIO B – 15 PATRONS IN OUTDOOR AREA, ASSESSMENT OF NOISE LEVELS

Location	Calculated Noise Level dB(A)	Applicable Time of Day	Applicable L _{A10} Assigned Noise Level (dB)	Exceedance to Assigned Noise Level (dB)
1 - 1 Coogee Street	23	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
2 - 4 Coogee Street	21	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
3 - 101 Anzac Road	37	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
4 - 103 Anzac Road	39	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
5 - 105 Anzac Road	41	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
6 - 107 Anzac Road	42	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
7 - 109 Anzac Road	40	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
8 - 104 Anzac Road	43	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies



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TABLE 7.4– SCENARIO C – 6 PATRONS IN ‘CURBSIDE’ AREA, ASSESSMENT OF NOISE LEVELS

Location	Calculated Noise Level dB(A)	Applicable Time of Day	Applicable L _{A10} Assigned Noise Level (dB)	Exceedance to Assigned Noise Level (dB)
1 - 1 Coogee Street	37	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
2 - 4 Coogee Street	22	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
3 - 101 Anzac Road	32	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
4 - 103 Anzac Road	35	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
5 - 105 Anzac Road	38	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
6 - 107 Anzac Road	42	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
7 - 109 Anzac Road	43	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies
8 - 104 Anzac Road	36	0700 – 1900 hours Monday to Saturday	48	Complies
		0900 - 1900 hours Sunday and Public Holidays	43	Complies

The above table demonstrates crowd noise from the 6 patrons in the ‘curbside’ area would comply with the Environmental Protection (Noise) Regulations 1997 during operating hours except for Sunday before 0900. As of such, to meet compliance, it is suggested that the ‘curbside’ area not be used before 0900 on Sundays.



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TABLE 7.4– SCENARIO D – DELIVERIES, ASSESSMENT OF NOISE LEVELS

Location	Calculated Noise Level dB(A)	Applicable Time of Day	Applicable L _{A1} Assigned Noise Level (dB)	Exceedance to Assigned Noise Level (dB)
1 - 1 Coogee Street	37			Complies
2 - 4 Coogee Street	22			Complies
3 - 101 Anzac Road	40			Complies
4 - 103 Anzac Road	45			Complies
5 - 105 Anzac Road	50	1900 – 2200 hours all days	48	+2
6 - 107 Anzac Road	51			+3
7 - 109 Anzac Road	47			Complies
8 - 104 Anzac Road	48			Complies

It is noted that as is, deliveries do not comply with the *Environmental Protection (Noise) Regulations 1997*. If raising of the hydraulic lift of the delivery vehicle is only used once in a fifteen minute period, due to the duration of the emissions (7 seconds), it could be considered as L_{AMax} Noise level, as it would occur less than 1% (9 seconds) of the total time. As of such the assessment listed in Table 7.5 below would be applicable.

Additionally, the maximum exceedance of delivery operations is only 3 dB(A), compliance would be achieved at all other time periods.

TABLE 7.5– SCENARIO D – DELIVERIES, ASSESSMENT OF NOISE LEVELS

Location	Calculated Noise Level dB(A)	Applicable Time of Day	Applicable L _{AMax} Assigned Noise Level (dB)	Exceedance to Assigned Noise Level (dB)
1 - 1 Coogee Street	37			Complies
2 - 4 Coogee Street	22			Complies
3 - 101 Anzac Road	40			Complies
4 - 103 Anzac Road	45	1900 – 2200 hours all days	58	Complies
5 - 105 Anzac Road	50			Complies
6 - 107 Anzac Road	51			Complies
7 - 109 Anzac Road	47			Complies
8 - 104 Anzac Road	48			Complies

Thus, if the hydraulic lift is only used once in a fifteen-minute period, compliance would be achieved with *Environmental Protection (Noise) Regulations 1997* during all time periods.



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7. CONCLUSION

Based on the recorded noise levels and noise modelling, compliance with the *Environmental Protection (Noise) Regulations 1997* for the Dejaxy Café, would be met under the following circumstances.

- A maximum of 35 patrons in the outdoor area between 0700 and 1900 Monday to Saturday
- A maximum of 15 patrons in the outdoor area between 0900 and 1900 Sunday and Public Holidays
- No patrons in the outdoor area between 0700 and 0900 Sunday and Public Holidays
- A maximum of 6 patrons in the 'curbside' area between 0700 and 1900 Monday to Saturday and 0900 and 1900 Sunday and Public Holidays
- No patrons in the 'curbside' area between 0700 and 0900 Sunday and Public Holidays
- Only a single raising of the hydraulic lift on the delivery truck during any 15-minute period before 0700. Alternatively, if another vehicle without a hydraulic lift could be utilised, compliance would also be achieved.
- Use of 'rubber-wheeled' trolleys for unloading deliveries.

Note: There is no limitation on the number of patrons within the indoor section of the cafe

For: **HERRING STORER ACOUSTICS**

Geoffrey

Harris



TRAFFIC IMPACT STATEMENT

Increase of Patronage
Dejaxo Artisan Bakery and Cafe
Lot 1 (No. 2) Coogee Street, Mount Hawthorn



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1.0 INTRODUCTION

This report has been compiled to provide supplementary information in relation to parking, for the development application for Lot 1 (No. 2) Coogee Street, Mount Hawthorn (subject site).

2.0 DESCRIPTION OF PROPOSAL

The proposal seeks to increase patronage of the existing bakery/café on the subject site from 15, the currently approved number, to 35. No physical works or change of use are proposed. The business is currently approved as a Local Shop/Eating House, on land zoned 'Residential (R30)' under the City of Vincent's Town Planning Scheme No. 1.



3.0 PARKING POLICY

3.1 Base Requirements

The City of Vincent's Planning Policy No. 7.7.1 – Parking and Access (LPP 7.7.1), Clause 1.2 Table 1 outlines the requirements for car parking. The required number of car bays for a Local Shop is 1 bay per 20 square metres of net lettable area (NLA), and for an Eating House is 1 bay per 5 patrons.

3.2 Adjustment Factors

LPP 7.7.1 Clause 1.3 Table 2, also sets out potential development scenarios in which adjustment factors may be applied in order to reduce the required number of car bays. In this instance, two development scenarios apply.

Development Scenario No. 2, which has an adjustment factor of 0.80, applies when the development is located within 400 metres of a bus route.

The subject site is within close proximity to a number of bus stops, with the closest being Britannia Road After Seabrook Street (Stop ID: 12669), approximately 210 metres away. As such, the proposal clearly meets the requirements for Development Scenario No. 2.

Development Scenario No. 3B, which also has an adjustment factor of 0.80, applies when the development is located within 400 metres of an existing off-street public car park with in excess of 75 bays.

The subject site is approximately 350 metres from Britannia Road Reserve, which according the City's website has an associated car park currently capable of holding approximately 360 cars. The lot is reserved under the MRS as 'Parks and Recreation', and is designed for general community use. Furthermore, as the closest café to Britannia Road Reserve, it is likely that many individuals and families using the reserve's facilities would walk to the subject site, having parked their car at the reserve. It is therefore clear that this is a public car park and meets the requirements for Development Scenario No. 3B.



4.0 PARKING CONSTRAINTS

4.1 Site Layout

The location and layout of the subject site pose a number of constraints to the provision of parking. It is located on the corner of Anzac Road, a major road leading into Leederville.

There is a residence at the rear of the lot, built long before the existing business was approved, which restricts the space available for crossovers and car bays. The only available area for parking is a section of private open space between the business and residence.

Additionally, the lack of space decreases the possibility of vehicle manoeuvrability within the lot. As a result, each bay would need to be accessed directly from the road, requiring a wide crossover.

4.2 Street Trees

Another significant constraint of the subject site is the location of a large street tree on the southern verge, abutting Anzac Road. In order to facilitate on-site parking, this tree would need to be removed to make way for a crossover.

This is one of the larger trees in the area, and certainly one of the largest along this stretch of Anzac Road, for over a hundred metres. As is well known, street trees form an important part of the streetscape, creating neighbourhood character and increasing amenity, as well as providing shade. Currently, this tree is providing shade to the subject site, as well as the footpath and on-street parking.

Furthermore, the City's Planning Policy No. 2.1.2 – Street Trees (LPP 2.1.2), Clause 6 (ii) (g) states that the removal of a street tree in order to facilitate development should only take place when all possible development options have been explored, and there is no reasonable alternative for removal.

Additionally, Condition 4 of the current planning approval states that no street verge tree shall be removed. This demonstrates the City's recognition of the importance of this street tree.

Given the minimal amount of parking required and the clear advantages to retaining the street tree, we would contend that the acceptance of cash-in-lieu of parking would be a much-preferred development option than the tree's removal.

4.3 On-Street Parking

A further constraint is the current provision of on-street parking abutting the subject site on Anzac Road. This area provides space for 4 cars, which is 2 more than that required on-site, and is located directly adjacent to the private open space between the business and residence, which is the only available space for parking on the subject site.

In order to facilitate on-site parking in this area, at least 2 of the existing on-street car bays would need to be removed to make space for the crossover.



4.4 Amenity

In general, the addition of on-site parking would have a strong negative impact on the amenity of the locality. As discussed, the removal of the street tree would generate a loss of attractiveness, character and shade, and the resulting streetscape would be stark compared to the otherwise leafy surrounds.

The removal of on-street parking reduces the versatility of the parking spaces. It would restrict parking to patrons only, whereas the existing parking can potentially be used outside of operating hours or during less busy periods, for residents and visitors to the area.

In addition, the removal of the leafy, green private open space and attractive fencing abutting the sidewalk, and their subsequent replacement with hardstand, would also detrimentally affect the streetscape. This has an impact on not only patrons and the subject site's residents, but also surrounding residents, commuters and visitors to the area.

As discussed in the following section, the City has already considered the existing shortfall of 4.56 bays during the previous approval process and deemed this acceptable, agreeing to cash-in-lieu. This accounts for the vast majority of the parking demand. The amount of additional car parking required, 1.84 bays, is an inconsequential number, and so the actual impact on the locality and its residents from not providing these bays is negligible.

Importantly, as discussed above, at least 2 on-street bays would require removal in order to facilitate on-site parking, and as such the net difference in total parking would be nil. Furthermore, this would be at the cost of a valuable street tree and versatile on-street parking, and with detrimental effects on the streetscape. As such, and given the above, the proposal is clearly consistent with the locality's existing amenity.



5.0 PARKING ASSESSMENT SUMMARY

The tables below outline the existing and proposed car parking requirements, in accordance with LPP 7.7.1 as well as the practical application of the historical approval process on site.

5.1 Existing Car Parking

Existing	
Car Parking Requirements	No. Bays Required
Eating House (15 patrons) = 3 Local Shop (68m ² NLA) = 3.4 Total before adjustments = 6.4 (6 bays) Total after adjustments 2 & 3D = 6 x 0.8 x 0.95	4.56
Total minus existing shortfall (2.28)	2.28
Car parking bays provided on site	Nil
Shortfall (paid cash-in-lieu)	2.28 car bays

The existing car parking provisions represent a shortfall of 4.56 bays. This is made up of a pre-existing shortfall of 2.28 bays, and an additional shortfall of 2.28 bays for which cash-in-lieu was paid, which was required as part of the addition of the café. This total shortfall has already been favourably considered by the Council during the approval process in 2014, and as such has already been taken into account and approved.

5.2 Proposed Car Parking

Proposed	
Car Parking Requirements	No. Bays Required
Eating House (35 patrons) = 7 Local Shop (68m ² NLA) = 3.4 Total before adjustments = 10.4 (10 bays) Total after adjustments 2 & 3B = 10 x 0.8 x 0.8	6.4
Total minus existing shortfall and previous cash-in-lieu (4.56)	1.84
Proposed car parking bays provided on site	Nil
Shortfall (cash-in-lieu proposed)	1.84 car bays

For a combined Local Shop with a NLA of 68m² and Eating House of 35 patrons, after adjustments as discussed above, a total of 6.4 bays are required.

As per LPP 7.7.1 Clause 1.4, the pre-existing shortfall of 2.28 bays and the additional shortfall of 2.28 bays for which cash-in-lieu was paid, are both applicable to reduce the total parking requirement. This total shortfall of 4.56 has already been assessed and approved by Council in December 2014 during the previous approval process.

As such, the net additional car parking required is 1.84 bays.



6.0 RESOLUTION OF PARKING SHORTFALL

6.1 Cash-in-Lieu

In accordance with LPP 7.7.1 Clause 2.2, we propose to pay cash-in-lieu of parking for the shortfall of car parking bays. As discussed, the proposed shortfall is 1.84 bays. With nil bays proposed for the site, we propose to pay \$9,936 as cash-in-lieu of parking, at \$5,400 per bay as per the City's 2016/17 Fees and Charges.

6.2 Regulation and Management

The bulk of parked vehicles in the area are those of residents, demonstrated by the consistently high number of parked vehicles along surrounding streets outside of operating hours. This shows that a substantial proportion of parking issues in the area are due to residential parking, not business overflow issues.

With regards to issues of any parking overflow which have previously been cited by the City, we would suggest a regulatory approach. If parking within the immediate locality surrounding the development is an issue, the City has the ability to undertake initiatives such as timed or permit parking.

The locality's close proximity to popular precincts such as Oxford Street and Scarborough Beach Road, which do attract significant traffic, would further justify the City's consideration of moderate parking restrictions in the area, particularly on popular streets in and out of the precincts such as Coogee and Flinders Streets.

Ultimately, a balance is required between operational management, and the management of parking in the area by the City.



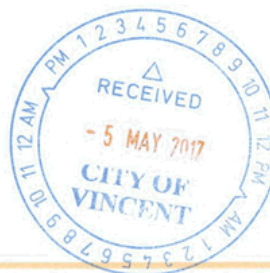
7.0 CONCLUSION

As detailed in the above sections of this report, the proposal is for the increase of patronage of the existing Local Shop/Eating House, from 15 patrons to 35.

Given the statements above, the following conclusions are evident:

- The number of additional car parking bays required is 1.84, which is a minimal increase and would have a negligible impact on the locality;
- The majority of the parking demand has already been catered and accounted for with the existing approval;
- There is available unregulated parking in the surrounding area; and
- The proposal is consistent with the existing amenity of the locality, and the changes necessary to provide on-site parking would likely be detrimental to this amenity.

As such, we contend that the proposal meets the objectives of the City's parking policy, whilst successfully managing a number of site constraints and maintaining the amenity of the locality. The proposal is therefore reasonable and should be supported.



Cathrine Temple

From: Ben Carter <ben.carter@pinnacleplanning.com.au>
Sent: Monday, 21 August 2017 9:23 AM
To: Rob Sklarski
Cc: Paola Di Perna; Damein Nabbs
Subject: Parking Occupancy - Dejaxo Cafe
Attachments: Parking Occupancy.pdf

Importance: High

Hi Rob

As a back up plan, we undertook the survey until yesterday afternoon.

Please see attached.

Average occupancy of 40% for the total survey time, maximum percentages are below what the City refers to as low in their Parking Precinct Management Plan.

This should remove any issue in relation to too shorter count period, not dealing with morning and lunch weekend trade, and satisfies erroneous issues raised such as clogged streets with weekend sport and school parking.

Can you please ensure that this is worked into the Council's reporting, given the results address the parking concerns entirely.

Regards

Ben Carter

Director

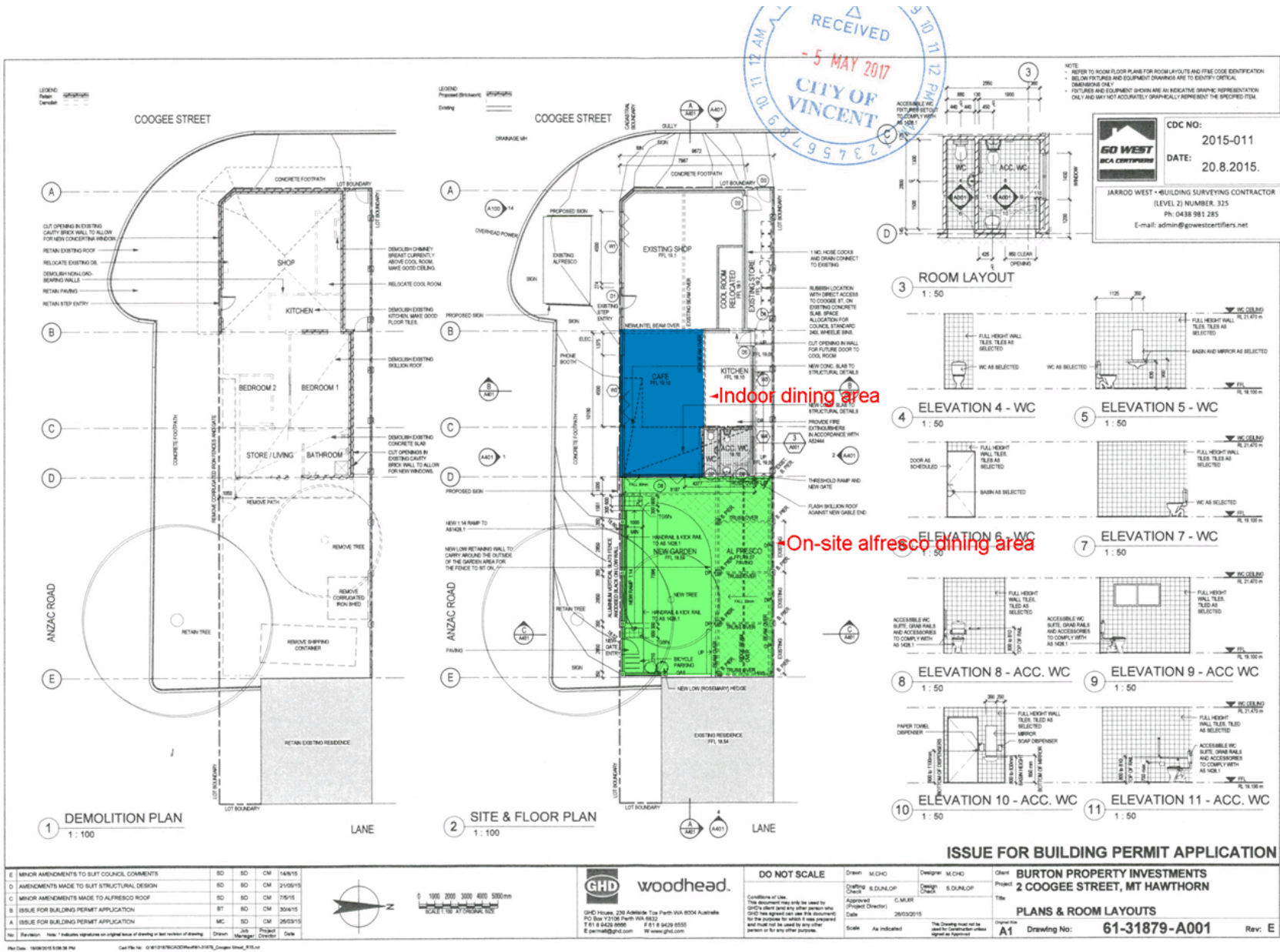
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Parking Occupancy – Tuesday 15/08/2017 to Sunday 20/08/2017

Day	Time	Parking Count (number of bays)	Percentage Occupation (%)
Tuesday	0900	21	41%
Tuesday	1000	19	37%
Tuesday	1100	26	51%
Tuesday	1200	27	53%
Tuesday	1300	27	53%
Tuesday	1400	24	47%
Tuesday	1500	24	47%
Tuesday	1600	25	49%
Wednesday	0700	20	39%
Wednesday	0800	17	33%
Wednesday	0900	20	39%
Wednesday	1000	19	37%
Wednesday	1100	15	29%
Wednesday	1200	18	35%
Wednesday	1300	16	31%
Wednesday	1400	24	47%
Wednesday	1500	17	33%
Wednesday	1600	20	39%
Thursday	0700	19	37%
Thursday	0800	19	37%
Thursday	0900	24	47%
Thursday	1000	18	35%
Thursday	1100	12	24%
Thursday	1200	16	31%
Thursday	1300	26	51%
Thursday	1400	23	45%
Thursday	1500	18	35%
Friday	0700	14	27%
Friday	0800	15	29%
Friday	0900	20	39%
Friday	1000	26	51%
Friday	1100	24	47%
Friday	1200	27	53%
Friday	1300	26	51%
Friday	1400	12	24%
Friday	1500	14	27%
Friday	1600	16	31%
Saturday	0700	15	29%
Saturday	0800	27	53%
Saturday	0900	25	49%

Saturday	1000	19	37%
Saturday	1100	27	53%
Saturday	1200	14	27%
Saturday	1300	18	35%
Saturday	1400	18	35%
Saturday	1500	17	33%
Sunday	1200	24	47%
Sunday	1300	29	57%
Sunday	1400	23	45%
Sunday	1500	20	39%
Average Parking Occupancy			40%





16 July 2017

Chief Executive Officer

City of Vincent

Via Email: Rob.Sklarski@vincent.wa.gov.au

Attention: Mr Rob Sklarski, Coordinator Statutory Planning

Dear Sir

**Development Application – Patron Increase – Dejaxo Café
2 Coogee Street, Mount Hawthorn**

Pinnacle Planning acts on behalf of the Landowner of the above site.

We refer to the submissions received by the City of Vincent during the public advertising period in relation to the above matter.

We provide below a response to each of the sections of issues raised, along with further parking information as requested by the City, including traffic survey counts and further discussions on parking utilisation in the area.

TRAFFIC

In the first instance, we confirm parking calculations are in accordance with City of Vincent car parking factors. We further confirm adjustment factors are legitimate, and in accordance with the City's own policy.

We defer to the customer survey analysis in the parking report, noting that there is a reasonable number of people walking, and further note that for breakfast and lunch periods, driver behaviour is likely to be the subject of multiple occupants per vehicle.

The majority of residents in the locality are provided with rear laneways, and serviced with rear garages. There is no reason to suggest that on-street occasional parking for this use is going to create unacceptable traffic conditions surrounding the café.

The occurrence of verge parking and blocking of driveways cannot be reasonably assigned to patrons of the café, particularly given the high number of car parking bays, residents who may park on nearby verges, and construction traffic on Coogee Street. Illegal parking is discouraged by our client, and if a problem in the locality, the City ought to increase regulatory approaches, including timed parking and prohibition of parking on verges.

To this end, it is suggested that the cash in lieu for the initial application, and the cash in lieu payable for this Application, if approved, ought to be utilised to line mark all on street parking on Coogee and Flinders Street, along with bays at the front of the business on Anzac Road. It is also suggested that

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the City utilises signage prohibiting verge parking, which, along with formalised on street marked bays, would provide greater consistency for residents.

Our review of the City's Parking Precinct Management Plan in relation to Mount Hawthorn is that not only is the parking considered to be from an overall perspective low usage volume, it is considered and referenced as a high preference to reduce the amount of unrestricted on street parking bays. It also speaks about a parking hierarchy whereby some restrictions are placed, and managed on an ongoing basis.

This report was finalised and made public in 2009, meaning the report is nearing 10 years since introduction. It is clear that in this instance, parking pressures, perceived or real are a factor, yet the predominance of unrestricted street parking remains.

We consider the cash in lieu payments as a prime opportunity to implement some of the strategies identified by the City in their parking management plan.

Anecdotally, our Client has advised that a number of vehicles parked on nearby verges are in place on a regular basis and are not customers of Dejago café. The use of cash in lieu funds to provide some strignecy and structure as to how people park would largely rid the local streets of informal parking.

From here, the use of rangers to administer the more formalised parking will ensure both residents, vistors and café patrons all park in accordance with the requirements set out by the City.

Driver behaviour is also important to note. Anzac Road leads into Leederville and Mount Hawthorn from a Freeway exit, and runs parallel to Scarborough Beach Road. There are also no cul-de-sacs in the road network, and features such as a car park behind an IGA store. All of the above means that regular traffic flow through the suburb of Mount Hawthorn in this locality, which provides a generally higher residential traffic outcome.

NOISE

We confirm that the acoustic report submitted is not hypothetical, but includes modelling results from a weeks worth of noise data collection at the site. This is important, as the report demonstrates compliance in a real world setting, at the site of operation.

All acoustic measures taken into account currently, resulting in reduced impact. The existing front alfresco area can be prohibited form use until 8am to reduce noise further, as this was noted as a noise sensitive element.

The acoustic report is clear that the urban environment surrounding the subject site contains higher level of ambient noise. The submitters even agree and suggest that Anzac Road is a busy road. Busy roads include traffic, light and odour emissions.

It is important that it is considered that there has been a commercial premises at this property for several decades, i.e. longer than the occupation of most if not all residents in the locality. This is important, as residents coming into the locality acquired properties, with the knowledge a commercial premises was operating.

The most recent commercial use at the site was a corner store and deli, which would have included daily delivery of goods. The above points are all relevant, as there has been for a long period of time, a commercial activity operating from the subject site.

Whilst the Applicant may have been able to demonstrate compliance with the use of modelling for a period of one week, analysed in a report, it is important that this is able to be sustained in terms of acoustic compliance on an ongoing basis. To this end, it is suggested that on a condition of approval, the Applicant is required to submit a management plan, detailing acoustic amelioration and operating protocols, required to be adhered to in perpetuity, nullifying acoustic concerns.

AMENITY

Residents residing in close proximity to high traffic volume roads live within a higher level of ambient noise. We say there is no further impact on the amenity of the locality by the increase in patronage of the use, given the acoustic modelling is based on the increased numbers.

Our comments in the Application documentation appear to have been taken out of context entirely by submitters. Home owners and occupiers who reside in Residentially zoned land can tend to define single and grouped housing dominated localities as being quiet places where only the people who live in those areas visit or access. Similarly, shopping is contained within centralised shopping centre 'big-box' retail centres.

In inner city localities, smaller, fine grained retail offerings existed prior to larger shopping centres, hence sporadic local shops, and ribbon developments along high streets. Also, in outer urban areas, the use of cul-de-sac roads means that people are encouraged to use faster flowing higher speed roads, and refrain from using any road they wish to traverse and area. This is vastly different from the subject site and surrounding locality.

The petition submitted, along with the supporting submissions (which outnumber the objections by over three times) contain a high level of submitters and petitioners in both the immediate and wider localities, and are primarily comprised of ratepayers of the City. A petition of over 1200 people cannot be disregarded, nor can the positive submissions. By general application standard, and for a smaller operation, this level of support, which seriously outweighs the negative sentiment, extinguishes negative sentiments, and speaks to the wide ranging community support for this proposal.

The City must recognise that there is an overwhelming number of local supporters who consider, by virtue of their support, that this proposal will not impact on the amenity. Furthermore, we submit that the inner city living ideal, and all of the facilities that support this, is supported by this Application.

From a basic perspective, it is important that we outline that our Client currently has to waitlist, or turn away clients due to the patronage restriction, often 10-20 patrons at a time. Given this fact, we contend there is no greater amenity impact or tangible and/or measureable increase in business patronage, if the same number of people are currently accessing the site, and either have to wait to be seated, or are turned away.

We compare this to Casa Bianchi, which has operated for nearly a decade at 150 patrons, and recently was issued a retrospective approval for 120 patrons. Whilst this site is subject to a different land use zoning, the fact remains that it is located at the edge of a residential precinct, and in close proximity to a park. The Dejexo Café proposal represents a development intensity 3.5 times less than

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this Application, which was considered appropriate from a land use compatibility perspective, with occupants parking along residential streets in the same manner as they would do to access Dejaxo Café.

This further supports the notion that the amenity proposition living in an inner city locality vastly differs from the pristine Residential amenity experienced in outer suburban areas. We also refer to our analysis of the City's and other Local Government's town planning schemes, and the ability to locate eating houses and shops within Residential zones in the City of Vincent. There is a regular occurrence of this throughout the City's municipality, with examples such as Hobart Street Deli, Lincoln's 102, West End Deli and Dejaxo Cafe. In these instances, the facilities may not be universally accepted by all surrounding owners, however, it is envisaged that due to their ongoing business operation, supported by local catchments, that they are a worthy addition to local residents, and a contributing factor to high amenity in each locality surround each business.

The above is supported, again, by the overwhelmingly high number of submitters and petitioners who support this proposal who are located in the immediate locality of the Dejaxo Café.

The proposal provides a local congregation space, and is different to offerings on Oxford Street. The proposal is focussed on servicing a local catchment, and given the business is part of a bakery café chain of businesses, and sells daily fresh baked bread and baked goods, it provides an everyday convenience food product to the local community. The proposal increases the amenity of the locality, to the extent that current real estate listings in the immediate locality reference this business as a key amenity factor as reasons to acquire properties.

The above sentiments extinguish any notion that the café is not required, as highlighted by the submitters.

Finally, with respect to amenity, we note a submitter challenged that there was no proof that the operator would be able to manage the amenity impacts of increased patronage. The City, in response to several complaints from a nearby owner, undertook 11 compliance checks between 12 January and 4 May 2017.

Of the checks during this time, on one (1) occasion, there was found to be 16 patrons, which has been noted as a technical breach, and not something that was pursued, and all other instances the compliance checks resulted in compliant patron numbers.

The above speaks to the responsibility of the operator, who, for economic reasons, requires the patron increase, yet has remained committed to sticking to the patron numbers of the current approval. We are advised that on a regular basis, 10-20 patrons are waitlisted or turned away, which is to ensure compliance with the City's current approval.

We consider the compliance process to be fairly involved, and certainly exceeding a normal compliance program, yet the evidence ought to reflect positively on the operator. Put simply, if they have been operating within their approval, and demonstrated they are capable of ensuring compliance, and particularly, are turning away or waitlisting surplus customers, this demonstrates they are committed to a controlled outcome on site, meeting the expectations of the community and Council.

PARKING SURVEY

We have, at the City's request, undertaken a detailed parking count spread over two days this week at the subject site, and surrounding streets that were identified in our parking report. The approximate number of 51 bays is utilised for the percentage breakdowns of each count conducted, and summaries provided in a table below.

Day	Time	Parking Count (number of bays)	Percentage Occupation (%)
Tuesday	0900	21	41
Tuesday	1000	19	37
Tuesday	1100	26	51
Tuesday	1200	27	53
Tuesday	1300	28	55
Tuesday	1400	24	47
Wednesday	0700	20	39
Wednesday	0800	17	33
Wednesday	0900	20	39
Wednesday	1000	19	37
Wednesday	1100	15	29
Wednesday	1200	18	35
Average Parking Occupancy			41%

In relation to the above, we consider that the above is accurate, and representative, given the following:

1. The traffic survey was undertaken during a period of heavy rainfall, meaning higher likelihood of people driving to café;
2. Construction traffic on Coogee Street;
3. During warmer months, more patrons will be likely to walk;
4. Increased patrons as a result of increased capacity likely to be from local catchment, given results of the petition, and where people are located (i.e. high number in immediate vicinity).

At an average occupancy of 41%, it is clear that there is no parking issue, importantly, whilst the business is already running, at 50% the capacity, so not an extra 35 patrons. Given there is construction traffic currently on Coogee Street, we consider the results are conservative, with more parking likely to be available into the future.

In summary, this leaves 3 likely scenarios for Dejaxy Café Patrons, specific to those accessing the business via car:

1. Know the business already, park along Coogee Street and turn prior to arriving at the cafe;
2. Utilise a short term bay on Anzac Road;
3. Not aware of the business, turn up Flinders Street after seeing the business.

In any event, the survey counts demonstrate an ample capacity for the additional car parking spaces.

We also note that currently, parking occurs on an ad-hoc, and highly inefficient manner. Because there are no bays formally marked, when conducting the survey, it was recognised that larger gaps between vehicles were being left, as opposed to if the bays were individually marked. This means that through use of cash in lieu funds as described above, the City would potentially be able to free up more parking spaces, improving the ability to park in the immediate locality.

To provide some context to the appropriateness of the parking occupancy levels above, we have further reviewed the City's Parking Precinct Management Plan. The document notes an overall occupancy maximum of 40% for Mount Hawthorn, and suggested occupancy of parking should be aimed to be around 60%, and notes that is still considered to be low.

We note the survey was conducted in that document near on 10 years ago, however, it is important to consider that if this is a Council endorsed document, and considers a maximum uptake of parking as 60% low, then a maximum observed parking uptake in our survey of 55% ought to be considered acceptable, by the City's own standards that they promote.

Furthermore, the document makes several references to 85% being a benchmark percentage where measures need to be put into place to manage parking demand. At a maximum occupancy in our parking count of 55%, there is still 30% or 15 bays of uptake before the critical occupancy percentage of 85% is reached.

We consider a combination of line marking of bays, implementing verge parking restrictions, and a contemplation for timed parking for on street bays during the day would provide a framework whereby on street parking is managed within what the City considers acceptable.

CONCLUSION

From a cohesive perspective, we do not consider that any of the comments provided with respect to issues raised, given rise to any concerns that are not easily able to be overcome, or comments that are not relevant or objective, in relation to the documentation submitted.

We consider it reasonable for people to voice concerns that the proposal may generate unacceptable noise, hence we have provided compliant acoustic information that the City now accepts. We also have suggested that a management operation plan is submitted, to ensure this compliance is observed on an ongoing basis.

Parking demand contains a wide ranging number of opinions, however, the supplementary parking survey clearly shows there is ample ability to utilise street parking, for which our Client will pay for the privilege and make a cash in lieu payment. As outlined in the body of this submission, the cash in lieu ought to be directed towards the linemarking of on street parking bays in the locality, along with signage directing road users how to utilise the parking areas.

Ultimately, with the City identifying parking and noise as the two remaining issues to resolve, and our Office demonstrating an average parking uptake of 41%, and demonstrating acoustic compliance, with the backdrop of the extremely high levels of support from the community, there appears to be no technical, amenity or other basis not to support this proposal.

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The above information and further technical analysis, along with the raft of information previously submitted to the City, demonstrate either, acceptability of various concerns, or the ability to deal with operational aspects, ensuring they are appropriately managed.

Should you wish to discuss the above in further detail, please do not hesitate to contact the undersigned.

Yours faithfully

PINNACLE PLANNING



BEN CARTER

Encl.

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Summary of Submissions:**2 Coogee Street, Mount Hawthorn**

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

<u>Parking and Traffic</u>	
There is a lack of car parking in general for 35 patrons in a location where street parking is intended to benefit residents/visitors and not ad-hoc commercial uses. Supporting cash-in-lieu just allows the applicant to circumvent the normal parking standards and there is no-where to spend the cash-in-lieu. There are already problems with vehicles parking on driveways and on verges, plus the availability of on-street parking is reduced by sport and school parking. There is no provision for disabled parking.	Council previously supported a 4.56 car bay shortfall in 2014 and imposed a condition requiring a cash in lieu payment for 2.28 bays. The City's Policy No. 7.7.1 Parking and Access permits adjustment of car parking requirements where a development is situated within 400 metres of a bus route and within 400 metres of a car park with more than 75 spaces. The Britannia Reserve car park is approximately 390 metres from the subject lot and there is a bus stop situated approximately 220 metres from the subject site on Seabrook Street. The subject site satisfies both of these requirements and therefore the relevant adjustment factors can be applied in this instance.
There will be increased traffic congestion as a result from additional patronage. Anzac Road is already very busy and the additional patrons driving to the café will add to existing traffic problems which is not appropriate in a residential area. In addition, the traffic report does not capture the key trading times of breakfast and lunch.	There is no evidence to suggest that vehicles parking across driveways and on verges are associated with the eating house. In any event, instances of unlawful parking should be referred to the City's Ranger Services for immediate action.
The nearby bus stop has been incorrectly factored into the parking shortfall numbers. The cited bus stop for residents of the Leederville Gardens aged care village is serviced by the No. 15 bus only twice per day and only five days per week. Britannia Reserve car park is too far away and should not be credited towards providing car parking for the café.	The traffic generated by an additional 20 patrons is considered negligible and capable of being accommodated within the existing road network.
The alfresco seating will impinge on vehicle sightlines.	The outdoor eating area is existing and is not proposed to be altered by this application.
<u>Noise/Amenity</u>	
Increased patronage is not compatible with the surrounding locality which will be impacted by the noise from additional patrons, children playing in the outdoor area, dogs being tied up on a leash, deliveries etc.	There is an existing approval for a local shop and eating house to operate from the subject site and this application seeks to intensify the eating house component by permitting an additional 20 persons.
There has been no evidence provided to demonstrate that an increase in patrons will have a negligible impact on the surrounding area and that it can be easily managed. Additional patrons will result in additional traffic, noise and parking, and will seriously erode the amenity for surrounding residents and streets. The locality surrounding the site is not exposed to high traffic, ambient noise, light spill and odour and the surrounding residents do not expect, and are not accustomed to, a higher level of ambient noise and activity. The use is unsuitable in a residential area. There are ample cafes in the area and another is not needed.	The currently approved hours of operation for the eating house are 7.00am to 5.00pm Monday to Friday inclusive and 7.00am to 4.00pm on Saturday's and Sunday's. The local shop is approved to operate between the hours of 7.00am to 8.00pm Monday to Sunday. The applicant submitted an acoustic report with their application, which concluded that the development could comply with the <i>Environmental Protection (Noise) Regulations 1997</i> (Noise Regulations) subject to limitations on patron numbers and use of the on-site alfresco dining and outdoor eating area (on the footpath) and management of deliveries. This is discussed in more detail in the report.

Page 1 of 2

Summary of Submissions:

<p>The views of people living in the immediately vicinity who are most adversely affected should not be affected by views of others who live hundreds of metres away.</p> <p>Privacy of adjoining dwellings will be affected as patrons will be able to look into habitable room windows.</p>	<p>The operating hours for the eating house are currently 7.00am to 5.00pm Monday to Friday and 7.00am to 4.00pm Saturday and Sunday. Whilst the applicant has provided an Acoustic Report that concludes the premises can achieve compliance with the Noise Regulations for those activities listed, it is not unreasonable to consider that noise from operational activities and patron noise are likely to be audible at nearby residential premises. Administration is of the view an 8.00am start time for the on-site alfresco dining and outdoor eating area (on the footpath) would be more appropriate and considerate of the surrounding residential properties. This start time is also considered appropriate for the outdoor eating area (on the footpath). Noise associated with the set-up and pack-away of the on-site alfresco dining and alfresco area is considered capable of being be addressed through a management plan. Conditions have been recommended to limit the number of patrons in the on-site alfresco dining area and outdoor eating area to align with the findings of the acoustic report and to respect residential amenity.</p> <p>Council's refusal of the 2016 proposal to increase the patronage to 40 persons was based on the inability of the proposal to comply with parking requirements and the associated impacts of this on the surrounding area. The applicant has submitted significantly more detail with the current application to address this matter which indicates that the further parking shortfall will not be detrimental to the availability of on-street parking. The applicant provided its own parking survey which indicated availability of on-street parking would not be detrimentally impacted by the proposal. The City's own investigations also found the further parking shortfall is capable of support. This is discussed in further detail in the report.</p> <p>The City considered the carrying capacity of Anzac Road (local distributor B) and Coogee Street (local access road) against the most recent traffic counts which were undertaken in 2016. The results indicated both roads carry traffic well within their carrying capacity and that the additional traffic associated with increased patronage can comfortably be accommodated within the existing road network.</p> <p>There is no area on the subject lot either from inside the building or within the on-site outdoor alfresco area which would enable overlooking to occur as it is defined in the Residential Design Codes. Major openings to dwellings within the locality are visible from the public realm which is a requirement under the Residential Design Codes and therefore not considered as impacting on privacy.</p>
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Determination Advice Notes:

1. With regards to hours of operation, trading hours for New Year's Eve on a Sunday, New Year's Day, Good Friday, Christmas Day and ANZAC Day shall be in accordance with the provisions of the Liquor Control Act 1988;
2. With regards to maximum number of patrons, any increase in the maximum patron numbers shall require further planning approval;
3. With reference to Condition 3:
 - 3.1 The cash-in-lieu amount may be reduced if additional car bays are provided onsite or in conjunction with any other arrangement acceptable to the City;
 - 3.2 Alternatively the lodgement of an appropriate assurance bond/bank guarantee of the above value to the satisfaction of the City can be undertaken. This assurance bond/bank guarantee will only be released in the following circumstances:
 - 3.2.1 To the City at the date of issue of the Building Permit for the development, or first occupation of the development, whichever occurs first; or
 - 3.2.2 To the owner/applicant following receipt by the City of a Statutory Declaration of the prescribed form endorsed by the owner/applicant and stating that they will not proceed with the subject 'Approval to Commence Development'; or
 - 3.2.3 To the owner/applicant where the subject 'Approval to Commence Development' did not commence and subsequently expired; and
 - 3.3 The applicant may request the City to approve a payment plan up to five years;
4. Any new signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application and all signage shall be subject to a Building Permit application, being submitted and approved prior to the erection of the signage;
5. 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;
6. 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
7. 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.





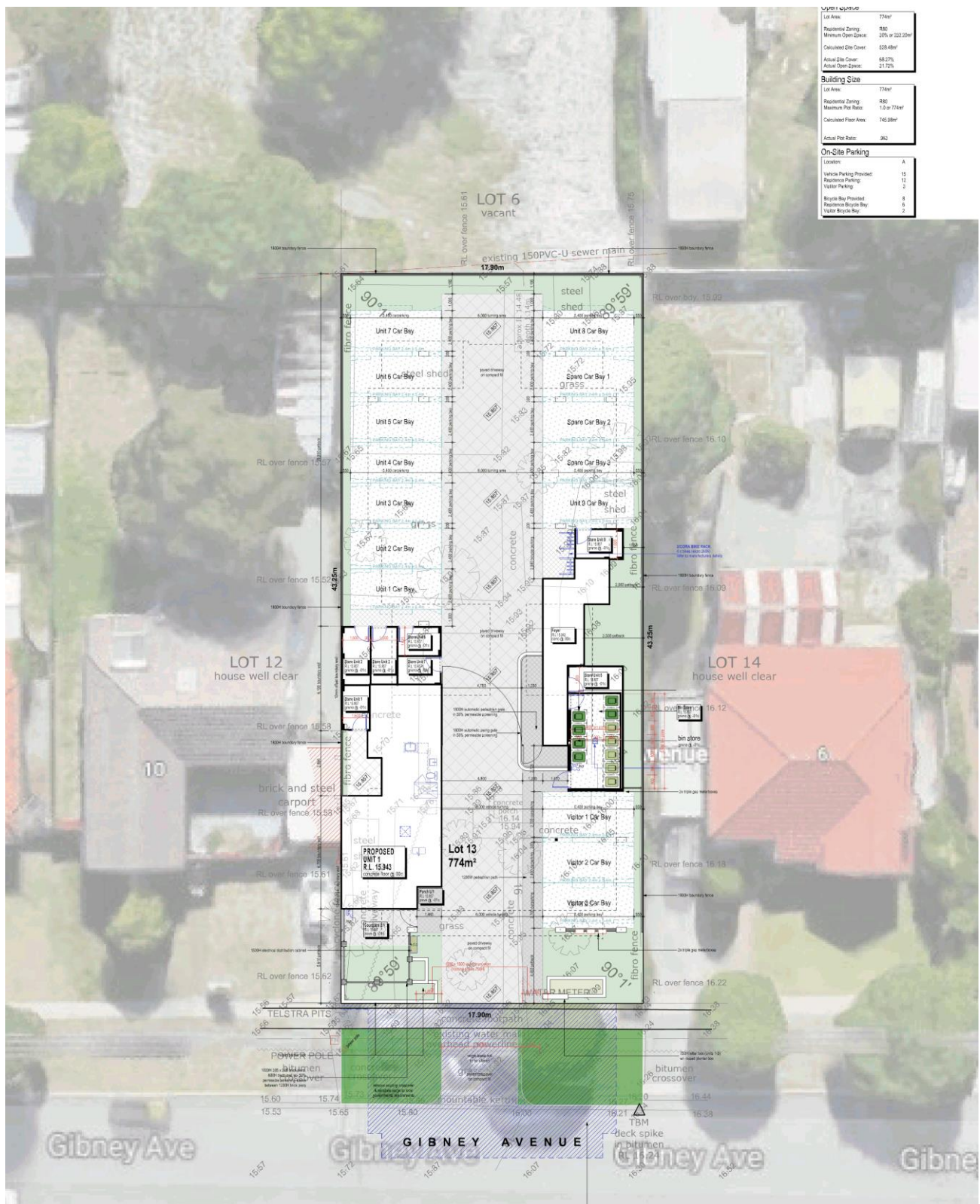


DM Property Group

Proposed Multiple Dwellings at Lot 13 (#8) Gibney Avenue, Mt Hawthorn

mark anthony design

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Lot Area	774m ²
Residential Zoning	R60
Minimum Open Space	20% of 774m ²
Calculated Site Cover	528.48m ²
Actual Site Cover	54.27%
Actual Open Space	23.73%

Building Size	774m ²
Residential Zoning	R60
Maximum Plot Ratio	1.0 or 774m ²
Calculated Floor Area	742.98m ²
Actual Plot Ratio	96%

On-Site Parking	A
Vehicle Parking Provided	15
Residential Parking	12
Visitor Parking	3
Bicycle Bay Provided	8
Residential Bicycle Bay	6
Visitor Bicycle Bay	2

Shadow Diagram
The sun will cast a shadow on the verge and road of 141.23m² at Noon on the 21st of June



Site Plan

Scale 1:500

Copyright

3M Property Group

74 Adelaide

Proposed Multiple Dwellings at Lot 13

#R1 Gibney Avenue, Mt Hawthorn



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2053
PLANNING APPROVAL 01 of 07



First Floor Plan

case: 103

20/09/2017

3M Property Group

14/09/2017

Proposed Multiple Dwellings at Lot 13

#81 Gibney Avenue, Mt Hawthorn





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JM Property Group
Proposed Multiple Dwellings at Lot 13
881 Gibney Avenue, Mt Hawthorn



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2053
PLANNING APPROVAL
05 of 07

General Landscaping Notes

Excavation Notes:

1. Planted areas shall be mulched with an organic mulch to minimum depth of 100mm.

Irrigation Notes:

1. All planting and growing to be irrigated via a fully automatic system from mains water.
2. All turf to be irrigated via pop up nozzles.
3. All shrubs to be irrigated with drip line.
4. Trees to be irrigated via bubblers.
5. Irrigation system shall be a drip system to allow turf and planting areas to be watered separately.
6. Irrigation to be programmed to suit watering times according to seasonal guidelines.

Built Form Policy Clause 1.7 Landscaping

Ground Floor Landscaping:

m² of Softscape: 122.24m²

m² of Hardscape: 275.00m²

Total m² provided: 407.24m²

Landscaping Vague: 60.84m²

Total: 11.00m²

On-Structure Landscaping:

1st Floor: 4.78m²

2nd Floor: 6.21m²

Total: 11.00m²

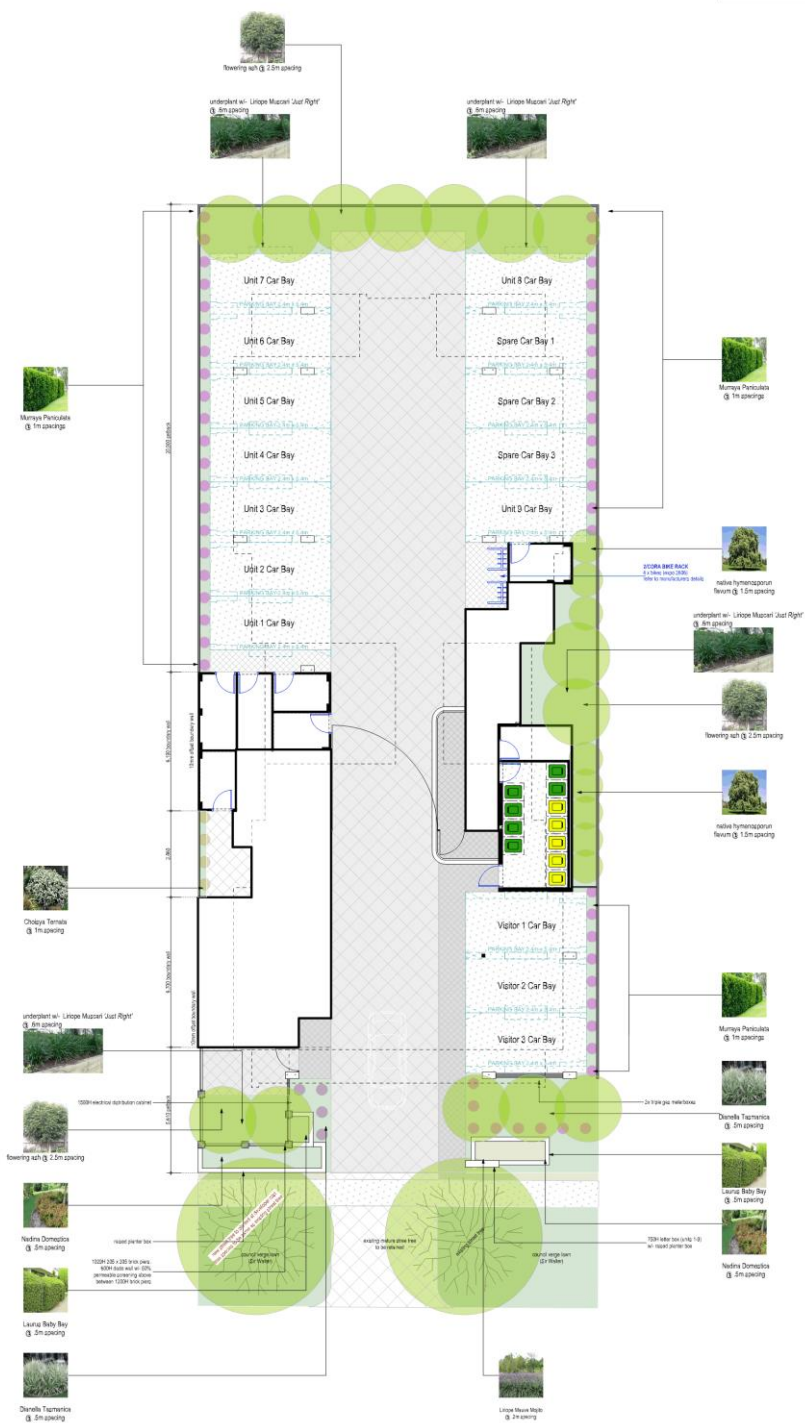
Deep Soil Zone:

Deep Soil Zone required (10%) = 116.10m² / provided: 122.24m² or 17.20%

Tree Canopy Coverage:

Tree Canopy Coverage required (20%) = 122.24m² / provided: 112.32m² or 14.51%

(provided mature tree canopy cover including the existing and new planted trees on the verge: 188.27 or 24.45% of site area)



Landscaping Plan

Scale: 1:100

Drawn by: [Signature]

3M Property Group

14/04/2017

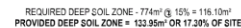
Proposed Multiple Dwellings at Lot 13

#81 Gibney Avenue, Mt Hawthorn

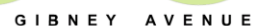


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Deep Soil Calculations



REQUIRED MATURE TREE CANOPY - 774m² @ 30% = 232.20m²
 PROVIDED MATURE TREE CANOPY (ON-SITE) = 112.33m² OR 14.51% OF SITE AREA
 (provided mature tree canopy cover including existing verge trees of (77.04m²) equals 189.37 or 24.46% of site area)

Tree Canopy Coverage Calculations

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.

Support (no specific comment).	Noted.
<p><u>Street Setback</u></p> <p>Development does not comply with recommended street setback – will reduce amenity to surrounding properties and reduce streetscape appeal.</p>	<p>The Gibney Street setback is made up of the original single houses, and more contemporary group housing and single house developments built closer to the street. The City's Built Form Policy requires a 5.72 metre setback from Gibney Avenue.</p> <p>The application was modified from a setback of 3 metres to the building and 2 metres to the balcony, to a setback of 5.61 metres to the building and 4 metres to the balconies from the Gibney Avenue boundary.</p> <p>The increased street setbacks have addressed the concerns raised during the community consultation. 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 relocation of the stores have reduced the bulk of the façade appearance. The materials and finishes of the development can be further refined to provide an interpretation of materials found within the local area, and a condition has been imposed accordingly.</p>
<p><u>Building Bulk and Density</u></p> <p>The building has been designed in such a way that it maintains a distinct bulk like appearance, due to no distance breakages in the design. This development seeks to obtain too much on the site, and as a consequence, does not meet the street setback or lot boundary setbacks. It doesn't fit the streetscape which is single residence or where its been developed its been no more than 3x2 stories units on the same size block. There are enough complaints about noise, parking issues, privacy etc., without further exasperating the problem.</p>	<p>The development will be the first of its kind on Gibney Avenue, but developments of this scale and density are provided for under the subject site's Residential R80 code and the Built Form Policy.</p> <p>Building bulk has been addressed by increasing the street setback and providing articulation to the front and side elevations including varied building setbacks, colours and finishes, windows shade blades and balconies.</p> <p>The allowable plot ratio for the site under the R-Codes is 1:1 allowing for 774m² of floor area. The proposal complies with the deemed-to-comply provisions of the R-Codes having a plot ratio area of 761m.</p> <p>The proposed development is compliant with the parking requirement of the R-Codes. 12 resident bays and 3 visitor bays are proposed. Parking on Gibney Avenue is limited to 2 hours so long term parking on the street should not be an issue.</p>

Summary of Submissions:

<p><u>Building Height</u></p> <p>3 storeys is excessive and disproportionate to the area.</p>	<p>Whilst the development will be the first three storey multiple dwelling development on Gibney Avenue, three storeys and the building's height comply with the deemed-to-comply standards of the Built Form Policy.</p>
<p><u>Side Lot Boundary Setbacks</u></p> <p>Side lot boundary setbacks contravene the Residential Design Codes.</p>	<p>The second and third storey eastern and western side lot boundary setbacks are the same. The building contains multiple articulated wall sections which are setback 1.6 metres, 2.4 metres and 3 metres in lieu of the 4 metres deemed-to-comply standard of the R-Codes. The side setback has been increased from that in the advertised plans from 2.4 to 3 metres, responding to the concerns raised during community consultation. The properties either side are developed with original single houses with large back yards and these houses (excluding their garages and carports) are setback 3 to 4 metres from the subject site common boundary.</p> <p>The bulk of the wall is minimised with varying setbacks colour and finishes which provide for appropriate articulation. The proposed privacy screens add interest and break-up the building mass. The visual and bulk impact to the adjoining properties and streetscape are considered to be addressed.</p> <p>It is considered that the wall articulations, varied colour and finishes, privacy compliant windows, window sun shade blades, and balconies with compliant privacy screens add interest and break-up the building mass. The visual and bulk impact to the adjoining properties and streetscape are addressed.</p> <p>The proposed setbacks also achieve adequate ventilation, and sunlight penetration to the proposed development and to the adjoining properties in accordance with R-Code design principles.</p>
<p><u>Visual Privacy</u></p> <p>Overlooking into adjoining backyards from balconies.</p>	<p>The R-Codes sets out a deemed-to-comply privacy setback of 6 metres to lot boundaries from unenclosed outdoor active habitable spaces (balconies). The application proposes a 4 metres privacy setback from the balconies of units 4, 5, 8 and 9 to the northern boundary. The areas of land impacted on the adjoining properties is a relatively small corner of the rear yards away from active habitable spaces, outdoor living areas and building openings. Landscaping along the northern boundary with appropriate tree species will be used to minimise overlooking. The land to the north is currently vacant and zoned Residential Commercial RAC2 and within the Town Centre zone of the Built Form Policy area. When the adjoining properties to the north are redeveloped an appropriate setback between adjoining buildings can be established.</p>

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

Design Advisory Committee (DAC) Comments dated 12 January and 27 February 2017

4.4. **Address:** No.8 (Lot 13) Gibney Avenue, Mount Hawthorn

Proposal: Construction of a nine multiple dwellings in a 3 storey development

Applicant: DM Property Group

Reason for Referral: Multiple Dwellings

Recommendations & Comments by DAC:***12 January 2017 – Mandatory Recommendations***

- Front Setback – area of discretion. **Addressed**
- Landscaping – more information is required. **Addressed**
- Technical Services comments required on verge trees and driveway visual truncation. **Addressed**
- Middle of the building – living room looks onto a blank wall. **Addressed**
- Staircase could be more open for a breezeway. **Addressed**
- 1800mm fence reduces activation of street. **Addressed**
- Circulation is tight. **Addressed**
- Foyer is tight. **Addressed**
- Provide East and West solar screening, e.g. louvres. **Addressed**
- If air conditioning units are on the balconies, ensure that they are screened as the balustrading is transparent glass. If on the roof they will also need to be screened so that they cannot be viewed from the public realm. **Addressed**
- Consider an additional dwelling on the ground floor in place of car parking as only a third of the pedestrian level streetscape of the lot frontage is active land use and built form. The proposed development is within 800m walk of Glendalough railway station and the current over provision of resident and visitor car parking should be reduced for a redevelopment within this station precinct. **Not Addressed**
- Bicycle storage should be secured behind the gate - suggested relocation of the gate. **Addressed**
- Include 'framing' on the front facade to individualize the four units. **Addressed**
- Consider flipping the ground floor apartment to provide access to winter eastern sun for the courtyard and utilise the staircase to insulate. **Not Addressed**
- Consider providing louvres to the central courts and stairs to assist in cross ventilation while maintaining visual privacy. **Addressed**

27 February 2017

- Consider reducing the size of the unit or losing excess car bays to help enlarge the front setback and relocating storerooms from the front façade to improve street appearance. **Addressed**
- Consider enclosing only one side of the foyer (western/weather side of foyers/passages) to maintain good ventilation in entry foyers. Consider louvers for glazing to enclosed foyers/entry passages. **Addressed**
- Suggest openings at the upper level to the east to improve breezeway. Consider providing openable windows for cross ventilation of the central area. **Addressed**
- Further develop and demonstrate the efficacy of the screens to east and west facing windows to habitable rooms. **Addressed**
- Demonstrate that adequate separation of vehicular traffic to internal resident foot traffic. **Addressed**
- Address the privacy concerns to front and side of the development and the side setbacks to boundaries. **Addressed**
- Need to address Environmental requirements when lodging the application in accordance with the City's Policy requirements.
- Provide detail relating to the percentage of deep soil zones and expected canopy of trees at maturity in accordance with the City's Policy requirements. **Addressed**
- Check utility companies will permit the position of meter boxes that are deep within the site. **Addressed**

Summary of Submissions:

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

<p><u>Street Setback</u></p> <p>Development does not comply with recommended street setback – will reduce amenity to surrounding properties and reduce streetscape appeal.</p>	<p><i>Design Response</i></p> <p>The plans have been amended since advertising to increase the front setback from 3 metres (building) and 2 metres (balconies) to 5.6 metres (building) and 4 metres (balconies), closer to deemed-to-comply 5.72 metres.</p> <p><i>Written Justification</i></p> <p>Although the building bulk has a front setback of more than the 5.5 metres determined by part 5.2/C5.2.2 of Policy No. 7.1.1 – Built Form and is compliant, the open style balconies are set forward by 1.5m and have a street setback of 4 metres. The opens style balconies are setback at an appropriate distance to provide articulation and add interest and provide to street elevation without adding the appearance of bulk on the streetscape. The open style balconies also provide weather protection to the bedroom sliding doors, overall the balconies will have no negative impact on the existing streetscape and will be in keeping with the future emerging streetscape.</p>
<p><u>Building Bulk</u></p> <p>The building has been designed in such a way that it maintains a distinct bulk like appearance, due to no distance breakages in the design. This development seeks to obtain too much on the site, and as a consequence, does not meet the street setback or lot boundary setbacks. It doesn't fit the streetscape which is single residence or where its been developed its been no more than 3x2 stories units on the same size block. There are enough complaints about noise, parking issues, privacy etc., without further exasperating the problem.</p>	<p><i>Design Response</i></p> <p>The plans have been amended since advertising to increase the maximum side setbacks from 2.4 metres to 3 metres, closer to deemed to comply 4 metres and an additional design element – sunshade blades are proposed to attenuate building bulk.</p> <p><i>Written Justification</i></p> <p>Given that the site is zoned R80 table 5 setbacks need to be applied, although the proposed side setbacks don't comply with table 5 of the r-codes the side setbacks are compliant with table 2a & 2b, tables used on development below R80 of similar size and height.</p> <ul style="list-style-type: none"> • The developments size of or plot ratio (.982) is compliant and < the plot ratio of 1 permitted. • The developments height of 9.5 metres is compliant and < the 10 metres permitted under councils built form Policy No. 7.1.1. • The developments rear setback is compliant with table 5 of the R-Codes. • The bulk of the buildings front setback is complaint with council built form Policy No. 7.1.1. The open style balconies have been design so as to articulate the building front façade and required justification.

Summary of Submissions:

	Given the above points and that majority of the development been compliant with either the City's Policy No. 7.1.1 and the R-Codes the development will have no adverse impact to the adjoining neighbours and adjacent buildings ensuring the neighbouring properties have access adequate daylight, direct sunlight and ventilation for buildings and associated open space with moderate visual impact of building bulk. The use of either louvered and/or glass screening throughout the development has assisted in the protection of privacy between adjoining properties.
<u>Building Height</u> 3 storeys is excessive and disproportionate to the area.	<p>Design Response Nil</p> <p>Written Justification 10 metres maximum building height for a concealed roof as per Policy No. 7.1.1 – Built Form part 5.6 building height table 5.</p>
<u>Visual Privacy</u> Overlooking into adjoining backyards from balconies.	<p>Design Response Nil</p> <p>Written Justification <u>Street Front Balconies</u> Although the balcony cone of vision encroach on the neighbouring property, the overlooking is marginally non-compliant and overlooks the neighbours front setback area an area also visible from the street. When designing the development, full consideration has was taken into account not to overlook any sensitive area of the neighbouring property.</p> <p><u>Rear Balconies</u> Although the balcony cone of vision encroach on the neighbouring property, the overlooking is marginally non-compliant overlooking the neighbours far rear corner. The cone of vision as shown don't overlook any active habitable space or outdoor living area, the side of the balcony have been screened to 1,600 and to comply with the R-Codes. When designing the development, full consideration has was taken into account not to overlook any sensitive area of the neighbouring property.</p>

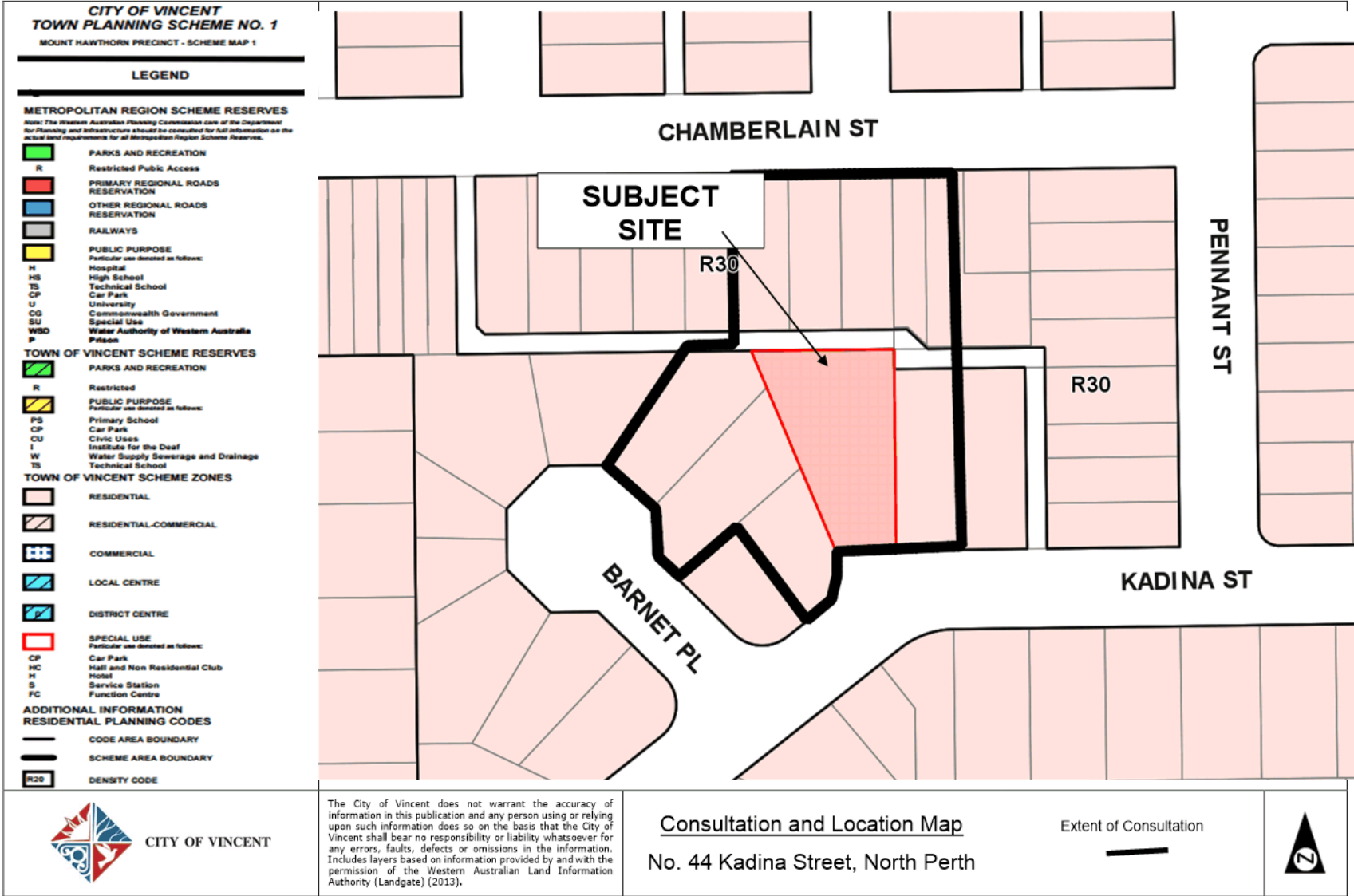
Summary of Submissions:

<p><u>Side Lot Boundary Setbacks</u></p> <p>Side lot boundary setbacks contravene the Residential Design Codes.</p>	<p><i>Design Response</i></p> <p>The plans have been amended since advertising to increase the maximum side setbacks from 2.4 metres to 3 metres, closer to deemed to comply 4 metres and an additional design element – sunshade blades are proposed to attenuate building bulk.</p> <p><i>Written Justification</i></p> <p>Given that the site is zoned R80 table 5 setbacks need to be applied, although the proposed side setbacks don't comply with table 5 of the R-Codes the side setbacks are compliant with table 2a & 2b, tables used on development below R80 of similar size and height.</p> <ul style="list-style-type: none"> • The developments size of or plot ratio (.982) is compliant and < the plot ratio of 1 permitted. • The developments height of 9.5 metres is compliant and < the 10 metres permitted under councils Policy No. 7.1.1 – Built Form. • The developments rear setback is compliant with table 5 of the R-Codes. • The bulk of the buildings front setback is complaint with the City's Policy No. 7.1.1 – Built Form. The open style balconies have been design so as to articulate the building front façade and required justification. <p>Given the above points and that majority of the development been compliant with either the City's Policy No. 7.1.1 – Built Form and the R-Codes the development will have no adverse impact to the adjoining neighbours and adjacent buildings ensuring the neighbouring properties have access adequate daylight, direct sunlight and ventilation for buildings and associated open space with moderate visual impact of building bulk. The use of either louvered and/or glass screening throughout the development has assisted in the protection of privacy between adjoining properties.</p>

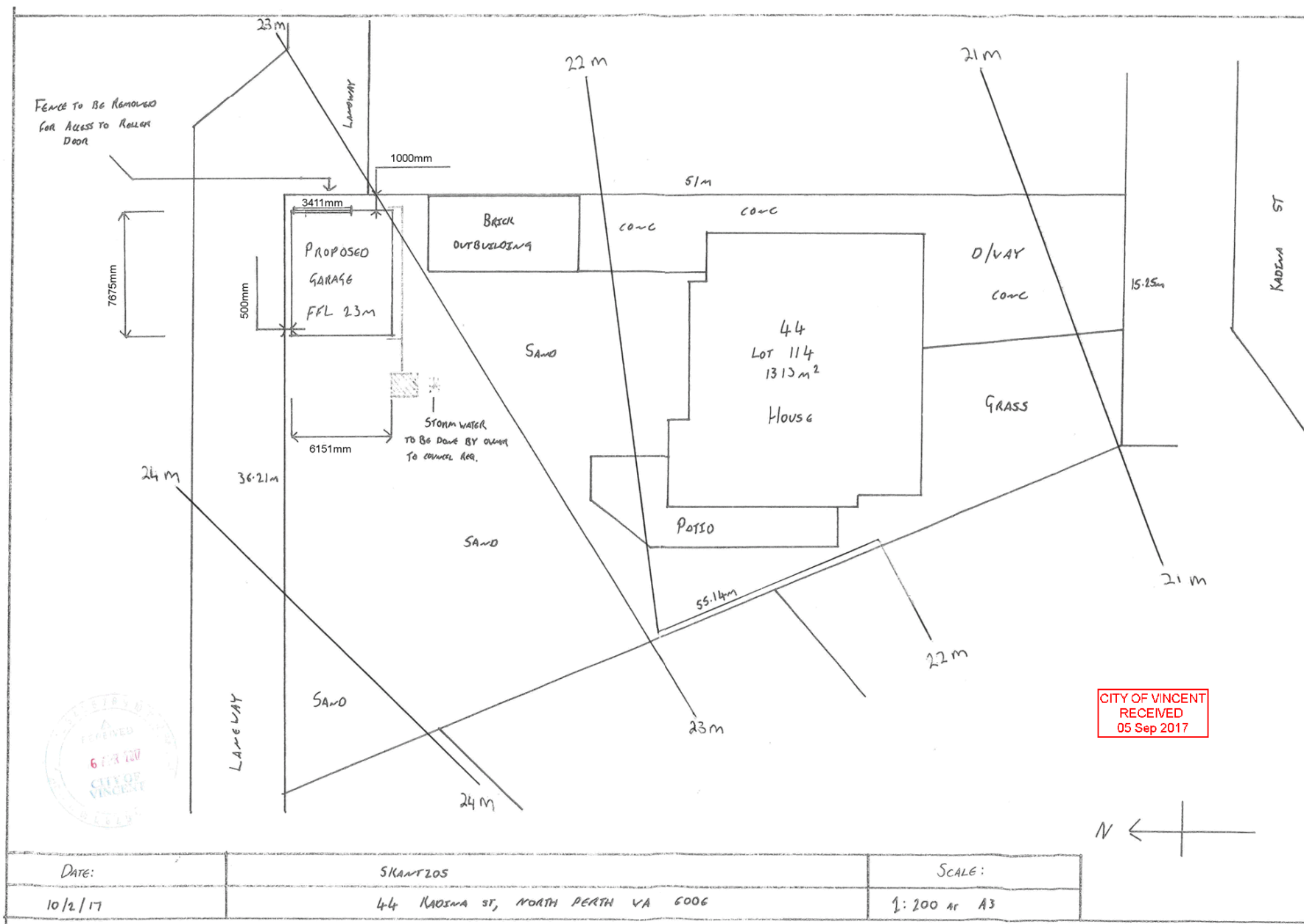
Note: Submissions are considered and assessed by issue rather than by individual submitter.

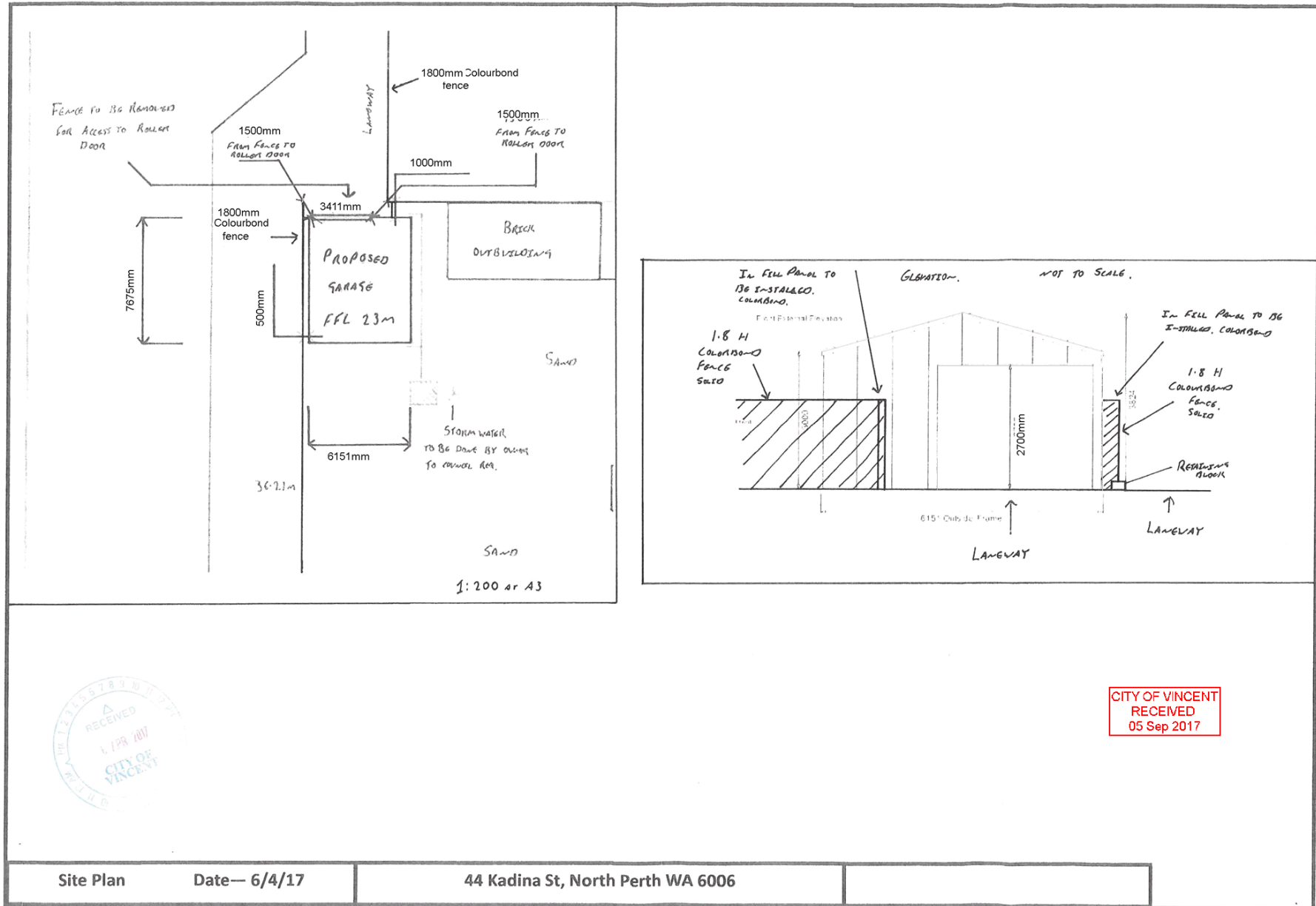
Determination Advice Notes:

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. The car parking area(s) which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City.
3. An Infrastructure Protection Bond for the sum of \$2500 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.
4. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Right of Way levels to the satisfaction of the City.
5. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
6. With reference to Condition 10, no further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.
7. All new crossovers to lots are subject to a separate application to be approved by the City. All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications.
8. Prior to the first occupation of the development, redundant or "blind" crossovers shall be removed and the verge and kerb made good to the satisfaction of the City, at the applicant/owner's full expense.
9. Standard 'Visual Truncations', in accordance with the City's Policy 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve or Right of Way boundary, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised. Details of all required visual truncations shall be included on the building permit application working drawings.
10. With reference to Condition 11, the City encourages landscaping methods and species selection which do not rely on reticulation.











Stratco have developed a versatile range of gable garages to suit every situation. Stratco garages give you more space for storage, extra room for a workshop, provide the ideal space for a boat or caravan, and give you the opportunity to entertain all year round. Stratco has a proud history within the steel manufacturing industry, dating back over 60 years. Our commitment to supplying superior products and relentless innovation gives all of our customers the confidence that they are buying from a true industry leader who stand by their products.

City Of Vincent Records
RECEIVED

29 MAY 2017

CTN Ref.
REC No:



PLEASE CHECK THAT ALL ORDER DETAILS ARE CORRECT.
YOUR ORDER IS NOW BEING PROCESSED BASED ON THE FOLLOWING DETAILS

JOB DETAILS

DESIGN NUMBER: SQ133855
SALES PERSON: Miss Catherine Smithson

DELIVERY DETAILS

DELIVERY INSTRUCTIONS: lot 114 44 Kadina st
north perth
6006

ADDITIONAL INSTRUCTIONS:

CUSTOMER DETAILS

CLIENT NAME: Mr. steve skantzos
PHONE NUMBER: 0447098068
ACCOUNT CODE: *PPBAL

Dimensions (Outside Frames)

Height 2700mm
Length 7675mm
Roof Pitch 15°
Width 6151mm

Wall Details

Bottom Sheet Extra 25mm Yes
Wall Sheet Superdek Standard Double Sided

Wall Girts

End Wall Girt Section GHS Purlin/Girt 1.20 75
Side Wall Girt Section GHS Purlin/Girt 1.20 75

Portal Frames

End Portal Column Section GHS Portal Column 1.5 150
End Portal Rafter Section GHS Rafter 1.5 150
Mid Portal Column Section GHS Portal Column 1.5 150
Mid Portal Rafter Section GHS Rafter 1.5 150

Drainage Details

Box Gutter None
Downpipe Type Downpipe 100x50
Gutter Type VF Square Gutter

Site Details

Wind Speed 33 (N2)

Roof Details

Roof Sheet CGI Standard Double Sided

Roof Purlins

Eave Purlin Section GHS Purlin/Girt 1.20 75
Roof Purlin Section GHS Purlin/Girt 1.20 75

Gable End Columns

Gable End Column Section GHS End Column 1.9 100

Footing Details

Concrete Slab Yes
End Pinned Footing Type Type D Stirrup (Domestic)
Footing Type Pinned (On Concrete)
Middle Pinned Footing Type Type D Stirrup (Domestic)

Colours

Barge Cap Off White
Corner Flashing Moss Vale Sand
Downpipe Moss Vale Sand
Gutter Moss Vale Sand
PA Door Merino
Ridge Cap Off White
Roller Door Moss Vale Sand
Roller Door Flashings Moss Vale Sand
Roof Sheet Merino
Skylight Sheet Grey Tint
Wall Sheet Merino

All Dimensions shown are measured from outside of frame (including purlins and girts). Dimensions shown are for illustrative purposes only and should not be used for assembly. Please refer to the relevant installation guides or detailed drawings provided for site preparation, portal frame layout and slab dimensions.

Please refer to current Stratco Gable Homeshed certification referenced 34109C by Trevor John & Associates for 15° Homeshed range or certification referenced 2011-628 by RSA for 10° Homeshed range. Certifications are applicable to standard shed designs only.

