CITY OF VINCENT

AGENDA

Ordinary Council Meeting

12 October 2021

Time: **6.00pm**

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

244 Vincent Street, Leederville

David MacLennan

Chief Executive Officer

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1. Members of the public present at Council Briefings will have an opportunity to ask questions or make statements during public question time. Questions and statements at Council Briefings must relate to a report contained in the agenda.
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4. Questions asked at a Special Council Meeting or Committee Meeting must relate to the purpose for which the meeting has been called.
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7. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
8. Questions/statements are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on an Elected Member or City Employee.
9. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
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Order Of Business

1 Declaration of Opening / Acknowledgement of Country ... 6

2 Apologies / Members on Leave of Absence ... 6

3 (A) Public Question Time and Receiving of Public Statements ... 6

(B) Response to Previous Public Questions Taken On Notice ... 6

4 Applications for Leave of Absence ... 9

5 The Receiving of Petitions, Deputations and Presentations ... 9

6 Confirmation of Minutes ... 9

7 Announcements by the Presiding Member (Without Discussion) ... 9

8 Declarations of Interest ... 9

9 Strategy & Development ... 10

9.1 No. 26 (Lot: 29; D/P: 4576) Moir Street, Perth - Proposed Alterations and Additions to Single House ... 10

9.2 No. 40 (Lot: 101; D/P: 64792) Frame Court, Leederville - Proposed Local Development Plan ... 98

9.3 Creation of City of Vincent Animal Local Law ... 453

9.4 Response to Petition Relating to Odour from 7 Grams Chicken, Nos. 212-214 Lake Street, Perth ... 593

9.5 Public Health Plan 2020 - 2025 - Annual Review ... 621

9.6 Amendment to Council Delegations - Delegation to Issue Infringement Notices Under the Building Regulations 2012 [ABSOLUTE MAJORITY DECISION REQUIRED] ... 639

9.7 Response to Notice of Motion - Local Planning Scheme No. 2 Amendment Regarding Tobacco Outlets ... 642

9.8 Extension of Lease - North Perth Special Needs (Shalom Coleman) Dental Clinic, 31 Sydney Street, North Perth ... 646

9.9 Car Parking Licence for Minister for Education (School of Isolated and Distance Education) ... 659

10 Infrastructure & Environment ... 680

10.1 Update on Homeless Meal Service Provision at Weld Square ... 680

10.2 Tender No IE 108/2021 Tree Watering and Tree Planting ... 684

11 Community & Business Services ... 688

11.1 Repeal of Disaster Appeals - Donations and Assistance Policy (4.1.27) ... 688

11.2 Investment Report as at 31 August 2021 ... 692

11.3 Advertising of amended policy - Investment Policy ... 700

11.4 Authorisation of Expenditure for the Period 1 August 2021 to 31 August 2021 ... 708

11.5 Financial Statements as at 31 August 2021 ... 725

12 Chief Executive Officer ... 756

12.1 Report and Minutes of the Audit Committee Meeting held on 6 September 2021 ... 756

12.2 Sustainable Environment Strategy - Implementation Plan Review and Progress Update ... 810

12.3 Information Bulletin ... 826

13 Motions of Which Previous Notice Has Been Given 880

13.1 Notice of Motion - Mayor Emma Cole - Minor Modifications to the City of Vincent Communications Plan 880

14 Questions by Members of Which Due Notice Has Been Given (Without Discussion) 881

Nil

15 Representation on Committees and Public Bodies 881

16 Urgent Business 881

Nil

17 Confidential Items/Matters For Which The Meeting May Be Closed 881

Nil

18 Closure 881

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

3(A) PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

3(B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Ashley La Fontaine of North Perth – Item 10.7

- Stated that traffic volumes on Forrest Street are much greater than other local streets
- Mentioned that this means that there are more speeding vehicles, 1486 vehicles were recorded breaking the speed limit in one week.
- Stated that this puts the residents of Forrest Street at a greater risk of being killed or seriously injured.
- Mentioned that View Street has similar volumes of traffic, but is two lanes and has speed humps, pedestrian islands and line markings. The average speed is 20kmh lower that Forrest Street.
- States that Forrest Street is meant to be bicycle and pedestrian friendly.
- Urges Council to endorse the petition to install 3 speed humps, and apply reduced parking limits 7 days a week, as well as line markings to Australian standards, which can be covered by current budget allocated to improve traffic.
- Where will these allocated funds go, if not to the installation of practical measures to reduce the ongoing risk to resident's safety?

There is no specific budget currently allocated to carry out traffic management works in Forrest St. Should works proceed the costs will be allocated to the budget set aside for Minor Traffic Management Improvements and if they do not proceed the budget will be used for traffic management works in other locations where intervention is required.

Dudley Maier of Highgate

1. What council workshops have been held since 31 August 2021, and what items were presented at each workshop?

   There has been one workshop since 31 August, which was on 21 September 2021. The topics discussed were:

   - *Presentation on Underground Power;*
   - *Review of the City of Vincent Project Management Framework and Update of Strategic Projects 2021/22;*
   - *Britannia North West Development Plan;*
   - *Commercial Waste – Project Update;*
   - *Asset Management and Sustainability Strategy;*
   - *Advertising of New/Amended Policy – Memorials in Public Places and Reserves (2.1.5);*
   - *Policy Document Register and Review Plan;*
   - *Review of LPP 7.5.13 Percent for Art;*
   - *Development of Arts Plan Overview;*
   - *Governance Framework Review 2021;*
   - *Special Needs Dental Clinic Lease; and*

- *Grant Funded Projects.*

2. On Monday 30 August 2021 I sent two emails to the 'mail@vincent' email address. The emails sought information on a parklet in front of 173 Oxford Street, and the tender for upgrades to switchboards at Leederville Oval. I also sent an email to the Director of Community and Business Services on 25 August asking about funding for three sports lighting projects.

   I haven't received any responses.

   Does the CEO believe that such a wait for answers to simple questions is reasonable, and is it consistent with the City's Customer Service Charter?

   Under our customer service charter, we will acknowledge receipt of emails to the City's General Enquiries email within two working days. We apologise if this has not occurred and agree you should not be waiting 2 weeks for a response. We encourage you to contact the CEO if you are waiting on a response.

   The Council approved Corporate Business Plan identifies that the City of Vincent is running a customer service improvement program this financial year which will assist us to identify, track and improve customer processes in the future.

3. Regulations 16 and 17 of the Local Government (Functions and General) Regulations says that the CEO is responsible for keeping a tenders register and making it available for public inspection on the City's website, and that details of any tender are to be immediately recorded in the register when tenders are opened.

   The current register available on the City's website does not seem to comply with the regulations. For example: The tender for the Hyde Park Kiosk is not listed even though it closed on 19 July 2021; also, the tender for the Leederville Oval Switchboards does not seem to have a complete list of tenderers.

   Is the Tender Register displayed on the website up-to-date in accordance with the Regulations? If not, why not and who takes responsibility? Are the details for Leederville Oval Switchboards tender complete and accurate?

   The tender register is up to date and includes the details of the Leederville Oval Switchboards RFT, which is complete and accurate. It can be found here: Tenders » City of Vincent.

   The register is compliant with the Local Government (Functions and General) Regulations.

   Due to human error, a previous version of the register was uploaded at the time of Mr Maier's enquiry. This has now been corrected.

   The process for uploading the tender documentation to the website has also been modified to remove version control issues in the future.

   The CEO is responsible for administrative matters.

4. What is the estimated value of the city's share of the Tamala Park land?

   The City's 1/12th share (book value) of the Tamala Park land is noted in the 2019-2020 Annual Report (https://www.vincent.wa.gov.au/documents/1895/annual-report-2019-2020) *under '23. Interests in Joint Arrangements' on pg. 102, and '24. Major Land Transactions' on pg. 103.*

   The Tamala Park Regional Council will be undertaking a land valuation in the near future which will determine the market value of the City's 1/12th share in relation to the current economic environment.

5. Can you confirm that a council member did not complete the required training in accordance with Section 5.126 (1) of the Act, and Regulation 35 (3)? Can you indicate

when the City obtained advice from WALGA and DLGSC, and was it in writing? Was such advice sought before I asked my question on 17 August, or after?

The Act requires training be completed within 12 months of election; however, one Council Member completed their training in 13 months. Advice from WALGA was received at the time in writing. Advice from DLGSC was received after 17 August 2021, also in writing.

6. Why does the City continue to avoid answering my question about obtaining documentary evidence that the staff actually contacted businesses before their bins were removed? Is it because you do not have any evidence that you actually did what was requested by council? Again, what documentary evidence is there that you complied with the council request to contact businesses before removing their bins?

This question has been answered on previous occasions as follows:

The Council resolution was that Council:

REQUESTS Administration to seek to verify that an alternative waste service has been sought, including the proposed micro-service where applicable, at the time of removal of commercial bins between 1 July and 31 August 2021.

As detailed in Council Briefing Report Item 6.4: Waste Strategy Project 8 – Commercial Waste Service Update, additional on-site and back office resources were deployed to answer queries and assist business owners if they had not yet secured a private provider. Back office support was also available for further support and to assess and process microbusiness enquiries/applications.

All customer enquiries/requests have been recorded in the City's Customer Request Management (CRM).

There appears to be a misunderstanding in the requirement to "seek to verify" by Mr Maier whose interpretation appears to be that Administration were expected to directly contact ALL businesses without exception which was not the intent of the resolution. The option of contacting all businesses was discussed at Council as part of its deliberations at OCM on the 22nd June and Administration explained that it would be logistically impossible to do that within the project timeframe. That resulted in the term "seek to verify" being used which was then translated into an operational decision to deploy additional on street and back office resource to respond to business owners who required further support in securing a private provider.

7. I previously asked for details as to how each response to the mini-roundabout survey was categorised – support/oppose/ unsure. The response does not provide details – just statistics we already know. Why don't you provide these details? Again, how was each of the 74 responses categorised – support/oppose/unsure?

The consultation carried out asked respondents to comment on the proposed mini-roundabout. In some cases, some interpretation of the text responses was required to determine if the submission was a yes, no or maybe. For instance, one respondent said they wanted the mini-roundabouts but just not along Norfolk Street. This was initially classified as a yes in support of the mini-roundabouts.

The initial results were from 74 respondents of which 73 was tallied as 1 was a repeat:

Initial Results:	*30 Yes; 30 No; 13 Maybe*	*(41%, 41%, 18%)*
Specific areas results:	*25 Yes; 17 No; 8 Maybe*	*(50%, 34%, 16%)*

The categorisation process has since been reviewed by three staff members. The revised results which accounted for differences in interpretation and a reduction in total valid respondents to 72 with 13 changes in categories:

Review results:	*29 Yes; 30 No; 13 Maybe*	*(40%, 42%, 18%)*
Specific area review:	*26 Yes; 14 No; 8 Maybe*	*(54%, 29%, 17%)*

The categorisation was:

Engagement HQ responses:
Yes: 1,2,3,4,7,8,12,15,17,19,21,25,27,28,31,32,33,36,37,40,41,43 (22)
No: 6,9,10,11,13,20,22,24,29,34,35,38,39,42,44,45,47,48,49,50,51 (21),
Maybe: 5,14,16,18,23,26,46,52 (8)
(Response 30 having been taken out as no comments included in submission)*

Correspondence Responses:
Yes: D21/45490, D21/45824, D21/46054, D21/49716, D21/51064, D21/56066, D21/59225. (7)
No: D21/47502, D21/48953, D21/50769, D21/50969, D21/53086, D21/59313, D21/59315, D21/59346, D21/59347. (9)
Maybe: D21/48957, D21/53260, D21/59269, D21/59319, D21/60092. (5)

There was an administrative error in the survey design not providing a tick box for respondents to choose yes/no/unsure which resulted in an overreliance on interpreting text comments. This exercise will inform improvements in future survey design.

3 APPLICATIONS FOR LEAVE OF ABSENCE

4 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS

5 CONFIRMATION OF MINUTES

Ordinary Meeting - 14 September 2021

6 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

7 DECLARATIONS OF INTEREST

8.1 Cr Jonathan Hallett declared an impartiality interest in Item 9.5 Public Health Plan 2020 - 2025 Annual Review. The extent of his interest is that the report refers to the case study that Vincent developed for the Public Health Advocacy Institute, which is based at Curtin and from a couple months ago he had been engaged to do some work with them on strategy and capacity building. The work was after the case study was done and is not Local Government work.

8 STRATEGY & DEVELOPMENT

9.1 NO. 26 (LOT: 29; D/P: 4576) MOIR STREET, PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO SINGLE HOUSE

Ward: South

Attachments:

1. Location and Consultation Map
2. Final Development Plans
3. Heritage Impact Statement
4. Lodged Development Plans
5. Applicant Justification
6. Summary of Submissions - Administration Response
7. Summary of Submissions - Applicant Response
8. State Heritage Council Comments
9. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES, the development application for Alterations and Additions to Single House at No. 26 (Lot: 29; D/P: 4576) Moir Street, Perth in accordance with the plans in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 9:

1. Development Plans

This approval is for Alterations and Additions to a Single House as shown on the approved plans dated 30 August 2021. No other development forms part of this approval;

2. Boundary Walls

The surface finish of boundary walls facing an adjoining property shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick, or material as otherwise approved, to the satisfaction of the City;

3. External Fixtures

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

4. Visual Privacy

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the requirements of Clause 5.4.1 of the Residential Design Codes (Visual Privacy) deemed to comply provisions, to the satisfaction of the City;

5. Colours and Materials

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

6. Landscaping

All landscaping works shall be undertaken in accordance with the approved plans dated 30 August 2021, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers; and

7. Stormwater

Stormwater from all roofed and paved areas shall be collected and contained on site. Stormwater must not affect or be allowed to flow onto or into any other property or road reserve.

PURPOSE OF REPORT:

To consider an application for development approval for alterations and additions to a single house.

PROPOSAL:

The subject site is bound by Moir Street to the north-west and single storey single houses to the north, east and south. A location plan is included as **Attachment 1**.

The application proposes partial demolition to the rear of the dwelling, and the construction of new double storey additions to the existing single house. The proposed development plans are included as **Attachment 2**.

BACKGROUND:

Landowner:	Alan Stewart and Sarah Schwikkard
Applicant:	Stewart Urban Planning
Date of Application:	4 November 2020
Zoning:	MRS: Urban LPS2: Residential R Code: R25
Built Form Area:	Residential
Existing Land Use:	Single House
Proposed Use Class:	Single House
Lot Area:	300m²
Right of Way (ROW):	Not applicable
Heritage List:	City of Vincent Heritage List - Management Category A State Heritage Register

The subject site and adjoining properties are zoned Residential R25 under the City's Local Planning Scheme No. 2 (LPS2) and are located within the Residential Built Form Area. The site has a permitted building height of two storeys under the City's Policy No. 7.1.1 – Built Form (Built Form Policy).

The subject site and all adjoining properties are subject to Clause 32(1) of LPS2 which states that multiple dwellings are not permitted. This clause does not have any implications on the proposed development which would retain the existing single house.

The subject site accommodates a single storey dwelling and is located within the Brookman and Moir Streets Heritage Precinct. The dwelling appears as a duplex development when viewed from Moir Street due to the shared boundary walls and chimneys with No. 28 Moir Street. The existing extension at the rear of the property does not form part of the original residence.

<u>Heritage Listing – Brookman and Moir Street Precinct</u>

The subject site falls within the Brookman and Moir Streets Precinct, which includes Nos. 1-32 Brookman Street, Nos. 2-28 Moir Street and No. 40 Forbes Road, Perth. The Brookman and Moir Streets Precinct is listed on the City of Vincent Heritage List as Management Category A, recognised at a local level for its intact, nineteenth century streetscape made up of Federation Queen Anne style residential buildings.

The Brookman and Moir Streets Precinct is also included on the State Heritage Register. The Heritage Council's Statement of Significance for the Brookman and Moir Streets Precinct is:

Brookman and Moir Streets Precinct, two streets in Perth comprising 58 semidetached residences and one detached residence in two types of the Federation Queen Anne style, constructed of limestone and brick with corrugated-iron roofs in 1897-98, and a shop at the corner of Moir Street and Forbes Road built in 1940, has cultural heritage significance for the following reasons:

- *the historic precinct is an almost-complete example of two late 19th century streets of modestly-scaled residential buildings in the Federation Queen Anne style of architecture, built between 1897-98 in the wake of the rapid population expansion following the Western Australian gold boom;*
- *the historic precinct is a substantial section of the residential estate developed by the Colonial Finance Corporation in 1897-1898. This estate, comprising the historic precinct in Brookman and Moir Streets, and Baker's Terrace in Lake Street, was the largest estate of its type developed in Western Australia;*
- *the historic precinct is rare in Western Australia as two streets in which a single basic design was utilised for all the residences in a large estate, with the exception of Numbers 2 and 4 Brookman Street, which are Register of Heritage Places Permanent Entry Brookman and Moir Streets Precinct 8 May 2007 6 grander variations of the same pattern used throughout the precinct, that is relatively intact;*
- *the buildings contained within the precinct are representative of what was considered to be 'working class' rental accommodation from the late 19th and early 20th centuries;*
- *the one-way thoroughfares and modest lot sizes of the semi-detached dwellings contained within the precinct give it a particular character and sense of enclosure;*
- *the homogeneity of the modestly-scaled, semi-detached residential buildings creates a visually striking precinct in an inner city residential area; and,*
- *the historic precinct was developed by the Colonial Finance Corporation who named Brookman and Moir Streets after two of the principal investors in the company who were prominent Western Australians.*

Generally, the present property fencing and most plantings are of little significance.

Recent additions and modifications are of little significance, e.g. replacements of original details. Parking areas in the front of houses, and carports in the front setbacks, are intrusive.

A small number of high masonry construction fences in the precinct are intrusive.

The proposal is subject to assessment against the provisions of the City's Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties (Heritage Management Policy).

The proposal is also subject to assessment against the City's Brookman and Moir Streets Development Guidelines – Appendix No. 6 (Brookman and Moir Streets Development Guidelines).

To address the Heritage Management Policy and considerations specific to the site, the applicant has submitted a Heritage Impact Statement in support of the proposal, as included in **Attachment 3**.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent's LPS2, Built Form Policy, Heritage Management Policy and Brookman and Moir Streets Development Guidelines and the State Government's Residential Design Codes – Volume 1 (R Codes). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following this table.

Planning Element	Deemed-to-Comply	Requires the Discretion of Council
Street Setback	✓	
Lot Boundary Setbacks		✓
Boundary Walls	✓	
Building Height/Storeys	✓	

Planning Element	Deemed-to-Comply	Requires the Discretion of Council
Open Space		✓
Outdoor Living Areas	✓	
Landscaping	✓	
Visual Privacy		✓
Solar Access		✓
Site Works/Retaining Walls	✓	
Essential Facilities	✓	
External Fixtures	✓	
Environmentally Sustainable Design	✓	
Heritage Management Policy		✓
Brookman and Moir Development Guidelines		✓

Detailed Assessment

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

Lot Boundary Setbacks	
Deemed-to-Comply Standard	**Proposal**
Built Form Policy Clause 5.2 <u>Southern Lot Boundary</u> Ground Floor: Existing bedroom – Kitchen: 4 metres Upper Floor: Stair – Master Suite: 1.2 metres	<u>Southern Lot Boundary</u> Existing bedroom - Kitchen: 1.1 metres Stair – Master Suite: 1.1 metres
Open Space	
Deemed-to-Comply Standard	**Proposal**
R Codes Clause 5.1.4 50 percent open space	46.4 percent open space
Visual Privacy	
Deemed-to-Comply Standard	**Proposal**
R Codes Clause 5.4.1 <u>Northern Lot Boundary</u> 4.5 metre cone-of-vision from bedrooms and studies to adjoining properties	<u>Northern Lot Boundary</u> 4.1 metre cone-of-vision from upper floor study
Solar Access	
Deemed-to-Comply Standard	**Proposal**
R Codes Clause 5.4.2 25 percent overshadowing	37 percent overshadowing to southern property
Heritage Management Policy	
Acceptable Development Standard	**Proposal**
The Heritage Management Policy sets out Acceptable Development standards in lieu of deemed-to-comply standards. **Heritage Management Policy – Part 4 – Development to Heritage Listed Buildings**	The Heritage Management Policy standards are performance-based provisions. The proposal meets the provisions as detailed in the comments section below.
Heritage Management Policy- Part 5 – Development Adjacent to Heritage Listed Properties	

Height of new build compatible to adjacent heritage listed building • Southern property: Singles storey dwelling • Northern property: Single storey dwelling.	Two storey additions proposed.
Brookman & Moir Guidelines	
Acceptable Development Standard	**Proposal**
The Brookman and Moir Guidelines sets out Essential, Discretionary, Advice and Encourage controls in lieu of deemed-to-comply standards.	The Brookman and Moir Guidelines are performance based provisions. The proposal meets the provisions as detailed in the comments section below.

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

CONSULTATION/ADVERTISING:

Throughout the course of the development application community consultation was undertaken twice in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*. This included consultation on the initial lodged development plans as well as the final development plans. A summary of each consultation round is provided below.