CUSTOMER SIGNATURE:

DATE: 25/01/2017





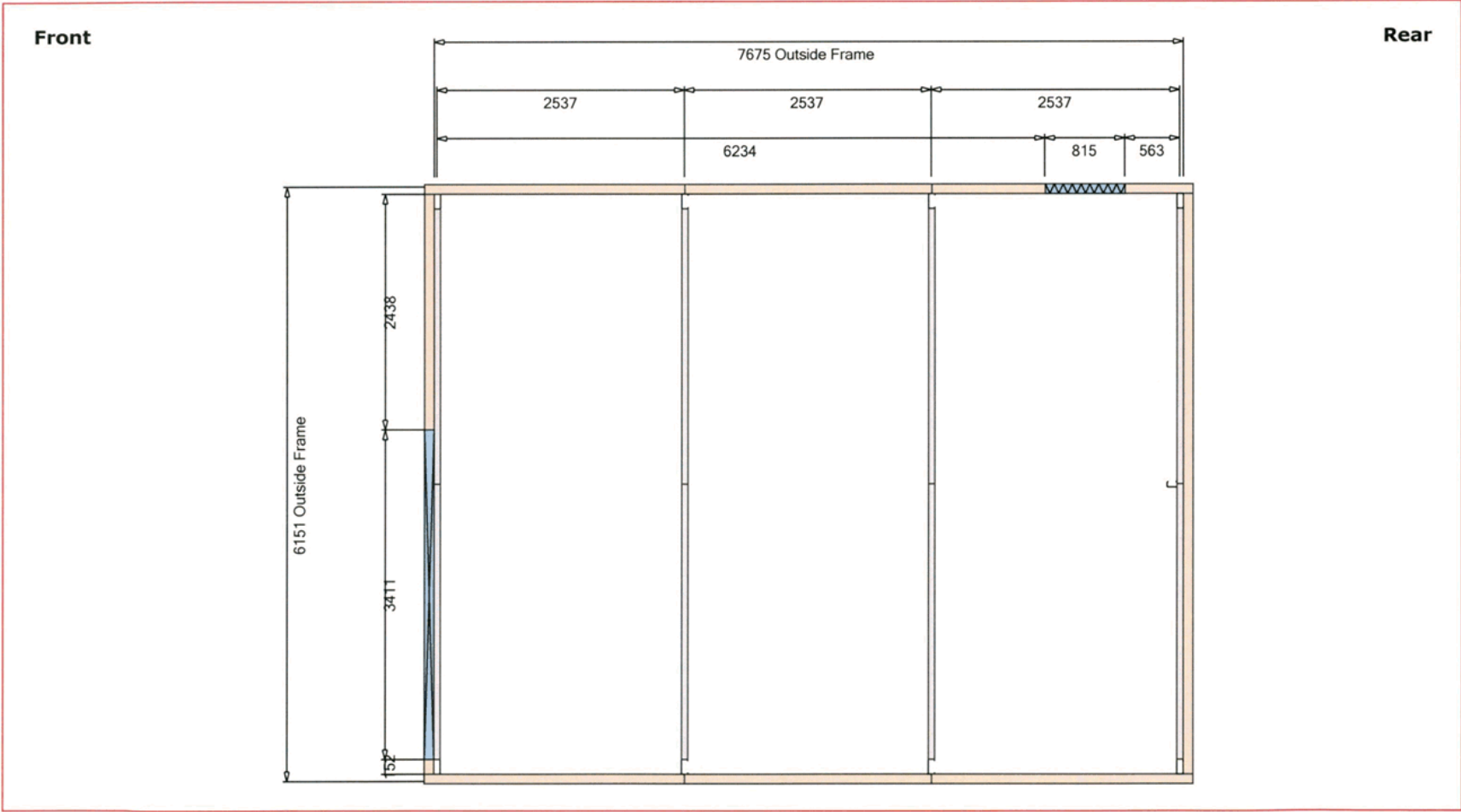
STRATCO
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Site Plan

Job Reference	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Miss Catherine Smithson		Date	19/01/2017	
Client Name	Mr. steve skantzos	north perth			





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Elevations

Job Reference
Sales Person
Client Name

Miss Catherine Smithson
Mr. Steve Skantzos

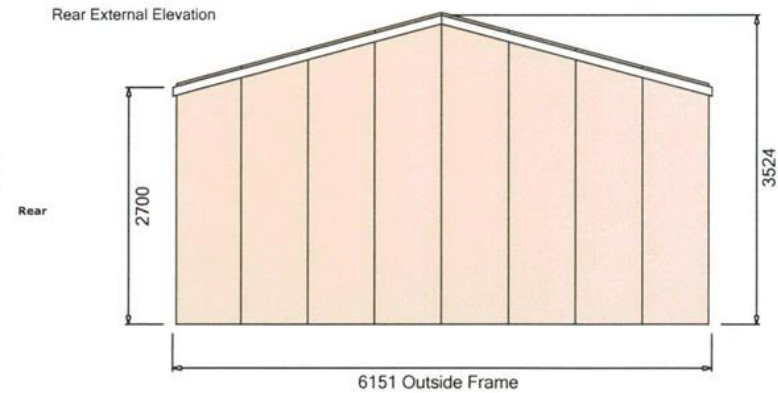
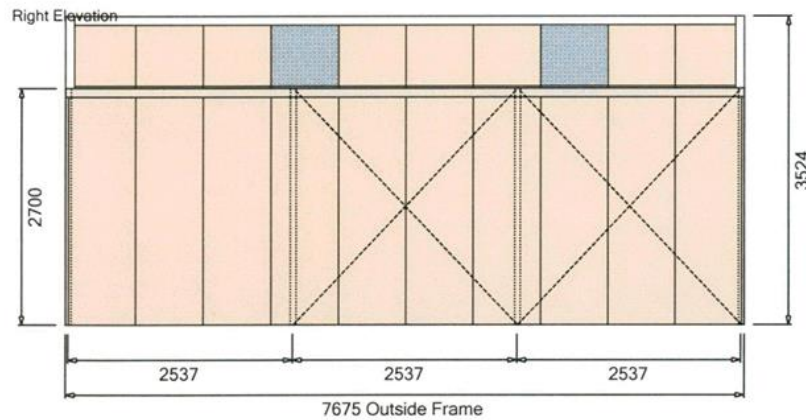
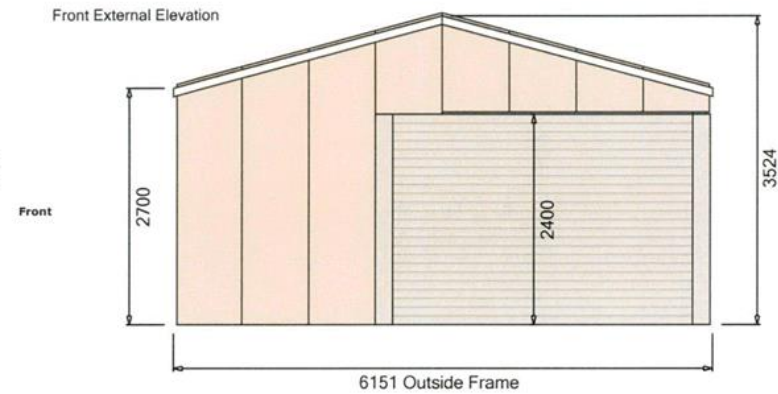
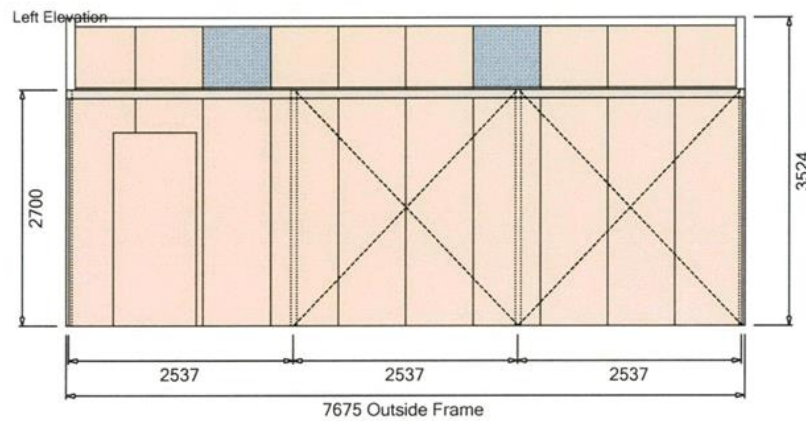
Site Address

lot 114 44 Kadina st
north perth

Design Number
Date

SQ133855
19/01/2017

Customer Signature





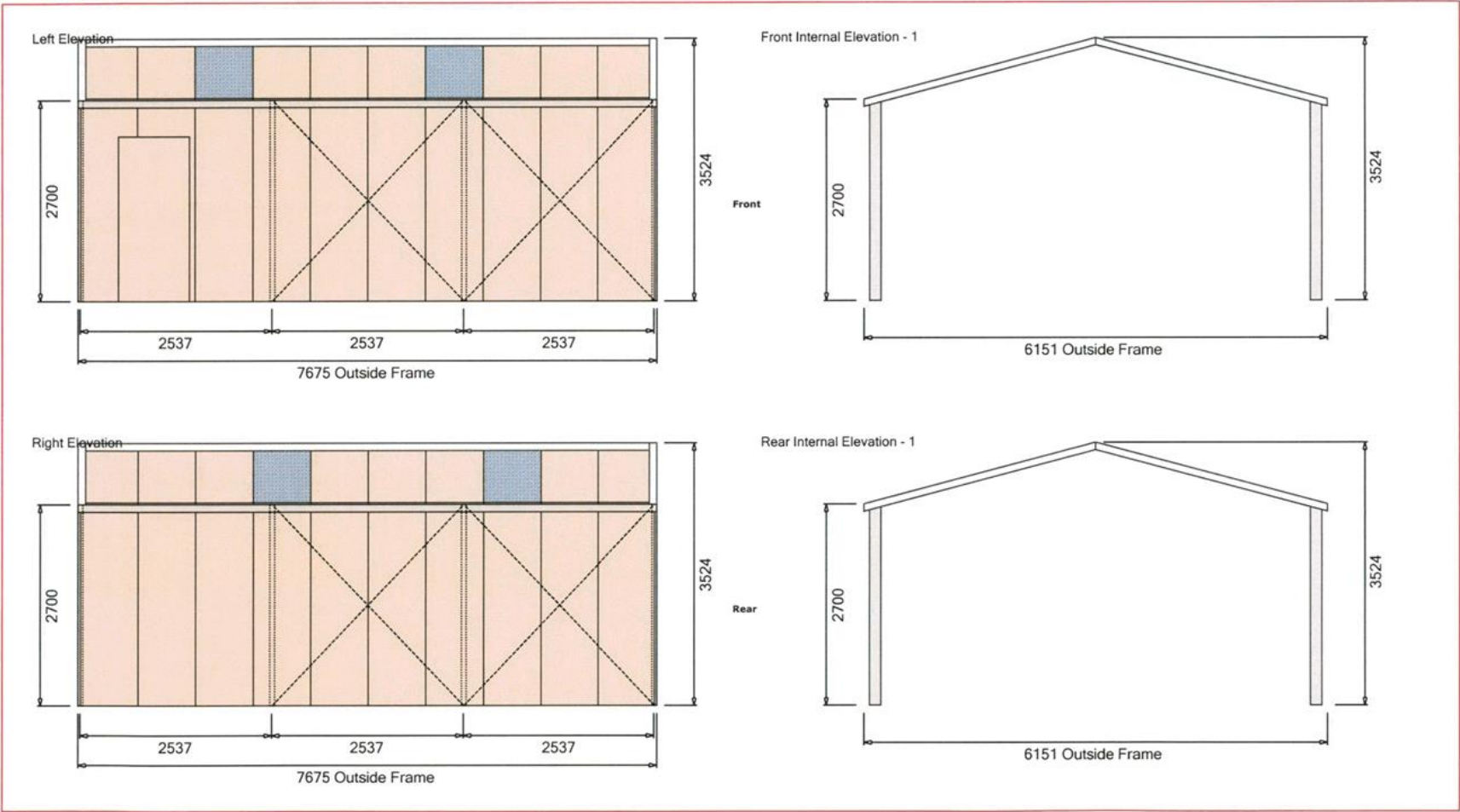
DOMESTIC • INDUSTRIAL • RURAL

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Elevations

Job Reference	Miss Catherine Smithson	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Mr. steve skantzos		north perth	Date	19/01/2017	
Client Name						





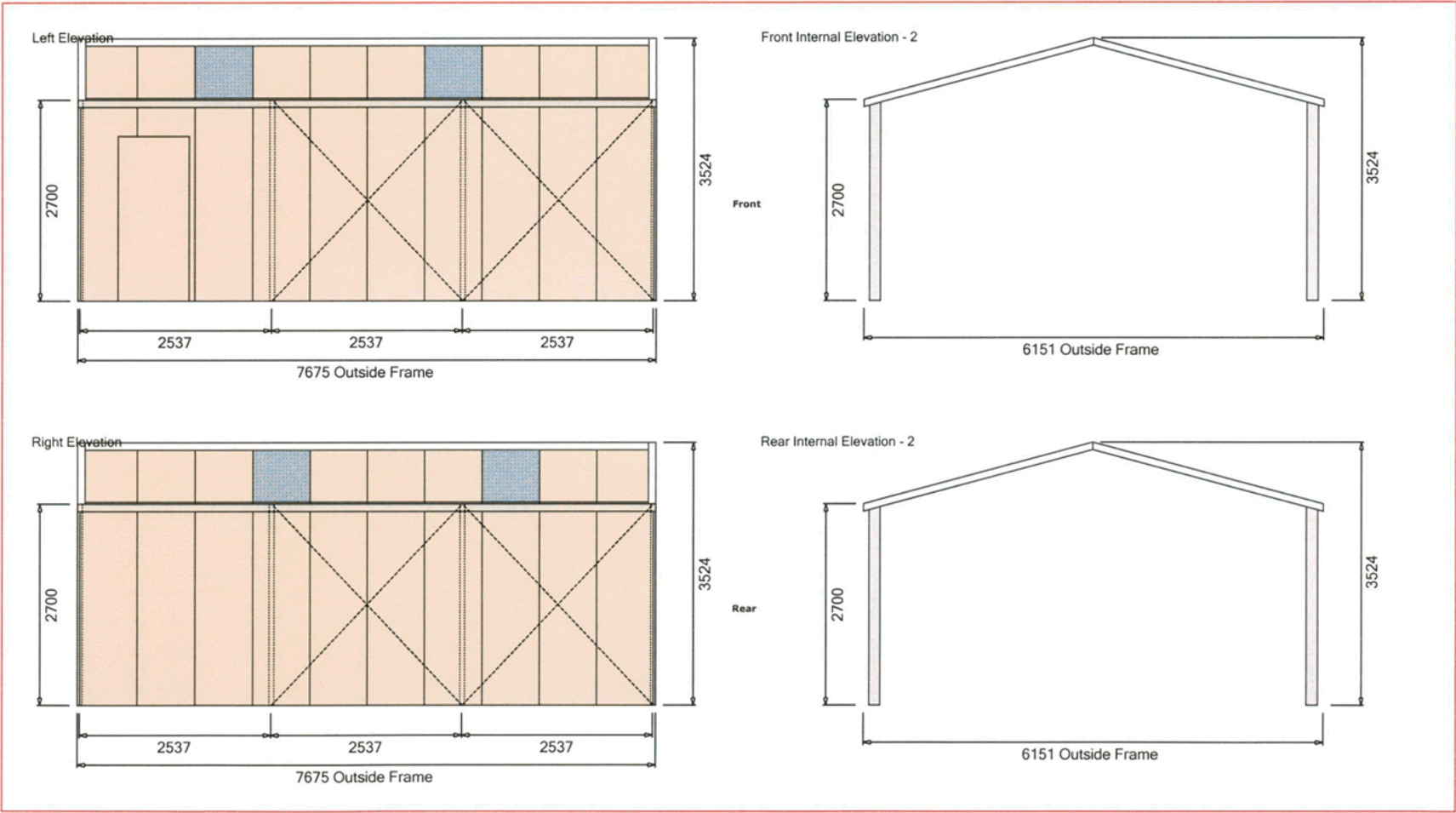
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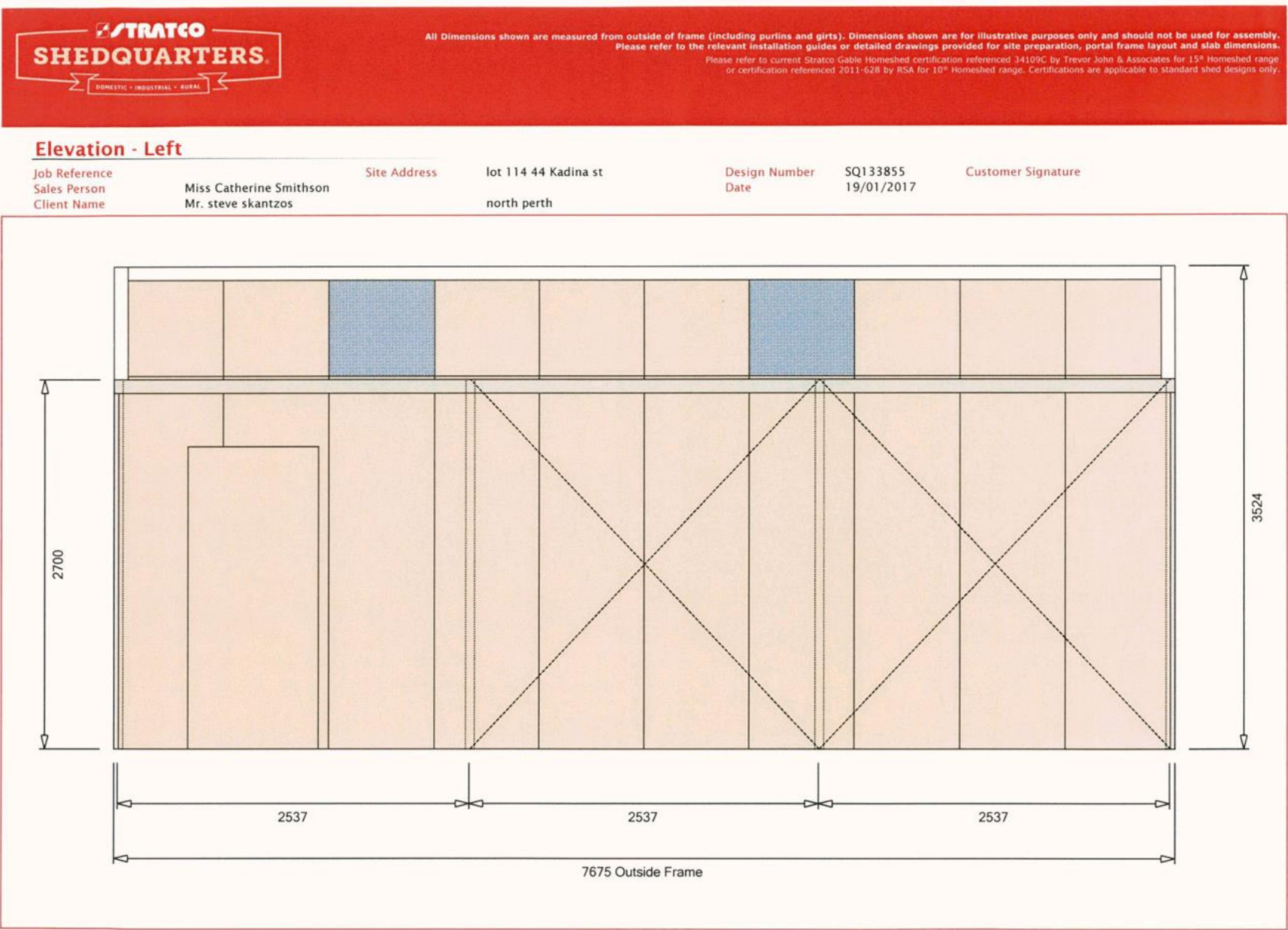
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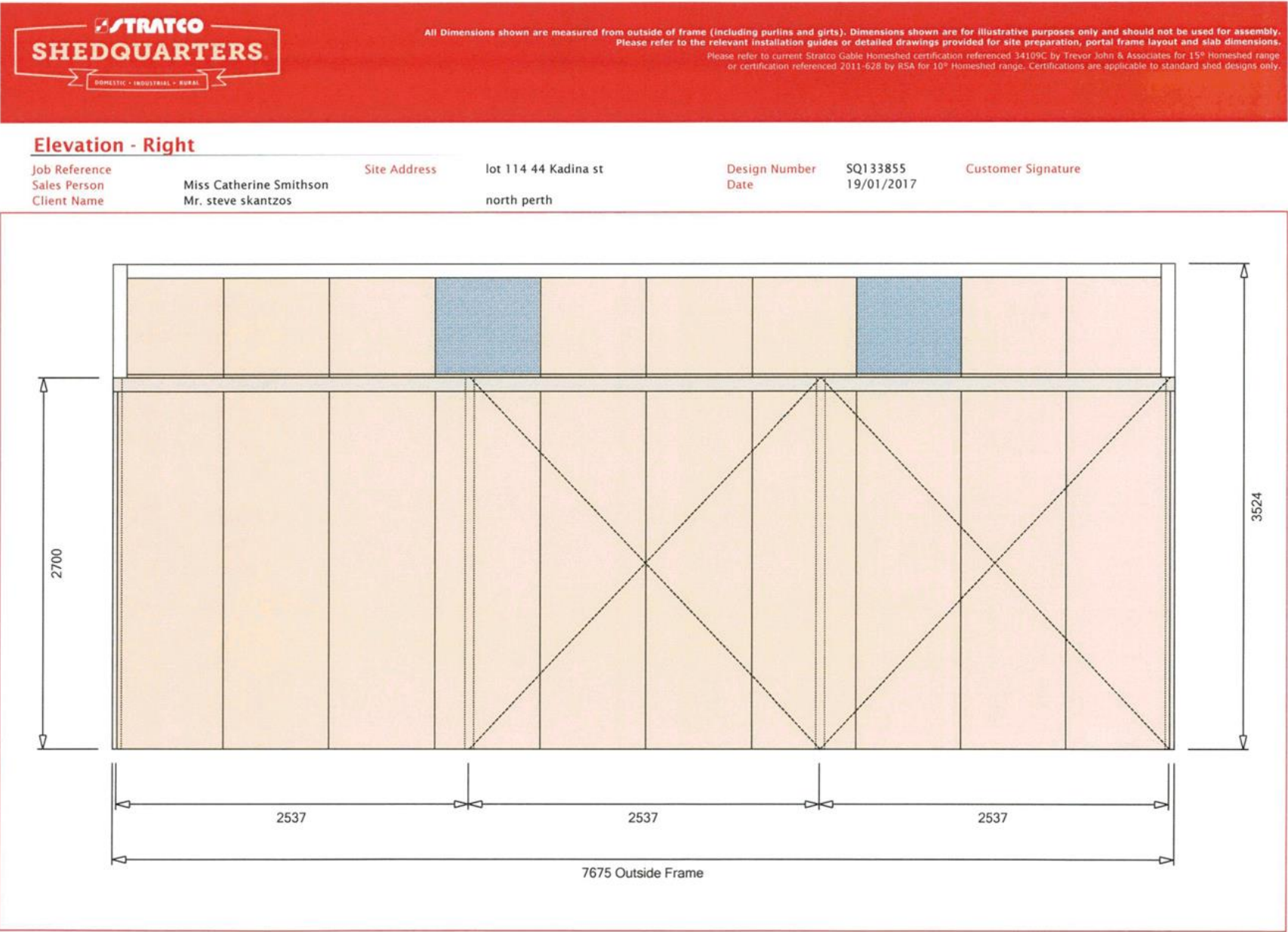
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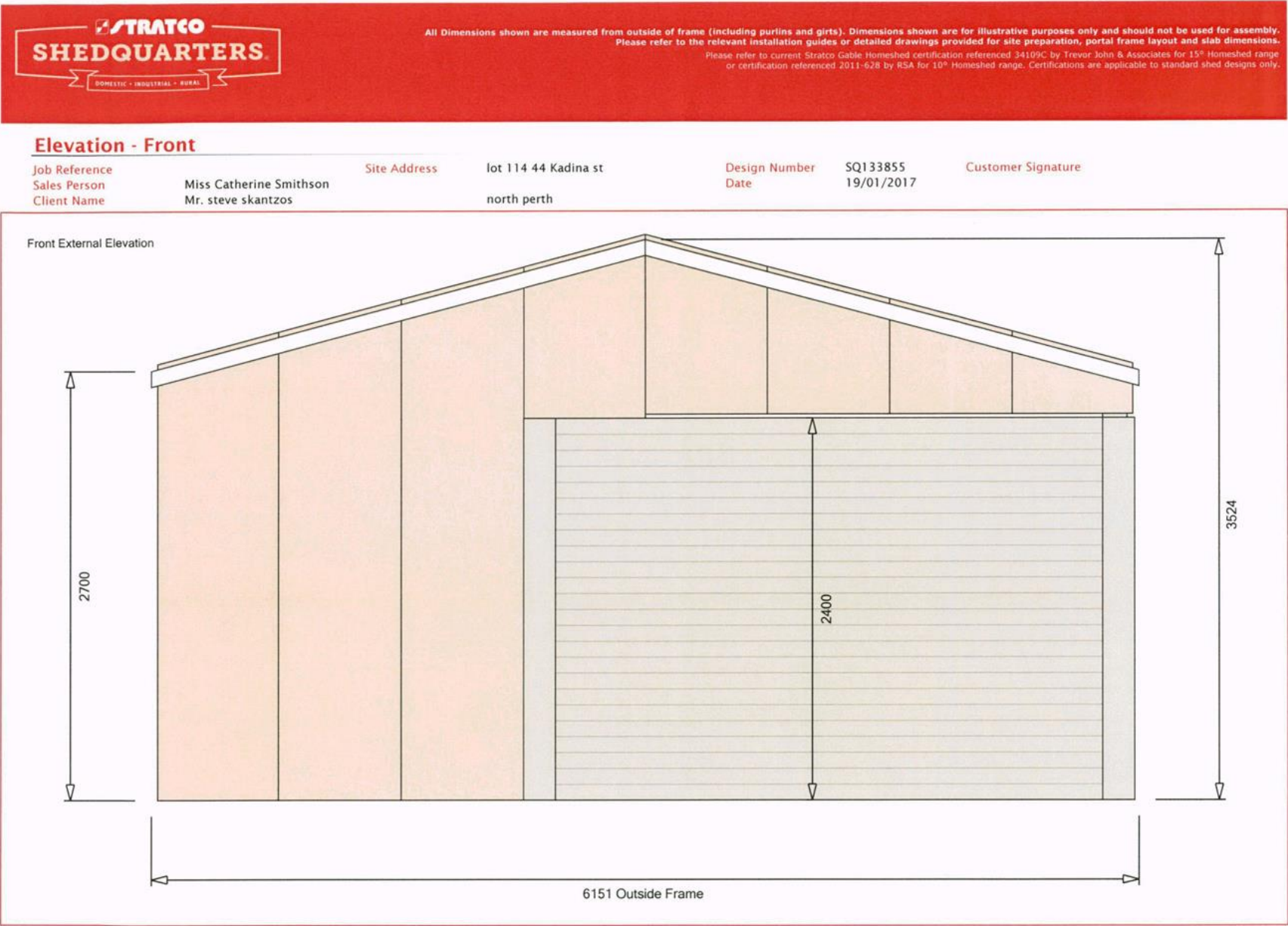
Elevations

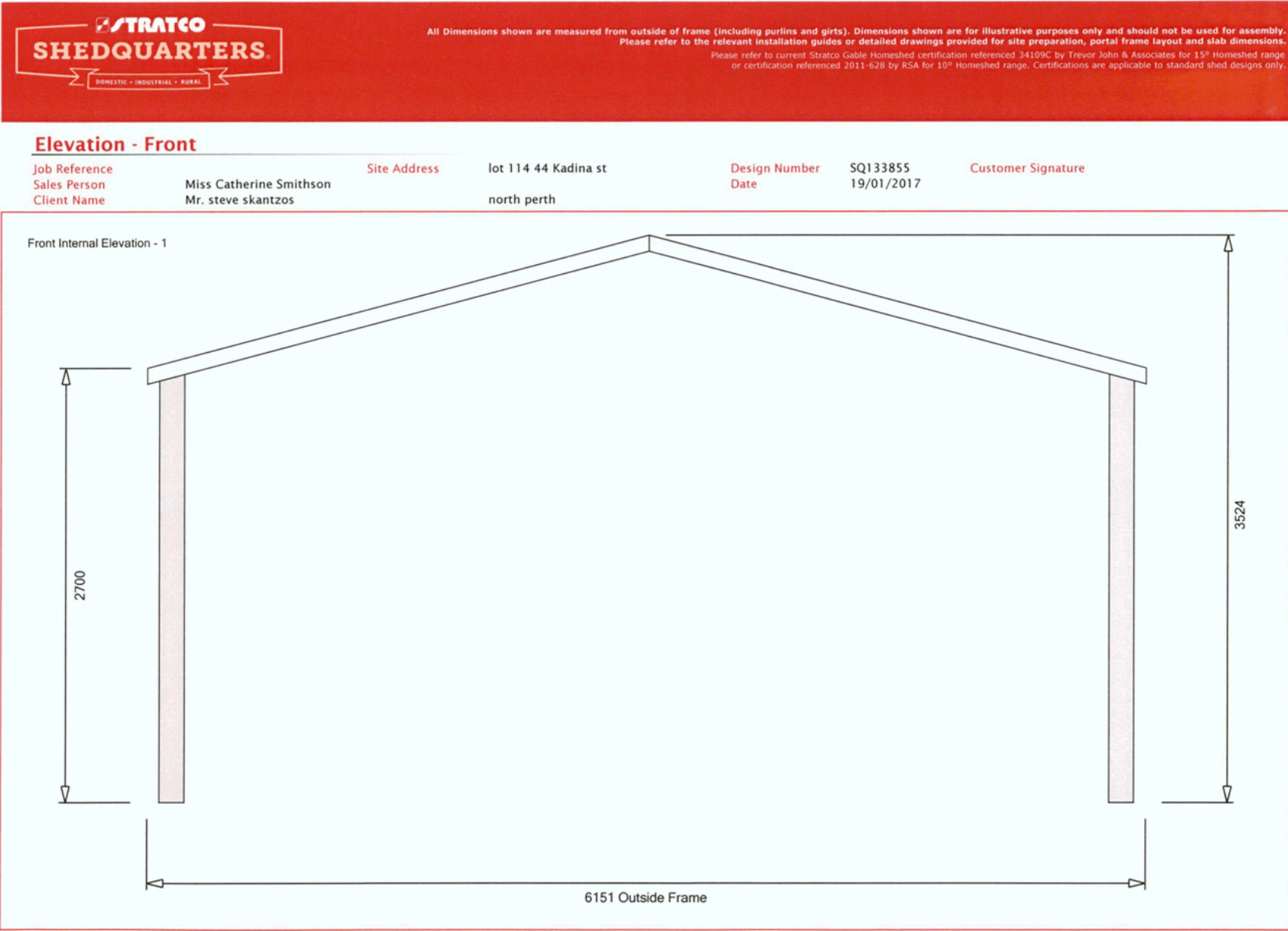
Job Reference	Miss Catherine Smithson	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Mr. steve skantzos		north perth	Date	19/01/2017	
Client Name						











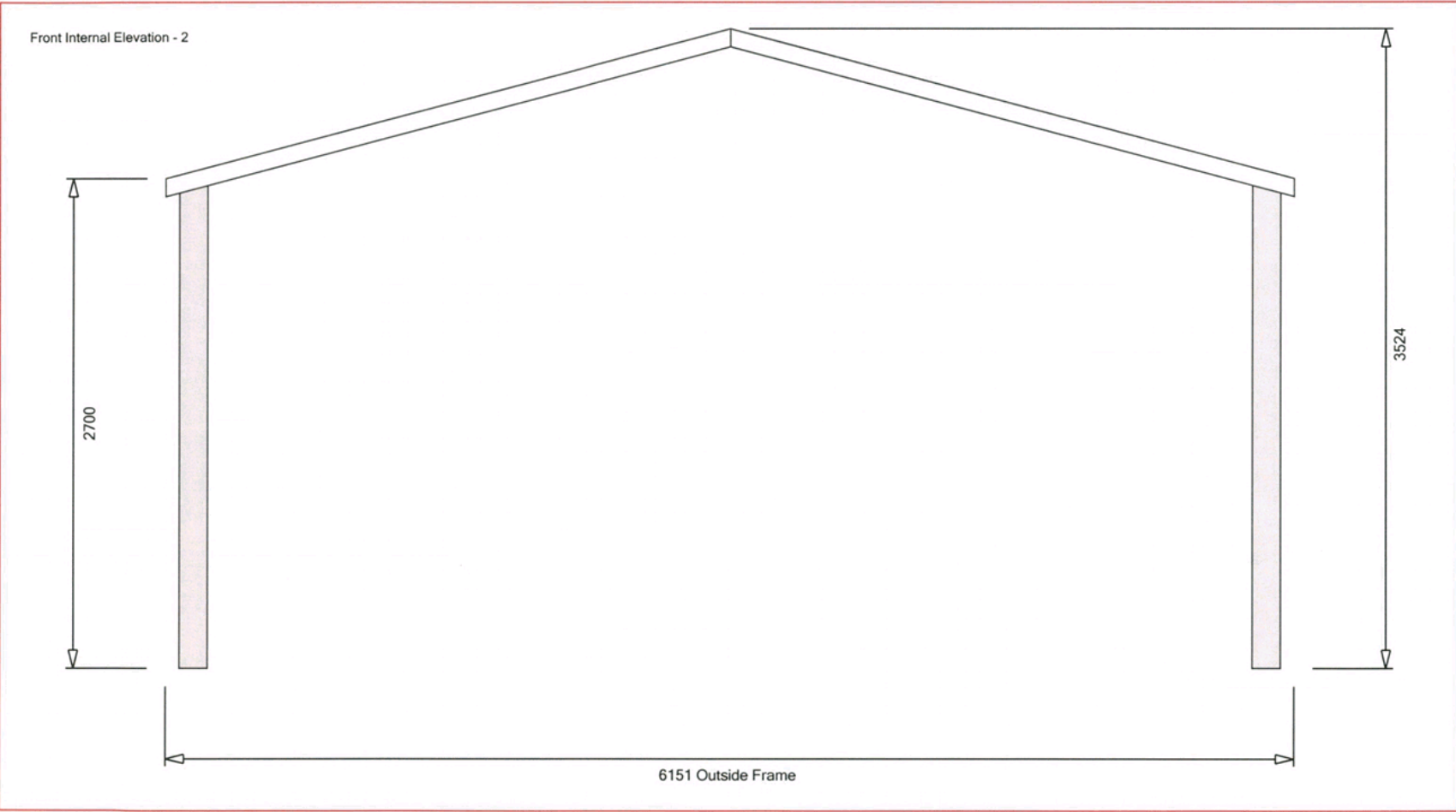


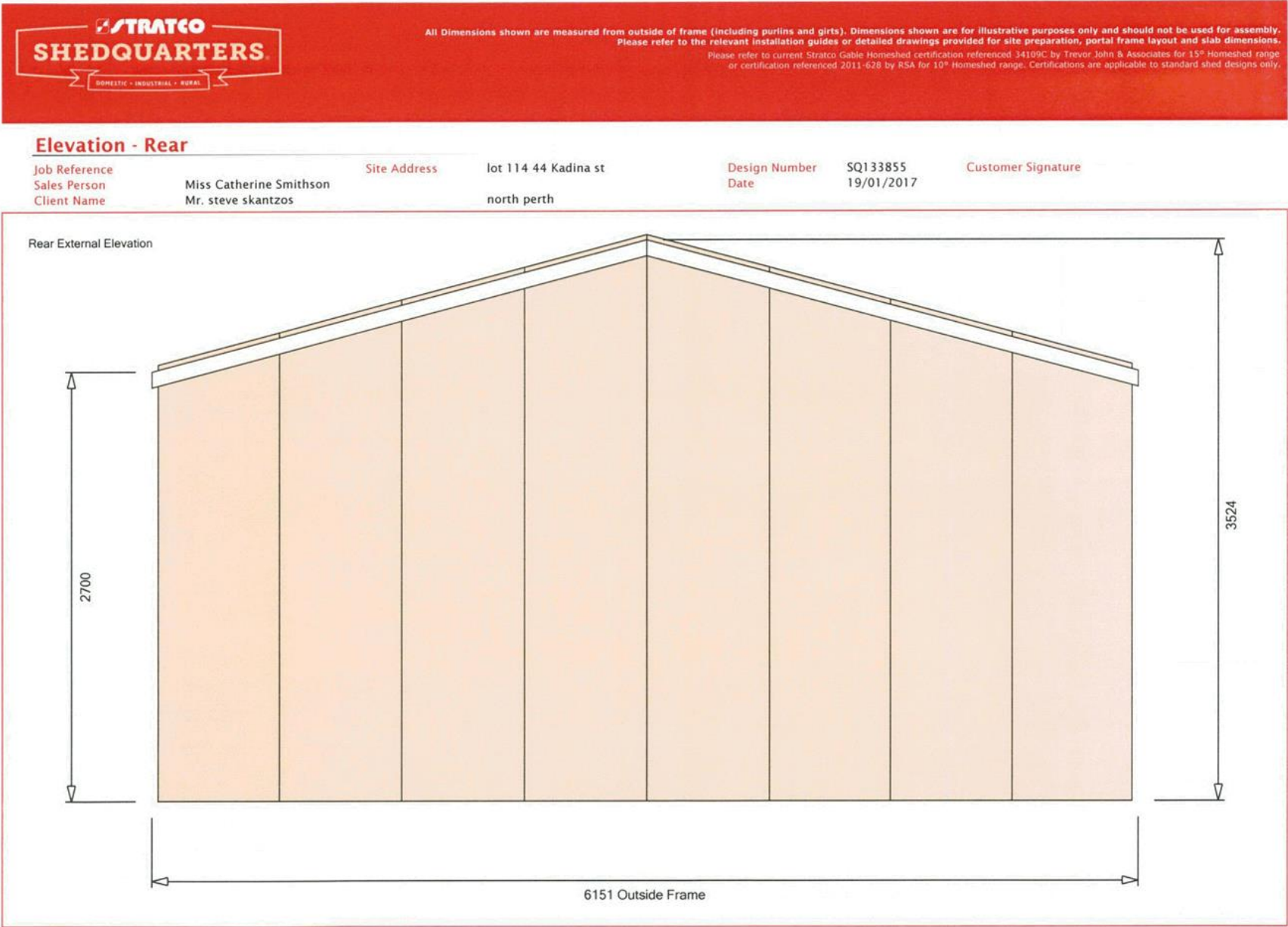
DOMESTIC • INDUSTRIAL • RURAL

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Elevation - Front

Job Reference	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Miss Catherine Smithson		Date	19/01/2017	
Client Name	Mr. steve skantzos	north perth			







DOMESTIC • INDUSTRIAL • RURAL

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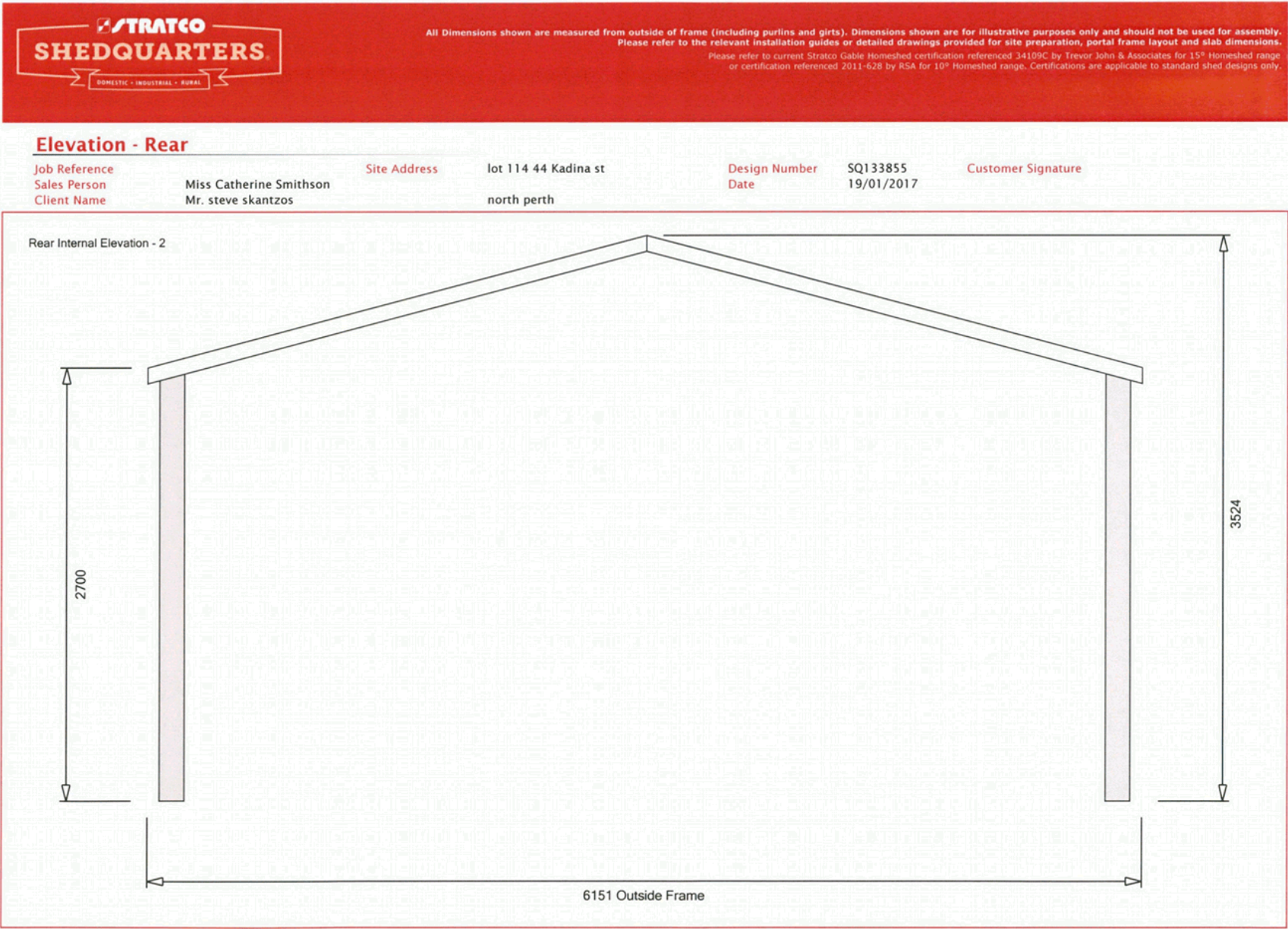
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Elevation - Rear

Job Reference	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Miss Catherine Smithson		Date	19/01/2017	
Client Name	Mr. steve skantzos	north perth			

Rear Internal Elevation - 1







Front/Left Isometric View

Job Reference

Sales Person

Client Name

Miss Catherine Smithson

Mr. steve skantzos

Site Address

lot 114 44 Kadina st

north perth

Design Number

Date

SQ133855

19/01/2017

Customer Signature



DOMESTIC • INDUSTRIAL • RURAL

Front/Right Isometric View

Job Reference	Miss Catherine Smithson	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Mr. steve skantzos		north perth	Date	19/01/2017	
Client Name						





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Rear/Left Isometric View

Job Reference	Miss Catherine Smithson	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Mr. steve skantzos		north perth	Date	19/01/2017	
Client Name						



Rear/Right Isometric View

Job Reference	Miss Catherine Smithson	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Mr. steve skantzos		north perth	Date	19/01/2017	
Client Name						

Current View

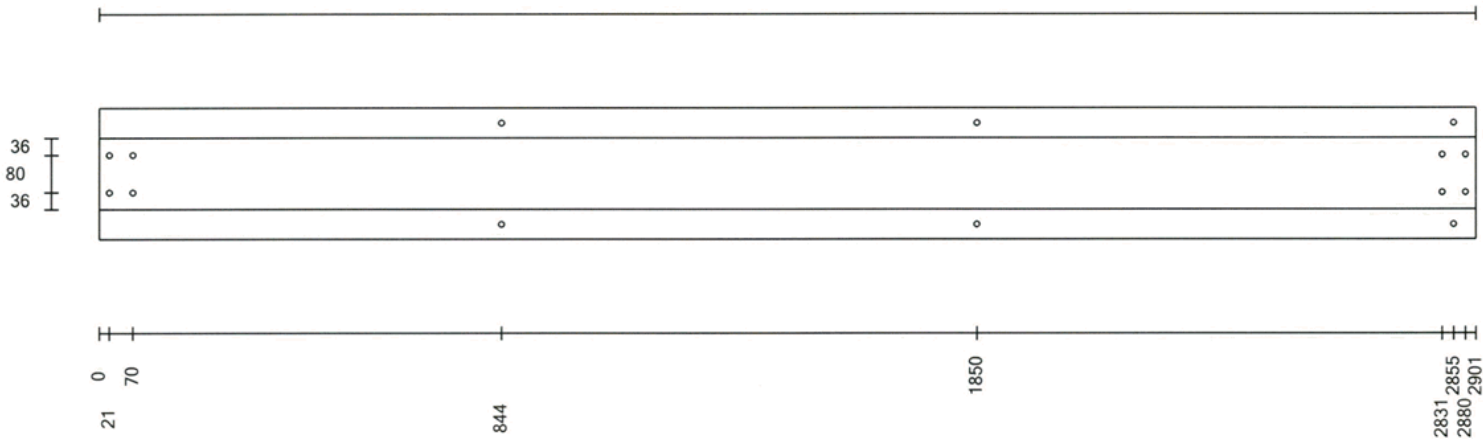
Job Reference	Site Address	Design Number	Customer Signature
Sales Person	lot 114 44 Kadina st	SQ133855	
Client Name	north perth	Date 19/01/2017	




Purlin Punching Layout

Job Reference	Site Address	Design Number	Customer Signature
Sales Person	lot 114 44 Kadina st	SQ133855	
Client Name	north perth	19/01/2017	
Miss Catherine Smithson			
Mr. steve skantzos			

GABLE HOMESHED RAFTER 1.5 150



Length: 2901
Quantity: 8
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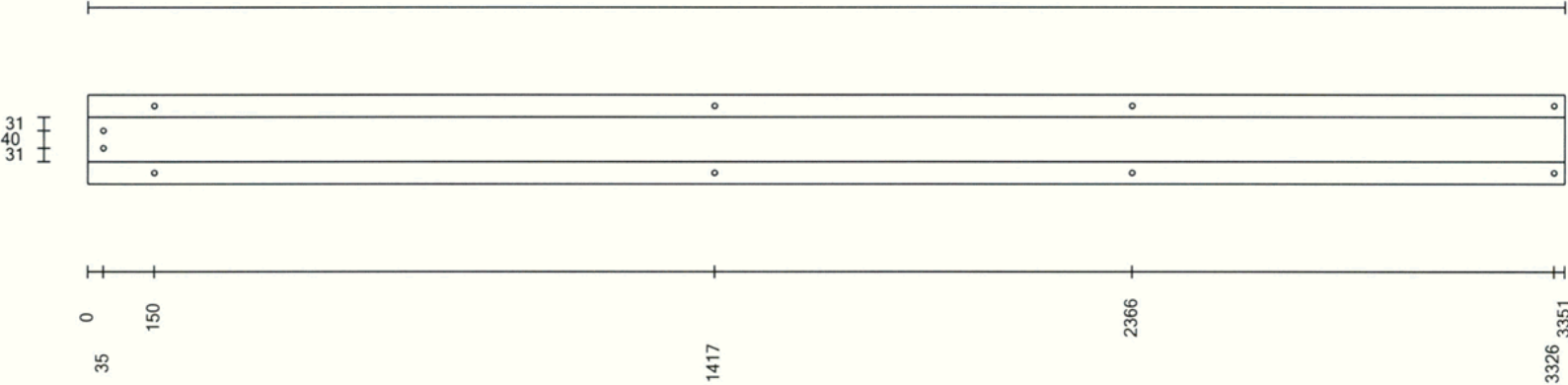


DOMESTIC • INDUSTRIAL • RURAL

Purlin Punching Layout

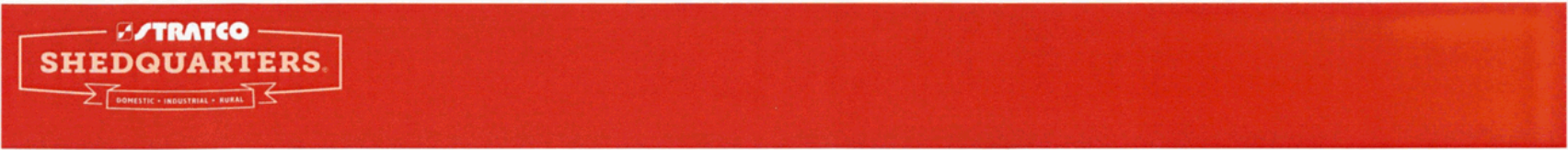
Job Reference	Site Address	Design Number	Customer Signature
Sales Person	lot 114 44 Kadina st	SQ133855	
Client Name	north perth	19/01/2017	

GABLE HOMESHED END COLUMN 1.9 100



31					
40					
31					

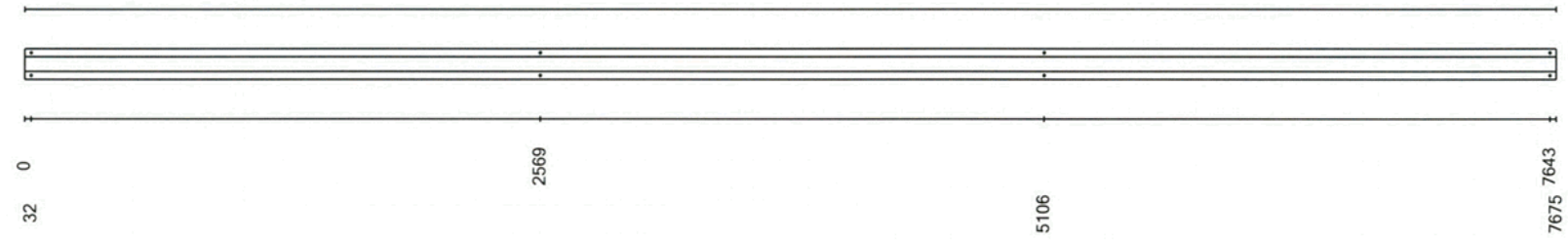
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Purlin Punching Layout

Job Reference	Site Address	Design Number	Customer Signature
Sales Person	lot 114 44 Kadina st	SQ133855	
Client Name	north perth	Date	19/01/2017
	Miss Catherine Smithson		
	Mr. steve skantzoz		

GHS PURLIN/GIRT 1.20 75



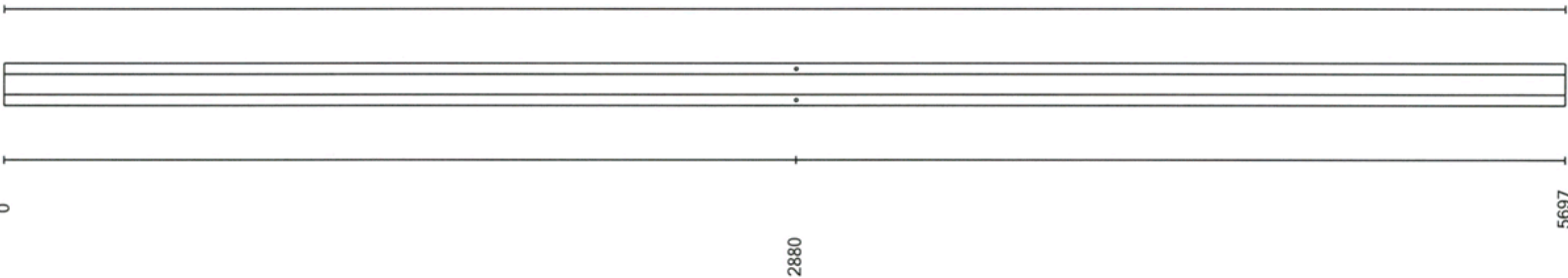
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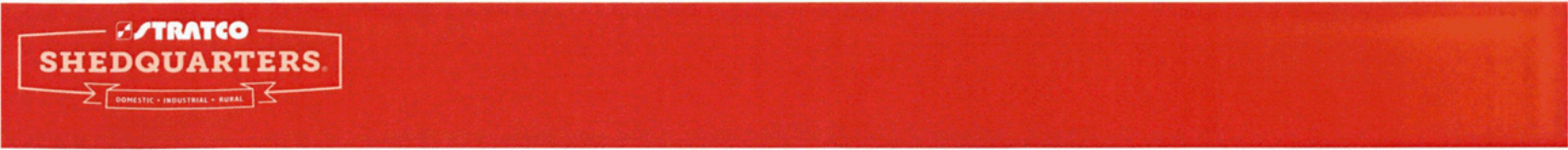
Purlin Punching Layout

Job Reference	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Miss Catherine Smithson		Date	19/01/2017	
Client Name	Mr. steve skantzos	north perth			

GHS PURLIN/GIRT 1.20 75



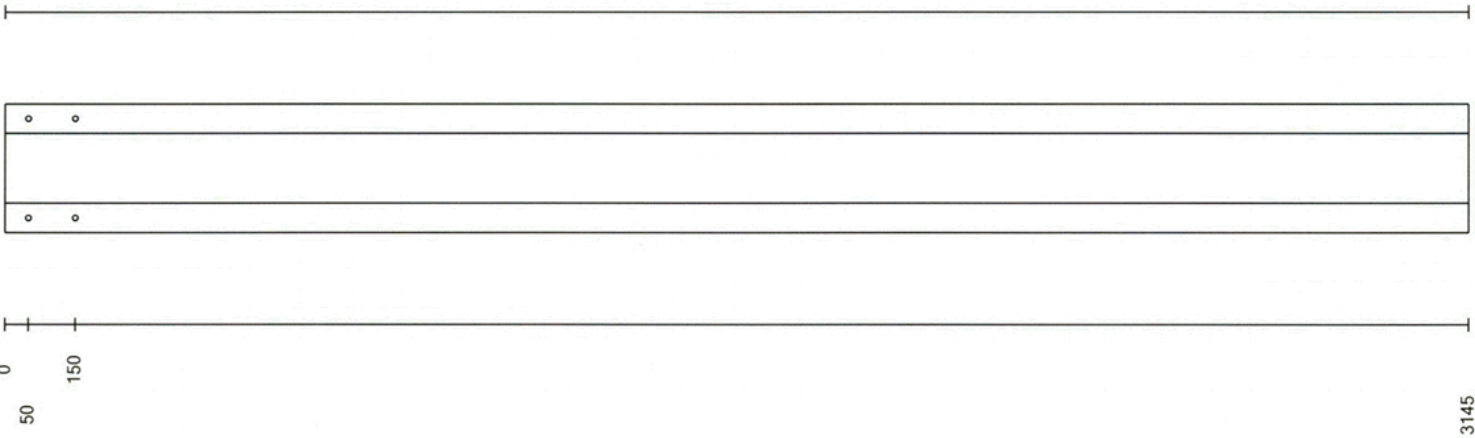
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Purlin Punching Layout

Job Reference	Site Address	lot 114 44 Kadina st	Design Number	SQ133855	Customer Signature
Sales Person	Miss Catherine Smithson		Date	19/01/2017	
Client Name	Mr. steve skantzos	north perth			

GABLE HOMESHED INT COLUMN 1.9 150



Length: 3145
Quantity: 1
Punching List => 50, 150 ... End of Punching List

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.

<u>Loss of Views</u>	
Concern that the structure will be too high thus affecting views and the overall appearance of the area.	The structure will sit 900mm above the rear fence line. It is unlikely that it will affect the views of adjoining residences. Loss of views is not a planning consideration.
<u>Devaluation of Property</u>	
Concern that the proposed shed will contribute to a loss in the value of the properties in the area.	The loss of values to properties is not a planning consideration.
<u>Safety</u>	
Concern that the proposed garage is in a blind spot and that oncoming vehicles will not have sufficient warning for cars egressing from the proposed garage into the right of way.	A condition is recommended in regards to sightlines to ensure they are provided in accordance with City's requirements.
Concerns that people utilising the right of way will be at risk from an increase in vehicles parking in the proposed structure.	The egress of cars from the proposed garage into the ROW should not be an issue as the cars will be reversing straight back into a widened portion of the ROW where more than adequate manoeuvring space is provided.
<u>Bulk and Scale</u>	
Concern that the proposed garage is too large for a residential area.	The proposed outbuilding is a single storey structure, the majority of which is concealed behind the rear fencing to the subject lot. In addition, the proposed structure is located towards the north eastern corner of the subject lot and more specifically is adjacent to the ROW to the north and the east. As such the proposed outbuilding is not in close proximity to any of the existing dwellings on the adjoining lots.
Concern that the proposed structure is of industrial/commercial in scale and not suitable for an inner city lot.	
Concern that the bulk and scale of the shed will impact on the residential outlook of the adjoining lots.	
<u>Intended Use</u>	
Concern regarding the intended use of the proposed garage and that it may be used to store materials and vehicles of a commercial or industrial nature.	A condition to ensure that the use of the outbuilding accords with the definition of an outbuilding as provided within the R-Codes has been recommended.

Summary of Submissions:**Loss of Residential Amenity**

Concern that the proposed garage will not have a positive aesthetic impact on the surrounding area.

Concern that the proposed outbuilding will detract from the historic character of the area.

Concern that visually, the outbuilding will have a negative impact on the surrounding area.

There is an existing metal fence to the subject site along the ROW measuring 2.1 metres in height (including the existing retaining). The outbuilding occupies only a portion of the rear boundary, for which 800mm will be visible above the fence line. The existing development along the ROW, at Nos. 5, 5a and 7 Chamberlin Street, which have views of the proposed outbuilding location consists of detached double garages and outbuildings. It is considered that in this instance the proposal does not detract from the streetscape or visual amenity of residents.

The proposed outbuilding is not visible from Kadina or Chamberlin Streets and the ROW is predominately characterised by existing rear fences and garages and outbuildings. It is considered that the proposal is unlikely to impact on the character of the area

Additional Driveway

Concern that a second driveway accessed from the right of way is unnecessary given the subject lot is already accessed from Kadina Street.

There is no reason why the landowners/residents of the subject lot would be excluded from having vehicular access to the lot from the ROW.

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

City Of Vincent Records
RECEIVED

01 AUG 2017

CTN Ref: _____
REC No: _____

7/31/2017

S&H Skantzos
44 Kadina Street
North Perth, 6006

RE: Application 5.2017.81.1
Attn: Rob, City of Vincent

To the City of Vincent Council, Attn: Rob

This letter is in response to the past 6 months where we have attempted to gain approval to construct a standard 2 car garage which does not interfere with adjoining property boundaries, off a R.O.W. of our property. The original proposal occurred in January 2017 by Stratco on our behalf to City of Vincent.

The garage has been rejected due to comments from surrounding neighbors, and on no basis any non-compliance to council requirements or residential codes. This letter will address the comments from the neighbors which we received in writing on the 28/07/2017, and hopefully move forward to the approval of the standard color bond 2 car garage.

In opening, we are extremely shocked that a standard "2 car garage" has taken over 6 months to process through council. We are surprised that the council has not assessed the validity of the comments and disappointed that when we requested to meet at our property or at the council to go over the comments or about the duration, we were denied. I have covered some of the events below, but we want to move forward to get approval to build the garage.

The community consultation FAQ page on the City of Vincent webpage states:

- The "Principles of Consultation", we believe we meet item 2, and are unsure why item 3 has not been investigated by council to the merits below
- We have not been informed on any elements which we do not comply

In response to the neighbor's comments, which were received by City of Vincent on the 28/07/2017, which has blanks for "City's response to each comment", we believe we have addressed these concerns and would like council to dismiss the comments.

44 Kadina Street

44 Kadina Street

1	Loss of views	<p>The proposal meets the requirements of clause 5.1.6 of the R codes and Table 3.</p> <p>The proposed height is not greater than any single or double story dwelling, which can be constructed on this property.</p> <p>The height is considerably less than the existing 2 story dwelling on the property.</p> <p>The garage is in a R.O.W. which has no street vision.</p> <p>Image 1 below demonstrates that the height is non-evasive, unlike the cluster of housing which all overlook into our property.</p> <p>Loss of a person's view cannot be a justified reason for denying application of a building which meets council and R codes. If I was to subdivide and build housing off my R.O.W., this would impede greater than the garage.</p>
2	Devaluation of Property	<p>A professionally built garage which does not impede on any adjoining property boundary cannot affect another properties value.</p> <p>The garage is in a R.O.W. which is not visible from the front of any properties.</p> <p>The "2 car garage" does not adjoin any other properties to affect any other properties values.</p> <p>The "2 car garage" compliments the current color bond fence.</p>
3	Safety	<p>The proposal meets the requirements of clause C1.3 of the R codes, with maneuvering space of at least 6m, located immediately in front of the opening to the garage or carport and permanently available</p> <p>The proposal meets the requirements of clause P5 of the R codes, Unobstructed sight lines provided at vehicle access points to ensure safety and visibility along vehicle access ways, streets, rights-of-way</p> <p>The proposed garage meets the City of Vincent requirements, along with all the others in the R.O.W.</p> <p>We have as much right to use the R.O.W. to house 2 vehicles as all the surrounding neighbors.</p>

		This comment contradicts the approvals allowed by City of Vincent of all the garages in the R.O.W., which we never had consultation or opportunity to provide administrative comment on.
4	Bulk and Scale	<p>The proposal meets the requirements of Table 1 of the R codes in relation to the percentage of open space.</p> <p>The sizing is a standard "2 car garage" as like the 6 in the immediate vicinity of the R.O.W.</p> <p>The "2 car garage" will be used for personal housing of our property.</p> <p>The "2 car garage" does not adjoin any other properties</p>
5	Intended Use	<p>This is a residential "2 car garage" and will be used to protect current vehicles which are left in the weather.</p> <p>The current property has 4 adults with 3 cars and a boat at the property, with only facilities to protect 2 cars.</p> <p>We are unsure why justification for an additional 2 car garage is warranted, when considering the size of the property.</p>
6	Loss of Residential Amenity	<p>The garage is in a R.O.W. which is not seen from the front of the property.</p> <p>There are no requirements for any historical limitations in design for Kadina Street, Barnet Close or Chamberlain Street which have access to the R.O.W.</p> <p>The housing including ours are all built since 1970 to last year and have no historical characteristics.</p> <p>The "2 car garage" compliments the current color bond fence</p>
7	Additional Driveway	<p>The current driveway at the front has no access to the rear of the property, so it cannot be used to access the rear.</p> <p>The R.O.W., as like many in the City of Vincent caters from properties with front driveways. This includes all the adjacent properties on Barnet Place and Chamberlain Street.</p>

44 Kadina Street

Can the council please provide further the process on how 11 neighbors were requested to provide comments as there are 3 side neighbours, 3 rear neighbors and 1 opposing neighbor, totaling 7, not 11. There is understanding that additional persons may have been asked for

44 Kadina Street

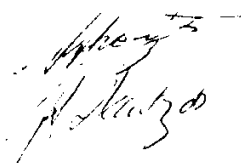
feedback, such as those at the entries of the R.O.W., where our son who is at one of these did not receive any request for comment.

Furthermore, I would like to comment on our correspondence with Approvals Liaison Officer (Planning) Belinda Hill, who agreed our application would be on the agenda for the 25 July 2017 council meeting. On the 25 July I contacted the council to verify attendance and was notified it was not an agenda item and was unable to speak to Ms Hill as she had begun leave. I am really disappointed in this lack of communication and service agreed by this officer, as we have missed our comment in relation to our application and address any concerns expressed.

We look forward to hearing from you in the near future. As a minimum, we would like council to meet with us on our property and follow up in writing, to verify that the concerns are of no concern, the process of selection used by the council for administrative comment. We cannot understand how this can be rejected as it meets all the council and Residential codes and we hope we can meet to move forward with approval.

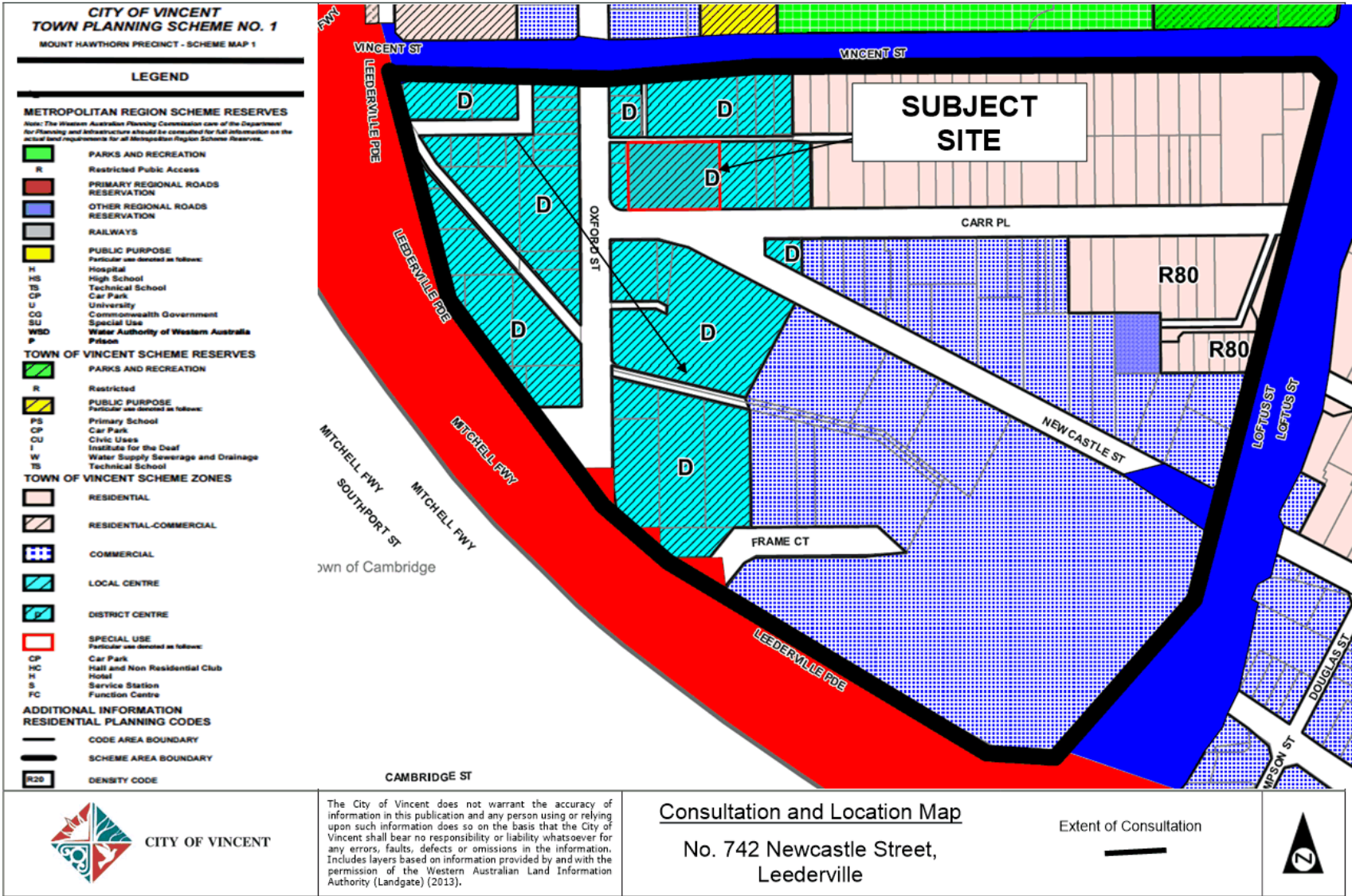
Yours

Steve and Helen Skantzos



Determination Advice Notes:

1. An Infrastructure Protection Bond for the sum of \$1,000 together with a non-refundable inspection fee of \$100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable;
2. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Right of Way levels to the satisfaction of the City;
3. In reference to Condition 3, all storm water produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City. No further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings; and
4. Standard 'Visual Truncations', in accordance with the City's Policy 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve or Right of Way boundary, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised. Details of all required visual truncations shall be included on the building permit application working drawings.





10.1.1 No. 742 (Lot 30) Newcastle Street, Leederville - Proposed Partial Demolition of and Additions and Alterations to Existing Hotel, Demolition and Construction of Bottle Shop and Alterations to Car Parking Area and Crossovers-Reconsideration of Conditions

COUNCIL DECISION ITEM 10.1.1

That;

in accordance with the provisions of the Town of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, the Council APPROVES the application submitted by Taylor Robinson Architects Pty Ltd on behalf of the owners Argyle Holdings Pty Ltd, Tegra Pty Ltd & others for proposed partial Demolition of and Additions and Alterations to Existing Hotel, Demolition and Construction of Bottle Shop and Alterations to Car Parking Area and Crossovers, at No. 742 (Lot 30) Newcastle Street, Leederville, and as shown on plans stamp-dated 5 December 2005 (street perspective, existing site plan, ground floor and upper floor plans), 9 December 2005 (demolition plans), 17 January 2006 (proposed ground floor, upper floor, elevations), 15 March 2006 (bottle shop) and 14 August 2006 (revised exits widths and toilets), subject to the following conditions:

- (i) a detailed management plan that addresses the control of noise, traffic, maximising safety and access for pedestrians and the potential conflict between pedestrians and vehicular traffic, where the right-of-ways meet both Oxford and Vincent Streets, car parking, litter and antisocial behaviour (to reasonable levels) associated with the proposed development and associated usage of the balconies shall be submitted and approved prior to the first occupation of the development, and thereafter implemented and maintained;*
- (ii) prior to the issue of the Building Licence, revised plans shall be submitted and approved demonstrating the following:*
 - (a) the western balcony Area 6 on the upper floor being screened on the western side with a screen to the full height from the finished balcony floor level;*
 - (b) significant design features being incorporated into the eastern and western elevations of the bottle shop to reduce the visual impact of these walls; and*
 - (c) the building facade including the wall tiles for the "The Verandah Area 5" on the ground floor being retained in its current form as far as practicable and generally in accordance with the Development Application drawings."*

The revised plans shall not result in any greater variation to the requirements of the Town Planning Scheme No.1 and the Town's Policies;

- (iii) the development and any openings to the balconies shall be adequately sound insulated prior to the first occupation of the development. The necessary sound insulation shall be in accordance with the recommendations, developed in consultation with the Town, of an acoustic consultant registered to conduct noise surveys and assessments in accordance with the Environmental Protection Act 1986. The sound insulation recommendations shall be submitted and approved prior to the issue of a Building Licence. The engagement of and the implementation of the recommendations of this acoustic consultant and report are to be at the applicant's/owner(s)' costs;*
- (iv) the recommended measures of the acoustic report shall be implemented and certification from an acoustic consultant that the measures have been undertaken, prior to the first occupation of the development, and the applicant/owners shall*

submit a further report from an acoustic consultant 6 months from first occupation of the development certifying that the development is continuing to comply with the measures of the subject acoustic report;

- (v) prior to the issue of a Building Licence, the owner(s) shall enter into a Deed of Agreement with the Western Australian Planning Commission (WAPC) not to seek from either the Town of Vincent or the WAPC compensation for any loss, damage or expense incurred for removal of the approved works when the Other Regional Road Reservation along Vincent Street is required. This Agreement is to be registered as a Caveat on the Certificate of Title. All costs associated with this condition shall be borne by the applicant/owner(s);*
- (vi) the current maximum accommodation numbers will be reassessed as a result of the proposed redevelopment, and application must be made to Construct, Extend or Alter a Public Building (Form 1) and for a Certificate of Approval to be issued (Form 2) in accordance with the Health (Public Buildings) Regulations 1992 (as amended). All areas of the existing Public Building that are being altered, and all newly extended or constructed areas are to be assessed on-site at the completion of the redevelopment for Maximum Accommodation Numbers so that the Certificate of Approval may be issued prior to first occupation of the development. However, the maximum accommodation for the entire premises is not to exceed 1,965 persons;*
- (vii) all signage that does not comply with the Town's Policy relating to Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Sign Licence application, being submitted and approved prior to the erection of the signage;*
- (viii) prior to the issue of a Building Licence, a Construction Management Plan addressing noise, hours of construction and traffic access via Newcastle Street and Vincent Street, dust and any other appropriate matters, shall be submitted to and approved by the Town;*
- (ix) doors and windows and adjacent floor areas fronting Newcastle Street and Vincent Street shall maintain an active and interactive relationship with these streets similar to neighbouring buildings;*
- (x) a quality archival documented record of the place including photographs, floor plans and elevations), for the Town's Historical Archive Collection shall be submitted to the satisfaction of the Town and approved prior to the issue of a Demolition Licence and or Building Licence;*
- (xi) a detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted and approved prior to the issue of a Building Licence;*

- (xii) *The hours of operation for the balcony Area 5 shall be limited to as follows:*

*Monday-Saturday: 11am to midnight; and
Sunday: 11am to 10pm; inclusive.*

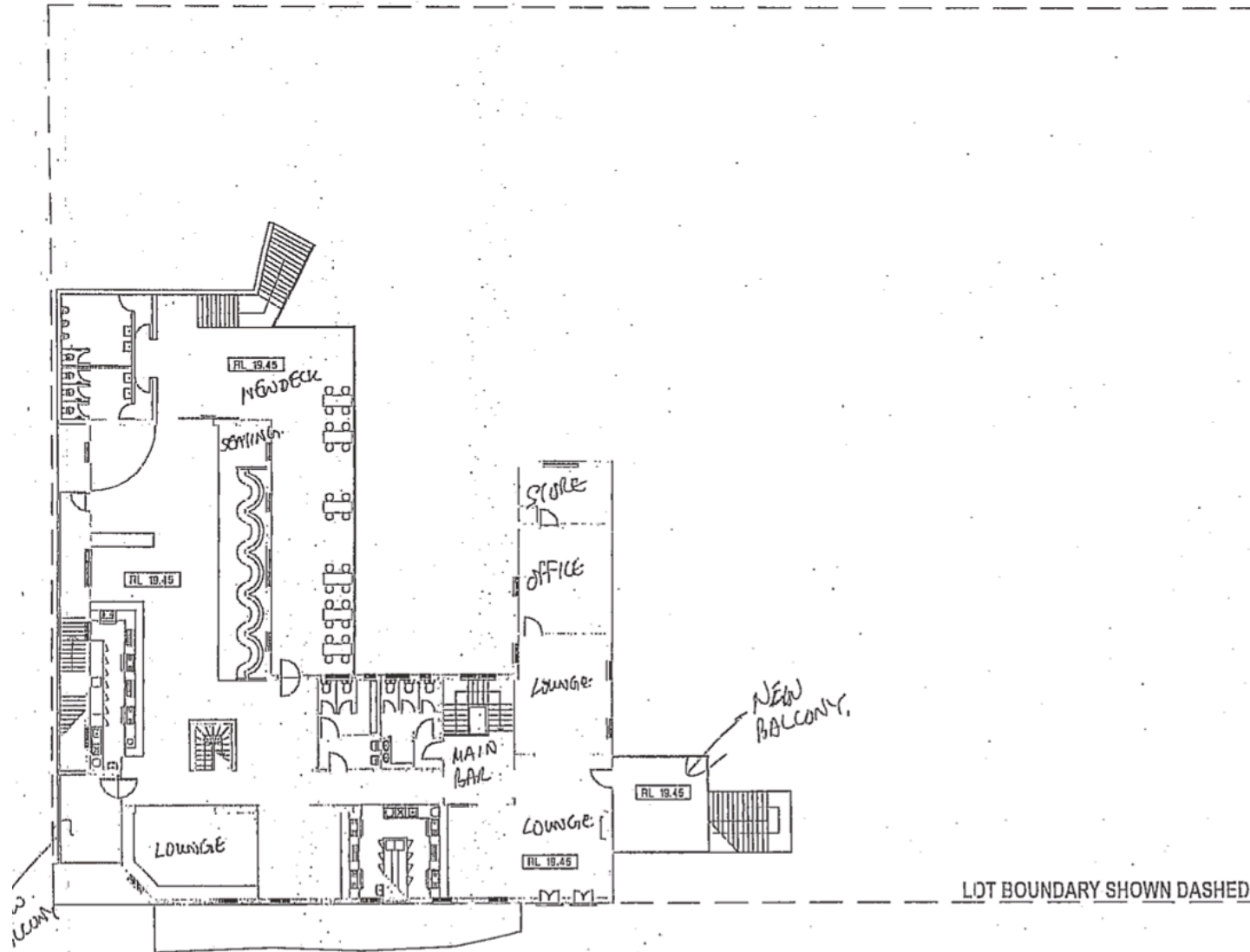
The hours of operation for balcony Areas 6 and 7 are to coincide with the internal space operating hours as per the attachment dated 21 March 2006 for the proposed ground floor and upper floor trading hours, which currently are subject to an ongoing Extended Trading Permit, as follows:

*Friday – Saturday: midnight to 1am; and
Sunday: 10pm to 11pm inclusive.*

However, should justifiable complaints be received, the hours of operation may be further restricted to an appropriate time;

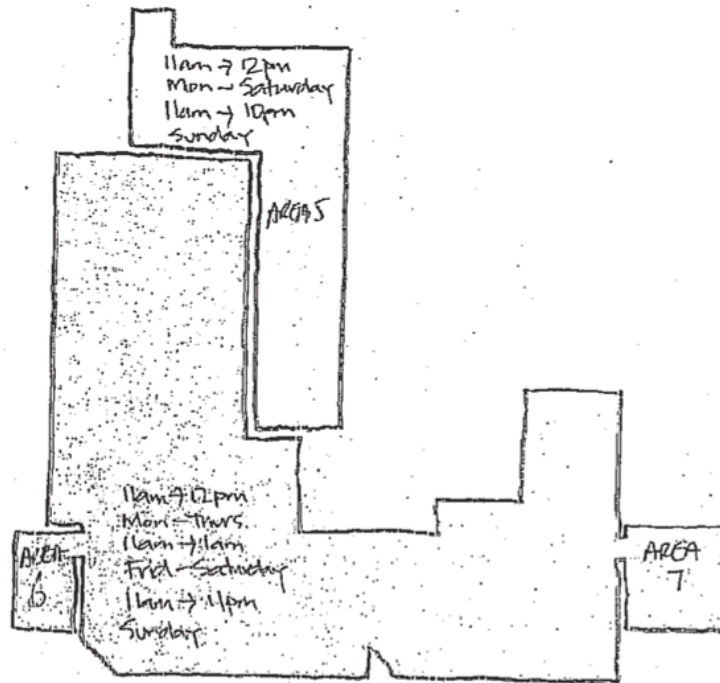
- (xiii) *the car parking area(s) on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner(s)/occupier(s) to the satisfaction of the Town;*
- (xiv) *a detailed landscaping and floodlighting plan for the car parking area, including a schedule of shade trees with a minimum of 1 semi-mature tree per 4 car bays and appropriate floodlighting in accordance with the Australian Standards and the Town's Local Law relating to Floodlighting, shall be submitted and approved prior to the issue of a Building Licence. All such works shall be undertaken prior to the first occupation of the development, and maintained thereafter by the owner(s)/occupier(s);*
- (xv) *prior to the first occupation of the development, eight (8) class-one or two, and eight (8) class three bicycle parking facilities, shall be provided at a location convenient to the entrance of the development. The owners shall provide additional class one or two and class three bicycle facilities if there is a demand for them. Details of the design and layout of the bicycle parking facilities shall be submitted and approved prior to the installation of such facilities;*
- (xvi) *prior to the issue of a Building Licence, designs for art work(s) valued at a minimum of 1 per cent of the estimated total cost of the development (\$15,000) shall be submitted to and approved by the Town, OR alternatively, the applicant/owner shall pay a cash-in-lieu contribution of \$15,000, subject to the Town agreeing to this arrangement. The art work(s) shall be in accordance with the Town's Policy relating to Percent for Art Scheme and be developed in full consultation with the Town's Community Development and Administrative Services with reference to the Percent for Art Scheme Policy Guidelines for Developers. The art work(s) shall be installed prior to the first occupation of the development, and maintained thereafter by the owner(s)/occupier(s);*
- (xvii) *all external fixtures, such as television antennas (of a non-standard type), radio and other antennas, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive;*
- (xviii) *visibly identifiable security/crowd controllers shall conduct external surveillance to manage patron behaviour as they arrive and leave the hotel on busy and weekend nights to the satisfaction of the Director Liquor Licensing and the Town;*

- (xix) prior to the issue of a Building Licence, where vehicular access to the property is via a right of way and the right of way is not a public road, the applicant/owner(s) shall demonstrate (by submission of copies of the Certificate(s) of Title and Original Plan or Diagram of Survey or other documentation) that the owner(s) and occupier(s) of the property have a legal right to use the right of way, to the satisfaction of the Town;*
 - (xx) the awnings shall be a minimum height of 2.75 metres from the footpath level to the underside of the awning and a minimum of 600 millimetres from the kerb line of Vincent and Newcastle Streets;*
 - (xxi) a Demolition Licence shall be obtained from the Town prior to commencement of any demolition works on site; and*
 - (xxii) the maximum floor space shall be limited as follows:*
 - (a) hotel - 1,671 square metres of public floor area; and*
 - (b) bottle shop - 250 square metres of gross floor area.*
-



NB:
THE LEVELS INDICATED ON THE
DRAWING ARE ESTIMATED AND
SUBJECT TO CONFIRMATION BY
FURTHER SURVEY INFORMATION

17/1/06



LEEDERVILLE HOTEL: Trading Hours - Proposed first floor. X

D A I LEEDERVILLE HOTEL TRADING HOURS

The Leederville Hotel Extended Trading Permit Application

30th January 2017

The Director

Liquor Licensing Division
Department Racing Gaming and Liquor
PO Box 6119
East Perth WA 6892

Dear Sir

The Leederville Hotel Extended Trading Permit (ongoing extension of hours)

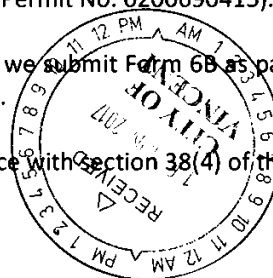
Our application dated the 30th January 2017.

I write to you regarding the application to extend our trading hours from 12 midnight to 3am on Fridays and Saturdays for the internal areas of the upstairs area ONLY of The Leederville Hotel and submit our public interest assessment as further evidence of the need for the grant of the proposed ETP.

Pursuant to this ETP the Leederville Hotel is currently permitted to continue sale and supply liquor for consumption on the premises between the hours of 12am and 1am on Saturday and Friday nights, within internal areas ONLY per yellow line plan – attached (Permit No. 0200690415).

As part of this application for the continuation of this ETP, we submit Form 6B as part of this letter dated the 30th January 2017, duly executed by the Licensee.

Further to that letter and application form and in accordance with Section 38(4) of the Act we submit our Public Interest Assessment.



Section 38(4) HARM OR ILL HEALTH

- All staff at The Leederville Hotel are trained in RSA;
- All staff attend regular training sessions to address RSA, safety and emergency procedures.
- The Hotel has redeveloped half of the venue into The Garden; a food driven gastro pub that serves beer and wine and minimal hard liquor – not intended to be covered by this ETP;
- The front bar of The Leederville Hotel has been redeveloped into Bill's Bar and Bites providing a 'small bar' boutique amenity, including a substantial food offering – again not intended to be covered by this ETP;
- Crowd controllers are provided to the Leederville Hotel by Ace Security Pty Ltd (Adam Casella) and have very specific instructions on how to handle intoxicated persons, anti-social behaviour and those affected by drugs;
- All management within The Leederville Hotel and The Garden are trained in Senior First Aid, furthermore a trained first aid officer is on shift during all trading hours;

1 | Page

The Leederville Hotel Extended Trading Permit Application

- The Hotel never discounts drinks to the general public. On a select basis a functions package may be offered to private or corporate groups;
- The House Policies and other signage are posted at various locations about the Hotel;
- In co-ordination with the WA Police - juveniles, gangs and known trouble makers are refused entry;
- On major trading nights the management carries out staggered closing of different sections of the Hotel to ensure a gradual dispersal of customers. This allows public services in the immediate area to cope with the increase in demand (trains, buses, Hipe Club, Niche, The Manor, Good Shepard).

Section 38(b) IMPACT ON AMENITY

- The Leederville Hotel is a large venue located at the centre of the Oxford St and Newcastle St entertainment precinct in Leederville;
- The Hotel is surrounded by cafes and restaurants. The following venues in close proximity to the hotel are the only other A class licences in the area:
 - The Hipe Club
 - The Manor
 - Fibber Mc Gees
 - The Good Shepard
 - Niche
- The Leederville Hotel is a major destination for inbound tourists visiting Perth. As is the Oxford St entertainment precinct;
- The Median age of the population of Leederville is 33 years;
- 67.6% of the population are between 18 and 54 years;
- A skate park and train station are a short distance from the Hotel;
- The Leederville Hotel trades 7 days a week and offers food between 12 noon and 9.30-10.30pm during the week;
- The Hotel caters to all ages and has a particular focus on families at The Garden offering excellent pram access and eight high chairs;
- The Management of the hotel attend all Vincent Accord meetings and have been instrumental in its development. The Leederville Accord was recently awarded the National award for Excellence in Alcohol management;
- There have been no sound issues associated with the Hotel for well over 48 months;
- On the major event nights the Hotel utilises rear lane way as its primary ingress and egress whereby reducing activity directly on Newcastle Street;
- The external surrounds of the hotel are lit as per Australian Standard 1158;
- The nearby train station provides excellent ingress and egress to the precinct;
- The Leederville Hotel and Garden are equipped with 15 CCTV cameras inside and outside the venue.

Section 38(4)c OFFENCE, ANNOYANCE, DISTURBANCE

- Residents: In the last 48 months there have been no formal or informal complaints against the Hotel via either The Department of Racing Gaming and Liquor, LEU or The City of Vincent;

The Leederville Hotel Extended Trading Permit Application

- Employees: It is clear that the Leederville Hotel is a pivotal reason that locals and tourist travel to the Oxford entertainment precinct. The side effect is a boost to the local trade for retailers and hospitality businesses. In-general the Hotel does not offend or annoy any local businesses or workers in the area.

Business management plan

- Licensed crowd controllers are employed from Ace Security Pty Ltd. The Hotel has a regular base of personnel that have become familiar with the clientele and management policies;
- The Hotel is large in size and incidents that do occur are minimal. The crowd controllers are equipped with radios. This assists in immediate responses for the security team and management;
- The Hotel employs a first aid officer to attend to any injuries whenever they occur;
- The hotel runs two sophisticated digital DVR CCTV systems that cover the majority of the hotel inside and out;
- The Hotel provides food from 12 noon to 9.30pm Sunday, Monday and Tuesday and 12 noon to 10.30 pm Wednesday to Saturday;
- The Hotel has a policy of never discounting drinks;
- Retail prices are deemed to be above average for the industry;
- The Hotel does not allow advertising that in anyway promotes the excessive consumption of alcohol;
- The Hotel continually upgrades the amenity of the licensed area to ensure a comfortable environment is ongoing in the venue as a whole;
- The Hotel management has gone to great efforts to ensure that there is ample lighting surrounding the Hotel. This increases the safety for patrons and there is evidence that this promotes swift evacuation of the area at the close of trade;
- The Leederville Hotel currently has accommodation number of 1949 this is some 226 persons less than the Hotel was previously permitted to hold prior to renovations in 2009;

In addition to the above in the past year following renovations the dynamic of the Hotel has changed significantly. The introduction of food and a beer and wine focused beverage policy in parts of the Hotel has created a more balanced and amenable culture amongst our patrons. This policy has been widely regarded by the industry and the community as a major step towards reducing harmful effects of alcohol on the community.

Our upstairs venue is seen as an exciting addition to the local live music scene and has attracted many local and interstate acts to the venue. Patronage is from a wide demographic and includes many tourists to Perth.

The Leederville Hotel Extended Trading Permit Application

Request for grant for ETP

Accordingly, we request that the Licensee be permitted to operate under an ETP to 3am on Friday and Saturday nights within the upstairs, internal areas ONLY. The Licensee believes this would be beneficial to all parties in Leederville, surrounding areas and the CBD, as it allows for a more gradual dispersal of patrons at the close of trade and offers an alternative venue within the Leederville Precinct than going to a nightclub.

This has numerous advantages, such as:

1. Minimising any disruption caused to residents, by decreasing the number of patrons in the area immediately outside The Leederville Hotel at any one time on the night subject to this application. The Garden closes at midnight, Bill's at 1am and upstairs potentially 3am;
2. Making more effective and efficient policing (both by our own security staff and local officers from the Police service) due to the decreased number of people leaving the hotel at any given time;
3. There would be a security and staff presence in the Leederville precinct until 3:30am offering additional safety to late night visitors of the precinct;
4. Allowing more efficient access to public transport in the area, given that the trains and taxis are better equipped to cater for demand that is spread over a longer period of time.

Other benefits afforded by the ETP include:

1. Providing increased flexibility for patrons who appreciate the three hour extension to the time in which they may take advantage of the provision of liquor service in the upstairs internal area ONLY of the Leederville Hotel, in circumstances that they do not wish to continue their evening at a night club;
2. We offer a live music option upstairs and continually both patron and performer would like to extend hours of music;
3. The upstairs area of the Hotel would be positioned as a 'supper club' with premium , artisan spirits available, attracting a demographic that is interested in furthering their night in relaxed surroundings without the need to leave the Hotel and without the need to go to a night club. Music would be chilled and relaxed;
4. Local businesses catering to late night trade also enjoy extra hours of trade from patrons from the Leederville Hotel;
5. With the over supply of event and 'pop' up venues, traditional bricks and mortar businesses that are the anchor to local entertainment precincts have been forced to alter their traditional operations to attract patrons after these venues have closed in order to remain financially viable;
6. Often venues that are trading after midnight have queues on entrance and can often cause antisocial behaviour as it is difficult to gain entry;
7. More flexibility when arranging private functions for those seeking to hold their 21st, 30th and 50th Birthdays or corporate events at the Hotel. Many of these groups desire to extend their function until after 12am rather than having to try and move what are often large amounts of people to a nearby night club;
8. We have received no official noise complaints from neighbours and we maintain a cooperative relationship with both LEU, RGL , the Police and the City of Vincent.

The Leederville Hotel Extended Trading Permit Application

Please contact the undersigned if you require any further information.

Yours sincerely,

Jason Antczak
General Manager
The Leederville Hotel

Rochdale Holdings Pty Ltd A.B.N. 85 009 049 067 trading as:

HERRING STORER ACOUSTICS

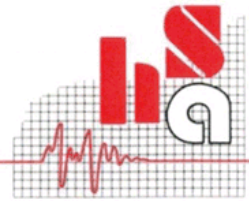
Suite 34, 11 Preston Street, Como, W.A. 6152

P.O. Box 219, Como, W.A. 6952

Telephone: (08) 9367 6200

Facsimile: (08) 9474 2579

Email: hsa@hsacoustics.com.au

**THE LEEDERVILLE HOTEL**

“Babushka”

APPLICATION TO EXTEND TRADING HOURS**ACOUSTIC ASSESSMENT**

JUNE 2017

OUR REFERENCE: 21838-3-17097



Herring Storer Acoustics

DOCUMENT CONTROL PAGE

ACOUSTIC ASSESSMENT LEEDERVILLE

Job No: 17097

Document Reference: 21838-3-17097

FOR

THE LEEDERVILLE HOTEL

DOCUMENT INFORMATION

Author:	George Watts	Checked By:	Tim Reynolds
Date of Issue :	8 June 2017		

REVISION HISTORY

Revision	Description	Date	Author	Checked
1	Client Comment	12/06/17	GW	-
2	Client Comment	14/06/17	GW	-

DOCUMENT DISTRIBUTION

Copy No.	Version No.	Destination	Hard Copy	Electronic Copy
1	1	The Leederville Hotel		✓
1	2	The Leederville Hotel		✓
1	3	The Leederville Hotel		✓

Herring Storer Acoustics

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APPENDICES

Appendix A	Logged Noise Levels
Appendix B	Sound Level Meter Measurements

Herring Storer Acoustics
Our ref: 21838-3-17097

1

1.0 INTRODUCTION

Herring Storer Acoustics was commissioned to provide an assessment of noise emissions in accordance with the *Environmental Protection (Noise) Regulations 1997* for the "Babushka" venue which forms part of the Leederville Hotel.

It is understood that this assessment has been requested to accompany an application to extend the trading hours by the Department of Racing Gaming and Liquor.

2.0 SUMMARY

Restricting music noise levels at the mixing desk within the Babushka venue to 95 dB(A) and 105 dB(C) ensures that compliance with the *Environmental Protection (Noise) Regulations 1997* is maintained at all times – hence, the extension of operating hours for the venue will not adversely impact the acoustic amenity of neighbouring premises.

3.0 CRITERIA

The allowable noise level at the surrounding locales is prescribed by the *Environmental Protection (Noise) Regulations 1997*. Regulations 7 & 8 stipulate maximum allowable external noise levels determined by the calculation of an influencing factor, which is then added to the base levels shown below. The influencing factor is calculated for the usage of land within two circles, having radii of 100m and 450m from the premises of concern.

TABLE 1 - BASELINE ASSIGNED OUTDOOR NOISE LEVEL

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L _{A10}	L _{A1}	L _{Amax}
Noise sensitive premises	0700 - 1900 hours Monday to Saturday (Day)	45 + IF	55 + IF	65 + IF
	0900 - 1900 hours Sunday and Public Holidays (Sunday / Public Holiday Day)	40 + IF	50 + IF	65 + IF
	1900 - 2200 hours all days (Evening)	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays (Night)	35 + IF	45 + IF	55 + IF
Commercial Premises	All Hours	60	75	80

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.
L_{Amax} is the maximum noise level.
IF is the influencing factor.

It is a requirement that received noise be free of annoying characteristics (tonality, modulation and impulsiveness), defined below as per Regulation 9.

"impulsiveness" means a variation in the emission of a noise where the difference between L_{Apeak} and L_{Amax Slow} is more than 15 dB when determined for a single representative event;

"modulation" means a variation in the emission of noise that –

- (a) is more than 3dB L_{A Fast} or is more than 3 dB L_{A Fast} in any one-third octave band;
- (b) is present for more at least 10% of the representative assessment period; and
- (c) is regular, cyclic and audible;

Herring Storer Acoustics
Our ref: 21838-3-17097

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"tonality"

means the presence in the noise emission of tonal characteristics where the difference between –

- (a) the A-weighted sound pressure level in any one-third octave band; and
- (b) the arithmetic average of the A-weighted sound pressure levels in the 2 adjacent one-third octave bands,

is greater than 3dB when the sound pressure levels are determined as $L_{Aeq,T}$ levels where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as $L_{A\text{ Slow}}$ levels.

Where the noise emission is not music, if the above characteristics exist and cannot be practicably removed, then any measured level is adjusted according to Table 2 below.

TABLE 2 - ADJUSTMENTS TO MEASURED LEVELS

Where tonality is present	Where modulation is present	Where impulsiveness is present
+5 dB(A)	+5 dB(A)	+10 dB(A)

Note: These adjustments are cumulative to a maximum of 15 dB.

Where the noise emission is music, then any measured level is adjusted to Table 3 below.

TABLE 3 - ADJUSTMENTS TO MEASURED MUSIC NOISE LEVELS

Where impulsiveness is not present	Where impulsiveness is present
+10 dB(A)	+15 dB(A)

The nearest noise sensitive premises – i.e. most affected premise - to the proposed development have been identified as shown in Figure 1.

**FIGURE 1 – "BABUSHKA" AND SURROUNDING PREMISES**

Herring Storer Acoustics
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The influencing factor at the neighbouring premises has been estimated at 9 dB, with the calculation based on the following :

Major Roads within the inner circle;	
Vincent Street	+ 6 dB
Commercial Premises within the inner circle;	
35 %	+ 1.75 dB
Commercial Premises within the outer circle;	
25%	+ 1.25 dB
TOTAL	+ 9 Db

Thus, the applicable assigned noise levels are listed in Table 4.

TABLE 4 - ASSIGNED OUTDOOR NOISE LEVEL

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L _{A10}	L _{A1}	L _{Amax}
Neighbouring Residences	Day	54	64	74
	Sunday / Public Holiday Day Period	49	59	74
	Evening	49	59	64
	Night	44	54	64

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.
L_{Amax} is the maximum noise level.

4.0 NOISE MEASUREMENTS

The "Babushka" currently operates in the same fashion that is proposed for the extension of hours – hence the noise impact is able to be measured directly and compared to the relevant Assigned Noise Levels.

Attended noise logging was undertaken at the identified nearest noise sensitive premise (balcony of the nearby office building with apartments on the top floor) from the 12th May 2017 to the 15th May 2017.

Noise level measurements were also undertaken between Midnight and 1am on the 29th May 2017 (i.e. in the early hours of Sunday, 29th May 2017).

The logged data from the 12th – 15th May 2017 are shown in Appendix A.

A comparison of the measured noise levels on the 29th May 2017 are shown in Appendix B.

5.0 ANALYSIS OF NOISE LEVELS

The logged noise levels indicated that the overall noise level at the nearest noise sensitive premise was unaffected by the Babushka venue. It is noted that Babushka was not operating after midnight on Friday 12th May 2017, however, was operating between midnight and 1am the next morning on the Saturday 13th May 2017 – as can be seen from the chart, the overall noise level was unchanged on these two nights.

During the measurements undertaken on the 29th May 2017 (in the early hours of the morning, between midnight and 1am), overall noise levels at the nearest noise sensitive premises were affected by many noise sources in the area. Noise emissions attributable to the Babushka were determined by comparing noise levels at the noise sensitive premise to those measured behind the venue (within the laneway) and within the venue itself. From this analysis, it is apparent that the Babushka venue impacts the noise level in both 50 and 63 Hz at the nearest noise sensitive premise – i.e. the bass component of the music with the Babushka venue."

The summation of the energy across these one-third octave bands indicates a noise level of 39 dB(A) could be considered attributable to the Babushka venue at the nearest noise sensitive premise. This noise source was slightly audible outside of the premise, however, more distinguishable within the premise, presenting as a low noise level "beat" that could be heard at times.

It is noted that the Babushka venue was utilising the DJ music from the venue below through the in-house system during the course of the measurements on the 29th May 2017. The music was operating at the maximum volume that is able to be achieved with the current music control equipment in use. The actual level of music within the Babushka venue was considered to be representative of music with a very heavy bass component, and, likely to be a very conservative (i.e. loud) representation of the noisiest levels of music within the venue. Overall noise levels were measured at 95 dB(A) and 115 dB(C) at the stage/dance floor area of the venue.

It is noted that all doors to the venue (including the rear access to the stage area) are to remain closed at all times whilst music is playing (either live or amplified) within the venue.

6.0 ASSESSMENT

The noise impact associated with the Babushka venue has been conservatively estimated at 39 dB(A) at the nearest noise sensitive premises. As the noise emission is music, the noise level attracts a +10dB(A) adjustment. Hence, the adjustment to measured noise levels as listed in Table 6 is appropriate.

TABLE 6 – APPLICABLE ADJUSTMENTS FOR ANOYING CHARACTERISTICS, dB(A)

Scenario	Calculated Noise Level	Applicable Adjustments to Measured Noise Levels, dB(A)		Adjusted Noise Level
		Where Noise Emission IS music		
		Where Impulsiveness is NOT present	Where Impulsiveness IS present	
Nearest Noise Sensitive Premise	39	+10	-	49

Therefore, Table 7 summarises the applicable Assigned Noise Levels, and assessable noise level emissions during each scenario.

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TABLE 7 – ASSESSMENT OF NOISE LEVEL EMISSIONS

Scenario	Assessable Noise Level, dB(A)	Applicable Times of Day	Applicable L _{A10} Assigned Level (dB)	Exceedance to Assigned Noise Level (dB)
Nearest Noise Sensitive Premise	49	Day	54	Complies
		Sunday / Public Holiday Day Period	49	Complies
		Evening	49	Complies
		Night	44	+ 5 dB

As can be seen from the above tabulation, noise level emissions associated with the Babushka venue is considered to comply with the *Environmental Protection (Noise) Regulations 1997* at the nearest noise sensitive premises at all times with the exception of the night period where an exceedance of + 5 dB is calculated.

7.0 NOISE CONTROL MEASURES

The overall noise level within the Babushka venue is such that only the bass component is considered warranted for assessment of its noise impact. Restricting the bass component within the venue ensures that the noise impact associated with the venue is such that compliance with the *Environmental Protection (Noise) Regulations 1997* is achieved at all times.

An indicator of the bass component of a noise source is the “dB(C)” noise level. Noise levels within the venue were measured at 95 dB(A) and 115 dB(C) during the course of the measurements.

Restricting the bass component of the venue such that a level of 95 dB(A) and 105 dB(C) throughout is maintained is calculated to reduce noise emissions such that the venue would not significantly contribute to the noise environment at the nearest noise sensitive premise, and therefore, comply with the *Environmental Protection (Noise) Regulations 1997* at all times.

8.0 CONCLUSION

An indicator of the bass component of a noise source is the “dB(C)” noise level. Noise levels within the venue were measured at 95 dB(A) and 115 dB(C) during the course of the measurements.

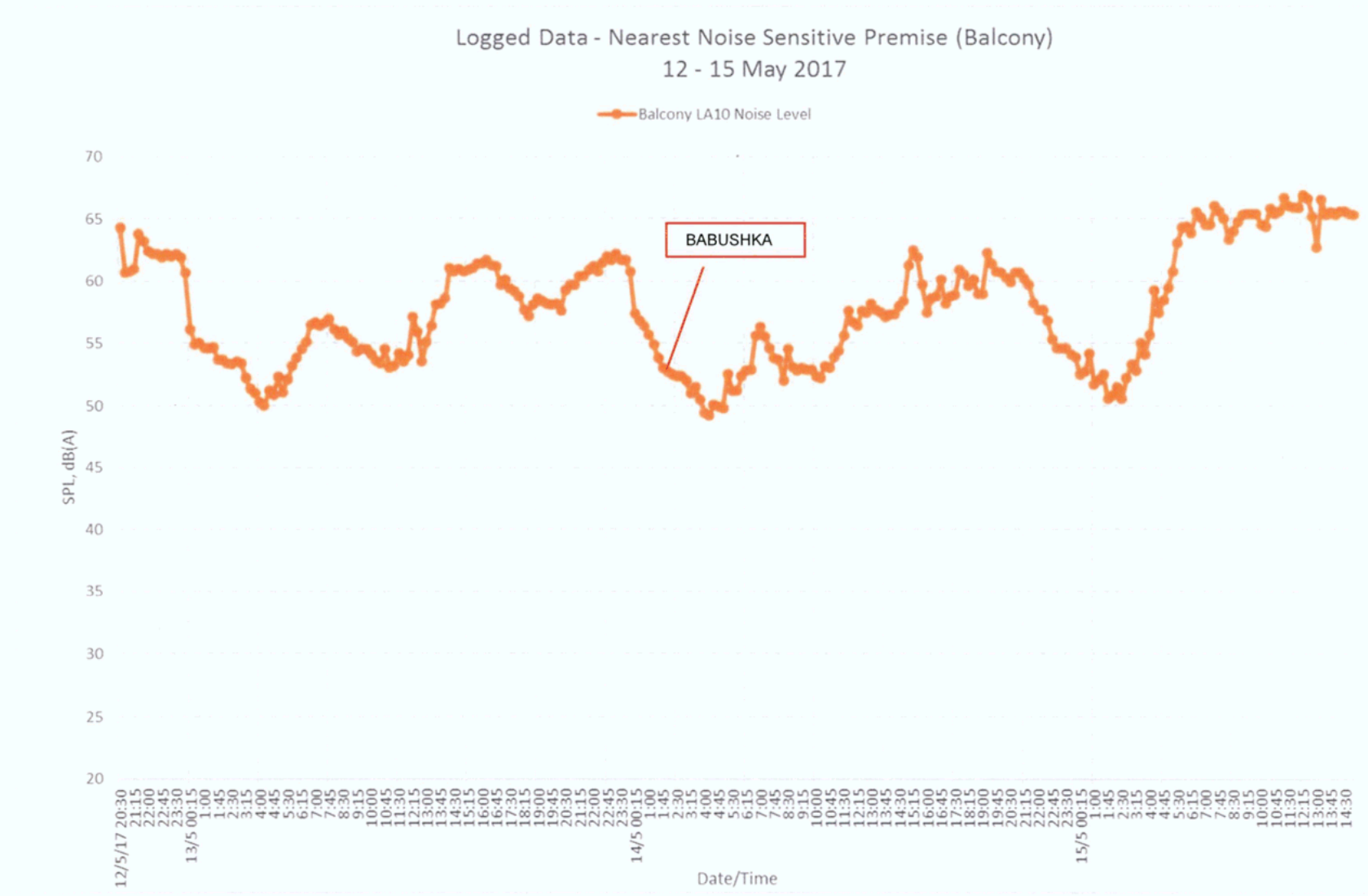
Restricting music noise levels at the mixing desk within the Babushka venue to 95 dB(A) and 105 dB(C) ensures that compliance with the *Environmental Protection (Noise) Regulations 1997* is maintained at all times – hence, the extension of operating hours for the venue will not adversely impact the acoustic amenity of neighbouring premises.

Appendix A

Logged Noise Levels

Herring Storer Acoustics
Our ref: 21838-3-17097

Appendix A

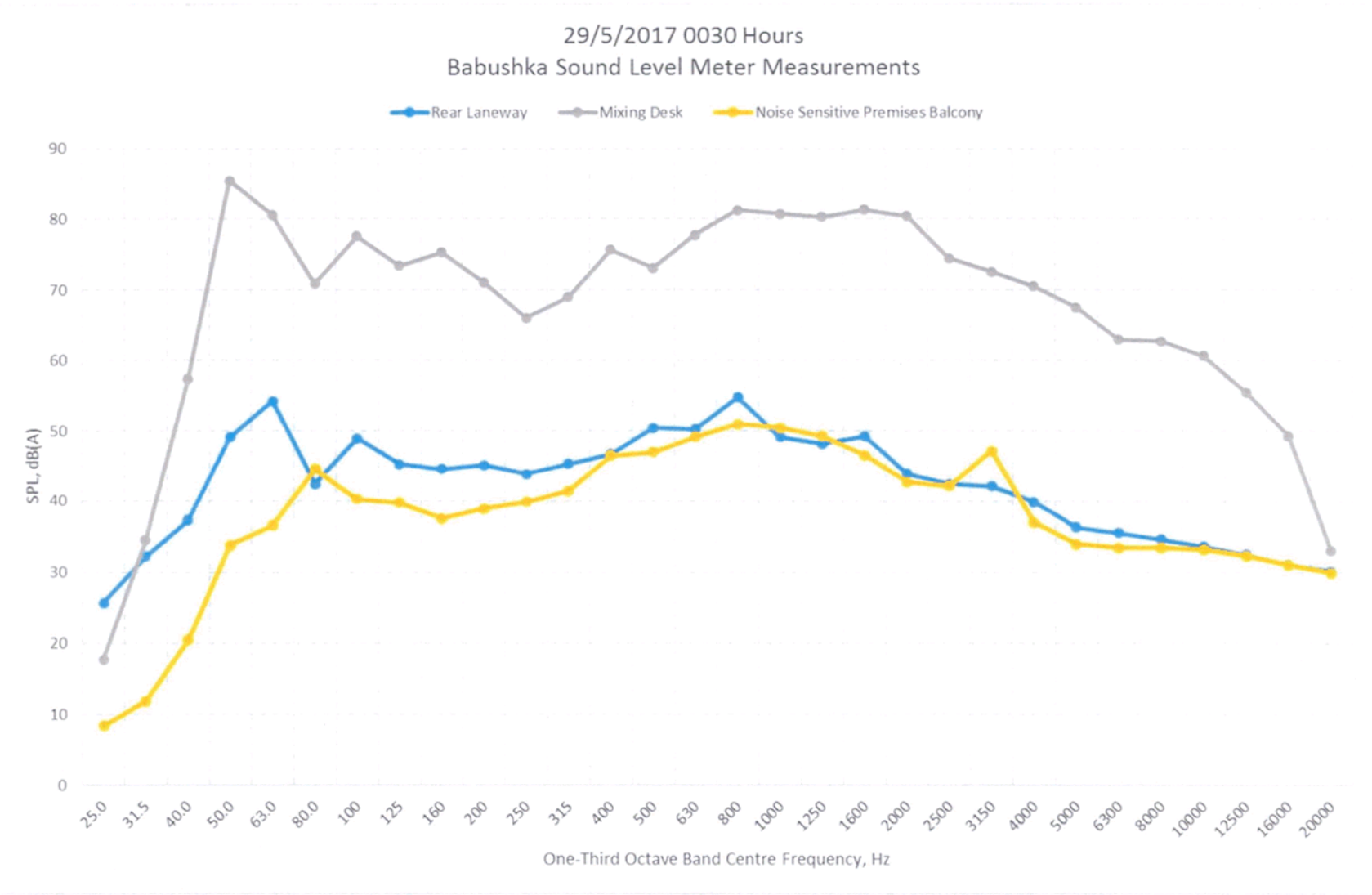


Appendix B

Sound Level Meter Measurements

Herring Storer Acoustics
Our ref: 21838-3-17097

Appendix B

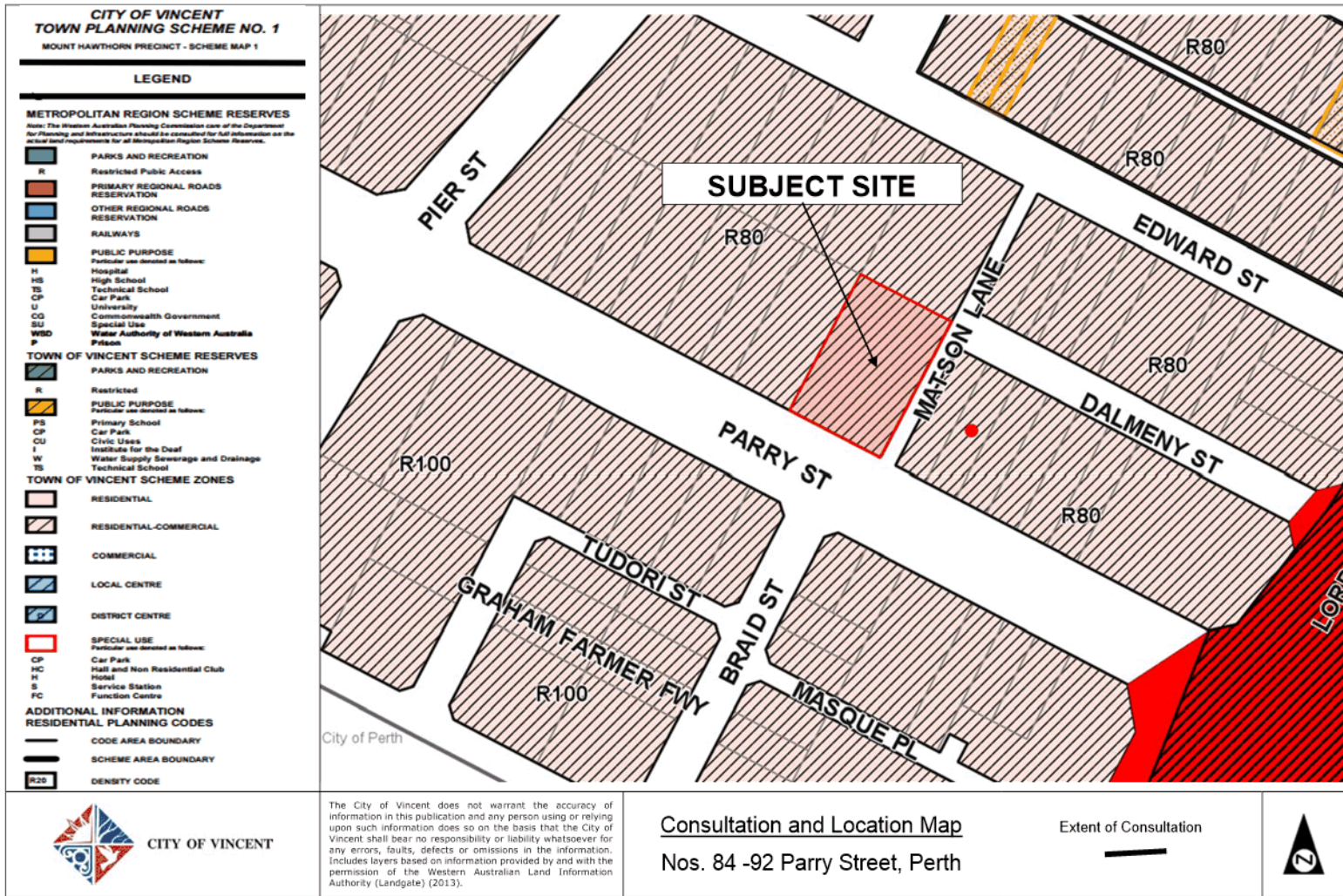


Summary of Submissions:

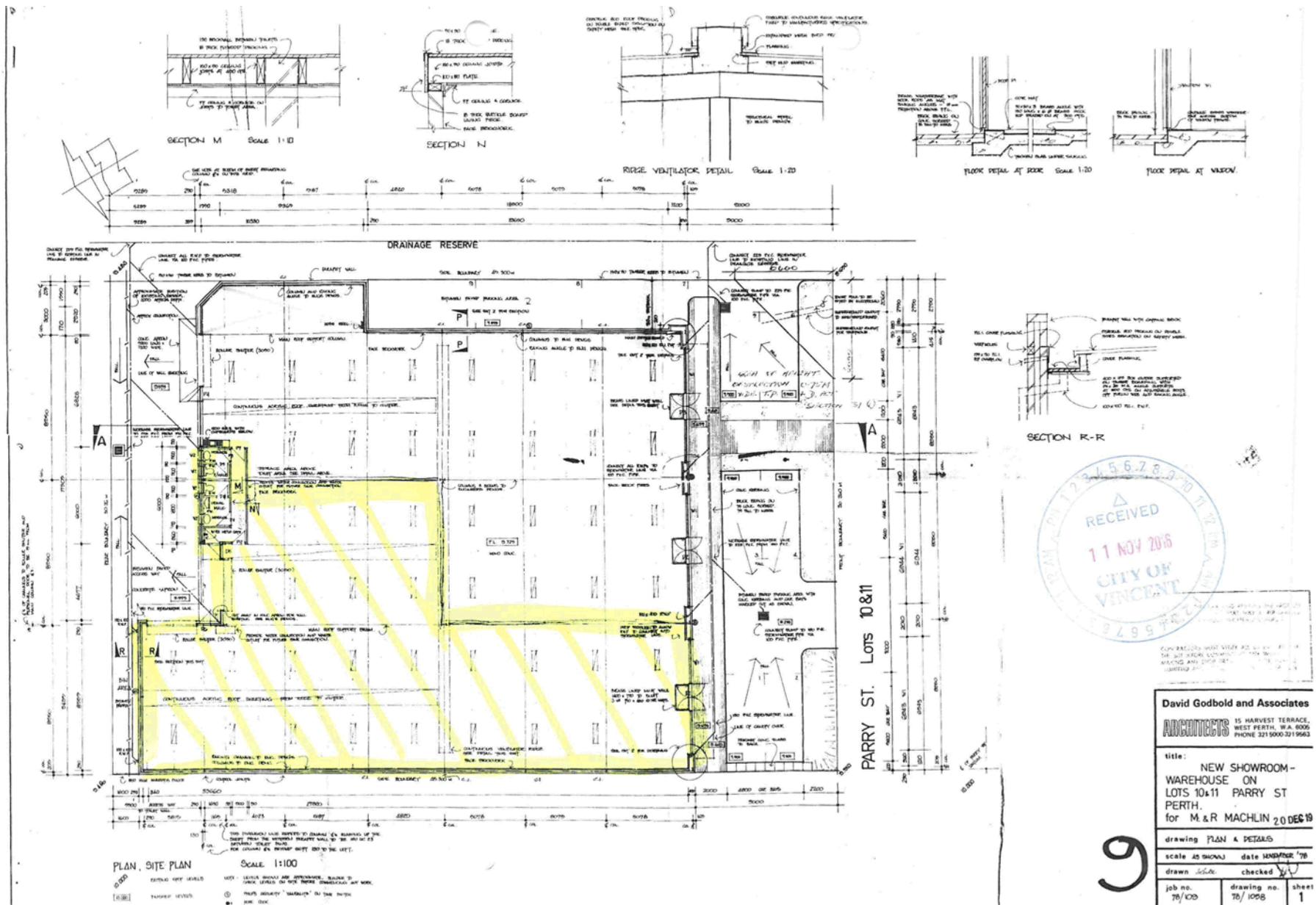
The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

Comments Received in Objection:	Officer Technical Comment:
<p>Issue: <u>Anti-Social Behaviour</u></p> <p>Concerns that the proposed extended trading hours will lead to an increase in anti-social behaviour and there are sufficient late night venues already operating within the Leederville Town Centre.</p>	<p>The applicant in their submission states that the proposed extended trading hours will help to reduce anti-social behaviour in accordance with the Leederville Hotel's management of the four venues on the subject site, by carrying out staggered closing of each venue to ensure a gradual dispersal of customers. This management practice prevents a sudden surge of all the Leederville Hotel's customers into the public areas surrounding the subject site and is therefore considered a sensible approach to reduce anti-social behaviour.</p> <p>Further to the above, the Leederville Hotel is mandated to apply responsible service of alcohol practices as part of its liquor licence, which are incorporated into its overall Business Management Plan.</p>
<p>Issue: <u>Noise</u></p> <p>The proposed extended trading hours will have a noise impact on surrounding residential properties.</p>	<p>This application relates to the First Floor Indoor Area the Leederville Hotel and it has not been established whether the noise in question is a result of this area, the outdoor area of the Leederville Hotel site, or other late night venues operating within the Leederville Town Centre.</p> <p>The applicant has submitted an acoustic assessment to support the application. The acoustic assessment concludes that, subject to noise management strategies being implemented (sound levels needing to be limited/capped at the mixing desk), the premises' operation can achieve compliance with the <i>Environmental Protection (Noise) Regulations 1997</i> at the nearest noise sensitive premises (with regard to music noise).</p> <p>On the above basis the proposed extended trading hours are not considered to have an adverse impact on the amenity of the surrounding locality in terms of noise.</p>

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











EAGLES CITY MISSION

The Director
Town of Vincent

7 June 2017

Dear Sir

PLANNING APPLICATION No. 5.2016.481.1 – 92 PARRY STREET, PERTH

I am re-submitting our Appeal for your perusal. I apologise for the delay and would be very grateful if you would grant me the time extension on this application.

Thank you for informing us of the objections raised by some residents in the vicinity of the above property. In brief, these objections are related to limited car park lots, possible noise pollution and people traffic issues.

Thank you too, for giving us the opportunity to present our case to the Council to allay the fears of the residents in the neighbourhood and the Town of Vincent, pertaining to their concerns.

Here are our responses to the objections raised:

1. Traffic Management – Car Park Spaces**Parking Objections:**

A] "...The parking in this area is limited for visitors already...

B] "...Potential worshippers will occupy what limited street parking there is during a time when our visitors are most likely to need these spots.."

RESPONSE/STRATEGY

Our team have worked on a strategy to accommodate the requests of the local community regarding the use of street parking along Parry Street. Here are the details:

1.1 OPENING HOURS

1.1.1 Our church office will be open from Tuesday to Friday from 9:30 am to 4:00pm during the weekdays.

1.1.2 We are closed on Mondays and Saturdays.

1.1.3 During our office hours, there are usually about 3-5 people in the building most of the time.

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1.1.4 ACTION:

We will not be using street parking during office hours as we already have 4 car park lots assigned to our property. They are located at the entrance of the building along Parry Street.

1.2 THURSDAYS – BIBLE STUDY CLASS

On Thursdays, we have a **Bible Study class** scheduled after the normal business hours from 5:15–6:30 pm. The usual attendance ranges from 8-12 people with about a third of them (3-4 people) walking or using public transport. The Claisebrook Train station is a 7 minute walk away from the building.

1.3 THURSDAYS – HOME GROUP/PRAYER MEETING

Every Thursday, from 7:00 – 9:00pm, we hold either our **Prayer Meeting or Home Group Meeting**. The attendance also varies from 8-12 people. At least 3 of them will use public transport or walk from their units in the vicinity.

1.3.1 ACTION - Survey:*Objection:*

"Most places of worship offer mid-week services and activities during weekdays, especially after business hours. We are quite concerned that we would be subjected to an increased level of car traffic..."

In response, we conducted a **3-Week Survey** based on 3 Thursdays, of the **car park usage** on Parry Street from the junction with Pier Street to the junction with Lord Street. The survey times coincide with the times of our **Thursday meetings** mentioned above.

Here are the results:

Expected Number of Attendees for Thursday Meetings = 8 – 12 people
Total Number of car park bays on Parry Street = 34 bays

Day / Date	Time	Car Bays Used	Remarks
Thursday - 27/4/2017	5:00pm	5	29 bays FREE
	7:00pm	5	29 bays FREE
Thursday - 4/5/2017	5:00pm	2	32 bays FREE
	7:00 pm	3	31 bays FREE
Thursday – 11/5/2017	5:00pm	3	31 bays FREE
	7:00pm	4	30 bays FREE

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1.3.2 RESULT/REMARKS:

The survey proves that there is an ample number of empty car park spaces during the times of our meetings on Thursdays. Our Thursday evening meetings WILL NOT AFFECT the availability of parking spaces for the visitors of the residents.

1.4 SUNDAY CHURCH MEETING

1.4.1 We will be using the building for our **Sunday Church Service** from 9:00 am to about 12:30 pm.

1.4.2 We have about **70 people** who come regularly to the service.

1.4.3 About **30% of the congregation (about 20-25 people)** either take a train or bus to the city or walk to church from their home in the city. The closest train station – Claisebrook Train Station – is only a 7-minute walk away.

1.4.4 ACTION – Survey :Objection:

"..Potential worshippers will occupy what limited street parking there is during a time when our visitors are most likely to need these spots. This will impact on our quality of life, as it will reduce the ease of inviting friends and visitors over the weekend period."

In response, we conducted a **3-week Survey** based on 3 Sundays, of the **car park usage** on Parry Street from the junction with Pier Street to the junction with Lord Street.

Here are the results:

Average Number of Regular Sunday Church Attendees = 70 people
Total Number of car park bays on Parry Street = 34 car bays

Day / Date	Time	Car Bays Used	Remarks
Sunday - 9/4/2017	9:00am	1	34 bays FREE
Sunday - 16/4/2017	9:00am	2	32 bays FREE
Sunday - 23/4/2017	9:00am	3	31 bays FREE

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1.4.5 ACTION – Website and Social Media

In addition to the survey above, we will be encouraging the members of our church through social media and our website www.eaglescitemission.com.au to take public transport or park in the streets away from the houses/apartments along Parry Street.

1.4.6 We also observed that the **car bays along Dalmeny Street** were mostly vacant on Sundays.

1.4.7 On Sundays, we plan to have **volunteer traffic marshals** directing traffic to the specified private car park areas first before using the ample amount of empty car bays along Parry Street and Dalmeny Street.

1.4.8 In addition, we intend to install at least **5 bicycle stations/bars** for those who cycle to the office during the weekdays and to the church service on Sundays.

1.5 CONCLUSION / REMARKS

1.5.1 The survey shows that there were many empty car park bays along Parry Street during the time of the Sunday Church Service.

1.5.2 The car park bays along Dalmeny Street were mostly vacant during the time of the Sunday Church Service.

2 Noise PollutionObjections:

AJ *"The proposed changes are bringing a new source of noise right to our backyard, on Sunday mornings, and over the weekend period, when it is meant to be our leisure time. This will greatly impact on our resting period, further reducing our quality of life."*

STRATEGY/ACTION:

2.1 We plan to use the back of the warehouse/property as the auditorium for our church service and the front part of the building (closest to Parry Street) for our offices. This means that the noise component will be located at the back of the building away from the residents along Parry Street. This backs up to the back of another warehouse directly behind the property. The noise from the music WILL NOT be heard by the residents along Parry Street.

(Please refer to Appendix 1 -Auditorium)

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2.2 There will also be a **dividing wall** between the auditorium area and the office rooms. This will help contain any noise to that part of the building.

2.3 We will also put up **fire-proof, heavy drapes around the stage and the room** to further absorb noise and improve the acoustics in the room.

(Please refer to Appendix 1 – the orange colour represents the heavy drapes)

2.4 In addition, we are prepared to submit to **an acoustic report** whenever needed by your department.

3 People Traffic Management

Objection:

"The increased foot traffic of the people attending this place of worship will impact our quality of life over the weekends and potentially week nights, as there will be more passers-by in the street, reducing our desire to use our front garden and balcony during our leisure time, to avoid preening eyes and on-lookers."

STRATEGY:

1.1 WEEKDAYS

There will not be any increase in foot traffic over the weekdays as we do not expect walk-ins during the day. **We ARE NOT a Drop-In Centre**. The visitors who may come to the office will all have prior appointments.

ACTION : No one will be permitted to gather in front of the property. This will prevent the increase in foot traffic and protect the privacy of the residents along Parry Street.

1.2 THURSDAYS

The attendees who come to the **Bible Study Class** and **Home Group/Prayer Meeting** add up to about 8-12. About one third (3-4 people) would take public transport or walk to the office. **Claisebrook train station** is just a 7-minute walk away too.

ACTION: All the activity is indoors and no one is permitted to gather in front of the office to lessen people traffic and to protect the privacy of the neighbours along Parry Street.

1.3 SUNDAYS

Our Sunday church service goes **from 9:00 am to about 12:30pm**. A regular number of 70 people are expected to attend the church service. We have decided

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on a few steps to allay the fears of the residents regarding foot traffic and their privacy. They are as follows:

1.3.1 Entrance for Sunday Church Service

We will use the entrance located at the corner of Matson Lane and Dalmeny Street to get to the church auditorium. The entrance facing Parry Street WILL NOT BE USED as an entrance on Sundays. This relieves Parry and Edward Streets of people traffic and focus.

(Please refer to Appendix 2 – Auditorium and Appendix 3)

ACTION : No one will be allowed to mingle or gather in front of the office on Parry Street when the church service is on. This will protect the privacy of the residents on Parry Street.

3.3.2 Signage

There will be signage at the junctions of Parry Street and Matson Lane as well as Edward Street and Matson Lane to direct our people to the church auditorium.

3.3.3 The church is **out of bounds after the service** and the front door and the back entrance will be locked. The premises will be manned by CCTV for security reasons.**Objection:**

"We are concerned that unsavoury characters may frequent the site in attempt to take advantage of the services offered by this place of worship..."

ACTION:

Visitors will only be allowed on the premises only if they have an appointment with a member of staff. We are NOT a Drop-In Centre.

Objection:

"We are already experiencing an increased level of foot traffic, noise and unsavoury behavior by passers-by who use the Northbridge entertainment areas, especially on the weekends."

RESPONSE:

The people mentioned above DO NOT attend our church.

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CONCLUSION:

We have endeavoured to show proof that changing the use of the property from a warehouse/showroom into a place of worship will not result in a decrease in the quality of life for the residents.

We will not monopolise the use of car park lots; we will not cause noise pollution or even deliberately attract people who behave in an unsavoury manner.

We will take all necessary steps required to modify the premises to comply with the current building standards.

Our aim is to keep Parry Street a safe place for all the residents in the vicinity. Our heart is also to work with the neighbouring businesses and residents to the best of our ability. We would like to also work with the City of Vincent in serving the wider community.

I hope that you will give us an opportunity to prove ourselves in the City of Vincent by giving us the Approval for a Change of Use of 92 Parry Street, Perth. An expedited response will be much appreciated.

Please contact me on 0433 304 683 if you have any queries.

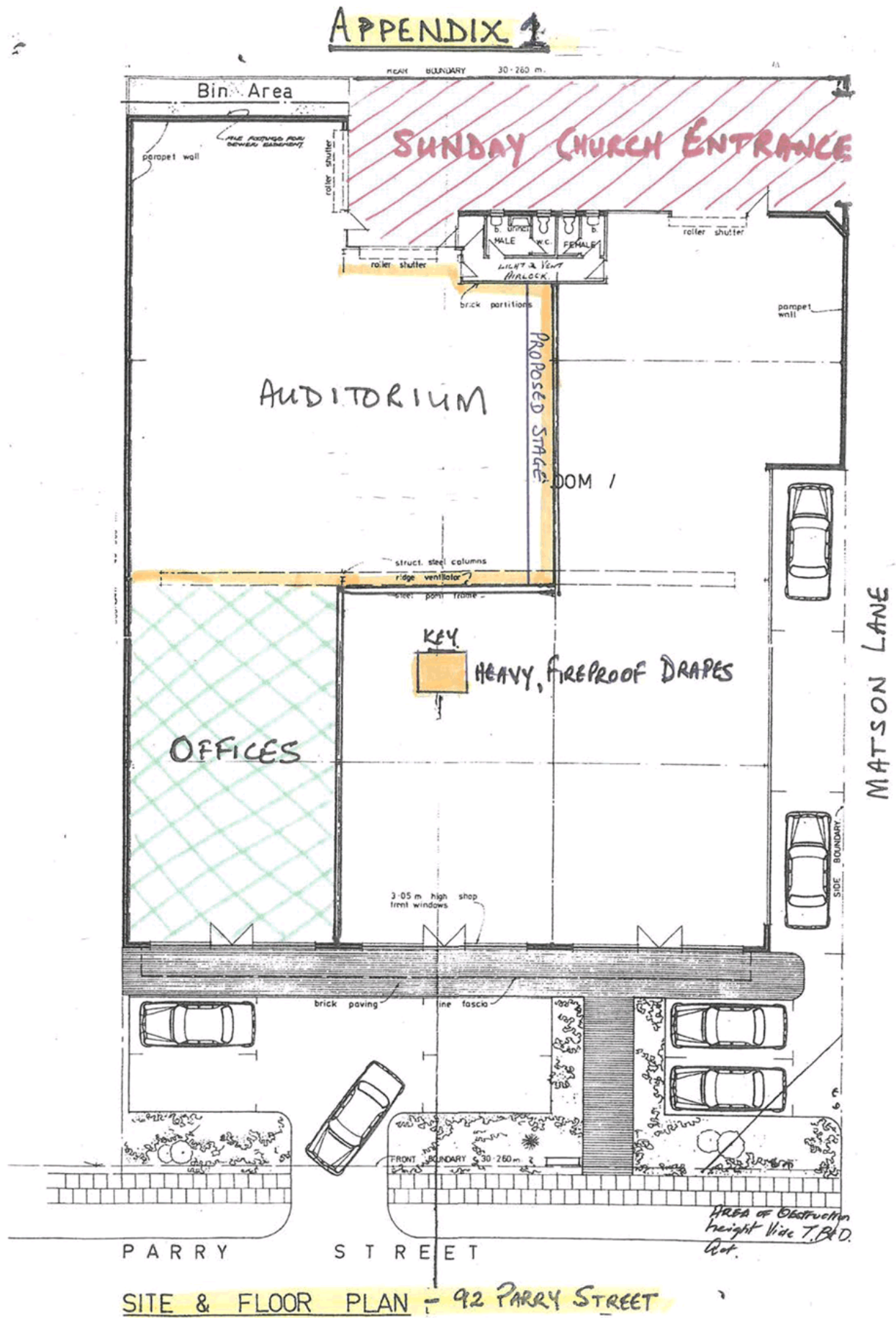
Once again, I thank you for your kind consideration.

Sincerely,

Basil de Mello
Pastor
Eagles City Mission
www.eaglescitemission.com.au

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Summary of Submissions:

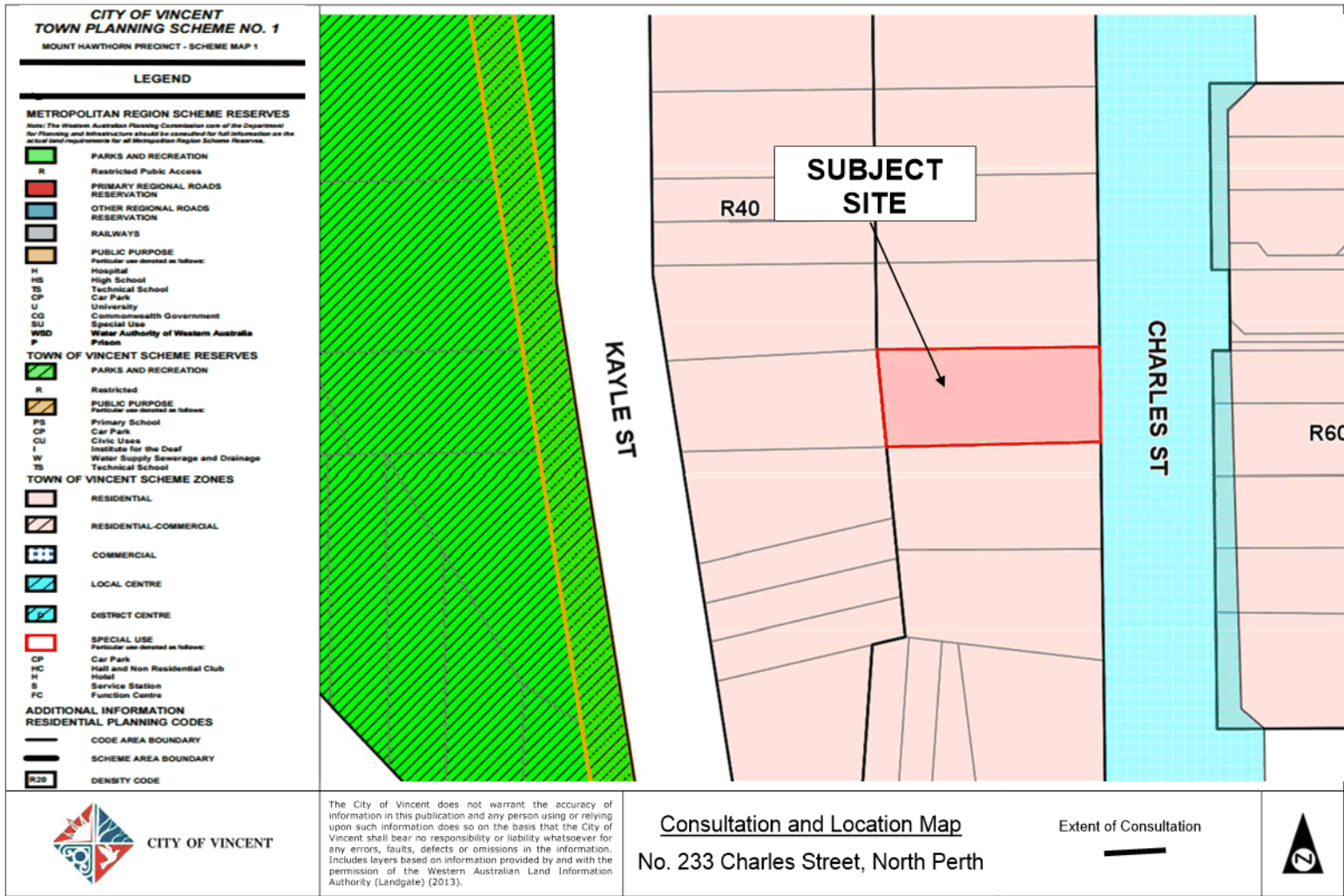
The tables below summarise the comments received during the advertising period of the proposal, together with the City's response to each comment.

<u>Car Parking</u> The proposed place of worship will have an impact on the car parking along Parry Street	The applicant submitted a Parking and Traffic Management to demonstrate how the parking will be managed on the peak Sunday service. Moreover a survey carried out by the applicant shows there are an average of 32 on-street parking available on Sunday which will be able to cater for overflow parking from the subject site. The Place of Worship will operate only from 9:00am to 12:30pm.
<u>Use</u> The use will have an impact on the quality of life in the area.	The subject site abuts commercial uses. On the southern side of Parry Street, there are residential properties. During the week there will be a maximum of 12 people attending the Place of Worship which is like a normal office. On Sunday the Place of Worship will operate only from 9:00am to 12:30pm which is not the whole day. The mix of residential and non-residential uses is encouraged in the objectives of the draft Local Planning Scheme No. 2.
<u>Noise</u> The noise from the Place of Worship will have an impact on the surrounding area.	The Place of Public Worship Sunday service will be at the rear of the building and not in the front which will minimise the impact of noise on the residential properties on the other side of Parry Street. A condition is recommended requiring an acoustic report to be prepared prior to the commitment of development and any required measured implemented.
<u>Anti-social behaviour</u> There can be anti-social behaviour from the churchgoer in the area.	As stated in the Management Plan the church will not allow any persons to loiter around the building after the service and also the premises will be manned by CCTV.

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

Determination Advice Notes:

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Development Application and Building Permit application, being submitted and approved prior to the erection of the signage;
2. With reference to condition 5 bicycle bays must be provided at a location convenient to the entrance, publicly accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3;
3. An Occupancy Permit is required prior to the occupation of the building;
4. No verge trees shall be removed. The verge trees shall be retained and protected from any damage including unauthorised pruning;
5. The car parking area(s) which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City;
6. All car parking bays shall be dimensioned on the Building Permit application working drawings and all car parking facilities shall meet or exceed the minimum specifications of AS2890;
7. An Infrastructure Protection Bond for the sum of \$2,000, 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. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Road levels to the satisfaction of the City;
9. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve;
10. Standard 'Visual Truncations', in accordance with the City's Policy 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve or Right of Way boundary, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised. Details of all required visual truncations shall be included on the building permit application working drawings;
11. 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.









ZONING: R60
 MINIMUM LOT SIZE REQUIRED = 120m²
 AVERAGE LOT SIZE REQUIRED = 150m²
 MAXIMUM BUILDING SITE COVERAGE = 90%

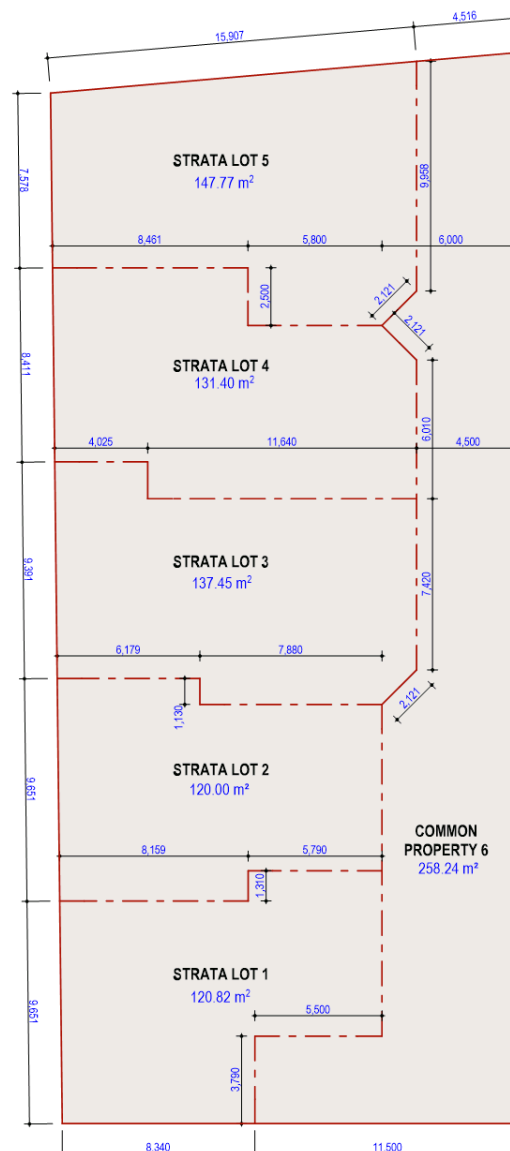
SITE AREA ALLOCATION (SA):
 UNIT 1 (U1) EXCLUSIVE AREA = 120.82m²
 UNIT 2 (U2) EXCLUSIVE AREA = 120.00m²
 UNIT 3 (U3) EXCLUSIVE AREA = 137.45m²
 UNIT 4 (U4) EXCLUSIVE AREA = 131.40m²
 UNIT 5 (U5) EXCLUSIVE AREA = 147.77m²
 COMMON (C) AREA = 258.24m²

COMMON AREA (CA) ALLOCATION
 U1 + U2 + U3 = 120.82 + 120.00 + 137.45 + 131.40 + 147.77 = 657.44
 U1 = (120.82 / 657.44) x 258.24 = 47.46m²
 U2 = (120.00 / 657.44) x 258.24 = 47.13m²
 U3 = (137.45 / 657.44) x 258.24 = 53.99m²
 U4 = (131.40 / 657.44) x 258.24 = 51.61m²
 U5 = (147.77 / 657.44) x 258.24 = 58.04m²

HOUSE AREA (HA)
 UNIT 1 (HA1) = 90.49
 UNIT 2 (HA2) = 93.24
 UNIT 3 (HA3) = 90.17
 UNIT 4 (HA4) = 97.06
 UNIT 5 (HA5) = 88.48

SITE COVERAGE NO COMMON AREA:
 UNIT 1 = HA1 / U1 x 100
 90.49 / 120.82 x 100 = 74.89%
 UNIT 2 = HA2 / U2 x 100
 93.24 / 120.00 x 100 = 77.70%
 UNIT 3 = HA3 / U3 x 100
 90.17 / 137.45 x 100 = 65.60%
 UNIT 4 = HA4 / U4 x 100
 97.06 / 131.40 x 100 = 73.86%
 UNIT 5 = HA5 / U5 x 100
 88.48 / 147.77 x 100 = 59.89%

SITE COVERAGE w/ COMMON AREA
 UNIT 1 = HA1 / (U1 + CA) x 100
 90.49 / (120.82 + 47.46) x 100 = 90.49 / 168.28 = 53.77%
 UNIT 2 = HA2 / (U2 + CA) x 100
 93.24 / (120.00 + 47.13) x 100 = 93.24 / 167.13 = 55.79%
 UNIT 3 = HA3 / (U3 + CA) x 100
 90.17 / (137.45 + 53.99) x 100 = 90.17 / 191.44 = 47.10%
 UNIT 4 = HA4 / (U4 + CA) x 100
 97.06 / (131.40 + 51.61) x 100 = 97.06 / 183.01 = 53.02%
 UNIT 5 = HA5 / (U5 + CA) x 100
 88.48 / (147.77 + 58.04) x 100 = 88.48 / 205.81 = 42.99%



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 REFERRED TO IN THE CONTRACT:

OWNER: DATE: OWNER: DATE:

CLIENT:
RYKEL DEVELOPMENTS

SITE ADDRESS:
233 CHARLES STREET

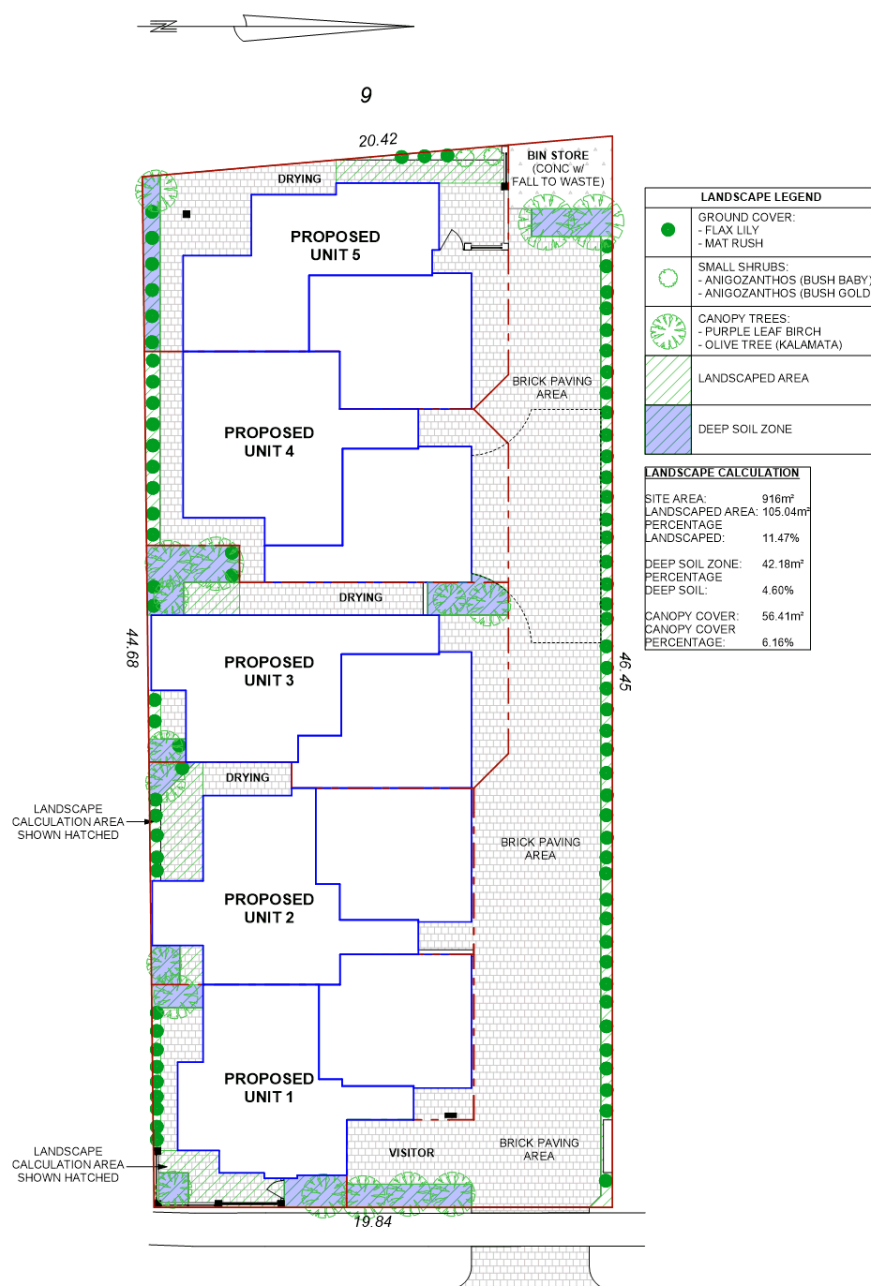
NORTH PERTH WA 6006

REV: 11' 12' 13' 14' 15' 16' 17' 18' 19'
 DESCRIPTION: DESIGN DEVELOPMENT 01
 DESIGN DEVELOPMENT 02
 DESIGN DEVELOPMENT 03
 DESIGN DEVELOPMENT 04
 DEVELOPMENT APPROVAL 01
 DA AMENDMENTS 01
 DA AMENDMENTS 02
 INT: NE NE NE NE NE NE NE NE
 DATE: 17.01.17 15.02.17 01.03.17 13.03.17 04.04.17 14.07.17 01.08.17

SITE ALLOCATION

JOB NO.: **N12 019**
 DWG NO.: **04** OF **09**
 SCALE: **1:200**
 REVISION: **DA-07**
 DESIGNER: **NICK EVANS**





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CLIENT:
RYKEL DEVELOPMENTS

SITE ADDRESS:
233 CHARLES STREET

NORTH PERTH WA 6006

REV:

11'
12'
13'
14'
15'
16'
17'
18'
19'

DESCRIPTION:

DESIGN DEVELOPMENT 01
DESIGN DEVELOPMENT 02
DESIGN DEVELOPMENT 03
DESIGN DEVELOPMENT 04
DESIGN DEVELOPMENT APPROVAL 01
DA AMENDMENTS 01
DA AMENDMENTS 02

INT:

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DATE:

17.01.17
15.02.17
01.03.17
13.03.17
04.04.17
14.07.17
01.08.17

LANDSCAPE PLAN

JOB NO:
N12 019

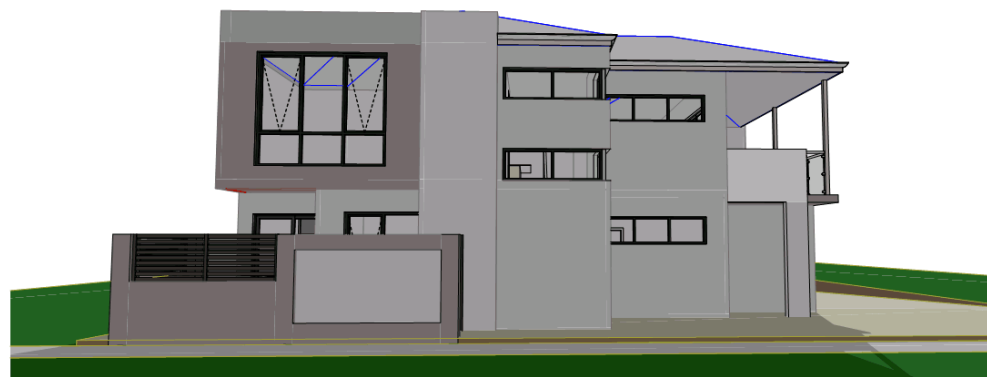
DWG NO:
06 OF 9

SCALE:
1:200

REVISION:

DA-07

DESIGNER:
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CLIENT:

RYKEL DEVELOPMENTS

SITE ADDRESS:

233 CHARLES STREET

NORTH PERTH WA 6006

Determination Advice Notes:**1. Main Roads**

- 1.1 The existing crossover shall be removed and the verge and its vegetation made good at the applicant's cost;
 - 1.2 The existing ground levels on the Charles Street boundary are to be maintained as existing;
 - 1.3 No earthworks shall encroach onto the Charles Street road reserve; and
 - 1.4 No stormwater drainage shall be discharged into the Charles Street road reserve;
2. 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;
3. Any new street/front wall, fence and gate within the Charles Street setback areas, including along the side boundaries within these street setback areas, shall comply with the City's Policy provisions relating to Street Walls and Fences;
4. With reference to Condition 5, the City encourages landscaping methods and species selection which do not rely on reticulation;
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 calculation for the proposed stormwater disposal shall be lodged together with the building permit application working drawings;
6. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Road levels to the satisfaction of the City;
7. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 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 a request to erect scaffolding, site fencing etc. or if building materials is 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. Standard 'Visual Truncations', in accordance with the City's Policy No. 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve boundary or Right of Way, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised. Details of all required visual truncations shall be included on the building permit application working drawings;
9. An Infrastructure Protection Bond for the sum of \$2500 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;

Determination Advice Notes:

10. **The Right-of-Way shall remain open at all times and must not be used to store any building or other material or be obstructed in any way. The Right of Way surface (sealed or unsealed) shall be maintained in a trafficable condition for the duration of the works. If at the completion of the development the Right of Way condition has deteriorated, or become impassable as a consequence of the works, the applicant/developer shall make good the surface to the full satisfaction of the City;**
11. **All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications;**
12. **Prior to the first occupation of the development, redundant or "blind" crossovers shall be removed from the verge and kerb made good to the satisfaction of the City's Technical Services Directorate at the applicant/owner's full expense;**
13. **All prospective purchasers are to be advised in writing that the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings in accordance with Policy No. 3.9.3 – Parking Permits;**
14. **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;**
15. **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**
16. **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.**



CITY OF VINCENT

DESIGN ADVISORY COMMITTEE

POLICY NO. 4.2.13

(Adopted at the Ordinary Meeting of Council held on 11 October 2011)

POLICY NO: 4.2.13

DESIGN ADVISORY COMMITTEE

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POLICY NO: 4.2.13**DESIGN ADVISORY COMMITTEE****OBJECTIVES**

To provide independent expert advice to the Council, City's Administration and applicants on the design and site planning of specified development proposals prior to the submission of a Development Application. This shall include but not limited to, architectural and urban design elements, amenity, landscape architecture and environmental sustainability.

To facilitate an improvement in urban design and the quality of the built environment within the City of Vincent through the provision of information, expert advice and recommendations.

POLICY STATEMENT**DEFINITIONS**

"DAC" means the Design Advisory Committee referred to in this Policy.

"Financial Interest" has the same meaning as given by Section 5.60A of the *Local Government Act 1995*.

"Proximity Interest" has the same meaning as given by Section 5.60B of the *Local Government Act 1995*.

"Impartiality Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having interest arising from kinship, friendship or membership of an association.

1. STATUS AND ROLE OF THE DAC

- 1.1 The DAC (the Committee) provides professional and technical advice, in a non adversarial and informal manner to the City's Administration and the Council in relation to the design of buildings and other related matters. The DAC performs an advisory function only and does not make decision on, or approve applications.
- 1.2 The DAC is not a committee established pursuant to Section 5.8 of the *Local Government Act 1995*.
- 1.3 DAC members either collectively or individually are not authorised to speak on behalf of the City or provide comment to the media or other persons, in respect of any item under consideration, unless authorised by the Chief Executive Officer.
- 1.4 The DAC (or its members) are not to provide advice directly to an applicant or Council Members in respect of any item under consideration at the DAC meeting.
- 1.5 The DAC are to provide comments and advice to the City's Officers to assist the City's Officers in formulating recommendations to the Council meetings on particular applications for planning approval, or in determining applications under delegated authority.
- 1.6 The Committee shall only deal with matters which have been referred to them by the Chief Executive Officer or the Council.

Page 1 of 10

2. TERMS OF REFERENCE

- 2.1** To provide the City of Vincent with high level independent expert advice and expertise on urban design, architecture, landscape design, sustainability and heritage in relation to proposals referred to the Committee for consideration.
- 2.2** To act in an advisory capacity on specified proposals with respect to matters including, but not limited to:
- (a) The overall built form merits;
 - (b) The quality of architectural design including its relationship to the adjoining development;
 - (c) The relationship with and impact on the broader public realm and streetscape;
 - (d) The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;
 - (e) The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability, including TOD principles;
 - (f) The demonstration of other qualities of best practice urban design including Crime Prevention Through Environmental Design performance, protection of important view corridors and lively civic places.
- 2.3** To examine the plans of all development proposals referred to them, undertake site visits and provide professional and technical advice to the applicant and the City's Planning Services in relation to matters relating to urban design, architecture, landscape design, sustainability or heritage.

3. MEMBERSHIP

3.1 External members

The Membership of the City of Vincent DAC shall comprise of five (5) external members from a panel approved by the Council and appointed by the Chief Executive Officer.

- 3.2** The City will seek to engage external members so that the DAC meetings will consist of five (5) members having:
- (a) A demonstrated high level of expertise and knowledge in their particular field of architecture, urban design, landscape architecture, sustainability or heritage; and

- (b) The relevant skills and experience to provide independent expert advice.

Current registration with their relevant Professional Body is desirable.

- 3.3** Preference will be given to residents of the City who have a detailed knowledge of the composition of the City thus enabling that panel members to make a positive contribution towards the built environment of the City. Non residents may be appointed if suitable candidates cannot be established from the City's residents or if determined by the Council.

3.4 City Officers

- Director Development Services
- Manager Planning and Building Services
- Other City Planning and Heritage Officers as required.

Note: The City's Officers are not voting members

4. ROLE OF THE CHAIRPERSON

- 4.1** The DAC Chairperson is authorised to select the five (5) members to comprise the DAC meeting, to be selected from the panel. In determining the composition of a DAC meeting the Chairperson shall give cognisance to the:

- type of development/matter with respect to the skills, expertise and knowledge of the DAC member; and
- frequency of a Member's attendance at previous meetings.

- 4.2** Where a DAC meeting considers a development and is required to have further meetings, the same five (5) members present at the original meeting (where the application was considered) shall be entitled to attend such meetings, until the matter is finalised.

- 4.3** The DAC Chairperson may request that external advice or expert knowledge be provided to the DAC, where such knowledge is unavailable within DAC Members or due to the nature and type of the development. The Chief Executive Officer shall give all assistance to the DAC Chairperson and where appropriate, approval of such requests.

5. APPLICATIONS TO BE REFERRED TO THE COMMITTEE

- 5.1** The following applications for planning approval for proposed development (Development Applications) in the following categories are to be referred to the DAC for their consideration and comment:

- (a) Non-residential and mixed used development, 4 storeys and higher or in the opinion of the Chief Executive Officer/Director Development Services is likely to have a significant impact on the locality or the City;

- (b) Ten (10) or more residential dwellings;
- (c) Commercial development directly abutting land zoned residential; and
- (d) Where required in accordance with Clause 8 of the City's Policy No. 3.4.8 relating to Multiple Dwellings in Residential Zones; and
- (e) Development, not of the kind referred to in items (a-d) above, but which, in the opinion of the Chief Executive Officer or Council, is:
 - of a complex or contentious nature;
 - likely to be of significant interest to the community;
 - involves unusual or unconventional design elements; or
 - is likely to benefit from referral from the DAC.

5.2 The Chief Executive Officer/Director Development Services may refer an application to the DAC, regardless of whether the application is to be determined by the Council or under delegated authority.

5.3 The Chief Executive Officer may refer other planning matters to the DAC where it is considered that the City will benefit from the DAC Panel Members input, as follows:

- (a) proposed planning or design studies including planning strategies, policies, precinct plans, design guidelines or amendments to the City's Town Planning Scheme; or
- (b) any other matter relating to, but not limited to, the design of buildings or places or any issues relating to environmentally sustainable design.

5.4 The DAC will examine design elements of development applications and other planning proposals having regard to the statutory environment of the particular proposal, including the provisions of the City's Town Planning Scheme, the Residential Design Codes and relevant City and State Planning Policies.

5.5 Matters referred for review at the State Administrative Tribunal will not be referred to the DAC.

6. MEETING PROCEDURE AND PROCESS

The procedure for referral of matters to the DAC and the process to be followed is shown in Appendix 1.

7. MEETING PROCEDURES

7.1 Meetings

- (a) Unless approved by the Council or there is a need to address an urgent issue (the latter to be agreed by the Chairperson and the Chief Executive Officer), the DAC shall meet as required. Additional meetings may be convened at the discretion of the Chief Executive Officer.
- (b) At the first meeting after convening, the DAC shall determine a Schedule of Meeting dates for the remainder of the year. (These to be included in the City's monthly "Calendar of Events").
- (c) Members will be required to provide sufficient notice of their ability or inability to attend their allocated meeting, so that the City is able to arrange for another member to take their place, if required.
- (d) DAC Meetings are not open to the Public.
- (e) Having reviewed the proposal, the DAC members are to provide comments and advice in response to the particular matters requiring their comment, together with any other comments or advice the DAC wishes to provide.

7.2 Quorum

- (a) A quorum for the meeting of the Committee will be three (3) voting members plus a minimum of one (1) City Officer.
- (b) The DAC meeting shall not proceed unless a quorum is present.

7.3 Chairperson

The Council appointed Chairperson will preside at all meetings. In the absence of the Chairperson, a person elected by the quorum will assume the Chair.

7.4 Agendas

- (a) The Chief Executive Officer (or an Officer authorised by the Chief Executive Officer) will determine the Agenda for each meeting.
- (b) All meetings shall be confined to items listed on the Agenda.
- (c) Agendas will be distributed to all members at least five (5) working days in advance of meeting dates. The Agendas are to provide only descriptive headings of items to be discussed.

- (d) Detailed plans of the proposal will be distributed to Committee members at least five (5) working days in advance of the meeting dates.
- (e) Proponents are required to present their proposal to the DAC at an arranged time during the scheduled meeting.

7.5 Minutes

- (a) The DAC Chairperson (in liaison with the Director Development Services) shall be responsible to ensure the preparation and accuracy of the Minutes/Meeting notes.
- (b) Items considered at the meeting will not be formally voted upon. The Minutes/Meeting notes of the Committee will record consensus agreement on actions and any points of agreement/disagreement. They will not reflect verbatim discussion on issues or matters discussed during debate prior to consensus agreement being reached. At the end of each meeting, the City Officer in attendance will read out the agreed actions and any points of agreement to the meeting to ensure they are accurately reflected to the consensus view.
- (c) The Minutes/Meeting notes of the Meeting will be prepared by the Responsible Officer and distributed to members within five (5) working days after the date of the meeting.
- (d) The DAC Minutes/Meeting notes are to be presented in the form of:
 - (i) Explanatory comments on each proposal conveying the DAC's general views regarding the proposal;
 - (ii) Formal recommendation to the City, where appropriate reflecting the views of the majority of members present at the meeting; and
 - (iii) Additional informal comment conveying the views of individual members, which may be included at the request of any member, subject to the approval of the Manager Planning and Building Services.
- (e) The DAC Chairperson will endorse the Minutes/Meeting notes and proposed design recommendations.
- (f) Original copy of the endorsed Minutes/Meeting notes to be retained for record purposes, and a copy provided to the applicant.
- (g) The unconfirmed Minutes/Meeting notes will be reported to the Council meeting (following the DAC meeting), on a confidential basis if requested by the applicant.

7.6 Administrative Support

A City employee will be assigned to provide administrative support to the DAC. This person will be responsible for the following;

- Issuing of the Agenda;
- Recording of Apologies prior to the meeting;
- Preparation of the Minutes/Meeting notes;
- Room booking; and
- Catering requirements.

7.7 Administration Action and Support

Any matters which have been dealt with by the DAC will not be implemented by the City's Administration until a report has been submitted to the Council for a decision.

7.8 Code of Conduct

- (a) The City's Code of Conduct shall apply to members of the DAC.
- (b) All DAC members shall be required to declare any conflicts of interest in matters being considered by the Committee.
- (c) A copy of the City's Code of Conduct will be provided to each member upon their appointment.
- (d) The City's Chief Executive Officer is available to provide any assistance or guidance concerning the Code or any matters of Interest.

7.9 Conflict of Interest

- (a) All members need to be aware that any conflict of interest needs to be recognised. On receipt of the agenda, if a member has an interest in the matter, then the member is required to declare the interest and a replacement deputy member will be called on to fill in for that item or meeting. The Minutes of the meeting will record the declaration and note the vacancy during the discussion. Once the matter has concluded, the Chairperson will invite the member back into the meeting. If a member is unsure whether they have an interest in a matter, they are encouraged to raise the issue with the Senior City Officer in attendance at the meeting.
- (b) Any person who has a financial and proximity interest in a matter shall exclude themselves from the room and not participate in that part of the meeting.

7.10 Financial and Insurances

- (a) A fee is payable to each DAC member for attendance at scheduled and special meetings, paid monthly in arrears. The fee is to be prescribed in the City's Annual Budget.
- (b) When a member of the DAC is required to appear on the City's behalf as an expert witness at the State Administrative Tribunal, the member is to be paid at a mutually agreed hourly rate between the member and the Chief Executive Officer, which is consistent with the qualifications, experience and professional status of the member.
- (c) The City will arrange all insurance to cover DAC members whilst discharging their normal course of duty, including travel to and from the meeting.

7.11 Tenure of Appointment

- (a) The Council will appoint a member to the DAC including the prescribed Term and any conditions.
- (b) The DAC Membership is normally for a period of two (2) years from the period of the ratification of the DAC by the Council. (Generally the term is from November after the Ordinary local government elections to October of the second year). Membership of the Committee terminates when an Ordinary local government election occurs every two years, in October.
- (c) Once selected by the Chairperson in accordance with Clause 4.1, if a member fails to attend three (3) consecutive meetings of the DAC, his/her appointment shall be automatically terminated, unless Leave of Absence has been granted and approved by the DAC. The Chief Executive Officer shall advise any member, in writing, when their membership of a Committee is terminated.
- (d) The Council may terminate the appointment of any member prior to the expiry of his/her term, if:
 - (i) The Chairperson and Chief Executive Officer consider that the member is not making a positive contribution to the DAC; or
 - (ii) The member is found to be in breach of the City of Vincent Code of Conduct or a serious contravention of the Local Government Act 1995; or
 - (iii) A member's conduct, action or comments brings the City of Vincent into disrepute.

7.12 Vacancies

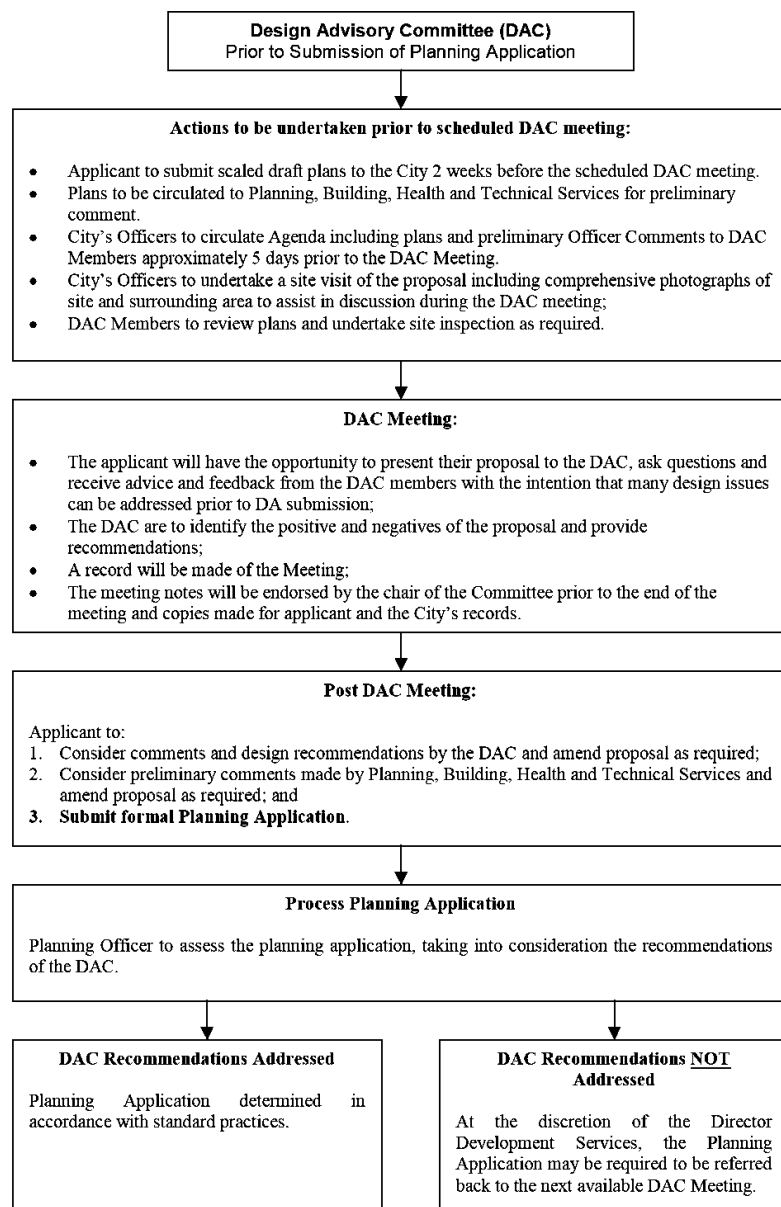
Vacancies shall be filled by calling for nominations of external members. Members filling a vacated position will hold that position for the remainder of the two (2) years duration of the convened DAC, as approved by the Council.

7.13 Confidentiality

Proceedings of a DAC meeting and other proposals before the DAC are to remain confidential unless such details are disclosed in an authorised manner by Chief Executive Officer to the applicant or reported to the Council.