First Community Consultation

The first community consultation was undertaken on the lodged development plans, as included in **Attachment 4**, for a period of 14 days commencing on 26 February 2021 and closing on 12 March 2021. Community consultation was undertaken by means of written notification and a notice on the City's website. Written notification included 78 letters being sent to all landowners and occupiers located within the Brookman and Moir Precinct, as shown in **Attachment 1**.

At the conclusion of the community consultation period a total of 13 submissions were received, including three submissions of support, three submissions neither supporting or objecting to the proposal but raising concern, and seven submissions objecting to the proposal.

Comments raised in support are summarised as follows:

- Privacy is respected to the southern aspect of the proposed extension;
- Works provide a good example of dwellings within the Brookman and Moir Streets Precinct being adapted for modern living;
- The proposal retains the streetscape and front five rooms of the dwelling; and
- Additions to the dwelling for practical use instead of dwellings becoming derelict and used for other land uses such as AirBnB's.

Comments raised in objection are summarised as follows:

- Development is for two storeys in a single storey precinct;
- Two storey height of the extension would be visible from the street and neighbouring dwellings;
- Development would set precedence for future development in what is a unique and protected precinct;
- Scale of the development is inconsistent with the homogenous appearance of the precinct;
- Proposed additions are not compatible with neighbours amenity and heritage outcomes; and
- Overdevelopment of the site resulting from the scale and height of the additions.

In response to comments received during the first round of community consultation, the applicant made the following changes to the proposal:

- Pitched roof revised to concealed roof with mansard detail;
- Revised internal layout;
- Finished floor level of additions reduced from 12.75 to 11.55 meters, reducing the overall building height; and
- Red brick incorporated to southern elevation.

A copy of the final plans are included within **Attachment 2,** and supporting justification provided by the applicant is included in **Attachment 5**.

Second Community Consultation

The amended plans were advertised to properties that had previously provided submissions under the City's Policy No. 4.1.5 – Community Consultation. The second community consultation was for a period of seven days from 2 September 2021 to 9 September 2021. Two submissions of objection were received for the revised proposal, as summarised below:

- Precedent for future two storey development and long-term impacts on the precinct;
- Geotechnical risks; and
- Development departs from the homogeneity of the single storey workers cottages.

A summary of the submissions received along with Administration's comments on each comment are provided in **Attachment 6**. The applicant's response to the submissions received are provided as **Attachment 7**.

State Heritage Referral

The proposal was referred to the Heritage Council at the Department of Planning, Lands and Heritage (DPLH) for review and consideration in accordance with Section 73 of the *Heritage Act 2018*.

The proposal was referred to the Heritage Council on two occasions, on the initially lodged development plans and final development plans. The proposal was supported by the Heritage Council in both instances.

A summary of the comments received are summarised as follows:

- The existing extension does not form part of the original residence, and its removal would have no negative impact on the cultural heritage significance of the Precinct;
- Additions do not exceed the height of the original residence and are concealed from the street;
- Colours and materials are modern and subdued and are suitable;
- Visibility of the additions on approach from the south and Robinson Avenue is minor due to the selected materiality and simple form;
- Solar panels located so they would not be visible from the streetscape; and
- Mansard roof form to sits below the roof line of the existing house, reducing building massing.

The full referral comments provided by the Heritage Council on both referrals are provided as **Attachment 8**.

Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred to the City's Design Review Panel Heritage Architect for comment on two occasions, on the initially lodged development plans and final development plans. The proposal was supported by the DRP Member in both instances.

The following comments were provided on the lodged development plans:

- Proposal retains the significant building and building fabric and does not negatively impact on the cultural heritage values of the Brookman and Moir Streets Precinct. The Federation Queen Anne architectural style is retained and still evident;
- The proposal is set well back from the significant front elevation that contributes to the Brookman and Moir Streets Precinct;
- Two storey scale is not already existing, but the siting and form of the proposal is respectful of the overall precinct;
- Minor views of the proposal from Moir Street would be minimal and would not dominate the streetscape;
- Additions are distinguishable from the heritage place and the contemporary materials and colours are respectful of the existing material palette; and
- The proposed gable roof forms would be visible as part of the roofscape when viewed from Robinson Avenue, but are already within the existing single storey dwellings of the Precinct.

The applicant submitted amended plans in response to the abovementioned DRP comments and community consultation comments. The following DRP comments were noted:

- Contemporary design approach, sited to the rear of the existing building and below the ridge line of the existing roof. The cultural heritage values of the Precinct would remain;
- The 'Mansard style' roof profile matches the colour and materiality of the existing roof which is sympathetic to the heritage place;
- Red face brick to the south following the height line of the existing wall assists with the integration of the scale and massing of the proposal;
- The massing is contemporary in design approach and is clearly distinguishable from the massing of the place and other heritage places in the overall Precinct;
- The material and colour palette have been kept relatively simple and respectful to the existing material and colour palette within the Precinct. The contemporary approach to the rear distinguishes the new from the old and is a sound built form outcome; and
- Suggest that red face brick is incorporated to the northern elevation.

To address the second set of comments provided by the DRP, the applicant revised the northern elevation of the proposal to incorporate a red face brick finish.

In summary, the proposal is supported by the DRP and all recommended changes have been appropriately accommodated in the final plans.

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Heritage Act 2018;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- The Burra Charter;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.5 – Historic Heritage Conservation;
- State Planning Policy 7.3 – Residential Design Codes Volume 1;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy;
- Policy No. 7.6.1 – Heritage Management: Development Guidelines for Heritage and Adjacent Properties; and
- Brookman and Moir Development Guidelines - Appendix 6.

<u>Matters to be considered</u>

The following matters set out in Schedule 2, Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* are relevant matters Council is to have due regard to as part of determining this application:

(k) the built heritage conservation of any place that is of cultural significance;

(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;

(n) the amenity of the locality including the following –

(i) environmental impacts of the development;
(ii) the character of the locality; and
(iii) social impacts of the development.

(y) any submissions received on the application;

(zb) any other planning consideration the local government considers appropriate.

(zc) any advice of the Design Advisory Committee

Should Council refuse the application for development approval, the applicant would have the right to have the decision reviewed in accordance with Part 14 of the *Planning and Development Act 2005*.

Delegation to Determine Applications:

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

- The application received more than five objections during community consultation of the application; and
- The application also proposes alterations and additions to a place included on the State Register of Heritage Places.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

The City has assessed the application against the environmentally sustainable design provisions of the City's Built Form Policy. These provisions are informed by the key sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, which requires new developments to demonstrate best practice in respect to reductions in energy, water and waste and improving urban greening.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Southern Lot Boundary Setbacks

The ground floor of the dwelling, from the existing bedroom to proposed kitchen is setback 1.1 metres from the southern lot boundary instead of the 4 metres required.

The stair to the master suite portion of the first floor is proposed to be setback 1.1 metres from the southern lot boundary in lieu of 1.2 metres as set out under the R Codes deemed-to-comply standards.

The lot boundary setback departures to the southern lot boundary meet the design principles of the R Codes for the following reasons:

- Building bulk impacts to the southern properties major openings and active habitable spaces are mitigated through the following measures:
  - The 4.4 metre wall height of the additions is consistent with the wall heights of the existing portions of the dwelling and the overall height of the two-storey addition provides a maximum height of 6.2 metres;
  - Openings to the stair and master of the southern elevation assist in breaking up areas of solid blank wall, subsequently reducing building bulk impacts to the southern property; and
  - Design features such as the provision of contrasting materials and colours, articulated wall heights

and differing roof forms further assist in reducing impacts of building bulk of the ground floor and upper floor when viewed from the southern adjoining property.

- The ground floor setback departure is a result of the bulk wall length, existing and maintained 4.4 metre wall heights and the major opening to the existing study and bedrooms. The proposed 1.1 metre setback is consistent with the existing dwelling and provides a consistent building line on the ground floor, as viewed directly from Moir Street and the abutting property;
- The reduced setback of the upper floor does result in additional shadow to the southern property. The variation proposed is 100mm and this additional length of shadow would not provide adverse impacts to the southern properties established outdoor living area as the rear garden maintains access to large areas of direct sun and ventilation; and
- The southern elevation of the development satisfies the deemed to comply visual privacy requirements, resulting in no overlooking and subsequent loss of privacy to the southern adjoining property.

Open Space

The R Codes permits developments on lots coded R25 to provide 50 percent of the site area as open space. The proposed development provides 46.4 percent open space for the dwelling.

The open space departures meet the design principles of the R Codes for the following reasons:

- The outdoor living areas and primary living spaces on the ground floor level are open to the northern aspect that would maximise access to natural sunlight;
- The proposal has provided landscaping to the front and rear setback areas of the lot, to ensure the open space and landscaping amenity of residents is maintained and contributes to the overall sense of urban greening for the site. This soft landscaping provides an attractive setting for the dwellings and contributes to a sense of open space; and
- Outdoor living provided meets the deemed-to-comply requirements to ensure adequate areas of private recreation are provided for the occupants. The outdoor living areas for the dwelling are both covered and uncovered, providing an accessible area which can be utilised year round.

Visual Privacy

The R Codes require a 4.5 metre cone of vision to be provided from major openings of studies to the adjoining properties. The proposal provides a 4.1 metre cone of vision from the upper floor study to the northern boundary.

The visual privacy departures from the upper floor study to the northern property meets the design principles of the R Codes for the following reasons:

- The cone of vision from the study falls to the roof of the neighbouring development at No. 28 Moir Street, which is constructed to the boundary. Due to the abutting boundary walls of the neighbouring dwellings the cone of vision does not provide a horizontal or vertical line of sight to major openings or active habitable spaces of the neighbouring property;
- The existing chimney also reduces vision from the study to the adjoining northern property; and
- The upper floor void area provides a separation of 2.9 metres between the study and the opening to further mitigate the line of sight to the neighbouring dwelling.

Solar Access

The R Codes permits developments on lots coded R25 to provide 25 percent overshadowing to the southern aspect. The development proposes 37 percent overshadowing to the adjoining southern property.

The solar access departure meets the design principles of the R Codes for the following reasons:

- The southern adjoining property is highly vulnerable to being overshadowed, even by a relatively low building which is setback from the southern boundary. This is because subject site is an east-west orientated lot and the terrain slopes south. As a result of the site orientation, the shadow cast by the existing dwelling is already 23 percent of the southern adjoining property. The proposed additions contribute an additional 14 percent overshadowing to the southern property;
- The building height meets the two storey heights permitted by the City's Built Form Policy and is well within the permitted heights, proposing an overall height of 6.2 metres in lieu of the permitted 8.0 metres. Continuous wall lengths and boundary walls are limited to the southern elevation of the lot to

mitigate shadow;

- The additional shadow does not adversely impact the southern adjoining property for the following reasons:
  - The majority of the shadow remains as existing as the shadow largely falls over the existing roof of the southern property at No. 24 Moir Street;
  - The additional overshadowing does not fall to or impact solar collectors on the roof of the neighbouring property;
  - The additional overshadowing falls to the rear of the No. 24 Moir Street which is the outdoor living area of the property. The area comprises of established landscaping, a covered verandah and clothes drying area. The additional shadow generated would not be at the detriment of the use of the covered porch space which is already shadowed by the existing development;
  - Of the approximate 100 square metres of open space to the rear of No. 24 Moir Street, 38 square metres is overshadowed. The majority of the southern properties established rear garden and outdoor living area remains unshadowed, therefore allowing sufficient access to direct sun and ventilation for the neighbouring occupants;
- The overshadowing assessment as part of this application represents as 'worst case scenario' and does not demonstrate the level of shadowing which would always fall to the neighbouring development; and
- The applicant revised height and massing to reduce to 37 percent shadow in lieu of the 41.8 percent initially sought and advertised.

<u>Policy No. 7.6.1 – Heritage Management: Development Guidelines for Heritage and Adjacent Properties</u>

The objectives of the Heritage Management Policy guide development to recognised heritage properties within the City. The appropriateness of new development shall be considered in line with the following policy objectives:

1. *Encourage the appropriate conservation and restoration of places listed on the City of Vincent Municipal Heritage Inventory (The Heritage List) in recognition of the distinct contribution they make to the character of the City of Vincent.*
2. *Ensure that works, including conservation, alterations, additions and new development, respect the cultural heritage significance associated with places listed on the City of Vincent Municipal Heritage Inventory.*
3. *Promote and encourage urban and architectural design that serves to support and enhance the ongoing significance of heritage places.*
4. *Ensure that the evolution of the City of Vincent provides the means for a sustainable and innovative process towards integrating older style buildings with new development.*
5. *Complement the State Planning Policy No. 3.5 'Historic Heritage Conservation' and the City of Vincent Residential Design Elements Policy and other associated Policies.*

The applicant submitted a Heritage Impact Statement, as included in **Attachment 3**, in support of the proposal. The Heritage Impact Statement addresses how the development introduces contemporary features that complement and contrast positively with the heritage character of the area.

The proposed additions are consistent with the Heritage Management Policy performance criteria and objectives and is acceptable for the following reasons:

- The Heritage Council confirmed that areas to be demolished do not contribute to the cultural significance of the place or precinct and are acceptable. Partial demolition is proposed only to the previous additions made to the rear of the existing dwelling (sleep out extension and concrete paving to laundry area);
- Additions are proposed to the rear of the existing dwelling only and the do not alter the front façade and presentation of the dwelling to the street. The pitched roof, tuck pointed red brick and gable and finial details of the existing dwelling are retained;
- The built form of the dwelling remains single storey as viewed from Moir Street, consistent with adjacent properties. The two storey additions are sited behind the principal façade to maintain the existing streetscape presence. Line of sight diagrams provided by the applicant, as included in **Attachment 2**, confirm that due to the height of the existing dwellings pitched roof, the new additions cannot be viewed from Moir Street;
- The additions would be partially visible down the side of the lot when approaching the dwelling from the south and from Robinson Avenue. As confirmed by the State Heritage Council and the City's DRP member, due to the selected materiality and simple form, the visual impact is minor and is supported;
- In line with Article 22 of the Burra Charter, the additions proposed are readily identifiable as new work

and imitation of the existing dwelling has been avoided. The siting, bulk, form, scale, colours and materials of the additions respect the significance of the existing dwelling, as confirmed by the State Heritage Council and the City's DRP member who specialise~~s~~ in alterations and additions to heritage buildings;

- The additions are of a scale and mass that respects the adjacent heritage dwellings. This is provided through the side setbacks that are consistent with those of the existing dwelling. The building heights provided also appropriately respond to the slope of the site and are compatible with heights of adjacent buildings. The finished floor level of the additions are stepped 1.25 metres below the finished floor level of the retained dwelling to stagger building heights and reduce building bulk and shadow impacts to neighbouring properties;
- Solar panels to the dwelling are sited behind the Moir Street frontage and behind the pitched roof, facing south-east. As the solar panels sit flush with the angle of the roofline, views to the panels from Robinson Street are reduced. The location and extent of the panels do not distort, obscure or detract from the significance of the heritage place or precinct; and
- The additions provide increased living spaces to adapt and respond to the growing needs of the occupants. The development meets the Residential zone objectives of LPS2 as the additions would provide for development that recognises the needs of innovative design and contemporary lifestyles, as well as range of housing and residential densities to meet the needs of the community.

<u>Brookman and Moir Streets Development Guidelines</u>

The Brookman and Moir Streets Development Guidelines provide essential, discretionary, encouragement and advice controls for new development to be considered against. A performance-based assessment is required against these controls in considering the acceptability of the development.

A summary of each of these controls are provided below:

- Essential controls: aim to ensure the integrity of the built form and scale of the dwellings is protected and these controls are not flexible.
- Discretionary controls: allow certain alterations to be made, provided it can be demonstrated that the application of the control will result in a good conservation outcome and be in harmony with the Brookman and Moir Streets area.
- Encouragement: is a set of information that would assist in enhancing individual properties and the Brookman and Moir Streets area.
- Advice: is offered as to the way improvements can be made.

The following objectives of the Brookman and Moir Streets Development Guidelines are to be considered:

- *Maintain consistency of the streetscape and valued character of the area.*
- *To allow alterations and additions to interpret the heritage significance of the dwellings in a contemporary design approach, ensuring consideration is given to the existing built form, context of the streetscape, roof form, and public domain and building proportion in the new building design.*
- *To allow for future upgrade of infrastructure elements to consider the heritage character of the area.*
- *Access to sunlight and privacy where already existing should be maintained with particular attention to overshadowing, with regard to the 'Residential Design Codes'.*
- *Strengthen the settings of the front setback, side setbacks at the end of blocks and rear settings of dwellings to become more compatible to the heritage significance of the area. With importance placed on development adjacent to rights of way and Wellman Street.*
- *Ensure development along right of ways is compatible with right of way character and scale.*
- *Allowance for properties with secondary street frontage adjacent to 'Forbes Street' and to be assessed with reference to the unique location and as well as in conjunction with the development guidelines.*

The proposed additions are acceptable with the Brookman and Moir Streets Development Guidelines for the reasons discussed below.

Built Form and Scale

The Brookman and Moir Streets Development Guidelines and the Heritage Management Policy do not specify maximum building height provisions for the Brookman and Moir Precinct, and two storey additions are not prohibited. The height of new development in the precinct is guided by the moderation of building scale, form and setbacks as well as the impact of the additions on the heritage fabric of the subject and adjoining properties.

The overall scale of the proposal is acceptable for the following reasons:

- The development maintains a single storey presence as viewed from Moir Street given the additions cannot be viewed from Moir Street, as shown in the line of sight drawings included in **Attachment 2**;
- The visibility of the dwelling from Brookman Street would clearly read as new work and contains materials that are sympathetic to the existing materials of the precinct, further mitigated by the setback;
- The additions are stepped below the existing floor level to mitigate the extent of works which would be visible from Robinson Avenue, and are not obtrusive or dominant to the streetscape; and
- Development is setback from adjacent properties to maintain compatibility with the existing dwelling and siting of dwellings, boundary walls and open space to neighbouring properties.

Advice received from the State Heritage Council and the City's DRP member affirm that the siting, scale and form of the proposal is appropriate as the additions are integrated into the overall form of the existing dwelling while maintaining a distinguishable massing and scale to the additions which is respectful of the heritage precinct.

Design

The Brookman and Moir Streets Development Guidelines highlight the simple basic forms of the existing dwellings. The proposal replicates the simple development form through the rectangular scale, side setback massing and concealed roof form of the development.

The overall design and aesthetics of the proposal is acceptable for the following reasons:

- The additions to the middle of the lot provide a legible separation between the existing dwelling and proposed additions, resulting in development which reads as a congruent building form as viewed from neighbouring properties;
- The concealed roof form is a contemporary design approach which is located behind the predominant building line and pitched roof façades of Moir Street;
- Corrugated sheet cladding to the roof line ties in with the existing corrugated roof sheeting of the pitched roof to maintain a level of continuity;
- The chimney to the northern portion of the roof is retained and maintains a point of reference to the dwelling as viewed from Moir and Brookman Streets as well as Robinson Avenue;
- Setbacks of the dwelling are consistent with the existing dwelling to maintain building proportion across the site; and
- Existing brickwork of the dwelling, and neighbouring properties, are of a 'heritage red' colour. The proposed additions are of a white brick with white mortar details, red heritage brick as well as vertical cladding (off white). The changes in colour and material ensures distinction between the existing and 'new' components of the dwelling removing any ambiguity. The additions colours and materials complement, rather than mimic the existing dwelling.

Advice received from the State Heritage Council and the City's DRP member confirm that the design of the proposal are modern and reflects the key design language and materiality of the existing dwelling. The colours, materials and design of the additions are subdued and preserve the cultural heritage values of the precinct.

Demolition & Internal Planning

The internal configurations and use of dwellings within the precinct have been altered and extended under the skillion roof additions at the rear, to improve the basic amenity and living standards for the occupants. Minor demolition works proposed to the rear would not impact the cultural significance and character of the dwelling as these are obscured from the primary street.

Most houses within the Brookman and Moir Precinct have been altered to some extent, but their primary street frontage and distinctive repeated features of the streetscape remain today. The five original rooms and corridor to the front of the dwelling which form an integral historical form are retained. The alterations do not alter the front façade and presentation of the dwelling to the street.

Open Space

The Brookman and Moir Streets Development Guidelines recognise most dwellings within the precinct would

not achieve the required percentage due to historical development.
While the open space provisions for the lot are not met, as mentioned, the dwelling provides outdoor living areas which meet the deemed-to-comply size, accessibility and dimensions of the R Codes for the benefit of the occupants.

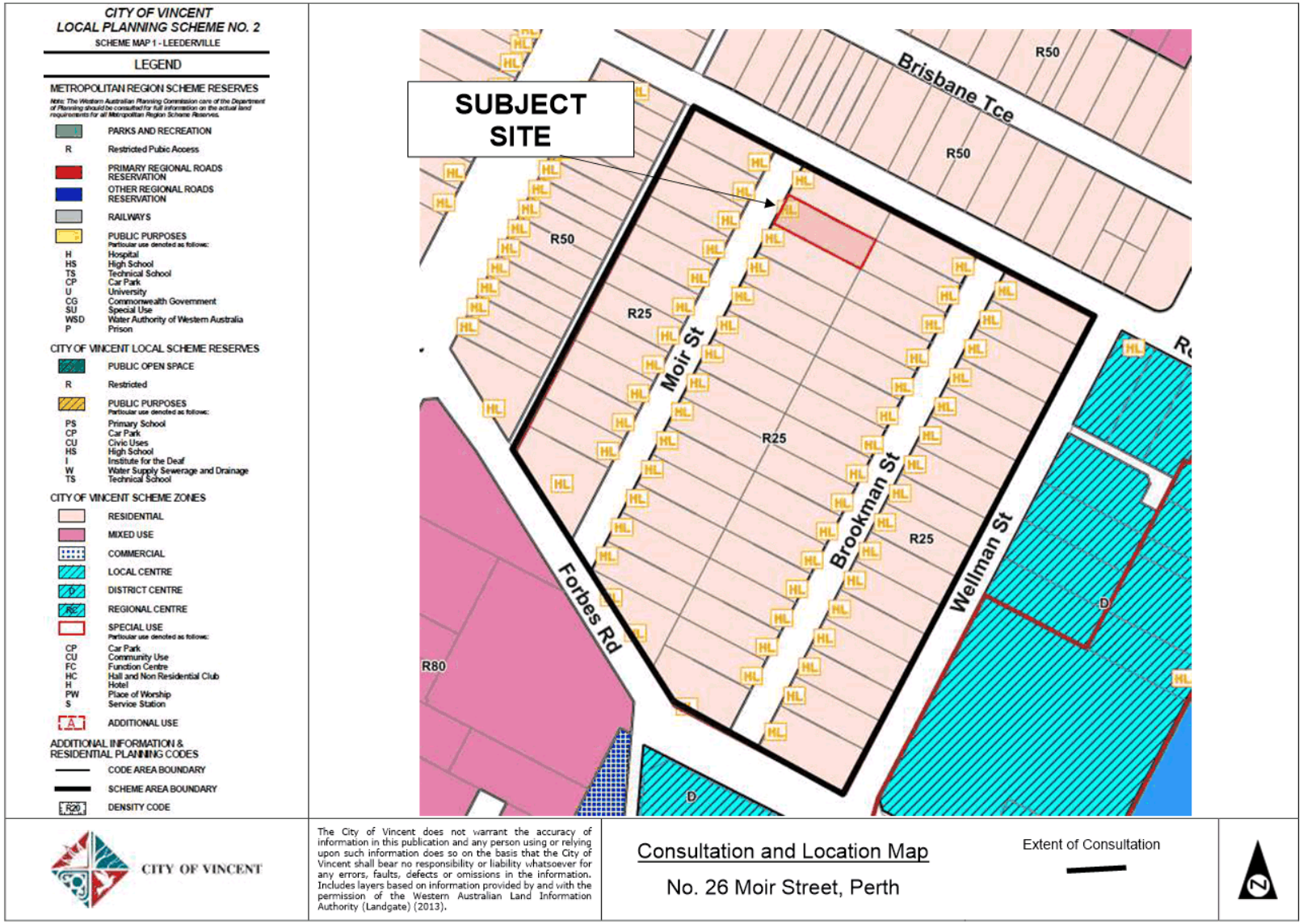
Planning and Development (Local Planning Schemes) Regulations: Matters to be Considered by Local Government

Clause 67(2) of the Planning Regulations contains matters to be considered as part of the application. In exercising its discretion, Council is to have due regard to these matters.

The matters for consideration in this application relate to the compatibility of the development within its setting, amenity and character of the locality, cultural significance of the precinct and advice from the Design Review Panel.

The following comments are provided in considering the compatibility, amenity and appropriateness of the development in this context:

- The additions provide increased living spaces to adapt and respond to the growing needs of the dwelling and broader community. As recognised by the State Heritage Council, the additions provide development that recognises the needs of innovative design and contemporary lifestyles as well as a range of housing and residential densities to meet the needs of the community;
- Modulation of wall heights and lengths behind the existing dwelling do not compromise the significance of the dwelling, adjoining properties and the broader Brookman and Moir Precinct. Colours and materials are proposed to the side and rear elevations addressing Robinson Avenue and Brookman Street to reference the traditional built form vernacular and character of the locality;
- The proposal achieves a development that is consistent with the objectives of LPS2 by achieving high quality design outcomes for its presentation to the neighbouring streets and properties. As per comments from the DRP member and State Heritage Council, the works consider its context of place and compatibility of the development within its setting, existing and future amenity of the area;
- Advice from the City's heritage member on the DRP outlines that the proposal facilitates development which is responsive to site, size and geometry of the site. The recommendations and comments from the member as discussed above affirm the acceptability of the development; and
- Giving due consideration to *State Planning Policy 3.5 – Historic Heritage* Conservation, the works are designed and sited in a way that respects and complements the heritage significance of the area. The built form of the additions are suitable in scale, massing, form and materiality to ensure the familiarity of the Brookman and Moir Streets Development Guidelines area by underpinning its 'sense of place', while enhancing the quality of the built environment.


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
DENSITY CODE
SUBJECT SITE
Brisbane Tce
R50
R50
R50
R25
R25
R25
R80
Moir St
Brookman St
Wellman St
Forbes Rd
D
D
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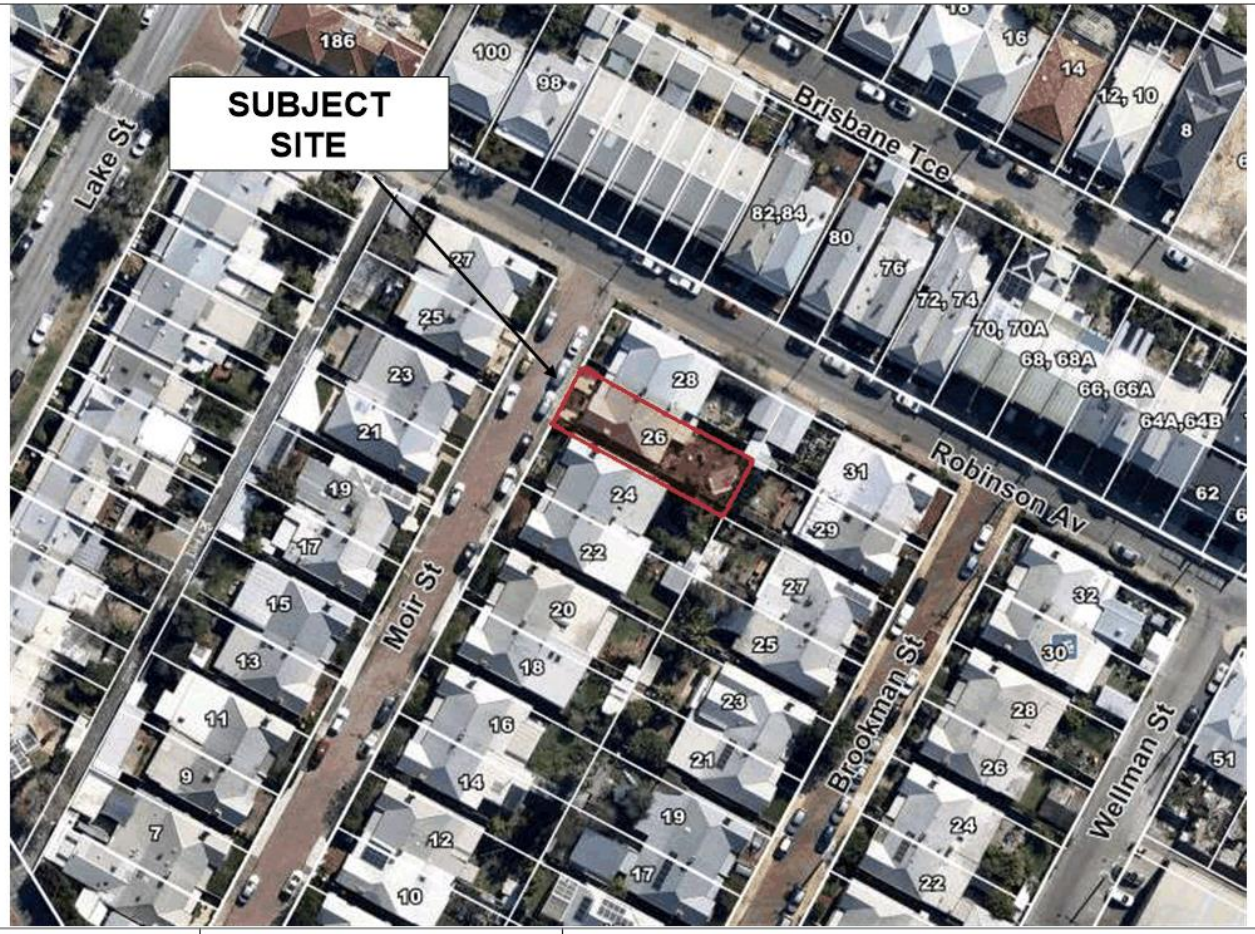
Consultation and Location Map
No. 26 Moir Street, Perth
Extent of Consultation
N



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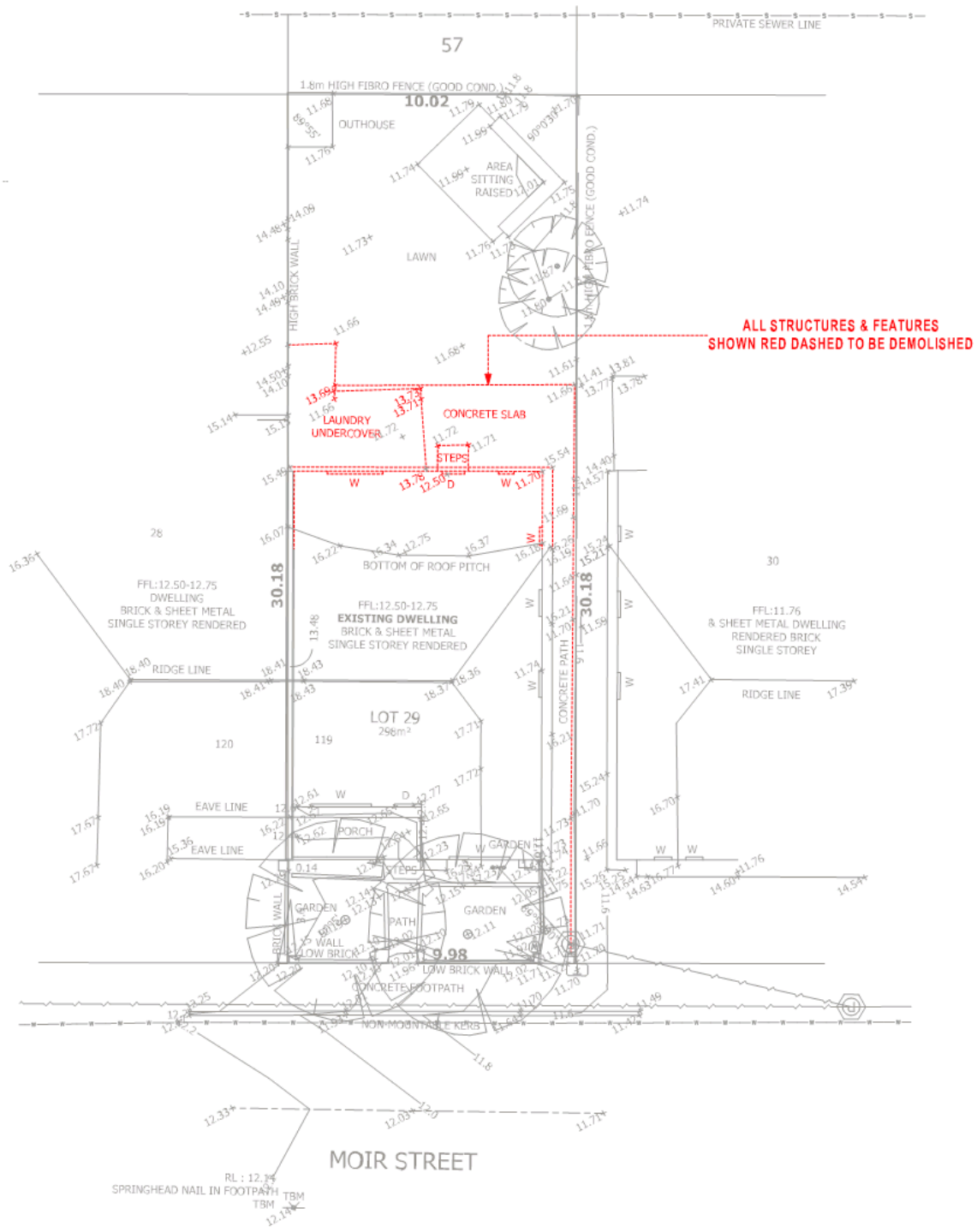
No. 26 Moir Street, Perth

Final Development Plans

CITY OF VINCENT
RECEIVED
30 August 2021



Project
LOT 29 (#26) MOIR STREET PERTH
Job No. 1021
Scale 1:100 @ A3 Drawn KY
Status **Development Application** Approved BM
Drawing DEMO SITE PLAN

Drawing No.	Issue	Issue Date
A.01	**A**	**30/08/2021**

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Final Development Plans

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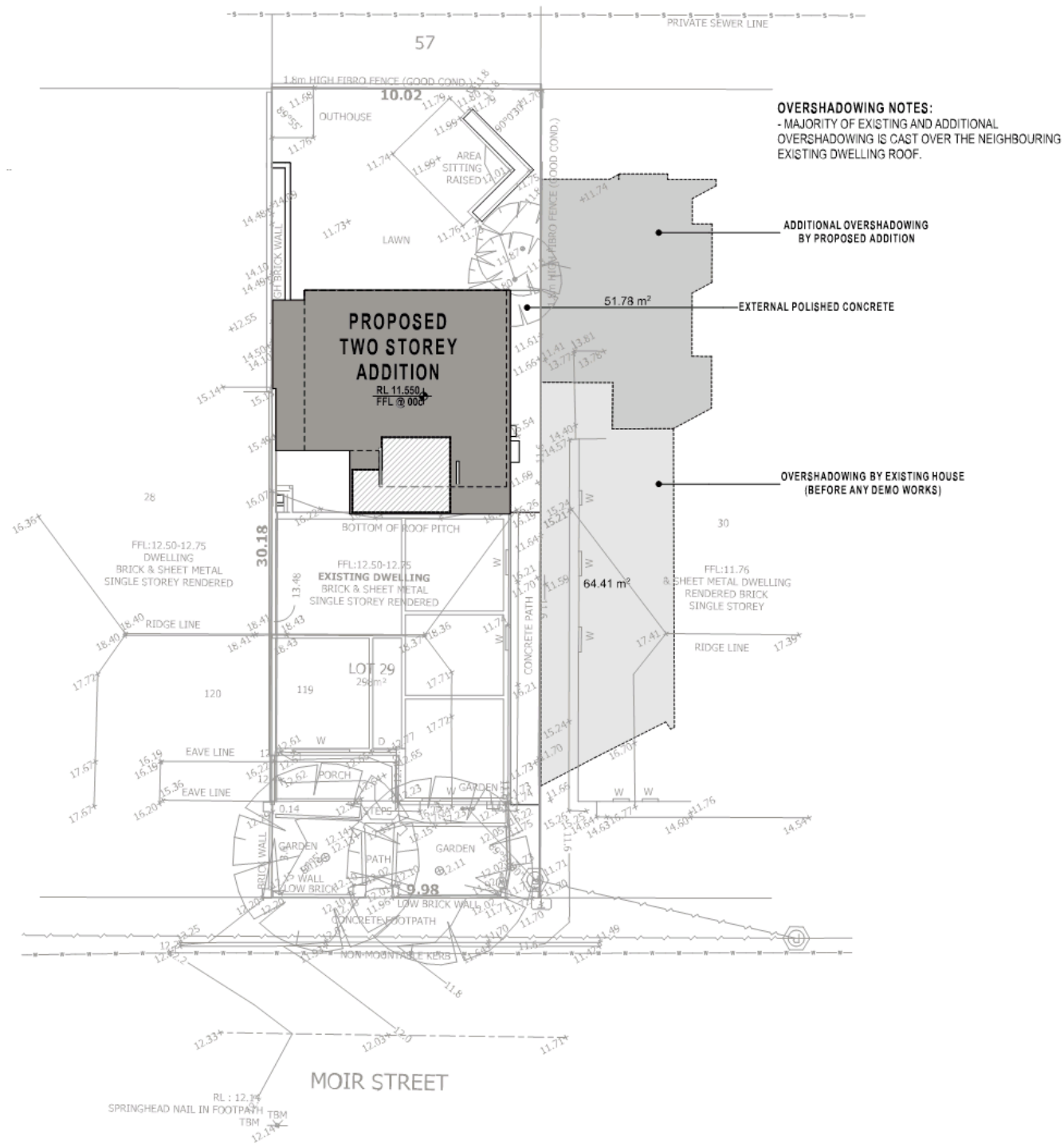
RECEIVED
30 August 2021



Project
LOT 29 (#26) MOIR STREET PERTH
Job No. 1021
Scale 1:100 @ A3 Drawn KY
Status **Development Application** Approved BM
Drawing PROPOSED SITE PLAN