Date Adopted:	11 October 2011
Date Amended:	
Date Reviewed:	-
Date of Next Review:	October 2012

APPENDIX 1



Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
1.	Design Excellence & Discretion		
1.1.	<p>The City's previous local planning framework provided that where an application was granted Design Excellence from the City's DAC it would be able to gain additional building height under Policy No. 7.5.11 – Exercise of Discretion for Development Variations (Variations Policy). Council resolved to rescind the Variations Policy and adopt a new Policy No. 7.1.1 – Built Form (Built Form Policy) at its meeting on 13 December 2016. The new Built Form Policy provides clear design principles and local housing objectives to guide the City's exercise of discretion for building height and other design elements. The components of design excellence are embedded in these design principles and local housing objectives. The new Built Form Policy provides that where an application is presented to the City's DAC, the DAC will review and provide comment to the City regarding whether the application meets the relevant design principles and local housing objectives.</p>	<p>In practice, the current design review process and need for design excellence has resulted in several issues. A favourable recommendation from the DAC, and the achievement of design excellence, has often been mistaken by applicants as development approval from the City. The DAC has been perceived as a decision making group, however this is not the case as the City is the determining authority for development applications. In addition to the above issues the new Built Form Policy has created a need for Administration to seek design advice on whether an application meets the relevant design principles and local housing objectives.</p> <p>To avoid confusion regarding the role and decision making capacity of the DAC and align the design review process with the new Built Form Policy Administration recommends clarifying the role of the DAC in a new draft Terms of Reference. This role is to advise the City in relation to design matters referred to it consistent with Clause 2.3.3 in the Built Form Policy.</p> <p>This proposed approach is consistent with the role description of a design review panel in Section 5 of the draft Design WA Design Review Guide (DRG) which is to provide independent expert design advice to achieve improved design outcomes.</p>	<p>Administration recommends converting the existing DAC Policy into a Design Review Panel (DRP) draft TOR and clarifying the role of the DRP to advise the City in relation to design matters in Clause 1.</p>
2.	Operational Improvements		
2.1.	<p><i>Number of Members</i></p> <p>Clause 3.1 of the DAC Policy requires the DAC to comprise five members.</p>	<p>There are currently 11 members appointed to the City's DAC. Section 5 of the draft Design WA DRG suggests that a DRP should consist of a pool of approximately seven members from which a sitting panel of four members is drawn for each review. Draft Design WA DRG also recommends appointing members from the following disciplines as a minimum:</p> <ul style="list-style-type: none"> • Architecture; • Landscape architecture; and • Urban design. 	<p>Administration recommends having a member and deputy member for the following disciplines Architecture, Landscape Architecture and Urban Design with the addition of a sustainability and environmental design expert. As the City's Policy No. 7.1.1 – Built Form contains provisions relating to environmentally sustainable design it is recommended that the additional member be added. This will result in a total of eight members on the DRP which will allow a sitting panel of four members to include one of each discipline.</p>

Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
			This expands on the recommended seven members of the Design WA DRG to allow a member from each discipline when reviewing design and making comment as to whether a design has achieved the design principles and local housing objectives of Policy No. 7.1.1 – Built Form.
2.2.	<p><i>Number of Meetings</i></p> <p>The current DAC Policy does not provide guidance on the number of times that an application should be considered at a DAC meeting.</p>	<p>In practice, this has caused confusion for applicants as it is unclear how many meetings each development will be required to be discussed at and the subsequent cost and time implications of the design review process. Administration recommends that the TOR clarify that relevant applications should be presented to three design review meetings. The first two being non-compulsory pre lodgement meetings and the subsequent meeting being mandatory following lodgement. This will more closely align with the development approval process and timeframes in the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> (Regulations).</p> <p>This proposed approach is not consistent with Section 5 of the draft Design WA DRG, which states that the number of reviews needed will vary depending on the complexity of a proposal and suggests that three reviews are typically needed for the process to be effective. The timing outlined in Design WA DRG suggests that one meeting occur prior to lodgement, the next during the statutory development assessment timeframe and finally following planning determination to ensure construction aligns with design. The draft TOR proposes two meeting prior to lodgement and one during the statutory assessment timeframe. Following planning determination the draft TOR proposes that a check may be completed by the Chairperson or Panel member, which attended the design review meeting of the application, to ensure alignment between the building application and planning approval.</p> <p>The City's comment on Design WA endorsed by Council on 7 February 2017:</p> <ul style="list-style-type: none"> Supported the review process occurring prior to lodgement provided that one meeting is mandatory; Recommended that the design review process be incorporated into the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>; and 	<p>The City has recommended in the draft TOR that applicants attend two pre lodgement design review meetings. Pre lodgement meetings are only encouraged and cannot be mandated due to the statutory timeframes for the determination of development applications in the Regulations, that being 90 days where an application requires advertising and 60 days where the application does not. The City can only require one design review meeting following lodgement to ensure that the statutory timeframes are met. Incorporating the design review process into the regulations and extending the assessment timeframe in the regulations is the responsibility of the state government, which the City has raised in its submission regarding Design WA.</p>

Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
		<ul style="list-style-type: none"> Recommended that major developments that do not participate in the design review process, prior to lodgement, have an increased assessment timeframe of 120 days. 	
2.3.	<p><i>Panel Chairperson</i></p> <p>Clauses 4 and 7.3 of the DAC Policy outlines the role of the DAC chairperson. It is implied in the DAC Policy that the chairperson will be a DAC member. In practice, the DAC chairperson has also been a DAC member and not a representative from Administration.</p>	Clause 4 of the City's Advisory Groups Policy requires either an Elected Member or senior city officer to be the chairperson for advisory groups.	<p>For the purpose of leading the design review discussions with applicants it is recommended that the chairperson of the DRP be a member of the Panel. And it is recommended that the Director Development Services be appointed as the presiding member of the DRP for the purpose of the administration of the meeting and coordination of the design review comments.</p> <p>This is consistent with Section 5 of the draft Design WA DRG, which states that the chairperson should be a member of the DRP.</p>
2.4.	<p><i>Communication</i></p> <p>Clause 1.1 of the DAC Policy requires the DAC to provide technical advice to the City's Administration and Council in relation to design matters. Clause 1.4 states that the DAC are not to provide advice directly to an applicant or Council Members in respect of any item under consideration at a DAC meeting. In practice, DAC members provide advice directly to applicants and in some instances this advice does not align with the statutory planning framework. Administration then also provides comments to applicants in relation to the statutory planning framework.</p>	These discrepancies cause confusion for applicants. It is important that the DRP maintain its role as an advisory group to the City and that the City provide clear advice to applicants to avoid confusion.	Administration recommends that the draft TOR allow questions to be asked during design review meetings, and that the presiding member or delegate compile these comments and confirm them with the panel at the conclusion of the item. All comments will be documented following the meeting, be reviewed by the Panel Chairperson or member who attended the meeting, and be aligned with the statutory planning framework when communicated back to the applicant in a consolidated format. This will ensure applicants are clear on the issues that they need to address for their application to be recommended for approval.

Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
			This expands on the recommendation of Section 6 of Design WA DRG which suggests that draft notes be compiled during the meeting and finalised out-of-session with the addition of the alignment with the City's Planning Framework.
2.5.	<i>Minutes</i> Clause 7.5 of the DAC Policy requires the DAC chairperson to be responsible for preparing the minutes for DAC meetings.	The City is responsible for the administration of the DAC and should prepare any minutes arising from the design review meetings.	Administration recommends clarifying in the new TOR that Administration is responsible for preparing meeting notes. The meeting notes are to be combined with Administration's recommendations and provided to the applicant in a consolidated format following the design review meeting. This aligns with Section 6 of Design WA DRG which suggests that draft notes be compiled during the meeting and finalised out-of-session by the report writer and chairperson.
2.6.	<i>Payment Amount</i> The fee paid to DAC members has not been updated since 2014.	The current fee set in the 2017/18 Fees and Charges for applicants to attend two DAC meetings is \$690.00. Each meeting generally includes discussion on three applications meaning that the City generally receives \$1035.00 for each meeting. The City does not currently obtain fees from applicants for any additional meetings, for example when two meetings is insufficient to complete the design review and a third meeting is required. The amount paid to DAC members for attendance at meetings has been based on standard professional rates per hour. The City's current fees for DAC members are \$250.00 per hour capped at four hours for the meeting chair and \$200.00 per hour capped at three hours for the remaining members. The chairperson and three members attend each meeting. Meetings generally run for approximately three hours. The current fees paid to members for each meeting, where the meeting takes three hours, is \$2550.00.	To address this it is proposed to control the number of items presented to each Panel Meeting, so that meetings are kept to approximately two hours and on that basis set a standard single fee per meeting of \$500 for the chairperson and \$400 for members. This will allow the City to recover approximately 60 per cent of the amount paid to DAC members while not impacting the cost for applicants to engage in a meaningful design review process.

Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
		The City currently recovers approximately 40 per cent of the amount paid to DAC members through application fees.	
2.7.	<i>Objectives</i> The Objectives in the DAC Policy include a number of elements which the DAC should consider and provide advice on.	The prescribed elements are limited and do not include all the elements which the DRP may consider. The advice should not be limited or detailed in the policy and should be broad to allow for all elements of design to be considered.	It is recommended that the draft TOR provide a broad objective in Clause 1 outlining that the DRP should provide advice to the City on design matters.
2.8.	<i>Decision Making Capacity</i> Clauses 1.1 and 1.2 in the DAC Policy outline that the DAC is not a committee with any decision making power.	The draft TOR establishes the group as a panel which does not seek to establish the panel as a committee pursuant to Section 5.8 of the Local Government Act 1995. The panel will provide advice to the City and will not be a decision making body.	It is recommended that this provision is not included in the draft TOR.
2.9.	<i>Rules of Conduct</i> Clauses 1.3, 1.4, 1.5 and 1.6 in the DAC Policy outline rules of conduct for the DAC to abide by. Namely speaking with the media, prohibition of providing advice directly to applicants, advice to be provided to the City's Officers and only dealing with applications which have been referred to them.	The draft TOR along with the expression of interest process will form part of each DRP member contract. As the members will be contractors the City's code of conduct will apply. This will also be included in the draft TOR.	It is recommended that the draft TOR include the intent of this provision in Clause 9.
2.10.	<i>Terms of Reference</i> Clauses 2.1, 2.2 and 2.3 in the DAC Policy outlines the type of things that the DAC is to review and provide advice on and the type of advice that should be provided.	It is important to clearly outline which planning items the Panel should provide advice on.	It is recommended that the draft TOR include the intent of this provision in Clause 2.
2.11.	<i>Membership</i> Clause 3.2 in the DAC Policy outlines the experience and skills needed to be considered to be a panel member.	It is important that these provisions are retained as DAC members must have relevant skills and qualifications.	It is recommended that the draft TOR include the intent of this provision in Clause 3.
2.12.	<i>Membership</i> Clause 3.3 in the DAC Policy conveys the preference for residents over non-residents as Committee members.	This does not need to be outlined in the draft TOR, each application should be assessed on its merits with relevant skills and qualifications taken into consideration.	It is recommended that this provision is not included in the draft TOR.
2.13.	<i>Membership</i> Clause 3.4 in the DAC Policy outlines the City Officers that may be members. The Note states that City Officers are not voting members.	This does not need to be mentioned as the only employee which is a member of the DRP is the presiding member or delegate. Also the DRP does not vote it provides expert design advice to the City.	It is recommended that this provision is not included in the draft TOR.

Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
2.14.	<p><i>Applications to be Referred to the Committee</i></p> <p>Clause 5.1 in the DAC Policy lists which developments would need to be presented to the Design Advisory Committee</p> <ul style="list-style-type: none"> Commercial and Mixed Use Development 4 Storeys and higher; Ten (10) or more residential dwellings; Commercial development directly abutting a residential zone; Where required as per Clause 8 of the City's Multiple Dwellings Policy; Development not listed above but in the opinion of the CEO is necessary to go to the DAC. 	The objectives of the draft TOR outline broadly the situations in which development is to be referred to the DRP but does not specify the type and size of development which should be referred.	It is recommended that the draft TOR include the intent of this provision in Clause 2.
2.15.	<p><i>Applications to be Referred to the Committee</i></p> <p>Clause 5.2 in the DAC Policy states that any application can be referred to the DAC regardless of whether the application is to be determined by Council or delegated Authority.</p>	This is unnecessary as the DRP is established to provide comment on design matters regardless of who is responsible for determining the application.	It is recommended that this provision is not included in the draft TOR.
2.16.	<p><i>Applications to be Referred to the Committee</i></p> <p>Clause 5.3 in the DAC Policy outlines that any other planning matters and any other design matters may be referred to the DAC for advice.</p>	It is important that the DRP provide input into the City's Local Planning Scheme Amendments, Structure Plans, Local Planning Policies, Local Development Plans or Design Guidelines which are referred.	It is recommended that the draft TOR include the intent of this provision in Clause 2.
2.17.	<p><i>Applications to be Referred to the Committee</i></p> <p>Clause 5.4 in the DAC Policy outlines that the DAC should have regard to the state and local statutory planning framework.</p>	It is important that the DRP have regard to the state and local planning framework when considering development applications to ensure that advice is relevant and able to be approved.	It is recommended that the draft TOR include the intent of this provision in Clause 6.
2.18.	<p><i>Applications to be Referred to the Committee</i></p> <p>Clause 5.5 in the DAC Policy outlines that the DAC should not consider any matters referred to the State Administrative Tribunal (SAT) for review.</p>	The SAT may require applications to be presented back to Council or the DAC in which case this provision would be overruled. There is no need for this provision.	It is recommended that this provision is not included in the draft TOR.
2.19.	<p><i>Meeting Procedures</i></p> <p>Clause 7.1 (c) states that DAC members should provide sufficient notice to the City if they cannot attend their allocated meeting.</p>	This Clause is no longer considered necessary.	It is recommended that this provision is not included in the draft TOR.

Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
2.20.	<i>Meeting Procedures</i> Clause 7.1 (d) outlines that DAC meetings are not open to the public.	This does not need to be stated as the meetings consist of Administration, the DRP and the proponent.	It is recommended that this provision is not included in the draft TOR.
2.21.	<i>Meeting Procedures</i> Clause 7.1 (a) suggests that meetings should occur as required. Clause 7.1 (b) contradicts this by subsequently suggesting that after the first meeting, the meeting dates for the rest for the year must be set.	Meetings should occur monthly and as required.	It is recommended that the draft TOR include a provision to state that DRP meetings shall occur fortnightly and as required.
2.22.	<i>Meeting Procedures</i> Clause 7.2 (a) outlines that three DAC members and one City Officer is required for a quorum. Clause 7.2 (b) suggests that the meeting should not proceed without a quorum.	The draft Design WA DRG recommends that four members attend each meeting with a minimum of three members required to reach a quorum. This is considered appropriate to ensure that sufficient depth of design analysis is available to applicants at each meeting.	It is recommended that the draft TOR include the intent of the draft Design WA DRG in relation to quorums be included in Clause 6.
2.23.	<i>Meeting Procedures</i> Clause 7.3 outlines the Chairpersons role at the meeting and what should occur in the event that the Chair is not present.	The Chairperson is to be a DRP member. There will also be a deputy Chairperson.	It is recommended that Clause 4 of the draft TOR outline the role of the Chairperson.
2.24.	<i>Meeting Procedures</i> Clause 7.4 states what is needed for: <ul style="list-style-type: none"> the setting of the agenda that meetings are confined to the items on the agenda that the agenda needs to be dispersed 5 days before the meeting plans are to be circulated 5 days before the meeting; and proponents are to present their proposal to the DAC. 	It is important that the draft TOR clearly set out meeting procedures for DRP members and applicants.	It is recommended that the draft TOR include the intent of this provision in Clause 6.
2.25.	<i>Administrative Support</i> Clause 7.6 outlines some of the responsibilities of one of the City's Officers to assist in administration of the DAC.	The draft TOR states that the presiding member is the Director Development Services and this role is responsible for ensuring the function of the DRP. It is not necessary to include job functions of City staff in the draft TOR.	It is recommended that this provision is not included in the draft TOR.

Schedule of Modifications Policy 4.2.13 – Design Advisory Committee

	Issue	Comment	Administration Recommendation
2.26.	<i>Administration Action & Support</i> Clause 7.7 states that any matters dealt with by the DAC will not be implemented by Administration until a report is presented to Council.	This clause is unclear as the advice provided by the DRP does not carry statutory weight. The Delegated Authority Register outlines which applications may be determined by the CEO and which need to be determined by Council.	It is recommended that this provision is not included in the draft TOR.
2.27.	<i>Code of Conduct</i> Clause 7.8 outlines the DAC's code of conduct.	The City's code of conduct should apply to all DRP members.	It is recommended that this provision is included as Clause 9 in the draft TOR.
2.28.	<i>Conflict of Interest</i> Clause 7.9 outlines that DAC members are to declare conflicts of interest.	It is important that members continue to declare conflicts of interest.	It is recommended that the draft TOR include the intent of this provision in Clause 10.
2.29.	<i>Tenure of Appointment</i> Clause 7.11 explains the DAC members tenure of appointment, including: <ul style="list-style-type: none"> • Council will appoint the members including term and any conditions; • 2 year term limit; • If 3 consecutive meetings are missed, dismissal from the group is automatic and must be provided by the CEO in writing; • Situations where the Council may terminate the membership of a DAC member. 	The chairperson is responsible for the function of the DRP and the City's Code of Conduct applies to all DRP members. It is not necessary to dismiss members automatically if three consecutive meetings are missed and neither of these provisions are considered necessary to include in the draft TOR. A two year tenure of appointment is still considered appropriate.	It is recommended that the draft TOR include that DRP members are appointed by Council and may serve for two years in Clause 3.
2.30.	<i>Vacancies</i> Clause 7.12 outlines the process for filling vacancies.	The draft TOR outlines the method for appointing DRP members.	It is recommended that this provision is not included in the draft TOR.
2.31.	<i>Confidentiality</i> Clause 7.13 conveys that proceedings and proposals for the DAC are to be confidential unless authorised by the CEO or Council.	This is not a public group, the draft TOR outlines what the group is for and how they are to operate there is no need to outline the confidential nature of the items and meetings.	It is recommended that this provision is not included in the draft TOR.
2.32.	<i>Meeting Procedure & Process</i> Clause 6 refers to the DAC process outlined in Appendix 1. Appendix 1 displays a pre lodgement process.	It is not necessary to include a revised diagram in the draft TOR, however Administration recommends preparing a revised flow chart to assist in explaining the process to applicants.	It is recommended that this provision and appendix is not included in the draft TOR.



CITY OF VINCENT

TERMS OF REFERENCE

1. AIMS

The objective of the Design Review Panel is to provide independent expert design advice to the City of Vincent.

2. OBJECTIVES

The Objectives of the Panel are to make recommendations and provide advice to the City of Vincent on any planning proposal which has been referred to the Panel. Planning proposals referred to the Panel shall include:

- 2.1 Proposals that are considered by the Presiding Member to be significant because of their size or the uses they support;
- 2.2 Proposals that are considered by the Presiding Member to be significant because of their site;
- 2.3 Proposals that are considered by the Presiding Member to be significant because of their community impact;
- 2.4 Proposals that the Presiding Member considers would benefit from design review by the Panel; and
- 2.5 Any scheme amendment, structure plan, policy, precinct plan, local development plan or design guidelines that the Presiding Member considers would benefit from design review by the Panel.

3. MEMBERSHIP

- 3.1 The Design Review Panel shall consist of eight persons with skills and qualifications in Architecture, Urban Design, Landscape Architecture and Sustainable Design.
- 3.2 The Design Review Panel shall be appointed by Council.
- 3.3 Design Review Panel shall be appointed for a term of two years.

4. PRESIDING MEMBER AND PANEL CHAIRPERSON

- 4.1 The Director Development Services or a delegate shall be the Presiding Member of the Design Review Panel meetings for the purpose of the administration of the meeting and the coordination and review of the advice provided to the proponent and owner.
- 4.2 One member of the Design Review Panel shall be the Panel Chairperson of the Design Review Panel for the purpose of leading the design discussion and providing the final design advice to the City. A Deputy Chairperson will also be selected from the Design Review Panel to lead the design discussions where the Chairperson is absent from a meeting.

5. ROLES AND RESPONSIBILITIES

5.1 Presiding Member

The Presiding Member is responsible:

- The administration of the Panel meetings;
- Inducting Panel Members and briefing them regarding panel operations;
- Setting and communicating the meeting agenda and a summary of the City's advice to the proponent and owner;
- Recording comments made at the meeting and summarising these at the conclusion of each item;
- Circulating the draft minutes to the Panel Chairperson for review;
- Circulating the final comments that result from the Design Review Process to the owner and proponent; and
- Conducting an annual review of outcomes with elected members and panel members.

5.2 Panel Chairperson

The Panel Chairperson is responsible for:

- Leading the design review discussion;
- Facilitating interactive and collaborative discussion and participation of all parties, including all Panel Members, all relevant local government attendees and the proponent;
- Reviewing meeting minutes and liaising with other Panel Members in order to provide a final set of design advice to the City following each Panel meeting; and
- Briefing decision makers on the design advice from the Panel when required.

5.3 Panel Members

The Panel Members are responsible for:

- Attending meetings when required;
- Providing design advice which aligns with the state and local planning framework; and
- Reviewing minutes and providing feedback to the Panel Chairperson on the design advice when required.

6. PANEL MEETINGS

- 6.1 Planning proposals referred to the Panel should be presented to three design review meetings, with two of these prior to formal lodgement of the planning proposal with the City and one design review meeting following lodgement. Additional meetings may be requested at the discretion of the Presiding Member.
- 6.2 If no design review meetings have taken place prior to formal lodgement of a proposal referred to the Panel, the applicant may be requested to agree to a time extension in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for the processing of the planning application, to enable at least two design review meetings be undertaken.
- 6.3 Design Review Panel meetings shall be scheduled fortnightly and occur as required.
- 6.4 An agenda for the design review meeting with Plans and a summary of the City's advice to the proponent shall be distributed five working days prior to the design review panel meeting.
- 6.5 Proponents will be encouraged to present their proposal to the Design Review Panel, with the owner and their designers present, at an arranged time during the scheduled meeting.

-
- 6.6 During meetings Panel Members are permitted to seek clarification from proponents.
 - 6.7 Panel Members shall provide design advice aligned with the state and local statutory planning framework, including State Planning Policies and the City's local planning policies.
 - 6.8 During the meeting the Presiding Member or delegate shall record comments and read these back to the Panel at the conclusion of the item. The comments will be sent to the Panel within three days for review and to the owner and proponent within seven days.
 - 6.9 A sitting panel of four Panel Members shall be selected to attend each design review meeting.
 - 6.10 A minimum of two Panel Members are required to attend a design review meeting for the Panel Meeting to proceed.

7. DESIGN ADVICE OUTSIDE OF PANEL MEETINGS

- 7.1 Planning proposals may be referred to a Panel Member for design advice outside of a Panel Meeting.
- 7.2 Where a planning proposals has been referred to a Panel Member for design advice outside of a Panel Meeting, the Panel Member is to acknowledge the request for design advice within three days of receipt and is to state whether they agree to provide the design advice.
- 7.3 Where a Panel Member agrees to provide design advice on a planning proposal outside of a Panel Meeting, the Panel Member shall provide that design advice within seven days of agreeing to provide that advice.
- 7.4 Panel Members may be requested to attend State Administrative Tribunal proceedings in relation to a planning proposal they have previously provided design advice to the City on.
- 7.5 Panel Members shall provide design advice aligned with the state and local statutory planning framework, including State Planning Policies and the City's local planning policies.

8. RENUMERATION

- 8.1 All Panel Members are to invoice the City for their attendance at meetings.
- 8.2 The Panel Chairperson is to be paid:
 - 8.2.1 \$500 per meeting for attendance at each Panel meeting, including preparation and review of all proposals prior to the Panel meeting, review of the minutes after the Panel meeting, discussion with Panel Members regarding the minutes and final advice and the provision of the final design advice from that meeting to the City;
 - 8.2.2 \$200 per hour, capped at a maximum of two hours, for design advice on a planning proposal referred to the Panel Chairperson separate from Panel Meetings; and
 - 8.2.3 \$200 per hour, capped at a maximum of four hours, for attendance at a State Administrative Tribunal proceeding, including preparation prior to the proceeding.

- 8.3 The Design Review Panel Members are to be paid:
- 8.3.1 \$400 per meeting for attendance at each Panel meeting, including preparation and review of all proposals prior to the Panel meeting, review of the minutes after the Panel meeting and discussion with Panel Chairperson regarding the minutes and final advice;
 - 8.3.2 \$200 per hour, capped at a maximum of two hours, for design advice on a planning proposal referred to the Panel Chairperson separate from Panel Meetings; and
 - 8.3.3 \$200 per hour, capped at a maximum of four hours, for attendance at a State Administrative Tribunal proceeding, including preparation prior to the proceeding.
- 8.4 The Presiding Member will not be remunerated for attendance.
- 8.5 No additional fee is to be paid to the Design Review Panel unless authorised by the Chief Executive Officer.
- 8.6 Design Review Panel Members are considered to be engaged by the City as contractors.

9. CODE OF CONDUCT

- 9.1 All Design Review Panel Members shall abide by the City's Code of Conduct.

10. CONFLICT OF INTEREST

- 10.1 All Panel Members shall declare any financial, proximity and/or impartiality interests in accordance with the City's Code of Conduct following the receipt of a request for design advice or a Panel Meeting Agenda and prior to agreeing to provide the design advice or the start of the Panel Meeting.

Commencement Date:	-
Amended:	-
Review Date:	-



FEES AND CHARGES 2017/2018

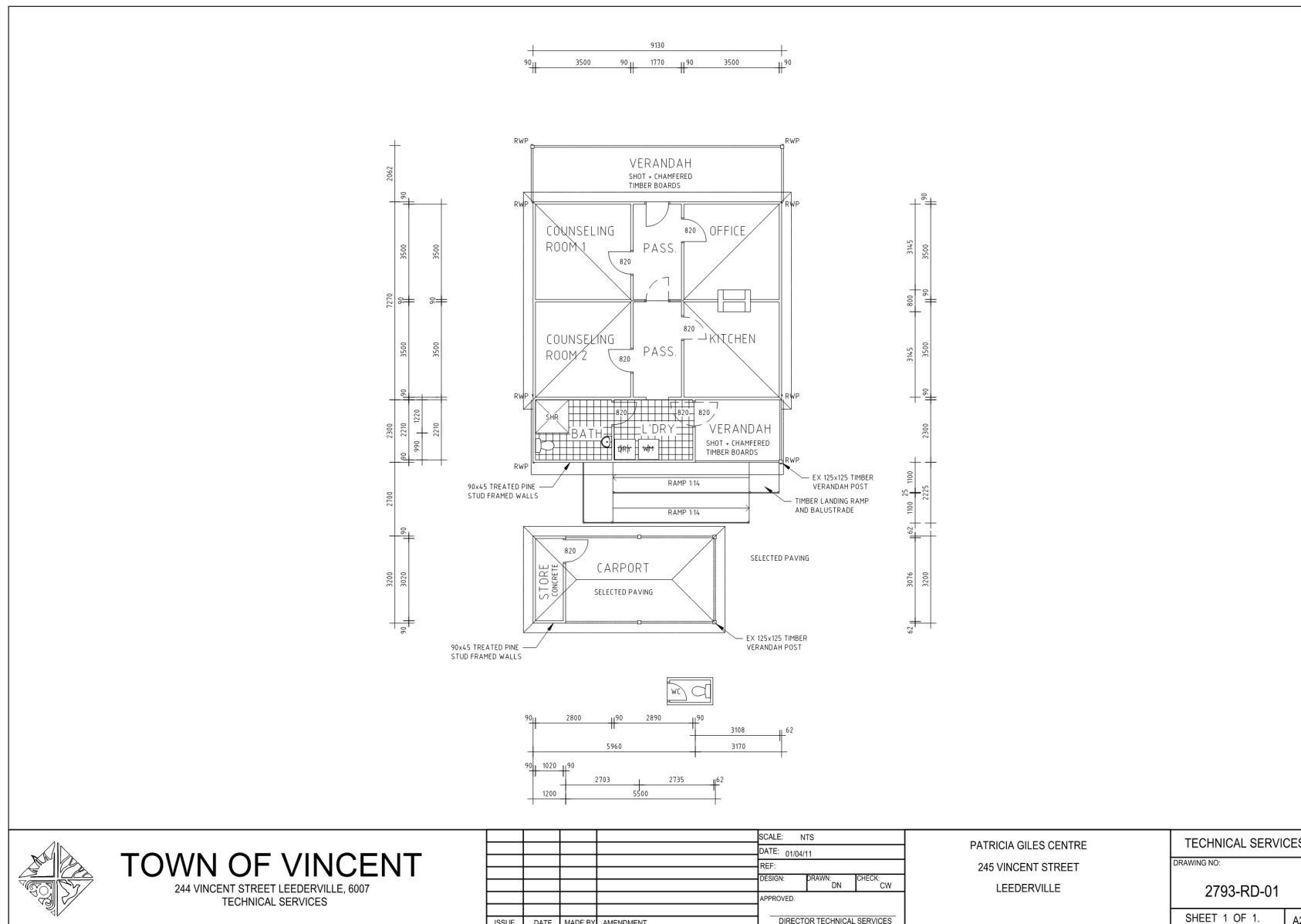
Attachment 1

	2016/17	2017/18	GST
WORKS FEES AND CHARGES			
WORKS BONDS - ENGINEERING			
Works Bond Inspection Fee	\$ 100.00	\$ 100.00	N
Value of Development			
Less than \$10,000 to be assessed on a case by case basis *		*	N
\$10,001 - \$50,000	\$ 1,000.00	\$ 1,000.00	N
\$50,001 - \$500,000	\$ 3,000.00	\$ 3,000.00	N
\$50,001 - \$500,000 (adjoining a sealed ROW)	\$ 5,000.00	\$ 5,000.00	N
\$500,001 and above to be assessed on a case by case basis **		**	N
ROW Bonds			
Sewer & Water supply extensions in Road Reserve	\$ 2,500.00	\$ 2,500.00	N
Sewer & Water supply extensions on Private Property	\$ 2,000.00	\$ 2,000.00	N
Demolitions - residential	\$ 2,000.00	\$ 2,000.00	N
Demolitions - commercial - less than \$500,000	\$ 3,000.00	\$ 3,000.00	N
Demolitions - commercial \$500,001 and above to be assessed on a case by case basis **		**	N
Verge Tree Preservation Bond			
Tree less than 5 years old	\$ 1,500.00	\$ 1,500.00	N
Tree 5 to 10 years old	\$ 3,000.00	\$ 3,000.00	N
Tree over 10 years old	\$ 5,500.00	\$ 6,000.00	N
Non refundable administration fee	\$ 75.00	N/A	N
NB: If any assessment of additional risk is apparent, an additional bond amount may be applied to any of the above.			
PERMITS			
Management of Rights of Way			
Closure - Non-refundable application fee	\$ 200.00	\$ 200.00	N
Dedication - Non-refundable application fee	\$ 200.00	\$ 200.00	N
Obstruction - Non-refundable application fee	\$ 200.00	\$ 200.00	N
Obstruction - Refundable bond	\$ 500.00	\$ 500.00	N
Parklet Fees			
Preliminary Application Fee	\$ 200.00	\$ 200.00	N
Approval Fee (one off payment)	\$ 1,000.00	\$ 1,000.00	N
Annual Renewal Fee	\$ 500.00	\$ 500.00	N
TRAVELSMART INITIATIVES			
Hire of Vincent Community Bike Library			
No Charge for City of Vincent Residents	-	-	
Hire Charge per Day (non-residents)	-	\$ 10.00	N
Hire Charge per Three (3) Days (non-residents)	-	\$ 20.00	N

* Maximum \$500.00 based on scope of work

** Minimum \$5000.00



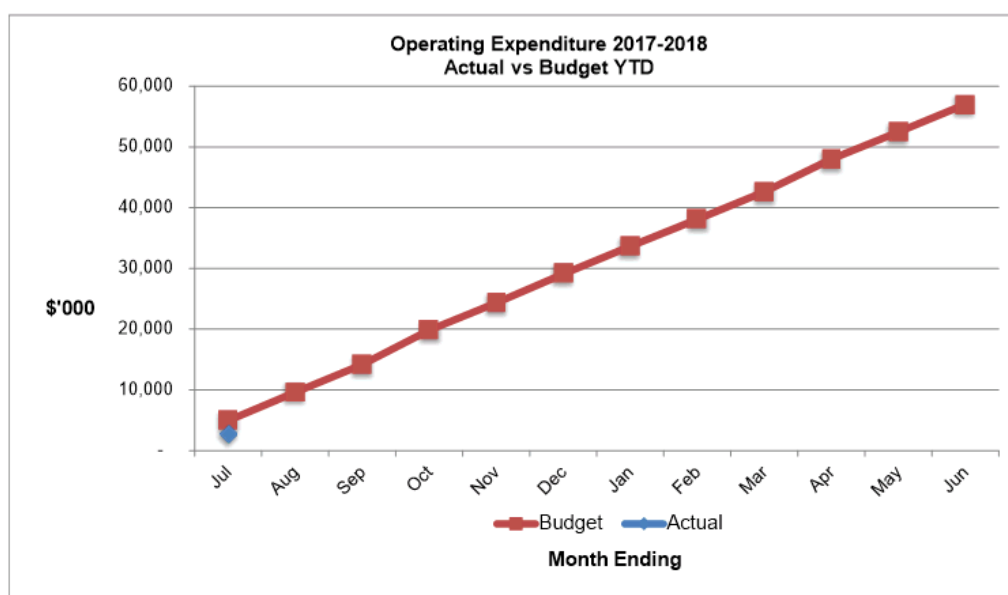
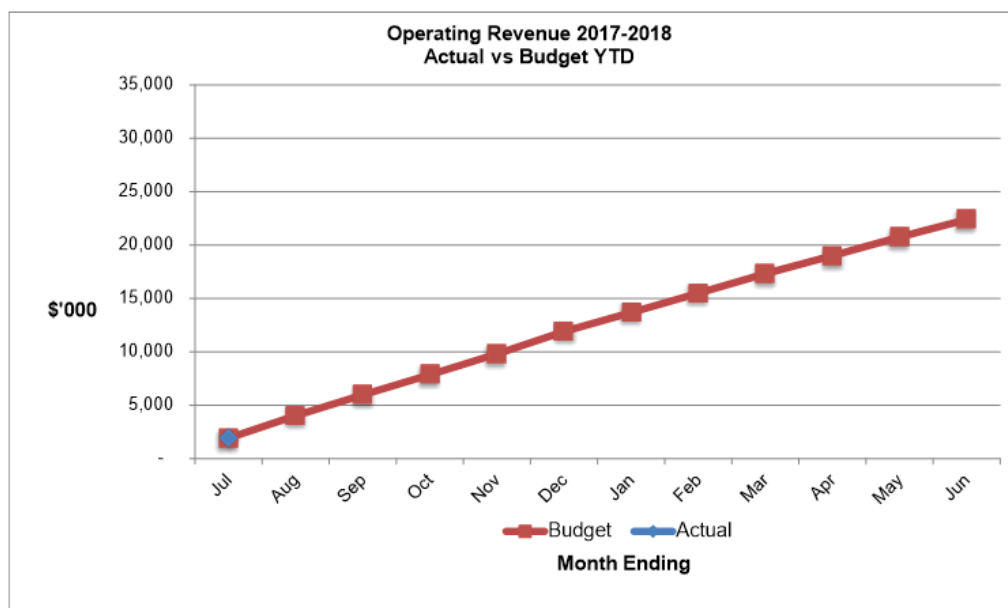


CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAMME
AS AT 31 JULY 2017

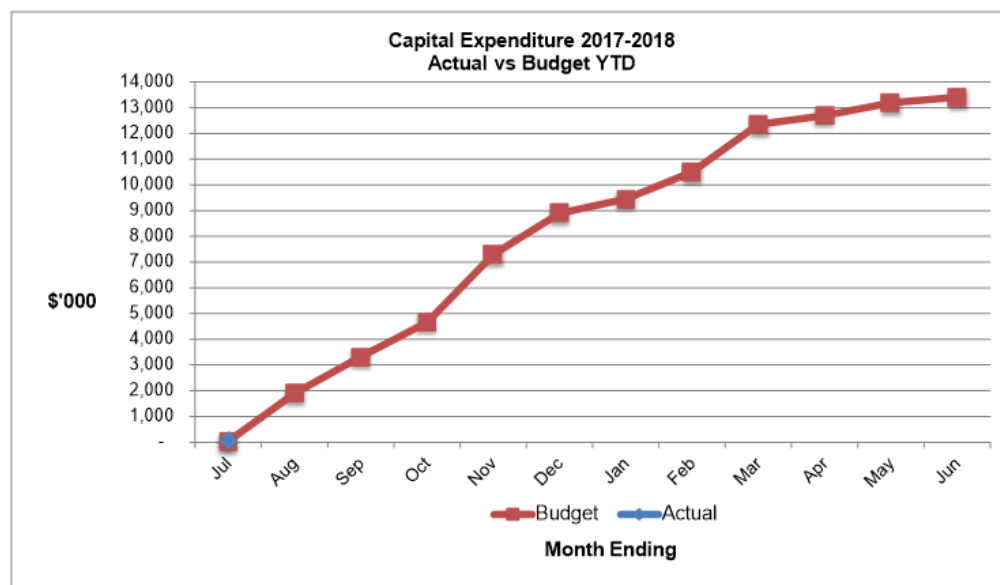
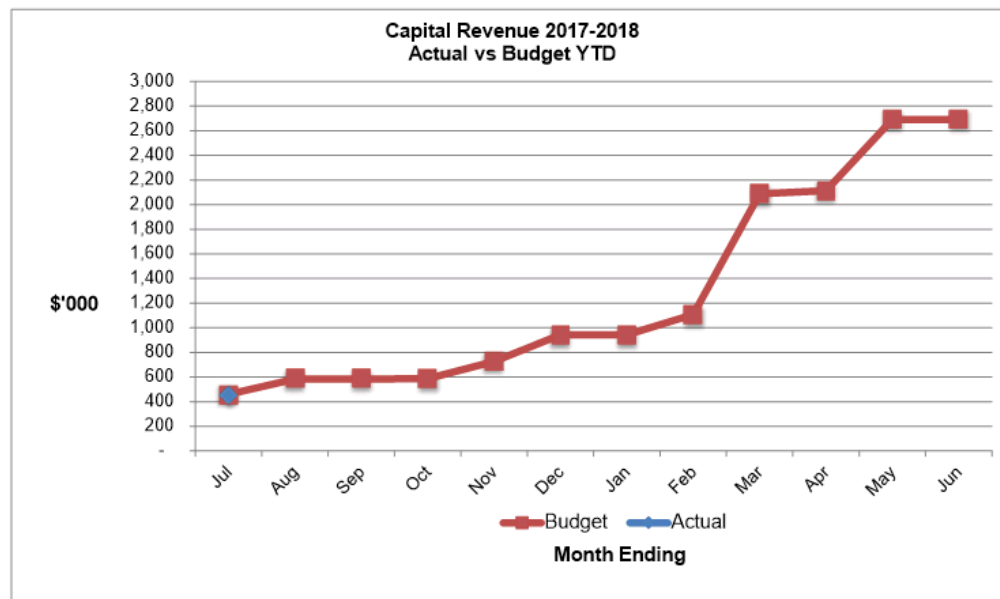


	Adopted Budget 2017/18 \$	YTD Budget 2017/18 \$	YTD Actual 2017/18 \$	YTD Variance 2017/18 \$	YTD Variance 2017/18 %
REVENUE FROM OPERATING ACTIVITIES (EXCLUDING RATES)					
Governance	65,140	8,390	195	(8,195)	-98%
General Purpose Funding	1,915,975	67,053	63,221	(3,832)	-6%
Law, Order, Public Safety	187,510	10,798	8,198	(2,600)	-24%
Health	330,940	6,269	26,665	20,396	325%
Education and Welfare	216,015	14,808	17,882	3,074	21%
Community Amenities	1,074,130	326,124	429,194	103,070	32%
Recreation and Culture	10,027,350	766,967	760,257	(6,710)	-1%
Transport	7,767,140	685,846	589,484	(96,362)	-14%
Economic Services	241,410	19,951	46,942	26,991	135%
Other Property and Services	570,883	11,241	42,662	31,421	280%
	22,396,493	1,917,447	1,984,701	67,254	4%
EXPENDITURE FROM OPERATING ACTIVITIES					
Governance	(3,601,990)	(309,682)	(181,228)	128,454	-41%
General Purpose Funding	(803,155)	(206,705)	(30,259)	176,446	-85%
Law, Order, Public Safety	(1,370,625)	(97,938)	(84,891)	13,047	-13%
Health	(1,230,110)	(91,986)	(68,947)	23,039	-25%
Education and Welfare	(1,317,045)	(93,215)	(52,527)	40,688	-44%
Community Amenities	(11,376,900)	(888,577)	(638,077)	250,500	-28%
Recreation and Culture	(22,465,875)	(1,754,686)	(986,933)	767,753	-44%
Transport	(12,310,410)	(1,299,328)	(644,892)	654,436	-50%
Economic Services	(783,355)	(59,997)	(48,680)	11,317	-19%
Other Property and Services	(1,760,965)	(164,041)	(70,647)	93,394	-57%
	(57,020,430)	(4,966,155)	(2,807,082)	2,159,073	-43%
NET RESULT EXCLUDING GENERAL RATES	(34,623,937)	(3,048,708)	(822,380)	2,226,328	-73%
OPERATING ACTIVITIES EXCLUDED FROM BUDGET					
NON-CASH EXPENDITURE AND REVENUE					
Add Deferred Rates Adjustment	0	0	0	0	0%
(Profit)/Loss on Asset Disposals	(411,373)	0	0	0	0%
Add Back Depreciation	9,663,980	805,319	0	(805,319)	-100%
AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES	9,252,607	805,319	0	(805,319)	-100%
INVESTING ACTIVITIES					
Non-Operating Grants, Subsidies and Contributions	2,692,344	460,000	456,064	(3,936)	-1%
Purchase Land and Buildings	(2,343,358)	(700)	(2,950)	(2,250)	321%
Purchase Infrastructure Assets	(8,358,501)	(30,000)	(56,237)	(26,237)	87%
Work in Progress (Uncompleted Works)	0	0	0	0	0%
Purchase Plant and Equipment	(1,597,846)	(9,000)	(341)	8,659	-96%
Purchase Furniture and Equipment	(1,111,615)	0	57	57	0%
Proceeds from Joint Venture Operations	333,333	0	0	0	0%
Proceeds from Disposal of Assets	204,500	0	0	0	0%
	(10,181,143)	420,300	396,593	(23,707)	-6%
FINANCING ACTIVITIES					
Repayments of Debentures	(881,398)	(70,946)	(70,946)	0	0%
Transfers to Reserves (Restricted Assets)	(1,850,534)	(128,392)	(30,758)	97,634	-76%
Transfers from Reserves (Restricted Assets)	1,309,605	5,500	5,253	(247)	-4%
	(1,422,327)	(193,838)	(96,451)	97,387	-50%
 Surplus (Deficiency) before General Rates	 4,035,268	 4,035,268	 4,853,470	 818,202	 20%
 Total Amount raised from General Rates	 32,939,532	 32,534,532	 32,768,089	 233,557	 1%
NET CURRENT ASSETS at JUNE 30 C/FWD - SURPLUS/(DEFICIT)	0	34,552,873	37,099,321	2,546,448	7%

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



CITY OF VINCENT
NOTE 5 - CAPITAL REVENUE / EXPENDITURE PROGRAM
AS AT 31 JULY 2017



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



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance Jul-17 \$	YTD Variance Jul-17 %
REVENUE					
Rates	32,939,532	32,534,532	32,768,089	233,557	1%
Operating Grants, Subsidies and Contributions	815,585	16,768	82,245	65,477	390%
Fees and Charges	18,888,300	1,749,540	1,766,025	16,485	1%
Interest Earnings	958,080	45,437	41,885	(3,552)	-8%
Other Revenue	1,323,155	105,702	94,546	(11,156)	-11%
	54,924,652	34,451,979	34,752,791	300,812	1%
EXPENDITURE					
Employee Costs	(25,939,930)	(2,058,976)	(1,923,520)	135,456	-7%
Materials and Contracts	(17,749,340)	(1,980,723)	(887,289)	1,093,434	-55%
Utilities Charges	(1,955,570)	(108,557)	(83,611)	24,946	-23%
Interest Expenses	(995,630)	(76,167)	(76,168)	(1)	0%
Insurance Expenses	(889,760)	(74,148)	(54,968)	19,180	-26%
Depreciation on Non-Current Assets	(9,663,980)	(805,319)	-	805,319	-100%
Other Expenditure	173,780	137,735	218,474	80,739	59%
	(57,020,430)	(4,966,155)	(2,807,082)	2,159,073	-43%
Non-Operating Grants, Subsidies and Contributions	2,692,344	460,000	456,064	(3,936)	-1%
Profit on Asset Disposals	411,373	-	-	-	0%
Loss on Asset Disposals	-	-	-	-	0%
	3,103,717	460,000	456,064	(3,936)	-1%
NET RESULT	1,007,939	29,945,824	32,401,773	2,455,949	8%
OTHER COMPREHENSIVE INCOME					
Changes on Revaluation of Non-Current Assets	-	-	-	-	0%
TOTAL OTHER COMPREHENSIVE INCOME	1,007,939	29,945,824	32,401,773	2,455,949	8%
TOTAL COMPREHENSIVE INCOME	1,007,939	29,945,824	32,401,773	2,455,949	8%

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



	Actual 31-Jul-17 \$	Estimated Actual 30-Jun-17 \$
Current Assets		
Cash - Unrestricted	6,638,318	8,370,851
Cash - Restricted Reserves	9,077,181	9,051,676
Trade and Other Receivables - Rates	39,852,346	205,726
Trade and Other Receivables - Other Debtors	4,341,878	4,727,924
Inventories	240,590	181,244
Total Current Assets	60,150,312	22,537,422
Less: Current Liabilities		
Sundry and Other Creditors	(9,297,388)	(3,981,486)
Provisions - Current	(4,076,423)	(4,050,790)
Total Current Liabilities	(13,373,811)	(8,032,276)
Less:		
Reserves - Restricted Cash	(9,077,181)	(9,051,676)
Trade and Other Receivables - Other Debtors - Restricted Grant	(600,000)	(600,000)
Net Current Funding Position	37,099,321	4,853,470

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Chief Executive Officer</u>						
Chief Executive Officer Expenditure						
Employee Costs	450,130	34,879	34,074	(805)	0%	
Other Employee Costs	11,050	804	804	0	0%	
Other Expenses	204,050	44,904	535	(44,369)	-22%	Timing variance on receipt of subscription invoices.
Chief Executive Officer Expenditure Total	665,230	80,587	35,414	(45,173)	-7%	
Chief Executive Officer Indirect Costs						
Allocations	(665,230)	(80,587)	(35,414)	45,173	-7%	
Chief Executive Officer Indirect Costs Total	(665,230)	(80,587)	(35,414)	45,173	-7%	
Chief Executive Officer Total	0	0	(0)	(0)		
<u>Members of Council</u>						
Members Of Council Revenue						
Revenue	(200)	(17)	0	17	-9%	
Members Of Council Revenue Total	(200)	(17)	0	17	-9%	
Members Of Council Expenditure						
Employee Costs	89,440	6,935	5,572	(1,363)	-2%	
Other Employee Costs	5,000	417	0	(417)	-8%	
Other Expenses	469,340	27,713	23,371	(4,342)	-1%	
Members Of Council Expenditure Total	563,780	35,065	28,943	(6,122)	-1%	
Members Of Council Indirect Costs						
Allocations	1,519,790	144,829	75,922	(68,907)	-5%	
Members Of Council Indirect Costs Total	1,519,790	144,829	75,922	(68,907)	-5%	
Members of Council Total	2,083,370	179,877	104,865	(75,012)	-4%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Other Governance</u>						
Other Governance Revenue Revenue	(26,620)	(135)	(135)	0	0%	
Other Governance Revenue Total	(26,620)	(135)	(135)	0	0%	
Other Governance Expenditure						
Employee Costs	248,230	19,232	19,584	352	0%	
Other Employee Costs	5,200	0	0	0	0%	
Other Expenses	112,630	7,323	2,187	(5,136)	-5%	
Other Governance Expenditure Total	366,060	26,555	21,771	(4,784)	-1%	
Other Governance Indirect Costs						
Allocations	224,180	18,526	16,347	(2,179)	-1%	
Other Governance Indirect Costs Total	224,180	18,526	16,347	(2,179)	-1%	
Other Governance Total	563,620	44,946	37,983	(6,963)	-1%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Human Resources</u>						
Human Resources Revenue						
Revenue	(36,320)	(8,071)	0	8,071	-22%	
Human Resources Revenue Total	(36,320)	(8,071)	0	8,071	-22%	
Human Resources Expenditure						
Employee Costs	694,820	66,339	58,142	(8,198)	-1%	
Other Employee Costs	108,900	22,508	948	(21,560)	-20%	\$17k under in training courses which will be spent by December 2017 on Cultural Awareness and Disability Awareness.
Other Expenses	189,350	38,029	616	(37,413)	-20%	\$20k under in Management Programmes which will be spend in first quarter of 2017-18 financial year and other favourable variances that are not individually material.
Human Resources Expenditure Total	993,070	126,876	59,705	(67,171)	-7%	
Human Resources Indirect Costs						
Allocations	(956,750)	(118,805)	(59,705)	59,100	-6%	
Human Resources Indirect Costs Total	(956,750)	(118,805)	(59,705)	59,100	-6%	
Human Resources Total	0	0	0	0		
<u>Director Corporate Services</u>						
Director Corporate Services Expenditure						
Employee Costs	440,620	34,134	36,380	2,246	1%	
Other Employee Costs	7,330	611	672	61	1%	
Other Expenses	5,040	33	224	191	4%	
Director Corporate Services Expenditure Total	452,990	34,778	37,276	2,498	1%	
Director Corporate Services Indirect Costs						
Allocations	(452,990)	(34,778)	(37,276)	(2,498)	1%	
Director Corporate Services Indirect Costs Total	(452,990)	(34,778)	(37,276)	(2,498)	1%	
Director Corporate Services Total	0	0	0	(0)		

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Insurance Premium</u>						
Insurance Premium Expenditure						
Other Expenses	889,760	74,148	54,968	(19,180)	-2%	
Insurance Premium Expenditure Total	889,760	74,148	54,968	(19,180)	-2%	
Insurance Premium Recovery						
Allocations	(889,760)	(74,148)	(54,968)	19,180	-2%	
Insurance Premium Recovery Total	(889,760)	(74,148)	(54,968)	19,180	-2%	
Insurance Premium Total	0	0	0	0		
<u>Insurance Claim</u>						
Insurance Claim Recoup						
Revenue	(45,000)	(3,750)	(33,001)	(29,251)	65%	Higher than expected insurance claims due to bad weather.
Insurance Claim Recoup Total	(45,000)	(3,750)	(33,001)	(29,251)	65%	
Insurance Claim Expenditure						
Other Expenses	30,000	2,500	0	(2,500)	-8%	
Insurance Claim Expenditure Total	30,000	2,500	0	(2,500)	-8%	
Insurance Claim Total	(15,000)	(1,250)	(33,001)	(31,751)	212%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Mindarie Regional Council</u>						
Mindarie Regional Council Revenue						
Revenue	(92,820)	(4,909)	(4,904)	5	0%	
Mindarie Regional Council Revenue Total	(92,820)	(4,909)	(4,904)	5	0%	
Mindarie Regional Council Expenditure						
Other Expenses	48,200	0	0	0	0%	
Mindarie Regional Council Expenditure Total	48,200	0	0	0	0%	
Mindarie Regional Council Total	(44,620)	(4,909)	(4,904)	5	0%	
<u>General Purpose Revenue</u>						
General Purpose Revenue						
Revenue	(1,238,875)	(42,420)	(38,876)	3,544	0%	
General Purpose Revenue Total	(1,238,875)	(42,420)	(38,876)	3,544	0%	
General Purpose Revenue Total	(1,238,875)	(42,420)	(38,876)	3,544	0%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Rates Services</u>						
Rates Services Revenue						
Revenue	(33,616,632)	(32,559,165)	(32,792,434)	(233,269)	1%	
Rates Services Revenue Total	(33,616,632)	(32,559,165)	(32,792,434)	(233,269)	1%	
Rates Services Expenditure						
Employee Costs	261,150	20,244	15,985	(4,259)	-2%	
Other Employee Costs	2,300	192	0	(192)	-8%	
Other Expenses	343,500	170,037	851	(169,186)	-49%	Timing variance on payment for general rates revaluation.
Rates Services Expenditure Total	606,950	190,473	16,836	(173,637)	-29%	
Rates Services Indirect Costs						
Allocations	196,205	16,232	13,424	(2,808)	-1%	
Rates Services Indirect Costs Total	196,205	16,232	13,424	(2,808)	-1%	
Rates Services Total	(32,813,477)	(32,352,460)	(32,762,174)	(409,714)	1%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Finance Services</u>						
Finance Services Revenue						
Revenue	(1,050)	(87)	(819)	(732)	70%	
Finance Services Revenue Total	(1,050)	(87)	(819)	(732)	70%	
Finance Services Expenditure						
Employee Costs	743,140	57,599	59,718	2,119	0%	
Other Employee Costs	11,700	975	383	(592)	-5%	
Other Expenses	58,000	3,083	1,104	(1,979)	-3%	
Finance Services Expenditure Total	812,840	61,657	61,205	(452)	0%	
Finance Services Indirect Costs						
Allocations	(811,790)	(61,570)	(60,386)	1,184	0%	
Finance Services Indirect Costs Total	(811,790)	(61,570)	(60,386)	1,184	0%	
Finance Services Total	0	0	(0)	(0)		
<u>Information Technology</u>						
Information Technology Expenditure						
Employee Costs	399,370	30,933	27,868	(3,065)	-1%	
Other Employee Costs	29,500	1,000	0	(1,000)	-3%	
Information Technology Expenditure Total	1,375,300	108,602	65,761	(42,841)	-3%	
Information Technology Indirect Costs						
Allocations	(1,375,300)	(108,602)	(65,761)	42,841	-3%	
Information Technology Indirect Costs Total	(1,375,300)	(108,602)	(65,761)	42,841	-3%	
Information Technology Total	0	0	0	(0)		

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



	Adopted Budget 2017-2018	YTD Budget Jul-17	YTD Actual Jul-17	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Records Management</u>						
Revenue	(2,000)	(167)	(60)	107	-5%	
Records Management Revenue Total	(2,000)	(167)	(60)	107	-5%	
Records Management Expenditure						
Employee Costs	248,470	19,265	21,873	2,608	1%	
Other Employee Costs	20,400	1,283	0	(1,283)	-6%	
Other Expenses	144,600	800	913	113	0%	
Records Management Expenditure Total	413,470	21,348	22,786	1,438	0%	
Records Management Indirect Costs						
Allocations	(411,470)	(21,181)	(22,726)	(1,545)	0%	
Records Management Indirect Costs Total	(411,470)	(21,181)	(22,726)	(1,545)	0%	
Records Management Total	0	0	0	0		

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Director Community Engagement Expenditure</u>						
Director Community Engagement Expenditure						
Employee Costs	285,290	22,105	20,883	(1,222)	0%	
Other Employee Costs	7,070	589	589	0	0%	
Other Expenses	3,490	287	0	(287)	-8%	
Director Community Engagement Expenditure Total	295,850	22,981	21,472	(1,509)	-1%	
Director Community Engagement Expenditure Total	295,850	22,981	21,472	(1,509)	-1%	
<u>Director Community Engagement Indirect Costs</u>						
Director Community Engagement Indirect Costs						
Allocations	(295,850)	(22,981)	(21,472)	1,509	-1%	
Director Community Engagement Indirect Costs Total	(295,850)	(22,981)	(21,472)	1,509	-1%	
Director Community Engagement Indirect Costs Total	(295,850)	(22,981)	(21,472)	1,509	-1%	
<u>Marketing and Communications Expenditure</u>						
Marketing and Communications Expenditure						
Employee Costs	461,460	35,790	29,065	(6,725)	-1%	
Other Employee Costs	6,550	8	0	(8)	0%	
Other Expenses	261,820	27,518	24	(27,494)	-11%	\$10k timing variance on subscription renewals and other favourable variances that are not individually material.
Marketing and Communications Expenditure Total	729,830	63,316	29,089	(34,227)	-5%	
Marketing and Communications Expenditure Total	729,830	63,316	29,089	(34,227)	-5%	
<u>Marketing and Communications Indirect Costs</u>						
Marketing and Communications Indirect Costs						
Allocations	162,030	13,320	9,155	(4,165)	-3%	
Marketing and Communications Indirect Costs Total	162,030	13,320	9,155	(4,165)	-3%	
Marketing and Communications Indirect Costs Total	162,030	13,320	9,155	(4,165)	-3%	

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



	Adopted Budget 2017-2018	YTD Budget Jul-17	YTD Actual Jul-17	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Customer Service Centre</u>						
Customer Services Centre Expenditure						
Employee Costs	456,780	35,414	45,181	9,767	2%	
Other Employee Costs	8,900	0	0	0	0%	
Other Expenses	39,400	668	707	39	0%	
Customer Services Centre Expenditure Total	505,080	36,082	45,888	9,806	2%	
Customer Services Centre Indirect Costs						
Allocations	(505,080)	(36,082)	(45,888)	(9,806)	2%	
Customer Services Centre Indirect Costs Total	(505,080)	(36,082)	(45,888)	(9,806)	2%	
Customer Service Centre Total	0	0	0	(0)		

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Beatty Park Leisure Centre Administration</u>						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(2,468,550)	(197,545)	(216,047)	(18,502)	1%	
Beatty Park Leisure Centre Admin Revenue Total	(2,468,550)	(197,545)	(216,047)	(18,502)	1%	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	2,468,550	197,545	216,047	18,502	1%	
Beatty Park Leisure Centre Admin Indirect Revenue Total	2,468,550	197,545	216,047	18,502	1%	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	855,720	66,179	65,637	(542)	0%	
Other Employee Costs	15,880	1,423	173	(1,250)	-8%	
Other Expenses	273,920	28,620	14,639	(13,981)	-5%	
Beatty Park Leisure Centre Admin Expenditure Total	1,145,520	96,222	80,449	(15,773)	-1%	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(1,145,520)	(96,222)	(80,449)	15,773	-1%	
Beatty Park Leisure Centre Admin Indirect Costs Total	(1,145,520)	(96,222)	(80,449)	15,773	-1%	
Beatty Park Leisure Centre Administration Total	0	0	0	(0)		

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Beatty Park Leisure Centre Building</u>						
Beatty Park Leisure Centre Building Revenue						
Revenue	(159,350)	(13,124)	(13,072)	52	0%	
Beatty Park Leisure Centre Building Revenue Total	(159,350)	(13,124)	(13,072)	52	0%	
Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	581,500	37,858	22,692	(15,166)	-3%	
Ground Maintenance	41,500	3,292	584	(2,708)	-7%	
Other Expenses	1,495,660	140,658	90,050	(50,608)	-3%	
Beatty Park Leisure Centre Occupancy Costs Total	2,118,660	181,808	113,326	(68,482)	-3%	
Beatty Park Leisure Centre Indirect Costs						
Allocations	(1,959,310)	(168,684)	(100,254)	68,430	-3%	
Beatty Park Leisure Centre Indirect Costs Total	(1,959,310)	(168,684)	(100,254)	68,430	-3%	
Beatty Park Leisure Centre Building Total	0	0	(0)	(0)		

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Swimming Pool Areas</u>						
Swimming Pool Areas Revenue						
Revenue	(1,857,630)	(102,395)	(105,684)	(3,289)	0%	
Swimming Pool Areas Revenue Total	(1,857,630)	(102,395)	(105,684)	(3,289)	0%	
Swimming Pool Areas Indirect Revenue						
Allocations	(388,550)	(31,094)	(34,006)	(2,912)	1%	
Swimming Pool Areas Indirect Revenue Total	(388,550)	(31,094)	(34,006)	(2,912)	1%	
Swimming Pool Areas Expenditure						
Employee Costs	966,550	74,597	69,991	(4,606)	0%	
Other Employee Costs	20,000	0	3,750	3,750	19%	
Other Expenses	176,310	10,153	6,609	(3,544)	-2%	
Swimming Pool Areas Expenditure Total	1,162,860	84,750	80,349	(4,401)	0%	
Swimming Pool Areas Indirect Costs						
Allocations	2,385,900	204,079	136,772	(67,307)	-3%	
Swimming Pool Areas Indirect Costs Total	2,385,900	204,079	136,772	(67,307)	-3%	
Swimming Pool Areas Total	1,302,580	155,340	77,431	(77,909)	-6%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Swim School</u>						
Swim School Revenue						
Revenue	(1,495,000)	(132,275)	(152,193)	(19,918)	1%	
Swim School Revenue Total	(1,495,000)	(132,275)	(152,193)	(19,918)	1%	
Swim School Indirect Revenue						
Allocations	(1,970)	(158)	(173)	(15)	1%	
Swim School Indirect Revenue Total	(1,970)	(158)	(173)	(15)	1%	
Swim School Expenditure						
Employee Costs	832,100	64,078	69,768	5,690	1%	
Other Employee Costs	5,500	0	0	0	0%	
Other Expenses	26,970	3,216	2,061	(1,155)	-4%	
Swim School Expenditure Total	864,570	67,294	71,829	4,535	1%	
Swim School Indirect Costs						
Allocations	191,210	16,210	11,397	(4,813)	-3%	
Swim School Indirect Costs Total	191,210	16,210	11,397	(4,813)	-3%	
Swim School Total	(441,190)	(48,929)	(69,141)	(20,212)	5%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
Café						
Cafe Revenue						
Revenue	(714,000)	(46,221)	(47,758)	(1,537)	0%	
Cafe Revenue Total	(714,000)	(46,221)	(47,758)	(1,537)	0%	
Cafe Indirect Revenue						
Allocations	(1,970)	(158)	(173)	(15)	1%	
Cafe Indirect Revenue Total	(1,970)	(158)	(173)	(15)	1%	
Cafe Expenditure						
Employee Costs	356,640	27,509	29,813	2,304	1%	
Other Employee Costs	0	0	0	0		
Other Expenses	301,480	17,597	(995)	(18,592)	-6%	
Cafe Expenditure Total	658,120	45,106	28,819	(16,287)	-2%	
Cafe Indirect Costs						
Allocations	102,910	8,779	6,231	(2,548)	-2%	
Cafe Indirect Costs Total	102,910	8,779	6,231	(2,548)	-2%	
Café Total	45,060	7,506	(12,881)	(20,387)	-45%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
Retail						
Retail Revenue						
Revenue	(517,000)	(23,500)	(27,902)	(4,402)	1%	
Retail Revenue Total	(517,000)	(23,500)	(27,902)	(4,402)	1%	
Retail Indirect Revenue						
Allocations	(490)	(40)	(43)	(3)	1%	
Retail Indirect Revenue Total	(490)	(40)	(43)	(3)	1%	
Retail Expenditure						
Employee Costs	50,000	3,875	3,694	(181)	0%	
Other Employee Costs	1,500	0	0	0	0%	
Other Expenses	276,490	1,431	(5,216)	(6,647)	-2%	
Retail Expenditure Total	327,990	5,306	(1,522)	(6,828)	-2%	
Retail Indirect Costs						
Allocations	81,200	6,929	5,049	(1,880)	-2%	
Retail Indirect Costs Total	81,200	6,929	5,049	(1,880)	-2%	
Retail Total	(108,300)	(11,305)	(24,418)	(13,113)	12%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
Health and Fitness						
Health and Fitness Revenue						
Revenue	(221,500)	(22,123)	(17,089)	5,034	-2%	
Health and Fitness Revenue Total	(221,500)	(22,123)	(17,089)	5,034	-2%	
Health and Fitness Indirect Revenue						
Allocations	(1,374,500)	(109,992)	(120,295)	(10,303)	1%	
Health and Fitness Indirect Revenue Total	(1,374,500)	(109,992)	(120,295)	(10,303)	1%	
Health and Fitness Expenditure						
Employee Costs	554,520	42,778	38,661	(4,117)	-1%	
Other Employee Costs	9,000	4,500	1,600	(2,900)	-32%	
Other Expenses	212,040	39,268	33,399	(5,869)	-3%	
Health and Fitness Expenditure Total	775,560	86,546	73,659	(12,887)	-2%	
Health and Fitness Indirect Costs						
Allocations	541,810	46,316	32,911	(13,405)	-2%	
Health and Fitness Indirect Costs Total	541,810	46,316	32,911	(13,405)	-2%	
Health and Fitness Total	(278,630)	747	(30,814)	(31,561)	11%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
Group Fitness						
Group Fitness Revenue						
Revenue	(170,500)	(14,392)	(13,002)	1,390	-1%	
Group Fitness Revenue Total	(170,500)	(14,392)	(13,002)	1,390	-1%	
Group Fitness Indirect Revenue						
Allocations	(466,560)	(37,336)	(40,833)	(3,497)	1%	
Group Fitness Indirect Revenue Total	(466,560)	(37,336)	(40,833)	(3,497)	1%	
Group Fitness Expenditure						
Employee Costs	275,940	21,220	21,274	54	0%	
Other Employee Costs	900	283	131	(152)	-17%	
Other Expenses	116,020	15,174	5,094	(10,080)	-9%	
Group Fitness Expenditure Total	392,860	36,677	26,499	(10,178)	-3%	
Group Fitness Indirect Costs						
Allocations	169,050	14,390	9,286	(5,104)	-3%	
Group Fitness Indirect Costs Total	169,050	14,390	9,286	(5,104)	-3%	
Group Fitness Total	(75,150)	(661)	(18,051)	(17,390)	23%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 JULY 2017



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Aqua Fitness</u>						
Aqua Fitness Revenue						
Revenue	(30,000)	(1,912)	(1,338)	574	-2%	
Aqua Fitness Revenue Total	(30,000)	(1,912)	(1,338)	574	-2%	
Aqua Fitness Indirect Revenue						
Allocations	(196,990)	(15,764)	(17,241)	(1,477)	1%	
Aqua Fitness Indirect Revenue Total	(196,990)	(15,764)	(17,241)	(1,477)	1%	
Aqua Fitness Expenditure						
Employee Costs	33,110	2,546	2,238	(308)	-1%	
Other Expenses	8,500	509	350	(159)	-2%	
Aqua Fitness Expenditure Total	41,610	3,055	2,588	(467)	-1%	
Aqua Fitness Indirect Costs						
Allocations	98,660	8,358	5,793	(2,565)	-3%	
Aqua Fitness Indirect Costs Total	98,660	8,358	5,793	(2,565)	-3%	
Aqua Fitness Total	(86,720)	(6,263)	(10,198)	(3,935)	5%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Creche</u>						
Creche Revenue						
Revenue	(16,500)	(1,356)	(3,176)	(1,820)	11%	
Creche Revenue Total	(16,500)	(1,356)	(3,176)	(1,820)	11%	
Creche Indirect Revenue						
Allocations	(37,520)	(3,003)	(3,284)	(281)	1%	
Creche Indirect Revenue Total	(37,520)	(3,003)	(3,284)	(281)	1%	
Creche Expenditure						
Employee Costs	231,780	17,897	18,898	1,001	0%	
Other Employee Costs	1,650	800	0	(800)	-48%	
Other Expenses	1,950	0	0	0	0%	
Creche Expenditure Total	235,380	18,697	18,898	201	0%	
Creche Indirect Costs						
Allocations	94,110	8,015	5,461	(2,554)	-3%	
Creche Indirect Costs Total	94,110	8,015	5,461	(2,554)	-3%	
Creche Total	275,470	22,353	17,899	(4,454)	-2%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Community Partnership Mgmt Administration</u>						
Community Partnerships Management Administration						
Employee Costs	527,930	40,950	55,921	14,971	3%	
Other Employee Costs	1,150	0	0	0	0%	
Other Expenses	192,500	16,008	0	(16,008)	-8%	
Community Partnerships Management Administration Total	721,580	56,958	55,921	(1,037)	0%	
Community Partnerships Mgmt Admin Indirect Costs						
Allocations	128,975	10,888	7,109	(3,779)	-3%	
Community Partnerships Mgmt Admin Recove	(850,555)	(67,846)	(63,030)	4,816	-1%	
Community Partnerships Mgmt Admin Indirect Costs Total	(721,580)	(56,958)	(55,921)	1,037	0%	
Community Partnership Mgmt Administration Total	0	0	(0)	0		
<u>Community Connections</u>						
Community Connections Expenditure						
Employee Costs	89,440	6,935	7,221	286	0%	
Other Employee Costs	4,910	409	409	0	0%	
Other Expenses	126,200	126	12,840	12,714	10%	First quarter invoice from Nyoongar Outreach received and paid earlier than expected.
Community Connections Expenditure Total	220,550	7,470	20,470	13,000	6%	
Community Connections Indirect Costs						
Allocations	50,435	4,223	2,508	(1,715)	-3%	
Community Connections Indirect Costs Total	50,435	4,223	2,508	(1,715)	-3%	
Community Connections Total	270,985	11,693	22,978	11,285	4%	

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 BY SERVICE AREAS
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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Recreation, Arts and Culture</u>						
Recreation, Arts and Culture Revenue						
Revenue	(18,000)	0	0	0	0%	
Recreation, Arts and Culture Revenue Total	(18,000)	0	0	0	0%	
<u>Recreation, Arts and Culture Expenditure</u>						
Employee Costs	92,220	7,148	13,454	6,306	7%	
Other Employee Costs	4,950	380	313	(67)	-1%	
Other Expenses	433,370	1,676	1,040	(636)	0%	
Recreation, Arts and Culture Expenditure Total	530,540	9,204	14,806	5,602	1%	
Recreation, Arts and Culture Indirect Costs						
Allocations	123,915	10,396	7,004	(3,392)	-3%	
Community Partnerships Mgmt Admin Alloca	382,750	30,531	28,363	(2,168)	-1%	
Recreation, Arts and Culture Indirect Costs Total	506,665	40,927	35,367	(5,560)	-1%	
Recreation, Arts and Culture Total	1,019,205	50,131	50,174	43	0%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Senior, Disability and Youth Services</u>						
Senior, Disability and Youth Services Revenue						
Revenue	(53,000)	0	0	0	0%	
Senior, Disability and Youth Services Revenue Total	(53,000)	0	0	0	0%	
 Senior, Disability and Youth Services Expenditure						
Employee Costs	178,870	13,871	17,859	3,988	2%	
Other Employee Costs	2,050	0	0	0	0%	
Other Expenses	269,470	18,068	8	(18,060)	-7%	
Senior, Disability and Youth Services Expenditure Total	450,390	31,939	17,867	(14,072)	-3%	
 Senior, Disability and Youth Serv Indirect Costs						
Allocations	127,885	10,731	7,053	(3,678)	-3%	
Community Partnerships Mgmt Admin Alloca	340,225	27,138	25,212	(1,926)	-1%	
Senior, Disability and Youth Serv Indirect Costs Total	468,110	37,869	32,265	(5,604)	-1%	
Senior, Disability and Youth Services Total	865,500	69,808	50,132	(19,676)	-2%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Library Services</u>						
Library Services Revenue						
Revenue	(24,970)	(2,016)	(1,589)	427	-2%	
Library Services Revenue Total	(24,970)	(2,016)	(1,589)	427	-2%	
Library Services Expenditure						
Employee Costs	912,920	70,670	63,336	(7,334)	-1%	
Other Employee Costs	7,290	0	0	0	0%	
Other Expenses	92,300	7,660	2,394	(5,266)	-6%	
Library Services Expenditure Total	1,012,510	78,330	65,730	(12,600)	-1%	
Library Services Indirect Costs						
Allocations	433,300	37,780	24,688	(13,092)	-3%	
Community Partnerships Mgmt Admin Alloca	127,580	10,177	9,454	(723)	-1%	
Library Services Indirect Costs Total	560,880	47,957	34,143	(13,814)	-2%	
Library Services Total	1,548,420	124,271	98,284	(25,987)	-2%	
<u>Library Building</u>						
Library Occupancy Costs						
Building Maintenance	99,300	8,592	339	(8,253)	-8%	
Other Expenses	176,910	10,625	0	(10,625)	-6%	
Library Occupancy Costs Total	276,210	19,217	339	(18,878)	-7%	
Library Indirect Costs						
Allocations	5,430	452	407	(45)	-1%	
Library Indirect Costs Total	5,430	452	407	(45)	-1%	
Library Building Total	281,640	19,669	746	(18,923)	-7%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Ranger Services Administration</u>						
Ranger Services Administration Revenue						
Revenue	(3,870)	(322)	(212)	110	-3%	
Ranger Services Administration Revenue Total	(3,870)	(322)	(212)	110	-3%	
Ranger Services Administration Expenditure						
Employee Costs	2,379,630	184,619	169,070	(15,549)	-1%	
Other Employee Costs	36,680	2,512	2,230	(282)	-1%	
Other Expenses	153,680	10,804	494	(10,310)	-7%	
Ranger Services Administration Expenditure Total	2,569,990	197,935	171,793	(26,142)	-1%	
Ranger Services Administration Indirect Costs						
Allocations	(2,566,120)	(197,613)	(171,581)	26,032	-1%	
Ranger Services Administration Indirect Costs Total	(2,566,120)	(197,613)	(171,581)	26,032	-1%	
Ranger Services Administration Total	0	0	(0)	(0)		
<u>Fire Prevention</u>						
Fire Prevention Revenue						
Revenue	(5,000)	(417)	(120)	297	-6%	
Fire Prevention Revenue Total	(5,000)	(417)	(120)	297	-6%	
Fire Prevention Indirect Costs						
Allocations	214,940	16,663	13,065	(3,598)	-2%	
Fire Prevention Indirect Costs Total	214,940	16,663	13,065	(3,598)	-2%	
Fire Prevention Total	209,940	16,246	12,945	(3,301)	-2%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Animal Control</u>						
Animal Control Revenue						
Revenue	(107,700)	(5,558)	(4,731)	827	-1%	
Animal Control Revenue Total	(107,700)	(5,558)	(4,731)	827	-1%	
Animal Control Expenditure						
Other Expenses	16,650	305	16	(289)	-2%	
Animal Control Expenditure Total	16,650	305	16	(289)	-2%	
Animal Control Indirect Costs						
Allocations	214,940	16,663	13,065	(3,598)	-2%	
Animal Control Indirect Costs Total	214,940	16,663	13,065	(3,598)	-2%	
Animal Control Total	123,890	11,410	8,350	(3,060)	-2%	
<u>Local Laws (Law and Order)</u>						
Local Laws (Law and Order) Revenue						
Revenue	(54,000)	(4,501)	(3,136)	1,365	-3%	
Local Laws (Law and Order) Revenue Total	(54,000)	(4,501)	(3,136)	1,365	-3%	
Local Laws (Law and Order) Indirect Costs						
Allocations	422,870	32,940	25,977	(6,963)	-2%	
Local Laws (Law and Order) Indirect Costs Total	422,870	32,940	25,977	(6,963)	-2%	
Local Laws (Law and Order) Total	368,870	28,439	22,841	(5,598)	-2%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Abandoned Vehicles</u>						
Abandoned Vehicles Revenue						
Revenue	(21,000)	(1,750)	(1,300)	450	-2%	
Abandoned Vehicles Revenue Total	(21,000)	(1,750)	(1,300)	450	-2%	
Abandoned Vehicles Expenditure						
Other Expenses	17,500	1,458	535	(923)	-5%	
Abandoned Vehicles Expenditure Total	17,500	1,458	535	(923)	-5%	
Abandoned Vehicles Indirect Costs						
Allocations	214,940	16,663	13,065	(3,598)	-2%	
Abandoned Vehicles Indirect Costs Total	214,940	16,663	13,065	(3,598)	-2%	
Abandoned Vehicles Total	211,440	16,371	12,300	(4,071)	-2%	
<u>Inspectorial Control</u>						
Inspectorial Control Revenue						
Revenue	(2,483,800)	(205,608)	(152,354)	53,254	-2%	
Inspectorial Control Revenue Total	(2,483,800)	(205,608)	(152,354)	53,254	-2%	
Inspectorial Control Expenditure						
Other Expenses	1,034,630	426,135	12,493	(413,642)	-40%	\$400k timing variance on payment for parking licences.
Inspectorial Control Expenditure Total	1,034,630	426,135	12,493	(413,642)	-40%	
Inspectorial Control Indirect Costs						
Allocations	2,469,470	192,346	151,679	(40,667)	-2%	
Inspectorial Control Indirect Costs Total	2,469,470	192,346	151,679	(40,667)	-2%	
Inspectorial Control Total	1,020,300	412,873	11,818	(401,055)	-39%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Car Park Control</u>						
Car Park Control Revenue						
Revenue	(2,758,160)	(255,056)	(246,627)	8,429	0%	
Car Park Control Revenue Total	(2,758,160)	(255,056)	(246,627)	8,429	0%	
Car Park Control Expenditure						
Ground Maintenance	193,280	10,288	9,885	(403)	0%	
Other Expenses	760,620	27,158	2,133	(25,025)	-3%	
Car Park Control Expenditure Total	953,900	37,446	12,018	(25,428)	-3%	
Car Park Control Total	(1,804,260)	(217,610)	(234,609)	(16,999)	1%	
<u>Kerbside Parking Control</u>						
Kerbside Parking Control Revenue						
Revenue	(2,396,180)	(199,682)	(184,716)	14,966	-1%	
Kerbside Parking Control Revenue Total	(2,396,180)	(199,682)	(184,716)	14,966	-1%	
Kerbside Parking Control Expenditure						
Other Expenses	526,220	22,997	32,859	9,862	2%	
Kerbside Parking Control Expenditure Total	526,220	22,997	32,859	9,862	2%	
Kerbside Parking Control Total	(1,869,960)	(176,685)	(151,857)	24,828	-1%	

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	Adopted Budget 2017-2018	YTD Budget Jul-17	YTD Actual Jul-17	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Dog Pound Expenditure</u>						
Dog Pound Expenditure						
Building Maintenance	5,150	167	0	(167)	-3%	
Other Expenses	5,720	477	0	(477)	-8%	
Dog Pound Expenditure Total	10,870	644	0	(644)	-6%	
Dog Pound Expenditure Total	10,870	644	0	(644)	-6%	
<u>Director Development Services</u>						
Director Development Services Expenditure						
Employee Costs	411,410	31,870	33,891	2,021	0%	
Other Employee Costs	2,440	0	0	0	0%	
Other Expenses	37,830	402	16	(386)	-1%	
Director Development Services Expenditure Total	451,680	32,272	33,907	1,635	0%	
Director Development Services Indirect Costs						
Allocations	(451,680)	(32,272)	(33,907)	(1,635)	0%	
Director Development Services Indirect Costs Total	(451,680)	(32,272)	(33,907)	(1,635)	0%	
Director Development Services Total	0	0	0	0		

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Health Administration and Inspection</u>						
Health Administration and Inspection Revenue						
Revenue	(309,860)	(2,121)	(22,490)	(20,369)	7%	
Health Administration and Inspection Revenue Total	(309,860)	(2,121)	(22,490)	(20,369)	7%	
Health Administration and Inspection Expenditure						
Employee Costs	670,120	51,932	49,256	(2,676)	0%	
Other Employee Costs	22,380	1,790	1,290	(500)	-2%	
Other Expenses	78,800	2,608	39	(2,569)	-3%	
Health Administration and Inspection Expenditure Total	771,300	56,330	50,585	(5,745)	-1%	
Health Administration and Inspection Indirect Cost						
Allocations	339,850	28,392	17,769	(10,623)	-3%	
Health Administration and Inspection Indirect Cost Total	339,850	28,392	17,769	(10,623)	-3%	
Health Administration and Inspection Total	801,290	82,601	45,863	(36,738)	-5%	
<u>Food Control</u>						
Food Control Revenue						
Revenue	(2,000)	0	0	0	0%	
Food Control Revenue Total	(2,000)	0	0	0	0%	
Food Control Expenditure						
Other Expenses	21,500	1,250	0	(1,250)	-6%	
Food Control Expenditure Total	21,500	1,250	0	(1,250)	-6%	
Food Control Total	19,500	1,250	0	(1,250)	-6%	

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	Adopted Budget 2017-2018	YTD Budget Jul-17	YTD Actual Jul-17	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Health Clinics</u>						
Health Clinics Revenue						
Revenue	(19,080)	(4,148)	(4,175)	(27)	0%	
Health Clinics Revenue Total	(19,080)	(4,148)	(4,175)	(27)	0%	
Health Clinics Expenditure						
Building Maintenance	29,530	1,017	0	(1,017)	-3%	
Ground Maintenance	0	0	370	370		
Other Expenses	65,530	4,797	43	(4,754)	-7%	
Health Clinics Expenditure Total	95,060	5,814	413	(5,401)	-6%	
Health Clinics Indirect Costs						
Allocations	2,400	200	180	(20)	-1%	
Health Clinics Indirect Costs Total	2,400	200	180	(20)	-1%	
Health Clinics Total	78,380	1,866	(3,581)	(5,447)	-7%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Statutory Planning Services</u>						
Statutory Planning Services Revenue						
Revenue	(645,570)	(53,798)	(99,829)	(46,031)	7%	
Statutory Planning Services Revenue Total	(645,570)	(53,798)	(99,829)	(46,031)	7%	
Statutory Planning Services Expenditure						
Employee Costs	1,255,300	97,309	71,594	(25,715)	-2%	
Other Employee Costs	24,810	2,068	1,598	(470)	-2%	
Other Expenses	266,900	22,241	397	(21,844)	-8%	
Statutory Planning Services Expenditure Total	1,547,010	121,618	73,589	(48,029)	-3%	
Statutory Planning Services Indirect Costs						
Allocations	700,915	57,210	39,910	(17,300)	-2%	
Statutory Planning Services Indirect Costs Total	700,915	57,210	39,910	(17,300)	-2%	
Statutory Planning Services Total	1,602,355	125,030	13,669	(111,361)	-7%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Compliance Services</u>						
Compliance Services Revenue						
Revenue	(31,400)	(2,617)	(697)	1,920	-6%	
Compliance Services Revenue Total	(31,400)	(2,617)	(697)	1,920	-6%	
Compliance Services Expenditure						
Employee Costs	350,100	27,134	25,579	(1,555)	0%	
Other Employee Costs	6,960	580	251	(329)	-5%	
Other Expenses	57,900	4,825	47	(4,778)	-8%	
Compliance Services Expenditure Total	414,960	32,539	25,877	(6,662)	-2%	
Compliance Services Indirect Costs						
Allocations	249,315	20,150	14,806	(5,344)	-2%	
Compliance Services Indirect Costs Total	249,315	20,150	14,806	(5,344)	-2%	
Compliance Services Total	632,875	50,072	39,987	(10,085)	-2%	
<u>Policy and Place Services</u>						
Policy and Place Services Revenue						
Revenue	(16,410)	(117)	(73)	44	0%	
Policy and Place Services Revenue Total	(16,410)	(117)	(73)	44	0%	
Policy and Place Serv Expenditure						
Employee Costs	896,520	69,473	61,022	(8,451)	-1%	
Other Employee Costs	15,260	1,980	753	(1,227)	-8%	
Other Expenses	565,520	53,373	659	(52,714)	-9%	
Policy and Place Serv Expenditure Total	1,477,300	124,826	62,435	(62,391)	-4%	
Policy and Place Services Indirect Cost						
Allocations	360,880	30,317	20,070	(10,247)	-3%	
Policy and Place Services Indirect Cost Total	360,880	30,317	20,070	(10,247)	-3%	
Policy and Place Services Total	1,821,770	155,026	82,432	(72,594)	-4%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Building Control</u>						
Building Control Revenue						
Revenue	(239,410)	(19,951)	(46,942)	(26,991)	11%	Building Licence applications higher than budget estimates.
Building Control Revenue Total	(239,410)	(19,951)	(46,942)	(26,991)	11%	
Building Control Expenditure						
Employee Costs	391,530	30,356	29,653	(703)	0%	
Other Employee Costs	10,590	883	541	(342)	-3%	
Other Expenses	44,500	3,708	32	(3,677)	-8%	
Building Control Expenditure Total	446,620	34,947	30,226	(4,721)	-1%	
Building Control Indirect Costs						
Allocations	301,735	24,300	18,454	(5,846)	-2%	
Building Control Indirect Costs Total	301,735	24,300	18,454	(5,846)	-2%	
Building Control Total	508,945	39,296	1,737	(37,559)	-7%	
<u>Director Technical Services</u>						
Director Technical Services Expenditure						
Employee Costs	378,680	29,331	15,715	(13,616)	-4%	
Other Employee Costs	10,520	747	639	(108)	-1%	
Other Expenses	65,200	1,016	8	(1,008)	-2%	
Director Technical Services Expenditure Total	454,400	31,094	16,362	(14,732)	-3%	
Director Technical Services Indirect Costs						
Allocations	(454,400)	(31,094)	(16,362)	14,732	-3%	
Director Technical Services Indirect Costs Total	(454,400)	(31,094)	(16,362)	14,732	-3%	
Director Technical Services Total	0	0	(0)	0		