Drawing No.	Issue	Issue Date
A.02	**A**	**30/08/2021**

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Final Development Plans

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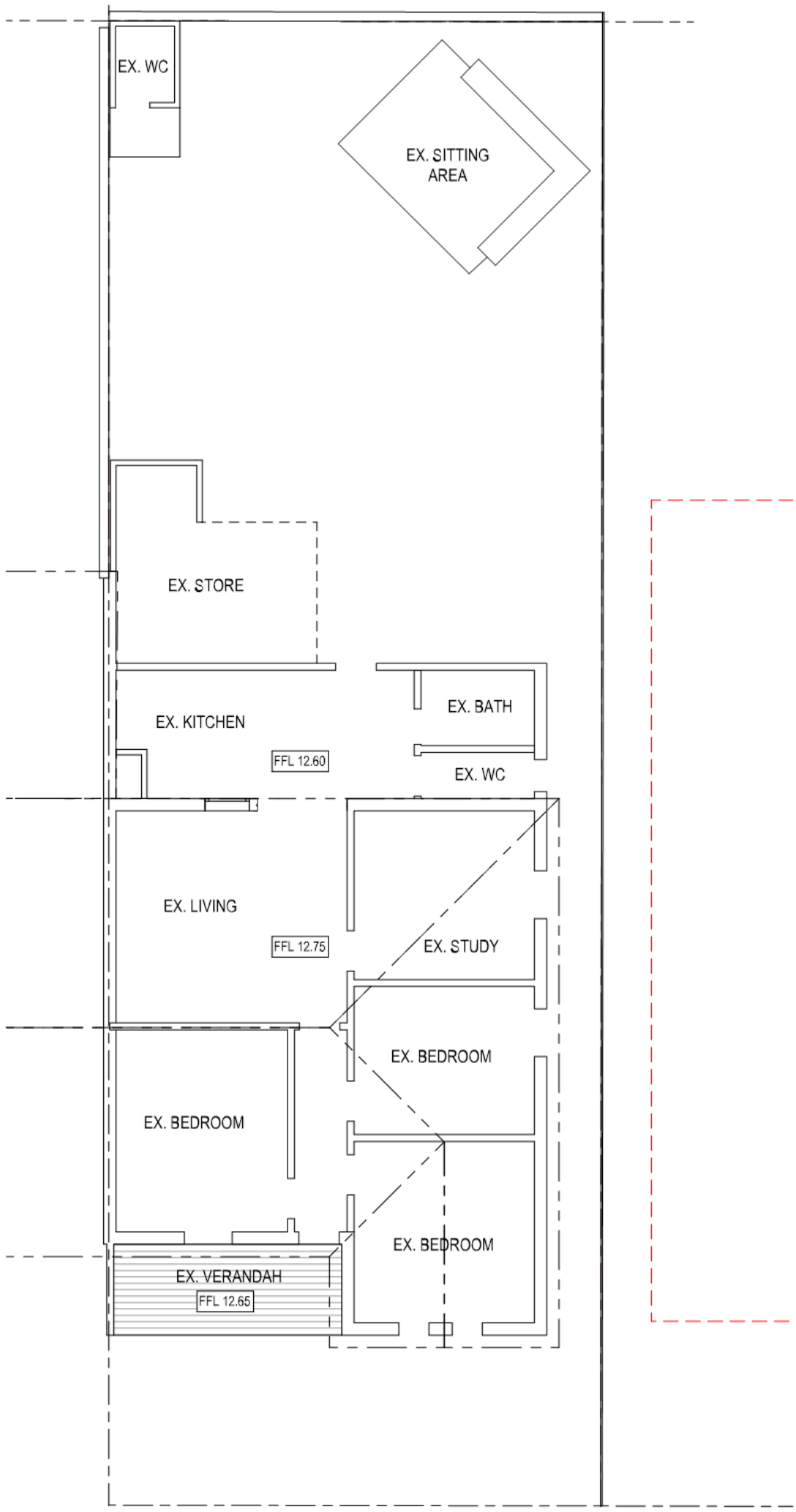
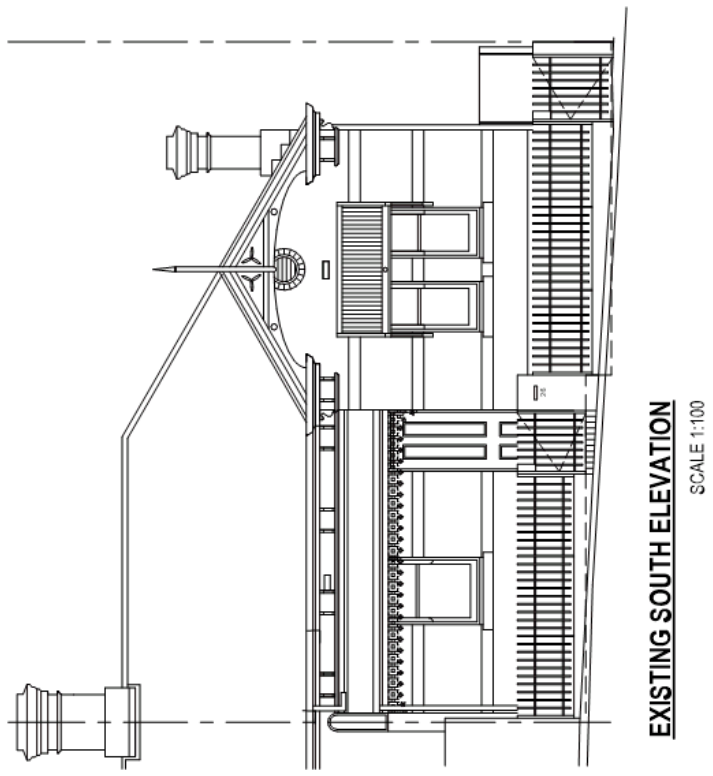
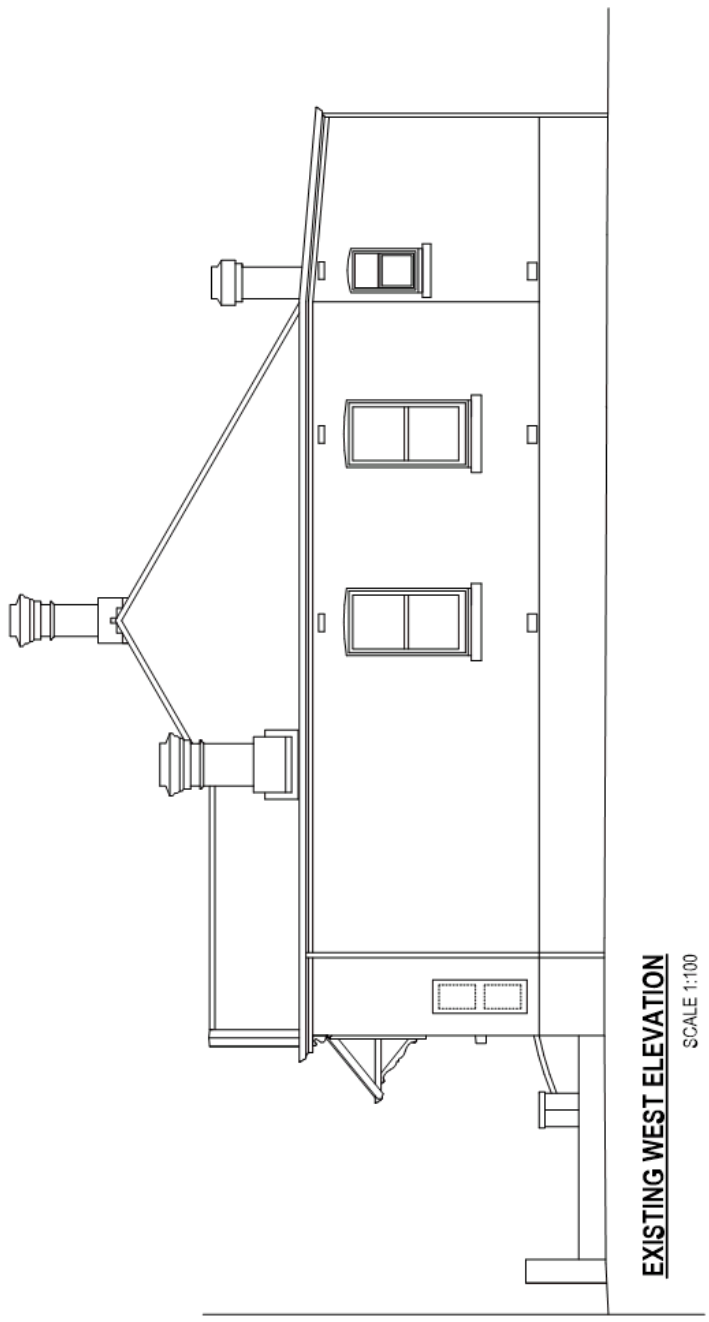
RECEIVED
30 August 2021







Project
LOT 29 (#26) MOIR STREET PERTH
Job No. 1021
Scale 1:100 @ A3 Drawn KY
Status **Development Application** Approved BM
Drawing EXISTING

Drawing No.	Issue	Issue Date
A.03	**A**	**30/08/2021**

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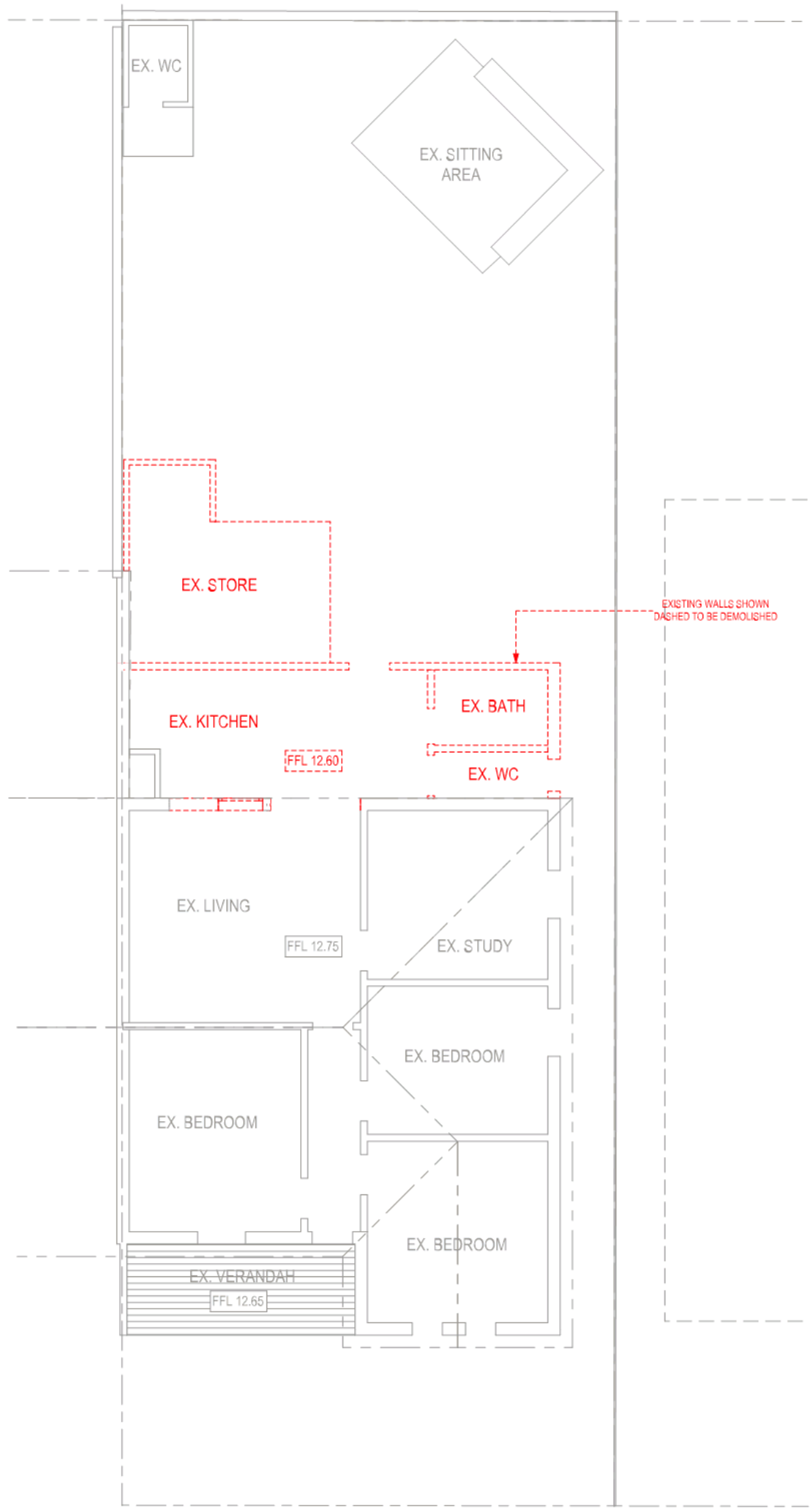

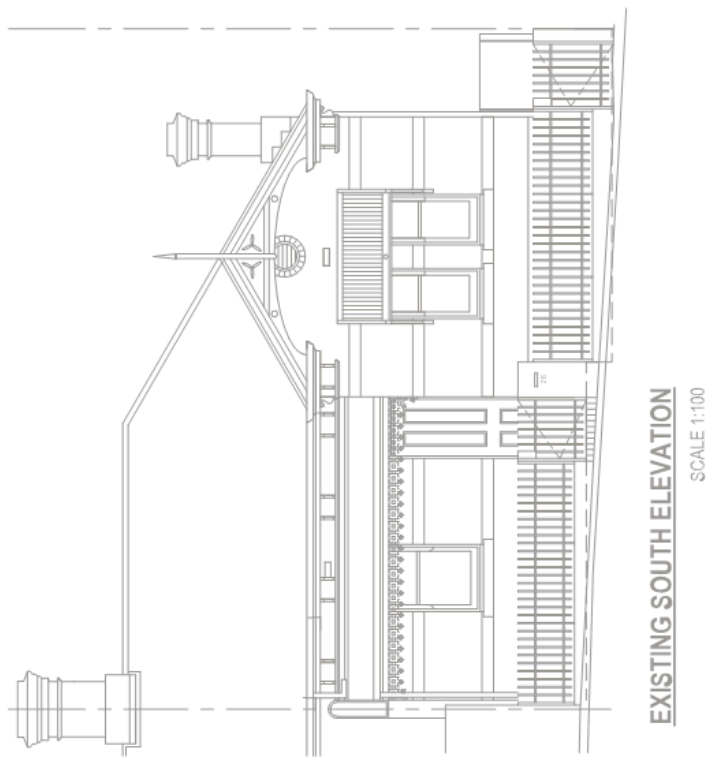

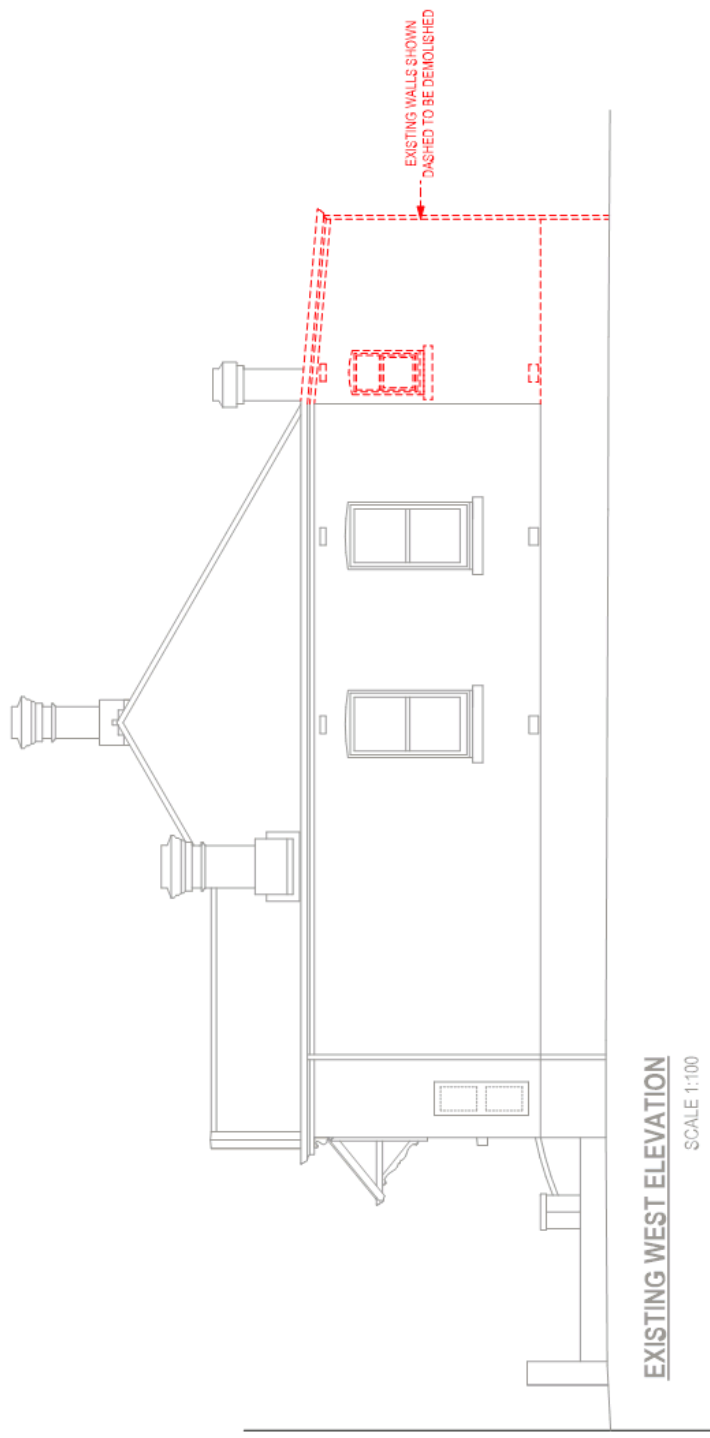

Project
LOT 29 (#26) MOIR STREET PERTH
Job No. 1021
Scale 1:100 @ A3 Drawn KY
Status **Development Application** Approved BM
Drawing DEMO PLAN

Drawing No.	Issue	Issue Date
A.04	**A**	**30/08/2021**

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AREAS:

STORE BELOW BATHR'M	= 9.43m²
GROUND FLOOR	= 66.25m²
UPPER FLOOR	= 51.42m²
TOTAL	= 127.1m²

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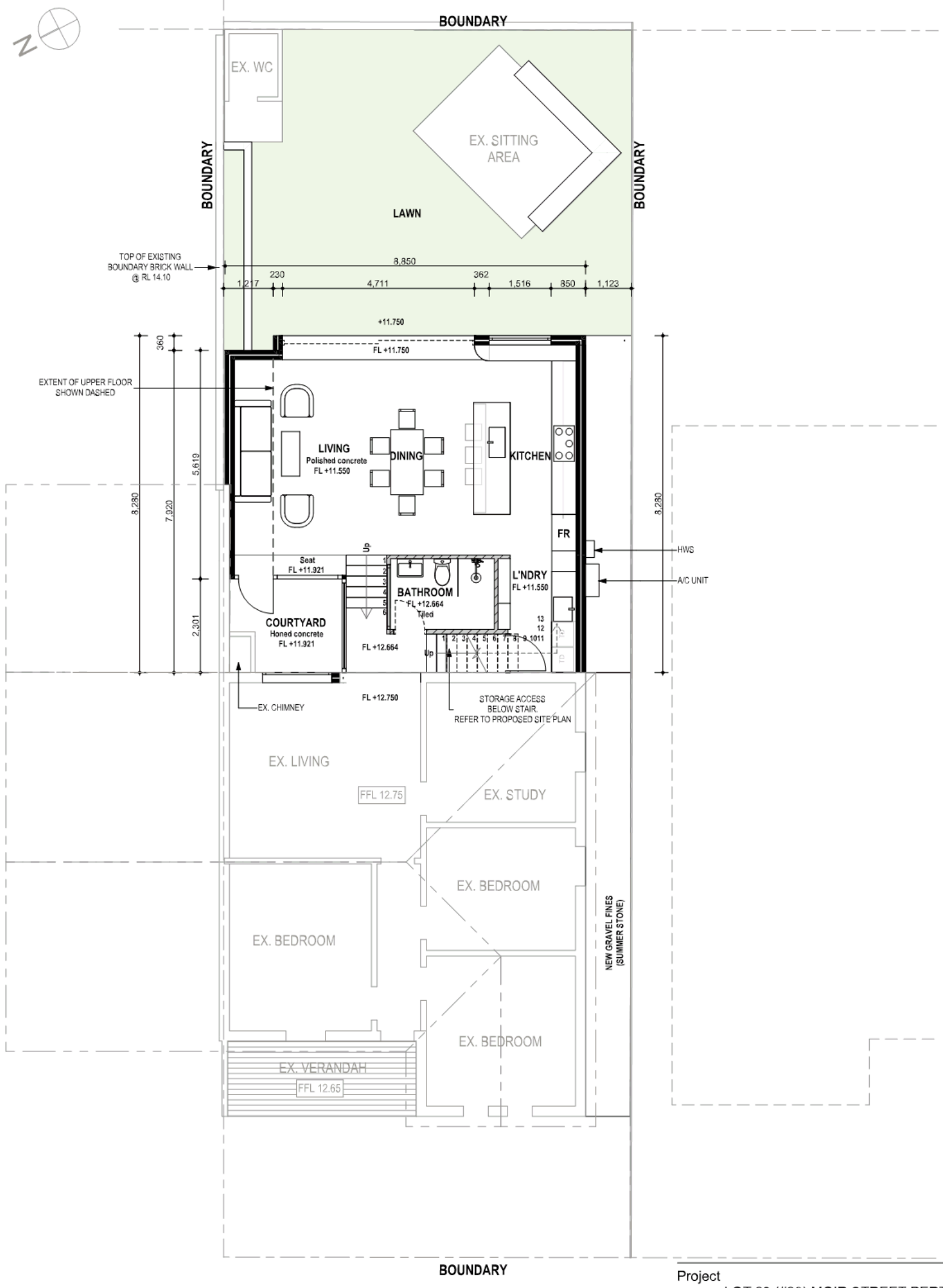

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Job No. 1021
Scale 1:100 @ A3 Drawn KY
Status **Development Application** Approved BM
Drawing PROPOSED GF PLAN

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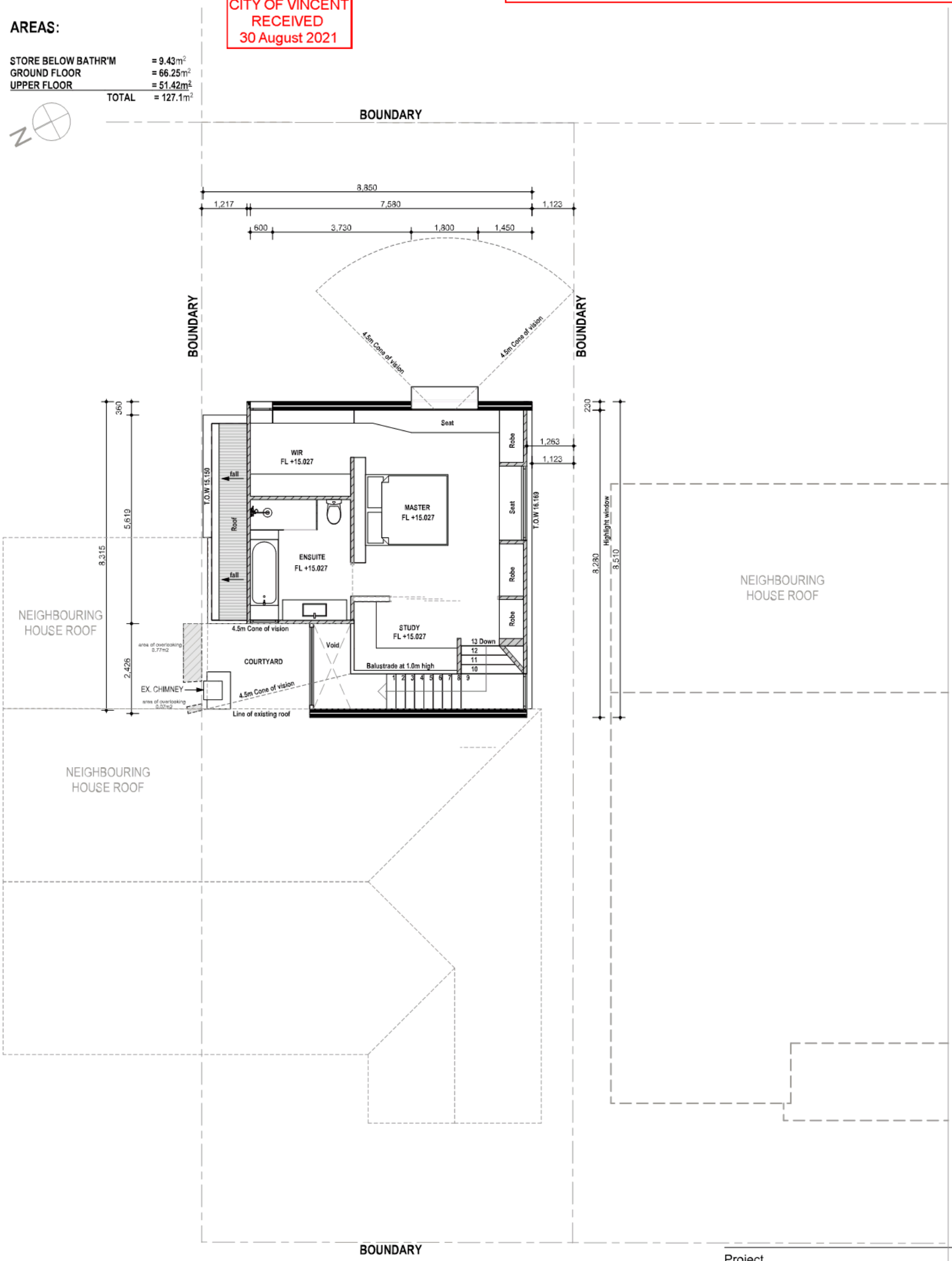