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Engineering Design Services</u>						
Engineering Design Services Revenue						
Revenue	(6,050)	(295)	(2,195)	(1,900)	31%	
Engineering Design Services Revenue Total	(6,050)	(295)	(2,195)	(1,900)	31%	
Engineering Design Services Expenditure						
Employee Costs	495,550	38,401	45,118	6,717	1%	
Other Employee Costs	11,100	354	354	0	0%	
Other Expenses	250,750	17,146	16	(17,130)	-7%	
Engineering Design Services Expenditure Total	757,400	55,901	45,488	(10,413)	-1%	
Engineering Design Services Indirect Costs						
Allocations	369,635	29,864	18,704	(11,160)	-3%	
Engineering Design Services Indirect Costs Total	369,635	29,864	18,704	(11,160)	-3%	
Engineering Design Services Total	1,120,985	85,470	61,997	(23,473)	-2%	
<u>Bike Station Expenditure</u>						
Bike Station Expenditure						
Other Expenses	6,000	0	0	0	0%	
Bike Station Expenditure Total	6,000	0	0	0	0%	
Bike Station Expenditure Total	6,000	0	0	0	0%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Street Lighting</u>						
Street Lighting Revenue						
Revenue	(23,000)	0	0	0	0%	
Street Lighting Revenue Total	(23,000)	0	0	0	0%	
Street Lighting Expenditure						
Other Expenses	840,000	67,500	55,882	(11,618)	-1%	
Street Lighting Expenditure Total	840,000	67,500	55,882	(11,618)	-1%	
Street Lighting Total	817,000	67,500	55,882	(11,618)	-1%	
<u>Underground Power Project</u>						
Underground Power Project Revenue						
Revenue	0	0	(30)	(30)		
Underground Power Project Revenue Total	0	0	(30)	(30)		
Underground Power Project Total	0	0	(30)	(30)		
<u>Bus Shelter</u>						
Bus Shelter Revenue						
Revenue	(59,000)	0	(13,224)	(13,224)	22%	Revenue for 2016-17, to be adjusted in August 2017.
Bus Shelter Revenue Total	(59,000)	0	(13,224)	(13,224)	22%	
Bus Shelter Expenditure						
Other Expenses	45,930	2,640	3,240	600	1%	
Bus Shelter Expenditure Total	45,930	2,640	3,240	600	1%	
Bus Shelter Total	(13,070)	2,640	(9,984)	(12,624)	97%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parking and Street Name Signs Expenditure</u>						
Parking and Street Name Signs Expenditure						
Other Expenses	91,000	0	1,161	1,161	1%	
Parking and Street Name Signs Expenditure Total	91,000	0	1,161	1,161	1%	
Parking and Street Name Signs Expenditure Total	91,000	0	1,161	1,161	1%	
<u>Crossovers</u>						
Crossovers Expenditure						
Other Expenses	15,000	0	0	0	0%	
Crossovers Expenditure Total	15,000	0	0	0	0%	
Crossovers Total	15,000	0	0	0	0%	
<u>Roads Linemarking Expenditure</u>						
Roads Linemarking Expenditure						
Other Expenses	60,000	5,000	0	(5,000)	-8%	
Roads Linemarking Expenditure Total	60,000	5,000	0	(5,000)	-8%	
Roads Linemarking Expenditure Total	60,000	5,000	0	(5,000)	-8%	
<u>Tree Lighting Leederville Expenditure</u>						
Tree Lighting Leederville Expenditure						
Other Expenses	50,000	0	0	0	0%	
Tree Lighting Leederville Expenditure Total	50,000	0	0	0	0%	
Tree Lighting Leederville Expenditure Total	50,000	0	0	0	0%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parklets Expenditure</u>						
Parklets Expenditure						
Other Expenses	4,000	167	0	(167)	-4%	
Parklets Expenditure Total	4,000	167	0	(167)	-4%	
Parklets Expenditure Total	4,000	167	0	(167)	-4%	
<u>Environmental Services</u>						
Environmental Services Revenue						
Revenue	(24,500)	(2,042)	(536)	1,506	-6%	
Environmental Services Revenue Total	(24,500)	(2,042)	(536)	1,506	-6%	
Environmental Services Expenditure						
Employee Costs	87,200	6,756	8,695	1,939	2%	
Other Expenses	224,940	29,701	12,794	(16,907)	-8%	
Environmental Services Expenditure Total	312,140	36,457	21,489	(14,968)	-5%	
Environmental Services Indirect Costs						
Allocations	53,530	4,278	2,592	(1,686)	-3%	
Environmental Services Indirect Costs Total	53,530	4,278	2,592	(1,686)	-3%	
Environmental Services Total	341,170	38,693	23,544	(15,149)	-4%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Property Management Administration</u>						
Property Management Administration Revenue						
Revenue	(2,810)	(234)	(194)	40	-1%	
Property Management Administration Revenue Total	(2,810)	(234)	(194)	40	-1%	
Property Management Administration Expenditure						
Employee Costs	319,640	24,814	18,505	(6,309)	-2%	
Other Employee Costs	4,060	338	338	0	0%	
Other Expenses	42,930	212	0	(212)	0%	
Property Management Administration Expenditure Total	366,630	25,364	18,843	(6,521)	-2%	
Property Management Administration Indirect Costs						
Allocations	208,445	17,093	9,215	(7,879)	-4%	
Property Management Administration Indirect Costs Total	208,445	17,093	9,215	(7,879)	-4%	
Property Management Administration Total	572,265	42,223	27,863	(14,360)	-3%	
<u>Civic Centre Building</u>						
Civic Centre Building Expenditure						
Building Maintenance	236,800	13,001	8,746	(4,255)	-2%	
Ground Maintenance	73,000	28,833	5,033	(23,800)	-33%	No major maintenance yet required.
Other Expenses	426,430	23,699	35	(23,664)	-6%	
Civic Centre Building Expenditure Total	736,230	65,533	13,815	(51,718)	-7%	
Civic Centre Building Indirect Costs						
Allocations	(736,230)	(65,533)	(13,815)	51,718	-7%	
Civic Centre Building Indirect Costs Total	(736,230)	(65,533)	(13,815)	51,718	-7%	
Civic Centre Building Total	0	0	0	(0)		

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Child Care Centres and Play Groups</u>						
Child Care Centres and Play Groups Revenue						
Revenue	(21,580)	(804)	(878)	(74)	0%	
Child Care Centres and Play Groups Revenue Total	(21,580)	(804)	(878)	(74)	0%	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	12,000	0	0	0	0%	
Other Expenses	79,220	6,263	0	(6,263)	-8%	
Child Care Centres and Play Groups Expenditure Total	91,220	6,263	0	(6,263)	-7%	
Child Care Centres and Play Groups Indirect Costs						
Allocations	2,920	243	219	(24)	-1%	
Child Care Centres and Play Groups Indirect Costs Total	2,920	243	219	(24)	-1%	
Child Care Centres and Play Groups Total	72,560	5,702	(659)	(6,361)	-9%	
<u>Pre Schools and Kindergartens</u>						
Pre Schools and Kindergartens Revenue						
Revenue	(53,765)	(9,992)	(10,780)	(788)	1%	
Pre Schools and Kindergartens Revenue Total	(53,765)	(9,992)	(10,780)	(788)	1%	
Pre Schools and Kindergartens Expenditure						
Building Maintenance	12,175	0	0	0	0%	
Ground Maintenance	400	33	0	(33)	-8%	
Other Expenses	53,010	3,806	0	(3,806)	-7%	
Pre Schools and Kindergartens Expenditure Total	65,585	3,839	0	(3,839)	-6%	
Pre Schools and Kindergartens Indirect Costs						
Allocations	2,080	173	156	(17)	-1%	
Pre Schools and Kindergartens Indirect Costs Total	2,080	173	156	(17)	-1%	
Pre Schools and Kindergartens Total	13,900	(5,980)	(10,624)	(4,644)	-33%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Community and Welfare Centres</u>						
Community and Welfare Centres Revenue						
Revenue	(87,670)	(4,012)	(6,225)	(2,213)	3%	
Community and Welfare Centres Revenue Total	(87,670)	(4,012)	(6,225)	(2,213)	3%	
 Community and Welfare Centres Expenditure						
Building Maintenance	35,100	137	1,411	1,274	4%	
Ground Maintenance	5,500	417	0	(417)	-8%	
Other Expenses	188,020	11,658	0	(11,658)	-6%	
Community and Welfare Centres Expenditure Total	228,620	12,212	1,411	(10,801)	-5%	
 Community and Welfare Centres Indirect Costs						
Allocations	8,120	677	609	(68)	-1%	
Community and Welfare Centres Indirect Costs Total	8,120	677	609	(68)	-1%	
Community and Welfare Centres Total	149,070	8,877	(4,205)	(13,082)	-9%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Department of Sports and Recreation Building</u>						
Dept of Sports and Recreation Building Revenue						
Revenue	(759,570)	(63,175)	(62,506)	669	0%	
Dept of Sports and Recreation Building Revenue Total	(759,570)	(63,175)	(62,506)	669	0%	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	143,550	1,917	2,424	507	0%	
Ground Maintenance	9,900	782	722	(60)	-1%	
Other Expenses	584,690	45,975	30,720	(15,255)	-3%	
Dept of Sports and Recreation Building Expenditure Total	738,140	48,674	33,866	(14,808)	-2%	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	14,170	1,181	1,063	(118)	-1%	
Dept of Sports and Recreation Building Indirect Costs Total	14,170	1,181	1,063	(118)	-1%	
Department of Sports and Recreation Building Total	(7,260)	(13,320)	(27,577)	(14,257)	196%	
<u>nib Stadium</u>						
nib Stadium Revenue						
Revenue	(27,050)	(27,050)	(27,111)	(61)	0%	
nib Stadium Revenue Total	(27,050)	(27,050)	(27,111)	(61)	0%	
nib Stadium Expenditure						
Other Expenses	576,830	48,069	0	(48,069)	-8%	
nib Stadium Expenditure Total	576,830	48,069	0	(48,069)	-8%	
nib Stadium Total	549,780	21,019	(27,111)	(48,130)	-9%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Leederville Oval</u>						
Leederville Oval Revenue						
Revenue	(213,010)	(17,745)	(1,197)	16,548	-8%	
Leederville Oval Revenue Total	(213,010)	(17,745)	(1,197)	16,548	-8%	
Leederville Oval Expenditure						
Building Maintenance	38,700	0	0	0	0%	
Ground Maintenance	100,000	8,333	116	(8,217)	-8%	
Other Expenses	423,770	26,927	0	(26,927)	-6%	
Leederville Oval Expenditure Total	562,470	35,260	116	(35,144)	-6%	
Leederville Oval Indirect Costs						
Allocations	10,340	862	775	(87)	-1%	
Leederville Oval Indirect Costs Total	10,340	862	775	(87)	-1%	
Leederville Oval Total	359,800	18,377	(305)	(18,682)	-5%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Loftus Centre</u>						
Loftus Centre Revenue						
Revenue	(696,280)	(57,090)	(53,178)	3,912	-1%	
Loftus Centre Revenue Total	(696,280)	(57,090)	(53,178)	3,912	-1%	
Loftus Centre Expenditure						
Building Maintenance	126,400	9,366	2,868	(6,498)	-5%	
Ground Maintenance	21,700	1,725	4,368	2,643	12%	
Other Expenses	922,420	72,750	14,456	(58,294)	-6%	
Loftus Centre Expenditure Total	1,070,520	83,841	21,692	(62,149)	-6%	
Loftus Centre Indirect Costs						
Allocations	22,980	1,914	1,724	(190)	-1%	
Loftus Centre Indirect Costs Total	22,980	1,914	1,724	(190)	-1%	
Loftus Centre Total	397,220	28,665	(29,762)	(58,427)	-15%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
Public Halls						
Public Halls Revenue						
Revenue	(232,750)	(21,185)	(7,050)	14,135	-6%	
Public Halls Revenue Total	(232,750)	(21,185)	(7,050)	14,135	-6%	
Public Halls Expenditure						
Building Maintenance	189,750	10,706	2,823	(7,883)	-4%	
Ground Maintenance	4,000	0	0	0	0%	
Other Expenses	231,760	17,057	0	(17,057)	-7%	
Public Halls Expenditure Total	425,510	27,763	2,823	(24,940)	-6%	
Public Halls Indirect Costs						
Allocations	8,120	675	609	(66)	-1%	
Public Halls Indirect Costs Total	8,120	675	609	(66)	-1%	
Public Halls Total	200,880	7,253	(3,618)	(10,871)	-5%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Reserves Pavilions and Facilities</u>						
Reserves Pavilions and Facilities Revenue						
Revenue	(106,810)	(8,797)	558	9,355	-9%	
Reserves Pavilions and Facilities Revenue Total	(106,810)	(8,797)	558	9,355	-9%	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	459,175	35,441	2,731	(32,710)	-7%	
Ground Maintenance	7,500	0	0	0	0%	
Other Expenses	315,710	18,266	172	(18,094)	-6%	
Reserves Pavilions and Facilities Expenditure Total	782,385	53,707	2,902	(50,805)	-6%	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	8,270	686	621	(65)	-1%	
Reserves Pavilions and Facilities Indirect Costs Total	8,270	686	621	(65)	-1%	
Reserves Pavilions and Facilities Total	683,845	45,596	4,082	(41,514)	-6%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Sporting Clubs Buildings</u>						
Sporting Clubs Buildings Revenue						
Revenue	(139,610)	(2,207)	(7,582)	(5,375)	4%	
Sporting Clubs Buildings Revenue Total	(139,610)	(2,207)	(7,582)	(5,375)	4%	
Sporting Clubs Buildings Expenditure						
Building Maintenance	64,570	12,287	90	(12,197)	-19%	No major maintenance yet required.
Ground Maintenance	14,500	6,500	0	(6,500)	-45%	
Other Expenses	866,270	63,588	0	(63,588)	-7%	
Sporting Clubs Buildings Expenditure Total	945,340	82,375	90	(82,285)	-9%	
Sporting Clubs Buildings Indirect Costs						
Allocations	25,020	2,085	1,876	(209)	-1%	
Sporting Clubs Buildings Indirect Costs Total	25,020	2,085	1,876	(209)	-1%	
Sporting Clubs Buildings Total	830,750	82,253	(5,617)	(87,870)	-11%	

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	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parks and Reserves Administration</u>						
Parks and Reserves Administration Revenue						
Revenue	(4,870)	(405)	(266)	139	-3%	
Parks and Reserves Administration Revenue Total	(4,870)	(405)	(266)	139	-3%	
Parks and Reserves Administration Expenditure						
Employee Costs	1,110,330	86,740	90,606	3,866	0%	
Other Employee Costs	34,850	2,906	1,172	(1,734)	-5%	
Other Expenses	155,760	12,980	0	(12,980)	-8%	
Parks and Reserves Administration Expenditure Total	1,300,940	102,626	91,778	(10,848)	-1%	
Parks and Reserves Administration Indirect Costs						
Allocations	782,935	63,278	39,282	(23,996)	-3%	
On Costs Recovery	(1,440,000)	(120,000)	(99,791)	20,209	-1%	
Parks and Reserves Administration Indirect Costs Total	(657,065)	(56,722)	(60,509)	(3,787)	1%	
Parks and Reserves Administration Total	639,005	45,499	31,003	(14,496)	-2%	
<u>Parks and Reserves</u>						
Parks and Reserves Revenue						
Revenue	(68,650)	(5,721)	(1,646)	4,075	-6%	
Parks and Reserves Revenue Total	(68,650)	(5,721)	(1,646)	4,075	-6%	
Parks and Reserves Expenditure						
Ground Maintenance	2,150,595	179,185	120,458	(58,727)	-3%	
Other Expenses	838,220	64,849	0	(64,849)	-8%	
Parks and Reserves Expenditure Total	2,988,815	244,034	120,458	(123,576)	-4%	
Parks and Reserves Indirect Costs						
Allocations	370	31	28	(3)	-1%	
Parks and Reserves Indirect Costs Total	370	31	28	(3)	-1%	
Parks and Reserves Total	2,920,535	238,344	118,840	(119,504)	-4%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Sporting Grounds</u>						
Sporting Grounds Revenue						
Revenue	(78,000)	(6,499)	(1,235)	5,264	-7%	
Sporting Grounds Revenue Total	(78,000)	(6,499)	(1,235)	5,264	-7%	
 Sporting Grounds Expenditure						
Ground Maintenance	1,169,550	101,934	55,832	(46,102)	-4%	
Other Expenses	579,210	48,059	0	(48,059)	-8%	
Sporting Grounds Expenditure Total	1,748,760	149,993	55,832	(94,161)	-5%	
Sporting Grounds Total	1,670,760	143,494	54,597	(88,897)	-5%	
 <u>Road Reserves Expenditure</u>						
Road Reserves Expenditure						
Ground Maintenance	394,250	32,833	17,067	(15,766)	-4%	
Other Expenses	16,190	93	0	(93)	-1%	
Road Reserves Expenditure Total	410,440	32,926	17,067	(15,859)	-4%	
Road Reserves Expenditure Total	410,440	32,926	17,067	(15,859)	-4%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Parks Other</u>						
Parks Other Revenue						
Revenue	(2,000)	0	0	0	0%	
Parks Other Revenue Total	(2,000)	0	0	0	0%	
Parks Other Expenditure						
Other Expenses	2,061,910	190,370	262,746	72,376	4%	
Money/Monger Street Trees Surgery	22,000	2,000	0	(2,000)	-9%	
Parks Other Expenditure Total	2,083,910	192,370	262,746	70,376	3%	
Parks Other Total	2,081,910	192,370	262,746	70,376	3%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Processable Waste Collection</u>						
Processable Waste Collection Revenue						
Revenue	(268,410)	(266,200)	(313,417)	(47,217)	18%	Increase in fees from \$285 to \$430 for 240L additional garbage collection, to be reviewed in mid year budget review.
Processable Waste Collection Revenue Total	(268,410)	(266,200)	(313,417)	(47,217)	18%	
Processable Waste Collection Expenditure						
Employee Costs	564,130	44,016	38,805	(5,211)	-1%	
Other Employee Costs	5,000	417	0	(417)	-8%	
Other Expenses	3,814,250	315,598	259,366	(56,232)	-1%	
Processable Waste Collection Expenditure Total	4,383,380	360,031	298,171	(61,860)	-1%	
Processable Waste Collection Indirect Costs						
Allocations	356,120	29,216	18,163	(11,053)	-3%	
On Costs Recovery	(530,000)	(44,166)	(41,468)	2,698	-1%	
Processable Waste Collection Indirect Costs Total	(173,880)	(14,950)	(23,305)	(8,355)	5%	
Processable Waste Collection Total	3,941,090	78,881	(38,551)	(117,432)	-3%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Other Waste Services</u>						
Other Waste Services Revenue						
Revenue	(1,200)	(100)	(118)	(18)	2%	
Other Waste Services Revenue Total	(1,200)	(100)	(118)	(18)	2%	
Other Waste Services Expenditure						
Other Expenses	673,750	14,166	0	(14,166)	-2%	
Other Waste Services Expenditure Total	673,750	14,166	0	(14,166)	-2%	
Other Waste Services Total	672,550	14,066	(118)	(14,184)	-2%	
<u>Recycling Expenditure</u>						
Recycling Expenditure						
Other Expenses	1,097,000	91,416	84,166	(7,250)	-1%	
Recycling Expenditure Total	1,097,000	91,416	84,166	(7,250)	-1%	
Recycling Expenditure Total	1,097,000	91,416	84,166	(7,250)	-1%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Public Works Overhead</u>						
Public Works Overhead Revenue						
Revenue	(49,110)	(2,200)	(1,743)	457	-1%	
Public Works Overhead Revenue Total	(49,110)	(2,200)	(1,743)	457	-1%	
Public Works Overhead Expenditure						
Employee Costs	503,800	39,348	40,651	1,303	0%	
Other Employee Costs	20,000	1,251	2,197	946	5%	
Other Expenses	54,705	4,545	244	(4,301)	-8%	
Public Works Overhead Expenditure Total	578,505	45,144	43,092	(2,052)	0%	
Public Works Overhead Indirect Costs						
Allocations	606,175	49,056	33,353	(15,703)	-3%	
On Costs Recovery	(553,000)	(46,083)	(34,974)	11,109	-2%	
Public Works Overhead Indirect Costs Total	53,175	2,973	(1,621)	(4,594)	-9%	
Public Works Overhead Total	582,570	45,917	39,728	(6,189)	-1%	
<u>Plant Operating</u>						
Plant Operating Expenditure						
Other Expenses	1,797,620	183,789	36,659	(147,130)	-8%	
Plant Operating Expenditure Total	1,797,620	183,789	36,659	(147,130)	-8%	
Plant Operating Indirect Costs						
Allocations	(1,837,620)	(153,134)	(72,554)	80,580	-4%	
Plant Operating Indirect Costs Total	(1,837,620)	(153,134)	(72,554)	80,580	-4%	
Plant Operating Total	(40,000)	30,655	(35,895)	(66,550)	166%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Recoverable Works</u>						
Recoverable Works Revenue						
Revenue	(100,000)	(25,000)	(5,757)	19,243	-19%	Timing variance on completion of recoverable works.
Recoverable Works Revenue Total	(100,000)	(25,000)	(5,757)	19,243	-19%	
Recoverable Works Expenditure						
Other Expenses	100,000	25,000	16,428	(8,572)	-9%	
Recoverable Works Expenditure Total	100,000	25,000	16,428	(8,572)	-9%	
Recoverable Works Total	0	0	10,671	10,671		
<u>Drainage Expenditure</u>						
Drainage Expenditure						
Other Expenses	279,250	27,567	12,814	(14,753)	-5%	
Drainage Expenditure Total	279,250	27,567	12,814	(14,753)	-5%	
Drainage Expenditure Total	279,250	27,567	12,814	(14,753)	-5%	
<u>Footpaths/Cycleways Expenditure</u>						
Footpaths/Cycleways Expenditure						
Other Expenses	799,900	61,642	19,736	(41,906)	-5%	
Footpaths/Cycleways Expenditure Total	799,900	61,642	19,736	(41,906)	-5%	
Footpaths/Cycleways Expenditure Total	799,900	61,642	19,736	(41,906)	-5%	
<u>Rights of Way Expenditure</u>						
Rights of Way Expenditure						
Other Expenses	192,830	11,438	2,494	(8,944)	-5%	
Rights of Way Expenditure Total	192,830	11,438	2,494	(8,944)	-5%	
Rights of Way Expenditure Total	192,830	11,438	2,494	(8,944)	-5%	

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



	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Roads Expenditure</u>						
Roads Expenditure						
Other Expenses	1,853,090	149,924	7,136	(142,788)	-8%	
Roads Expenditure Total	1,853,090	149,924	7,136	(142,788)	-8%	
Roads Expenditure Total	1,853,090	149,924	7,136	(142,788)	-8%	
<u>Street Cleaning Expenditure</u>						
Street Cleaning Expenditure						
Other Expenses	724,000	60,334	47,989	(12,345)	-2%	
Street Cleaning Expenditure Total	724,000	60,334	47,989	(12,345)	-2%	
Street Cleaning Expenditure Total	724,000	60,334	47,989	(12,345)	-2%	
<u>Traffic Control for Roadworks Expenditure</u>						
Traffic Control for Roadworks Expenditure						
Other Expenses	171,000	7,917	8,658	741	0%	
Traffic Control for Roadworks Expenditure Total	171,000	7,917	8,658	741	0%	
Traffic Control for Roadworks Expenditure Total	171,000	7,917	8,658	741	0%	
<u>Roadwork Signs and Barricades Expenditure</u>						
Roadwork Signs and Barricades Expenditure						
Other Expenses	500	42	0	(42)	-8%	
Roadwork Signs and Barricades Expenditure Total	500	42	0	(42)	-8%	
Roadwork Signs and Barricades Expenditure Total	500	42	0	(42)	-8%	

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



	Adopted Budget 2017-2018	YTD Budget Jul-17	YTD Actual Jul-17	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
<u>Sump Expenditure</u>						
Sump Expenditure						
Other Expenses	2,500	0	0	0	0%	
Sump Expenditure Total	2,500	0	0	0	0%	
Sump Expenditure Total	2,500	0	0	0	0%	
<u>Works Depot</u>						
Works Depot Expenditure						
Employee Costs	158,740	12,296	13,208	912	1%	
Other Employee Costs	5,330	0	0	0	0%	
Other Expenses	4,170	86	477	391	9%	
Works Depot Expenditure Total	168,240	12,382	13,685	1,303	1%	
Works Depot Indirect Costs						
Allocations	(168,240)	(12,382)	(13,685)	(1,303)	1%	
Works Depot Indirect Costs Total	(168,240)	(12,382)	(13,685)	(1,303)	1%	
Works Depot Total	0	0	0	0		

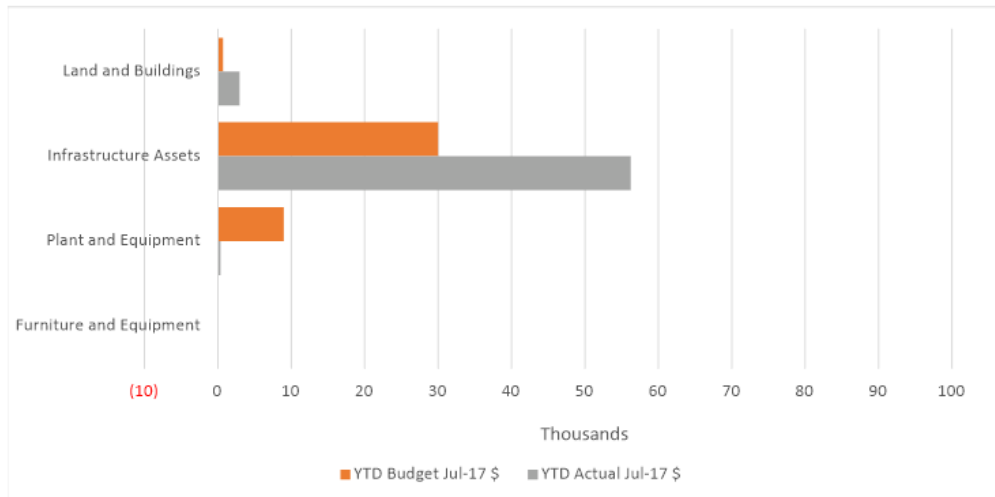
CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 31 JULY 2017



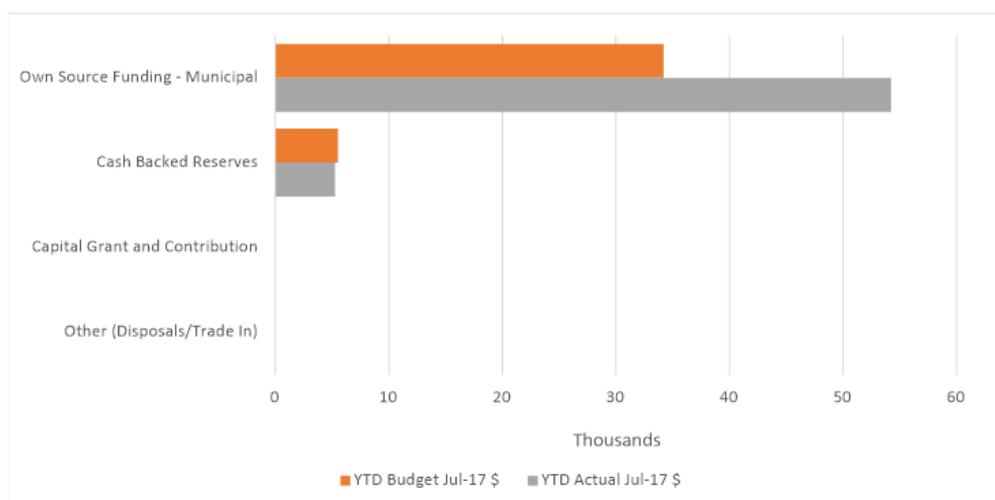
	Adopted Budget 2017-2018 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Depot Building</u>						
Depot Occupancy Costs						
Building Maintenance	93,650	5,508	5,059	(449)	0%	
Ground Maintenance	0	0	692	692		
Other Expenses	198,540	10,357	231	(10,126)	-5%	
Depot Occupancy Costs Total	292,190	15,865	5,982	(9,883)	-3%	
Depot Indirect Costs						
Allocations	(292,190)	(15,865)	(5,982)	9,883	-3%	
Depot Indirect Costs Total	(292,190)	(15,865)	(5,982)	9,883	-3%	
Depot Building Total	0	0	0	0		
Net Operating	2,095,778	(29,485,824)	(31,945,709)	(2,459,885)	-117%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017

CAPITAL EXPENDITURE	Adopted Budget 2017/18	YTD Budget	YTD Actual	YTD Variance	Variance
		Jul-17	Jul-17		
	\$	\$	\$	\$	%
Land and Buildings	2,343,358	700	2,950	2,250	321%
Infrastructure Assets	8,358,501	30,000	56,237	26,237	87%
Plant and Equipment	1,597,846	9,000	341	(8,659)	-96%
Furniture and Equipment	1,111,615	0	(57)	(57)	100%
Total	13,411,320	39,700	59,471	19,771	50%



FUNDING	Adopted Budget 2017/18	YTD Budget	YTD Actual	YTD Variance	Variance
		Jul-17	Jul-17		
	\$	\$	\$	\$	%
Own Source Funding - Municipal	9,204,871	34,200	54,218	20,018	59%
Cash Backed Reserves	1,309,605	5,500	5,253	(247)	-4%
Capital Grant and Contribution	2,692,344	0	0	0	0%
Other (Disposals/Trade In)	204,500	0	0	0	0%
Total	13,411,320	39,700	59,471	19,771	50%



CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance Commentary
LAND & BUILDING ASSETS					
ADMINISTRATION & CIVIC CENTRE					
Fitout and relocation	700	700	2,950	2,250	321%
Fire compliance upgrade.	100,000	0	0	0	0%
Administration & Civic Centre, Workforce Accommodation Upgrade	270,000	0	0	0	0%
Community Partnerships - Workforce Relocation	30,000	0	0	0	0%
BEATTY PARK LEISURE CENTRE					
Beatty Park Leisure Centre - Remedial Works (OMC 27/06/2017 - Item 10.3)	398,353	0	0	0	0%
Changeroom Tiles replacement	120,000	0	0	0	0%
DEPARTMENT OF SPORTS AND RECREATION					
Zip Unit Renewal	10,000	0	0	0	0%
Carpet replacement	140,000	0	0	0	0%
LOFTUS RECREATION CENTRE					
Leveling Hardstand Escape Route for Drainage	8,000	0	0	0	0%
Refrigerated A/C Plant Renewal	100,000	0	0	0	0%
Roof fall restraint system renewal	20,000	0	0	0	0%
Renewal of ceiling fabric and upgrade of lights throughout centre	250,000	0	0	0	0%
Escape Gate Upgrade	12,000	0	0	0	0%
LEEDERVILLE OVAL					
Stadium - Electrical upgrade	70,000	0	0	0	0%

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
MANDATORY BUILDING COMPLIANCE UPGRADE						
Earlybird Playgroup Centre	4,137	0	0	0	0%	
Dorrien Gardens (Azzurri Bocce Club)	10,120	0	0	0	0%	
WORKS DEPOT						
Works Depot - Roof fall restraint system renewal	12,000	0	0	0	0%	
Roof sheet and screw renewal	20,000	0	0	0	0%	
Workplace Accommodation Depot staff computer kiosk	5,000	0	0	0	0%	
MISCELLANEOUS						
Aircon re-gasification - various locations	70,000	0	0	0	0%	
Anzac Cottage - Grant Interpretation	2,100	0	0	0	0%	
Birdwood Square Ablutions - Gas HWS Renewal	6,000	0	0	0	0%	
Braithwaite Park public toilet block upgrade and refurbishment	270,000	0	0	0	0%	
Dorrien Gardens - Perth Soccer Club	57,448	0	0	0	0%	
Earlybird Playgroup Centre - Replace ceilings	8,000	0	0	0	0%	
Earlybird Playgroup Centre upgrade	20,000	0	0	0	0%	
Earlybird Playgroup Centre - Switchboard Renewal	10,000	0	0	0	0%	
Forrest Park Croquet - Electrical HWS Renewal	4,000	0	0	0	0%	
Highgate Child Health Clinic - Switchboard, lights and switches renewal	10,000	0	0	0	0%	
Highgate Child Health Clinic - Remove/Replace Lino Kitchen	5,000	0	0	0	0%	
Highgate Child Health Clinic - Replace ceilings	5,000	0	0	0	0%	
Leederville Child Health Clinic - Additional External Door	2,500	0	0	0	0%	
Leederville Oval East Ablutions - Switchboard Renewal	4,000	0	0	0	0%	
Lycopodium - Misc Renewals	100,000	0	0	0	0%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
Mens Shed - Macerator Sewer Upgrade	50,000	0	0	0	0%	
Menzies Park Pavilion - Electric HWS Renewal	2,000	0	0	0	0%	
North Perth Basketball club adjustable nets at Loftus Rec	15,000	0	0	0	0%	
North Perth Bowling Club - Switchboard supply renewal	10,000	0	0	0	0%	
North Perth Tennis Club - Boundary retaining wall	20,000	0	0	0	0%	
Royal Park Hall - Carpet Renewal	12,000	0	0	0	0%	
Royal Park Hall - Electrical Renewal	15,000	0	0	0	0%	
Woodville Reserve - Power upgrade	40,000	0	0	0	0%	
Woodville Reserve - Replace slabbed building surrounds with concrete	25,000	0	0	0	0%	
TOTAL EXPENDITURE						
FOR LAND & BUILDING ASSETS	2,343,358	700	2,950	2,250	321%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
INFRASTRUCTURE ASSETS						
TRAFFIC MANAGEMENT						
Improvements at Vincent/Oxford Streets	40,000	0	0	0	0%	
Intersections at Bourke and Loftus Streets	150,000	0	0	0	0%	
Intersections at Vincent and Fitzgerald Streets	79,560	0	0	0	0%	
William and Bulwer Streets Pedestrian Phasing Signals	207,580	0	0	0	0%	
Improved pedestrian crossings at signalised intersections	230,000	0	0	0	0%	
Miscellaneous Traffic Management	80,000	0	3,235	3,235	100%	
Mid-block signalised pedestrian 'Pelican' crossings	250,000	0	0	0	0%	
Replace Fitzgerald Street speed cushions	25,000	0	0	0	0%	
Proposed Killarney Street intersection modifications at Scarb Bch Rd	30,000	0	0	0	0%	
Proposed Anzac Road Traffic Calming	65,000	0	0	0	0%	
BLACK SPOT PROGRAM						
Newcastle and Palmerston Streets	40,000	0	0	0	0%	
William and Forrest Streets	12,000	0	0	0	0%	
Green and Matlock Streets	30,000	0	0	0	0%	
Ruby and Fitzgerald Streets	30,000	0	0	0	0%	
STREETSCAPE IMPROVEMENTS						
Axford Park Improvements	5,860	0	0	0	0%	
Streetscape improvements/Place Making	30,000	0	0	0	0%	
- William Street - Street Furniture Improvements	30,000	0	0	0	0%	
Streetscape improvements/Place Making	30,000	0	0	0	0%	
- Miscellaneous Renewals	30,000	0	0	0	0%	
Streetscapes - Upgrade of street Litter bins	30,000	0	0	0	0%	
Greening (Streetscapes)	300,000	0	14,448	14,448	100%	\$9k relates to Greening Plan at Oxford St which relates to 2016-17 financial year, to be adjusted during end of year process.
North Perth Public Open Space	114,000	0	0	0	0%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
ROADWORKS - LOCAL ROADS PROGRAM						
Bennelong Street - Oxford St to Cul-de-sac	30,000	0	0	0	0%	
Monmouth Street - York St to William St	30,000	0	0	0	0%	
Gill Street - Charles St to London St	130,000	0	0	0	0%	
Ellesmere Street (Stage 1) - Charles St to London St	115,000	0	0	0	0%	
Cleaver St - Carr St - Roundabout	50,000	0	0	0	0%	
Fleet Street - Richmond St to Bourke St	10,000	0	0	0	0%	
Frame Court - Leederville Pde to Water Corp	30,000	0	0	0	0%	
Hawthorn Street - Flinders St to Coogee St	30,000	0	0	0	0%	
Little Walcott Street - Mabel St to Blake St	50,000	0	0	0	0%	
Norfolk Street - Vincent St to Chelmsford Rd	35,000	0	0	0	0%	
Westralia Street - East Pde to Joel Tce	25,000	0	0	0	0%	
Hutt Street - Grosvenor Rd to Raglan Rd	20,000	0	0	0	0%	
Dover Street - Scarborough Beach Rd to Matlock St	25,000	0	0	0	0%	
ROADWORKS - REHABILITATION (MRRG PROGRAM)						
Beaufort/Brisbane Street Intersection Improvements	139,970	0	0	0	0%	
Brisbane Street - Beaufort to William Street	134,214	0	0	0	0%	
Beaufort Street - Brisbane to Parry Street	51,043	0	0	0	0%	
Vincent Street - William to Beaufort Street	110,082	4,500	7,610	3,110	69%	
Angove Street - Daphne to Fitzgerald Street	153,200	0	0	0	0%	
Angove Street - Charles to Daphne Street	327,400	0	0	0	0%	
Fitzgerald Street - Raglan Road to Angove Street	142,700	0	0	0	0%	
Scarborough Beach Road - Oxford to Fairfield Street	72,600	0	0	0	0%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
ROADWORKS - ROADS TO RECOVERY PROGRAM						
Newcastle Street - Oxford Street to Carr Place	48,794	0	0	0	0%	
Roads to Recovery Program (Deferred from 2016-17)	201,248	0	0	0	0%	
Tennyson Street - Oxford St to Scott St	100,000	0	0	0	0%	
Barnet Street - Richmond St to Bourke St	55,145	0	0	0	0%	
Richmond Street - Loftus St to Elven St	100,000	0	0	0	0%	
Randell Street - Fitzgerald St to Palmerston St	90,000	0	0	0	0%	
RIGHTS OF WAY						
Nova Lane	98,900	0	0	0	0%	
Solar Lighting of Laneways	29,647	0	0	0	0%	
Rights of Way - Cowle/Charles Streets, West Perth	26,000	0	0	0	0%	
Rights of Way - Ruby/Knutsford Street, North Perth	45,000	0	0	0	0%	
Rights of Way - Rehabilitation	120,000	0	0	0	0%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
SLAB FOOTPATH PROGRAMME						
Newcastle St - Carr to Watercorp	85,000	0	0	0	0%	
Install Tactile pavers in Brisbane and Lake Streets, Perth	20,000	0	0	0	0%	
Kalgoorlie Street footpath, Berryman St to Scarborough Beach Road	36,000	0	0	0	0%	
Summer St footpath, Joel Terrace to the river	35,000	0	0	0	0%	
Purslowe Street - Brady St to East St	26,500	0	0	0	0%	
Ellesmere Street - Fairfield St to Shakespeare St	35,000	0	0	0	0%	
Anzac Road - Loftus St to Scarborough Beach Rd	0					
Cliveden Street - Walcot to No 19 (near Hunter St)	0					
Barnet Place - Barnet St to Cul-de-sac	6,000	0	0	0	0%	
Gardiner Street - Zebina St to East Pde	10,000	0	0	0	0%	
Lake Street - Glendower St to Primrose St	3,500	0	0	0	0%	
Walcott Street - Alma St to Raglan Rd	0					
Alma Street - Fitzgerald St Cul-de-sac	7,000	0	0	0	0%	
Ambleside Avenue - Lynton St to Cul-de-sac	10,000	0	0	0	0%	
Angove Street - Albert St to Woodville St	8,000	0	0	0	0%	
Barlee Street - Roy St to new development (45m)	5,500	0	0	0	0%	
Brewer Street - Lacey St to Pier St	10,000	0	0	0	0%	
Campsie Street - Bourke St RAB	0					
Bennelong Place - Oxford St to Cul-de-sac	0					
Emmerson Street - Loftus St to Alto Ln	6,000	0	0	0	0%	
Farmer Street - Angove St to Pansy St	9,000	0	0	0	0%	
Greenway Street - Beaufort St to Stirling St	0					
Fore Street - Beaufort St to 25m west	8,500	0	0	0	0%	
Kalgoorlie Street - Berryman St to Scarborough Beach Rd	0					
William Street - Glendower St to Vincent St	5,000	0	0	0	0%	
Charles Street - Carr St to Newcastle St	90,000	0	0	0	0%	
Robinson Avenue - Wellman St to William St	10,000	0	0	0	0%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
BICYCLE NETWORK						
Bike Plan Network 2015-16 Implementation (Palmerston to Lord)	45,007	5,500	5,274	(226)	-4%	
Bicycle Network Oxford - Anzac to Scarb Bch Rd	190,000	0	0	0	0%	
Oxford Street Green - Bike Box	25,000	0	0	0	0%	
Bike Boulevard Stage 2	1,100,000	0	0	0	0%	
Bike Parking	15,000	0	180	180	100%	
Carr/Cleaver Street - bike lanes	50,000	0	0	0	0%	
CAR PARK DEVELOPMENT						
Beatty Park Reserve car park - Lighting	2,500	0	0	0	0%	
Berryman and The Boulevard - Angle Parking	90,000	0	0	0	0%	
Brisbane Street Car Park - Lighting	35,000	0	0	0	0%	
Chelmsford Road Car Park	78,000	0	0	0	0%	
Glebe Street - Angle Parking	85,000	0	0	0	0%	
North Perth ACROD Parking Bays	5,000	0	0	0	0%	
Pansy Street Car Park - Lighting	1,600	0	0	0	0%	
Parking Restriction Implementation	143,682	0	1,980	1,980	100%	
Raglan Road Car Park - Resurfacing & Lighting	70,000	0	0	0	0%	
DRAINAGE						
Beatty Park Reserve - Flood Mitigation Works	3,033	0	0	0	0%	
Beatty Park Reserve - Drainage Improvements	150,000	0	0	0	0%	
Gully Soakwell Program	75,000	0	0	0	0%	
Lawler Street Sump - Infill	198,000	0	0	0	0%	
Miscellaneous Improvements	55,000	0	0	0	0%	
Muriel Place Drainage Upgrade	20,000	0	0	0	0%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
PARKS AND RESERVES						
Axford Park - Redevelopment	200,000	0	0	0	0%	
Banks Reserve - Foreshore restoration stage 2	185,300	0	0	0	0%	
Central Control Irrigation System (Stage 3)	60,000	0	0	0	0%	
Charles Veryard Reserve - Full/Partial Dog Exercise Fence & Landscaping	15,000	0	0	0	0%	
Hyde Park - Re-asphalt pathways	72,336	20,000	23,510	3,510	18%	
Kyilla Park - Replace/upgrade in ground reticulation system	65,000	0	0	0	0%	
Leake Street Public Open Space - Eco Zoning	5,000	0	0	0	0%	
Les Lilleyman Reserve - Basketball and Netball installation	20,000	0	0	0	0%	
Les Lilleyman Reserve - Eco-zoning	30,000	0	0	0	0%	
Menzies Park - Replace groundwater bore	40,000	0	0	0	0%	
Miscellaneous - Parks and Reserves Upgrade	20,000	0	0	0	0%	
Parks BBQ installations	9,500	0	0	0	0%	
Roads to Parks Demonstration Project - Hyde Street Park Mt Lawley	120,000	0	0	0	0%	
Synthetic Cricket Wicket Surfacing Program	25,000	0	0	0	0%	
Venables Park - Re-asphalt pathways and install barrier kerbing	20,000	0	0	0	0%	

CITY OF VINCENT
 NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
 AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
MISCELLANEOUS						
Axford Park - Uplighting trees	60,000	0	0	0	0%	
Install a pit and pump at Depot Dog Pound	41,000	0	0	0	0%	
New Parklets - Mt Hawthorn & North Perth	24,600	0	0	0	0%	
Proposed Pedestrian Safety Ballustrade intersection Oxford and Bourke Streets, Leederville	8,000	0	0	0	0%	
Robertson Park - Restump concrete boardwalk	15,000	0	0	0	0%	
Bus Shelters	40,000	0	0	0	0%	
Upgrade and install new street lighting	15,000	0	0	0	0%	
TOTAL EXPENDITURE FOR INFRASTRUCTURE ASSETS	8,358,501	30,000	56,237	26,237	87%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
<u>PLANT & EQUIPMENT ASSETS</u>						
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME						
Light Fleet - Annual Changeovers	280,500	0	0	0	0%	
MAJOR PLANT REPLACEMENT PROGRAMME						
Road Safety Trailer	29,500	0	0	0	0%	
Side Loader Rubbish Compactor	380,000	0	0	0	0%	
Single Axle Truck (Flocon)	200,000	0	0	0	0%	
Tractor - Parks	120,000	0	0	0	0%	
Ride-on Rotary mower (zero turn) - Parks	42,000	0	0	0	0%	
All Terrain vehicle (ATV) - Hyde Park	30,000	0	0	0	0%	
ADMINISTRATION & CIVIC CENTRE						
Beatty Park Server	19,000	0	0	0	0%	
Upgrade of CCTV	42,800	0	0	0	0%	
BEATTY PARK LEISURE CENTRE						
Boiler Replacement	199,000	0	0	0	0%	
Upgrade fire panel	25,000	0	0	0	0%	
Ventilation in spa plant room	8,500	8,500	0	(8,500)	-100%	
Switchboard in top level of plantroom	12,500	0	0	0	0%	
25m pool pump	7,500	0	0	0	0%	
Dry Chlorine feeder	12,000	0	0	0	0%	
POLICY AND PLACE						
Installation of Device Sensors for Town Centre Performance	1,236	0	0	0	0%	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance Variance Commentary
COMMUNITY SERVICES					
Replace Autocite Units (mobile infringement hardware)	40,000	500	0	(500)	-100%
5x 'Pay by Plate' parking ticket machines - Avenue Car Park	6,900	0	0	0	0%
Frame Court Car Park - Pay-by-Plate Parking Machines	50,000	0	0	0	0%
Parking Machines Asset Replacement Program	40,000	0	341	341	100%
Parking Sensors Pilot Project	51,410	0	0	0	0%
TOTAL EXPENDITURE					
FOR PLANT & EQUIPMENT ASSETS	1,597,846	9,000	341	(8,659)	-96%

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance Commentary
<u>FURNITURE & EQUIPMENT ASSETS</u>					
CORPORATE SERVICES					
Corporate Systems - Re-Implementation or Replacement	37,500	0	0	0	0%
BEATTY PARK LEISURE CENTRE					
Replacement of Gym Equipment for Loftus Centre	54,615	0	0	0	0%
Stereo upgrades - RPM studio, Studio 1&2 and Gym (Currently Leased)	41,000	0	0	0	0%
Pool Lane rope replacement	7,000	0	0	0	0%
INFORMATION TECHNOLOGY					
Upgrade of IT Firewall	80,000	0	0	0	0%
Replace IT Servers	50,000	0	0	0	0%
Replacement PC Fleet (Currently Leased)	350,000	0	0	0	0%
Redevelopment of Website (stage 2)	30,000	0	0	0	0%
Upgrade of AV Devices	30,000	0	0	0	0%
Upgrade IT Network Remote Access Facility	30,000	0	0	0	0%
SOE Development	15,000	0	0	0	0%
Online Lodgement of Applications	100,000	0	0	0	0%
Replacement of CARS Systems	60,000	0	0	0	0%
Upgrade Two Way Radio Fleet	100,000	0	0	0	0%
LOFTUS RECREATION CENTRE					
Loftus Recreation Equipment replacement	44,000	0	0	0	0%
Replacement Stereo - Loftus Recreation	15,000	0	0	0	0%

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18
AS AT 31 JULY 2017



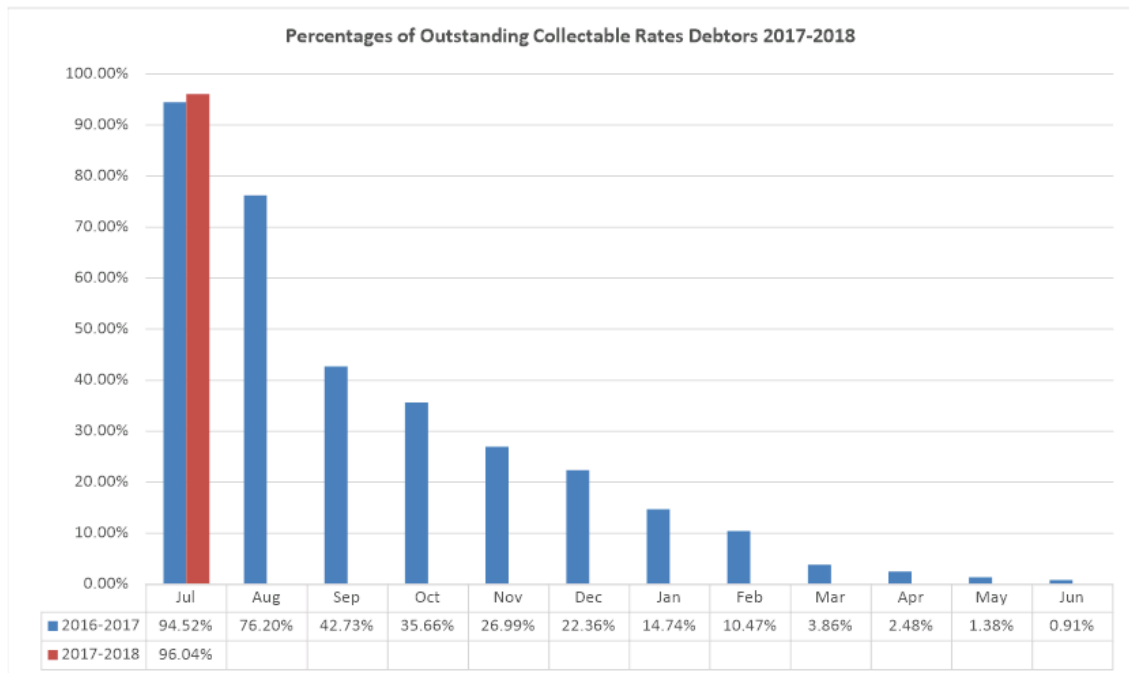
	Adopted Budget 2017/18 \$	YTD Budget Jul-17 \$	YTD Actual Jul-17 \$	YTD Variance	Variance	Commentary
PUBLIC HALLS						
Renewal of furniture for municipal halls	6,000	0	(57)	(57)	100%	Refund received for damaged goods for 2016-17.
Halls, Pavilions and Operational Buildings - Non Fixed Assets - Renewal	60,000	0	0	0	0%	
WORKS DEPOT						
New letter folding machine at the depot	1,500	0	0	0	0%	
TOTAL EXPENDITURE FOR FURNITURE & EQUIPMENT ASSETS	1,111,615	0	(57)	(57)	100%	
TOTAL CAPITAL EXPENDITURE	13,411,320	39,700	59,471	19,771	50%	

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



Reserve Particulars	Budget Opening Balance 01-Jul-17 \$	Estimated Opening Balance 01-Jul-17 \$	FY Budget Transfers From Muni Funds \$	YTD Actual Transfers From Muni Funds \$	FY Budget Interest Earned \$	YTD Actual Interest Earned \$	FY Budget Transfers To Muni Funds \$	YTD Actual Transfers To Muni Funds \$	Budget Balance 30-Jun-18 \$	Actual Balance 31-Jul-17 \$
Administration Centre Reserve	11,418	10,587	0	0	178	22	(10,440)	0	1,156	10,609
Aged Persons and Senior Citizens Reserve	0	0	0	0	0	0	0	0	0	0
Asset Sustainability Reserve	3,246,209	3,251,804	0	0	92,983	6,844	0	0	3,339,192	3,258,648
Beatty Park Leisure Centre Reserve	252,933	358,844	0	0	4,739	755	(175,000)	0	82,672	359,599
Capital Reserve	8,264	7,470	0	0	237	16	0	0	8,501	7,486
Cash in Lieu Parking Reserve	782,114	781,449	60,000	3,142	20,756	1,645	(175,000)	0	687,870	786,236
Electronic Equipment Reserve	52,666	52,589	0	0	1,509	111	0	0	54,175	52,700
Hyde Park Lake Reserve	148,486	148,177	0	0	4,253	312	0	0	152,739	148,489
Land and Building Acquisition Reserve	277,340	276,761	0	0	7,944	582	0	0	285,284	277,343
Leederville Oval Reserve	217,145	216,694	0	0	5,217	456	(70,000)	0	152,362	217,150
Leederville Tennis Reserve	1,976	1,981	970	241	70	4	0	0	3,016	2,226
Light Fleet Replacement Reserve	0	0	0	0	0	0	0	0	0	0
Loftus Community Centre Reserve	17,899	17,811	6,150	1,530	601	37	0	0	24,650	19,378
Loftus Recreation Centre Reserve	39,329	39,123	57,060	4,743	1,380	82	(39,375)	0	58,394	43,948
North Perth Tennis Reserve	42,094	42,049	4,670	1,161	1,273	88	0	0	48,037	43,298
Office Building Reserve - 246 Vincent Street	528,131	527,031	0	0	12,979	1,109	(150,000)	0	391,110	528,140
Parking Facility Reserve	98,461	132,682	0	0	2,788	279	(2,250)	0	98,999	132,961
Parking Funded City Upgrade Reserve	0	0	0	0	0	0	0	0	0	0
Parking Funded Transport Initiatives Reserve	0	0	0	0	0	0	0	0	0	0
Percentage For Public Art Reserve	0	0	0	0	0	0	0	0	0	0
Plant and Equipment Reserve	303,210	300,763	0	0	4,539	633	(289,500)	0	18,249	301,396
State Gymnastics Centre Reserve	96,746	96,639	10,750	892	2,925	203	0	0	110,421	97,734
Strategic Waste Management Reserve	20,884	20,842	0	0	598	44	0	0	21,482	20,886
Tamala Park Land Sales Reserve	1,991,393	2,026,730	1,452,514	0	77,298	4,266	(48,040)	(5,253)	3,473,165	2,025,743
Underground Power Reserve	195,835	195,426	0	0	5,609	411	0	0	201,444	195,837
Waste Management Plant and Equipment Reserve	543,138	546,224	0	0	10,544	1,150	(350,000)	0	203,682	547,374
	8,875,671	9,051,676	1,592,114	11,709	258,420	19,049	(1,309,605)	(5,253)	9,416,600	9,077,181

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



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



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget %
	\$		\$	\$	%
Rate Revenue					
General Rate					
12231 Residential	304,582,824	6.289	19,164,597	19,155,218	100.0%
1658 Other	307,127,010	6.489	8,197,230	8,427,523	102.8%
193 Vacant Other	2,659,300	12.236	331,449	325,392	98.2%
Minimum Rate					
4248 Residential @ \$1,100	62,344,682	6.289	4,699,200	4,712,400	100.3%
129 Other @ \$1,100	1,450,590	6.489	136,400	141,900	104.0%
4 Vacant Other @ \$1,414	41,700	12.236	5,656	5,656	100.0%
Interim Rates	0		375,000	0	0.0%
Back Rates	0		30,000	0	0.0%
Total Amount Made up from Rates	678,206,106		32,939,532	32,768,089	
Non Payment Penalties					
Instalment Interest @ 5.5%			176,000	0	0.0%
Penalty Interest @ 11%			104,000	2,980	2.9%
Administration Charge - \$13 per instalment			229,000	0	0.0%
Legal Costs Recovered			25,000	112	0.4%
Other Reimbursements			600	26	4.3%
Interest Write Off			(200)	0	0.0%
			33,473,932	32,771,207	
Other Revenue					
Exempt Bins - Non Rated Properties			147,000	128,195	87.2%
Commercial / Residential Additional Bins			119,000	185,030	155.5%
Swimming Pools Inspection Fees			12,000	12,895	107.5%
			33,751,932	33,097,327	
Opening Balance				288,300	
Total Collectable			33,751,932	33,385,627	98.91%
Less					
Cash Received				109,937	
Overpayments of Rates 2016-17				(143,738.46)	
Rebates Allowed				999,181	
Refunds Allowed				0	
Rates Balance To Be Collected			33,751,932	32,420,247	96.05%
Add					
ESL Debtors				6,293,674	
Pensioner Rebates Not Yet Claimed				999,118	
ESL Rebates Not Yet Claimed				259,672	
Less					
Deferred Rates Debtors				(120,365)	
Current Rates Debtors Balance				39,852,346	

**CITY OF VINCENT
DEBTOR REPORT
FOR THE MONTH ENDED 31 JULY 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	69,990	0	0	371,209	441,199
DEBTOR CONTROL - PROPERTY INCOME	1,237	131,770	(76)	60,234	193,165
DEBTOR CONTROL - RECOVERABLE WORKS	(59,216)	14,599	40,481	234	(3,902)
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	949	750	0	0	1,699
DEBTOR CONTROL - OTHER	33,190	662,845	(15)	30,855	726,875
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - GST	42,119	106,687	(209,110)	102,423	42,119
DEBTOR CONTROL - INFRINGEMENT	74,844	56,827	67,353	2,138,902	2,337,926
PROVISION FOR DOUBTFUL DEBT	0	0	0	0	0
TOTAL DEBTORS OUTSTANDING AS AT 31/07/2017	163,112	973,478	(101,367)	2,703,857	3,739,080
UNDERGROUND POWER					59,619
ACCRUED INCOME					73,908
ACCRUED INTEREST					161,781
PREPAYMENTS					307,490
TOTAL TRADE AND OTHER RECEIVABLES					4,341,878

DATE	DEBTOR OVER 60 DAYS	AMOUNT	DEBT DETAILS & COMMENTS
25/02/2015	Subiaco Football Club	30,491.87	Turf maintenance & top dressing <i>Comment: Pending discussions on annual maintenance plan.</i>
24/06/2016	Belgravia Leisure Pty Ltd	2,696.88	Maintenance recoup <i>Comment: Currently under negotiation.</i>
25/02/2015	East Perth Football Club	27,263.70	Turf maintenance & top dressing <i>Comment: Pending discussions on annual maintenance plan.</i>
14/04/2016	Loftus Community Centre	1,417.97	FESA Levy 15/16 & Security Alarm Response <i>Comment: Currently under negotiation.</i>
30/03/2017	Vietnam Veterans Association of Australia	770.00	Vairable Outgoings <i>Comment: Reminder sent, Finance Officer to follow up.</i>
12/09/2016	Tuart Hill Cricket Club	6,680.00	Charles Veryard Reserve for training/matches <i>Comment: Currently under negotiation.</i>
24/03/2017	West Australian Football Association	2,000.00	Turf work after use by West Coast Eagles <i>Comment: Pending resolution of ground use</i>
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act <i>Comment: Referred to Fines Enforcement Registry.</i>
BALANCE OF 60 DAY DEBTORS OVER \$500.00		99,920.42	

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



	Full Year Budget 2017/18 \$	YTD Budget 2017/18 \$	YTD Actuals Jul-17 \$	YTD Actuals Jul-16 \$	2016-17 Actuals Jul-17 \$	2015-16 Actuals Jul-16 \$
Administration						
Expenditure	0	0	0	0	0	0
Revenue	0	0	(0)	0	(0)	0
(Surplus)/Deficit	0	0	(0)	0	(0)	0
Swimming Pools Area						
Expenditure	3,548,760	288,829	217,121	198,501	(3,172,353)	198,501
Revenue	(2,246,180)	(133,489)	(139,690)	(135,728)	1,961,111	(135,728)
(Surplus)/Deficit	1,302,580	155,340	77,431	62,773	(1,211,241)	62,773
Swim School						
Expenditure	1,055,780	83,504	83,225	78,605	(989,453)	78,605
Revenue	(1,496,970)	(132,433)	(152,366)	(125,272)	1,329,715	(125,272)
(Surplus)/Deficit	(441,190)	(48,929)	(69,141)	(46,667)	340,262	(46,667)
Café						
Expenditure	761,030	53,885	35,050	30,354	(774,270)	30,354
Revenue	(715,970)	(46,379)	(47,931)	(45,293)	626,559	(45,293)
(Surplus)/Deficit	45,060	7,506	(12,881)	(14,939)	(147,711)	(14,939)
Retail Shop						
Expenditure	409,190	12,235	3,527	(39,639)	(413,254)	(39,639)
Revenue	(517,490)	(23,540)	(27,945)	(22,643)	456,591	(22,643)
(Surplus)/Deficit	(108,300)	(11,305)	(24,418)	(62,282)	43,336	(62,282)
Health & Fitness						
Expenditure	1,317,370	132,862	106,570	133,336	(1,231,016)	133,336
Revenue	(1,596,000)	(132,115)	(137,384)	(132,575)	1,384,193	(132,575)
(Surplus)/Deficit	(278,630)	747	(30,814)	761	153,177	761
Group Fitness						
Expenditure	561,910	51,067	35,785	38,545	(486,883)	38,545
Revenue	(637,060)	(51,728)	(53,835)	(53,205)	556,435	(53,205)
(Surplus)/Deficit	(75,150)	(661)	(18,051)	(14,660)	69,552	(14,660)
Aquarobics						
Expenditure	140,270	11,413	8,381	8,449	(127,068)	8,449
Revenue	(226,990)	(17,676)	(18,579)	(18,715)	199,873	(18,715)
(Surplus)/Deficit	(86,720)	(6,263)	(10,198)	(10,265)	72,805	(10,265)
Creche						
Expenditure	329,490	26,712	24,360	20,648	(296,418)	20,648
Revenue	(54,020)	(4,359)	(6,460)	(7,318)	69,532	(7,318)
(Surplus)/Deficit	275,470	22,353	17,899	13,330	(226,886)	13,330
(Surplus)/Deficit	633,120	118,788	(70,171)	(71,950)	(906,706)	(71,950)
Less Depreciation	(546,950)	(45,579)	0	0	563,255	0
Cash (Surplus)/Deficit	86,170	73,209	(70,171)	(71,950)	(343,451)	(71,950)

Creditors Report - Payments by EFT 29/07/2017 to 23/08/2017				
Creditor	Date	Payee	Description	Amount
2119.2008-01	29/07/2017	Alinta Energy	Electricity and gas charges	\$ 17,793.60
2119.2204-01	29/07/2017	Telstra Corporation Ltd	Telephone and internet charges	\$ 19.65
2119.3001-01	29/07/2017	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff	\$ 17,521.39
2119.4418-01	29/07/2017	West-Sure Group Pty Ltd	Cash collection services	\$ 4,508.46
2119.4768-01	29/07/2017	Optus Billing Services Pty Ltd	Telephone and internet charges - late invoices	\$ 31,935.00
2119.6903-01	29/07/2017	APARC Pty Ltd	Parking ticket rolls	\$ 21,450.00
2119.7468-01	29/07/2017	Wren Oil	Oil disposal	\$ 16.50
2119.8111-01	29/07/2017	SimplePay Solutions Pty Ltd	Credit card transactions	\$ 7,773.81
2119.8763-01	29/07/2017	StrataGreen	Garden equipment supplies	\$ 404.39
2120.3345-01	31/07/2017	LGIS Liability	Liability insurance - first instalment	\$ 117,549.80
2120.3346-01	31/07/2017	LGIS Workcare	Workcare insurance	\$ 90,454.50
2120.3347-01	31/07/2017	LGIS Property	Property insurance - first instalment	\$ 68,406.66
2120.6449-01	31/07/2017	LGIS Insurance Broking	Travel insurance	\$ 109,097.72
2120.7384-01	31/07/2017	LGISWA	Crime insurance	\$ 2,906.71
2121.2050-01	04/08/2017	City of Perth Superannuation	Superannuation	\$ 16,783.60
2122.2008-01	02/08/2017	Alinta Energy	Electricity and gas charges	\$ 29,537.63
2122.2030-01	02/08/2017	Benara Nurseries	Plants supplies	\$ 2,666.51
2122.2033-01	02/08/2017	BOC Gases Australia Limited	Oxygen supplies	\$ 2,599.37
2122.2036-01	02/08/2017	Cabcharge Australia Pty Ltd	Cabcharge account keeping fee	\$ 6.09
2122.2053-01	02/08/2017	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Café supplies	\$ 1,739.75
2122.2072-01	02/08/2017	Landgate	Gross rental valuations	\$ 373.18
2122.2106-01	02/08/2017	Programmed Integrated Workforce Ltd	Temporary staff	\$ 1,213.80
2122.2122-01	02/08/2017	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 7,156.93
2122.2123-01	02/08/2017	Major Motors Pty Ltd	Plant repairs	\$ 339.22
2122.2126-01	02/08/2017	Mayday Earthmoving	Semi truck hire	\$ 6,746.30
2122.2136-01	02/08/2017	Mindarie Regional Council	Non processable waste	\$ 128,668.71
2122.2159-01	02/08/2017	Oasis Plumbing Services	Plumbing services	\$ 168.41
2122.2175-01	02/08/2017	Pro Turf Services	Plant repairs - various	\$ 10,182.04
2122.2188-01	02/08/2017	Running Bare Australia Pty Ltd	Apparel for retail	\$ 800.25
2122.2189-01	02/08/2017	SAS Locksmiths	Key cutting and lock maintenance services	\$ 996.83
2122.2192-01	02/08/2017	Sigma Chemicals	Pool chemicals	\$ 1,757.26
2122.2199-01	02/08/2017	Speedo Australia Pty Ltd	Apparel for retail	\$ 2,095.50
2122.2204-01	02/08/2017	Telstra Corporation Ltd	Telephone and internet charges	\$ 91.22
2122.2229-01	02/08/2017	W.A. Hino Sales & Service	Sweeper service	\$ 2,032.25
2122.2232-01	02/08/2017	Walshy All Round Tradesman	Parks and Reserves repairs and maintenance	\$ 1,672.00

Creditor	Date	Payee	Description	Amount
2122.2234-01	02/08/2017	Water Corporation	Trade waste permit	\$ 6,399.13
2122.3001-01	02/08/2017	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff	\$ 20,988.81
2122.3017-01	02/08/2017	Royal W.A. Historical Society Inc.	Subscription	\$ 95.00
2122.3057-01	02/08/2017	European Foods Wholesalers Pty Ltd.	Beatty Park Café supplies	\$ 2,040.06
2122.3066-01	02/08/2017	Royal Life Saving Society	WAW wristbands	\$ 396.00
2122.3091-01	02/08/2017	Sam's Repairs & Maintenance	Installation and maintenance of signs	\$ 792.00
2122.3099-01	02/08/2017	Total Packaging WA Pty Ltd	Dog litter bags	\$ 3,432.00
2122.3110-01	02/08/2017	Depiazzi	Woodchips	\$ 7,086.20
2122.3137-01	02/08/2017	WALGA	Service subscription	\$ 65,663.53
2122.3146-01	02/08/2017	K.S. Black (WA) Pty Ltd	Bore maintenance and development	\$ 22,133.10
2122.3156-01	02/08/2017	Australian Plant Wholesalers	Plants supplies	\$ 74.80
2122.3161-01	02/08/2017	Enzed Perth & Enzed Wangara	Plant repairs	\$ 371.44
2122.3170-01	02/08/2017	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$ 1,214.25
2122.3215-01	02/08/2017	Les Mills	Licence fees for fitness classes	\$ 1,524.92
2122.3224-01	02/08/2017	Metro Count	Battery and cleat supplies	\$ 365.20
2122.3235-01	02/08/2017	My Best Friend Veterinary Centre	Vet services	\$ 1,834.35
2122.3239-01	02/08/2017	Award Contracting Pty Ltd	Locating services	\$ 517.00
2122.3247-01	02/08/2017	Beacon Equipment Canning Vale	Equipment supplies	\$ 718.20
2122.3254-01	02/08/2017	LIWA Aquatics	LIWA memberships & conference registration	\$ 3,150.00
2122.3281-01	02/08/2017	Community Newspapers	Advertising	\$ 1,019.88
2122.3315-01	02/08/2017	RPG Auto Electrics	Plant repairs	\$ 884.62
2122.3349-01	02/08/2017	City Motors Smash Repairs	Vehicle services and repairs	\$ 499.99
2122.3410-01	02/08/2017	Allmark and Associates Pty Ltd	Supply of bench plaque	\$ 159.50
2122.3492-01	02/08/2017	The West Australian Newspaper Ltd	Newspapers for resale	\$ 82.15
2122.3613-01	02/08/2017	Donegan Enterprises Pty Ltd	Playground safety inspections and bench supply	\$ 10,811.90
2122.3628-01	02/08/2017	Crommelins Machinery Sales	Plant repairs	\$ 1,154.70
2122.3663-01	02/08/2017	DFES Direct Brigade Alarm Monitoring	Annual fire alarm monitoring	\$ 5,382.42
2122.3757-01	02/08/2017	J & K Hopkins	Office furniture supply	\$ 1,904.00
2122.4085-01	02/08/2017	Parks and Leisure Australia	Annual membership	\$ 665.50
2122.4103-01	02/08/2017	Asphaltech Pty Ltd	Asphalt supplies	\$ 46,467.82
2122.4105-01	02/08/2017	Messages on Hold	Ownership agreements	\$ 1,533.48
2122.4156-01	02/08/2017	Wanneroo Plant Farm	Plants supplies	\$ 1,288.76
2122.4210-01	02/08/2017	Beaver Tree Services	Street trees & parks pruning/removal	\$ 4,503.40
2122.4214-01	02/08/2017	Kerbing West	Kerbing services	\$ 3,086.88
2122.4272-01	02/08/2017	International Auto Services	Plant repairs	\$ 444.40
2122.4447-01	02/08/2017	Blackwoods Atkins	Hardware supplies	\$ 1,126.07
2122.4469-01	02/08/2017	Hisco Pty Ltd	Tablecloth rolls	\$ 551.03
2122.4492-01	02/08/2017	Main Roads WA	Installation of line marking	\$ 2,139.17
2122.4493-01	02/08/2017	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 20,554.60

Creditor	Date	Payee	Description	Amount
2122.4627-01	02/08/2017	Flexi Staff Pty Ltd	Temporary staff	\$ 37,863.00
2122.4637-01	02/08/2017	Multi Mix Concrete Pty Ltd	Concrete supplies	\$ 567.60
2122.4749-01	02/08/2017	Picton Press	Printing services	\$ 234.94
2122.4889-01	02/08/2017	Officeworks Superstores Pty Ltd	Paper supplies	\$ 499.00
2122.4934-01	02/08/2017	YMCA of Perth Youth & Community Services Inc	YMCA Leederville funding	\$ 16,500.00
2122.5080-01	02/08/2017	Repco Auto Parts	Parts supplies	\$ 1,253.94
2122.5131-01	02/08/2017	Holcim (Readymix)	Concrete supplies	\$ 843.92
2122.5249-01	02/08/2017	Bullivants	Plant repairs	\$ 54.60
2122.5301-01	02/08/2017	Kott Gunning	Prosecution services and employment advice	\$ 19,856.10
2122.5342-01	02/08/2017	Ozscot Horticulture	Tree supplies	\$ 3,850.77
2122.5398-01	02/08/2017	Subaru Osborne Park	Vehicle services and repairs	\$ 737.15
2122.5474-01	02/08/2017	Tow-Safe Pty Ltd	Part supplies	\$ 185.00
2122.5562-01	02/08/2017	Belgravia Leisure Pty Ltd	Equipment repairs	\$ 296.73
2122.5683-01	02/08/2017	Tourism Brochure Exchange	Distribution services	\$ 165.00
2122.5773-01	02/08/2017	Dsatco Pty Ltd	Mulch supplies	\$ 2,340.00
2122.5790-01	02/08/2017	Giant Autos (1997) Pty Ltd	Vehicle services and repairs	\$ 541.25
2122.5836-01	02/08/2017	Manheim Pty Ltd	Towing services	\$ 1,027.40
2122.5936-01	02/08/2017	Outsource Business Support Solutions Pty Ltd	Technical support to Authority system	\$ 1,485.00
2122.6072-01	02/08/2017	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 3,598.20
2122.6218-01	02/08/2017	Devco Builders	Small maintenance & repairs - various locations	\$ 12,853.53
2122.6258-01	02/08/2017	Sanderson's Outdoor Power Equipment	Plant repairs	\$ 398.00
2122.6259-01	02/08/2017	Australian HVAC Services Pty Ltd	Air conditioning maintenance	\$ 1,749.64
2122.6455-01	02/08/2017	The BBQ Man	Pressure cleaning services	\$ 1,116.50
2122.6486-01	02/08/2017	Blue Heeler Trading	Embroidery services	\$ 316.80
2122.6501-01	02/08/2017	Shop for Shops	Retail shop fittings	\$ 741.40
2122.6551-01	02/08/2017	iSUBSCRIBE Pty Ltd	Magazine subscriptions for library	\$ 150.99
2122.6566-01	02/08/2017	Planet Footprint Pty Ltd	Core scorekeeping service	\$ 7,348.00
2122.6586-01	02/08/2017	McIntosh & Son WA	Tractor repairs	\$ 6.53
2122.6702-01	02/08/2017	Passive Lighting	Supply & install solar lights	\$ 23,650.00
2122.6712-01	02/08/2017	Joe Crisafio Kia	Vehicle service and repairs	\$ 1,820.79
2122.6881-01	02/08/2017	Bridgestone Select West Perth/Osborne Park	Vehicle services and repairs	\$ 2,764.90
2122.6903-01	02/08/2017	APARC Pty Ltd	Replacement of vandalised credit card readers	\$ 3,582.71
2122.7118-01	02/08/2017	C Wood Distributors	Beatty Park Café supplies	\$ 851.95
2122.7152-01	02/08/2017	Development Assessment Panels	Amended DAP fees	\$ 392.00
2122.7282-01	02/08/2017	Rubek Automatic Doors	Automatic door repair	\$ 308.00
2122.7335-01	02/08/2017	Canningvale Flooring Xtra	Supply & install carpet tiles	\$ 4,573.80
2122.7384-01	02/08/2017	LGISWA	Repayment of money paid to City of Vincent, in error	\$ 745.95
2122.7388-01	02/08/2017	Vorgee Pty Ltd	Swim accessories for retail	\$ 1,257.74
2122.7431-01	02/08/2017	BM Perich	Street tree services	\$ 11,706.20

Creditor	Date	Payee	Description	Amount
2122.7477-01	02/08/2017	Expo Group	Printing services	\$ 499.40
2122.7480-01	02/08/2017	F Sauzier	Reimbursement of expenses	\$ 110.00
2122.7481-01	02/08/2017	Regents Commercial	Rent and variable outgoings - Barlee St car park	\$ 11,799.51
2122.7572-01	02/08/2017	Compu-Stor	Records digitisation and off-site storage	\$ 971.50
2122.7576-01	02/08/2017	Action Logistics (WA) Pty Ltd t/a Action Couriers	Courier services	\$ 45.57
2122.7593-01	02/08/2017	Yoshino Sushi	Beatty Park Café supplies	\$ 381.70
2122.7605-01	02/08/2017	Centropak	Beatty Park Café supplies	\$ 1,231.87
2122.7612-01	02/08/2017	Crimea Growers Market	Beatty Park Café supplies	\$ 1,669.83
2122.7654-01	02/08/2017	Worldwide Printing Solutions East Perth	Printing services	\$ 132.00
2122.7657-01	02/08/2017	Shape Design	Graphic design services	\$ 126.50
2122.7664-01	02/08/2017	Raymond Sleeman	Fitness instructor fees	\$ 660.00
2122.7741-01	02/08/2017	DigiAd Group	TV maintenance	\$ 110.00
2122.7776-01	02/08/2017	Aqueo Import & Distribution Pty Ltd	Thongs for retail	\$ 2,957.46
2122.7818-01	02/08/2017	The Pest Guys	Pest control services	\$ 149.18
2122.7845-01	02/08/2017	Mount Hawthorn Hub	Marketing, branding and accounting services	\$ 3,970.00
2122.7924-01	02/08/2017	Alerton Australia	Computer servicing and maintenance	\$ 2,131.80
2122.7931-01	02/08/2017	Sage Consulting Engineers Pty Ltd	Electrical audit	\$ 8,800.00
2122.7944-01	02/08/2017	Unicare Health	Service disability hoist	\$ 568.00
2122.7950-01	02/08/2017	Rawlicious Delights	Beatty Park Café supplies	\$ 254.10
2122.7955-01	02/08/2017	Synergy	Electricity charges	\$ 3,880.60
2122.8009-01	02/08/2017	Marketforce Express Pty Ltd	Printing services	\$ 4,864.17
2122.8040-01	02/08/2017	Wilson Security	Security services	\$ 143.00
2122.8100-01	02/08/2017	CTI Security Systems Pty Ltd	Security services	\$ 325.99
2122.8108-01	02/08/2017	Leo Heaney Pty Ltd	Street tree services	\$ 29,845.20
2122.8120-01	02/08/2017	Selectus Employee Benefits Pty Ltd	Payroll deductions	\$ 73.74
2122.8263-01	02/08/2017	Amanzi Group Pty Ltd	Stock for resale	\$ 284.24
2122.8282-01	02/08/2017	Yoga Inspiration	Fitness instructor fees	\$ 831.60
2122.8327-01	02/08/2017	Courtney Walter	Fitness instructor fees	\$ 237.60
2122.8369-01	02/08/2017	Technology One Ltd	GIS consulting services	\$ 3,432.00
2122.8403-01	02/08/2017	Challenge Chemicals Australia	Cleaning supplies	\$ 738.10
2122.8409-01	02/08/2017	Shelley Hall	Fitness instructor fees	\$ 350.00
2122.8420-01	02/08/2017	Corsign WA Pty Ltd	Sign supplies	\$ 2,244.00
2122.8423-01	02/08/2017	Organic Websites	Subscription	\$ 231.00
2122.8425-01	02/08/2017	Paceway Osborne Park	Vehicle services and repairs	\$ 342.70
2122.8435-01	02/08/2017	Cr D Loden	Reimbursement of expenses	\$ 75.00
2122.8490-01	02/08/2017	Subthermal	Upgrade of heating system	\$ 18,258.90
2122.8498-01	02/08/2017	Wheelers Books	Library books	\$ 1,246.80
2122.8519-01	02/08/2017	Non Organic Disposals	Rubbish tipping	\$ 2,569.05
2122.8561-01	02/08/2017	ODG Solutions	Leadership impact assessments and development	\$ 71,316.68

Creditor	Date	Payee	Description	Amount
2122.8568-01	02/08/2017	Ergolink	Sit/stand Desk	\$ 685.25
2122.8576-01	02/08/2017	Work Metrics Pty Ltd	Online inductions	\$ 330.00
2122.8620-01	02/08/2017	Boyan Electrical Services	Electrical services - various locations	\$ 16,448.34
2122.8632-01	02/08/2017	Simba Towels	Towels for resale	\$ 4,280.39
2122.8634-01	02/08/2017	W Pearce	Reimbursement of expenses	\$ 121.80
2122.8645-01	02/08/2017	Domain Catering Pty Ltd	Catering services	\$ 190.00
2122.8646-01	02/08/2017	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 3,491.98
2122.8648-01	02/08/2017	Workpower	Plants supplies	\$ 944.90
2122.8671-01	02/08/2017	Design Right	Architectural fees	\$ 17,028.00
2122.8672-01	02/08/2017	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$ 745.85
2122.8698-01	02/08/2017	Empire Catering	Catering services	\$ 88.00
2122.8702-01	02/08/2017	Strive for Fitness	Fitness instructor fees	\$ 642.08
2122.8724-01	02/08/2017	Bamboo Catering	Catering services	\$ 2,798.40
2122.8737-01	02/08/2017	Unilever Australia Ltd	Beatty Park Café supplies	\$ 1,199.20
2122.8742-01	02/08/2017	Dell Australia Pty Ltd	Purchase of monitors	\$ 1,710.17
2122.8743-01	02/08/2017	Konica Minolta Business Solutions	Copy costs	\$ 344.25
2122.8746-01	02/08/2017	Shape Urban Pty Ltd	Community workshop and launch	\$ 17,704.50
2122.8752-01	02/08/2017	Jackie Barron	Fitness instructor fees	\$ 56.84
2122.8763-01	02/08/2017	StrataGreen	Garden equipment supplies	\$ 766.68
2122.8781-01	02/08/2017	JJ Richards & Sons	Rental of recycling bins	\$ 74.80
2122.8789-01	02/08/2017	TPG & Place Match	Professional fees	\$ 660.00
2122.8793-01	02/08/2017	Nightlife Music Pty Ltd	Crowd DJ	\$ 553.30
2122.8815-01	02/08/2017	Double Line Sports	Apparel for retail	\$ 1,049.40
2122.8820-01	02/08/2017	Inhouse Group Pty Ltd	Trendwise visitor analytics	\$ 999.96
2122.8854-01	02/08/2017	Tyres 4U Pty Ltd	Tyre maintenance	\$ 2,049.30
2122.8855-01	02/08/2017	Information Proficiency	HPE Content Manager upgrade	\$ 14,014.00
2122.8885-01	02/08/2017	Delta T Technologies WA Pty Ltd	Descaler for preheat exchange	\$ 88.00
2122.8890-01	02/08/2017	Vigilant Traffic Management	Traffic management services	\$ 20,484.00
2122.8894-01	02/08/2017	Plantrite	Plant supplies	\$ 1,133.00
2122.8898-01	02/08/2017	Programmed Property Services Pty Ltd	Painting services	\$ 13,794.00
2122.8929-01	02/08/2017	Butler Settineri (Audit) Pty Ltd	Interim audit fees	\$ 5,335.00
2122.8936-01	02/08/2017	Wallview	Staff room maintenance	\$ 300.00
2122.8944-01	02/08/2017	RSA Signs Pty Ltd	Sign supplies	\$ 159.50
2122.8946-01	02/08/2017	Market Creations	Website design and development	\$ 295.00
2122.8953-01	02/08/2017	Soils Aint Soils - Stonetrader Holdings Pty Ltd	Supply of pea gravel	\$ 191.00
2123.1000-01	07/08/2017	WA Local Gov't Super Plan Pty Ltd	Superannuation	\$ 122,390.10
2123.5677-01	07/08/2017	Australian Super Pty Ltd	Superannuation	\$ 18,056.53
2123.5728-01	07/08/2017	Cbus Trustee	Superannuation	\$ 1,423.07
2123.5789-01	07/08/2017	Retail Employees Superannuation Trust	Superannuation	\$ 7,259.29

Creditor	Date	Payee	Description	Amount
2123.5797-01	07/08/2017	AMP Flexible Lifetime Super	Superannuation	\$ 719.51
2123.5837-01	07/08/2017	Commonwealth Bank Superannuation Savings Account	Superannuation	\$ 272.53
2123.5858-01	07/08/2017	MLC Nominees Pty Ltd	Superannuation	\$ 825.65
2123.5863-01	07/08/2017	Unisuper Limited	Superannuation	\$ 2,261.32
2123.5894-01	07/08/2017	Asgard	Superannuation	\$ 1,783.25
2123.5904-01	07/08/2017	AMP SuperLeader	Superannuation	\$ 721.58
2123.5905-01	07/08/2017	BT Business Super	Superannuation	\$ 2,003.25
2123.5966-01	07/08/2017	First State Super	Superannuation	\$ 99.00
2123.6040-01	07/08/2017	Bistona Pty Ltd	Superannuation	\$ 1,176.02
2123.6070-01	07/08/2017	SuperWrap	Superannuation	\$ 1,197.07
2123.6083-01	07/08/2017	Tower Australia Limited	Superannuation	\$ 51.40
2123.6117-01	07/08/2017	BT Super For Life	Superannuation	\$ 111.31
2123.6137-01	07/08/2017	HostPlus	Superannuation	\$ 5,082.48
2123.6262-01	07/08/2017	HESTA Super Fund	Superannuation	\$ 627.00
2123.6266-01	07/08/2017	MTAA Super Fund	Superannuation	\$ 552.64
2123.6308-01	07/08/2017	BT Super for Life	Superannuation	\$ 242.69
2123.6391-01	07/08/2017	Colonial First State	Superannuation	\$ 566.39
2123.6409-01	07/08/2017	Catholic Superannuation & Retirement Fund	Superannuation	\$ 58.26
2123.6504-01	07/08/2017	ANZ One Answer Personal Super	Superannuation	\$ 426.63
2123.6520-01	07/08/2017	BT Lifetime Super Employer Plan	Superannuation	\$ 148.43
2123.6659-01	07/08/2017	MLC Masterkey Superannuation	Superannuation	\$ 503.29
2123.6682-01	07/08/2017	Telstra Super Pty Ltd	Superannuation	\$ 443.88
2123.6685-01	07/08/2017	Fondacaro Superfund	Superannuation	\$ 1,536.06
2123.6769-01	07/08/2017	Concept One the Industry Superannuation Fund	Superannuation	\$ 139.09
2123.6836-01	07/08/2017	MLC Navigator Retirement Plan - Superannuation Service	Superannuation	\$ 2,138.48
2123.6918-01	07/08/2017	LUCRF Super	Superannuation	\$ 456.71
2123.6925-01	07/08/2017	BT Super for Life	Superannuation	\$ 284.41
2123.6926-01	07/08/2017	Colonial First State	Superannuation	\$ 443.88
2123.7013-01	07/08/2017	Spectrum Super	Superannuation	\$ 793.42
2123.7216-01	07/08/2017	Sunsuper Superannuation	Superannuation	\$ 1,591.38
2123.7277-01	07/08/2017	Colonial First State First Choice Personal Super	Superannuation	\$ 489.06
2123.7492-01	07/08/2017	ING Direct Living Super	Superannuation	\$ 57.29
2123.7632-01	07/08/2017	AMP Flexible Super	Superannuation	\$ 1,266.04
2123.7640-01	07/08/2017	Commonwealth Personal Superannuation and Rollover Plan	Superannuation	\$ 200.66
2123.7708-01	07/08/2017	Q Super (Employer Express SuperChoice)	Superannuation	\$ 318.37
2123.7720-01	07/08/2017	LGsuper	Superannuation	\$ 1,984.37
2123.7768-01	07/08/2017	Australian Ethical	Superannuation	\$ 116.23
2123.7801-01	07/08/2017	ANZ Smart Choice Super (OnePath MasterFund)	Superannuation	\$ 974.04
2123.8029-01	07/08/2017	Kinetic Superannuation	Superannuation	\$ 617.30

Creditor	Date	Payee	Description	Amount
2123.8060-01	07/08/2017	Essential Super	Superannuation	\$ 1,336.99
2123.8124-01	07/08/2017	Defence Bank Super	Superannuation	\$ 1,307.74
2123.8189-01	07/08/2017	Enterprise Super	Superannuation	\$ 245.09
2123.8205-01	07/08/2017	Max Super Fund	Superannuation	\$ 399.37
2123.8358-01	07/08/2017	AMP CustomSuper	Superannuation	\$ 655.60
2123.8405-01	07/08/2017	Wealth Personal Superannuation and Pension Fund	Superannuation	\$ 339.94
2123.8543-01	07/08/2017	GESS Superannuation Fund	Superannuation	\$ 481.25
2123.8594-01	07/08/2017	The Trustee for Ruby Super Fund	Superannuation	\$ 853.86
2123.8643-01	07/08/2017	Radisich Superannuation Fund	Superannuation	\$ 321.36
2123.8713-01	07/08/2017	Integra Super	Superannuation	\$ 43.20
2123.8725-01	07/08/2017	Shatahjad Superannuation Fund	Superannuation	\$ 942.34
2123.8773-01	07/08/2017	Statewide Superannuation	Superannuation	\$ 76.06
2123.8804-01	07/08/2017	MLC Super Fund	Superannuation	\$ 105.00
2123.8863-01	07/08/2017	Netwealth Superannuation Master Fund	Superannuation	\$ 1,784.26
2123.8881-01	07/08/2017	The Equipsuper Superannuation Fund	Superannuation	\$ 137.21
2123.8882-01	07/08/2017	Trustee for Local Government Super	Superannuation	\$ 411.64
2124.2020-01	10/08/2017	Australian Services Union	Payroll deductions	\$ 299.86
2124.2045-01	10/08/2017	Child Support Agency	Payroll deductions	\$ 730.45
2124.2153-01	10/08/2017	L.G.R.C.E.U.	Payroll deductions	\$ 20.50
2124.2213-01	10/08/2017	City of Vincent	Payroll deductions	\$ 958.48
2124.2216-01	10/08/2017	City of Vincent Staff Social Club	Payroll deductions	\$ 424.00
2124.3133-01	10/08/2017	Depot Social Club	Payroll deductions	\$ 92.00
2124.6156-01	10/08/2017	Health Insurance Fund of WA	Payroll deductions	\$ 419.05
2124.8120-01	10/08/2017	Selectus Employee Benefits Pty Ltd	Payroll deductions	\$ 852.02
2125.98000-01	10/08/2017	Australian Taxation Office	Payroll deductions	\$ 154,312.00
2126.2008-01	10/08/2017	Alinta Energy	Electricity and gas charges	\$ 8,572.57
2126.2019-01	10/08/2017	Australia Post (Agency Commission)	Commission charges	\$ 10.87
2126.2204-01	10/08/2017	Telstra Corporation Ltd	Telephone and internet charges	\$ 849.81
2126.2234-01	10/08/2017	Water Corporation	Water charges	\$ 6,393.74
2126.3144-01	10/08/2017	Caltex Australia Petroleum Pty Ltd	Fuel and oils	\$ 25,992.97
2126.3750-01	10/08/2017	Primus Telecom	Telephone charges	\$ 34.05
2126.4768-01	10/08/2017	Optus Billing Services Pty Ltd	Telephone and internet charges	\$ 2,398.36
2126.4783-01	10/08/2017	Jackson McDonald	Audit letter	\$ 363.00
2126.5193-01	10/08/2017	Protector Fire Services Pty Ltd	Service fire equipment	\$ 197.45
2126.7955-01	10/08/2017	Synergy	Electricity charges	\$ 65,958.30
2126.8810-01	10/08/2017	Australia Post	Postage charges	\$ 33,992.59
2126.8870-01	10/08/2017	Jessica Wyld Photography	Website photography	\$ 979.00
2127.6524-01	15/08/2017	Cr J Topelberg	Council meeting fee	\$ 1,916.66
2127.6525-01	15/08/2017	Cr M Buckels	Council meeting fee	\$ 1,916.66

Creditor	Date	Payee	Description	Amount
2127.7143-01	15/08/2017	Cr R Harley	Council meeting fee	\$ 3,223.49
2127.7862-01	15/08/2017	Mayor E Cole	Council meeting fee	\$ 7,797.33
2127.8435-01	15/08/2017	Cr D Loden	Council meeting fee	\$ 1,916.66
2127.8438-01	15/08/2017	Cr S Gontaszewski	Council meeting fee	\$ 1,916.66
2127.8449-01	15/08/2017	Cr J Murphy	Council meeting fee	\$ 1,916.66
2127.8808-01	15/08/2017	Cr J Hallett	Council meeting fee	\$ 1,916.66
2128.2029-01	16/08/2017	Bunnings Building Supplies	Hardware supplies	\$ 111.78
2128.2030-01	16/08/2017	Benara Nurseries	Plants supplies	\$ 4,192.10
2128.2033-01	16/08/2017	BOC Gases Australia Limited	Oxygen supplies	\$ 1,123.02
2128.2072-01	16/08/2017	Landgate	Land enquiries	\$ 253.00
2128.2085-01	16/08/2017	Farinosi & Sons Pty Ltd	Hardware supplies	\$ 73.55
2128.2105-01	16/08/2017	Inner City Newsagency	Newspaper delivery	\$ 111.28
2128.2106-01	16/08/2017	Programmed Integrated Workforce Ltd	Temporary staff	\$ 2,448.52
2128.2119-01	16/08/2017	Line Marking Specialists	Line marking services	\$ 3,335.20
2128.2122-01	16/08/2017	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 11,757.47
2128.2123-01	16/08/2017	Major Motors Pty Ltd	Truck service	\$ 936.91
2128.2136-01	16/08/2017	Mindarie Regional Council	Processable waste	\$ 152,026.53
2128.2182-01	16/08/2017	Robot Welding	Gully grates	\$ 3,366.00
2128.2189-01	16/08/2017	SAS Locksmiths	Key cutting and lock maintenance services	\$ 1,727.08
2128.2192-01	16/08/2017	Sigma Chemicals	Pool chemicals	\$ 4,167.29
2128.2199-01	16/08/2017	Speedo Australia Pty Ltd	Apparel for retail	\$ 23,809.50
2128.2200-01	16/08/2017	Sportsworld Of WA	Apparel for retail	\$ 6,427.85
2128.2204-01	16/08/2017	Telstra Corporation Ltd	Telephone and internet charges	\$ 38.50
2128.2221-01	16/08/2017	Turfmaster Facility Management	Turf maintenance	\$ 12,753.13
2128.2232-01	16/08/2017	Walshy All Round Tradesman	Parks and Reserves repairs and maintenance	\$ 6,490.00
2128.2237-01	16/08/2017	Western Metropolitan Regional Council	Green waste tipping fees	\$ 351.69
2128.3001-01	16/08/2017	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff	\$ 8,465.79
2128.3030-01	16/08/2017	Rentokil Pest Control	Pest control services	\$ 1,831.24
2128.3040-01	16/08/2017	Shenton Enterprises Pty Ltd	Service of AIDS memorial fountain	\$ 902.00
2128.3057-01	16/08/2017	European Foods Wholesalers Pty Ltd.	Beatty Park Café supplies	\$ 292.53
2128.3091-01	16/08/2017	Sam's Repairs & Maintenance	Installation and maintenance of signs	\$ 4,257.00
2128.3099-01	16/08/2017	Total Packaging WA Pty Ltd	Bin liners	\$ 2,129.60
2128.3125-01	16/08/2017	Optum Health & Technology (Australia) Pty Ltd	Critical incident counselling services	\$ 3,368.75
2128.3137-01	16/08/2017	WALGA	Local government safety network conference	\$ 149.00
2128.3156-01	16/08/2017	Australian Plant Wholesalers	Plants supplies	\$ 1,980.00
2128.3161-01	16/08/2017	Enzed Perth & Enzed Wangara	Plant repairs	\$ 1,818.14
2128.3170-01	16/08/2017	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	\$ 270.91
2128.3195-01	16/08/2017	Initial Hygiene	Sharps disposal services	\$ 990.55
2128.3215-01	16/08/2017	Les Mills	Licence fees for fitness classes	\$ 1,665.22

Creditor	Date	Payee	Description	Amount
2128.3222-01	16/08/2017	Securepay Pty Ltd	Web payment fees	\$ 789.80
2128.3235-01	16/08/2017	My Best Friend Veterinary Centre	Vet services	\$ 1,794.77
2128.3239-01	16/08/2017	Award Contracting Pty Ltd	Locating services	\$ 2,552.00
2128.3315-01	16/08/2017	RPG Auto Electrics	Plant repairs	\$ 1,450.74
2128.3355-01	16/08/2017	Local Health Authorities Analytical Committee	Analytical services	\$ 9,305.20
2128.3424-01	16/08/2017	Lynford Motors Pty Ltd Osborne Park	Vehicle service and repairs	\$ 2,526.15
2128.3474-01	16/08/2017	CSP Group	PPE supplies	\$ 270.00
2128.3492-01	16/08/2017	The West Australian Newspaper Ltd	Newspapers for resale	\$ 246.45
2128.3511-01	16/08/2017	City of Stirling	Green waste tipping fees	\$ 27,312.43
2128.3560-01	16/08/2017	Staples Australia	Office supplies	\$ 3,025.58
2128.3613-01	16/08/2017	Donegan Enterprises Pty Ltd	Playground safety inspection	\$ 220.00
2128.3662-01	16/08/2017	Western Resource Recovery Pty Ltd	Grease trap maintenance	\$ 529.10
2128.3663-01	16/08/2017	DFES Direct Brigade Alarm Monitoring	Annual fire alarm monitoring	\$ 1,794.14
2128.3711-01	16/08/2017	Rawlinsons (WA)	Construction costs consultants fees	\$ 2,200.00
2128.3712-01	16/08/2017	Sports Turf Technology Pty Ltd	Turf maintenance review	\$ 825.00
2128.3757-01	16/08/2017	J & K Hopkins	Office furniture supply	\$ 199.00
2128.3772-01	16/08/2017	Midalia Steel	Hardware supplies	\$ 168.41
2128.3913-01	16/08/2017	Kennards Hire	Hire of BBQ and gas bottle	\$ 68.00
2128.3920-01	16/08/2017	Image Bollards	Supply & install bollards	\$ 2,574.00
2128.4017-01	16/08/2017	Trisley's Hydraulic Services Pty Ltd	Pool pump maintenance	\$ 3,996.98
2128.4034-01	16/08/2017	Penske Power System	Ad blue	\$ 612.92
2128.4035-01	16/08/2017	Kevrek (Australia) Pty Ltd	Truck repairs	\$ 808.01
2128.4069-01	16/08/2017	Environmental Health Australia	Workshop registration fee	\$ 200.00
2128.4091-01	16/08/2017	Bardfield Engineering	Safety rail repairs	\$ 385.00
2128.4103-01	16/08/2017	Asphaltech Pty Ltd	Asphalt supplies	\$ 1,274.97
2128.4150-01	16/08/2017	Oral History Assoc. of Australia	Membership renewal	\$ 65.00
2128.4191-01	16/08/2017	G Burgess	Distribution services	\$ 4,176.00
2128.4210-01	16/08/2017	Beaver Tree Services	Street trees & parks pruning/removal	\$ 199,246.30
2128.4221-01	16/08/2017	Suez Recycling & Recovery Pty Ltd	Waste collection	\$ 1,479.65
2128.4367-01	16/08/2017	Academy Services WA Pty Ltd	Cleaning services - various locations	\$ 43,757.17
2128.4418-01	16/08/2017	West-Sure Group Pty Ltd	Cash collection services	\$ 313.50
2128.4447-01	16/08/2017	Blackwoods Atkins	Hardware supplies	\$ 1,087.81
2128.4492-01	16/08/2017	Main Roads WA	Line marking services	\$ 3,657.74
2128.4493-01	16/08/2017	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 4,079.90
2128.4627-01	16/08/2017	Flexi Staff Pty Ltd	Temporary staff	\$ 20,800.17
2128.4637-01	16/08/2017	Multi Mix Concrete Pty Ltd	Concrete supplies	\$ 558.80
2128.4749-01	16/08/2017	Picton Press	Printing services	\$ 231.33
2128.4768-01	16/08/2017	Optus Billing Services Pty Ltd	Telephone and internet charges	\$ 8,390.91
2128.4957-01	16/08/2017	WA Profiling	Profiling services	\$ 18,399.52

Creditor	Date	Payee	Description	Amount
2128.4971-01	16/08/2017	Totally Workwear	Uniform supplies	\$ 2,046.25
2128.4978-01	16/08/2017	Frigmac Pty Ltd	Water cooler service	\$ 333.30
2128.5041-01	16/08/2017	Alsco Pty Ltd	Mat supplies	\$ 620.37
2128.5058-01	16/08/2017	Bolinda Publishing Pty Ltd	Earbuds for resale in library	\$ 120.95
2128.5080-01	16/08/2017	Repco Auto Parts	Parts supplies	\$ 255.43
2128.5084-01	16/08/2017	ATF Services Pty Ltd	Security fence	\$ 144.21
2128.5193-01	16/08/2017	Protector Fire Services Pty Ltd	Service fire equipment	\$ 2,498.65
2128.5225-01	16/08/2017	Dexion Balcatta	Shelving for depot	\$ 6,954.20
2128.5249-01	16/08/2017	Bullivants	Plant repairs	\$ 401.50
2128.5294-01	16/08/2017	A Team Printing	Printing services	\$ 684.20
2128.5301-01	16/08/2017	Kott Gunning	Employment advice	\$ 3,061.74
2128.5316-01	16/08/2017	McLeods Barristers & Solicitors	Legal services	\$ 6,064.14
2128.5368-01	16/08/2017	Tamala Park Regional Council	GST receivable from ATO for sale of land	\$ 5,737.55
2128.5398-01	16/08/2017	Subaru Osborne Park	New vehicle purchase; vehicle services and repairs	\$ 28,798.20
2128.5538-01	16/08/2017	Frediani Milk Wholesalers	Milk supplies	\$ 488.35
2128.5700-01	16/08/2017	Jack Lockers	Locker hire	\$ 1,301.00
2128.5764-01	16/08/2017	Graffiti Force	Graffiti removal services	\$ 572.00
2128.5791-01	16/08/2017	Irrigation Australia Ltd	Waterwise irrigation expo registration	\$ 330.00
2128.5907-01	16/08/2017	Adelphi Tailoring Company	Uniform supplies	\$ 209.00
2128.5936-01	16/08/2017	Outsource Business Support Solutions Pty Ltd	Technical support to Authority system	\$ 1,320.00
2128.6072-01	16/08/2017	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 1,834.55
2128.6184-01	16/08/2017	Data 3	HPE hardware maintenance contract	\$ 6,035.61
2128.6218-01	16/08/2017	Devco Builders	Small plant maintenance and repairs - various locations	\$ 14,748.44
2128.6258-01	16/08/2017	Sanderson's Outdoor Power Equipment	Plant repairs	\$ 691.00
2128.6259-01	16/08/2017	Australian HVAC Services Pty Ltd	Air conditioning maintenance	\$ 3,560.70
2128.6383-01	16/08/2017	WC Convenience Management Pty Ltd	Maintenance exeloos	\$ 3,992.44
2128.6455-01	16/08/2017	The BBQ Man	BBQ cleaning services	\$ 5,706.68
2128.6486-01	16/08/2017	Blue Heeler Trading	Embroidery services	\$ 1,276.00
2128.6489-01	16/08/2017	Osborne Park Volkswagen	Vehicle services and repairs	\$ 1,130.10
2128.6815-01	16/08/2017	City Motors (1981) Pty Ltd	Vehicle service and repairs	\$ 2,499.90
2128.6846-01	16/08/2017	IPWEA Ltd	Subscription	\$ 1,402.50
2128.6881-01	16/08/2017	Bridgestone Select West Perth/Osborne Park	Vehicle services and repairs	\$ 106.70
2128.7003-01	16/08/2017	Sonic HealthPlus Pty Ltd	Medical assessment	\$ 148.50
2128.7118-01	16/08/2017	C Wood Distributors	Beatty Park Café supplies	\$ 517.00
2128.7124-01	16/08/2017	Halls Head Community College	Plant supplies	\$ 528.00
2128.7152-01	16/08/2017	Development Assessment Panels	Amended DAP fees	\$ 392.00
2128.7189-01	16/08/2017	Steann Pty Ltd	Collect & dispose of illegally dumped goods	\$ 1,320.00
2128.7211-01	16/08/2017	R Jackson	Reimbursement of expenses	\$ 181.24
2128.7227-01	16/08/2017	EJ Australia Pty Ltd	Gully grate supplies	\$ 1,941.50

Creditor	Date	Payee	Description	Amount
2128.7299-01	16/08/2017	Ben Sgherza Disability Consultant	Consultancy services	\$ 1,750.00
2128.7399-01	16/08/2017	Briskleen Supplies Pty Ltd	Toiletry and cleaning products	\$ 3,748.24
2128.7431-01	16/08/2017	BM Perich	Street tree services	\$ 5,853.10
2128.7435-01	16/08/2017	Sign A Rama - Osborne Park	Sticker supplies	\$ 350.04
2128.7477-01	16/08/2017	Expo Group	Printing services	\$ 1,223.20
2128.7481-01	16/08/2017	Regents Commercial	Water service to Barlee Street car park	\$ 281.86
2128.7505-01	16/08/2017	Imagesource	Graphic design services	\$ 187.00
2128.7510-01	16/08/2017	Northsands Resources	Sand supplies	\$ 664.88
2128.7557-01	16/08/2017	Teller & Associates	IP and trade mark advice	\$ 147.40
2128.7560-01	16/08/2017	Star-Mites Gym Sports	Kidsport voucher	\$ 600.00
2128.7572-01	16/08/2017	Compu-Stor	Records digitisation and off-site storage	\$ 9,223.97
2128.7575-01	16/08/2017	Natural Area Management & Services	Designs for Banks Reserve foreshore restoration	\$ 22,000.00
2128.7593-01	16/08/2017	Yoshino Sushi	Beatty Park Café supplies	\$ 176.88
2128.7605-01	16/08/2017	Centropak	Beatty Park Café supplies	\$ 580.60
2128.7612-01	16/08/2017	Crimea Growers Market	Beatty Park Café supplies	\$ 536.22
2128.7654-01	16/08/2017	Worldwide Printing Solutions East Perth	Printing services	\$ 1,298.00
2128.7664-01	16/08/2017	Raymond Sleeman	Fitness instructor fees	\$ 397.88
2128.7733-01	16/08/2017	Acurix Networks Pty Ltd	Wi Fi services	\$ 2,319.90
2128.7818-01	16/08/2017	The Pest Guys	Pest control services	\$ 519.38
2128.7830-01	16/08/2017	Castledine Gregory	Professional fees	\$ 402.60
2128.7897-01	16/08/2017	Amani Wine Bar	Recogniton of service function	\$ 364.00
2128.7923-01	16/08/2017	Richard Harrison	Bee removal services	\$ 150.00
2128.7924-01	16/08/2017	Alerton Australia	Computer servicing and maintenance	\$ 2,131.80
2128.7938-01	16/08/2017	Talis	Asset management services	\$ 6,600.00
2128.7950-01	16/08/2017	Rawlicious Delights	Beatty Park Café supplies	\$ 290.40
2128.7955-01	16/08/2017	Synergy	Electricity charges	\$ 620.65
2128.8009-01	16/08/2017	Marketforce Express Pty Ltd	Graphic design services	\$ 376.75
2128.8040-01	16/08/2017	Wilson Security	Security services	\$ 6,599.63
2128.8100-01	16/08/2017	CTI Security Systems Pty Ltd	Security services	\$ 157.50
2128.8108-01	16/08/2017	Leo Heaney Pty Ltd	Street tree services	\$ 17,053.63
2128.8118-01	16/08/2017	Vendpro Vending Services	Vending machine hire	\$ 235.40
2128.8212-01	16/08/2017	PSPlus	Power monitor fees	\$ 3,960.00
2128.8270-01	16/08/2017	Skateboarding WA	Skateboarding WA annual program	\$ 6,270.00
2128.8282-01	16/08/2017	Yoga Inspiration	Fitness instructor fees	\$ 297.00
2128.8307-01	16/08/2017	MessageMedia	SMS integrating for Phoenix	\$ 104.56
2128.8327-01	16/08/2017	Courtney Walter	Fitness instructor fees	\$ 475.20
2128.8364-01	16/08/2017	Complete Aquatic Services	Monthly HVAC service	\$ 7,834.20
2128.8369-01	16/08/2017	Technology One Ltd	Intramaps licence and support	\$ 20,159.70
2128.8398-01	16/08/2017	Jean-Paul Barbier	Fitness instructor fees	\$ 356.00

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2128.8403-01	16/08/2017	Challenge Chemicals Australia	Cleaning supplies	\$ 1,677.23
2128.8416-01	16/08/2017	Rachael D Berry	Fitness instructor fees	\$ 772.20
2128.8489-01	16/08/2017	Capic	Water treatment services	\$ 211.20
2128.8498-01	16/08/2017	Wheelers Books	Library books	\$ 545.85
2128.8515-01	16/08/2017	Institute of Public Administration Australia WA	Annual membership subscription	\$ 1,760.00
2128.8519-01	16/08/2017	Non Organic Disposals	Rubbish tipping	\$ 561.00
2128.8520-01	16/08/2017	Transition Town Vincent	Compost and worm farming workshops	\$ 500.00
2128.8561-01	16/08/2017	ODG Solutions	Director workshops	\$ 5,280.00
2128.8572-01	16/08/2017	Civic Legal	Audit letter	\$ 264.00
2128.8576-01	16/08/2017	Work Metrics Pty Ltd	Online inductions	\$ 110.00
2128.8618-01	16/08/2017	Hive Design	Design services	\$ 154.00
2128.8620-01	16/08/2017	Boyan Electrical Services	Electrical services - various locations	\$ 23,691.54
2128.8628-01	16/08/2017	AV Trucks Services Pty Ltd	Truck repairs	\$ 14,324.28
2128.8638-01	16/08/2017	All Aussie Carpet Clean	Carpet cleaning services	\$ 480.00
2128.8645-01	16/08/2017	Domain Catering Pty Ltd	Catering services	\$ 198.50
2128.8646-01	16/08/2017	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 27,709.98
2128.8665-01	16/08/2017	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$ 840.00
2128.8672-01	16/08/2017	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$ 794.89
2128.8684-01	16/08/2017	Ip Khalsa Pvt Ltd	Mail delivery service	\$ 86.66
2128.8688-01	16/08/2017	Infocouncil Pty Ltd	Annual helpdesk fee	\$ 6,677.00
2128.8698-01	16/08/2017	Empire Catering	Catering services	\$ 1,193.00
2128.8701-01	16/08/2017	Paraquad Industries	Library mail service	\$ 5,593.50
2128.8702-01	16/08/2017	Strive for Fitness	Fitness instructor fees	\$ 722.08
2128.8704-01	16/08/2017	L7 Solutions Pty Ltd	Supply and install a Cisco VOIP phone system	\$ 18,077.46
2128.8709-01	16/08/2017	Grasstrees Australia	Tree replacement	\$ 310.00
2128.8724-01	16/08/2017	Bamboo Catering	Catering services	\$ 888.80
2128.8737-01	16/08/2017	Unilever Australia Ltd	Beatty Park Café supplies	\$ 803.12
2128.8743-01	16/08/2017	Konica Minolta Business Solutions	Copy costs	\$ 77.07
2128.8746-01	16/08/2017	Shape Urban Pty Ltd	Community engagement campaign	\$ 27,500.00
2128.8751-01	16/08/2017	Pam Wichern	Fitness instructor fees	\$ 100.00
2128.8752-01	16/08/2017	Jackie Barron	Fitness instructor fees	\$ 227.36
2128.8761-01	16/08/2017	Elyse Amy Johnstone	Fitness instructor fees	\$ 990.16
2128.8763-01	16/08/2017	StrataGreen	Fertiliser supplies	\$ 11,559.24
2128.8797-01	16/08/2017	Fit 4 Business WA	Consultancy services	\$ 275.00
2128.8798-01	16/08/2017	Shane McMaster Surveys	Surveying services	\$ 1,100.00
2128.8809-01	16/08/2017	Safari Building Products	Hardware supplies	\$ 455.40
2128.8821-01	16/08/2017	My Media Intelligence Pty Ltd	Media monitoring	\$ 2,062.94
2128.8827-01	16/08/2017	Superior Pak Pty Ltd	Camera bracket	\$ 157.35
2128.8829-01	16/08/2017	InterStream Pty Ltd	Webcast and hosting service	\$ 1,386.00

Creditor	Date	Payee	Description	Amount
2128.8834-01	16/08/2017	SIA Architects Pty Ltd	Architectural services for DAC	\$ 1,100.00
2128.8841-01	16/08/2017	Edgefield Projects	Design advisory fee	\$ 660.00
2128.8847-01	16/08/2017	REALMstudios Pty Ltd	Design advisory fee	\$ 660.00
2128.8848-01	16/08/2017	DDLS Training	Course registration	\$ 2,035.00
2128.8855-01	16/08/2017	Information Proficiency	Software licences - Content Manager	\$ 10,032.00
2128.8890-01	16/08/2017	Vigilant Traffic Management	Traffic management services	\$ 3,431.00
2128.8891-01	16/08/2017	Black Ant Projects	Electrical services	\$ 6,490.00
2128.8893-01	16/08/2017	MM IT Consulting (WA) Pty Ltd	Professional services	\$ 3,217.50
2128.8895-01	16/08/2017	Braestone Pty Ltd	Business systems review	\$ 11,429.69
2128.8899-01	16/08/2017	SJR Civil Consulting Pty Ltd	Administration and management cover	\$ 1,760.00
2128.8911-01	16/08/2017	Quayclean Australia Pty Ltd	Cleaning services	\$ 6,151.45
2128.8915-01	16/08/2017	Metal Artwork Creations	Name badges	\$ 229.90
2128.8933-01	16/08/2017	FATS Digital Services Pty Ltd	Library supplies	\$ 293.70
2128.8944-01	16/08/2017	RSA Signs Pty Ltd	Sign supplies	\$ 313.50
2128.8945-01	16/08/2017	UWA Nedlands Football Club	Kidsport voucher	\$ 200.00
2128.8952-01	16/08/2017	Environmental Resources T/A Biotuff	Compostable bin liners	\$ 160.40
2128.8956-01	16/08/2017	Yoga Me	Fitness instructor fees	\$ 59.60
2128.8960-01	16/08/2017	Hanes Brands Inc.	Apparel for retail	\$ 609.40
2128.8961-01	16/08/2017	BANKWEST	Audit letter	\$ 60.00
2129.98000-01	23/08/2017	Australian Taxation Office	Payroll deductions	\$ 182,792.00
2130.2020-01	23/08/2017	Australian Services Union	Payroll deductions	\$ 302.06
2130.2045-01	23/08/2017	Child Support Agency	Payroll deductions	\$ 758.66
2130.2153-01	23/08/2017	L.G.R.C.E.U.	Payroll deductions	\$ 20.50
2130.2213-01	23/08/2017	City of Vincent	Payroll deductions	\$ 958.48
2130.2216-01	23/08/2017	City of Vincent Staff Social Club	Payroll deductions	\$ 414.00
2130.3133-01	23/08/2017	Depot Social Club	Payroll deductions	\$ 92.00
2130.6156-01	23/08/2017	Health Insurance Fund of WA	Payroll deductions	\$ 419.05
2130.8120-01	23/08/2017	Selectus Employee Benefits Pty Ltd	Payroll deductions	\$ 852.02
				\$ 3,212,457.90
Direct Debit				
Credit Card		Commonwealth Bank	Full listing in Attachment 3	\$ 9,201.62
Lease Fees	03/08/2017	Neopost 1659932	Franking machine	\$ 385.00
	11/08/2017	Equipment Rents 0002010191-1-01	Monthly charge folding machine	\$ 617.28
	14/08/2017	Foxtel	Monthly Beatty Park Foxtel subscriptions	\$ 99.00
			Total Lease Fees	\$ 1,101.28

<i>Creditor</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre,	\$ 147,114.89
			Loftus Underground Carpark, Beatty Park Leisure Centre	
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$ 18,281.94
Total Direct Debit				\$ 175,699.73

Creditors Report - Payments by Cheque 29/07/2017 to 23/08/2017				
<i>Creditor</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
00081471	02/08/2017	P Hayes	Part refund of Beatty Park Leisure Centre fees	\$ 454.50
00081472	02/08/2017	R Lee	Part refund of Beatty Park Leisure Centre fees	\$ 454.50
00081473	02/08/2017	Petty cash - Beatty Park Leisure Centre	Petty cash recoup	\$ 220.55
00081474	02/08/2017	Petty Cash - Finance	Petty cash recoup	\$ 433.90
00081475	02/08/2017	Petty Cash - Library	Petty cash recoup	\$ 64.15
00081476	02/08/2017	Commissioner of State Revenue	Perth parking licence fee	\$ 396,094.50
00081477	02/08/2017	Loton Park Tennis Club	Insurance refund for bore replacement	\$ 2,700.00
00081478	02/08/2017	S A Russell	Refund of grounds bond	\$ 250.00
00081479	02/08/2017	B Ronan	Refund of hall bond	\$ 2,100.00
00081480	02/08/2017	K L Sorahan	Refund of hall bond	\$ 250.00
00081481	02/08/2017	C Phillips	Refund of hall bond	\$ 300.00
00081482	02/08/2017	D Cohenca	Refund of hall bond	\$ 2,100.00
00081483	02/08/2017	Russell Brooks Building Pty Ltd	Refund of works bond	\$ 3,000.00
00081484	02/08/2017	Davley Building Pty Ltd	Refund of works bond	\$ 2,600.00
00081485	02/08/2017	Hugo Homes	Refund of works bond	\$ 2,000.00
00081486	02/08/2017	Clinton Long Project Management Pty	Refund of works bond	\$ 2,000.00
00081487	02/08/2017	Dale Alcock Homes	Refund of works bond	\$ 2,000.00
00081488	02/08/2017	Tudorshine Pty Ltd	Refund of works bond	\$ 2,000.00
00081489	02/08/2017	N Mondia	Refund of works bond	\$ 2,000.00
00081490	02/08/2017	Cocoon Design & Construct	Refund of works bond	\$ 2,000.00
00081491	02/08/2017	P & F Montgomery	Refund of works bond	\$ 2,000.00
00081492	02/08/2017	Nexus Home Improvements	Refund of works bond	\$ 8,000.00
00081493	02/08/2017	Woonchan Pty Ltd	Refund of works bond	\$ 4,000.00
00081494	02/08/2017	Merym Pty Ltd T/A Emco Building	Refund of works bond	\$ 33,000.00
00081495	02/08/2017	Cocoon Design & Construct	Refund of works bond	\$ 2,000.00
00081496	02/08/2017	J Brazenor	Part refund of dog registration	\$ 150.00
00081497	02/08/2017	L Slattery	Refund of ticket machine overpayment	\$ 2.00
00081498	02/08/2017	G Corvaia	Crossover subsidy	\$ 515.00
00081499	02/08/2017	B F Mutla	Refund for faulty swim goggles	\$ 19.95
00081500	02/08/2017	S Franolich	Part refund of parking permit	\$ 159.60
00081501	02/08/2017	J Hewitt	Part refund of parking permit	\$ 159.60
00081502	02/08/2017	G Nyeholt	Part refund of parking permit	\$ 159.60
00081503	10/08/2017	L Stampone	Rates refund	\$ 692.96

Creditor	Date	Payee	Description	Amount
00081504	10/08/2017	T Whyte	Refund of development application fee	\$ 320.00
00081505	16/08/2017	BCITF Building & Construction Industry	Levy collection	\$ 50,450.92
00081506	16/08/2017	Primavera Quality Meats	Meat supplies	\$ 100.00
00081507	16/08/2017	M Krynski	Refund of works bond	\$ 2,000.00
00081508	16/08/2017	D A Waayers	Refund of works bond	\$ 2,000.00
00081509	16/08/2017	B Sheehan	Refund of works bond	\$ 2,000.00
00081510	16/08/2017	N T Gledhill	Refund of works bond	\$ 1,000.00
00081511	16/08/2017	R Leigh	Refund of works bond	\$ 500.00
00081512	16/08/2017	Ventura Homes T/A Express Two Store	Refund of works bond	\$ 2,000.00
00081513	16/08/2017	G A & G J Keenan	Refund of works bond	\$ 2,000.00
00081514	16/08/2017	G A Romeo	Refund of works bond	\$ 2,000.00
00081515	16/08/2017	ICS Australia	Refund of works bond	\$ 1,000.00
00081516	16/08/2017	K L Munckton	Refund of works bond	\$ 2,000.00
00081517	16/08/2017	Nexus Home Improvements	Refund of works bond	\$ 2,000.00
00081518	16/08/2017	T A Lydon Construction Pty Ltd	Refund of works bond	\$ 2,000.00
00081519	16/08/2017	H Grunwaldt	Refund of hall bond	\$ 2,100.00
00081520	16/08/2017	S Chetrit	Refund of hall bond	\$ 2,100.00
00081521	16/08/2017	M Smith	Refund of works bond	\$ 1,000.00
00081522	16/08/2017	J Strickland	Rates refund	\$ 400.00
00081523	16/08/2017	R J Hewitt	Rates refund due to overpayment	\$ 18,977.00
00081524	16/08/2017	S A Doran	Rates refund	\$ 1,000.00
00081525	16/08/2017	D Dumpleton	Part refund of swim pass	\$ 103.70
00081526	16/08/2017	S Vyas	Part refund of swim pass	\$ 43.20
00081527	16/08/2017	L Smith	Part refund of Beatty Park Leisure Centre fees	\$ 171.42
00081528	16/08/2017	B Sheehan	Crossover subsidy	\$ 430.00
00081529	16/08/2017	K Morley	Refund of Beatty Park Leisure Centre fees	\$ 717.75
00081530	16/08/2017	S Maria	Part refund of Beatty Park Leisure Centre fees	\$ 85.71
00081531	16/08/2017	A Schiavon	Part refund of swim pass	\$ 61.20
00081532	16/08/2017	M Yan	Part refund of dog registration	\$ 30.00
00081533	16/08/2017	Shire of Mundaring	Long service leave liability	\$ 11,379.27
00081534	16/08/2017	Collector of Public Monies	2017 NAIDOC grant recovery	\$ 2,000.00
00081535	16/08/2017	Professionals The Wright Team Rentals	Refund of underground power incorrectly paid	\$ 356.43
00081536	21/08/2017	J D Penangke	Nyoongar presentation for NAIDOC week	\$ 110.00
00081537	23/08/2017	Bauen Projects WA Pty Ltd	Refund of works bond	\$ 3,000.00
				\$ 589,317.41

<i>Creditor</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Cancelled Cheques				
00081357	21/06/2017	R Lee	Cancelled, reissued cheque 81471	-\$ 454.50
00081358	21/06/2017	P Hayes	Cancelled, reissued cheque 81472	-\$ 454.50
00081452	20/07/2017	Ballen Projects WA Pty Ltd	Cancelled, reissued cheque 81537	-\$ 3,000.00
00081461	20/07/2017	Aranmore Catholic College	Cancelled, issued in error	-\$ 405.00
00081464	20/07/2017	J D Penangke	Cancelled, reissued cheque 81536	-\$ 110.00
Total Cancelled Cheques				-\$ 4,424.00
Total Nett Cheque Payments				\$ 584,893.41

Credit Card Transactions for the Period 07 July - 07 August 2017				
<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Chief Executive Officer	27/07/2017	City of Perth Parking	Parking	\$ 10.08
Total				\$ 10.08
Director Corporate Services				
Total				\$ -
Director Technical Services				
Total				\$ -
Director Community Engagement	02/08/2017	Wilson Parking	Parking	\$ 7.06
Total				\$ 7.06
Manager Marketing and Communications	13/07/2017	Facebook	Advertising	\$ 0.17
	13/07/2017	Facebook	Advertising	\$ 3.55
	17/07/2017	Createsend/com	Email campaign	\$ 35.96
	21/07/2017	Createsend/com	Email campaign	\$ 141.03
	31/07/2017	Facebook	Advertising	\$ 82.27
	31/07/2017	International transaction fee	Advertising	\$ 2.06
	31/07/2017	Jatrix Hire	Photo booth hire for Imagine Vincent event	\$ 440.00
	01/08/2017	Createsend/com	Email campaign	\$ 26.66
	04/08/2017	Rivuu Content Approval	Social media monitoring and posting service	\$ 100.73
	04/08/2017	International transaction fee	Social media monitoring and posting service	\$ 2.52
Total				\$ 834.95

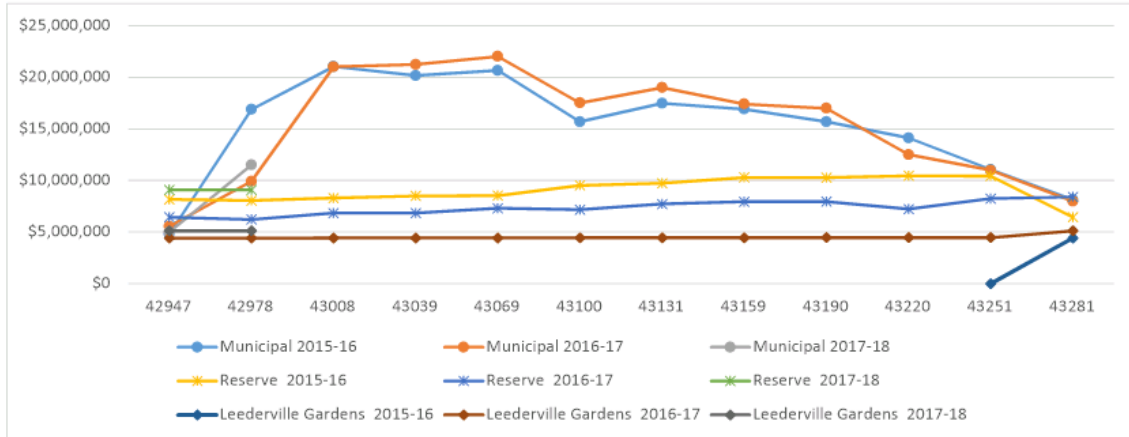
Card Holder	Date	Payee	Description	Amount
Manager Human Resources	11/07/2017	St John Ambulance	Refund for staff first aid training	-\$ 95.00
	11/07/2017	St John Ambulance	Refund for staff first aid training	-\$ 95.00
	11/07/2017	St John Ambulance	Staff first aid training	\$ 160.00
	11/07/2017	St John Ambulance	Staff first aid training	\$ 398.00
	12/07/2017	CBD College Pty Ltd	Staff CPR training	\$ 55.00
	25/07/2017	IPAA	Staff training	\$ 99.00
	26/07/2017	PSN Events Pty Ltd	Staff training	\$ 166.85
Total				\$ 688.85
Human Resources Advisor				\$ -
Total				\$ -
Purchasing Officer	07/07/2017	Geotrust Inc	City of Vincent website wildcard certificate	\$ 856.77
	07/07/2017	International transaction fee	City of Vincent website wildcard certificate	\$ 21.42
	07/07/2017	Coles	Catering - Travelsmart breakfast	\$ 103.36
	07/07/2017	Tenderlink	Public tender advertising	\$ 165.00
	10/07/2017	Sanity Web Store	CD for library	\$ 33.28
	11/07/2017	Canprint Communication	Publication - Guide to road design	\$ 191.00
	11/07/2017	Paypal - Royal Historical Society	Book for library	\$ 65.13
	11/07/2017	Magshop Online	Magazine subscription for library	\$ 69.99
	12/07/2017	Ezi Dun and Bradstreet	Company search	\$ 17.90
	12/07/2017	Paypal - Booktopia	Books for library	\$ 254.65
	12/07/2017	Paypal - Australian Book Review	Annual subscription for library	\$ 120.00
	12/07/2017	Paypal - Magshop	Magazine subscription for library	\$ 59.99
	12/07/2017	Buy Subscriptions	Magazine subscription for library	\$ 126.28
	12/07/2017	International transaction fee	Magazine subscription for library	\$ 3.16
	13/07/2017	MYOB Australia	Annual software subscription	\$ 1,452.00
	14/07/2017	Museums Galleries Australia	Annual membership	\$ 220.00
	14/07/2017	Paypal - Sanity Music	DVDs for library	\$ 233.19
	14/07/2017	Paypal - Australia Icomos Inc.	Annual membership	\$ 840.00

Card Holder	Date	Payee	Description	Amount
	14/07/2017	Global Industrial	Steel toolboxes for utes	\$ 1,969.07
	17/07/2017	Global Industrial	Steel toolbox for ute	\$ 284.28
	17/07/2017	Paypal - 4Cabling Pty Ltd	Cable and marker ties	\$ 77.69
	20/07/2017	Ezi Dun and Bradstreet	Company search - refunded as report not received	-\$ 17.90
	21/07/2017	Paypal - Sanity Music	DVD for library	\$ 35.94
	21/07/2017	Paypal - Booktopia	Books for library	\$ 123.50
	26/07/2017	Magpies Magazine Pty Ltd	Magazine subscription for library	\$ 56.00
	28/07/2017	Coles	Catering - Tree Planting Day	\$ 127.70
	01/08/2017	Westnet	WiFi Council Chambers	\$ 39.95
	03/08/2017	Coles	Catering - Travelsmart breakfast	\$ 111.13
	04/08/2017	Paypal - Sanity Music	CD for library	\$ 20.20
Total				\$ 7,660.68
Total Corporate Credit Cards				\$ 9,201.62

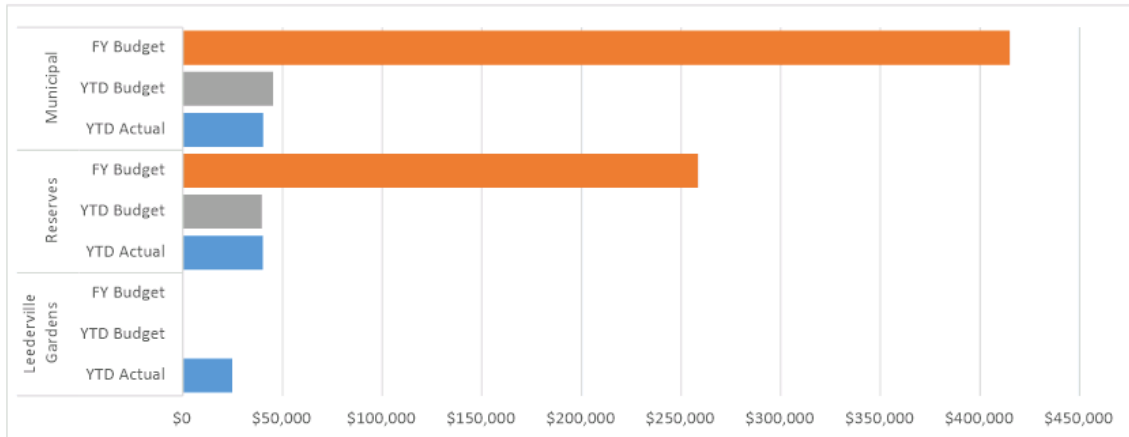
**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 AUGUST 2017**



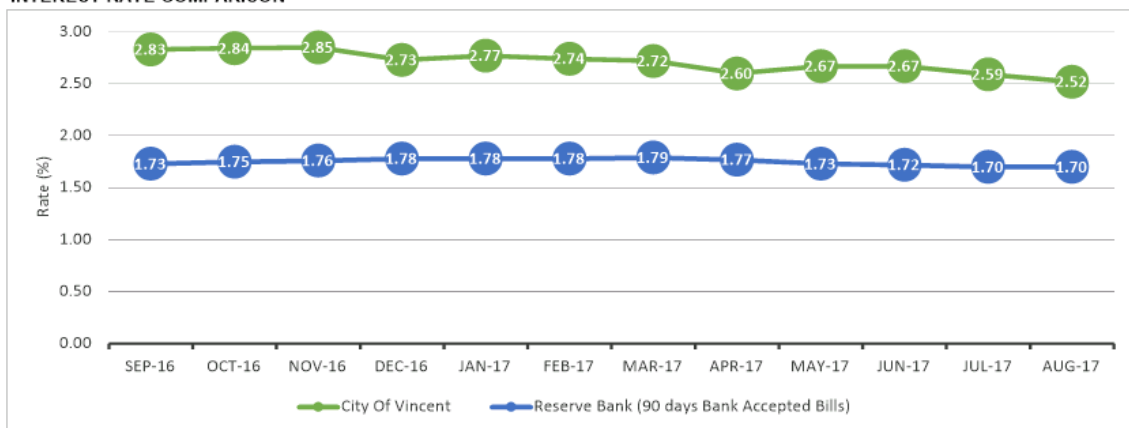
FUNDS INVESTED OVER 3 YEARS



INTEREST EARNINGS



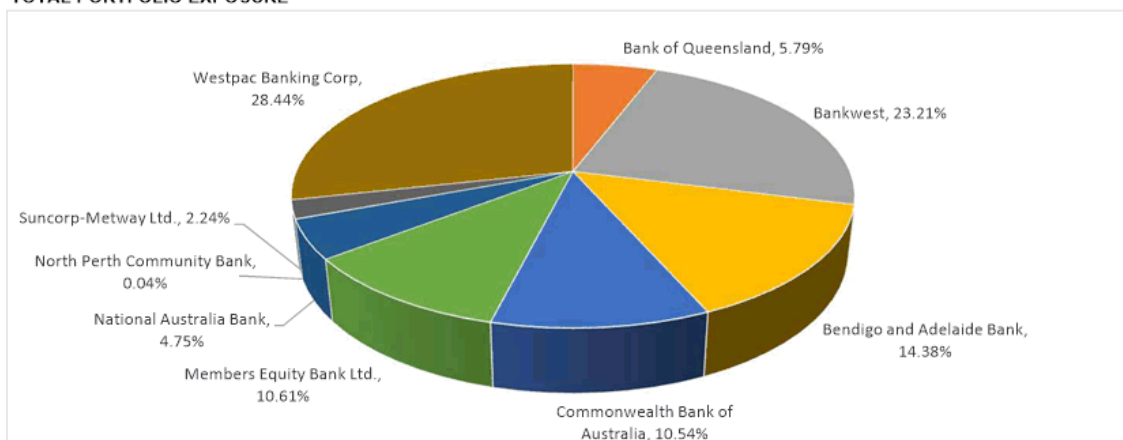
INTEREST RATE COMPARISON



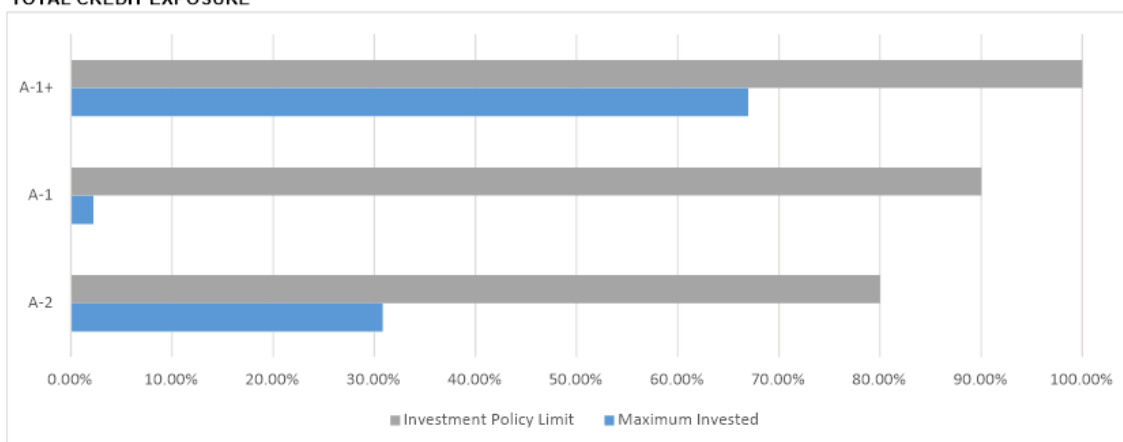
**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 AUGUST 2017**



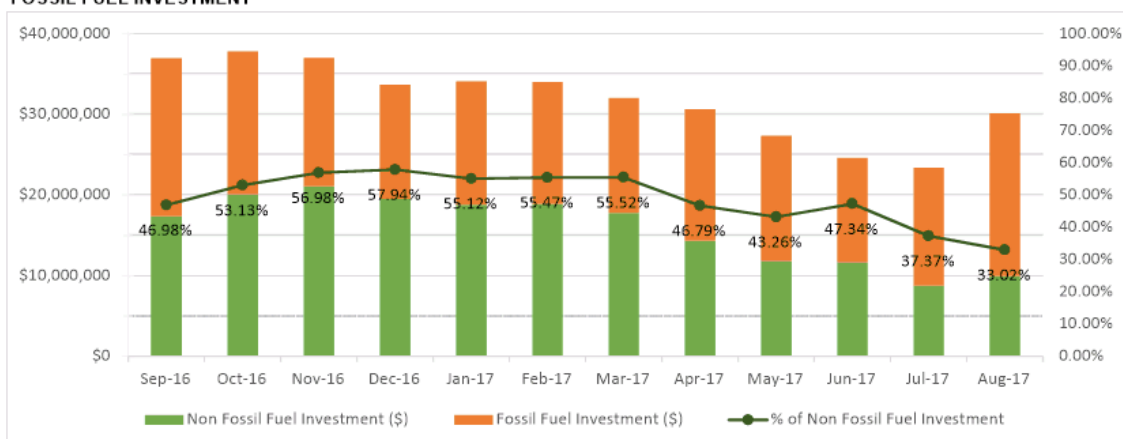
TOTAL PORTFOLIO EXPOSURE



TOTAL CREDIT EXPOSURE



FOSSIL FUEL INVESTMENT



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



	Municipal	Reserve	Trust	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS						
Operating Accounts	2,592,238	(114,077)	(30,952)	0	2,447,209	8.1%
Term Deposits	11,500,000	9,080,122	2,000,000	5,123,529	27,703,651	91.8%
Shares	11,000	0	0	0	11,000	0.0%
	14,103,238	8,966,045	1,969,048	5,123,529	30,161,860	100.0%
BY INSTITUTION						
ANZ Banking Group	0	0	0	0	0	0.0%
Bank of Queensland	0	1,746,148	0	0	1,746,148	5.8%
Bankwest	7,000,000	0	0	0	7,000,000	23.2%
Bendigo and Adelaide Bank	0	2,456,230	500,000	1,381,783	4,338,013	14.4%
Commonwealth Bank of Australia	2,592,238	618,458	(30,952)	0	3,179,744	10.5%
Members Equity Bank Ltd.	2,000,000	700,000	500,000	0	3,200,000	10.6%
National Australia Bank	0	1,433,183	0	0	1,433,183	4.8%
North Perth Community Bank	11,000	0	0	0	11,000	0.0%
Suncorp-Metway Ltd.	0	674,589	0	0	674,589	2.2%
Westpac Banking Corp	2,500,000	1,337,437	1,000,000	3,741,746	8,579,183	28.4%
	14,103,238	8,966,045	1,969,048	5,123,529	30,161,860	100.0%
BY CREDIT RATINGS (SHORT-TERM ISSUE)						
A-1+	12,092,238	3,389,078	969,048	3,741,746	20,192,110	66.9%
A-1	0	674,589	0	0	674,589	2.2%
A-2	2,011,000	4,902,378	1,000,000	1,381,783	9,295,161	30.8%
	14,103,238	8,966,045	1,969,048	5,123,529	30,161,860	100.0%
BY TERMS						
0-30 days	2,592,238	(114,077)	(30,952)	0	2,447,209	8.1%
31-90 days	11,500,000	0	0	0	11,500,000	38.1%
91-180 days	0	0	0	0	0	0.0%
181-270 days	0	0	0	0	0	0.0%
270-365 days	0	9,080,122	2,000,000	3,741,746	14,821,868	49.1%
> 1 year	11,000	0	0	1,381,783	1,392,783	4.6%
	14,103,238	8,966,045	1,969,048	5,123,529	30,161,860	100.0%
BY						
Fossil Fuel Lending	12,103,238	3,389,078	969,048	3,741,746	20,203,110	67.0%
Non Fossil Fuel Lending	2,000,000	5,576,967	1,000,000	1,381,783	9,958,750	33.0%
	14,103,238	8,966,045	1,969,048	5,123,529	30,161,860	100.0%

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



	YTD 31/08/2017 \$	YTD 31/08/2016 \$	FY 2017/18 \$	FY 2016/17 \$
MUNICIPAL FUNDS				
Budget	45,270	59,000	414,960	436,000
Interest Earnings	40,214	46,028	40,214	486,092
% Income to Budget	88.83%	78.01%	9.69%	111.49%
RESERVE FUNDS				
Budget	39,650	28,000	258,420	206,000
Interest Earnings	40,039	32,845	40,039	205,608
% Income to Budget	100.98%	117.30%	15.49%	99.81%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	24,637	22,791	24,637	140,391
% Income to Budget	0.00%	0.00%	0.00%	0.00%
TOTAL				
Budget	84,920	87,000	673,380	642,000
Interest Earnings	104,890	101,664	104,890	832,091
% Income to Budget	123.52%	116.86%	15.58%	129.61%
Variance	19,970	14,664		190,091
% Variance to Budget	23.52%	16.86%		29.61%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	84,920	87,000	673,380	642,000
Interest Earnings	80,253	78,873	80,253	691,700
% Income to Budget	94.50%	90.66%	11.92%	107.74%
Variance	(4,667)	(8,127)	(593,127)	49,700
% Variance to Budget	-5.50%	-9.34%	-88.08%	7.74%

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



Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
OPERATING ACCOUNTS						
Municipal	Commonwealth Bank of Australia					2,592,238
Reserve	Commonwealth Bank of Australia					(114,077)
Trust	Commonwealth Bank of Australia					(30,952)
Total Operating Funds						2,447,209
SHARES						
Municipal	North Perth Community Bank	23/11/2001				11,000
Total Shares						11,000
TERM DEPOSITS						
Municipal	Bankwest	25/07/2017	04/09/2017	41	2.15%	500,000
Leederville Gardens In	Westpac Banking Corp	05/09/2016	05/09/2017	365	3.00%	1,015,094
Trust	Westpac Banking Corp	05/09/2016	05/09/2017	365	3.00%	500,000
Reserve	National Australia Bank	08/11/2016	11/09/2017	307	2.76%	616,592
Municipal	Bankwest	25/07/2017	11/09/2017	48	2.20%	1,000,000
Municipal	Bankwest	25/07/2017	18/09/2017	55	2.35%	500,000
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
Reserve	Bank of Queensland	11/05/2017	12/03/2018	305	2.65%	524,661
Trust	Members Equity Bank Ltd.	13/06/2017	13/03/2018	273	2.66%	500,000
Reserve	Bendigo and Adelaide Bank	11/05/2017	09/04/2018	333	2.65%	524,661
Reserve	Bendigo and Adelaide Bank	07/06/2017	07/05/2018	334	2.65%	715,286
Leederville Gardens In	Bendigo and Adelaide Bank	07/06/2017	12/06/2018	370	2.75%	1,381,783
Reserve	Bank of Queensland	25/07/2017	12/06/2018	322	2.70%	696,825
Reserve	Westpac Banking Corp	25/07/2017	10/07/2018	350	2.73%	696,825
Reserve	Bendigo and Adelaide Bank	08/08/2017	06/08/2018	363	2.70%	716,283
Municipal	Westpac Banking Corp	15/08/2017	18/09/2017	34	2.60%	2,000,000
Municipal	Bankwest	18/08/2017	26/09/2017	39	2.25%	1,000,000
Municipal	Bankwest	18/08/2017	02/10/2017	45	2.27%	500,000
Municipal	Bankwest	18/08/2017	16/10/2017	59	2.33%	500,000
Municipal	Bankwest	22/08/2017	09/10/2017	48	2.20%	1,000,000
Municipal	Bankwest	22/08/2017	23/10/2017	62	2.35%	1,000,000
Municipal	Westpac Banking Corp	29/08/2017	30/10/2017	62	2.44%	500,000
Municipal	Bankwest	29/08/2017	06/11/2017	69	2.35%	1,000,000
Municipal	Members Equity Bank Ltd.	29/08/2017	13/11/2017	76	2.45%	500,000
Municipal	Members Equity Bank Ltd.	29/08/2017	20/11/2017	83	2.50%	1,000,000
Municipal	Members Equity Bank Ltd.	29/08/2017	27/11/2017	90	2.50%	500,000
Total Term Deposits						27,703,651
Total Investment						30,161,860



CITY OF VINCENT

LOCAL GOVERNMENT ACT 1995

STANDING ORDERSMEETING
PROCEDURES LOCAL LAW 2008

~~STANDING ORDERS~~MEETING PROCEDURES LOCAL LAW 2008

LOCAL GOVERNMENT ACT 1995

CITY OF VINCENT

~~STANDING ORDERS~~MEETING PROCEDURES LOCAL LAW 2008

PART 1 - PRELIMINARY

- 1.1 Citation
- 1.2 Objective and Intent
- 1.3 Commencement
- 1.4 Repeal of
- 1.5 Application
- 1.6 Interpretation

PART 2 - MEETINGS AND BUSINESS OF THE COUNCIL

- 2.1 Mayor to preside
- 2.2 Notice of meetings
- 2.3 Availability of notice paper
- 2.4 Quorum
- 2.5 Categories of meetings
- 2.6 Calling of meetings
- 2.7 Business at ordinary meetings
- 2.8 Order of business
- 2.9 Applications for leave of absence
- 2.10 Receiving of tabled correspondence
- 2.11 Urgent business
- 2.12 Business at adjourned meetings
- 2.13 Meetings to be generally open to the public
- 2.14 Confidential business
- 2.15 Visitors and reporters
- 2.16 Recording of proceedings prohibited
- 2.17 Declaration of interests
- 2.18 Minutes
- 2.19 Questions
- 2.20 Reports
- 2.21 Presentation of committee reports
- 2.22 Deputations
- 2.23 Access to Information
- 2.24 Petitions
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LOCAL GOVERNMENT ACT 1995

CITY OF VINCENT

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In pursuance of the powers conferred upon it by the above mentioned Act, and all other powers enabling it, the Council of the City of Vincent hereby records having resolved on the 23rd of September 2008 to make the following Local Law:-

PART 1 - PRELIMINARY

1.1 Citation

- (1) This Local Law may be cited as the "City of Vincent ~~Standing Orders~~Meeting Procedures Local Law 2008".
- (2) In the clauses to follow, this local law is referred to as "the ~~"Meeting Procedures~~Standing Orders".
- (3) This local law was previously cited as the "City of Vincent Standing Orders Local Law 2008" until it was amended by the "City of Vincent Standing Orders Amendment Local Law 2017".

1.2 Objective and Intent

- (1) The objective of this local law is to provide rules, procedures and guidelines to assist in the good conduct of meetings of the Council, committees and the standards to be observed by persons attending such meetings.
- (2) The effect of these ~~Meeting Procedures~~ Standing Orders are intended to result in:
 - (a) better decision making by the Council;
 - (b) the orderly conduct of meetings dealing with Council business;
 - (c) the community understanding the process of conducting meetings dealing with Council business;
 - (d) the more efficient and effective use of time at meetings; and
 - (e) more open and accountable local government.

1.3 Commencement

This Local Law comes into operation fourteen (14) days after the date of its publication in the *Government Gazette*.

1.4 Repeal

The *City of Vincent Local Law Relating to Standing Orders* published in the *Government Gazette* of 11 September 2001 and as amended and published on 25 June 2004 and 14 January 2005 is repealed.

1.5 Application

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All meetings of the Council or a committee and other matters as prescribed are to be conducted in accordance with the Act, the Regulations and these Meeting Procedures~~Standing Orders~~.

1.6 Interpretation

- (1) In these ~~Standing Orders~~Meeting Procedures, unless the context otherwise requires -

“**Act**” means the *Local Government Act 1995*;

“**aAgenda**” means in relation to any proposed meeting, a paper listing the terms of business to be transacted at the meeting and the order of that business;

“**CEO**” means the Chief Executive Officer or Acting Chief Executive Officer for the time being, of the City of Vincent;

“**City**” means the local government of the City of Vincent, established under the Act;

“**cClosed doors**” means a meeting of the Council or committee where no members of the public are present;

“**cCommittee**” means a committee of the Council appointed in accordance with the Act;

“**Council**” means the Council of the City of Vincent;

“**dDocument**” means a document ~~or record~~ as prescribed in the *Freedom of Information Act 1992*;

“**eEmployee**” means a person employed by the City under section 5.36 of the Act;

“**index**” means the sequential arrangement of items in numerical order as they appear in the aAgenda;

~~“minor amendment” in relation to a motion to amend another motion (“the primary motion”) means one which does not alter the original or basic intent of the primary motion as determined by the presiding member at the meeting;~~

“**notice paper**” in relation to any proposed meeting means a paper setting out the terms of business to be transacted at the meeting and the order of that business. The notice calling a sSpecial mMeeting may stand as the nNotice Ppaper for that meeting;

“**presiding member**” means:

(a) in respect of the Council, the person presiding under section 5.6 of the Act; and

(b) in respect of a committee, the person presiding under sections 5.12, 5.13, and 5.14 of the Act;

~~the presiding member at the meeting of the Council or a committee, or the deputy presiding member, or a member of the committee when performing a function of the presiding member in accordance with the Act;~~

“**procedural motion**” means any motion moved at a meeting dealing with Council business other than a substantive motion.

“**Regulations**” means the *Local Government (Administration) Regulations 1996*;

“**simple majority**” means more than 50% of the members present and voting;

“**substantive motion**” means an original motion, or original motion as amended, which the meeting is dealing with at a given time, but does not include an amendment or a procedural motion;

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“urgent business” means business dealt with under clause 2.11, in accordance with the provisions of these ~~Standing Orders~~Meeting Procedures;

“without discussion” means without debate, but does not preclude a member from asking such questions as the presiding member permits, there being no discussion, debate or challenge on the ruling of the presiding member.

- (2) (a) Unless otherwise defined herein the terms and expressions used in the ~~Meeting Procedures~~ ~~Standing Orders~~ are to have the meaning given to them in the Act and Regulations.
- (b) Where a term is not defined in these ~~Meeting Procedures~~~~Standing Orders~~, the Act or Regulations, the terminology is to be taken to be from the Macquarie Dictionary.

PART 2 - MEETINGS AND BUSINESS OF THE COUNCIL

2.1 Mayor to preside

Subject to the Act, the Mayor or in his or her absence the Deputy Mayor, or in his or her absence, a Councillor chosen by the members present, is to preside at any meeting of the Council.

2.2 Notice of meetings

- (1) Notice of ordinary meetings of the Council are to:-
- (a) be given to members in writing;
 - ~~(b) be signed by or on behalf of the CEO;~~
 - ~~(c)~~ state the place, date and hour of the meeting;
 - ~~(d)~~ state the business to be transacted; and
 - ~~(e)~~ be transmitted by ~~post, or electronic mail or delivered to the members at the usual or last known place of residence or business, or to another address any member may request in writing to the CEO,~~ together with an agenda at least seventy-two (72) hours before the time of the commencement of the meeting.
- (2) When a meeting of the Council is adjourned to a day and hour other than the next ordinary meeting of the Council, notice of the adjourned meeting is to, if time permits, be given in the manner provided by these ~~Meeting Procedures~~ ~~Standing Orders~~ except that at least twenty-four (24) hours' notice is to be given before the time of commencement of the meeting.
- (3) Notice of each special meeting of the Council is to be given to all members of the Council in the manner provided by the Act at least twenty-four (24) hours before the time of the commencement of the meeting.

2.3 Availability of notice paper

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The notice paper and agenda for an ordinary meeting of the Council is to be made available for inspection by members of the public, at the office of the City, as prescribed by the Regulations.

2.4 Quorum

- (1) Except in cases where the Act applies, the quorum for a meeting of a Council or committee is at least 50% of the number of offices (whether vacant or not) of members of the Council or committee.
- (2) The Council shall not transact business at a meeting unless a quorum is present.
- (3) If a quorum has not been established within thirty (30) minutes after a meeting is due to begin, then the meeting is to be adjourned in accordance with the Act Regulations.
- (4) Business which could have been transacted had there been a quorum at the meeting may be transacted at the resumption of the adjourned meeting.
- (5) If at any time during a meeting of the Council a quorum is not present, the presiding member upon becoming aware of that fact is to immediately suspend the proceedings of the meeting for a period of five (5) minutes.
- (6) If a quorum is not present at the expiration of the period in sub-clause (5), the meeting is deemed to have been "counted out", and the presiding member is to adjourn it to some future time or date.
- (7) A record is to be taken of all those who have spoken on the subject under consideration at the time of the adjournment.
- (8) Where the debate on any motion, is interrupted by the Council being "counted out", that debate shall be resumed at the next meeting at the point where it was interrupted.
- (9) Where the interruption in sub-clause (8) occurs at an ordinary meeting the resumption shall be at the next ordinary meeting unless a special meeting is called earlier for the purpose.
- (10) Where the interruption in sub-clause (8) is at a special meeting, the resumption shall be at the next special meeting called to consider the same business or at the next ordinary meeting if it occurs before a special meeting can be called.
- (11) At any meeting at which:-
 - (a) there is not a quorum of members present; or
 - (b) the Council is "counted out" for lack of a quorum;

the names of the members who are present are to be recorded in the minutes.

2.5 Categories of meetings

- (1) Meetings of the Council and committees are to be of two categories, namely "Ordinary" and "Special".

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- (2) "Ordinary meetings" are those called at such place and at such times as the Council, from time to time, appoints for the transaction of the ordinary business of the Council, and any committees.
- (3) "Special meetings" are those called to consider special business, the purpose of which is to be specified in the notice convening the meeting.
- (4) Subject to the provisions of the Act and these ~~Meeting Procedures Standing Orders~~ relating to the revoking or a changing of a decision, no business is to be transacted at a ~~s~~Special meeting other than that for which the ~~s~~Special meeting has been called.

2.6 Calling of meetings

- (1) The Mayor may call a special meeting of the Council as often as he or she thinks fit by notice in writing signed by the Mayor or the CEO sent to each member, at least twenty-four (24) hours before the commencement of the meeting.
- (2) A meeting of the Council may be called by at least one third of the members by serving a notice in writing signed by them stating the business to be transacted, on each of the other members of the Council, at least twenty-four (24) hours before the time of the commencement of the meeting.
- (3) The CEO may call a ~~s~~Special meeting of the Council, in accordance with the Act.

2.7 Business at ordinary meetings

No business is to be transacted at any meeting of the Council other than that specified in the notice paper and agenda, except matters which these ~~Meeting Procedures Standing Orders~~ or the Act permits to be dealt with without notice.

2.8 Order of business

- (1) Unless ordered by a decision of the Council, the "Order of Business" at any ordinary meeting of the Council shall be as follows:-
 - (a) Declaration of Opening;
 - (b) Apologies/Members on Leave of Absence;
 - (c) Public question time and receiving of public statements;
 - (d) Applications for leave of absence;
 - (e) The receiving of petitions, deputations and presentations;
 - (f) Confirmation of minutes;
 - (g) Announcements by the presiding member without discussion;
 - (h) Declaration of Interests;
 - (i) Reports;
 - (j) Motions of which previous notice has been given;

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- (k) Questions by members of which due notice has been given (without discussion);
 - (l) Representation on Committees and public bodies;
 - (m) Urgent business;
 - (n) Matters for which the meeting may be closed ("behind closed doors").
 - (o) Closure.
- (2) Unless otherwise decided by the members present, the "Order of Business" at any special meeting of the Council or at a committee meeting is to be the order in which that business stands in the agenda of the meeting.
- (3) Notwithstanding sub-clauses (1) and (2), in the "Order of Business" for any meeting of the Council or a committee, the provisions of the Act and Regulations relating to the time at which public question time is to be held are to be observed.
- (4) Notwithstanding sub-clause (1), the CEO may include on the agenda of a Council or committee meeting in an appropriate place within the "Order of Business" any matter which must be decided, or which he or she considers is appropriately decided, by that meeting.
- (5) Notwithstanding sub-clauses (1) and (2), reports listed in the agenda are to be considered in the new order in which they are raised and include;
- (a) unopposed items which will be moved "En Bloc";
 - (b) items which are the subject of a question or statement from members of the public;
 - (c) items which members wish to discuss, items which members or officers have declared a financial or proximity interest and items which require an absolute majority decision
 - (d) items which are marked "confidential" and are to be considered "behind closed doors".

2.9 Applications for leave of absence

- (1) A member seeking the Council's approval to take leave of absence shall give written notice to the CEO ~~at least one hour~~ before the commencement of the meeting.
- (2) The notice referred to in sub-clause (1) shall include the period of leave of absence required and the reasons for seeking the leave.

2.10 Receiving of tabled correspondence

- (1) The CEO, in liaison with the Mayor, is to use discretion in deciding what correspondence to place before the Council or a committee.

- (2) Correspondence may be placed before the Council or a committee in the form of a precis, provided all relevant and material facts are contained in the precis.
- (3) Where correspondence contains a matter to be decided by the Council or committee, the CEO is, if the circumstances permit, to recommend a course of action to the Council or committee, or state the alternative courses of action available.

2.11 Urgent business

A member may move a motion involving urgent business that is not included in the notice paper for that meeting provided that:-

- (a) the presiding member has first consented to the business being raised; and
- (b) the presiding member considers that either:-
 - (i) the urgency of the business is such that the business cannot await inclusion in the notice paper and agenda for the next meeting of the Council; or
 - (ii) the delay in referring the business to the next meeting of the Council could have adverse legal or financial implications for the City.

2.12 Business at adjourned meetings

At an adjourned meeting of the Council or committee no business is to be transacted other than that:-

- (a) specified in the notice of the meeting which had been adjourned; and
- (b) which remains unresolved;

except in the case of an adjournment to the next ordinary meeting of the Council or committee, when the business unresolved at the adjourned meeting shall have the precedence at that ordinary meeting and is to be dealt with prior to "Reports".

2.13 Meetings to be generally open to the public

- (1) Subject to the provision of sub-clause (2), Council and committee meetings are to be open to the public.
- (2) The Council may by decision, decide to close to members of the public a meeting or part of a meeting to conduct any specified business as prescribed in the Act.

2.14 Confidential business

- (1) All business conducted by the Council at meetings (or any part of it) which are closed to members of the public is to be treated in accordance with the *Local Government (Rules of Conduct) Regulations 2007*.

2.15 Visitors and reporters

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- (1) If a distinguished visitor or a Minister of the Government is present at a meeting, the presiding member may invite the visitor or Minister to sit beside the presiding member or at the Council table.
- (2) Reporters of the press and other media:-
 - (a) are to be permitted to attend at meetings of the Council, in such part of the Council chambers or meeting room as may be set aside for their use;
 - (b) must withdraw from the Council chamber or meeting room during any period when a meeting is closed to members of the public.

2.16 Recording of proceedings prohibited

- (1) No person is to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee, unless the person has been given prior permission by the Council.
- (2) Sub-clause (1) does not apply if the recording is taken by or at the direction of the CEO, with the permission of the Council or committee.

2.17 Declaration of interests

- (1) Any person who has an interest, within the meaning of the Act, in a matter proposed to be discussed at any meeting is to declare the interest and the nature of the interest, in accordance with the provisions of the Act and the Regulations.
- (2) The Council shall deal with a person's interest in a matter to be discussed at a Council or committee meeting in accordance with the provisions of the Act and the Regulations.
- (3) Where a member has disclosed the nature of his or her interest in a matter, immediately before the matter is considered by the meeting, he or she may, after disclosing the extent of the interest, request that he or she be allowed to be present during any discussion or decision making procedure related to the matter.
- (4) If such a request is made, the member is to leave the room while the request is considered. If the request is allowed by the members, the member may return to the meeting and be present during the discussion or decision making procedure related to that matter, but is not permitted to participate in any way.
- (5) A member, who discloses both the nature and extent of an interest, may request permission to take part in the consideration or discussion of the matter, or to vote on the matter.
- (6) If such a request is made, the member is to leave the room while the request is considered. If it is decided at a meeting that a member who has disclosed both the nature and extent of any interest in a matter, be permitted to participate in the consideration and discussion of the matter or to vote on the matter, or both, then the member may return to participate to the extent permitted.
- (7) Where a member has disclosed an interest in a matter and has left the room in accordance with the Act and the Regulations, the meeting may resolve to invite the member to return to provide information in respect of the matter or in respect of the member's interest in the matter and in such case the member is to withdraw after providing the information.
- (8) If an employee within the meaning of section 5.70 of the Act, presents a written report to a meeting, on a matter in which the employee has an interest, the nature of the interest is to be disclosed at the commencement of the report.

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- (9) If such an employee makes a verbal report to a meeting on a matter in which the employee has an interest, the employee is to preface his or her advice to the meeting by verbally disclosing the nature of the interest.
- (10) Where a member of the Council has disclosed an interest in a matter, at a committee meeting, and the matter is contained in the recommendations of the committee to an ordinary meeting of Council or to another committee meeting that will be attended by the member, the recommendation concerned is to be separated on the agenda of that ordinary meeting or other committee meeting, from other recommendations of the committee, to enable the member concerned to declare the interest and leave the room prior to consideration of that matter only.

2.18 Minutes

- (1) The minutes of a meeting of a Council or a committee meeting, not previously confirmed, are to be submitted to the next ordinary meeting of the Council or committee for confirmation.
- (2) Discussion of any minutes, other than discussion as to their accuracy as a record of the proceedings is not permitted.
- (3) Each page of the minutes shall be dated. The last page of the minutes must receive a full signature and date by the person presiding over the meeting as prescribed in the Act. The minutes, when confirmed, shall not be altered, except by resolution after notice has been given in accordance with the Act.
- (4) When minutes of a meeting are submitted to an ordinary meeting of the Council or committee for confirmation, if a member is dissatisfied with the accuracy of the minutes, then he or she is to –
 - (a) state the item or items with which he or she is dissatisfied; and
 - (b) propose a motion clearly outlining the alternative wording to amend the minutes.
- (5) In addition to the matters contained in Regulation 11 of the Regulations, the content of minutes of a meeting of the Council or a committee is to include, where an application for approval is declined or the authorisation of a licence, permit, or certificate is otherwise withheld or cancelled, the reasons for the decision.
- ~~(6) The binding, pasting or otherwise permanently affixing of the minutes to or as the pages of a book shall be sufficient recording of the minutes in the minute book.~~

2.19 Questions

- (1) A member seeking to ask a question at any meeting of the Council shall give written notice of the specific question to the CEO at least four (4) clear working days before the meeting of the Council.
- (2) If the question referred to in sub-clause (1) is in order, the answer is, as far as practicable, to be provided at that meeting of the Council.
- (3) Every question and answer is to be submitted as briefly and concisely as possible, and no discussion is permitted.

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- (4) A member requesting general information from an employee present at a Council meeting may ask a question without notice. Where possible the appropriate employee shall endeavour to answer the question. If the information is unavailable or requires research or investigation, the employee is to have the right to ask that:-
- (a) the question be placed "on notice" for the next meeting of the Council; or
 - (b) the answer to the question be given within seven (7) days to the member who asked it.
- (5) No discussion or further question is to be allowed on any question or the answer, unless with the consent of the presiding member.
- (6) Any person, other than a member, may ask questions or make public statements at a meeting of the Council or committee, provided that:-
- (a) any member of the public who raises a question or makes a public statement during question time is to state their name and address the suburb in which they reside;
 - (b) any member of the public who asks a question or speaks about an item listed on the agenda is to state the agenda item number (if known);
 - (c) the time allocated to each person to ask a question or make a statement is three (3) minutes and each person may only speak once;
 - (d) when required by the presiding member, questions are to be submitted in writing and will be read by the CEO;
 - (e) questions will be answered by the CEO or relevant employee nominated by the presiding member; and
 - (f) the presiding member may determine that any complex question requiring research or investigation be answered in writing by the CEO as soon as is practicable and a copy of the response is to be included in the agenda of the next meeting of the Council or committee as the case requires.
- (7) Any reports or items listed in the Agenda which are the subject of a question or statement from a member of the public:
- (a) are to be considered in the numerical order as they appear in the Index; and
 - (b) are to be considered immediately after all unopposed items have been determined, which will be moved "En Bloc".
- (8) The presiding member or the Council by carrying a motion, without debate, may alter the order in which any item, which is the subject of a question or statement from a member of the public, may be dealt with.
- (9) The presiding member or the majority of members present voting in the affirmative, may determine that the time available for question time is to be limited or extended, as the case may be, however, in any case shall not be less than 15 minutes.

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(10) Notwithstanding clause (6)(c), additional written questions not asked in the time allocated may be submitted in writing to the CEO and will be treated as correspondence.

2.20 Reports

- (1) The CEO shall prepare or cause to be prepared for presentation to any meeting such reports, with recommendations, preamble and information, dealing with any matter which in the opinion of the CEO should be drawn to the attention of the meeting.
- (2) In cases of urgency or other special circumstances, a report by the CEO may, with the consent of the presiding member, be read or otherwise be given to members at the meeting and be dealt with.

2.21 Presentation of committee reports

- (1) Every committee is to cause:-
 - (a) a report with recommendations and suitable preamble;
 - (b) minutes of the committee's proceedings and transactions;

to be presented to the Council by the presiding member of each committee concerned, or in his or her absence, a member of the committee in the form of a motion; "That the report be received and the recommendation be adopted".

- (2) No objection to the receipt of a report of any committee, or any part of it, shall be raised when such reports are presented to the Council, except for reasons arising out of such reports.
- (3) The presiding member is to:-
 - (a) put the motion that the report be received;
 - (b) call for a motion to be moved by any member pursuant to clause 5.6(1), with the exception of item (a) of that clause, with respect to any recommendation contained in the report;
 - (c) put the motion that the recommendation be adopted in relation to the recommendations contained in the report, apart from a recommendation or recommendations which are the subject of a motion by a member pursuant to the preceding item of this sub-clause; and
 - (d) ensure that the motions are debated and dealt with in accordance with these Standing Orders in relation to a recommendation or those recommendations in the report which are the subject of a motion or motions by a member or members pursuant to clause 5.6.

2.22 Deputations

- (1) A deputation wishing to be received by the Council or a committee shall apply in writing to the CEO, who is to forward the request to the Mayor or the committee presiding member, as the case may be.

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- (2) If the Mayor is of the opinion that the request for a deputation is one which should be brought before the Council or if the Council makes an order to that effect, the deputation is to be invited to attend.
- (3) If the presiding member of a committee is of the opinion that the request for a deputation is one which should be brought before the committee and the majority of members are in agreement, the deputation is to be invited to attend.
- (4) A deputation invited to attend a Council or committee meeting:-
 - (a) shall not exceed five members, only two of which may address the Council; and
 - (b) shall address the Council or committee for a period not exceeding fifteen (15) minutes.

2.23 Access to Information

- (1) A member shall have access to information, in accordance with the Act.
- (2) A member shall give the CEO at least four (4) hours notice of the request, and the CEO on receiving that notice, if it is in accordance with the Act, shall lay the document on the Council table at the commencement of the meeting.