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Job No. 1021
Scale 1:100 @ A3 Drawn KY
Status **Development Application** Approved BM
Drawing PROPOSED UF PLAN

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Final Development Plans

FINISHES SCHEDULE:

- (A) - EXISTING 1c BRICKWORK COLOUR: HERITAGE RED
- (B) - EXISTING CORRUGATED ROOF COLOUR: LIGHT GREY
- (C) - EXISTING PAINTED RENDER COLOUR: WHITE
- (D) - PROPOSED PAINTED RENDER COLOUR: WHITE
- (E) - PROPOSED BRICKWORK COLOUR: HERITAGE RED TO MATCH EXISTING
- (F) - CORRUGATED SHEET CLADDING COLOUR: TO MATCH EXISTING CORRUTED ROOF SHEET
- (G) - ALUMINIUM WINDOW FRAMES & DOORS COLOUR: MATTE BLACK
- (H) - GUTTERS, DOWNPIPES & FLASHINGS COLOUR: OFF WHITE

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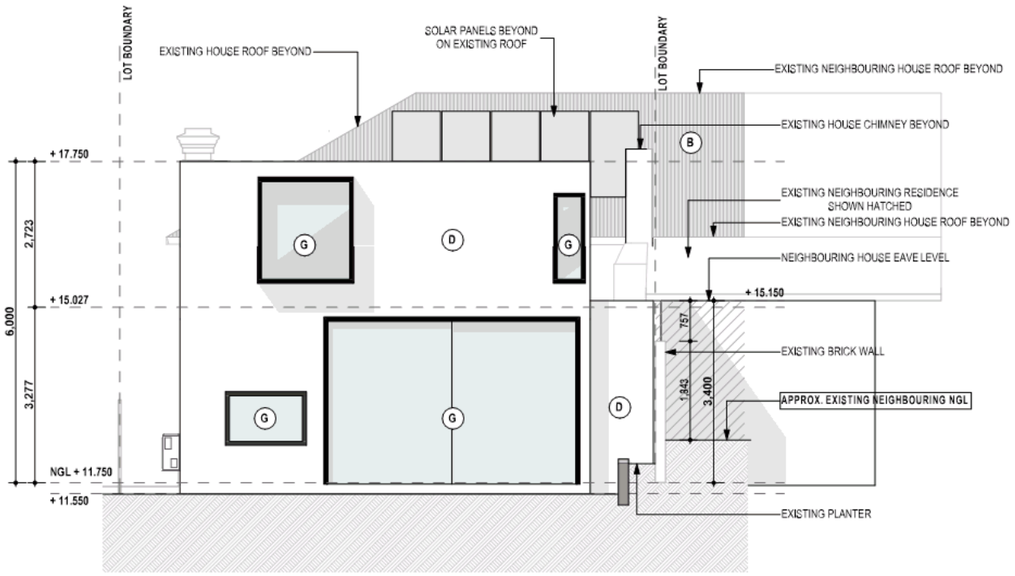

EAST ELEVATION 1:100

Project
LOT 29 (#26) MOIR STREET PERTH
Job No. J20-03
Scale as shown @ A3 Drawn
Status **Design Development** Approved BM
Drawing ELEVATIONS

Drawing No.	Issue	Issue Date
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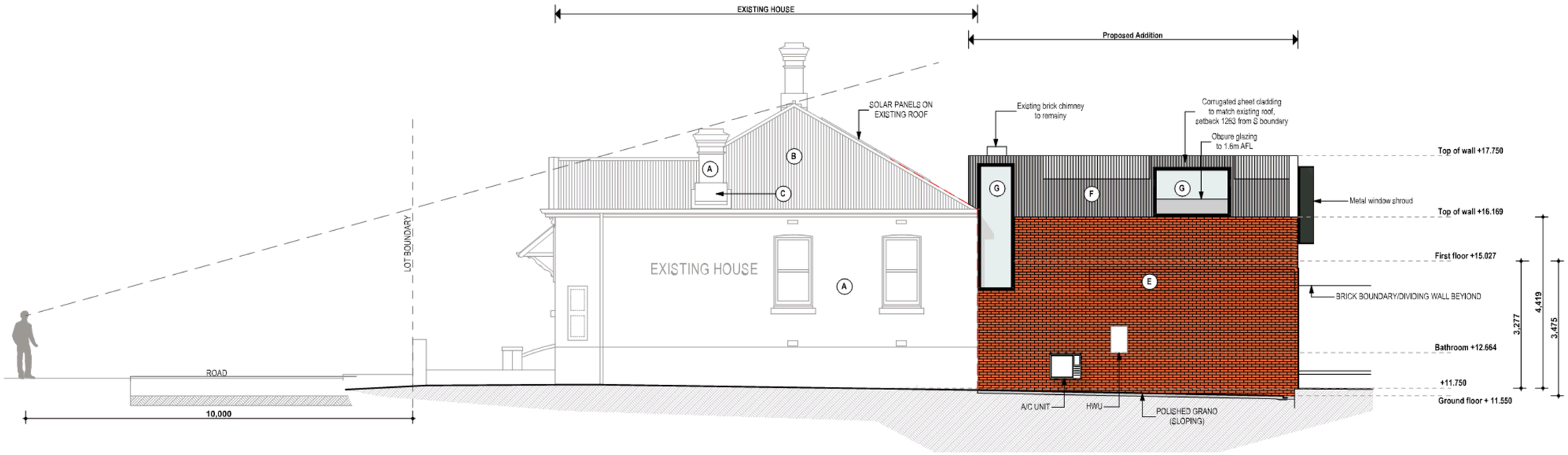

SOUTH ELEVATION 1:100

Project
LOT 29 (#26) MOIR STREET PERTH
Job No. J20-03
Scale as shown @ A3 Drawn
Status **Design Development** Approved BM
Drawing ELEVATIONS

Drawing No.	Issue	Issue Date
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FINISHES SCHEDULE:

- (A) - EXISTING 1c BRICKWORK
  COLOUR: HERITAGE RED
- (B) - EXISTING CORRUGATED ROOF
  COLOUR: LIGHT GREY
- (C) - EXISTING PAINTED RENDER
  COLOUR: WHITE
- (D) - PROPOSED PAINTED RENDER
  COLOUR: WHITE
- (E) - PROPOSED BRICKWORK
  COLOUR: HERITAGE RED TO MATCH EXISTING
- (F) - CORRUGATED SHEET CLADDING
  COLOUR: TO MATCH EXISTING CORRUTED ROOF SHEET
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  COLOUR: MATTE BLACK
- (H) - GUTTERS, DOWNPIPES & FLASHINGS
  COLOUR: OFF WHITE

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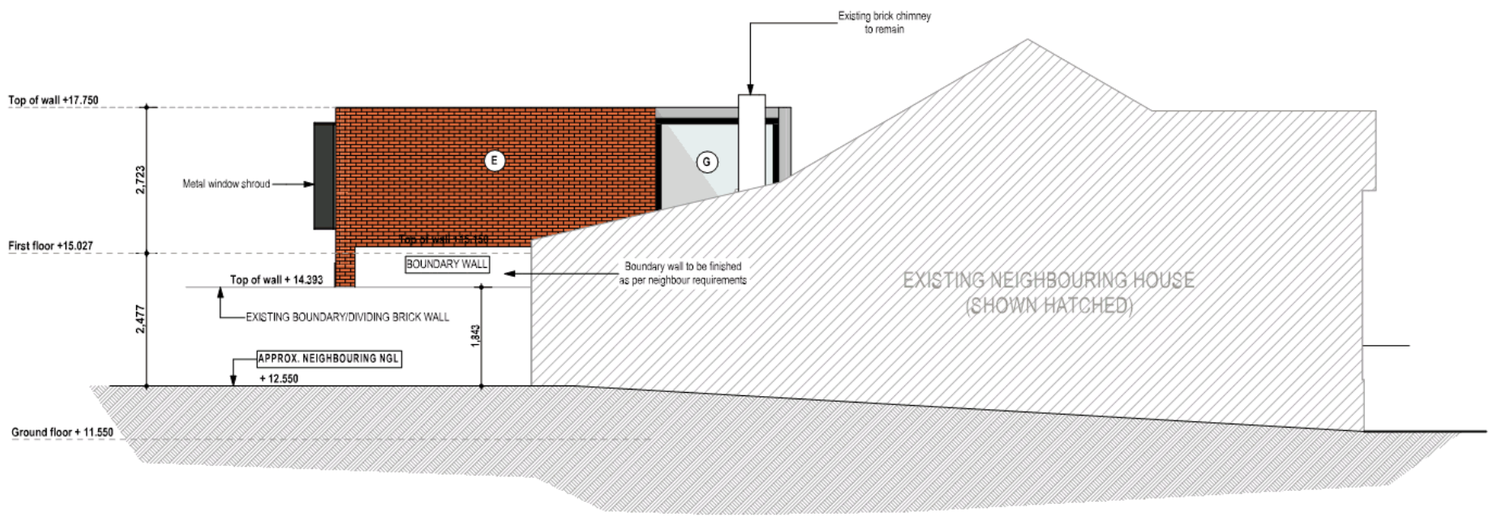

NORTH ELEVATION 1:100

Project
LOT 29 (#26) MOIR STREET PERTH
Job No. J20-03
Scale as shown @ A3 Drawn
Status **Design Development** Approved BM
Drawing ELEVATIONS

Drawing No.	Issue	Issue Date
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Project
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Job No. J20-03

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Status **Design Development** Approved BM

Drawing PERSPECTIVE

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LEGEND

Trees & Shrubs Retained

1. Existing Frangipani (3)
2. Existing Jasmine in Raised Planter (3)
3. Existing Viburnum Hedge (16)
4. Existing Magnolia Tree (1)
5. Existing Crepe Myrtle Tree (1)
6. Existing Grass Tree (1)
7. Existing Lemon Tree (1)
8. Existing Wisteria (1)

Trees Removed

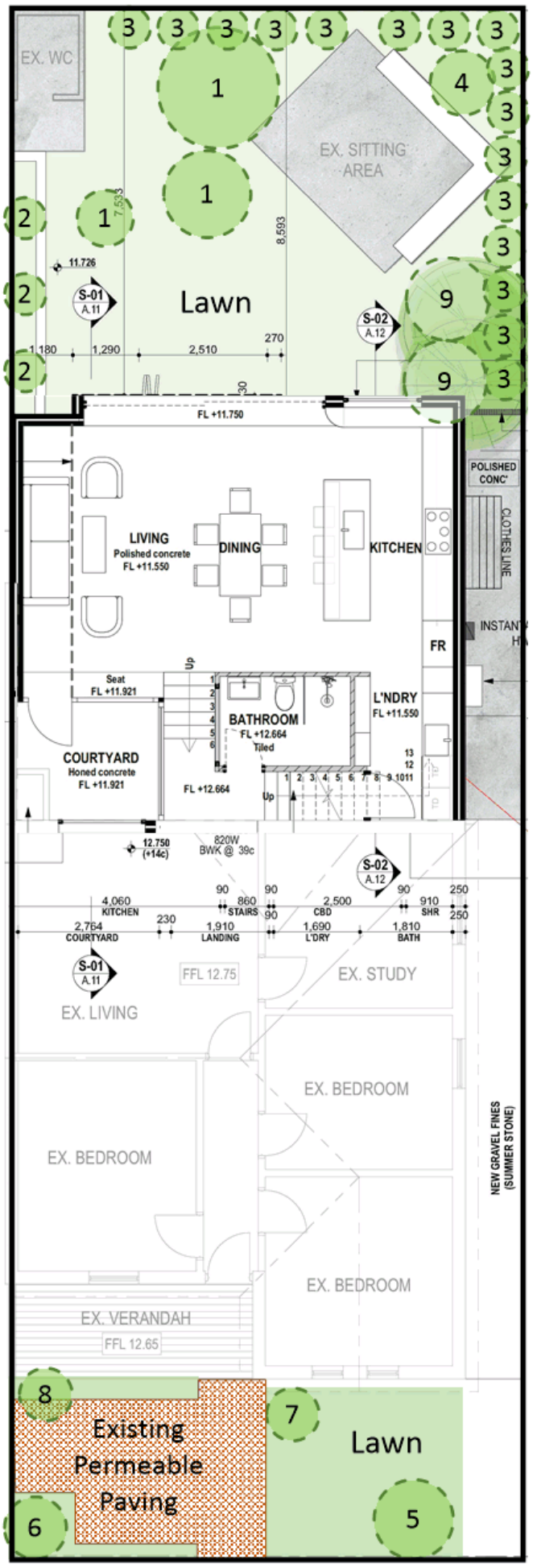
9. Pencil Pines (2)

Lawns

Existing lawn area at front to be retained.
Rear lawn to be reinstated following works

Irrigation

All areas are presently irrigated.
Reticulation to be retained and made good after completion of works.



LANDSCAPE PLAN

PROPOSED ADDITIONS TO SINGLE HOUSE
26 MOIR STREET
PERTH

26 Moir Street, Perth

Heritage Impact Statement

HOCKING H+A

September 2021

Cover Image: 26 Moir Street, Perth

Courtesy A Stewart

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Revision Number	Author	Date	Reviewer	Date
A	Gemma Dewar	16 November 2020	A Stewart	17 November 2020
B	Gemma Dewar	17 November 2020		
C	Gemma Dewar	3 September 2021		

HHA Job No. 202066

Table of Contents

1. Introduction 4
2. Location 5
3. Heritage Listing 6
4. Statement of Significance 6
5. Proposed Development 8
6. Assessment of Impact 14

1. Introduction

The owners of no. 26 Moir Street, Perth are proposing to construct a two storey addition to the rear of the subject property. The place forms part of the State Registered Brookman and Moir Street Precinct which has been recognised for being a largely complete example of two 19th century streets of domestic scaled residences in the Federation Queen Anne style.

Moir Street, together with Brookman Street, are highly valued by the owners of the individual houses, demonstrated in their collective endeavours to restore the buildings, culminating in a Heritage Award in 2016. The houses are predominantly semi-detached houses, all demonstrating a high level of intactness which creates a strong sense of coherency along the two streets.

The owners of no. 26 Moir Street were one of the group of owners who have restored their property reinstating the original design intent of the place. They now seek to add a two storey contemporary addition to the rear which will require the demolition of the existing single storey skillion roof section of the house.

The place also forms part of the City of Vincent's heritage, being included in their adopted Heritage List. As such, the proposed development will also be subject to the provisions of Policy 7.6.1: Heritage Management - Development guidelines for heritage and adjacent properties.

Development of heritage properties should safeguard the significance of these places and any adjacent heritage places. As a heritage precinct, the proposed development of no. 26 Moir Street should also take account of any impacts on the neighbouring properties and the streetscape as a whole.

This heritage impact statement has been prepared following the guidelines published by Department of Planning, Lands and Heritage.

2. Location

The subject property is located at Lot 29 on Plan 4576, known as no. 26 Moir Street, Perth. The property is located at the northern end of Moir Street, close to the intersection with Robinson Street.

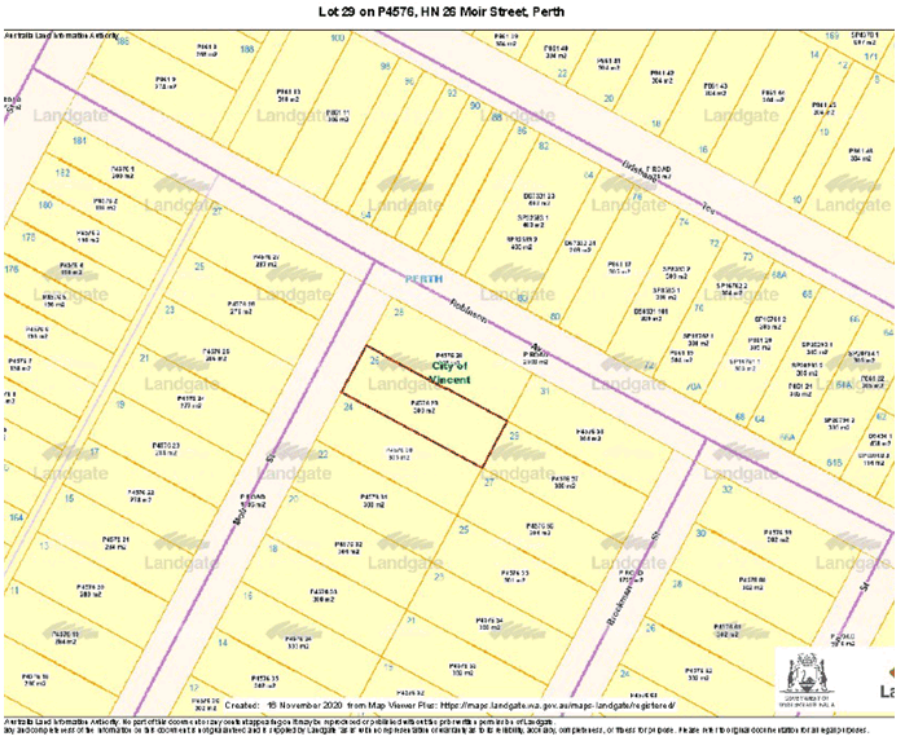

FIGURE 1 : CADASTRAL PLAN, 26 MOIR STREET, PERTH
Courtesy Landgate, November 2020

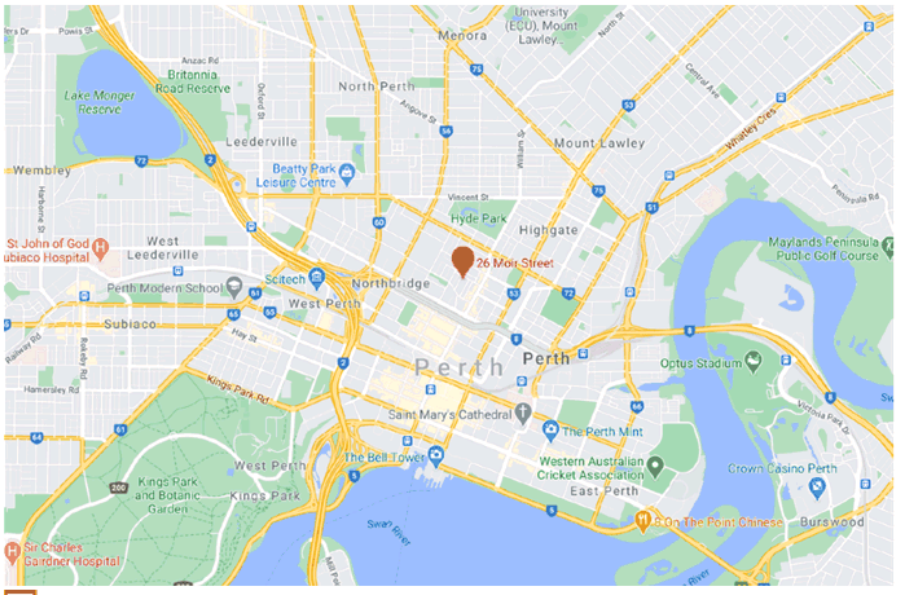

FIGURE 2 : LOCATION OF 26 MOIR STREET IN A CITY CONTEXT
Courtesy Google, November 2020

3. Heritage Listing

House no. 26 Moir Street, Perth benefits from the following heritage listings:

Heritage Listing	Description	Status	Date
Register of Heritage Places	Interim Entry		20/06/2006
	Permanent Entry		08/05/2007
National Trust Classification	Classified		—————
Register of National Estate	Indicative		23/04/1991
City of Vincent	Municipal Heritage Inventory	Category A place	27/11/1995
City of Vincent	Heritage List	Adopted	—————

4. Statement of Significance

The following statement of significance has been taken from the Register Documentation for Brookman and Moir Street Precincts (Place No. 3992).

> Bookman and Moir Streets Precinct, two streets in Perth comprising 58 semi-detached residences and one detached residence in two types of Federation Queen Anne style, constructed of limestone and brick with corrugated-iron roofs in 1897-98, and a shop at the corner of Moir Street and Forbes Road built in 1940, has cultural heritage significance for the following reasons:
>
> - The historic precinct is an almost complete example of two late 19th century streets of modestly scaled residential buildings in the Federation Queen Anne style of architecture, built between 1897-98 in the wake of the rapid population expansion following the Western Australian gold boom;
> - The historic precinct is a substantial section of the residential estate developed by the Colonial Finance Corporation in 1897-1898. This estate, comprising the historic precinct in Brookman and Moir Street, and Baker's Terrace in Lake Street, was the largest estate of its type developed in Western Australia;
> - The historic precinct is rare in Western Australia as two street in which a single basic design was utilised for all the residences in a large estate, with the exception of Numbers 2 and 4 Brookman Street, which are grander variations of the same pattern used throughout the precinct, that is relatively intact;
> - The buildings contained within the precinct are representative of what was considered to be working class rental accommodation from the late 19th and early 20th centuries;

- The one-way thoroughfares and modest lot sizes of the semi-detached dwellings contained within the precinct give it a particular character and sense of enclosure;
- The homogeneity of the modestly-scaled, semi-detached residential buildings creates a visually striking percent in an inner city residential area; and
- The historic precinct was developed under the Colonial Finance Corporation who named Brookman and Moir Streets after two of the principal investors in the company who were prominent in Western Australia.

Generally the boundary fences and plantings are of little significance as are recent additions and modifications. Parking areas in the front of houses and carports in the front setbacks are intrusive. A small number of high masonry fences in the precinct are intrusive.

5. Proposed Development

The proposed development includes:

FIGURE 3: PROPOSED DEVELOPMENT AT 26 MOIR STREET
Courtesy: Mountford Architects

- Demolition of the existing skillion section of the house, extending across the full width of the property at the rear.
- Construction of a two storey addition to the rear of the property of contemporary design of face brick and render construction.
- The roof is flat, positioned below the ridge line to the existing house.
- Material palette of the addition reflects the original materials of the house and the precinct generally.
- Introduction of contemporary features that complement and contrast positively with the heritage character of the area.

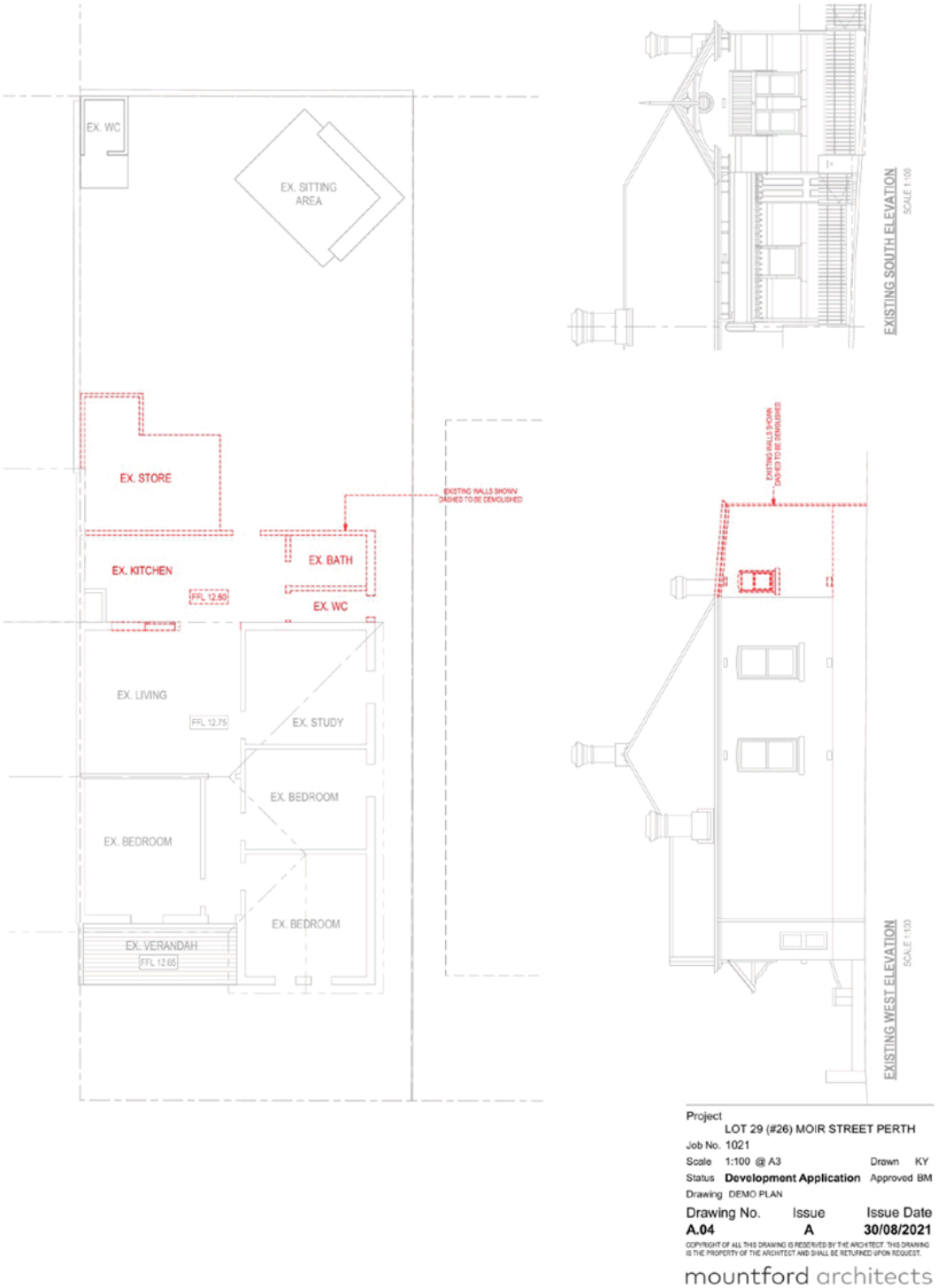

FIGURE 4: **EXTENT OF DEMOLITION OF EXISTING HOUSE**
Courtesy: Mountford Architects

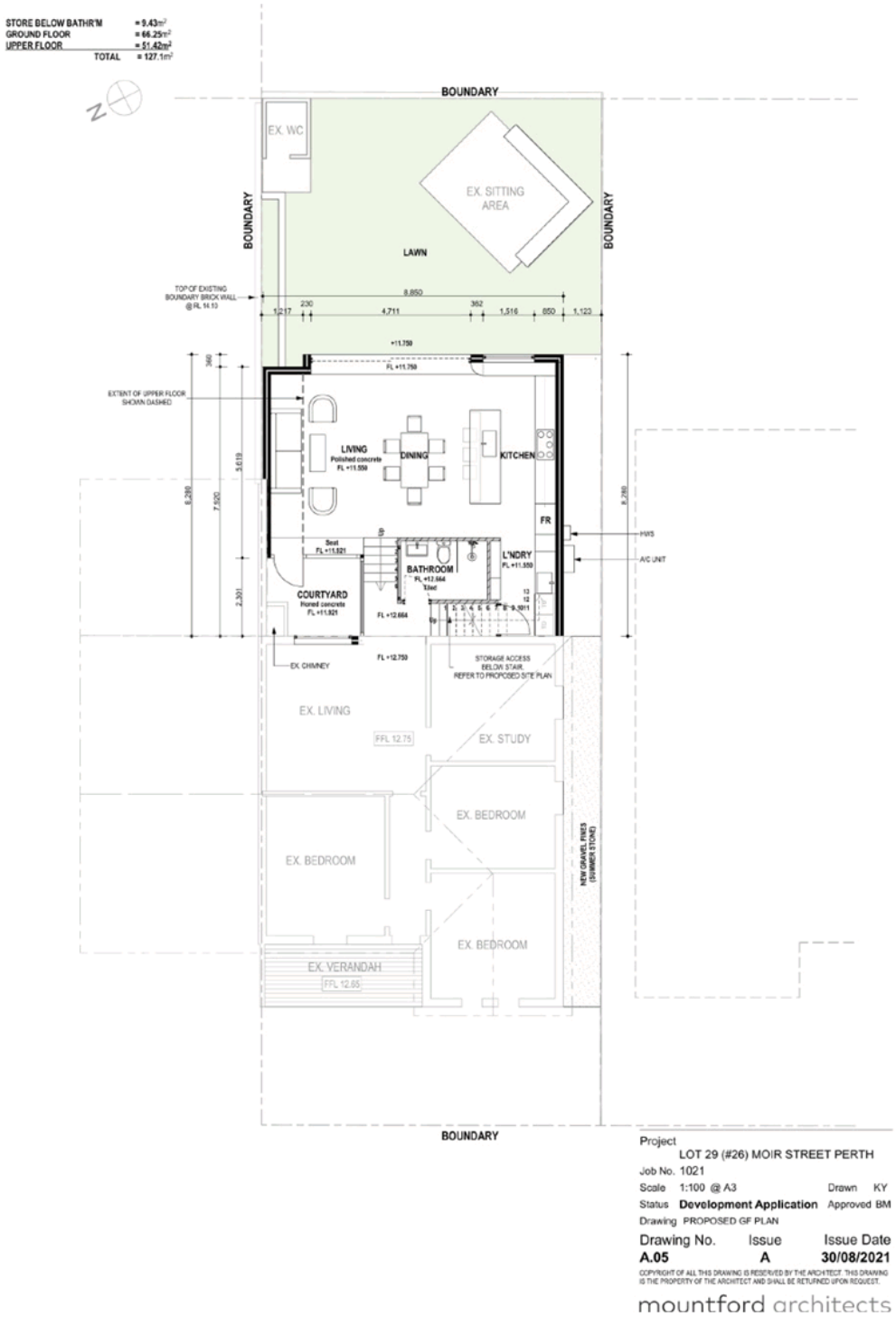

FIGURE 5: **GROUND FLOOR PLAN OF PROPOSED TWO STOREY ADDITION**
Courtesy: Mountford Architects

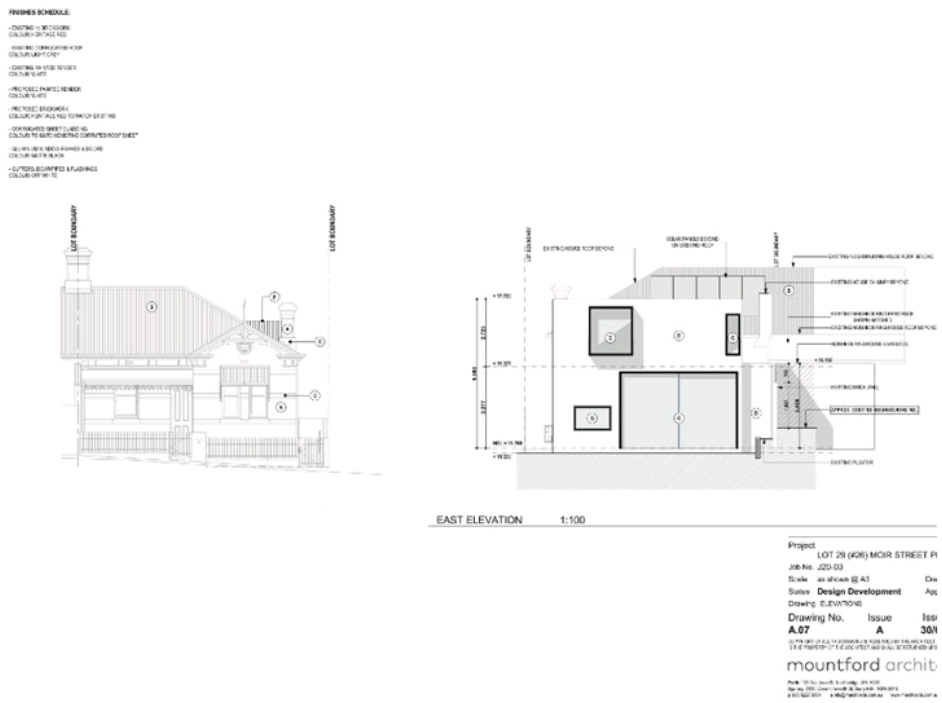

FIGURE 6: REAR ELEVATION AND STREET VIEW
Courtesy: Mountford Architects

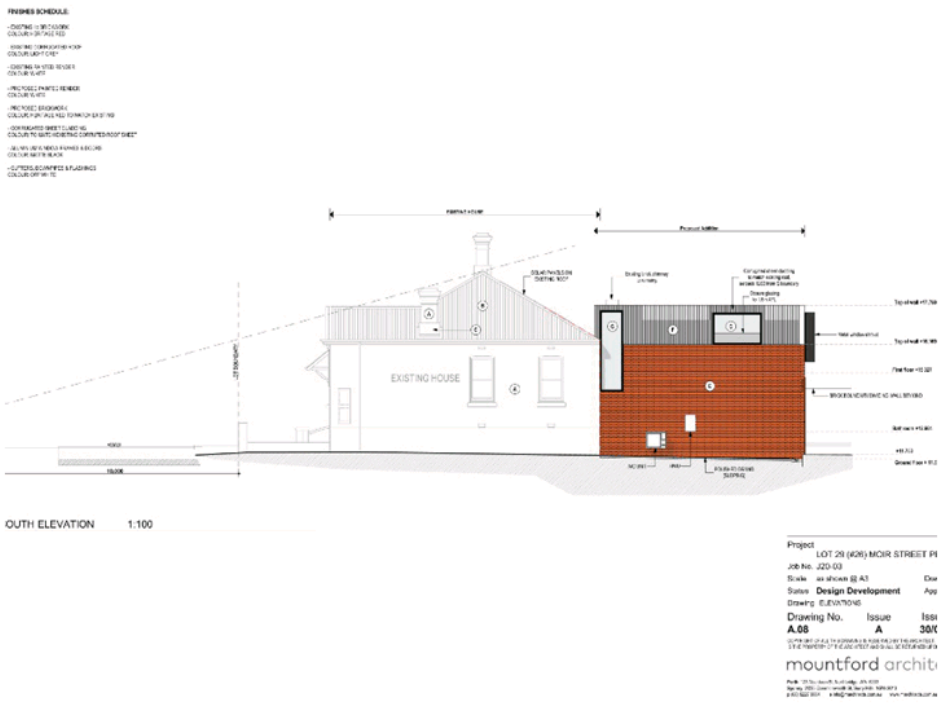

FIGURE 7: SIGHTLINE DRAWINGS
Courtesy: Mountford Architects

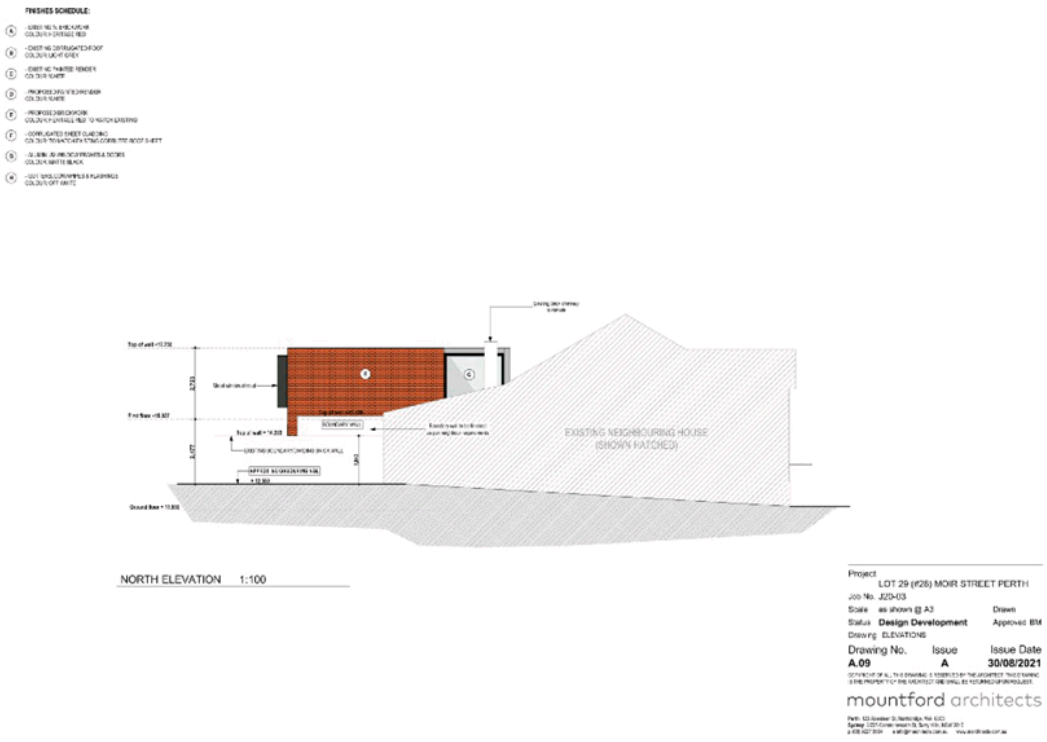

FIGURE 8: **PROPOSED NORTH ELEVATION**
Courtesy: Mountford Architects

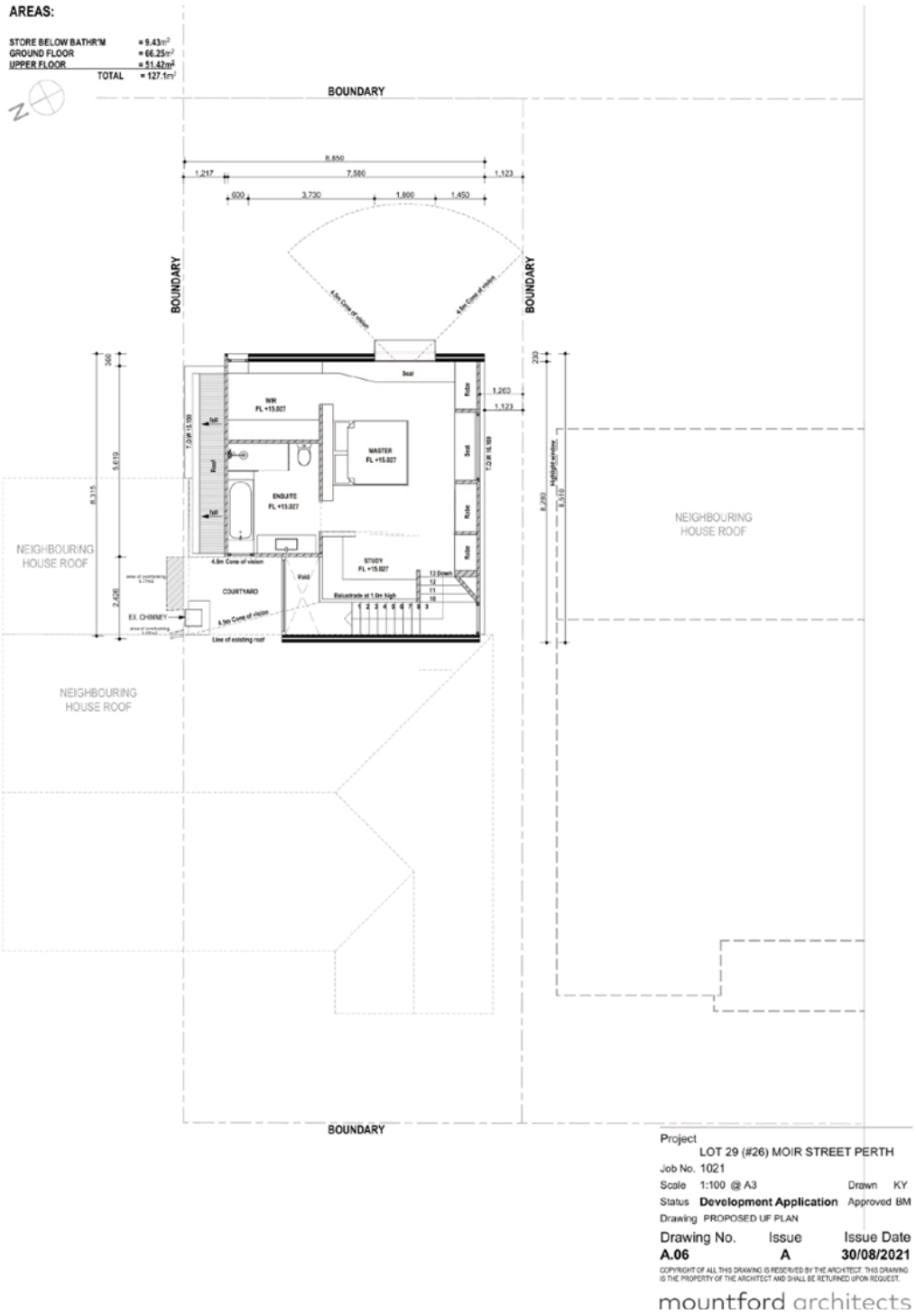

FIGURE 9: **PROPOSED UPPER FLOOR PLAN**
Courtesy: Mountford Architects

6. Assessment of Impact

The proposed two storey development at no. 26 Moir Street, Perth does not harm the heritage significance of the individual property or the special qualities of the heritage precinct.