2.24 Petitions

- (1) A petition, in order to be effective, is to:-
 - (a) be addressed to the Mayor, City or Chief Executive Officer;
 - (b) be made by a person;
 - (c) state the request on each page of the petition;
 - (d) contain the names, addresses and signatures of the persons making the request, and the date each person signed;
 - (e) contain a summary of the reasons for the request;
 - (f) state the name of the person upon whom, and an address at which, notice to the petitioners can be given;
 - (g) be in the form prescribed by the Act and Local Government (Constitution) Regulations 1996 if that is:-
 - (i) a proposal to change the method of filling the office of the Mayor, City or Chief Executive Officer;
 - (ii) a proposal to create a new district or the boundaries of the Local Government;
 - (iii) a request for a poll on a recommended amalgamation;

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- (iv) a submission about changes to wards, the name of a district or ward or the number of councillors for a district or ward; and
- (h) be respectful and temperate in its language and not contain language disrespectful to the Council.
- (2) Every petition complying with sub-clause (1) shall be presented to the Council by the CEO.
- (3) The presentation of a petition shall be confined to the reading of the petition.
- (4) The only motions that are in order are:
 - (a) that the petition be received; or
 - (b) that the petition be received and a report be prepared; or
 - (c) that the petition be received and be referred to a committee for consideration and report; or
 - (d) that the petition be received and be dealt with by the Council.
- (5) Once Council has resolved that a petition be received pursuant to clause (4)(a) or (4)(b), the CEO shall nominate an officer who will be responsible for dealing with the petition.

2.25 Notices of motion

- (1) Unless the Act or these Standing Orders otherwise provides, a member may submit for inclusion in the notice paper a written motion of which notice shall be given in writing to the CEO, not less than twenty-four (24) hours before the publication of the notice paper.
- (2) Every notice of motion is to relate to;
 - (a) the good governance of persons in the local government district; or
 - (b) any matters affecting the condition, administration or constitution of the City or the Council.
- (3) All notices of motion shall be entered by the CEO upon the notice paper in the order in which they are received.
- (4) The CEO:-
 - (a) after consultation with the Mayor, may exclude from the notice paper any notice of motion which is out of order; or
 - (b) may on his own initiative make such amendments to the notice of motion, but not alter the substance, which will bring the notice of motion into due form.
- (5) No notice of motion is to be deemed out of order by reason of:-
 - (a) the notice of motion involved being considered objectionable; or

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- (b) its having relation to a matter not within the scope of the ordinary work of the Council, so long as in the opinion of the Mayor such matter is one of public interest or importance.
- (6) Nothing in this sub-clause is to limit or affect the power of a member, at an ordinary meeting of the Council to object to a motion pursuant to the Meeting Procedures Standing Orders.
- (7) A motion of which notice has been given is to lapse unless:-
 - (a) the member who gave notice, is present to move the motion or another member is willing to move the motion when called on, or some other member authorised by him or her in writing; or
 - (b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (8) If a notice of motion is given and lapses in the circumstances referred to in the preceding sub-clause, the notice of motion in the same terms or the same effect may be given for consideration at a subsequent meeting of the Council.
- (9) If a motion lapses and is in the same terms or to the same effect as a motion which lapsed at a previous meeting of the Council, the Council is not to entertain a motion in the same terms or to have the same effect at a subsequent meeting until at least three months have elapsed from the date of the meeting at which the motion last lapsed.
- (10) The provision in sub-clause (9) shall not apply to motions to revoke or alter a decision and to which clause 10.7 applies.
- (11) No member shall have more than three notices of motion on the notice paper unless approval of the Mayor has been obtained.

PART 3 - MEETING PROCEDURES

3.1 Meeting to proceed to business

Subject to Clause 2.4, every meeting is to proceed to business as soon as practicable after the time stated in the notice, provided a quorum is constituted.

3.2 Members to occupy own seats

- (1) At the first meeting attended by a Councillor after election, Councillors shall determine their own seating arrangements. If agreement cannot be reached, the CEO shall allot by random draw, a position at the Council table to each Councillor and the Councillor shall, until such time as there is a call by a majority of Councillors for a re-allotment of positions, occupy that position when present at meetings of the Council.
- (2) At meetings of the Council each Councillor shall occupy the place assigned to that Councillor within the Council chamber or meeting room.

3.3 Titles to be used

In referring to any other person present in the capacity of a member or employee of the Council, a speaker shall designate that person by the title of Mayor or Councillor, or by the title or name of the particular employee, as the case may be.

3.4 Members to address Presiding Member

A member moving a motion or amendment, or taking part in any discussion shall address the presiding member.

PART 4 - RULES OF DEBATE

4.1 Presiding Member may take part in debate

Unless otherwise prohibited by the Act and subject to compliance with procedures for the debate of motions contained in these ~~Meeting Procedures~~~~Standing Orders~~, the presiding member may take part in the discussion upon any matter before the Council or committee as the case may be.

4.2 Priority of speaking

Where two or more members wish to speak at the same time, the presiding member is to decide which of them is entitled to priority. The decision is not open to discussion or debate.

4.3 Speaking without interruption

- (1) No member is to interrupt another person whilst speaking unless –
 - (a) to raise a point of order;
 - (b) to call attention to the absence of a quorum;
 - (c) to make a personal explanation under clause 4.6; or
 - (d) to move a motion under clause 6.1(viii).
- (2) In the event of a point of order, the person speaking shall cease until the member raising the point of order has been heard and the question of order has been decided. When a decision has been given, the person so interrupted may, if permitted, proceed to speak again.

4.4 Speaking twice

- (1) Subject to clause 4.7, no member shall speak twice on the same motion, except:-
 - (i) in reply upon an original motion of which he or she was the mover; or
 - (ii) as the mover of an amendment last moved.
- (2) The mover of any original motion may exercise a right of reply after any amendments have been moved and decided.

4.5 Calling to order for speaking twice

Subject to clause 4.8, the presiding member shall call to order any member proceeding to speak a second time on the same motion, without waiting for the intervention of the Council.

4.6 Personal Explanation

- (1) The presiding member may allow a member to make a personal explanation if the member claims that something he or she has said at a meeting has been misunderstood in a material respect. A member making a personal explanation shall confine that explanation to a brief and concise explanation of that part of his or her statement which may have been misunderstood.
- (2) A member wishing to make a personal explanation of matters referred to by any other member then speaking, is entitled to be heard immediately, if the member of the Council or committee then speaking consents at the time, but if the member who is speaking declines to give way, the explanation is to be offered at the conclusion of that speech.
- (3) The ruling of the presiding member on the admissibility of a personal explanation is final unless a motion of dissent with the ruling is moved before any other business proceeds.
- (4) A personal explanation is not open to debate or amendment.

4.7 Mover or seconder deemed to have spoken

- (1) A member, other than presiding member, moving a motion or amendment after obtaining a seconder, shall speak first to the motion or amendment.
- (2) A member, other than presiding member, seconding a motion or amendment may reserve speaking to the motion or amendment to a later stage in the debate, provided the seconder so indicates after the mover has spoken to the motion or amendment.

4.8 Decision to allow speaking twice

The Council may, by decision moved without notice, suspend the operation of clause 4.4 in the following circumstances:-

- (a) there may be a general suspension in which case clause 4.4 is to be suspended until such time as the Council carries a decision to lift the suspension; or
- (b) there may be a specific suspension giving the right to speak twice to specified members and that suspension shall be automatically lifted when all members specified have spoken twice or waived the right to do so.

4.9 Questions during debate

A member may ask a question at any time during the debate on a motion before the motion is put, but no discussion on the question is permitted.

4.10 No speaking after motion has been put

No member shall speak on any motion or amendment:-

- (a) after the mover has replied; or
- (b) after the motion has been put.

4.11 Limitation of speeches

(1) A member shall not speak:-

- (a) upon any motion or amendment for more than five (5) minutes; or
- (b) in answer to any motion with or without notice for more than five (5) minutes; or
- (c) in reply for more than five (5) minutes;

without the consent of the Council to extend, which is to be signified without discussion.

(2) The Council shall not consent to the extension of a member's time for speaking beyond ten (10) minutes of total extensions.

4.12 Right of reply

- (1) The mover of a substantive motion has the right of reply. After the mover of the substantive motion has commenced the reply, no other member is to speak or ask a question on the question.
- (2) The right of reply is to be strictly confined to answering previous speakers and rebutting arguments raised by previous speakers and no new matter is to be introduced.
- (3) The presiding member is not permitted to move a motion, therefore does not have a right of reply.

4.13 Right of reply provisions

The right of reply is governed by the following provisions -

- (a) if no amendment is moved to the substantive motion, the mover may reply at the conclusion of the discussion on the motion;
- (b) if an amendment is moved to the substantive motion the mover of the substantive motion is to take the right of reply at the conclusion of the vote on any amendments;
- (c) the mover of any amendment does not have a right of reply; and
- (d) once the right of reply has been taken, there can be no further discussion, nor any other amendment and the original motion or the original motion as amended is immediately to be put to the vote.

PART 5 - PROCEDURES FOR DEALING WITH VOTING, MOTIONS AND AMENDMENTS

5.1 Members must vote

At any Council or committee meetings, except where he or she is prohibited from voting by the Act, a member present in the Council chamber or meeting room when a motion is put shall:-

- (a) vote on the motion; and
- (b) except where the Act provides otherwise, vote openly and not by secret ballot.

5.2 Method of taking vote

- (1) The presiding member, in taking the vote on any motion or amendment, shall:-
 - (a) put the motion, first in the affirmative and then in the negative;
 - (b) determine whether the affirmative or the negative has the majority of votes; and
 - (c) declare the result of the vote.
- (2) The motion put under sub-clause (1) may be put as often as is necessary to enable the presiding member to determine whether the affirmative or the negative has the majority of votes.
- (3) The result of voting openly is determined by a method such as on the count of raised hands or through electronic voting that enables a record to be taken of each member's vote, but it may be determined on the voices unless a member calls for a show of hands.

5.3 Recording of votes

The names and vote(s) of each member shall be recorded in the minutes.

5.4 Order of call in debate

The presiding member shall call speakers to a substantive motion in the following order:

- (i) the mover to state the motion;
- (ii) a seconder to the motion;
- (iii) the mover to speak to the motion;
- (iv) the seconder to speak to the motion;
- (v) speakers for and against the motion until all members wishing to speak have been given the opportunity to speak; and
- (vi) the mover takes the right of reply, which closes the debate.

5.5 Dealing with motions

When a substantive motion is under debate at any meeting, no further substantive motions shall be accepted.

5.6 Permissible motions on recommendations

- (1) The presiding member shall:-
 - (a) put the motion that the report be received;
 - (b) call for a motion to be moved by any other member in order shown in sub-clause (2) with respect to any recommendation contained in the report;
- (2) A recommendation made by or contained in a report shall be:-
 - (a) adopted by the Council without amendment or modification; or
 - (b) rejected by the Council in its entirety, before an alternative motion shall be considered; or
 - (c) subject to clause 5.12, amended or modified and adopted with such amendments or modifications; or
 - (d) deferred or referred back for further consideration.

5.7 Division of motions and amendments

The presiding member or the Council by carrying a decision, without debate, may order a motion or an amendment be divided and put in the form of two or more motions or amendments.

5.8 Withdrawal of motions

The Council may, without debate, grant leave for a motion or amendment to be withdrawn by the mover, with the consent of the seconder, provided there is no voice to the contrary by any member, in which case discussion on the motion or amendment shall continue which is to be signified without debate.

5.9 Motion and amendments to be seconded

- (1) A motion or amendment shall not be discussed or put to the vote of the Council or committee, unless seconded.
- (2) A motion or amendment shall not be altered by the mover without the consent of the seconder.

5.10 Majority required for motions

Any motion shall be carried upon the majority of members voting in the affirmative, in accordance with the Act, Regulations or these Meeting Procedures~~Standing Orders~~.

5.11 Unopposed Business/En bloc Motions

- (1) When dealing with reports, the presiding member shall request the CEO to identify;
 - (a) items which are the subject of a question or statement from members of the public;
 - (b) items which Council members have identified they wish to deal with individually;
 - (c) items which Council members or employees (present at the meeting) have declared a financial or proximity interest;
 - (d) items which require an absolute majority decision;
 - (e) items which are marked "confidential" and are to be considered "behind closed doors";
- (2) The presiding member shall call for an en-bloc motion to adopt the recommendations for the remaining items;
- (3) The minutes shall record at the end of each report item that they were adopted by this "En-Bloc" method, as a unanimous decision of the Council or committee;
- (4) If a member identifies an item to be considered individually, the item is to be treated as such, in accordance with these ~~Meeting Procedures~~Standing Orders.

5.12 Relevancy of amendment

Every amendment is:-

- (a) to be relevant to the motion to which it is moved;
- (b) to be worded to indicate precisely which words need to be deleted, added or altered; and
- (c) not to have the effect of negating the original motion or the intent of the original motion.

5.13 Amendment to be read

When requested by a member, every amendment is to be read before being debated or voted upon, but will not so as to interrupt any other member whilst speaking.

5.14 One amendment at a time

- (1) Only one amendment at a time is to be discussed.
- (2) Any number of amendments may be proposed to a motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first or previous amendment has been withdrawn, carried or lost.
- (3) In speaking to an amendment a member, other than the presiding member, may give notice of his or her intention to move further amendments.
- (4) The presiding member may, or upon the request of a member (without debate), order an amendment to be divided and put in the form of two or more amendments.

5.15 Amended motion treated as the substantive motion

- (1) Where an amendment is carried, the original motion as amended shall become the substantive motion before the Council upon which any member may speak and is, for all purposes of subsequent debate, subject only to clause 5.14, to be treated as if it was the original motion.
- (2) Only the mover of the original motion referred to in sub-clause (1) is to have the right of reply in respect of the original motion as amended.

5.16 Recommendations become decisions

Where the Council adopts a motion or a recommendation contained in a report, either with or without amendment or modification, the recommendation so adopted is to be deemed to be a decision of the Council.

5.17 Amendments to be in writing

When requested by the presiding member, every amendment shall be written and signed by the mover and provided to the presiding member and CEO immediately upon being seconded.

5.18 Procedure for dealing with amendments which will significantly alter an Officer Recommendation

- (1) Where a member proposes to move an amendment to the Officer Recommendation contained in an agenda item, the City's employees are to be given sufficient time and the opportunity to provide advice to the Council or committee as to whether the proposed amendment is "*significantly different*" to the officer recommendation, or in the case of a proposed development, will "*significantly*" alter the design of that development;

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- (2) (a) In the event of an amendment, as specified in sub-clause (1), is considered and the Council or committee approves the substantive motion (which includes the amendment), the Council is to provide reasons at the Council or committee meeting for significantly changing the officer recommendation;
- (b) The reasons are to be written in the minutes and inserted after the recording of the vote of the Council or committee decision;
- (3) (a) In the case of a proposed development where the amendment will "significantly" alter the design of that development such that it is considered to be a "deemed refusal", the presiding member will refuse to accept the proposed amendment;
- (b) The presiding member however may, accept a foreshadowed alternative recommendation;
- (c) The Council shall first deal with the officer recommendation in the agenda, in accordance with ~~Meeting Procedures Standing Orders~~ clauses 2.21(3) and 5.6;
- (4) In the case where an alternative recommendation is approved, the Council or committee is to provide reasons at the Council meeting for significantly changing the Officer Recommendation. The reasons are to be written into the minutes and inserted after the recording of the vote of the Council or committee decision.

PART 6 - PROCEDURAL MOTIONS

6.1 Permissible procedural motions

In addition to proposing a properly worded amendment to a substantive motion ~~and subject to sub-clause 3.6.4,~~ when a motion is being debated, it is permissible for a member to move the following procedural motions:-

- (i) that the motion be deferred;
- (ii) that the Council (or committee) now adjourn;
- (iii) that the motion be adjourned;
- (iv) that the motion be now put;
- (v) that the Council (or committee) proceed with the next business;
- (vi) that the Council (or committee) meet behind closed doors;
- (vii) that the meeting be now closed;
- (viii) that the member no longer be heard;
- (ix) that the ruling of the presiding member be disagreed with; or
- (x) that the ~~Meeting Procedures Standing Orders~~ be suspended.

PART 7 - EFFECT OF PROCEDURAL MOTIONS**7.1 Motion “that the motion be deferred” – Effect of motion**

- (1) The motion, “that the motion be deferred”, if carried, causes all debate on the substantive motion or any amendment to cease and for the motion to be deferred and resubmitted for consideration at a subsequent time or date specified in the motion.
- (2) A motion “that the motion be deferred” shall not be moved in respect of the election of a presiding member or the Deputy Mayor.
- (3) A member may at the conclusion of the speech of any other member, move without notice; “that the motion or any part of it be deferred or referred back for further consideration”.
- (4) On a motion referred to in sub-clause (3):-
 - (a) the mover shall not speak for more than five (5) minutes;
 - (b) the seconder shall not speak other than to formally second; and
 - (c) no other debate shall be allowed.
- (5) Where part of a recommendation is deferred back for further consideration, the balance of the recommendation shall be dealt with in accordance with this sub-clause.

7.2 Motion “that the motion be adjourned” – Effect of motion

- (1) This motion having been carried, causes all debate on the substantive motion or amendment to cease but to continue when the discussion is reconvened.
- (2) A member may, at the conclusion of the speech of any other member move, without notice, “that the debate be adjourned to a later time of the same meeting or to a subsequent meeting of the Council”.
- (3) On a motion that the debate be adjourned:-
 - (a) the mover shall not speak for more than five (5) minutes;
 - (b) the seconder shall not speak other than formally to second; and
 - (c) the mover of the motion then under debate shall not speak for more than five (5) minutes.
- (4) On a motion that the debate be adjourned, no debate shall be allowed other than that provided for in sub-clause (3).
- (5) The mover of a motion under debate speaking in opposition to an adjournment is not thereby to lose the right of reply.
- (6) A member who has spoken on the motion then under debate shall not move the adjournment of the debate.

- (7) A member shall not, at the same sitting of the Council, move or second more than one motion for the adjournment of the same debate.
- (8) On resuming an adjourned debate, the member who moved its adjournment is entitled to speak first.
- (9) On a motion for the adjournment of a debate being carried, a record is to be taken of all those who have spoken on the subject under debate.
- (10) Those members to which sub-clause (9) applies, shall not be permitted to speak on any resumption of the debate on that subject.
- (11) This sub-clause does not deprive a mover of the right of reply.

7.3 Motion “that the Council or Committee adjourn” – Effect of motion

- (1) This motion having been carried, will cause the meeting to stand adjourned until it is re-opened at which time the meeting continues from the point at which it was adjourned unless the presiding member or the majority of the members upon vote, determine otherwise.
- (2) A member may:-
 - (a) at the conclusion of the speech of any other member; or
 - (b) on the conclusion of any business;move without notice that the Council or committee now adjourn.
- (3) A motion seeking to adjourn the Council or committee shall state the time and date to which the adjournment is to be made.
- (4) On a motion to adjourn:-
 - (a) the mover shall not speak for more than five (5) minutes;
 - (b) the seconder shall not speak other than formally to second;
 - (c) the mover of the motion (if any) which was then under debate shall not speak for more than five (5) minutes; and
 - (d) no other debate shall be allowed;
- (5) The mover of a motion under debate speaking in opposition of an adjournment is not to lose the right of reply.
- (6) If a motion for the adjournment of the Council or committee is lost, no similar motion shall be moved until:-
 - (a) after the conclusion of the business under discussion at the time the adjournment was moved; or
 - (b) if the adjournment was moved on the conclusion of an item of business, after the conclusion of the next item of business; or

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- (c) after the conclusion of any other business allowed precedence by the Council or committee.
- (7) A member who has spoken on the motion then before the Council or committee shall not move the adjournment of the Council or committee.
- (8) A member shall not, at the same sitting of the Council or committee, move or second more than one motion for the adjournment of the Council or committee.
- (9) On a motion for the adjournment of the Council or committee being carried, the discussion on the motion (if any) under debate when the motion was moved, shall be continued immediately upon the Council or committee resuming after the adjournment.
- (10) On a motion for the adjournment of the Council or committee being carried, a record shall be taken of all those who have spoken on the subject under consideration at the time of the adjournment.
- (11) Those members to which sub-clause (10) applies shall not be permitted to speak on any subsequent consideration of the same subject.
- (12) This sub-clause does not deprive a mover of the right of reply.
- (13) On the motion for the adjournment of the Council or committee being carried:-
 - (a) the presiding member shall adjourn the Council or committee to the time and date specified in the motion; or
 - (b) where no time and date is specified, to a time and date determined by the presiding member.

7.4 Motion “that the motion be now put” – Effect of motion

- (1) The motion, “that the motion be now put”, if carried during discussion of a substantive motion without amendment, causes the presiding member to offer the right of reply and then immediately put the matter under consideration without further debate.
- (2) This motion, if carried during discussion of an amendment, causes the presiding member to put the amendment to the vote without further debate.
- (3) This motion, if lost, causes debate to continue.
- (4) A member may, at the conclusion of the speech of any other member, move without notice and without comment, “that the motion or amendment under consideration be now put”.
- (5) A motion, “that the motion under consideration be now put”, shall not be moved by a member who has already spoken on the motion.
- (6) At any meeting, if any member objects, the motion shall not be carried, except by an absolute majority decision of the Council.

- (7) Whenever it is decided by the Council that the motion be put, the motion to be put includes the original motion as well as any amendment adopted by the Council.
- (8) If the closure motion is moved during debate on an amendment, it is the amendment which is put to the vote and not the original motion.

7.5 Motion “that the Council or Committee proceed to the next business” – Effect of Motion

- (1) The motion, “that the Council or committee proceed to the next business”, if carried, causes the debate on the motion under consideration to cease immediately and for the Council or committee to move to the next business of the meeting. No decision will be made on the motion being discussed, nor is there any requirement for the matter to be again raised for consideration. The motion under consideration is to be considered lapsed.
- (2) If the motion to proceed to the “next business” is carried in respect of an amendment to a substantive motion, or another procedural motion, its effect is to remove that amendment or formal motion from consideration; and debate upon the substantive motion then proceeds. That amendment cannot be further moved at the meeting or at any adjournment of it.
- (3) The effect of the motion referred to in sub-clause (1) thus lapsing is to be the same as if it had been lost on a vote of the Council or committee.
- (4) A motion “that the Council or committee proceed to the next business”, shall not be moved in respect of the election of a presiding member or the deputy mayor.
- (5) A member may, at the conclusion of the speech of any other member, move without notice and without comment, that the Council proceed to the “next business”.
- (6) Upon the motion referred to in sub-clause (5) being formally seconded, it shall be immediately put, without debate.
- (7) During the same debate on any question, a “Next Business” motion shall not be moved within one hour after a similar motion has been negatived.

7.6 Motion “that the Council or Committee meet behind closed doors” – Effect of motion

- (1) Where the Council or committee resolves to close a meeting to members of the public -
 - (a) the presiding member is to direct all persons other than the members and relevant employees or advisers of the Council or committee to leave the Council chamber or meeting room and every person is to promptly comply with that direction; and
 - (b) subject to sub-clause (2), the business at a meeting closed to the public is to be conducted “behind closed doors” until the Council or committee resolves to open the meeting to the members of the public.

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- (2) If the decision is to conduct specified business at a meeting closed to members of the public, the meeting is to revert to open to members of the public upon the completion of the matter under consideration.
- (3) A person failing to comply with a direction made under sub-clause (1), may by order of the presiding member, be removed from the Council chamber or meeting room.
- (4) Upon the meeting being declared open to the public again, the presiding member, unless the Council or committee decides otherwise and if members of the public are present, is to cause the motions passed by the Council or committee whilst it was proceeding behind closed doors to be read out including the vote of a member or members to be recorded in the minutes under section 5.21 of the Act.

7.7 Motion “that the meeting be now closed” – Effect of motion

- (1) On a motion “that the meeting be now closed” being carried, the discussion on the motion (if any) under debate when that motion was moved, is to stand adjourned to its place on the notice paper for the next meeting of the Council or committee.
- (2) A member may, at the conclusion of the speech of any other member or on the conclusion of any business, move, without notice, “that the meeting of the Council or committee be now closed”.
- (3) On a motion “that the meeting of the Council or committee be now closed”:-
 - (a) the mover shall not speak for more than five (5) minutes;
 - (b) the seconder shall not speak other than formally to second;
 - (c) the mover of the motion (if any) then under debate shall not speak for more than five (5) minutes; and
 - (d) no other debate shall be allowed.
- (4) The mover of a motion under debate speaking in opposition to the Closure of the meeting is not thereby to lose the right of reply.
- (5) If a motion “that the meeting of the Council or committee be now closed” is lost, no similar motion is to be moved until:-
 - (a) after the conclusion of the motion under discussion at the time the closure was moved; or
 - (b) if the closure was moved on the conclusion of an item of business, after the conclusion of the next item of business; or
 - (c) after the conclusion of any other business allowed precedence by the Council or committee.
- (6) A member who has spoken on the motion then before the Council or committee shall not move that the meeting be closed.
- (7) A member shall not, at the same meeting of the Council or committee, move or second more than one motion that the meeting be closed.

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- (8) On a motion "that the meeting be now closed" being carried:-
- (a) a record shall be taken of all those who have spoken on the subject under consideration up to the closing of the meeting; and
 - (b) those members shall not be permitted to speak on any subsequent consideration of the same subject.
- (9) This sub-clause does not deprive a mover of the right of reply.

7.8 Motion "that the Member no longer be heard" – Effect of motion

The motion, "that the member no longer be heard", having been carried, will cause the presiding member to not allow the member against whom the motion has been moved to speak to the current substantive motion or any amendment relating to it, except to exercise the right of reply if the person is the mover of the substantive motion.

7.9 Motion "that the ruling of the Presiding Member be disagreed with" – Effect of motion

- (1) The motion, "that the ruling of the presiding member be disagreed with", having been carried, will cause the ruling of the presiding member about which this motion was moved, to be reversed and for the meeting to proceed accordingly.
- (2) Where the presiding member has adjourned the meeting in accordance with clause 7.3 of the ~~Meeting Procedures~~ Standing Orders, the motion, that the presiding member be disagreed with, may not be moved.

7.10 Motion "that the ~~Meeting Procedures~~ Standing Orders be suspended" – Effect of motion

- (1) The Council or a committee may on a motion, suspend temporarily one or more of the ~~Meeting Procedures~~ Standing Orders.
- (2) A member moving the suspension of ~~Meeting Procedures~~ Standing Orders shall state the object of the motion and no other discussion shall take place.
- (3) A member moving the suspension of ~~Meeting Procedures~~ Standing Orders under this clause shall state the purpose of the suspension and/or the specific clause or clauses of the ~~Meeting Procedures~~ Standing Orders sought to be suspended.
- (4) Only the clauses nominated in sub-clause (3) are to be affected by any decision to suspend ~~Meeting Procedures~~ Standing Orders under this clause.

PART 8 - CONDUCT AND BEHAVIOUR

8.1 No digression

A member shall not speak otherwise than upon, or digress from, the motion then before the Council.

8.2 No adverse reflection on a Council decision or a person

- (1) A member shall not reflect adversely upon any decision of the Council except on a motion that the decision be revoked or changed.
- (2) A member shall not reflect adversely upon the character or actions of another member nor impute any motive to a member unless the Council resolves, without debate that the motion before the Council cannot otherwise be adequately considered.

8.3 Conduct and behaviour

- (1) A person must, at all times, comply with a high standard of personal conduct and behaviour and refrain from personal abuse or denigration of another person.
- (2) A person shall not carry out or perform any conduct, behaviour, gestures or actions which causes offence to another person.

8.4 Recording of statements

If a member of the Council or committee specifically requests, immediately after their use, that any particular words used by a member be recorded in the minutes, the person presiding is to cause the words used to be taken down and read to the meeting for verification and to then be recorded in the minutes.

8.5 Withdrawal of offensive language

- (1) Any person who uses an expression which in the opinion of the presiding member is out of order or reflects offensively on any other person, shall when required by the presiding member, unreservedly withdraw the expression and make a satisfactory apology to the presiding member, other person being referred to or the Council, whichever is appropriate.
- (2) If the person in sub-clause (1) declines, or neglects to do so, the presiding member may refuse to hear the person further upon the matter then under discussion and may call upon the next speaker.

8.6 Disturbances not permitted

A member shall not make any noise or disturbance or speak aloud while any other person is addressing the Council, except to:-

- (a) raise a point of order; or
- (b) call attention to the lack of a quorum.

8.7 Continued irrelevance, repetition, or offensive expressions

- (1) The presiding member may:-

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- (a) call the attention of the Council to continued irrelevance, tedious repetition, unbecoming language, or any breach of order or decorum on the part of a member; and
- (b) direct that member, if speaking, to stop speaking;

when directed, the member shall cease speaking.

- (2) A member may call the attention of the presiding member to any continued irrelevance, tedious repetition, unbecoming language, or any breach of order or decorum on the part of a member of the Council, and may call upon the presiding member to direct the member to cease speaking.
- (3) If after a member has drawn the attention of the presiding member according to sub-clause (2), a member continues without alteration, a member may move that the member ceases to speak. Upon moving this motion the presiding member must immediately call for a seconder, but there shall be no debate. If carried by a simple majority of the Council, the member may take no further part in debate on the question before the meeting, but can still vote.

8.8 Crossing Council Chambers

- (1) When the presiding member is putting any motion, a member shall not leave or cross the Council Chamber.
- (2) A member shall not pass between the speaker and the presiding member, whilst any other member is speaking.
- (3) A member shall not converse with any member of the public in the Council chamber or public gallery during a Council meeting.

8.9 Leaving and entering meetings

After a meeting of the Council has been formally constituted and the business commenced, no member shall enter or withdraw from the meeting without first advising or acknowledging the presiding member, in order to facilitate the recording in the minutes of the time of entry or departure.

~~8.10 Consumption of alcohol during meetings~~

~~The consumption of alcoholic beverages in any Council or committee meeting is prohibited.~~

~~8.11 Smoking prohibited~~

~~Smoking in the administration and civic centre or in any meeting is prohibited.~~

8.102 Mobile phones and audible electronic devices

Mobile telephones and audible electronic devices shall not be switched on or be used in the Council chamber or meeting room, if they interfere with the conduct of the meeting.

PART 9 - PRESERVING ORDER

9.1 Presiding Member to preserve order

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The presiding member shall preserve order, and may call any member or person to order, whenever, in the presiding member's opinion, there is cause for so doing.

9.2 Definition of order

Any member or person who does anything or behaves in a manner which is forbidden by any of these ~~Meeting Procedures Standing Orders~~ shall be deemed to be out of order.

9.3 Breaches of order

The following are recognised as breaches of order:-

- (i) discussion of a motion which is not before the Council; or
- (ii) the use of abusive, defamatory, derogatory, insulting, intimidatory, offensive or profane, language ; or
- (iii) any conduct, behaviour, gestures or actions which causes offence to another person; or
- (iv) any violation of these ~~Meeting Procedures Standing Orders~~; or
- (v) a breach of any other written law.

9.4 Points of order

- (1) Any member may direct the attention of the presiding member to any breach of order by any other member, including interrupting the speaker.
- (2) A member raising a point of order shall specify one of the grounds of the breach of order before speaking further on the matter.
- (3) A member rising to express a difference of opinion or to contradict a speaker shall not be recognised as raising a point of order.

9.5 Precedence of points of order

Notwithstanding anything contained in these ~~Meeting Procedures Standing Orders~~ to the contrary, all points of order at any time arising shall, until decided, suspend the consideration of and decision on every other matter.

9.6 Rulings of points of order by Presiding Member

- (1) The presiding member, when deciding a point of order or practice, is to give his or her decision by either upholding or rejecting the point of order, and argument or comment is not permitted.
- (2) The presiding member's decision in sub-clause (1) is final in that specific case, unless a majority of the members present, upon motion made forthwith without discussion, dissent against the decision. Should the motion be seconded, it shall be put to the vote immediately and the result of the vote whether in support of the decision or otherwise, shall determine the action of the Council.

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- (3) Notwithstanding the generality of sub-clauses (1) and (2) there shall be no dissent against a ruling of the presiding member allowing or disallowing a question on a matter required to be dealt with without discussion.

9.7 Ruling out of order

- (1) Whenever the presiding member has decided that any motion, amendment or other matter before the Council is out of order, it shall be rejected.
- (2) Whenever anything said or done by any member or person is similarly decided to be out of order, that member or person shall be called upon by the presiding member to be seated or to make such explanation, retraction or apology, as the case may require.

9.8 Continued breach of order

- (1) Where a Councillor persists in any conduct which the presiding member decides is out of order, the presiding member may direct that Councillor to refrain from taking any further part in the meeting of the Council or committee, other than by complying with the pecuniary interest and voting provisions of the Act. The member shall comply with the direction.
- (2) Any member or person who converses aloud, or makes any noise, or disturbance after being called to order by the presiding member, or who wilfully obstructs or interrupts the orderly conduct of business shall, upon the request of the presiding member cease to do so. In the event of a person (other than a member) persistently disregarding the authority of the presiding member when requested, the person may by order of the presiding member be removed from the Council chamber or meeting room for the remainder of the meeting.

9.9 Serious disorder

- (1) If at a meeting of the Council or committee the presiding member is of the opinion that by reason of disorder or otherwise the business of the Council or committee cannot effectively be continued, the meeting shall be adjourned for a period of not more than fifteen (15) minutes.
- (2) After the adjournment in sub-clause (1) the Council or committee is to re-assemble and decide whether business is to be proceeded with, and that question is to be decided forthwith and without debate.
- (3) Where after any proceedings under sub-clauses (1) and (2), the presiding member is again of the opinion that the business of the Council or committee cannot effectively be continued, the meeting may be closed or adjourned.

9.10 Presiding Member may be heard

Whenever the presiding member speaks during debate to raise or rule on a point of order, any person speaking or who is about to speak shall be silent so that the presiding member may be heard without interruption.

9.11 Prevention of disturbance

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- (1) No person (other than a member) shall interrupt or interfere with the proceedings of any meeting of the Council or committee, whether by expressing approval or dissent, by loudly conversing or by any other means.
- (2) A person (other than a member) who fails to comply with sub-clause (1) when so directed by the presiding member, shall immediately leave the Council chamber or meeting room.
- (3) A person (other than a member) directed to leave the Council chamber or meeting room and failing to do so may, by order of the presiding member, be removed from the Council chamber or meeting room.
- (4) The direction of the presiding member is final and may not be challenged by moving dissent with the ruling.

PART 10 - MOTION FOR REVOKING OR CHANGING A DECISION**10.1 Revoking or changing decisions at same meeting**

The Council may at the same meeting at which it is passed revoke or change a decision if all members who were present in the Council chamber at the time the decision was passed are also present in the Council chamber at the time the revoking or changing is proposed.

10.2 Revoking or changing decisions at a subsequent meeting

- (1) If a decision has been made at a Council or a committee meeting then any motion to revoke or change the decision must be supported:-
 - (a) in the case where an attempt to revoke or change the decision had been made within the previous three (3) months but had failed, by an absolute majority decision; or
 - (b) in any other case, by at least one third (1/3) of the number of offices (whether vacant or not) of members of the Council or committee;

inclusive of the mover.

- (2) If a decision has been made at a Council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made:-
 - (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or
 - (b) in any other case, by an absolute majority.
- (3) This clause does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

10.3 Notices received during same meeting

- (1) If the CEO receives a notice of motion to revoke or change a decision before the close of the meeting at which the decision was passed:-
 - (a) the CEO shall immediately deliver the notice to the presiding member;
 - (b) the presiding member shall, at the earliest opportunity, notify the meeting of the notice; and

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- (c) thereafter, at the first available opportunity the presiding member shall bring on the revocation motion before the close of the meeting.
- (2) If the CEO receives a notice of motion to revoke or change a decision after the closure of the meeting at which the decision was passed, the CEO shall ensure that the revocation motion is considered at a special or ordinary meeting of the Council held at the earliest opportunity after the meeting at which the substantive decision was passed.

10.4 Multiple revocation notices

The CEO may receive more than one notice of motion to revoke or change the same decision.

10.5 Absence of mover or seconder

If a motion to revoke or change a decision fails to be considered by the Council by reason that at the time the motion is called on:-

- (a) the member who gave notice of the motion is not present or is not willing to move the motion; and
- (b) there is no other member present willing to move the motion;

then the motion is to lapse and a motion to the same effect is not thereafter to be entertained by the Council at that meeting.

10.6 No revocation of procedural decision or a decision to revoke

The Council shall not entertain a motion to revoke or change a decision which is:-

- (a) merely procedural in its form and effect; or
- (b) a decision to revoke another decision.

10.7 Repeated revocations by the same Member prohibited

If the Council, on a motion moved by any member, resolves not to revoke or change a substantive motion, then the Council shall not subsequently entertain a motion moved by the same member to revoke or change the same substantive motion.

PART 11 - IMPLEMENTATION OF A DECISION**11.1 Implementation of a decision**

- (1) If a notice of motion to revoke or change a decision of the Council or a committee is received before any action has been taken to implement that decision, then no steps are to be taken to implement or give effect to that decision until such time as the motion of revocation or change has been dealt with, except that –
 - (a) if a notice of motion to revoke or change a decision of the Council or a committee is given during the same meeting at which the decision was made, the notice of motion is of no effect unless the number of members required to support the motion under Regulation 10 of the Regulations indicate their support for the notice of motion at that meeting; and
 - (b) if a notice of motion to revoke or change a decision of the Council or a committee is received after the closure of the meeting at which the decision was made, implementation of the decision is not to be withheld unless the notice of motion

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has the support in writing, of the number of members required to support the motion under Regulation 10 of the Regulations.

- (2) Implementation of a decision is only to be withheld under sub-clause (1) if the effect of the change proposed in a notice of motion would be that the decision would be revoked or would become substantially different.
- (3) The Council or a committee shall not vote on a motion to revoke or change a decision of the Council or committee whether the motion of revocation or change is moved with or without notice, if at the time the motion is moved or notice is given –
 - (a) action has been taken to implement the decision; or
 - (b) where the decision concerns the issue of an approval or the authorisation of a licence, permit or certificate and where that approval or authorisation of a licence, permit or certificate has been put into effect by the Council in writing to the applicant or the applicant's agent by an employee of the Council authorised to do so;

without having considered a statement of impact prepared by or at the direction of the CEO of the legal and financial consequences of the proposed revocation or change.

PART 12 - COMMITTEES AND ~~FORUMS~~ COUNCIL BRIEFINGS

12.1 Committees

Committees of the Council shall operate in accordance with the Act, the Regulations and these Meeting Procedures ~~Standing Orders~~.

12.2 Meeting Procedures ~~Standing Orders~~ to apply to Committees

These Meeting Procedures ~~Standing Orders~~ shall apply generally to the proceedings of committees of the Council except that the requirement for members to speak only once shall not be applied in committee meetings.

12.3 Council may establish Committees

The Council may establish committees in accordance with the Act.

12.4 Duties of Committees

The powers and duties of committees are to be in accordance with the Act.

12.5 Calling of Meetings

The CEO shall call a meeting of any committee when requested to do so by the presiding member or any two members of that committee.

12.6 Appointment of Deputy Committee Members

- (1) The Council may by an absolute majority decision appoint a maximum of two persons to be the deputy or deputies, as the case may be, to act on behalf of a committee member whenever that member is unable, for a cause prescribed in section 52 of the *Interpretation Act 1984*, to be present at a meeting of the

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committee. Where two deputies are appointed, they are to have seniority in the order determined by the Council.

- (2) Where a committee member does not attend a meeting of a committee a deputy of that committee member is, subject to sub-clause (3), entitled to attend that meeting in place of the committee member and act for the committee member, and while so acting, has all power of that committee member.
- (3) A deputy who is one of two deputies of a committee member is not entitled to attend a meeting of the committee in place of that committee member if the meeting is attended by another deputy of that committee member who has precedence over that deputy in the order of seniority determined under sub-clause (1).
- (4) A person who is a committee member is not eligible to be appointed as a deputy for another member of that committee.

12.7 Qualification of deputy

The Council may only appoint a person to be a deputy if that person is qualified to be appointed as a committee member.

12.8 Term of appointment

A person appointed as a deputy holds that position until –

- (a) the term of the person's appointment as a deputy as determined by the Council expires;
- (b) the Council revokes the delegation;
- (c) the office of the committee member otherwise becomes vacant;
- (d) the committee is disbanded; or
- (e) the next ordinary elections day;

whichever occurs first.

~~12.9 Forums~~

~~The Council may prescribe guidelines and procedures for the management of forums.~~

12.9 Council Briefings

- (1) Council Briefings may be held to provide Elected Members and the members of the public with the opportunity to ask questions and for Elected Members to clarify issues relevant to the specific agenda items due to be presented to the following Ordinary Council Meeting.
- (2) Clauses 2.17 and 2.19 of these Meeting Procedures shall apply to Council Briefings.
- (3) Council may prescribe procedures for the management of Council Briefings.

PART 13 - ADMINISTRATIVE MATTERS

13.1 Representation on committees, statutory authorities and public bodies

- (1) Correspondence inviting the Council, a council member or an ~~e~~Employee to submit a nomination for appointment to a committee, statutory authority or a public body, shall be referred by the CEO to the Council.
- (2) A council member or an employee cannot represent the local government on a committee, statutory authority or public body, unless approved by the Council.

13.2 Obligations of Council delegate

A member or employee appointed by the Council to be its delegate to a committee, statutory authority or public body is;

- (a) when required to express an opinion or vote on any item of business, to have regard to the decisions, policies and practices of the Council;
- (b) to resign from the position if they cease to be a member or employee of the local government, within the term of their appointment.

13.3 Common Seal

- (1) The CEO is to have charge of the common seal of the Local Government, and is responsible for the safe custody and proper use of it.
- (2) The common seal of the Local Government may only be used on the authority of the Council given either generally or specifically and every document to which the seal is affixed must be signed by the Mayor (where applicable) and the CEO.
- (3) The common seal of the Local Government is to be affixed to any local law, which is made by the Local Government.
- (4) The CEO is to record in a register and report to the Council each date on which the common seal of the Local Government was affixed to a document, the nature of the document, and the parties to any agreement to which the common seal was affixed.
- (5) Any person who uses the common seal of the Local Government or a replica thereof without authority of the Council, commits an offence.

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PART 14 - MISCELLANEOUS

14.1 Cases not provided for in ~~Meeting Procedures~~ Standing Orders

- (1) In cases of procedure where the ~~Meeting Procedures~~ Standing Orders, the Act or Regulations are silent, rulings shall be determined according to a recognised authoritative book on meeting procedure, as determined by the presiding member.
- (2) The presiding member shall decide all other questions of order, procedure, debate or otherwise where these ~~Meeting Procedures~~ Standing Orders, the Act and Regulations are silent or the approved authority has no provision, or insufficient provision.
- (3) The decision of the presiding member in these cases is final, except where a motion is moved and carried under clause 6.1(ix).

14.2 Duty of Chief Executive Officer

It is the duty of the CEO to draw the attention of the Council to any breach or likely breach of the ~~Meeting Procedures~~ Standing Orders, even if it requires interrupting any person speaking.

14.3 Presiding Member to ensure compliance

The presiding member is authorised and empowered to ensure that meetings are conducted in accordance with these ~~Meeting Procedures~~ Standing Orders.

14.4 Breach of ~~Meeting Procedures~~ Standing Orders

- (1) Any person who contravenes any provisions of these ~~Meeting Procedures~~ Standing Orders commits an offence and is liable to a penalty not less than \$200.00 and not exceeding \$5000.00 and if the offence is of a continuing nature, such person may be liable to a further penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.
- (2) Any motion, amendment or action taken which is in breach of, or contrary to these ~~Meeting Procedures~~ Standing Orders is deemed invalid.

This local law was made by the City of Vincent at an Ordinary Meeting held on the 23rd day of September 2008.

The Common Seal of the City of Vincent was affixed by authority of a resolution of the Council in the presence of —

NICK CATANIA, JP, Mayor

JOHN GIORGI, JP, Chief Executive Officer

LOCAL GOVERNMENT ACT 1995*City of Vincent*

Standing Orders Amendment Local Law 2017

Under the powers conferred by the *Local Government Act 1995* and by all other powers enabling it, the Council of the City of Vincent resolved on <insert date> to make the following local law:

1. Citation

This local law may be cited as the *City of Vincent Standing Orders Amendment Local Law 2017*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Principal local law

In this local law the *City of Vincent Standing Orders Local Law 2008* published in the *Government Gazette* on 14 October 2008 and amended as published in the *Government Gazette* on 5 July 2013, is referred to as the principal local law. The principal local law is amended.

4. Title

In the title of the principal local law delete "Standing Orders" and insert "Meeting Procedures";

5. General

Wherever it appears, delete "Standing Orders" and insert "Meeting Procedures";

In the citation of the principal local law after subclause (2) insert-

"(3) This local law was previously cited as the "*City of Vincent Standing Orders Local Law 2008*" until it was amended by the "*City of Vincent Standing Orders Amendment Local Law 2017*".

6. Table of Contents

In the table of contents —

- (a) delete clauses 8.10, 8.11 and 8.12 and insert:
"8.10 Mobile phones and audible electronic devices";
- (b) delete clause 12.9 and insert:
"12.9 Council Briefings";

7. Clause 1.6 amended

In clause 1.6 —

- (a) delete ""**Agenda**"" and insert ""**agenda**"";
- (b) delete ""**Closed Doors**"" and insert "" **closed Doors** "";
- (c) delete ""**Committee**"" and insert ""**committee**"";
- (d) delete the definition of "**Committee**" and insert-
" "**document**" means a document as prescribed in the *Freedom of Information Act 1992*;"
- (e) delete ""**Employee**"" and insert "" **employee** "";

- (f) delete the definition of "**Minor Amendment**";
- (g) delete the definition of "**notice paper**" and insert-
" "**notice paper**" in relation to any proposed meeting means a paper setting out the terms of business to be transacted at the meeting and the order of that business. The notice calling a special meeting may stand as the notice paper for that meeting;"
- (h) delete the definition of "**presiding member**" and insert-
"**presiding member**" means:
 - (a) in respect of the Council, the person presiding under section 5.6 of the Act; and
 - (b) in respect of a committee, the person presiding under sections 5.12, 5.13, and 5.14 of the Act;"

8. Clause 2.2 amended

Delete clause 2.2(1) and insert -

- "(1) Notice of ordinary meetings of the Council are to:-
- (a) be given to members in writing;
 - (b) state the place, date and hour of the meeting;
 - (c) state the business to be transacted; and
 - (d) be transmitted by electronic mail, together with an agenda at least seventy-two (72) hours before the time of the commencement of the meeting."

9. Clause 2.5 amended

In clause 2.5(4) -

- (a) After the words "transacted at a" delete "Special" and insert "special";
- (b) After the words "which the" delete "Special" and insert "special";

10. Clause 2.6 amended

In clause 2.6(3) -

- (a) Delete "Special" and insert "special";

11. Clause 2.8 amended

In clause 2.8, after subclause (5)(c) insert -

- "(d) items which are marked "confidential" and are to be considered "behind closed doors"."

12. Clause 2.9 amended

In clause 2.9(1) delete "at least one hour";

13. Clause 2.18 amended

In clause 2.18, delete subclause (6).

14. Clause 2.19 amended

- (1) In clause 2.19(6)(a), delete "address" and insert "the suburb in which they reside";

- (2) In clause 2.19(6)(c) after the words "three (3) minutes" insert "and each person may only speak once";
- (3) In clause 2.19, after subclause (9) insert -
 - "(10) Notwithstanding clause (6)(c), additional written questions not asked in the time allocated may be submitted in writing to the CEO and will be treated as correspondence."

15. Clause 2.24 amended

In clause 2.24, after subclause (4) insert -

- "(5) Once Council has resolved that a petition be received pursuant to clause (4)(a) or (4)(b), the CEO shall nominate an officer who will be responsible for dealing with the petition."

16. Clause 5.2 amended

Delete clause 5.2(3) and insert-

- "(3) The result of voting openly is determined by a method such as on the count of raised hands or through electronic voting that enables a record to be taken of each member's vote."

17. Clause 8.10 amended

Delete clause 8.10.

18. Clause 8.11 amended

Delete clause 8.11.

19. Clause 8.12 amended

Renumber clause 8.12 as 8.10.

20. Clause 9.7 amended

In clause 9.7(2) after the words "member to" insert " be seated or to";

21. Part 12 amended

Delete "PART 12 - COMMITTEES AND FORUMS" and insert-

"PART 12 - COMMITTEES AND COUNCIL BRIEFINGS";

22. Clause 12.9 amended

Delete clause 12.9 and insert-

"12.9 Council Briefings

- (1) Council Briefings may be held to provide Elected Members and the members of the public with the opportunity to ask questions and for Elected Members to clarify issues relevant to the specific agenda items due to be presented to the following Ordinary Council Meeting.
- (2) Clauses 2.17 and 2.19 of these Meeting Procedures shall apply to Council Briefings.
- (3) Council may prescribe procedures for the management of Council Briefings."

23. Clause 13.1 amended

In clause 13.1(1) delete "Employee" and insert "employee".

Insert common seal

POLICY NO: 4.2.4**COUNCIL MEETINGS – RECORDING AND WEB STREAMING****OBJECTIVES**

To provide guidelines for:

- the electronic recording of Council meetings to ensure that a true and accurate account of the debate and discussions at the meetings is available;
- accessing the recorded proceedings of the Council meeting.
- web streaming public Council meetings in order to improve transparency, customer service and access to Council decision making.

POLICY STATEMENT**Electronic Recording**

1. All Ordinary and Special Council Meetings shall be electronically recorded except when the Council has resolved to go behind closed doors, where the decision to record that part of the meeting shall be at the discretion of the Presiding Member.
2. Council Members may obtain a copy of the recorded proceedings of the Council, upon request to the Manager Governance and Risk, free of charge.
3. Members of the public and Council Members may obtain a transcript of a particular section or all of a Council meeting, upon payment of the Prescribed Fee. The cost of employee time will be prescribed in the City's Annual Schedule of Fees and Charges.
4. All recordings are to be retained as part of the City's records in accordance with the State Records Act.

Web Streaming

5. Ordinary and Special Council Meetings and Council Briefings shall be web streamed online via the City's website, with the exception of the following sections:
 - Public Question Time;
 - Deputations;
 - Items discussed behind closed doors.
6. The web stream will be archived and will include bookmarked links to individual agenda items. The archived web stream will be made freely

available to the public via the City's website unless otherwise determined by the Presiding Member.

7. A sign will be prominently displayed at each Council Meeting notifying attendees that the meeting will be web streamed.
8. The Presiding Member is to make an announcement at the start of every meeting, drawing attention to the fact that Council meetings will be web streamed.
9. All efforts will be made to avoid filming members of the public.
10. The Presiding Member may decide to cease web streaming at any time during a Council Meeting.

Date Adopted:	27 May 2003
Date Reviewed:	22 July 2003, 22 April 2008, 26 February 2013, 7 March 2017, 19 September 2017
Date of Next Review:	March 2021

POLICY NO: 4.2.4**COUNCIL MEETINGS – RECORDING AND WEB STREAMING****OBJECTIVES**

To provide guidelines for:

- the electronic recording of Council meetings to ensure that a true and accurate account of the debate and discussions at the meetings is available;
- accessing the recorded proceedings of the Council meeting.
- ~~the live web~~ streaming of public Council meetings in order to improve transparency, customer service and access ~~broaden access~~ to Council decision making.

POLICY STATEMENT**Electronic Recording**

1. All Ordinary and Special Council Meetings shall be electronically recorded except when the Council has resolved to go behind closed doors, where the decision to record that part of the meeting shall be at the discretion of the Presiding Member.
- ~~2. Members of the public may purchase a copy of the recorded audio of proceedings upon payment of the Prescribed Fee, as specified in the City's Annual Schedule of Fees and Charges.~~
- ~~23.~~ Council Members may obtain a copy of the recorded proceedings of the Council, upon request to the Manager Governance and Risk, free of charge.
- ~~34.~~ Members of the public and Council Members may obtain a transcript of a particular section or all of a Council meeting, upon payment of the Prescribed Fee. The cost of employee time will be prescribed in the City's Annual Schedule of Fees and Charges.
- ~~5. The cost of providing recorded proceedings to members of the public or obtaining a transcript will be prescribed in the City's Annual Schedule of Fees and Charges.~~
- ~~46.~~ All recordings are to be retained as part of the City's records in accordance with the State Records Act ~~General Disposal Authority for Local Government Records produced by the State Records Office.~~

Web Streaming

75. Ordinary and Special Council Meetings and Council Briefings shall be web streamed ~~live~~-online via the City's website, with the exception of the following sections:
- Public Question Time;
 - Deputations;
 - Items discussed behind closed doors.
86. The web stream will be archived and will include bookmarked links to individual agenda items. The archived web stream will be made freely available to the public via the City's website unless otherwise determined by the Presiding Member.
97. A sign will be prominently displayed at each Council Meeting notifying attendees that the meeting will be live-web streamed.
108. The Presiding Member is to make an announcement at the start of every meeting, drawing attention to the fact that Council meetings will be live web streamed.
119. All efforts will be made to avoid filming members of the public.
102. The Presiding Member may decide to cease web streaming at any time during a Council Meeting.

Date Adopted:	27 May 2003
Date Reviewed:	22 July 2003, 22 April 2008, 26 February 2013, 7 March 2017, <u>19 September 2017</u>
Date of Next Review:	March 2021



CITY OF VINCENT

DESIGN ADVISORY COMMITTEE**Wednesday 7 June 2017 at 3.30pm**

Venue: Committee Room
City of Vincent Administration and Civic Centre

MINUTES**Attendees:****Design Advisory Committee Members:**

Sasha Ivanovich (Chairperson)
 Simon Venturi (Member)
 Carmel Van Ruth (Member)
 Joe Chindarsi (Member)

City of Vincent Officers:

Paola Di Perna (Manager Approval Services)
 Rob Sklarski (Coordinator Statutory Planning)

Applicant-Item 4.1

Giles Harden Jones – Harden Jones Architects
 Raf Naim – Harden Jones Architects

Applicant-Item 4.2

Laura Sabitzer – Planning Solutions
 Sherif Arafa – Cape Q Nominees
 Sam Cheir – Cape Q Nominees
 Kris Wiacek – Cape Q Nominees

Applicant-Item 4.3

Trent Will – Planning Solutions
 Paul Serdar – Greenhaven Property
 Kim Bevilaqua - BDD

3.30pm**Member Discussion****4.00pm****1. Welcome / Declaration of Opening**

The Chairperson, Sasha Ivanovich declared the meeting open at 4.00pm.

2. Apologies

John Corbellini (Director Approval Services)
 Roslyn Hill (Minute Secretary)

4.00pm–4.10pm – Applicant Presentation– No DA Lodged

4.1 Address: No. 333 Oxford Street, Leederville

Proposal: 4 storey mixed use development

Applicant: Harden Jones Architects

Reason for Referral: Reconsideration

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant's Presentation:

The Applicant gave a PowerPoint presentation.

Mandatory recommendations from DAC Meeting of 10 May 2017

Design Principle	DAC Comment	Applicant Response
Principle 1 – Context and Character	<ul style="list-style-type: none"> • Appropriate use within the future desired character set by Built Form Policy • Not yet responding to distinctive character of Oxford Street. • Not yet enhancing the identity of the area. Consideration of this is important in an area undergoing transition. • Façade treatment – adds interest but there does not appear to be any reason or rigor in the design. This requires further development and resolution. • Curved ground floor glazing – ground floor treatments requires development. Consider the existing distinct elements and more traditional façade. • Some of the new buildings at this end of Oxford St do not adequately respond to the character and context of the locality which has detracted from the overall character. 	Commercial frontage picking up scale and door form from existing Oxford Street shopfronts. Tall Timber doors, lined awnings
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • 1.5m setback is a good idea to allow for some Deep Soil Zones and planting. Will also assist to screen; views of buildings opposite which are not well kept, and western sun. • A landscaping approach is required to be refined. Planters and other opportunities for Deep Soil Zones should be explored. • There are many spaces that occupants can use; consideration of landscaping (and furniture) and how this can contribute to the 	<p>Refer to Landscape plan attached with this presentation.</p> <p>Concept for the upper terrace 1.5m ROW setback / landscape clash with Bin Collection – Private Contractor Collection possible.</p>

	<p>quality and potential uses of these spaces is required. . Consider integrating soft landscaping into communal circulation and balcony spaces which are currently quite large. Consider how landscaping can contribute to microclimate</p> <ul style="list-style-type: none"> City outlined that given the type of development a Landscaping plan will be required under the Built Form Policy as part of the DA application. 	
Principle 3 – Built form and scale	<ul style="list-style-type: none"> Responds to Built Form Policy requirements The application appears to exceed the allowable plot ratio so justification will be required. Highlight strip windows on upper floors offer poor outlook for occupants, and present and add to the appearance of building bulk. The 3m setbacks of upper floors should allow for full size windows to most windows. Balcony extends to the boundary. An open terrace to the neighbouring property is not permitted. Will require a parapet wall or setback with a boundary wall. Consider how textures and materials could reduce bulk and scale, improve building articulation and improve interest at street level. 	<p>Bigger windows added to Nth and Southern elevations</p> <p>Doors and access from apartments to the terraces</p> <p>Balconies on boundaries. Adjoining properties will also have a 3.0m setback, therefore may not be a fire concern. 1800 boundary parapet shown on terraces</p>
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> Has made good use of site levels. Apartments are generously sized and have functional layouts. Most provide a good level of amenity other than the few with access to daylight/ventilation via voids etc. In the next review, it would be appropriate to see some detail on intended for materials. Turning circles for vehicles to be checked by City's Technical Officers. Communal rooftop deck is to be further developed and refined to ensure it's usable for residents and is a space residents want to spend time in. Communal space generous. Consider storeroom placement (particularly doors) and consider whether internal, external (accessed via communal), or both would best suit occupants in this area. Possible pedestrian gate to rear of 	<p>Void Space to the north enlarged</p> <p>Storerooms amended to some apartments</p> <p>Type C Apartments will have Screening and or small outdoor court – not shown on this submission.</p> <p>Ramps and Cap parking Design. Shawmac have been engaged to provide technical advice.</p>

	<ul style="list-style-type: none"> car park Apartment planning can be improved (bedroom windows facing communal area). Some of the first floor communal space could be used as private courtyards. Consider the gradient of the ramp (1:4) ROW to car park (ramp) – more detail required with transition. Ramps to be reviewed by the City's technical officers. Stores in apartments are not preferred. Some existing store locations could be accessed from communal spaces. Consider pedestrian gate to car park from rear R.O.W. 	
Principle 5 – Sustainability	<ul style="list-style-type: none"> Consider more windows down the side to let early morning light in. Consider removing the glass in the gap between the front and back on the side elevation to allow cross better ventilation through the site and apartments. They may need to be screened and open Take care when detailing dividing screens between balconies – consider letting the low angle winter sun across both balconies to glazing if possible. Screen summer low angle sun. Concern regarding bedrooms that access daylight via voids or entry corridor. Consider alternative apartment design ie studio layout to provide for better light penetration. 	<p>Larger windows to Nth/South Elevations</p> <p>Glass to residential lobby area removed</p>
Principle 6 – Amenity	<ul style="list-style-type: none"> Many apartments will have excellent daylighting and opportunity for cross ventilation Consider improving the few that have bedrooms to voids, and to entry. Consider reconfiguring to improve. A small number of studio apartments could be considered Voids only 2 floors deep – however could the size/width be increased. Rule of thumb is that these should be a minimum dimension that is half the depth. Consider removing the glass in the lightwell between the front and back on the side elevation and using an open screen to facilitate improved ventilation. Consider lockable screen doors, so that solid doors can be left open – 	Void space larger

	<p>will contribute greatly to cross-ventilation</p> <ul style="list-style-type: none"> • Upper floor apartments have potential to have a high level of amenity. Boundary setback at upper levels should allow for full size windows. Optimise glazing; provide low sill heights at least to habitable rooms. • All bathrooms could have windows. • Apartment planning can be improved such as avoiding bedroom windows facing onto communal circulation areas. On the first floor to the rear apartments, a private courtyard could be provided within the communal circulation space which is generous, acting as a transition space, with a privacy screen shielding bedroom window from communal circulation space. • Some Laundry and stores within apartments could be swapped to allow natural light into laundries • Ameliorate sound / noise from lift – take care when detailing / specifications. Or try to locate store and services (bathrooms etc) around lift core. 	
Principle 7 – Legibility	<ul style="list-style-type: none"> • Layout is legible and logical 	
Principle 8 – Safety	<ul style="list-style-type: none"> • Good passive surveillance to street and rear. • Entry lobby requires reconsideration. A long deep inset may provide a location for after-hours antisocial behaviour or at least an unsafe entry for users. 	Entry Lobby door moved
Principle 9 – Community	<ul style="list-style-type: none"> • Mix of apartment types is good for a development of this size • Develop communal spaces to encourage social interaction as well as places to be alone. 	
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • Façade treatment needs to be developed. • Concept needs to be a well-conceived and coherent design that is well-detailed. Consider functionality of the screen. • Allow it to respond to the desirable current and future context. 	Design Development of Façade, Public Art to Oxford Street, this concept to be carried through to the underside to the awning, into the landscape design for the residential terrace
Comments	<ul style="list-style-type: none"> • In addition to the comments above, the following items are to be addressed as part of the modifications to the proposal: • The application appears to exceed 	

	<p>the allowable plot ratio so justification will be required.</p> <ul style="list-style-type: none"> • Façade treatment needs to be developed. Consider shopfronts being referenced to existing long term precedents in the locality • In the next review, it would be appropriate to see some detail on what is intended in terms of the materiality of the building fabric • Administration is to provide technical services comments • Consider boundary detail to the terraces • Consider storeroom placement • Reconfigure apartment layouts to optimize amenity (reduce highlight strip windows, reduce dependence on light-wells, develop courtyards) • Optimize cross-ventilation • Develop communal spaces • Consider storeroom placement (doors) for apartments to improve amenity – stores within apartments not preferred and could be accessed through communal circulation spaces in some circumstances • Entry lobby requires reconsideration to further minimize antisocial behaviour. • Consider the gradient of the ramp ROW to car park– more detail required. Ramps to be reviewed by the City's technical officers. • Landscaping plan to be provided in accordance with the Built Form Policy. • Volumetric calculation is needed for the basement to ensure that it does not constitute a storey under the City's scheme. 	
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Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	<ul style="list-style-type: none"> • Further detail is required to demonstrate detail design resolution of proposed façade screens, derivative and reference to elements defining existing context and character. • As noted a preceding DAC advice: Curved ground floor glazing – ground floor treatments requires development. Consider the existing distinct elements and more traditional façade.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • More detailed plans are needed for calculating and assessing required extent of soft landscaping • Consider using large balconies for soft landscaping

	<p>(built in planters) and for landscaping to enhance the building's presence in the streetscape.</p> <ul style="list-style-type: none"> • Consider providing common areas with soft landscaping. • Landscape design appears to be very reliant on movable pots which is not supported. • Co-ordinate landscaping drawings and architectural drawings. Further develop usability of communal deck space.
Principle 3 – Built form and scale	
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> • The access to stores (doors) are from the inside of apartments. Access from inside the apartment would not comply with the City's requirements. Provide further justification if this arrangement is to be retained. Ensure that the design precludes these from being used as habitable spaces due to the absence of daylight and ventilation.
Principle 5 – Sustainability	<ul style="list-style-type: none"> • Demonstrate sun control strategy to north facing façade/windows & glazed doors
Principle 6 – Amenity	<ul style="list-style-type: none"> • Considerable improvement has been achieved in extending void areas to common foyers on upper floors • Window from bedroom in south-western ground floor apartment directly into foyer entry. Will impact on the amenity for occupants; loss of privacy, noise, sub-optimal lighting and ventilation as well as unwanted artificial light at night. Address or reconfigure to a studio apartment.
Principle 7 – Legibility	<ul style="list-style-type: none"> • Provide further detail of design resolution – proposed façade screens
Principle 8 – Safety	
Principle 9 – Community	
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • Further resolution to be provided in design – building fabric to proposed screens
Comments	<ul style="list-style-type: none"> • Provide justification as to why some recommendations from previous meeting could not be addressed. • Overshadowing plans needs to be submitted. Volumetric count needs to be provided.

Conclusion:

To be returned to DAC.

4.30pm–4.40pm – Applicant's Presentation – No. DA Lodged

4.2 Address: 308-310 Oxford Street, Leederville

Proposal: Four storey mixed use development

Applicant: Planning Solutions

Reason for Referral: The proposal will likely benefit from the referral to the DAC in terms of the City's Built Form Local Planning Policy 7.1.1(LPP7.1.1).

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

City's Officer Presentation:

The Applicant gave a PowerPoint presentation

Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	<ul style="list-style-type: none"> • More information needs to be provided of the surrounding context (including elevations) to further inform the project's impact on the streetscape and adjoining properties. • Consider existing building form and character in the locality, identify some of the strong features and reinterpret these into the façade. This will assist greatly to positively contribute to the identity of the area. • Contribute to the very distinctive existing features of the Leederville precinct (Oxford Street) / active frontage • Further detailed design is now required, that considers defining character and design intent of the building, the street elevation in particular. • A large part of the frontage at the ground level is devoted to carpark and entry. Consider ways to sleeve with commercial tenancy. Pursue a continuously active ground plane to complement the existing character of Oxford Street • Activation of ground floor streetscape whilst minimising carpark exposure to street, and maximising exposure of building foyer to street, is encouraged. Consider replacing 3 x parking bays in front of lift & foyer and extending proposed commercial space with provision of a more direct visual and physical access route to the building foyer at ground floor.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • A landscaping plan would need to be submitted to demonstrate provision of required area of soft and hard landscaping. • The landscaping provided in the basement may not survive due to insufficient sunlight. • Demonstrate a landscape strategy. Consider how landscaping can enhance the communal areas.
Principle 3 – Built form and scale	<ul style="list-style-type: none"> • Additional height is of concern to the City for a DA to be considered. Final Council determination will be dependant on the impact of the project on the street. Demonstrate how additional height (to standard) would not impact on the streetscape's residential context. • Set back upper floor to comply with the Built Form Policy. • Plot ratio is significantly over.

	<ul style="list-style-type: none"> • Boundary setbacks do not comply • In addressing required plot ratio, consider breaking the built form into two parts allowing the middle of the design to be used as a breezeway, open to solar access. Consider providing communal circulation and a common access area to the central space.
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> • Boundary walls do not comply with standards. Consider increasing the set back of the upper section boundary walls and to minimise the bulk and scale of the boundary lengths. • Need to demonstrate provision for reversing and turning between the last bay and the wall. Required parking provisions for residential and commercial need to be maintained. Disabled car parking bay is non-compliant. • There is minimal cross ventilation into apartments. • Windows to the bedrooms and balconies will require screening due to proximity. Consider privacy and acoustic amenity. • Providing a break in the building will provide opportunities to improve amenity, achieve more northern solar access to apartments, cross ventilation to apartments and also create an opportunity to incorporate landscaping into the communal area to meet landscaping requirements. • At ground consider increased commercial frontage on lieu of parking • Consider the width of the upstairs corridors to manoeuvre furniture (at least 1.5m). • Consider revising entry sequence to be more legible to assist wayfinding. Allow a direct line of sight to lift lobby from the entry point. • May be able to reduce to one lift / stair if desired. Look at The Fitz apartments as it is a similar sized well-designed apartment development. Suggests a maximum of 12 per circulation core as per Design WA ADG. This would assist to free up some ground floor for more commercial area to the street. • Aim for 2.7m ceiling heights for living rooms and 4m for ground floor ceiling heights to broaden the uses this space could accommodate. This would allow for a future restaurant or café. Proposal is currently under the height limit for a concealed roof (keep in mind the parking requirements and setbacks from boundaries for any increased height). • Commercial tenancy toilet will need to be DDA compliant.
Principle 5 – Sustainability	<ul style="list-style-type: none"> • Optimise north facing habitable rooms and balconies. Screen eastern and western low angle sun. Minimise south facing apartments. Currently south facing apartment will receive no winter solar access.
Principle 6 – Amenity	<ul style="list-style-type: none"> • Consider breaking the length of the building and creating a central opening as a common circulation and access area that would improve cross ventilation through the site, apartments and improve access to northern

	<p>sunlight.</p> <ul style="list-style-type: none"> • Current non-compliance to plot ratio has a negative impact on amenity within the project Improve privacy between apartments 5 and 4, 1 and 6 • Limit the depth of apartments to 8m. • Apartment 5 is very narrow at 3.5m. • Allow daylighting and views out from corridor – this would be improved by providing a break in the depth of the building. • Avoid high screens to balconies. This restricts outlook and compromises overall amenity.
Principle 7 – Legibility	<ul style="list-style-type: none"> • Entry /arrival sequence requires some reconfiguration
Principle 8 – Safety	<ul style="list-style-type: none"> • BCA requirements are to be met in relation to closing off of the escape stairs and providing correct swing direction of fire escape doors. The stairs / fire escape need to be separated from the lift and not be in the common area. • Pursue a continuously active ground plane to optimise street activation and passive surveillance.
Principle 9 – Community	<ul style="list-style-type: none"> • Applicant to demonstrate/provide details of pre-lodgement consultation and engagement with the local community. • Provide good sized communal space that allows a variety of communal activities. Consider how landscaping can enhance these functions
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • A simple and elegant elevation that could easily be detailed is encouraged.
Comments	<ul style="list-style-type: none"> • Overshadowing plans needs to be submitted.

Conclusion:

To be returned to DAC.

Technical:

All technical issues must be resolved with City of Vincent officers.

5.00pm–5.10pm – Applicant’s Presentation – No DA Lodged

4.3 Address: 299 Charles Street, North Perth

Proposal: Six Storey Mixed Use Development

Applicant: Planning Solutions

Reason for Referral: The proposal will likely benefit from the referral to the DAC in terms of the City’s Built Form Local Planning Policy 7.1.1(LPP7.1.1).

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City’s assessment and determination of future planning applications. The DAC’s advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant’s Presentation:

Applicant presented a Powerpoint presentation

Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	<ul style="list-style-type: none"> • More detail to be provided in relation to neighbouring building/context of streetscape (including overshadowing diagrams) • Consider buildings in the locality; identify existing defining character features; reinterpret these into the façade. Develop an approach that will positively contribute to the existing distinctive identity of the area.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • Provide more detail in the landscaping plans, to achieve City of Vincent soft and hard landscaping requirements
Principle 3 – Built form and scale	<ul style="list-style-type: none"> • Currently a bulky development • Currently one main entry is provided –a second entry, further along in the plan would help break the mass of the building into three elements and improve its impact on Charles Street. • Provide more building articulation and variety of ground floor tenancy sizes to break down the bulk of the building • Provide a volumetric assessment of the basement to demonstrate that the project is not a 7 storey development.
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> • Setback upper levels along Charles Street as well as the side streets and articulate façade to reduce the bulk impact on the streetscape • Consider configuring the first two levels a podium to break up the mass to improve the relationship of the project to the existing two storey context. • Setback along Albert Street should be the same as Kadina Street. • Setback would allow more northern light into the communal pool area and deck. Pool area and much of the communal area is under the overhang and will be overshadowed. • Northern solar access to communal area will encourage use. Consider flipping the pool deck to the other side for better solar access. • In the next review, it would be appropriate to see some detail on intended materials as none has been provided. Consider materiality, texture and articulation that ties into the local context / existing character.
Principle 5 – Sustainability	<ul style="list-style-type: none"> • Demonstrate provision of shading of glass areas to facades
Principle 6 – Amenity	<ul style="list-style-type: none"> • Increase communal areas and improve solar access • Demonstrate how amenity will be optimised. Provide typical internal layouts for apartments to confirm. Currently apartment outlines appear deep and there is the likelihood of internal bedrooms, or bedrooms on corridors and with 'snorkels'.
Principle 7 – Legibility	<ul style="list-style-type: none"> • Further design development needs to be undertaken in order for the DAC to evaluate.
Principle 8 – Safety	<ul style="list-style-type: none"> • Consider long entry sequence to apartments to ensure these do not become 'dead-space' zones encouraging loitering

Principle 9 – Community	•
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • Further design development needs to be undertaken in order for the DAC to evaluate. • Consider providing a diversity of aesthetic approaches to the three main built elements to assist in breaking the visual appearance of bulk and massing.
Comments	<p>The “7 storey approved future context” criteria can’t be used as a baseline for future building form including this application. The Built Form Policy was developed in response to community concern raised in response to previous projects such as these precedents.</p> <p>Any LDP that seeks to increase height limits would need to align with the intent of the BFP and limit development to the site boundary at lower floors whilst providing setback to upper floors to reduce bulk and scale and to step down in height to the neighbouring single residential neighbourhood. This proposal is yet to demonstrate this approach.</p> <p>If the intent is to commit to the design quality requirements of Part 4 of the draft Design WA policy, then the planning would need to be reconsidered. There appears to be many areas in the current proposal that would not meet these requirements.</p> <p>It is difficult providing informed comment on the current proposal in any detail.</p> <p>A high-quality positive contribution to the locality should be offered to make it an attractive proposition to the City and the community.</p> <p>A sample of elements that could be offered as an incentive for the City of Vincent / local community to consider can include;</p> <ul style="list-style-type: none"> • Character • Pedestrian amenity • Public domain interface / active frontages – retail “encouraged” • Permeability – included however proposed linkages are outside ownership and control. • Diversity of accommodation • Affordable housing / Key worker housing • Diversity of land uses • Any there any community facilities sought by the city • Landscaping intent / retention of trees • Communal / public areas • Sustainability targets • Community benefits? Refer Melville Canning Bridge Structure Plan and Design WA section on Incentives for a range of elements the City could benefit from. <p><u>For more, refer to Design WA Draft Apartment Design Guide, 2.11 Incentive based development standards and Appendix 2 – List of potential incentives – based development standards</u></p>

Conclusion:

To be returned to DAC.

5.00pm–5.10pm – Applicant’s Presentation – DA Lodged

Page 12 of 14

Address: 94 Bourke Street, North Perth

Proposal: Four Grouped Dwellings

Applicant: J Collins

Reason for Referral: The proposal will likely benefit from the referral to the DAC in terms of the City's Built Form Local Planning Policy 7.1.1(LPP7.1.1).

The applicant was invited to have the revised proposal referred to the DAC, although opted not to present. The application was referred to the DAC to seek guidance and feedback on the materials and finishes for the proposed development. The item was presented to the meeting held on 7 June 2017. The DAC's comments and recommendations were as follows:

Principle 1 – Context and Character	<ul style="list-style-type: none"> Architectural language does not adequately respond to the context of the surrounding streetscape (roof pitch, treatment). Consider using weatherboard on the upper floors only and with heavier materials (masonry) on the lower / ground floor part of the units. The use of the recycled brick material together with the weatherboard cladding and painted render provided, is supported as an appropriate mix of material finishes on this project. Demonstrate application of a consistent architectural language Consider providing a support/pier under the entry overhang to allow a more traditional reading of building form (as opposed to cantilevered corner). Minor modifications to the built form and the application of designated materials are recommended including: <ul style="list-style-type: none"> increase roof pitch to between 28° to 30° to provide relationship to the existing context. modify the fencing to include brick piers and vertical infill to represent existing traditional fences in the local area inserting a brick pier below the upper floor sitting room overhang to provide a consistent design language across the façade the cladding to the façade of unit 1 being extended to include the upper floor bedroom 2 the cladding to the dwellings along the common access driveway being modified to be applied in a horizontal across the entire upper portion of the development with render at the base which provides cohesiveness and consistent upper floor language within the development; Consider re-using the redbrick from the existing house and repurposing it into the development
Principle 2 – Landscape quality	<ul style="list-style-type: none">
Principle 3 – Built form and scale	<ul style="list-style-type: none">
Principle 4 –	<ul style="list-style-type: none"> Consider reducing the extent of obscure screening to

Functionality and build quality	upper floor windows particularly to the north, when not impacting on privacy.
Principle 5 – Sustainability	•
Principle 6 – Amenity	<ul style="list-style-type: none"> Consider reducing the extent of obscure screening to upper floor windows particularly to the north, when not impacting on privacy.
Principle 7 – Legibility	•
Principle 8 – Safety	<ul style="list-style-type: none"> All bedrooms windows and upstairs windows will need to be screened (note: windows facing drive way or other units do not). Consider an alternative strategy for obscured glass Consider increasing the ground floor ceiling to living areas, to improve amenity Reduce reliance on highlight and opaque windows. They restricts outlook. Use of opaque glass to some dwellings leave little or no outlook at upper floor levels. Consider revisiting the planning and layout to minimize need for obscure glass to living areas.
Principle 9 – Community	<ul style="list-style-type: none"> The west side of the upper deck will need to be screened. One side of the street courtyard will need to be screened.
Principle 10 – Aesthetics	•
Comments	<ul style="list-style-type: none"> One approach which may be explored to minimise use of obscure glazing – where the windows of adjoining lots face each other, the windows facing North could have clear glazing to complete opening, and the windows opposite that face South (and not getting much direct sun anyway) could incorporate obscure glazing below 1600AFFL, thereby maximising outlook whilst preserving privacy for all concerned. Submit floorplans with all individual ground and upper level units on one plan to allow the relationship between and impact on adjoining plans to be easily assessed.

5. General Business
Nil

6. Close / Next Meeting

There being no further business, the Chairperson, Sasha Ivanovich declared the meeting closed at 5.45 pm.

The next meeting will be held on 5 July 2017.



CITY OF VINCENT

DESIGN ADVISORY COMMITTEE**Wednesday 5 July 2017 at 3.30pm**

Venue: Committee Room
City of Vincent Administration and Civic Centre

MINUTES**Attendees:**Design Advisory Committee Members:

Sasha Ivanovich (Chairperson)
 Joe Chindarsi (Member)
 Jeff Thierfelder (Member)
 Damien Pericles (Member)

City of Vincent Officers:

John Corbellini (Director)
 Paola Di Perna (Manager)
 Rob Sklarski (Coordinator)
 Steve Laming (Statutory Planner)
 Roslyn Hill (Minute Secretary)

Applicant-Item 4.1

Daniel Cassettai – Daniel Cassettai Design
 Guy Gulla – GMG Developments

Applicant-Item 4.2

Aaron Sice

Applicant-Item 4.3

Aaron Sice

Applicant-Item 4.4

Glenn Radisich

Applicant-Item 4.5

No attendance

3.30pm

Member Discussion

4.00pm

1. Welcome / Declaration of Opening

The Chairperson, Sasha Ivanovich declared the meeting open at 4.04pm.

2. Apologies

None

4.04pm – Applicant Presentation– DA Lodged

4.1 **Address:** No. 12 Anderson Street, Mount Hawthorn

Proposal: 2 Storey Multiple Dwelling Development

Applicant: Daniel Cassetai Design

Reason for Referral: 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)

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant's Presentation:

The Applicant gave a PowerPoint presentation.

Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	<ul style="list-style-type: none"> • More detail required for the colour palette for outside façade. • More details required for finishes and materials (colours etc).
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • Will need a landscape architect to confirm the landscaping including percentage of softscape and deep soil zones as per Built Form Policy requirements. Note minimum 1m dimension for area to comply as deep soil. Deep soil zones are intended to support large scale tree canopy. • Opportunity to plant a tree in the streetscape to add to the landscaping requirements to be met. • More detailed plans are needed for calculating and assessing required landscaping (canopy cover, deep soil zone etc) • Consider the depth and width of the landscaping to make sure it can work along the driveway. Wider landscape strip along driver is preferred. Consider the rootable soil zone to maximise adjacent tree planting without lifting pavement.
Principle 3 – Built form and scale	
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> • Separate access for Unit 1 needs to be more legible from the street frontage. • In consultation with technical staff, explore reducing width of driveway to single lane for a portion in order to create more space for landscaping and separate pedestrian entry gate. (take into consideration manoeuvrability of cars in and out of car bays)
Principle 5 – Sustainability	<ul style="list-style-type: none"> • Demonstrate summer sun control provided to east and west facing windows
Principle 6 – Amenity	<ul style="list-style-type: none"> • Consider flipping units 6 & 7 to face north (privacy screening may be needed) for the opportunity of more sunlight and better amenity of noise from the car bays. The Living areas will benefit from more direct northern orientation/natural sunlight. • Consider having the bedrooms back to back between

	<p>units so as to avoid potential noise issues from balconies across from bedrooms.</p> <ul style="list-style-type: none"> • The DAC do not support bathrooms with no access to natural ventilation and light. Consider swapping a stores with an ensuite. Operable skylight could also be considered for internal bathrooms where not possible to relocate to perimeter wall. Consider the possibility of locating stores internally with the door located outside to better comply with the relevant R-Code provision. • It may be beneficial for cross ventilation in the bedroom to increase the ventilation two sided for the bathroom. • Consider introduction of split roof/clearstory windows to allow access to northern light into upper level living spaces. • No sun control on the windows evident (particularly western side). Consider screening. • Insert furniture into the floor plans to demonstrate functionality is achieved. • Car bays adjacent Unit 1 bedrooms may create too much noise for residents. • Bedroom windows adjacent to car parking is not supported. Consider moving more cars to the front setback area which could create an opportunity to maximise the garden. • Consider turning Unit 1 into a single bed unit, so the 2 bays in front could be put to the rear, and the bedroom at the front would have garden outlook thereby vastly improving amenity. • Lower floor units needs more natural lighting – consider additional windows where appropriate. • Ensure AC units locations do not adversely affect neighbours
Principle 7 – Legibility	<ul style="list-style-type: none"> • Consider revising entry sequence to be more legible and direct, possibly separating car entry (west) to pedestrian entry (along east boundary and feeding off to rear entrances without back-tracking)
Principle 8 – Safety	<ul style="list-style-type: none"> • A clear separation of entry sequence needs to be created for the pedestrians and cars. Safety for residents needs to be considered. Possibility of installing two different gates, one for cars and another gate for pedestrians and use contrasting paving treatments to delineate between car and pedestrian zones.
Principle 9 – Community	<ul style="list-style-type: none"> • Screening would be required for the front visitor car parking bays.
Principle 10 – Aesthetics	<ul style="list-style-type: none"> •
Comments	<ul style="list-style-type: none"> •

Conclusion:

To be returned to DAC.

4.45pm – Applicant's Presentation – No. DA Lodged

4.2 **Address:** 137 West Parade, Mount Lawley

Proposal: 2 Storey Multiple Dwelling Development

Applicant: Aaron Sice

Reason for Referral: The proposal will likely benefit from the referral to the DAC in terms of the City's Built Form Local Planning Policy 7.1.1(LPP7.1.1).

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

City's Officer Presentation:

The Applicant gave a PowerPoint presentation

Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	<ul style="list-style-type: none"> Consider angled/raking wall to second floor bedroom wall on boundary to create loft form tying into the existing top of wall to the neighboring building. As an alternative to this, possibly a diagonal in the façade via a change of material/colour to lock design into context acknowledging the neighboring boundary wall may suffice.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> A landscape architect will need to sign off on the landscaping requirements to confirm they comply with the City's requirements. An arboriculturalist consultant report will need to be submitted for the existing tree at the entry
Principle 3 – Built form and scale	<ul style="list-style-type: none">
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> Consider removing the left wall around the existing tree and set the gate further back into the property thereby creating an entry niche for letterboxes etc. Whilst the entry sequence is generous consider trading ground space allowed to entry sequence for terrace space provided to units at first floor, northeast boundary.
Principle 5 – Sustainability	<ul style="list-style-type: none">
Principle 6 – Amenity	<ul style="list-style-type: none"> Amenity from the upper floor is impacted from the entry being too generous – as per Principle 4 above.
Principle 7 – Legibility	<ul style="list-style-type: none">
Principle 8 – Safety	<ul style="list-style-type: none">
Principle 9 – Community	<ul style="list-style-type: none">
Principle 10 – Aesthetics	<ul style="list-style-type: none"> Technical services to advise on the turf drive way deep soil zone and turf hardstand deep soil zones.
Comments	

Conclusion:

To be returned to DAC.