Moir Street is an intimate street of small scale semi-detached cottages that present in a highly cohesive form. Following the recent restorations of a number of the houses, the street presents with a more highly intact aesthetic. Any alterations/additions to these properties should not erode the intactness of the streetscape or the significance of the properties either as an individual or a collective.

FIGURE 10: VIEW NORTH EAST ALONG MOIR STREET
Courtesy: Google Maps

FIGURE 11: VIEW SOUTH WEST ALONG MOIR STREET
Courtesy: Google Maps

City of Vincent Policy 7.6.1 Heritage Management - Development Guidelines for Heritage and Adjacent Properties

No. 26 Moir Street is subject to the provisions of City of Vincent's heritage policy which seeks to:

- Encourage the appropriate conservation and restoration of places listed on the City of Vincent Municipal Heritage Inventory (the Heritage List) in recognition of the distinct contribution they make to the character of the City of Vincent.
- Ensure that works, including conservation, alterations, additions and new development respect the cultural heritage significance associated with places listed on the City of Vincent Municipal Heritage Inventory.
- Promote and encourage urban and architectural design that serves to support and enhance the ongoing significance of heritage places.
- Ensure that the evolution of the City of Vincent provides the means for a sustainable and innovative process towards integrating older style buildings with new development.
- Complement the State Planning Policy No. 3.5 'Historic Heritage Conservation' and the City of Vincent Residential Design Elements Policy and other associated policies.

The policy establishes performance criteria for development to heritage places to ensure the heritage significance of a place is not harmed by inappropriate works. The following is a précis of the performance criteria and how the proposed development accords wth the requirements.

	Performance Criteria and Acceptable Development	Proposed Development
P1	Development should comply with the statement of significance and zones of significance identified in heritage assessments and report. Significant fabric should be conserved and adapted in a manner that protects the significant values.	The proposed development recognises that the individual house and the precinct as a whole is of identified heritage significance and seeks to retain the original house and significant fabric and spaces. The statement of significance recognises the integrity of the group of semi-detached residences along Moir and Brookman Streets, the modest scale of the houses and the homogeneity of the development. The proposed rear two storey addition does not impact on any of the value statements and retains the heritage significance of the individual house and the precinct as a whole. The original house is of primary significance which is recognised in the proposal as only minimal changes to the rear of the original house are being proposed to accomodate the new addition. The proposed addition does not harm the homogeneity of the street or precinct.

	Performance Criteria and Acceptable Development	Proposed Development
P2	Alterations and additions to places of heritage value should be respectful and compatible with existing fabric and should not alter or obscure fabric that contributes to the significance of the place. Additions should: • Not alter the original facade or roof pitch • Are clearly distinguishable from the original part of the heritage place • Are based on research that can identify the elements, detailing and finishes already used • Do not obscure an elements that contributes to significance • Maintain an existing vista or view lines to the principal facades of the heritage place • Are positioned and sized to ensure that the prominence of the significant elements are retained • An upper storey is sited and massed behind the main facade so that it is not visible from the street particularly in intact or consistent streetscapes • Openings in the principal facade of the addition should not be seen from the street or should be proportionally related to those in the heritage building.	The proposed development complies with these requirements. The original house is being retained, removing only the skillion roofed section at the rear containing the kitchen, bathroom and store. All the main rooms and internal planning of the original house will remain extant. The proposed development does not involve any alteration to any of the key elements of the house, the facade will not be altered and the roof line to the original house will remain intact. The proposal is for a two storey addition which is located to the rear of the house well set back from Moir Street. As a result only glimpsed views of the new addition will be available from the street which will not harm the significance of the streetscape or the collective value of the houses. The height of the addition is appropriate and reflects the scale of the existing house. The addition will be located below the height of the existing ridgeline of the house thereby minimising any impact of increased development. The proposed addition incorporates a flat mansard style roof which reduces the massing of the addition and does not compete with the traditional scale and form of the original house. Although the flat roof form is not a predominant roof form within the precinct, the alternative form provides a positive contrast and does not harm any of the documented heritage values of the precinct. The roof form also does not have an adverse impact on the significance of the original house. When viewed from the street, only a glimpse of the proposed south elevation of the new addition will be seen towards the rear of the original house. This glimpsed view will project slightly above the sloping plane of the south side of the original roof. The glimpsed view of the new south elevation does not impact on views of the original house or in anyway over dominate the existing house.

	Performance Criteria and Acceptable Development	Proposed Development
	Walls, roof and fences are complimentary to the heritage place in terms of materials, finishes, textures and paint colours and are appropriate to the architectural style.	The original house is of traditional red brick construction with rendered bands and corrugated metal roof. These materials are an essential aspect of the Federation era architecture and should be used to inform the material choice of any additional development. The proposed addition seeks to utilise a complementary palette of materials which has been informed by the original palette. The materials include: • Aluminium framed windows and doors in matte black • Heritage red face bricks • Corrugated metal sheet cladding to match colour of existing roof • White render The design of the addition is contemporary and makes a positive contrast between new and old. The material palette creates a seamless interface between the new addition and the original house whilst the contemporary form of the new allows for the work to be clearly read as new albeit being sympathetic to the old.
	Internal alterations	Alterations to the existing planform of the original house are not being proposed. The window to the existing living room will be retained and will look out into a new private courtyard and the existing doorway from the living area into the existing kitchen will be retained as the new connection between the existing house and the new addition.

	Performance Criteria and Acceptable Development	Proposed Development
P3	Demolition of a whole building of heritage significance, with Management Category A will not be supported. Partial demolition contained to parts that do not contribute to the heritage significance of the place may be supported if the demolition does not have a negative impact on the significant fabric of the place. Sufficient fabric is retained to ensure structural integrity during and after the development.	Only the skillion roofed rear section of the property is proposed for demolition. The demolition of this section of the house will have no adverse impact on the significance of the house or the precinct as a whole. The original design intent of the house will be clearly discernible and the majority of original significant fabric will be retained as part of the proposal.

The proposed development is in keeping with the above heritage policy adopted by City of Vincent. The proposed development also does not impact adversely on any of the value statements that form the adopted statement of significance associated with the entry of the precinct onto the State Register of Heritage Places.

The proposed development seeks to retain a significant house in a significant streetscape and precinct whilst allowing the owners to live a contemporary lifestyle. The way of life has changed since these houses were constructed at the end of the 19th century however these houses still make a valuable contribution to the current way of life.

The addition to 26 Moir Street is of a complementary contemporary style that has taken some design influence from the original house in terms of material palette and colours. The addition is of appropriate scale and massing and will not dominate the original house or have an adverse impact on the significance of the area. The addition will not be clearly seen from key views along Moir Street with only glimpses of the south elevation being seen above the existing roof.

The architectural expression of the new addition is refined and simple and does not seek to mimic any of the essential design characteristics of the original house. Whereas the original part of the house is a reflection of traditional architectural styles demonstrating a more simple way of life around the turn of the century, the addition is a reflection of modern architectural standards and clearly demonstrates how the new can sit comfortably with the old.

The significance of the precinct is undeniable. The sense of enclosure and intimacy created by the small scale developments lining a narrow road with pockets of green space to the front of the houses to soften the urban built form, and the strong sense of coherency and uniformity in the housing style and presentation is key to the essence of Moir Street and the precinct as a whole. The proposed two storey development does not impact on these qualities. The addition does not loom over the original part of the house. Apart from a glimpse of the south elevation, the new addition cannot be seen in views from the street, being tucked behind the original house. Glimpses of the rear elevation may be seen in views along Robinson Street but these will not harm the homogeneity of the precinct.

The proposed addition is located to the rear of the original house thereby retaining the majority of the footprint of the original house and the original roof form. The new roof abuts the existing roof in a vertical manner clearly demarcating the original roof form from the new work. Although the roof will present in two sections, the two contrasting roof forms will be tied together through use of the same

materials. The mansard section of the new roof will be clad in corrugated metal sheeting to match the roof of the existing house.

The form of the addition changes the presentation of the house at the rear however this change does not impact on the streetscape character and presentation. The addition does not over-dominate the subject house or neighbouring properties.

The assessment documentation prepared by Heritage Council in 2007 as part of the precinct's entry onto the state register determines that the identified cultural heritage values of the precinct are 'sustainable in the indefinite long-term, providing continued protection of the basic structures through planning controls and basic care and conservation are maintained'. The owners of the property have already demonstrated their commitment to conservation of the house by way of its recent restoration as part of the Moir Street project.

The assessment documentation also recognises that although some of the houses have been altered, they remain modest residences with the original design intent of the buildings remaining clearly evident. The current proposal for the rear addition does not change this. The design intent of the original house remains clearly evident. The base plan, as described in the assessment documentation, has been retained and will not be altered as a result of this proposal. The rear skillion section will be removed and whilst this reflected the original design of the building the loss of this section does not adversely harm the integrity of the building as a whole. The loss of a small section of the original house and an appropriately designed new addition enables the house to continuing functioning as a family home long into the future.

Lodged Development Plans

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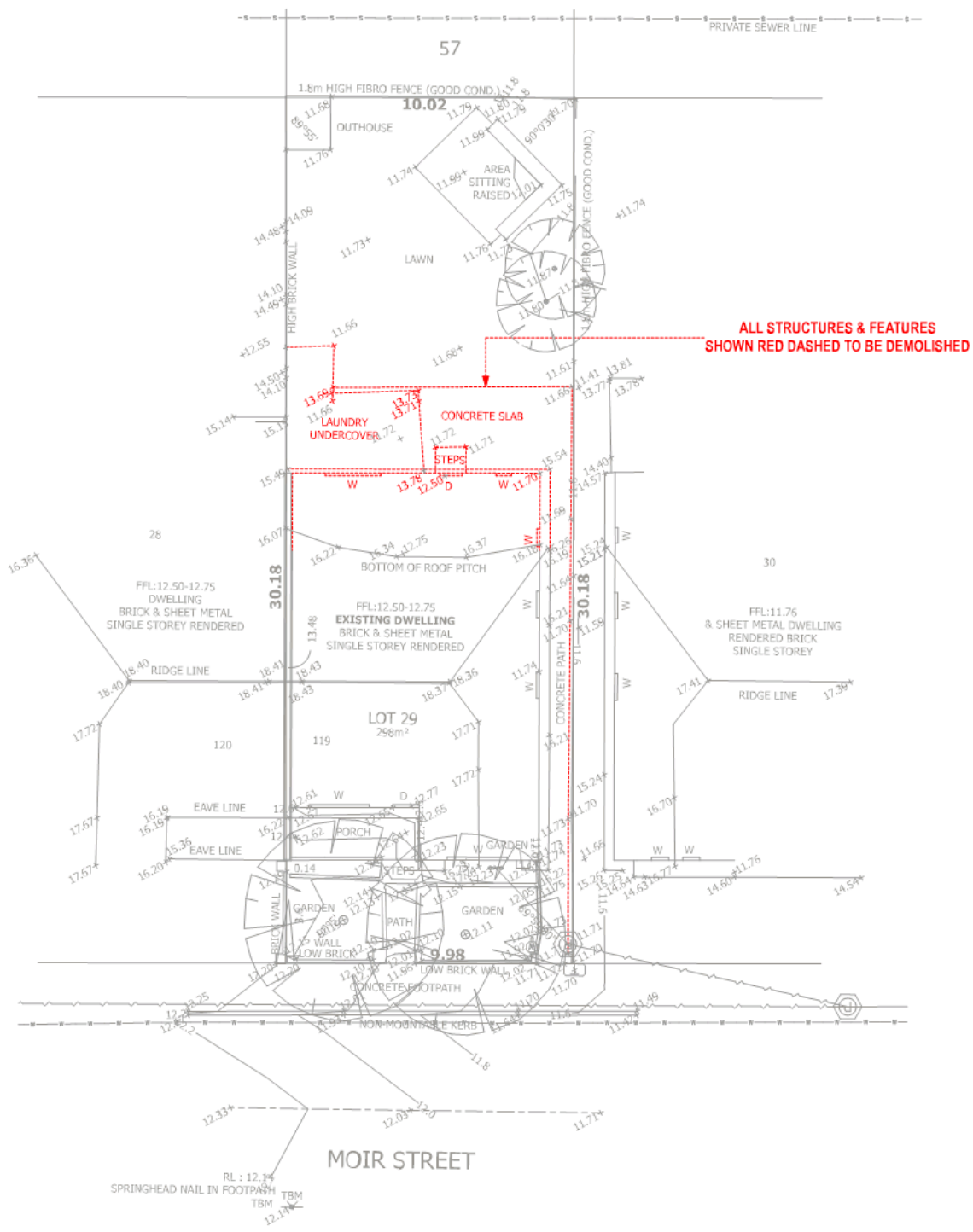

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H	AMENDED DA DRAWINGS	19/02/2021

TITLE: DEMO SITE PLAN
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.: J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.01
REV.: H

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AREAS:

BASEMENT	= 17.91m²
GROUND FLOOR	= 61.81m²
UPPER FLOOR	= 50.64m²
TOTAL	= 130.36m²

OVERSHADOWING CALCULATIONS:
(MIDDAY 21st JUNE)

SOUTH-WEST NEIGHBOURING LOT No. = 30
SOUTH-WEST NEIGHBOURING LOT AREA = 305m2

SHADOW CAST AREA = 54.07m2
SHADOW CAST PERCENTAGE = 17.73%

OVERSHADOWING NOTES:
- MAJORITY OF EXISTING AND ADDITIONAL OVERSHADOWING IS CAST OVER THE NEIGHBOURING EXISTING DWELLING ROOF.

Lodged Development Plans

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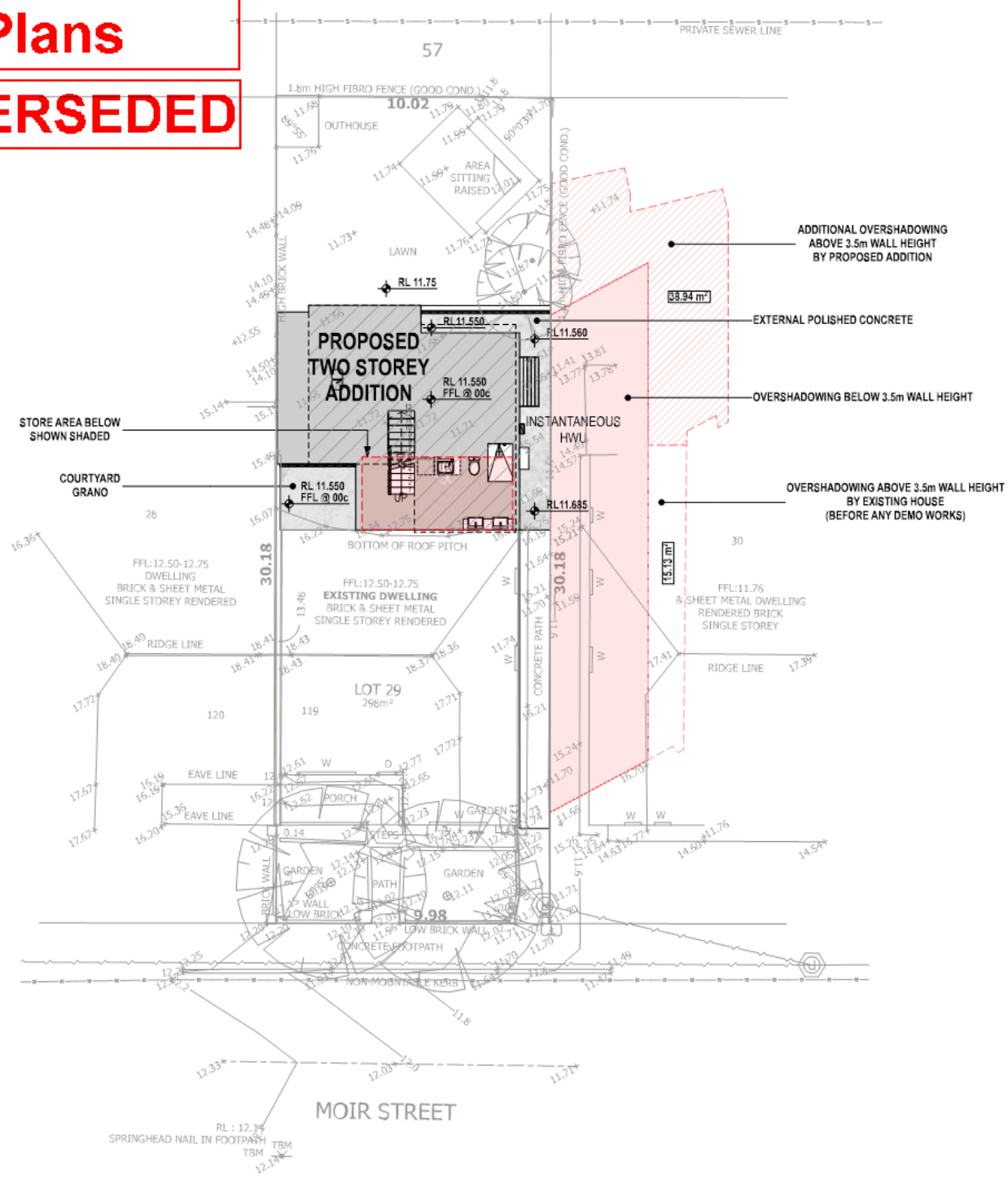

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H	AMENDED DA DRAWINGS	19/02/2021

TITLE: PROPOSED SITE PLAN
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.: J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.02
REV.: H

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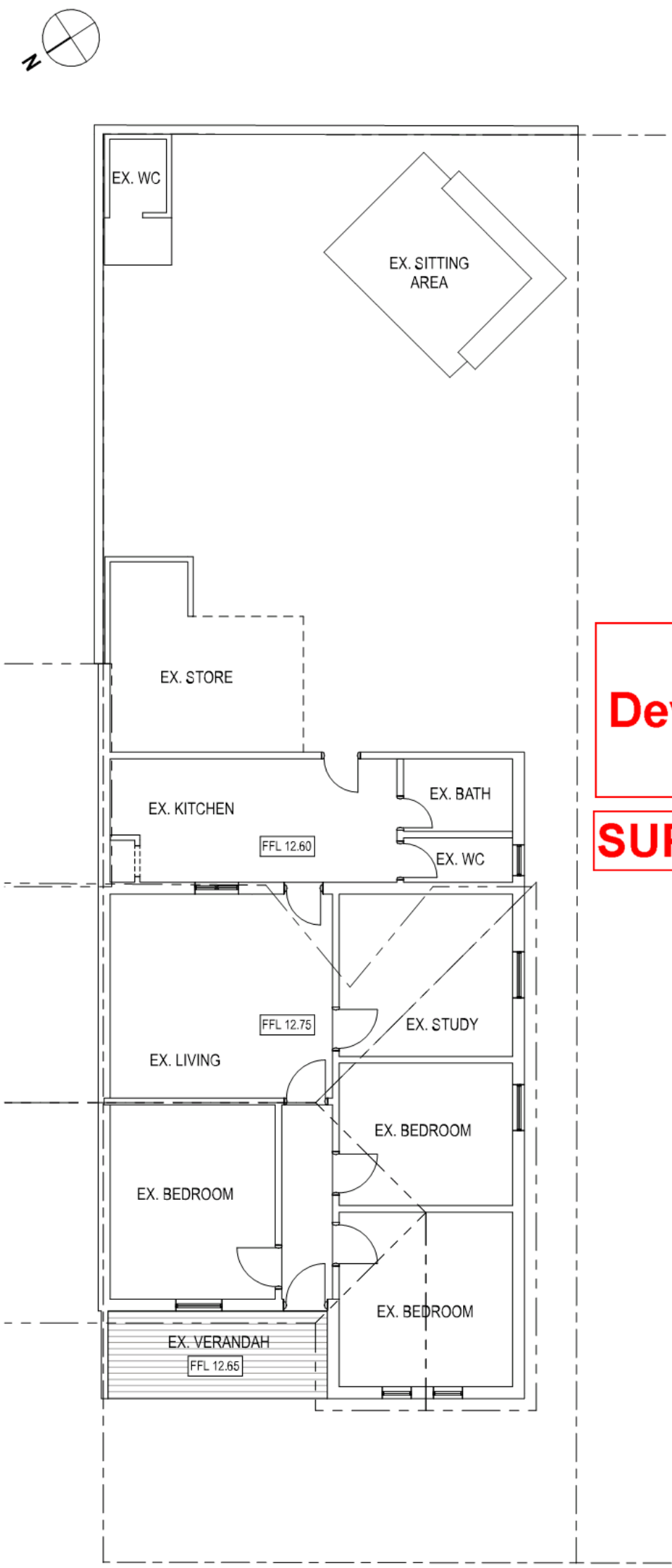