Technical:

All technical issues must be resolved with City of Vincent officers.

5.10pm – Applicant's Presentation – No DA Lodged

4.3 **Address:** 123 Claisebrook Road, Perth

Proposal: 12 multiple dwellings and one studio (commercial tenancy) over four storeys

Applicant: Aaron Sice

Reason for Referral: 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.

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant's Presentation:

Applicant presented a Powerpoint presentation

Mandatory recommendations from DAC Meeting of 8 March 2017

Design Principle	DAC Comment
Principle 1 – Context and Character	<ul style="list-style-type: none"> Context of neighbouring smaller scale properties facing Claisebrook. Recons height of side boundary wall to fit in within the streetscape Contemporary and bold design contrast for the new build is important – be ca with the architectural language Height of side lot boundary wall is a concern (northern side)
Principle 2 – Landscape quality	<ul style="list-style-type: none"> More details needed for landscaping – more intent needed for the future. species selection
Principle 3 – Built form and scale	<ul style="list-style-type: none"> Language mismatch on the two street sides
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> No Cross ventilation Setback walls to better articulate upper floors Careful consideration required for use of materials Consider the third-floor balconies to be more transparent Extension of wall – in a contrast masonry Level 2 balcony overshadows Part of heritage façade – needs to be more contrast on the southern elevation Reconsider the boundary wall facing Claisebrook being full height (du transition to lower height neighbouring areas)
Principle 5 – Sustainability	<ul style="list-style-type: none">

Principle 6 – Amenity	<ul style="list-style-type: none"> Consider the quality of the future residential amenity if the neighbouring building were to build at the same height. Consider more separation between the buildings. Consider the ROW access, particularly as it is privately owned Closed off courtyard – questioning the glass windows Consider the quality of the future residential amenity if the neighbouring building were to build at the same height. Consider more separation between buildings. Consider the ROW access, particularly as it is privately owned Closed off courtyard – questioning the glass windows? Northern Elevation – create more distance Stronger façade to the south
Principle 7 – Legibility	
Principle 8 – Safety	•
Principle 9 – Community	•
Principle 10 – Aesthetics	
Comments	<ul style="list-style-type: none"> Consider moving balcony to the south side and move the living around Vary the sizes of windows facing Claisebrook Street (very narrow)

Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	<ul style="list-style-type: none"> Heritage building is overwhelmed by the new building (mass/bulk and colour palette). The proportion of the heritage building to new building needs to be unbalanced. A suitable connection needs to be established between the heritage building and the new. Consider pulling back proposed new building massing away from corner and maintain consistent geometry of new mass to end rather than angling, to further delineate between old and new forms. Consider more articulation into eastern Claisebrook Road façade (possibly elements from other areas to create some reference). Consideration needs to be given to the articulation of the corner of Claisebrook Road and Somerville Street as a focus and signature of the building. Current end wall is blank and surface articulation currently proposed is not an adequate solution. Concerns were raised in relation to concrete batching plant, but sound and visual negatives can be designed out using elements such as double-glazing and orientation of openings to high-level/sky views or low/level street views. Consider a garden/landscaping buffer zones between the heritage building and new building possibly complementing glazed mediation/interfaces Reconsider the treatment of the new building when above the existing building on the south façade to distinguish that part of façade to what is happening on
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	the side/ new addition along that façade.
Principle 2 – Landscape quality	•
Principle 3 – Built form and scale	<ul style="list-style-type: none"> • Bulk and mass needs to be further articulated in order to provide breathing space between existing and proposed massing. • Consider setting back the upper levels of the new building to the heritage building to reduce the impact of the new building to the existing. • Consider a 'curtain glazing' approach where the new building connects to the heritage building to soften the interface between the two buildings. • Consider making the stairwell a glass element to break up the façade and provide visual connection/activity to streetscape, and amenity for occupants using stairs • Lightweight corrugated cladding elements coming down to ground level as currently shown not supported as this is inconsistent with language of heavy masonry base/lightweight upper infill. Glazed expression of stairwell may assist with resolving this area, and break down building scale.
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> • To the north elevation walkways, consider introducing strips of vertical screening and other elements that may create some reference to the front façade.
Principle 5 – Sustainability	•
Principle 6 – Amenity	•
Principle 7 – Legibility	•
Principle 8 – Safety	•
Principle 9 – Community	•
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • (Further to setback of new façade to existing) Consider providing vertical strips of glass to Claisebrook Road elevation separating existing façade to new façade material and providing an aspect to the street and assisting with articulation previously noted (solar glazing may be required) • Consider varying the sizes of windows facing Claisebrook Road to further articulate and enliven that façade. Consider referencing height datum of existing windows but playing with widths to play with façade rhythm. There is some concern over general darkness and visual weight of materials proposed, further adding to sense of heaviness and bulk/scale within the scheme. Consider use of more light colouring in material/palette mix, with the aim of providing more sense of lightness/floating to upper/top level(s), • Consider the classical tripartite division expression for visually organising building facades into three sections similar to as found on a Classical column (base, shaft, capital). Top level(s) could be explored as expression of the 'capital'.
Comments	

Conclusion:

To be returned to DAC.

5.35pm – Applicant's Presentation –DA Lodged

4.4 **Address:** 50 Scarborough Beach Road, North Perth

Proposal: 3 Two Storey Grouped Dwellings

Applicant: G J Radisich

Reason for Referral: For the Design Advisory Committee (DAC) to review amended plans submitted by the applicant for the proposed development in order to address concerns raised by Council.

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant's Presentation:

No presentation was made.

Principle 1 – Context and Character	<ul style="list-style-type: none"> Consider using different materials instead of different colouring of same material into the balconies/façade to further relate with the character of the streetscape and provide texture/grain through articulation of form via materiality. Possibly change the window size in the upper front face to improve proportions. Consider two smaller rectangular windows (a shape more in keeping with existing context) and the use of simple mouldings around window reveals to provide some finer detail/grain and depth.. Consider removing the step (ledge_overhang) between 1st and 2nd level and extend the kitchen to front unit out as part of this, making it one plane continuous across two stories. The balcony is neither separate nor a part of the dwelling. Suggest considering balconies as light weight elements to tie in more with adjoining built-form of traditional housing stock. Consider a gable roof form to end of front unit balcony. Reconsider roof design overall form/expression to simplify current apparently unresolved roof forms. The east and south façade needs more articulation. Further detailed design is now required that defines the character and design intent of the building and clearly expresses its architectural the language to be it either modern or heritage referenced. Driveway is proposed is on the eastern side. This conflicts with an existing street tree and bike lane Consider a solution for tree to be retained
Principle 2 – Landscape quality	<ul style="list-style-type: none"> Reconsider the driveway experience to add more articulation. This could permit further landscape space along the boundary

	<ul style="list-style-type: none"> Paving/material change to porch areas may assist in providing visual separation from driveway areas and improve legibility of entries and way-finding.
Principle 3 – Built form and scale	<ul style="list-style-type: none">
Principle 4 – Functionality and build quality	<ul style="list-style-type: none">
Principle 5 – Sustainability	<ul style="list-style-type: none">
Principle 6 – Amenity	<ul style="list-style-type: none">
Principle 7 – Legibility	<ul style="list-style-type: none"> Consider introduction of entry/front door facing street frontage rather than from the side to improve streetscape interface of the development. Unit 1 could have it's own gate and entry at the front courtyard.
Principle 8 – Safety	<ul style="list-style-type: none">
Principle 9 – Community	<ul style="list-style-type: none">
Principle 10 – Aesthetics	<ul style="list-style-type: none"> Consider street entry, letter box to form part of the overall architectural theme
Comments	<ul style="list-style-type: none">

Conclusion:

To be returned to DAC.

6.15pm – Applicant's Presentation –DA Lodged

4.5 **Address:** 395 Bulwer Street, West Perth

Proposal: 4 Multiple Dwellings Over Two Storeys

Applicant: Capital Industries

Reason for Referral: For the Design Advisory Committee (DAC) to review amended plans submitted by the applicant for the proposed development in order to address concerns raised by Council.

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant's Presentation:

No presentation was made.

Principle 1 – Context and Character	<ul style="list-style-type: none"> Consider changing the roofline, at front façade to one single roofline (join the ridge of the roof – two roofs with central box gutter can remain at behind). Consider lowering central brick element to be subservient to the unified roof element, giving the roof a more strong/unified presence to the street. The two smaller roof forms currently expressed have an awkward
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	<p>appearance/proportion, and clash with the vertical brick element.</p> <ul style="list-style-type: none"> Consider widening (at least a doubling) masonry pillars under outer ends of the two front façade balconies to provide more visual weight for these supporting elements and tying into depth of planter above creating more of a 'frame' element. Consider a glass balustrade_(or steel/wire type) to the two front balconies to improve visual permeability and visibility of plants in planter boxes.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> Reconsider layout of planter boxes on front balconies to improve amenity and use. Narrow planter depth (to make more accessible for maintenance) to front edge and make up area of planting to the sides. Minimum balcony sizes to be considered and privacy when changing balcony layout. Consider shallower planter box depth to minimise large blank rendered surface to northern street-facing facade. Integrated glass balustrade would need to be integrated to meet code but planting would become more visible in street elevation. Alternatively use trailing plant species over front planter edge to break up planter bed wall mass. Consider a verge tree to assist with screening.
Principle 3 – Built form and scale	<ul style="list-style-type: none">
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> Opportunity to provide on street parking bay and verge treatment to front of development where redundant crossover will no longer be required. This may go some way towards addressing the lack of visitor parking provided. Coordinate with City of Vincent technical staff.
Principle 5 – Sustainability	<ul style="list-style-type: none">
Principle 6 – Amenity	<ul style="list-style-type: none">
Principle 7 – Legibility	<ul style="list-style-type: none">
Principle 8 – Safety	<ul style="list-style-type: none">
Principle 9 – Community	<ul style="list-style-type: none">
Principle 10 – Aesthetics	<ul style="list-style-type: none">
Comments	<ul style="list-style-type: none">

Conclusion:

To be returned to DAC.

5. General Business

Nil

6. Close / Next Meeting

There being no further business, the Chairperson, Sasha Ivanovich declared the meeting closed at 6.45 pm.

The next meeting will be held on 19 July 2017.



CITY OF VINCENT

DESIGN ADVISORY COMMITTEE**Wednesday 19 July 2017 at 5.00pm**

**Venue: Committee Room
City of Vincent Administration and Civic Centre**

MINUTES**Attendees:**

Design Advisory Committee Members:	City of Vincent Officers
Sasha Ivanovich (Chairperson)	John Corbellini (Director Development)
Joe Chindarsi (Member)	Rob Sklarski (A/Coordinator Planning)
Damien Pericles (Member)	Cathrine Temple (A/Coordinator Planning)
Stephen Carrick (Member)	

Applicant-Item 4.1

Andrea Basini – ANB Design

Applicant-Item 4.2

Andrea Basini – ANB Design

Applicant-Item 4.3

Jimmy Thompson – MJA
Chris Dwyer – MJA
Stephen Postmus – CAPA
Paul Sedar – Suida International
Ciha – Suida International

5.00pm**Member Discussion****5.00pm****1. Welcome / Declaration of Opening**

The Chairperson, Sasha Ivanovich declared the meeting open at 5.00pm.

2. Apologies**5.20pm–5.50pm – Applicant Presentation– No DA Lodged****3.1 Address:** No. 6 London Street, corner Haynes Street, North Perth

Proposal: Demolition of Existing Buildings and Proposed
Construction of Four Storey Mixed Use Development
Comprising of Ten (10) Single Bedroom Multiple
Dwellings, Ten (10) Two Bedroom Multiple Dwellings,

Two (2) Three Bedroom Multiple Dwellings, Four (4) Offices, Two (2) Shops, One (1) Restaurant, Associated Basement Car Parking and Car Stacker Parking

Applicant: Cuborosso Design and Development

Reason for Referral: Reconsideration

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City's assessment and determination of future planning applications. The DAC's advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant's Presentation:

The Applicant gave a PowerPoint presentation.

Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

<p>Principle 1 – Context and Character</p>	<ul style="list-style-type: none"> • Consider ways to incorporate the Midland Brick/heritage materials into the facade. • Shading will help articulate the facades and provide a language that will tie in with both to help break up the façade. Consider orientation and aspect as a mechanism to vary response to solar aspect. • The impact of bulk and scale needs to be reduced, given that the planning policy is for a 4 storey height limit (the snorkel may not work and consider whether the design should explore the bedrooms would be more effectively located to the side of living with direct access to balcony rather than backed in behind. Effectively the unit plans would be wider and more square-shaped and then consider replanning to a doughnut shape, C shape or L shape with aspect to light/air court that can also then be stepped down toward the adjacent lower zoning/ends. • This more linear rather than radial arrangement may mean the introduction of an additional core/fire escape. This may be offset in achieving increased amenity and reducing costs whilst the snorkel design generates cost inefficiencies in relation to additional external walls for example. • The DAC notes that a 5 storey may not be approved. It may be considered if the applicant can demonstrate a design that doesn't have a detrimental impact on either the streetscape or the amenity to adjoining properties. Generally 4 storey height limit is a key planning requirement for this site. Considerable design merit will be need to be demonstrated to support a 5 storeys design. • Consider the interface with Haynes St and enhancing the plaza space. Sophistication and resolution is required in this area. The idea of a café restaurant that can spill out and create a community space in that end
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	<p>of the street would be a great outcome. Liaise with city staff on development of an integrated design.</p> <ul style="list-style-type: none"> Relationship to the streetscape to be considered, especially to London Street where there is an opportunity to improve pedestrian amenity (and perceived safety). Consider inclusion of a planter bed to back of kerb (as opposed to defining lot boundary) to achieve an integrated overall urban design across lot boundary.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> Use planter to screen from northern boundary from communal area. Consider extending green space into the verge. More detailed plans are needed for calculating and assessing required landscaping (canopy cover, deep soil zone etc.) More consideration will be needed for the roof landscaping. It would be good to see that further developed in terms of how the space would be used. Overlooking to the northern neighbours is going to be an issue - to be designed out.
Principle 3 – Built form and scale	<ul style="list-style-type: none"> Proposed built form and scale is excessive and wouldn't be supported as currently proposed. Applicant is to refer back to the previous design proposed for the site, which had then received support from the DAC for its design cues, more appropriate massing concentrated to corner and stepping height down to the side/ends/lower adjacent zonings.
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> Setback from north and east boundary by 6.5 and 12.5 metres is required under the planning policy. Arrival experience for residence and for visitors - consideration needs to be given to the articulation of the corner as this is the focus and signature of the building. Open stairs/integrate glazing to get more light/air through. Consider visitor bay(s) on the ground floor. Parking management plan may be required to work out how many people will be parking there balancing commercial and residents requirements. The setbacks and storage area need to be reconfigured.
Principle 5 – Sustainability	<ul style="list-style-type: none"> Given the proposed dwelling yield is significant, the majority of the units will not receive any northern sun. There is a problem with the density and number of units in relation to solar access. The proportion of units with northern aspect needs to be improved when considering the site planning.
Principle 6 – Amenity	<ul style="list-style-type: none"> Consider pulling the ramp back to make it less convoluted in its way of getting up into the development. The ramp may not need to be so close to the boundary. Reconfigure parking on the ground floor. Provide visitor parking for residents and visitors for commercial that is accessible/visible from point of entry.
Principle 7 – Legibility	<ul style="list-style-type: none">
Principle 8 – Safety	

Principle 9 – Community	
Principle 10 – Aesthetics	•
Comments	•

Conclusion:

To be returned to DAC.

4.30pm–4.40pm – Applicant’s Presentation – No. DA Lodged

4.2 **Address:** No. 214 Scarborough Beach Road, Mount Hawthorn

Proposal: 4 Storey Mixed Use development

Applicant: ANB Design

Reason for Referral: For the DAC to consider the changes made by the applicant in response to the previous DAC comments and recommendations of 10 May 2017.

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City’s assessment and determination of future planning applications. The DAC’s advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

City’s Officer Presentation:

The Applicant gave a PowerPoint presentation

Mandatory recommendations from DAC Meeting of 10 May 2017

Design Principle	DAC Comment	Applicant Response
Principle 1 – Context and Character	<ul style="list-style-type: none"> • Not yet responding to nor enhancing the character or identity of the area. • Look at the traditional shopfronts and buildings in the locality, identify some of the strong features and reinterpret these into the façade. This will assist greatly to positively contribute to the identity of the area. • Could draw on some of the very distinctive features of the Mt Hawthorn precinct • Consider also a sensitive response to surrounding single residential. • Language inconsistent from front to side (rear, side and front elevations), its not integrated and no context to streetscape. • More detail to be provided in relation to neighbouring buildings/context of streetscape (elevations and 3d model massing). • The City requires an elevation which 	<p>The area has no definitive character it is an eclectic mix of styles ranging from faux neo-classical to modernist styles.</p> <p>The new design is an open contemporary style.</p> <p>The new design has been re-proportioned and the setbacks have been adjusted.</p> <p>The new design attempts to rectify this with a more consistent design language throughout.</p> <p>The new proposal shows more contextual visual information.</p> <p>The new proposal shows</p>

	depicts the proposal within the context of the surrounding streets as part of the DA.	contextual elevations.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • Deep Soil Zones are a good opportunity for screening which is good • Opportunity for a further Deep Soil Zone in a usable area such as to café garden • Planters and other opportunities for Deep Soil Zones should be explored. • Consider the spaces that occupants can use - consideration of landscaping and insert furniture to show how this can contribute to the quality and potential uses of these spaces is required. • The City will require a Landscaping plan as per the Built Form Policy requirements to be submitted as part of the DA. 	<p>The new proposal maximises deep soil zones by utilising café garden area.</p> <p>The new proposal incorporates large, deep, planters on roof top garden area.</p> <p>The new proposal illustrates the usability of spaces with the incorporation of furniture layouts.</p> <p>The new DA proposal will incorporate a Landscape plan as per the City's requirements.</p>
Principle 3 – Built form and scale	<ul style="list-style-type: none"> • For such a low yield this proposal presents a very large mass and scale against its (predominantly single-residential) context • Reintroduce some of the articulation of previous scheme • Does not comply with the Building Form Policy deemed to comply requirements. Four storeys is the height requirement for the Built Form Policy. • Setbacks impact of the height, bulk and scale. • Blank balcony walls adding to bulk and scale. • 	<p>The new proposal has been redesigned to attempt to reduce the bulk by opening up the facade with a repetitive open balcony motif and articulation to decrease the perception of an excessively wide aspect.</p> <p>The new design has been reduced to four storeys, with the exception of a top floor open entertainment/garden space to the West adjacent to the neighbouring property.</p> <p>The new design has been re-proportioned and the setbacks have been adjusted.</p> <p>The new design has a more open contemporary style, with an open balcony design.</p>
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> • Car park inefficient. Could be difficult to maneuver. Demonstrate turning circle. • Some planning inefficiencies – circulation, bedroom 6 etc. The site presents some challenges due to its triangular shape but the design is yet to address these. • Some circulation squeeze points (Unit 2 entry) consider furniture and does this comply with codes requirements. 	<p>The carpark area has been re organised. Vehicular manoeuvring has been illustrated.</p> <p>The redesign of the proposal eliminates these circulation problems.</p> <p>The triangular nature of the site more effectively</p>

	<p>Otherwise very generous circulation elsewhere.</p> <ul style="list-style-type: none"> • Generous terraces and balconies • Entrance to narrow for the ground floor. Need visual connectivity from the outside to inside. Consider changing to three units instead of four. • First floor terrace to be more inviting/open. and functional, usable and inviting • Consider landscaping to offer more communal use. Consider relocating and increasing in size. Currently located on South side of building which will provide little northern solar access. • Units 5 and 7 have laundry in the dining space. Opportunity to swap the dining/kitchen to create a more defined laundry • Units 11 and 12 have long kitchen benches. Consider reducing width of kitchen bench and adding island bench on one side to provide a defined living space on other side of layout. • Units 6 and 9 have awkward inefficient layouts requiring improvement. • With generous setback consider increases to the window size. Highlight windows may not be required. • "Dog leg" communal corridor areas not desirable • Consider re-arranging to place some of this area into apartments or communal deck. 	<p>addressed.</p> <p>The redesign of the proposal eliminates these circulation problems.</p> <p>The redesign of the proposal has change the balcony arrangement.</p> <p>The redesign of the proposal has addressed these issues by reducing the number of commercial units and and redesigning the entrance and foyer.</p> <p>The new design has relocated the open entertainment/garden space to the top floor adjacent to the West neighbouring property.</p> <p>Offering a large open space for tenant use with views and open to natural light.</p> <p>The new design has relocated the open entertainment/garden space to the top floor addressing these issues.</p> <p>This location provides for access to Northerly light.</p>
Principle 5 – Sustainability	<ul style="list-style-type: none"> • Poor orientation • Poor passive solar design 	<p>The redesign of the proposal has addressed the orientation issue by opening up the wrap around design to Western and Easterly light.</p>
Principle 6 – Amenity	<ul style="list-style-type: none"> • Orientation could be improved. Predominantly south facing, possibly have some face east/west for sunlight • No winter solar access to apartments, terraces or communal deck. • Bedrooms to communal area not desirable. Compromised privacy and potential noise issue. Will limit use of the communal area. Need to create some separation/screening between bedroom windows to communal areas. • Unit 11 and 12 bedrooms access daylight and ventilation via small voids. These (top-floor) circulation spaces be reconfigured into open air private terraces • High level windows to living rooms limit 	<p>The redesign of the proposal has addressed the orientation issue by opening up the wrap around design to Northern light.</p> <p>The redesigned plans show furniture layouts.</p>

	<p>daylighting and views out – may not be needed with setbacks provided.</p> <ul style="list-style-type: none"> • Insert furniture to show how this can contribute to the quality and potential uses of spaces • The link between the bin store to communal areas needs to be addressed. Pedestrians will need to go through residents lobby 	
Principle 7 – Legibility	Some of the planning inefficiencies arising from the site shape could result in legibility/wayfinding issues	The redesign of the proposal has addressed this issue.
Principle 8 – Safety	<ul style="list-style-type: none"> • Good passive surveillance and active frontages to SBR 	
Principle 9 – Community	<ul style="list-style-type: none"> • Consider how the communal spaces will be used. How will landscaping and furnishings contribute and guide the use as access appears difficult/restrictive and function is unclear • Develop communal spaces to encourage social interaction as well as providing more intimate spaces to be alone 	The redesign of the proposal has addressed this issue by opening up access and delineating uses for open spaces.
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • Not a cohesive and legible concept or elevation. • Scale and language does not respond well to its context • Appears very large along Scarborough Beach Road due to extent of terraces. Long blank side walls of terraces are dominant 	<p>The new design attempts to rectify this with a more consistent design language throughout.</p> <p>The new design attempts to rectify this with by breaking up the facade, articulating the building & opening up the balconies.</p> <p>The new design addresses this by modifying the apartments and the balconies and their relationship.</p>
Comments	<ul style="list-style-type: none"> • The comments above are to be addressed as part of the modifications to the proposal. 	

Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	<ul style="list-style-type: none"> • Full glass façade facing south-west will receive a lot of sun and needs to be addressed – consider sun-screening, lowering areas of glazing and/or planter boxes/green screening. Façade looks too commercial and monolithic in appearance. • Break up façade a bit more. Glass façade is very sharp and aggressive. Curving/rolling the corners could help soften the appearance/ends. • More attention is required as to how the brickwork blends and is resolved with the remaining facade as the
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	<p>language and it's use is inconsistent/piecemeal.</p> <ul style="list-style-type: none"> Consider screening to compliment and enhance the character and articulation of the façade Consider sliding screens that go across balconies. The current design approach in relation to fenestration needs to be reviewed in relation to aspect, orientation, shading and overlooking. The addition of screening and landscaping elements onto the balconies would further soften the overall appearance. Concern is raised with respect to the blank walls on the elevations facing the adjoining properties. Provide articulation, suitable materiality and fenestration, use of screening elements that may assist in reducing impression of large scale.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> Landscaping elements to roof need to be thought through more, particularly in relation to covered and uncovered areas. Consider using the planting to form part of balustrading. Consider planting via vertical 'green screens' to break up the massing (in elevation) so that the project appears less commercial. More detailed plans are needed for calculating and assessing required landscaping (canopy cover, deep soil zone etc)
Principle 3 – Built form and scale	<ul style="list-style-type: none"> Height and scale appear to be out of context with surrounding properties. Stepping of form may need to occur in height - down to adjoining height limits, to integrate to desired future built-form and streetscape outcomes. Roof element to top-level roof terrace is unnecessarily adding additional bulk and scale to the proposal. Extent, location and setback of this element need to be reconsidered so as to recede visually.
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> Size of single-bed units and their narrow and triangular shaped balconies with privacy screens to thin strips is limited, and accentuated by the awkwardness of the shapes which feel more like left-over spaces/afterthoughts, rather than designed spaces. Setbacks generally need to comply with the relevant planning policy framework. The DAC's view is that this site is too small to comfortably accommodate the height and number of units as currently proposed. The overall amenity and the experience of the outdoor spaces within the units seem to be compromised. Privacy screening along the narrow balcony spaces shown to the single-bedroom units creates narrow tunnel-like spaces that do not provide much added benefit or amenity but add to the perception of bulk-scale to adjoining properties. Balcony dimensions need to be considered carefully to ensure usability, amenity and compliance with relevant policy/R-Code requirements.
Principle 5 –	<ul style="list-style-type: none"> Refer to previous comments re: extent of glazing,

Sustainability	consideration of solar orientation, sun-shading, screens and landscaping elements in order to demonstrate a more cohesive and considered response to climate and the principles of environmentally sustainable design.
Principle 6 – Amenity	<ul style="list-style-type: none"> Consider clear/visible access to car parking to ensure easy access for businesses, shops, restaurants and visitors.
Principle 7 – Legibility	<ul style="list-style-type: none">
Principle 8 – Safety	<ul style="list-style-type: none">
Principle 9 – Community	<ul style="list-style-type: none">
Principle 10 – Aesthetics	<ul style="list-style-type: none">
Comments	Further consideration to be given to inclusion/amalgamation of adjoining property/site to provide better design outcome. A larger site will allow more breathing space and will assist in resolving many of the issues found in the current scheme.

Conclusion:

To be returned to DAC.

Technical:

All technical issues must be resolved with City of Vincent officers.

6.10pm–6.30pm – Applicant’s Presentation – No DA Lodged

4.3 Address: Nos. 238 – 246 Oxford Street, Leederville

Proposal: Proposed six-storey mixed-use development comprising of sixty-nine (69) multiple dwellings, two (2) eating houses and five (5) offices

Applicant: Suida International

Reason for Referral: For the DAC to consider the changes made by the applicant in response to the previous DAC comments and recommendations of 27 February 2017

Discussion:

The Design Advisory Committee provides architectural advice to the City of Vincent to inform the City’s assessment and determination of future planning applications. The DAC’s advice is not planning advice and will not fetter the final determination made in respect of an application for planning approval for the proposed development.

Applicant’s Presentation:

Applicant presented a Powerpoint presentation

Mandatory recommendations from DAC Meeting of 27 February 2017

Design Principle	DAC Comment	Applicant Response
Principle 1 – Context and Character	<ul style="list-style-type: none"> Top two floors are visually obtrusive. Set back needs to be greater. Articulate the upper levels of the development 	The top two floors have been flipped to remove any perceived

	<p>from all boundaries to minimise the impact of height, bulk and scale on the streetscape and neighbouring properties</p> <ul style="list-style-type: none"> • Demonstrate how the proposal is located in the context of the existing streetscape. • There is not a great deal of existing development to guide design, therefore demonstrate how a 'future' desired context will be addressed. • In the vicinity, scale is single and double storeys. 4 storeys is considered appropriate for future development. • A fine grained palette of material finishes is also desirable that will define the response to the context. • The Proposal DOES NOT respond to the local character in both height and choice of materials finishes. • The nearby TAFE development is a good example of a new building responding to local context. 	<p>overlooking onto residential land to the rear. In addition, setbacks from Oxford Street and the eastern (rear) boundary increased.</p> <p>The applicant has provided several perspectives to demonstrate how the proposal sits within the existing and potential future streetscape.</p>
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • A comprehensive landscaping plan has been provided. • Landscaping should comply (as a minimum) with Council Policy on extent, amount of deep root zones, mature canopy cover and the like. 	<p>The basement parking area has been set back from the rear boundary allowing for a deep soil zone to extend along this entire boundary.</p> <p>The landscaping has been revised to integrate with the revised development.</p>
Principle 3 – Built form and scale	<ul style="list-style-type: none"> • The proposal is for a six storey building, built to side boundaries for 4 storeys. • The Proposal also appears like a seven storey building from the rear as the roof terrace, plant area, lift and lobby areas occupy a significant portion of the 'roof' level. • From the street the proposal is imposing with its 6 storeys, particularly given a relatively new 2 storey building to the north and a narrow vacant lot to the south that is unlikely to achieve greater than 3 storeys when developed. • The Entry Court in the centre helps to break up the bulk of the building, however the Proposal is NOT SUPPORTED in its current form. • The rear boundary wall is excessive in height. • The building is considered to have excessive bulk and height and is an overdevelopment of the site. • The two upper floors should be appropriately set back from the street to 	<p>Revised proposal is still six storeys, however, the roof deck has been removed and the setbacks from the front and rear boundaries for the upper two floors have been increased.</p> <p>The rear boundary wall has been removed in the revised development.</p> <p>The revised development proposes three storey boundary walls for the section of the building forward of the central void (fronting Oxford Street) and retains four storey boundary walls for the rear sections.</p>

	<ul style="list-style-type: none"> reduce the impact of bulk. The roof terrace should be redesigned to reduce its impact. The side setbacks should be redesigned to respond to adjacent properties. The existing Proposal will dominate the streetscape from the front as well as from street approaches north and south. 	
Principle 4 – Functionality and build quality	<ul style="list-style-type: none"> Lack of information on materials and colour Excessive car parking has been provided – in that regard, the proposal is considered overdeveloped The density is considered appropriate for its location, near to several transport options. However the current Proposal is considered too large for the site, partly due to significant common facilities, apartment sizes etc. In this respect the density in its current form is NOT SUPPORTED The Proposal offers a diversity of apartment product and sizes and in this regard, it is supported. However, the internal bedrooms of Studios (for example, units 104 to 108) with 'borrowed light' are not supported. While the size of the Studio apartments is supported, the Applicant should consider providing small apartments with the appropriate amenity that other apartments enjoy. 	<p>The provision of car parking has been reduced and falls within the acceptable requirements of the City's Parking and Access Policy.</p> <p>The revised proposal provides 100% dual aspect apartments</p>
Principle 5 – Sustainability	<ul style="list-style-type: none"> There is insufficient information to make a complete assessment in this regard. The Entry Court provides good cross ventilation opportunities. Solar panel roof array is noted, however it appears to be small and likely to barely cover common areas. There are an excessive number of car bays provided on site. Given the proximity to rail and bus routes and the location having very good access to shops and the Leederville Town Centre, a single basement for parking would be more appropriate. While it is acknowledged that the Applicant states a 'need' for this many car bays, City of Vincent encourages reducing reliance on cars in pedestrian and public transit oriented town centres. 	<p>The basement parking has been redesigned with the number of bays reduced. The number of bays provided satisfies the requirements of the City's policy framework. The City and applicant are currently discussing the manoeuvrability within, and operation of, the parking area.</p>
Principle 6 – Amenity	<ul style="list-style-type: none"> Side boundary setbacks are non-compliant After hours visitors access to car bays 	<p>The height of the boundary walls for the front portion of the</p>

	<p>is not addressed</p> <ul style="list-style-type: none"> • The proposed four storey boundary walls on the side boundaries are significantly greater than the deemed to comply standards. Proposed walls are to be reduced and upper floors setback. • The Proposal provides significant amenity for occupants generally and is supported subject to those amenities not impacting on any other areas. • It seems that the amenity of the occupants is provided to the detriment of the neighbouring properties. • Cross ventilation and sunlight to apartments is generally good. Apartment layouts are generally well considered (see below). • The Entry Court provides a solution to cross ventilation as well as a clearly defined entry point. • The Entry Court should be assessed for quality of environment with regard to wind impact (and weather protection) as this may create problems if not considered. • There are 9 'studio' apartments with 'borrowed light'. Designs of this type are NOT SUPPORTED for long term residents. • There are also 2 "offices" proposed for the basement, without windows and a narrow staircase leading to them from the street. These are NOT SUPPORTED. 	<p>building (facing Oxford Street) have been reduced to three storeys. The street, side and rear boundary setbacks of the upper two floors have also been increased to reduce impact on the streetscape and adjoining residential land.</p>
Principle 7 – Legibility		
Principle 8 – Safety	<ul style="list-style-type: none"> • Generally, the proposal meets safety and security concerns internally and for the public domain. • Care should be taken with regard to the Entry Court to ensure that adjacent uses and appropriate design measures are taken to ensure safety is maintained at all times. CPTED Design Principles should be applied to this area, particularly for night times. • 	
Principle 9 – Community		
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • There is lack of information on finishes • See above for comments on Bulk and Scale, Context etc. • The proposal has introduced an Entry Court to the centre of the building. This helps break up the bulk into two portions, which is more in keeping with 	<p>The revised proposal offers a range of materials and finishes. The upper floors of the development have been set back more than 6 metres from Oxford</p>

	<p>of the finer grain built form in the area. This is supported.</p> <ul style="list-style-type: none"> • The front facade is too tall for the location. • There is insufficient information on material finishes proposed, They do not appear to reflect the character (desired or otherwise) of the area. • The building appears imposing from the street. The rear (and side) elevations are of poor standard. • The Leederville TAFE redevelopment is a good example of Context and Neighbourhood Character, Built Form and Scale, and Aesthetics. This is all achieved in a modern design. The materials, heights, fenestration, detailing and general form contribute positively to the streetscape and reflect the desired character of the neighbourhood. 	<p>Street to reduce the impact of the height of the front façade.</p> <p>The proposed artwork treatments to the boundary walls are generally supported.</p>
Comments	<p>The items identified at the previous DAC meeting were considered to be in some instances only addressed in part with some still remaining unaddressed. The following are items that are to be addressed through further modification to the proposal:</p> <ul style="list-style-type: none"> • Reduce the height of the building having greater consideration to the current and future height requirements. • Set back and articulate the upper levels of the development from all boundaries to minimise the impact of height, bulk and scale on the streetscape and neighbouring properties. • Consider removing top floor to help achieve the desired reduction of bulk and scale • Address the massing of the site is to have greater consideration to the amenity of the neighbouring properties and the rear interface requirements of City Policy. • Further address ways to maximise the amount of bathrooms with access to external windows to provide access to natural light and ventilation • Address how access to natural light and ventilation is to be incorporated into the circulation areas • Further refine the elevations. Use contrasting materials and colours and break up the repetition and symmetry of the design to add interest, visually 	

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| | <p>lighten and reduce the appearance of bulk and scale</p> <ul style="list-style-type: none"> • Openings are to be treated with shading devices and other such methods to respond to solar orientation. Such treatments are to be integrated into the architectural aesthetics of the development • Commercial tenancies at ground level are to: <ul style="list-style-type: none"> ○ Provide further detail on the openable windows and other openings for street engagement, activation and pedestrian interest; ○ Provide further detail a contrasting variety of materials and colours to increase interest; ○ Provide further detail on the operable windows to allow for tenants to not have to use air conditioning if they wish; ○ Provide further detail as to how the proposal avoid darkened or mirrored glass or the like; ○ Provide further detail on the raised window sills, columns between windows and other architectural features to: <ul style="list-style-type: none"> ▪ Allow space for more diverse materials and colours to be used as well as different elevation depths; Allow for more flexible interior design, so that desks, tables, storage, computer cables and power points can be placed up against exterior walls and hidden or partially hidden from the external view. ▪ Allow for operable windows; ○ Demonstrate how the design of the tenancies will accommodate a diverse range of commercial uses. ○ Provide a “blown up” version of the ground floor facades indicating: openings, clear glazing, materials and colours. Provide cross-sections indicating elevation depth and contrast to avoid a flat elevation. • Provide further detail on how the proposal maximises landscaping opportunities within communal corridors and lobby areas on all floors. | |
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Recommendations & Comments by DAC (using the Built Form Policy Design Principles):

**Principle 1 –
Context and Character**

- The provision of perspectives may further assist in

	<p>demonstrating how the proposal sits in the current streetscape and possible future streetscape, taken from eye-level on footpath to opposite side of street.</p> <ul style="list-style-type: none"> • The building presents a powerful image on Oxford Street and will impact the streetscape. Perhaps some further images may demonstrate the extent of this impact and reduce concerns. • The DAC is pleased to see that reference to the history of the locality has been incorporated into the elevations.
Principle 2 – Landscape quality	<ul style="list-style-type: none"> • Integration of landscaping into the development is commended. • Two metre deep soil zone to the rear is good. Some resolution of the species should be reached - consider using two different species of trees (50/50) to achieve a mottled rather than blanket effect (full in summer, allows more light through in winter). • In larger deep soil zone on north-eastern corner – consider flipping the water feature and moving the tree further back to allow a bigger tree (canopy) to be used. • The way the private terraces step down into the deep soil zone at the rear is supported by the DAC – a bigger space in the planters in these terraces could be considered through extending them and incorporating the stairs behind from the deep soil zone, given these stairs don't have a function only access the planters. • Sun in summer is directly above – consider the fern garden and its location as it may be impacted in summer – however this may not an issue. • Central atrium space – scale may feel claustrophobic with the use of one metre deep planters, explore mounding and lower planter walls. • Question regarding the green space on fourth floor in front façade and the ability to achieve green space - consider maintenance of this area as it may be constrained by accessibility. • Light into communal space – nett loss of amenity and how this will impact use of the development. In winter it will be a challenging space to be in with wind, need to consider worse-case scenario (due to rotation of two upper decks)
Principle 3 – Built form and scale	<ul style="list-style-type: none"> • Height, context of Oxford Street – explore reading/impact of the proposal from street/footpath level and other angles to demonstrate suitability. The perspectives provide a strong supporting arguments for the proposal within surrounding/neighbouring context. The DAC is generally satisfied with the proposed design outcome in viewing these images which reflect what is intended. • Building does clearly appear as a six storey building from Oxford Street, this does impact on the bulk and scale. • Consider modifying the balconies or reducing the number of apartments to the top level to improve the perception of height as viewed from Oxford Street. • Architectural influence of top two floors on the development as a whole is acknowledged.
Principle 4 – Functionality and	<ul style="list-style-type: none"> • Tenancies 3 and 4 should open onto the residential lobby area to provide more activation and depth within

build quality	<p>this space.</p> <ul style="list-style-type: none"> • Use of integrated seating in landscaped and communal areas is supported. • Activity spaces around the pool area are good. • Concerns expressed regarding the amount of light which can access the central atrium area (impact on amenity), especially the deeper parts. • Further consideration should be given to the roof on upper floors and how this could be altered to allow light to flare down across different seasons. Think about what is happening in section as well as plan and allow light to respond to north angled winter sun to flare down and chamfer – getting more light in to this shaft. The angles and curved element already within the design expression could be integrated into the light shaft section as well, allowing a little bit more light to permeate down through different seasons. • Further to the above notes, consider folding back the roof or the angle of the wall. Consider roof cover glazing/skylight (wrap glass over or perhaps frameless glazing along top edge), and consider increasing reflectivity of shaft walls as part of art work – one could end up with an interesting architectural response that to northern light. • Upper floors – consider pushing bedrooms to balcony line and remove the balcony (or other planning adjustments) to increase the light shaft/void dimension. • Consider getting calculations/running simulations on the level of light which can access the central area, particularly to the lower levels. • The use of five slim tenancies to the ground level frontage, as well as the expression of vertical 'terrace-like' forms to the higher level street-front elevation are supported, and developer is encouraged to carry these throughout the life of the project (these initiatives often get lost in future stages).
Principle 5 – Sustainability	<ul style="list-style-type: none"> •
Principle 6 – Amenity	<ul style="list-style-type: none"> • Refer to previous comments in Principle 2 - Landscape Quality relating to the amenity of central void space. • Consider adjustments in section to enhance and maximise mid-winter solar access into central void spaces which have been impacted by the rotation of the top levels.
Principle 7 – Legibility	<ul style="list-style-type: none"> •
Principle 8 – Safety	<ul style="list-style-type: none"> •
Principle 9 – Community	<ul style="list-style-type: none"> •
Principle 10 – Aesthetics	<ul style="list-style-type: none"> • Elegant design, good architecture. • Façade is delightful with use of shadow play and materials is supported. • The reference to articulation and the historical elements is supported. • The use of slimmer/smaller 'terrace' forms in the

	articulation within the front façade is supported. Consider continuation of this structural rhythm extending down to the ground level façade. <ul style="list-style-type: none">• The artistic treatment of boundary walls is acceptable.
Comments	<ul style="list-style-type: none">• The DAC is impressed at the level of detail provided and how it has been resolved within the building.• The DAC acknowledges the proposal has considered the Apartment Design Guide.• Further consideration should be given to the height of the development and the impact this has on the streetscape and adjoining properties.

Conclusion:

The applicant will consider the comments and recommendations of the DAC before submitting final plans to the Joint Development Assessment Panel for reconsideration in accordance with section 31 of the *State Administrative Tribunal Act*.

5. General Business

Nil

6. Close / Next Meeting

There being no further business, the Chairperson, Sasha Ivanovich declared the meeting closed 7.42pm.

The next meeting will be held on TBA.

**CITY OF VINCENT****ENVIRONMENTAL ADVISORY GROUP MEETING****7 August 2017 AT 6:00PM****Venue: City of Vincent – Function Room****UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors:Cr Loden (*Chair*), Cr GontaszewskiCommunity Representatives:

Chris Cutress, David White, Halinka Lamparski, Isaac Lorca, Stephen Danti and Sally Madden

City of Vincent Officers:

Director Development Services (DDS), Manager Policy & Place (MPP), Project Officer Parks and Environment (POP AE)

1. Welcome/Declaration of Opening

The Chair opened the meeting at 6.05pm.

The Chair notified the Group of the 2017/18 Budget outcomes:

- Lawler Street sump make-over – on Budget
- Composting Hub – on Budget
- Waste levy changes were not approved this year but are still being considered – to be presented to the EAG along with the draft Waste Strategy in future

2. Apologies

Community Representatives Chiara Pacifici, Kimberley Dupuy, Lisa Edwards; City of Vincent acting Director Technical Services, and Sustainability Officer

3. Confirmation of Minutes

Minutes from meeting on 12 June 2017 were confirmed by all voting members in attendance.

4. Greening Plan Review

The EAG received an overview of the current Greening Plan review process and were requested to provide input.

The Greening Plan document will be circulated to EAG members along with additional background information to assist in this review.

Recommendations:

The input provided by EAG members to be discussed at the next meeting of the EAG.

5. Other business

5.1 Communication from Water Corporation regarding grey water project

The Chair advised that the City was re-endorsed as a Waterwise Council in 2017 and received the Platinum Waterwise Council award for its water conservation efforts.

At the time of approving the City's Water Efficiency Action Plan in 2016, Council requested Administration to contact the Water Corporation to seek cooperation on a greywater project at one of the City's facilities.

Copies of the Administration's letter and the Water Corporation's response were shown to the EAG.

5.2 Update on encouraging community solar

MPP gave an update on the development of community solar resources to be made available via the City's website within the current financial year.

5.3 Update on Verge Policy

POPAE provided further information about what will be involved in the proposed Verge Policy review.

6. Previous Agenda Items – status update

Item	Current Status	Timing
Lawler Street Sump makeover to public open space	Included in Budget 2017/18	To be delivered in 2017/18
Sustainable Environment Strategy development	In progress – community consultation occurring as part of the Strategic Community Plan consultation	Mid to late 2017
Waste trial	Uncertain	To be confirmed
Composting Hub (near mulch pile at Britannia Reserve)	Included in Budget 2017/18	To be delivered in 2017/18
Tree Selection Tool	Consultant appointed June 2017 – phase 1 of project under way	Draft Streetscape Typologies completed, being finalised in September 2017
Floating Reed Bed Filtration System - Trial	Agreement on the terms of a trial to be negotiated between the City and the proponent	Timing to be confirmed once an agreement is reached
Encouraging Community Solar	Desktop review completed. Online resource page to be created on the	Update provided at EAG meeting 7 August 2017

	City's website	
Hyde Park Lakes Turtle Study	Included in Budget 2017/18	To commence in 2017/18
Verge Policy Review	Inclusion in Corporate Business Plan to be considered	Update provided at EAG meeting 7 August 2017

7. Next meeting

Next meeting 2 October 2017 2017.

9. Close

The Chair closed the meeting at 7.30pm

These Minutes were confirmed as a true and correct record of the meeting of the Environmental Advisory Group held on 7 August 2017.

Signed: Chairperson

Dated: This day of 2017



ROAD SAFETY ADVISORY GROUP (RSAG)

Thursday 10 August 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
Elected member

Community Representatives:

Regina Foley
Greg Koroveshi

Community Representative
Community Representative

City of Vincent Officers:

Craig Wilson
Francois Sauzier

Acting Director Technical Services
TravelSmart Officer

1. Welcome / Declaration of Opening at 5.35 pm

Mayor Cole opened the meeting at 5.35 pm welcomed the members.

2. Apologies

Jade Lam Sin Cho	Community Representative
Charlotte Dudley	Community Representative
Toby Hodgson	Community Representative
Parwez Jahmeerbacus	Community Representative
Jonathan Riley	Community Representative
Anthony Fisk	Community Representative
TBA	WALGA Roadwise - Road Safety Advisor

3. Confirmation of Previous Minutes – Moved Emma Cole, Seconded Regina Foley.

4. Matter Arising from Previous Minutes

4.1 Redfern Street, North Perth:

Intersection of Redfern and Walcott Streets

CW advised that a concept has been developed for tightening up the Redfern / Walcott intersection to slow the traffic down as they turn into Redfern. The affected residents will be consulted via an Information Bulletin prior to construction commencing. **Action: CW**

Intersection of Redfern and Hunter Streets

CW advised that the traffic data on usage and speed on Redfern St does not warrant an expensive plateau treatment. EC commented it may be possible to consider lower cost treatments, such as higher and/or additional speed humps, in the future. Once the new corner treatment has been installed, the City will monitor the traffic to assess the impact.

No Action



4.2 Randell Street, Perth:

CW advised consultation has commenced on the proposed traffic calming measures on Randell Street, the results of which will be reported to Council. **Action: CW**

General discussion ensued about how people are keen for 40kmh on their streets, but want 50kmh access on neighbouring streets. GK advised that local residents using Matlock Street tended to treat the street as an extension of their driveway traveling at lower speeds and displaying more courtesy.

5. Business

5.1 Warrants System/Black Spot Funding

CW presented two documents – the City of Stirling (CoS) Traffic Management Warrants Policy and the Austroads Guide to Traffic Management Part 8 – Local Area Traffic Management for reference. The group reviewed an example of a 'warrant' provided by the CoS for Bradford Street, Menora, and then went through an exercise applying the criteria to Edinboro Street. EC advised this tool could be used as an 'expectation management' guide rather than a 'fixed' criteria. It may be possible to include it in the Terms of Reference for the next iteration of the RSAG group, post the October Local Government elections.

Action: CW

CW advised he had attended a resident's meeting on Edinboro St regarding the same. The data does not reflect the community's perception of increased traffic or high speeds on Edinboro St especially at the level of the Edinboro St Reserve.

5.2 Black Spot Program submissions

CW explained a benefit/cost ratio (BCR) applies to all reported traffic accidents crashes and applies a \$ value to the various grading's of severity of crashes.

The process involves undertaking a review of qualifying intersections, preparing a submissions in accordance with the guidelines and applying to MRWA for Black Spot funding (both State and National) by the specified date (2 financial years in advance). The submissions are then assessed by an independent panel of accredited road safety consultants. They assess if it meets the criteria for State or National funding.

For State funding, the CBR minimum score is '1' in that a \$1 is saved for \$1 invested, however because of the competition for funding the 'cut off' is generally higher. State funding is allocated at a 2:1 ratio, 2/3 State to 1/3 Local Government.

For National funding the minimum CBR is '2' and if successful is fully funded by the Federal Government.

CW then detailed the projects that the City had submitted for 2018/19 (which closed in July 2017) with no guarantee of funding.

General discussion ensued about some of the possible projects including a roundabout at the intersection of London and Ellesmere Streets. EC highlighted \$3million Scarborough Beach Road/Main/Brady/Green Streets project. CW provided some background. EC recommended this be brought to RSAG attention. RF suggested that local roads in certain areas could be 1-way for cars with bi-directional bike lanes – CW advised of the need to ensure permeability for all users. **Action: CW**



6. RoadWise

No RoadWise update available as the replacement for Karen White is yet to be appointed.

7. General Business

7.1 Edinboro Street Reserve

Although discussed in 5.1 above, EC requested that Edinboro Street Reserve crossing point needed further exploration, including, the prohibition of parking on the Reserve side of the road as presented by CW and possible speed humps/traffic calming at the level of the park to slow cars in the general area. **Action: CW**

7.2 40km/h Speed Zone Trial

EC asked for a quick update on the 40KMH. FS advised of correspondence with the Office of Road Safety where they asked for confirmation that the City actually had the resources to implement the trial (*this was initially coming from Main Roads, but they advised they would not contribute to the trial). EC advised she is happy to lobby the Minister to ensure it gets up in Vincent, considering the recent press regarding the 40kmh preference. **Action: FS**

7.3 Share the Space campaign

FS advised that the EMRC (Eastern Metropolitan Regional Council), in conjunction with the City, and other partners, have created 3 animated short films which highlight the behavior of drivers, riders and pedestrians. These will be shared on digital platforms as well as posters and some radio and TV advertising. **No Action**

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 5.30pm and tentatively scheduled for Wednesday, 12 October 2017 (now confirmed).

The meeting closed at 6.50pm.

These minutes are confirmed as a true and accurate record of the meeting of the Road Safety Advisory Group (RSAG) held on 10 August 2017.

Signed:..... Chairman

Dated this:..... day of2017



CITY OF VINCENT



SAFER VINCENT CRIME PREVENTION PARTNERSHIP (SVCPP)

Thursday 3 August 2017 at 5.30pm

City of Vincent Administration and Civic Centre
Committee Room

UNCONFIRMED MINUTES

Attendees:

Council Members

Cr Susan Gontaszewski (Chairperson)

Representatives

Darren Street – Perth Police Station
Carol Vernon – Wembley Police Station

Community (Committee) Representatives

Sharan Kraemer
Natashya Cox

City of Vincent Officers

Kate Allen – Acting Coordinator Safer Vincent (CSV)
Michael Quirk – Director Community Engagement (DCE)

1. Welcome / Declaration of Opening

The Chairperson welcomed members and opened the meeting at 5:34pm and acknowledged the Whadjuk people as the Traditional owners of the land.

2. Apologies

Julie Foley – Wembley Police
Steve Butler – City of Vincent
Craig Davis – Perth Police

John Anagnostakis – Perth Police
Chris Parry
Maria McAtackney – Nyoongar Outreach Services

3. Declaration of Interest

Nil.

4. Confirmation of Previous Minutes – 1 June 2017

Confirmation of the previous minutes was deferred as a quorum was not reached. As per Council Policy No. 4.1.2 – Advisory Groups a quorum is simple majority plus one.

5. Business Arising from Previous Minutes**5.1 Intramaps**

It was proposed at the previous meeting that the CCTV camera locations be added as a layer within the City's Intramaps system, however this has not yet been actioned.

ACTION: Intramaps layer to be investigated and progressed by CSV, and an update provided at the next meeting.

5.2 Leederville Rest Stop

Kate has requested statistics relevant to the Leederville entertainment precinct from the OIC of Wembley Police Station, and currently awaiting confirmation of what can be provided. These statistics will assist with measuring the effectiveness of the proposed Leederville Rest Stop/Outreach and Chill Out Zone. The service is currently planned to launch in October 2017 for a period of three months. The merits of pushing the service back a few weeks to mid-November to align with end of university exams was discussed.

ACTION: CSV to discuss with the service provider possible commencement of the rest stop in mid-November.

5.3 City of Vincent Website Translation Services

The availability of translation services on new City of Vincent website was queried. Kate has discussed with Marketing & Communications, and they are currently investigating logistics and costs.

ACTION: CSV to determine whether the City has enabled the website to be translated using third party programs such as Google Translator.

6. Order of Business**6.1 Safer Vincent Update**

Squatting complaints continue to be quite high including a number of new properties. CSV is liaising with the City's Health Services to undertake inspections and notify owners to secure properties. Additionally owners are being provided with a letter template that will provide WA Police with authority to remove persons from the properties and lay charges (where required).

Bayswater Police have been undertaking proactive foot patrols and talking to businesses along Beaufort/Walcott Street about increasing security, reporting crime, etc. WA Police would like to work with the City to access more businesses and distribute resources. SVCPP members suggested contacting Beaufort Street Network.

ACTION: CSV to speak with the Beaufort Street Network members about this initiative, and liaise with WA Police regarding the opportunity to collaborate further.

6.2 Leederville CCTV Network Project Update

CSV advised that this project is nearing completion although still awaiting a practical completion date from the contractor, Downer EDI. Carol suggested that the City be cautious about launching this project before sufficient resources and systems are in place to deal with likely requests from Police and the public regarding CCTV footage.

ACTION: CSV to work with the Community Safety Team to ensure standard operating procedures are reviewed and adequate to manage requests, and that a sufficient number of staff are trained to use the system.

6.3 Leederville Connect Proposal for Community Safety Forum

CSV provided an update on the proposed Leederville Connect Community Safety Forum where Barbara from Behaviour Matters is interested in being involved in planning a strategy for a forum/ activities etc. The proposed Forum may aim to address community safety matters and homelessness.

ACTION: CSV to liaise with Leederville Connect as required and report any progress back to the SVCPP.

6.4 Target Hardening: Setting Security Standards to Reduce Crime in North Perth – Development Services Response

Advice from the City's Development Services was provided to the SVCPP (copy attached). The Chairperson provided further context confirming that the State Planning Policy's Residential Design Codes do not allow direct implementation of recommendations within the Target Hardening Report. The group discussed resources that could be used to communicate the importance of good security screen doors and window screens to new residents/ builders (especially for apartments) including through resident welcome packs, a checklist for home security, and through encouraging builders and real estate companies to advertise these as desirable features and encourage them to include them in new builds.

ACTION: CSV to obtain checklist from the City of Stirling as well as compiling other resources that could be used as the basis for supporting these target hardening initiatives. For further consideration at the next SVCPP meeting.

6.5 Community Safety Partnerships Review – SVCPP, Parks Working Group and City of Vincent Community Engagement Directorate Restructure

DCE provided an overview of the restructure including how this affects the Safer Vincent Section – the CSV position will no longer exist and instead duties such as CCTV and other specific safety projects will sit within the Community Safety Team (formerly Rangers and Community Safety Services). Preventative projects and partnerships with key agencies within the Community Safety and Crime Prevention space will remain with the current CSV in a new role as a Community Partner within the City's Community Partnerships Team.

DCE also discussed how we are reviewing the number of Working Groups, Forums and Committees that the City either attends or facilitates regarding Community Safety to ensure we are making the best use of time and resources. This includes a review of the purpose/need for the Parks Working Group and review of the SVCPP Terms of Reference. There remains a clear purpose for the Central Metropolitan Regional Managers Human Reserve Forum and Central Metropolitan District Operations – Integration Meeting.

Carol advised that from a Police perspective the SVCPP should consider what issues are to be discussed and send these through to the OIC's in advance so that they can arrange for an Officer with the appropriate skills and knowledge to attend.

ACTION: CSV to review SVCPP Terms of Reference, and seek further feedback and suggestions from members at the next meeting. DCE and CSV to determine the City's position regarding the future of the Parks Working Group.

7. **General Business**

Perth Police – Darren advised that Highgate had an increase in the volume of crimes and to address this they have been targeting houses involved in drug activities and achieved some success. They would like to progress towards more preventative work. CSV advised that the City would be happy to assist with any suitable initiatives to get preventative messages out to the community.

Wembley Police – No other business to discuss.

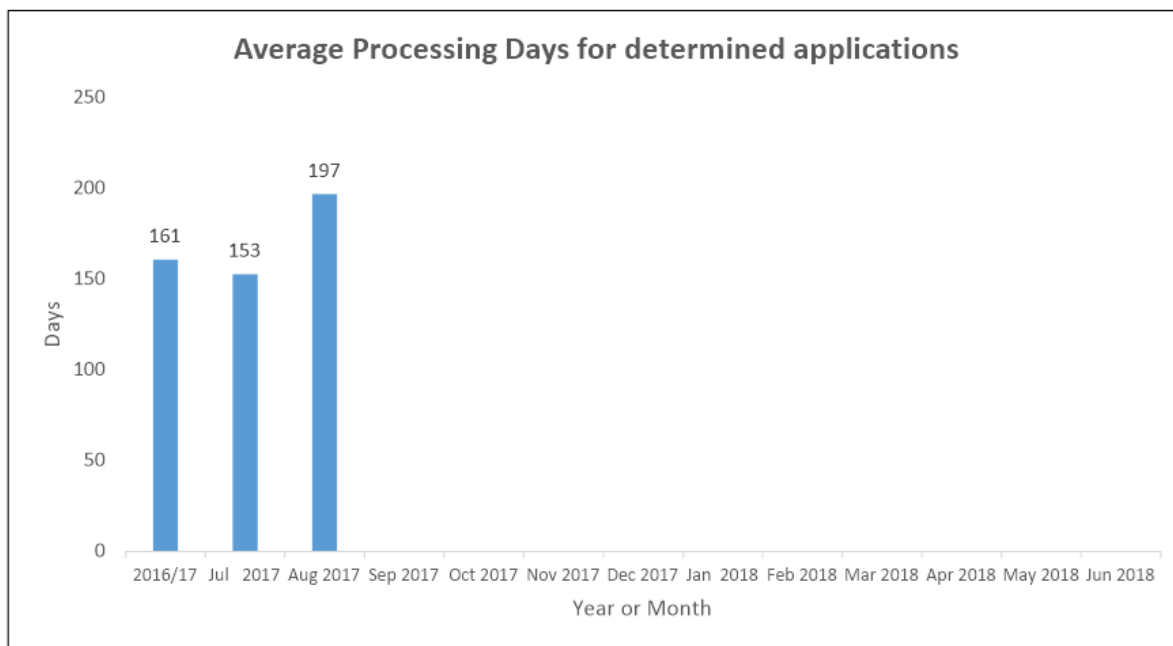
Natashya Cox – No other business to discuss (departed at 6.45pm).

Sharan Kramer – No other business to discuss.

8. **Close / Next Meeting**

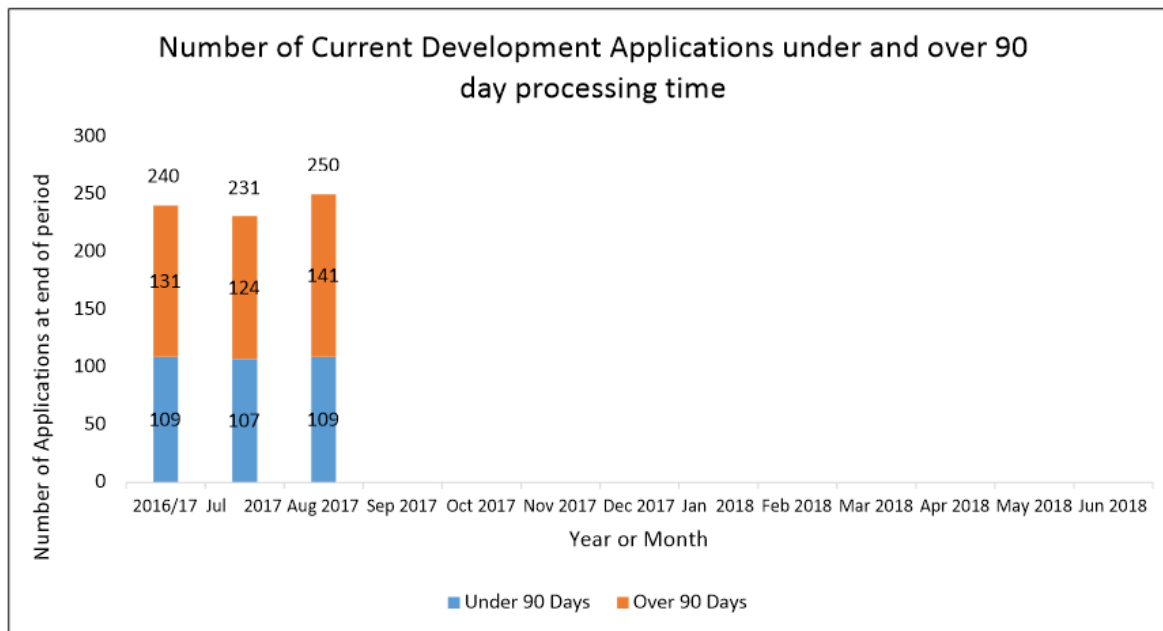
The meeting was officially closed at 7.08pm. It was agreed the next meeting is to be delayed until after 21 October 2017 due to the Chairperson being on a leave of absence.

**Statistics for Development Services (Statutory Planning)
As at the end of August 2017**



Processing Days	2016 /17	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
Minimum	7	13	82										
Median	119	140	134										
Average	161	153	197										
Maximum	924	341	704										

Table 1: Minimum, Median, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2017.



	July 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
DA's lodged	38	46										
DA's determined	30	25										
DA's withdrawn	7	2										

Table 2: No. of DA's lodged and determined each month.

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 24 AUGUST 2017**

1.	No. 86 Hobart Street Mount Hawthorn DR 389 of 2015	28 October 2015	18 Multiple Dwellings - Amendment to Approved Development	Domination Homes	Review in relation to refusal of proposal to remove window screening. ***** 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>
2.	No. 65 Scarborough Beach Road North Perth (DR 101 of 2017)	3 April 2017	Proposed Signage	Robinson	Review in relation to the refusal of Signage (Billboard) addition to Commercial Building. ***** 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 was the subject of a full hearing held on 2 August 2017. SAT reserved its decision and the City is awaiting determination by SAT. <i>Representation by: Altus Planning</i>
3.	No. 131 Coogee Street, Mount Hawthorn (DR 194 of 2017)	9 June 2017	Carport to Existing Single House	Van Der Feltz	Review in relation to the refusal of additions (Carport) to Single House. ***** Directions Hearing held on 23 June 2017 at which SAT deferred consideration of this current review application until a preliminary matter, being the applicant's request for a time extension to enable a judicial review of the previous SAT decision, to uphold the City's refusal of the application, is determined by the SAT. The City has made a submission on this preliminary matter, which has been listed for preliminary hearing on 25 July 2017. Full hearing to determine the preliminary matter and if approved, the judicial review of the previous SAT decision, to uphold the City's refusal of the application, scheduled for 22 September 2017. <i>Representation by: City of Vincent Administration</i>
4.	No. 395 Bulwer Street West Perth (DR 117 of 2017)	5 April 2017	Four Multiple Dwellings	Moschopoulos	Review in relation to refusal of two storey multiple dwelling comprising of four multiple dwellings and associated car parking. ***** 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 25 July 2017. Revised proposal refused by Council on 25 July 2017. Matter has been adjourned for further Directions Hearing on 8 September 2017. <i>Representation by: City of Vincent Administration</i>

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT**

1.	Nos. 61-73 Cleaver Street, West Perth – 5.2016.495.1	Applicant: TPG Place Match	Demolition of Existing Residential Care Facility, Retention of Heritage Building and Construction of a Six Storey Institutional Building	17 November 2016	15 February 2017	Application was recommended for approval on 15 February 2017 Deferred For: Mr Higham, Mr Syme, Cr Topelberg Against: Ms Adair, Cr Buckels Minutes available here Application is subject to a State Administrative Tribunal (SAT) Review. Revised plans lodged by the applicant. SAT has invited the JDAP to reconsider their decision and the revised plans on or before 15 September 2017.
2.	Nos. 238 – 246 Oxford Street, Leederville	Applicant: Suida International on Oxford	Fifty eight multiple dwellings, one eating house, four shops	8 November 2016	To be confirmed	Application was recommended for refusal on 5 April 2017 Refused Unanimously Minutes available here Application is subject to a State Administrative Tribunal (SAT) Review. Revised plans lodged by the applicant. SAT has invited the JDAP to reconsider their decision and the revised plans on or before 22 September 2017.
3.	No. 304 Fitzgerald Street, Perth – 5.2017.160.1	Applicant: Emco Building	Four Storey Office Building and Associated Car Parking (Amendment to approval)	5 May 2017	To be confirmed	To be confirmed

**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT**

4.	No. 234 Stirling Street, Perth	Applicant: 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
5.	Nos. 125 – 127 Richmond Street, Leederville	Applicant: Rainday Pty Ltd	Sixteen multiple dwelling development (Amendment to approval)	10 July 2017	To be confirmed	To be confirmed
6.	Nos. 77 – 83 Scarborough Beach Road, Mount Hawthorn	Applicant: Yolk Property Group	Thirty eight multiple dwellings and two offices (Amendment to approval)	11 July 2017	To be confirmed	To be confirmed
7.	Nos. 54-70 Cowle Street, West Perth	Applicant: TPG + Place Match	Seventy four multiple dwellings (Amendment to approval)	2 August 2017	To be confirmed	To be confirmed
8.	No. 258 Charles Street, North Perth	Applicant: TF Company Pty Ltd	Twenty seven multiple dwellings (Amendment to approval)	3 August 2017	To be confirmed	To be confirmed
9.	No. 538 Fitzgerald Street, North Perth	Applicant: Momentum Wealth	Fifteen multiple dwellings (Amendment to approval)	8 August 2017	To be confirmed	To be confirmed

**CITY OF VINCENT DESIGN ADVISORY COMMITTEE (DAC)
REGISTER OF APPLICATIONS CONSIDERED BY DAC**

1.	Nos. 539-545 Beaufort Street, Mount Lawley	Baltinas Architecture	4 Storey Mixed Use Development	9/8/17	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).
2.	No. 67 Cleaver Street, West Perth	Suida International on Oxford Pty Ltd	Four Storey 152 bed Institutional Building including an Eating House (50 persons) and an Office (Rosewood Care Group including basement car parking facilities	9/8/17	For the DAC to consider the changes made by the applicant in response to the previous DAC comments and recommendations of 12 January 2017.
3.	Nos. 9-15 Money Street, Perth	Allerding and Associates	6 Storey Mixed Use Development	23/8/17	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).
4.	No. 61 Parry Street, Perth	Salecic Designs & Drafting	Six Multiple Dwellings Over Five Storeys	23/8/17	For the DAC to consider the changes made by the applicant in response to the previous DAC comments and recommendations of 8 March 2017.



INFORMATION BULLETIN



CITY OF VINCENT

REGISTER OF PETITIONS - PROGRESS REPORT – SEPTEMBER 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
Council Meeting – 25 July 2017			
25/06/17	Petition received from Mr D Nabbs, Owner of Dejaxy Artisan Bakery & Café, Coogee Street, Mount Hawthorn, along with 1,238 signatures, requesting that Council considers increasing the patron limit of Dejaxy Artisan Bakery & Café in Mount Hawthorn to 35 in the eating house approved area, to better service the local community demand	DDS	The Petition will be considered as part of the current development application for this property. The development application is anticipated to be presented to Council in September 2017.
29/06/17	Petition received from Mr and Mrs Irwin, Galwey Street, Leederville, along with 29 signatures, requesting 24 hour permit parking for residents at the top end of Galwey Street, closest to the Loftus Street end, Leederville	A/DTS	Completed. Refer OMC 22 August 2017 (Item 10.3).
Council Meeting – 7 February 2017			
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 presented the outcome of the investigations on the feasibility of the proposal at the Council Workshop held on 11 July. Reported to Council at OMC held on 22 August 2017. The Director of Community Engagement to meet with lead petitioners to discuss Council Resolution and Public Open Space Strategy.



INFORMATION BULLETIN



CITY OF VINCENT

REGISTER OF NOTICES OF MOTION - PROGRESS REPORT – SEPTEMBER 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
22 August 2017 – Submitted by Cr Hallett		
Investigation of reduction or elimination of Single Use Plastics	DDS	Investigation to be completed by early 2018, with findings and recommendations to be fed into the Corporate Business Plan and draft Budget for 2018/19.
22 August 2017 – Submitted by Cr Gontaszewski		
Strategies to Improve participation and Accessibility by Women and Girls at City of Vincent Sportsground and Associated facilities, by October 2017	DCE	Strategies to be included within Sportsground Fees and Charges Review being reported to Council in October 2017.
22 August 2017 – Submitted by Mayor Cole		
Reaffirmation of Support for Marriage Equality	DCE	Various initiatives to be implemented between August and November.
30 May 2017 – Submitted by Mayor Cole		
Single Use Plastic Bags	DCorPS	The Mayor has written to the Minister for the Environment notifying them of Council's in-principle support. Administration will prepare a report back to Council, once Town of East Fremantle or City of Fremantle's Local Law relating to this matter has been gazetted. Administration followed up on 20 August 2017, however East Fremantle Local Law still not considered.
30 May 2017 – Submitted by Cr Loden		
Asset Utilisation, report by February 2018	DCE/ DTS	Administration to measure asset utilisation in preparation for February 2018 report.
7 March 2017 – Submitted by Cr Topelberg		
Litis Stadium Master Plan, by 30 June 2017	DCE	Final monthly progress update report included in Council Information Bulletin on 25 July 2017. Master Plan to be reviewed and proposed to report to Council by December 2017.
5 April 2016 – Submitted by Cr Harley/Cr Cole		
Request for a new Plan for Axford Park, by July 2016	DTS/ DDS	Ongoing. Council adopted an amount of \$200,000 in the 2017/18 Budget.
8 March 2016 – Submitted by former Mayor Carey/Cr Cole		
Review of Development Assessment Panels (DAPs)	DDS	A meeting occurred between the City and Minister for Planning, Hon Rita Saffioti, MLA on 2 May 2017 where this matter was discussed. Council reaffirmed its decision on the DAPs at its meeting of 27 June 2017 (Item 9.5). The City will be writing to the Minister for Planning regarding this position in August 2017.
27 October 2015 – Submitted by former Mayor Carey		
Review of Laws, Policies and Practices relating to the impact of construction activity, on the public realm, by May 2016	DTS/ DDS/ DCE	Changes to Property Local Law to facilitate increased penalties to be discussed at the Council Workshop to be held on 29 August 2017.



INFORMATION BULLETIN



CITY OF VINCENT

REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – AUGUST 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
<u>Council Meeting – 22 August 2017</u>			
10.1	Proposed Safe Active Streets Project Phase Two - Shakespeare Street, Leederville/Mount Hawthorn (Scarborough Beach Road to Richmond Street) Progress Report Two		Being actioned as per Council Recommendation.
11.3	Licence for use of land comprising portion of bike path – Swan River, Under Windan Bridge, East Perth		License to be finalised with Department.
11.4	Dedication of spite strip (pedestrian footpath) as road – Lot 151, 62 Robinson Avenue, Perth		Resolution being implemented.
11.6	Adoption of Long Term Financial Plan for the Period 2017/18 – 2026/27		Department have advised they do not require a copy. Document to be uploaded onto website.
12.1	Petition for a Multipurpose Court at Birdwood Square, Perth		Director Community Engagement to meet with lead petitioners to discuss Council Resolution and Public Open Space Strategy.
12.4	Proposed parking and Parking Facilities Amendment Local Law 2017 [ABSOLUTE MAJORITY DECISION REQUIRED]		Statewide Public Notice to progress with submissions to be reported back to Council.
18.1	Partial Write-Off of Rates Owing for Perth Mosque Development at 433 William Street, Perth		Awaiting amended Rates Notice for write-off to be processed. Perth Mosque will be advised accordingly.
<u>Council Meeting – 25 July 2017</u>			
9.2	North Perth Town Centre Public Open Space	DDS	<p>Administration is now working with the State Government to negotiate and enter into an appropriate funding agreement.</p> <p>Administration will contact Working Group members and administer the Working Group for the project.</p> <p>Administration listed a project to prepare an urban design concept for View Street Car Park and surrounds in the Corporate Business Plan 2017/18 which was adopted by Council on 25 July 2017.</p> <p>Administration sent letters to North Perth Local and all residents, landowners and businesses within 500 metres of the endorsed public open space location notifying them of Council's decision on 18 August 2017. Letters were also dropped to local businesses in the North Perth Town Centre on 22 August 2017. Community members that submitted a response during the consultation period did not provide contact details so these individuals are not able to be notified.</p>

Item	Report Details	Action Officer	Comments
9.3	North Perth Town Centre Parking Restrictions – Leake Street (between Alma Road and View Street)	DDS	Administration will now notify residents, landowners and business owners identified in the Consultation Map provided in Attachment 1 of the report of Council's decision on Leake Street. Administration will also ensure that no changes to the parking restrictions on Grosvenor Road (between Fitzgerald Street and Leake Street) are implemented until the City has engaged with affected residents on the outcomes of the parking restriction trial adopted by Council on 23 August 2016 and presented a further report to Council to consider these outcomes.
11.3	Adoption of 2017/2018 Annual Budget	DCorpS	Response to public submission to be prepared.
12.2	Proposed Dogs Amendment Local Law 2017	DCorpS	Administration needs to advertise the Local Law and submit further report to OMC 17 October 2017 after the advertising period has closed.
13.1	Corporate Business Plan 2017/18-2020/21	CEO	Being actioned as per Council Recommendation.
13.2	Community Budget Submissions 2017/2018	CEO	Being actioned as per Council Recommendation.
Council Meeting – 27 June 2017			
9.4	Proposed Amended Parking Restrictions – Mount Hawthorn Town Centre	DDS	Administration will now commence implementation of the new parking restrictions including sending letters to affected landowners and businesses, installing parking signage and line marking. A review of the parking occupancy rates in and around the Mount Hawthorn 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.
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	DDS	Administration has forwarded its submission to WALGA and is drafting letters to be sent to the Minister for Planning and Attorney General advising of the City's position.
10.1	Hyde Street Reserve – Proposed Extension	A/DTS	Community consultation closed, report being prepared for Council.
10.2	Proposed Road Safety and Traffic Management Improvements in Redfern Street, North Perth and Randell Street, Perth	A/DTS	Being actioned as per Council Recommendation.
10.3	Beatty Park Leisure Centre – Remedial Works	A/DTS	Works will be ongoing over the next 12months
11.4	Delegated Authority Review 2017	DCorpS	Completed. 7 August 2017.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	DCE	Arrangements are being finalised to hand over the property to Department of Planning, Lands and Heritage.
12.3	Public Open Space Strategy	DCE	Public Open Space Strategy Project brief is being finalised to be presented at a Council Workshop in October 2017.
18.2	CONFIDENTIAL REPORT: Mindarie Regional Council Joining the Eastern Metropolitan Regional Council Resource Recovery Facility Tender	CEO	Completed. Special Council Meeting held on 14 August 2017.
Council Meeting – 30 May 2017			
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	Ongoing updates being forwarded to Council members.
12.1	Draft City of Vincent Disability Access and Inclusion Plan 2017 – 2022	DCE	The DAIP has been submitted to the Disability Services Commission. Summary document and graphic design being finalised.

Item	Report Details	Action Officer	Comments
12.4	Endorsement of the City's Art Priorities 2017/2018 and Review of the City's Art Collection	DCE	Advertising of Draft Policies closed on 3 July 2017, and presented to Council on 22 August 2017. Complete Policies to be uploaded to the City's website and distributed to the Arts Advisory Group.
12.5	Perth Parking Levy	DCE	Administration identifying alternative uses for some bays within the Perth Parking Management Area. Administration awaiting response from the Department of Transport.
Council Meeting – 2 May 2017			
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. Meeting held with Council Members on 15 August 2017 to discuss a revised document format. Revised document currently being finalised and is intended to be presented back to Council in 2017.
Council Meeting – 4 April 2017			
9.5.2	Audit Committee Minutes and Appointment of External Auditor	DCorPS	Completed. Contract signed on 3 August 2017.
Council Meeting – 7 March 2017			
9.1.4	Submission on Metropolitan Region Scheme Amendment 1310/41 – Guildford Road from East Parade to Tonkin Highway (SC654)	DDS	The submission was forwarded to the Western Australian Planning Commission on 10 March 2017. A meeting between Main Roads, the Department of Transport and the Department of Planning was held on 4 April 2017. A letter to the Minister for Transport, the Minister for Planning and the Western Australian Planning Commission is currently being prepared.
9.1.5	Outcomes of Advertising – Proposed Amended Parking Restrictions – North Perth Town Centre (SC2862)	DDS	A letter to landowners and businesses was sent on 1 May 2017. Parking signs and ticket machines were installed throughout May and June 2017. The fee change notice was published in the newspaper on 24 June 2017. Parking restrictions will come into effect on 1 July 2017. Distribution of Parking Permits for residents commenced from 21 June 2017. A project to consider the number and location of ACROD bays has been considered as part of the 2017/18 budget process. 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.
Council Meeting – 7 February 2017			
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 St, Mt Lawley – Highgate Forrest Park Playgroup Inc	DCorPS	Draft sent to Playgroup for approval.
Special Council Meeting – 19 December 2016			
5.2	State CCTV Strategy Infrastructure Grant – Oxford Street Precinct, Leederville	DCE	Project scheduled for completion in August/September 2017.
Council Meeting – 13 December 2016			
9.1.11	Outcomes of Advertising – Draft Policy No. 7.1.1 – Built Form (SC2320)	DDS	Notice of final adoption and revocation published in the Perth Voice on 21 January 2017. Landscaping and setback provisions provided to WAPC at a meeting on 23 January 2017. A follow up meeting with the Department of Planning was held on 2 March 2017 and again on 9 August 2017 and Administration is working with officers from the Department to assist with their assessment. Review of Claisebrook heights pending adoption of TPS2.

Item	Report Details	Action Officer	Comments
Council Meeting – 15 November 2016			
9.3.8	Leederville Gardens Retirement Village – Village Manager (SC313 & SC308)	DCorpS	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 report on the further use of Weld Square to be submitted to Council in November 2017.
Council Meeting – 18 October 2016			
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	Twelve month trial commenced 1 June 2017.
9.2.3	Proposed Parking Restriction Trial – Chelmsford Road, Fitzgerald Street to Ethel Street, North Perth (SC738, SC1201)	DTS	Community consultation being finalised for distribution at completion of trial.
9.3.6	Assignment of Lease – Portion of Beatty Park Leisure Centre – NBP Holdings Pty Ltd to Beatty Park Physiotherapy Pty Ltd	DCorpS	Completed. 16 August 2017.
Council Meeting – 23 August 2016			
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 2018.
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	Community consultation being finalised for distribution at completion of trial.
9.3.4	Review of Investment Policy (SC1408)	DCorpS	Further information to be distributed to Advisory Panel for future meeting.
14.1	CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379)	DCorpS	Confirmation received. Deed to be executed.
Council Meeting – 28 June 2016			
9.3.5	Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591)	DCorpS	Provided Department with proposed terms for review.
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.
Council Meeting – 31 May 2016			
9.2.6	Leederville Town Centre – Removal or Relocation of Newcastle Street Taxi Rank	DTS	Presentation being prepared for Council Workshop to be held on 5 September 2017.
Council Meeting – 5 April 2016			
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.
Council Meeting – 8 March 2016			
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.

Item	Report Details	Action Officer	Comments
<u>Council Meeting – 9 February 2016</u>			
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.
<u>Council Meeting – 27 October 2015</u>			
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.
<u>Council Meeting – 22 September 2015</u>			
9.5.3	Review of Advisory and Working Groups and Committees, <i>specifically</i> : <ul style="list-style-type: none"> Draft Policy for establishment and operation of a new Community Engagement Panel 	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 community engagement process which was formerly launched on 8 June 2017. The SCP project team has sent out EOI letters week starting 24/7 to 10,000 individuals, based on the return rate we will invite 30 participants based on demographics to our initial Community Engagement panel on the 16 and 24 September. Those that are unsuccessful for the first panel will be kept in a database for future panels.
<u>Council Meeting – 20 January 2015</u>			
9.3.4	Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L), Richmond Street, Leederville (SC351/SC589)	DCorpS	Provided Department with proposed terms for review.
<u>Council Meeting – 18 November 2014</u>			
9.1.4	Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345)	DDS/ DTS/ DCE	<p>The option of parking benefit districts will be reviewed as part of the review of the Car Parking Strategy and preparation of an Integrated Transport Plan.</p> <p>The City has a policy to guide the issuing of parking permits and has the ability to issue commercial parking permits. Administration issues permits in accordance with this policy.</p> <p>The City takes an approach to parking restrictions where we receive complaints, conduct parking occupancy surveys and report to Council on the results of these surveys.</p> <p>The replacement of the CALE ticket machines throughout the City is currently underway and machines are replaced on a periodic basis. This process will continue until all CALE machines are replaced.</p> <p>Paid parking on William Street was approved by Council on 25 July 2017 (Item 10.2), ticket machines have been modified and signs installed 22/08/17.</p>
<u>Council Meeting – 21 October 2014</u>			
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	Community Partnerships preparing report to OMC in respect to seasonal licences.
<u>Council Meeting – 7 October 2014</u>			
9.3.2	Lease for North Perth Tennis Club – Lease of Premises at Woodville Reserve, 10 Farmer Street, North Perth (SC351/SC621)	DCorpS	Lease negotiations have been ongoing and proposed to present item for discussion at October Council Workshop.
<u>Council Meeting – 23 September 2014</u>			
9.3.6	Lease for Leederville Tennis Club – Lease of premises at 150 Richmond Street, Leederville (SC351 & PR25077)	DCorpS	Lease negotiations have been ongoing and proposed to present item for discussion at October Council Workshop.

Item	Report Details	Action Officer	Comments
<u>Council Meeting – 22 July 2014</u>			
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.
<u>Council Meeting – 27 May 2014</u>			
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	DCorpS	Lease discussions being finalised. Drafting Deed of Variation of Lease.
<u>Council Meeting – 12 February 2013</u>			
9.2.12	Request to the Minister for Lands for Acquisition of the Right of Way Bounded By Anzac Road, Oxford, Salisbury and Shakespeare Streets, Leederville as Crown Land	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.