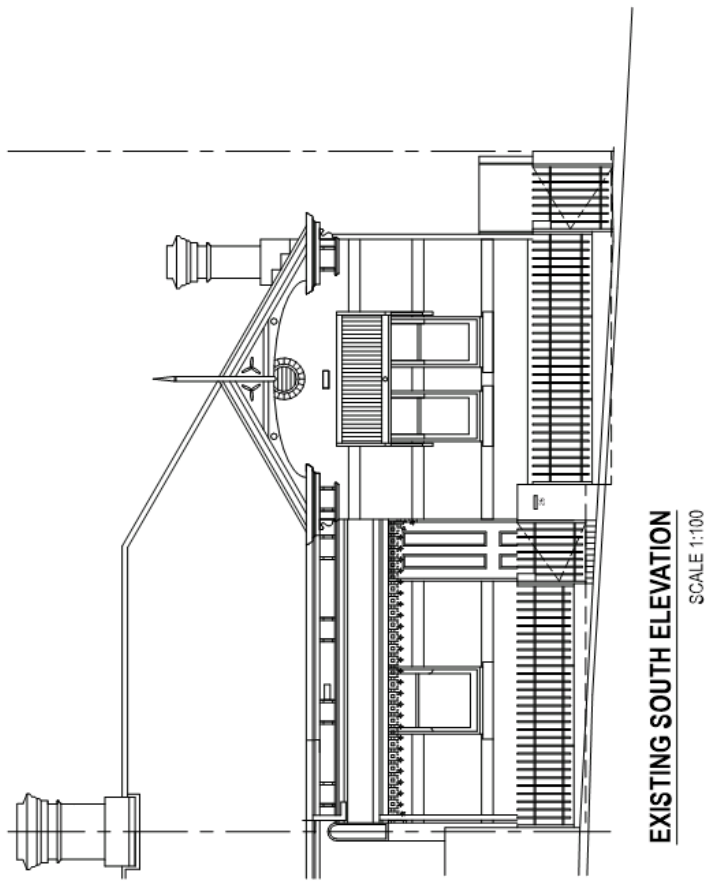

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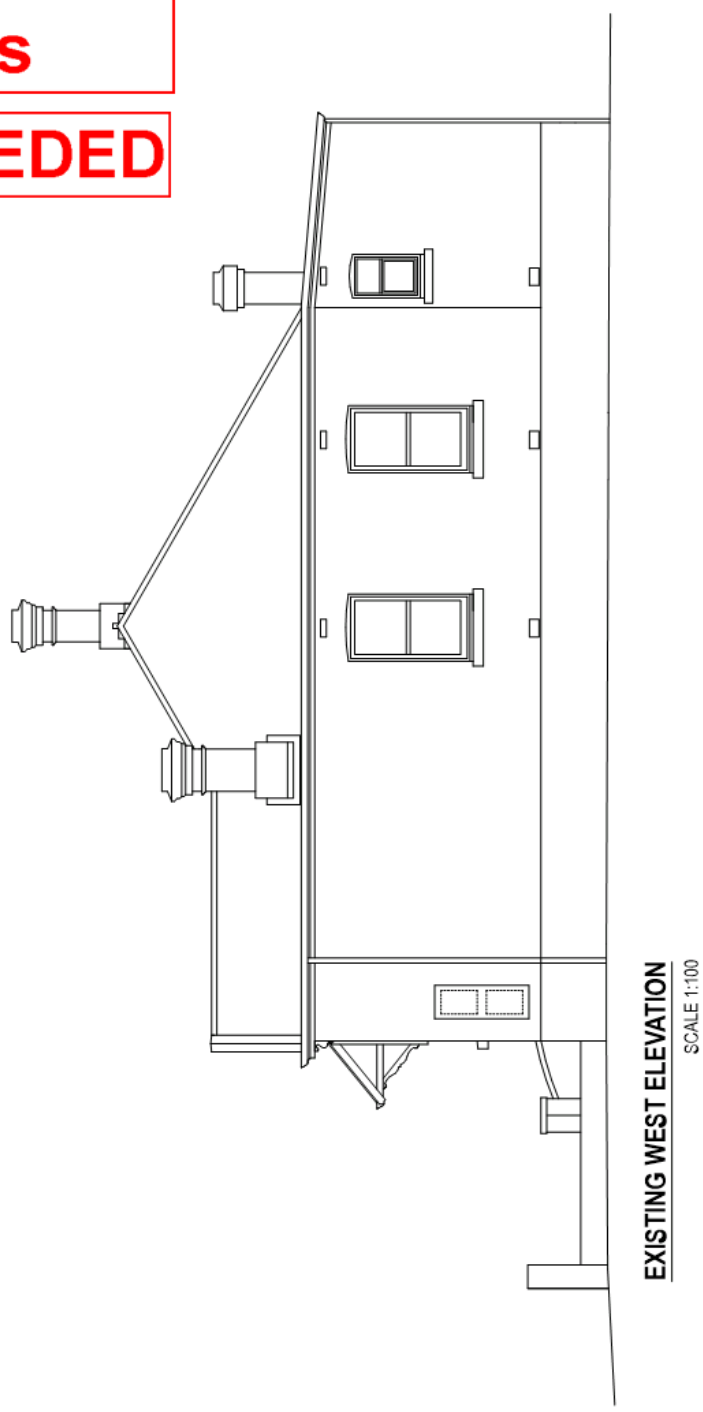

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E - G	ISSUED FOR DEVELOPMENT APPLICATION	03/11/2020
H	AMENDED DA DRAWINGS	19/02/2021

TITLE: EXISTING
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT

JOB No. J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.03
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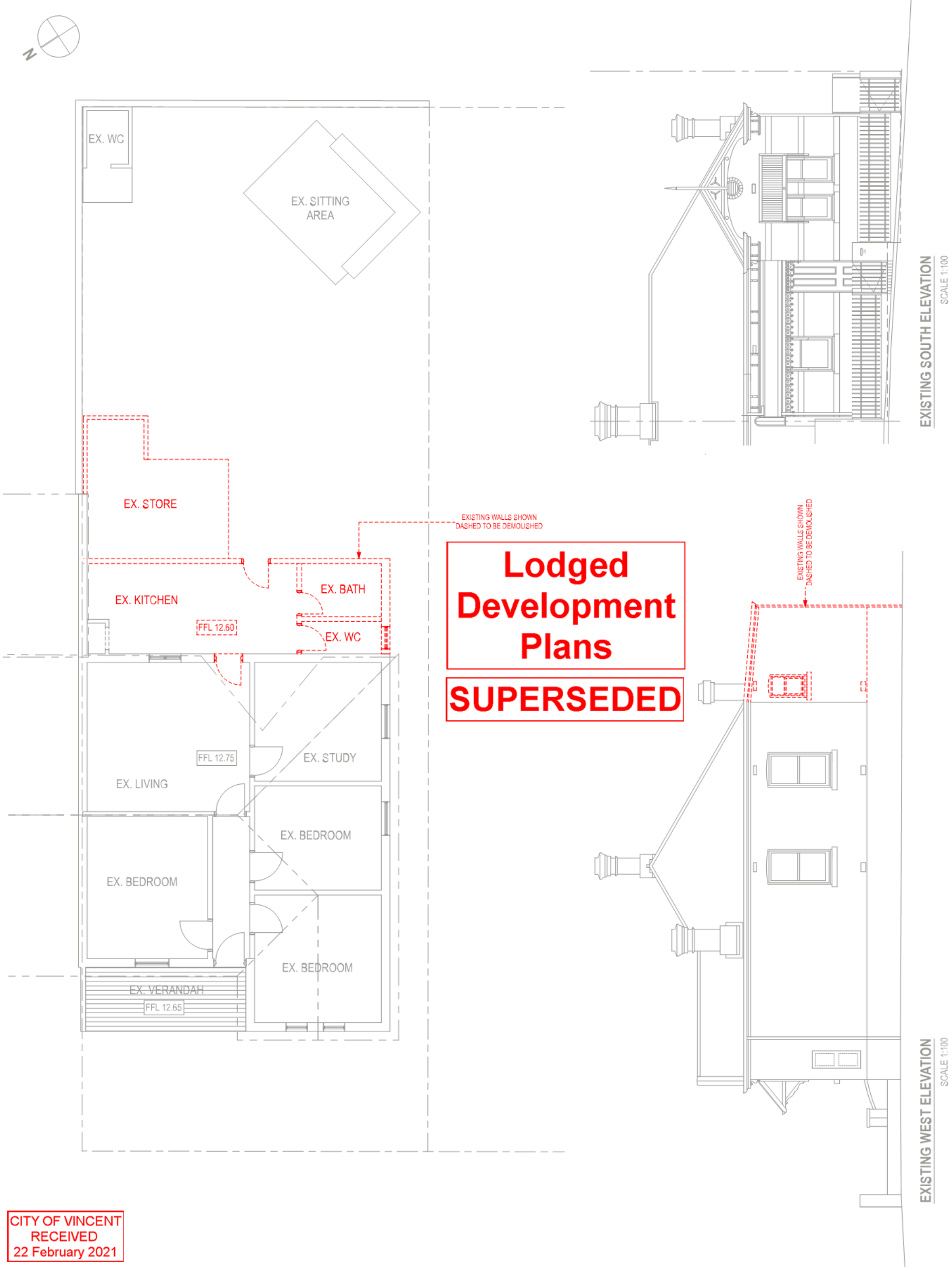

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H	AMENDED DA DRAWINGS	19/02/2021

TITLE: DEMO PLAN
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.: J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.04
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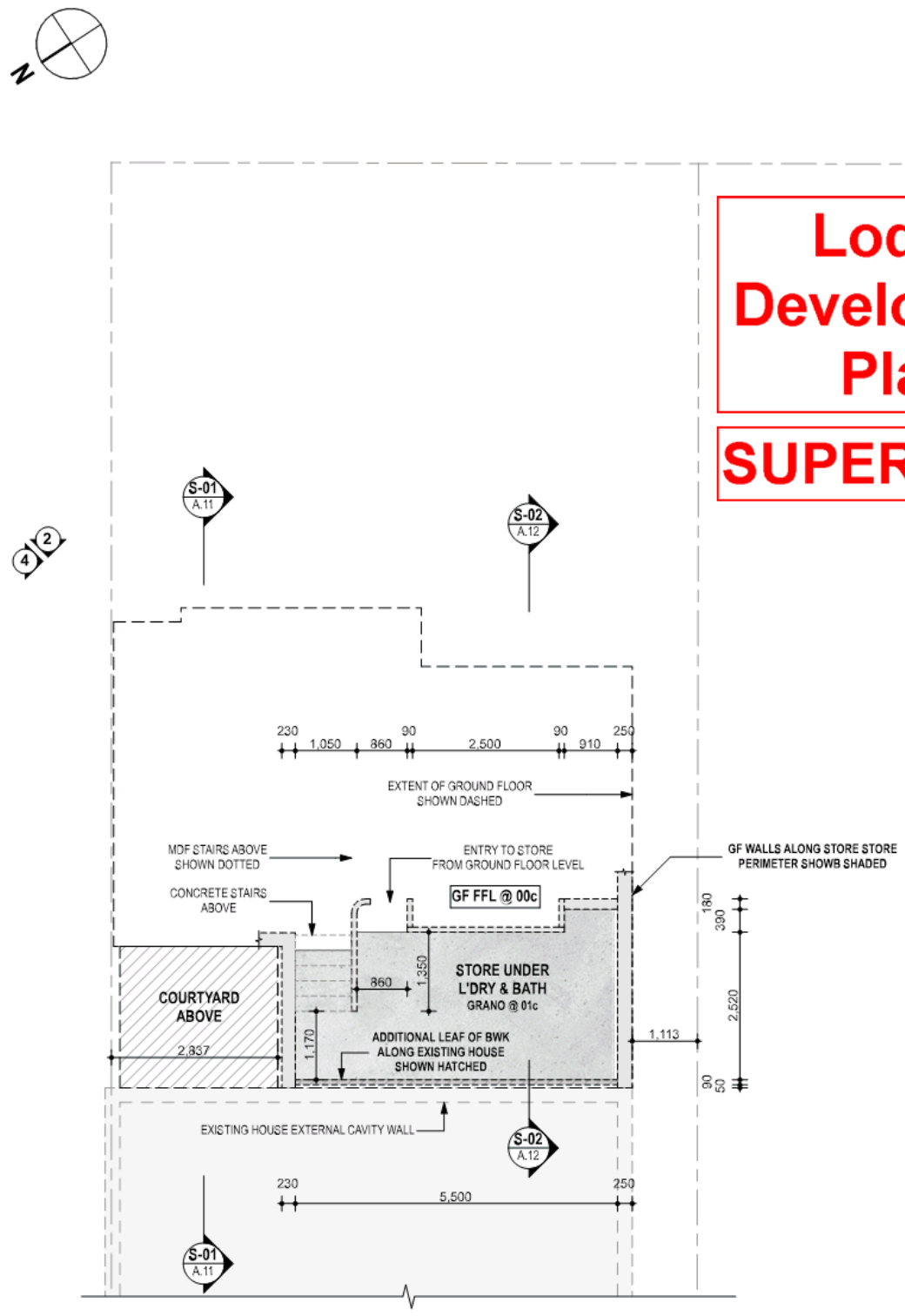
AREAS:

BASEMENT	= 17.91m²
GROUND FLOOR	= 61.81m²
UPPER FLOOR	= 50.64m²
TOTAL	= 130.36m²



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E - G	ISSUED FOR DEVELOPMENT APPLICATION	03/11/2020
H	AMENDED DA DRAWINGS	19/02/2021

TITLE: PROPOSED BASEMENT PLAN
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.: J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.05
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AREAS:

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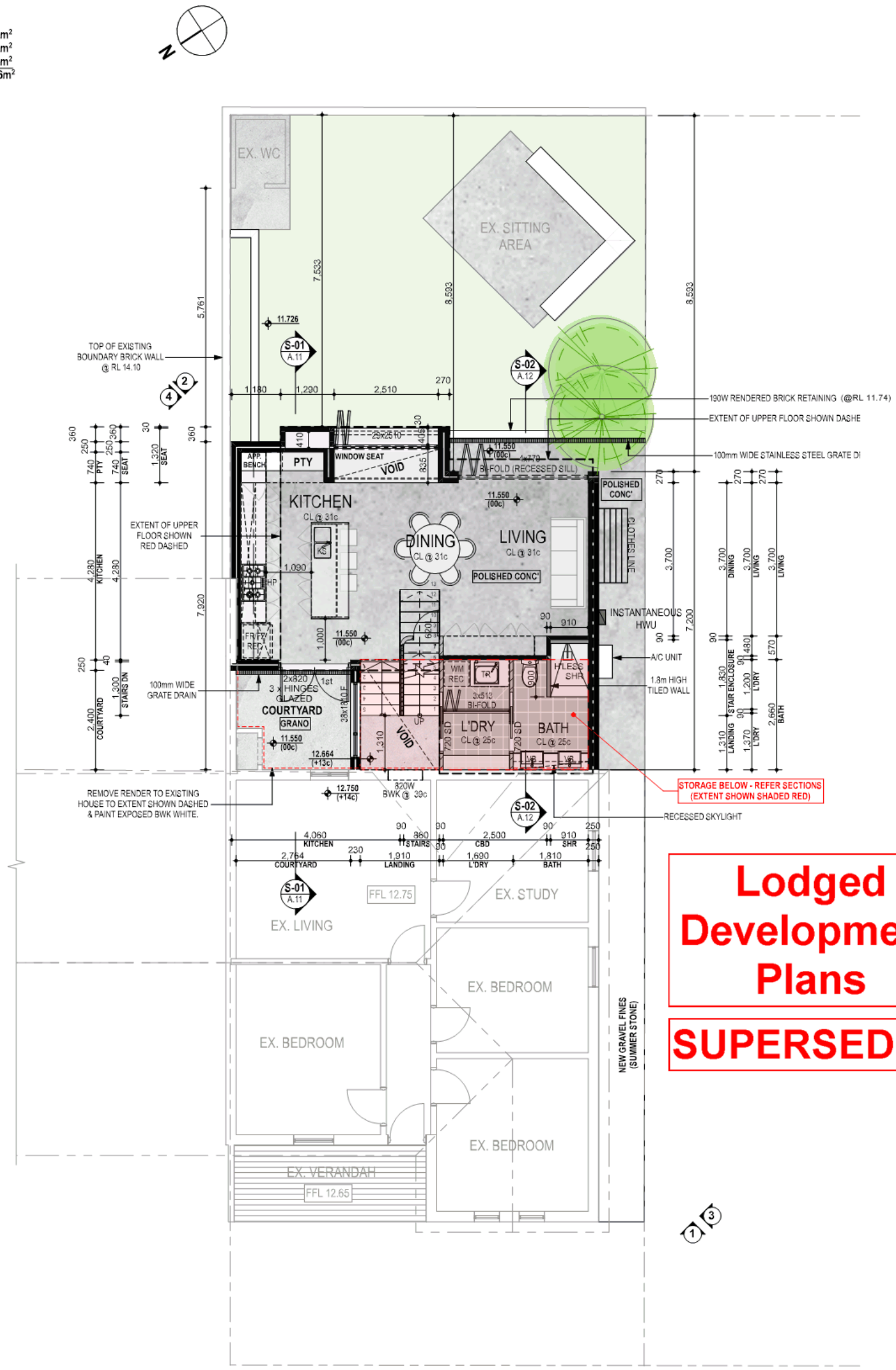
GROUND FLOOR	= 61.81m²
UPPER FLOOR	= 50.64m²
TOTAL	= 130.36m²



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H	AMENDED DA DRAWINGS	19/02/2021

TITLE: PROPOSED GF PLAN
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.: J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.06
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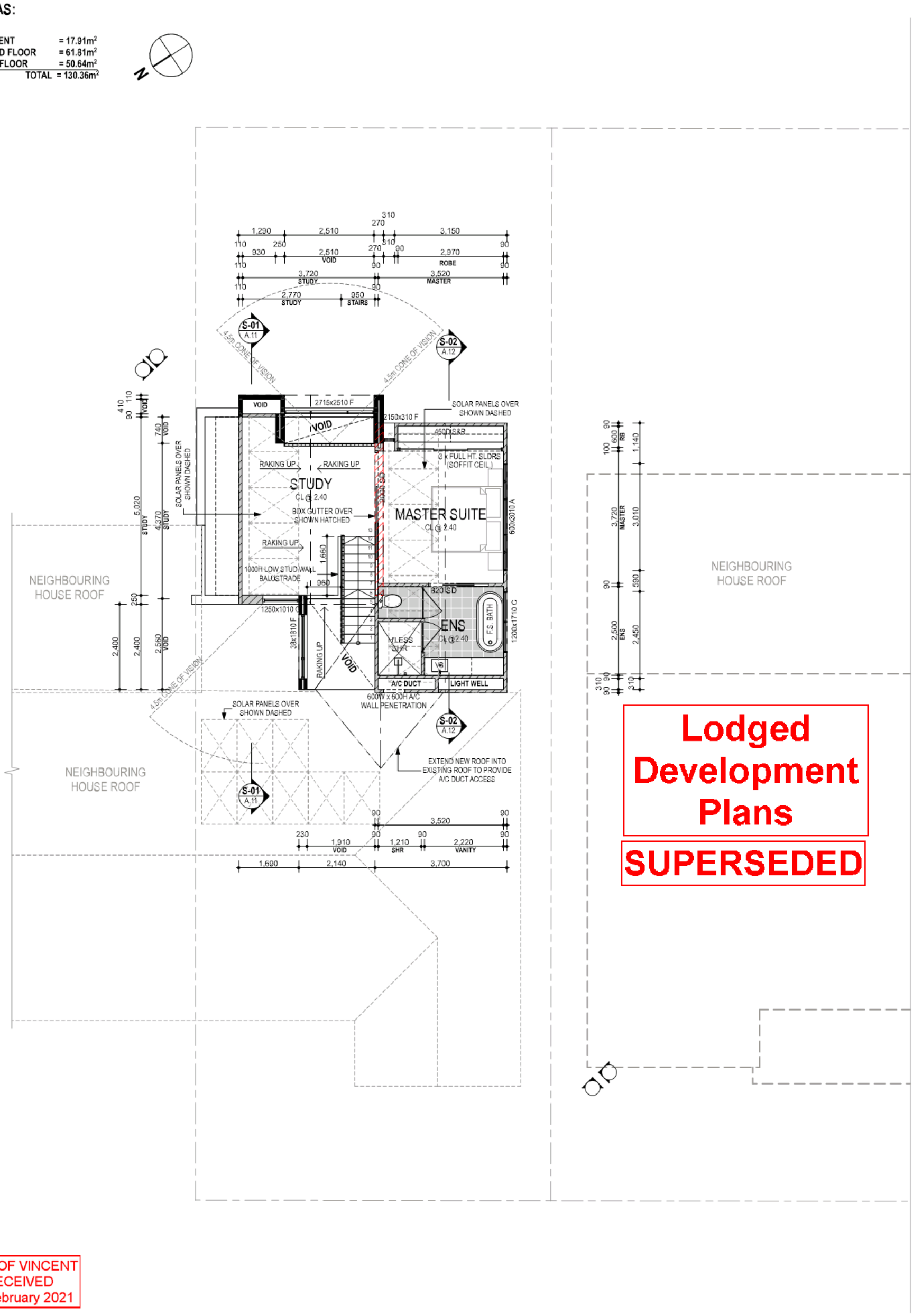

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H	AMENDED DA DRAWINGS	19/02/2021

TITLE: PROPOSED UF PLAN
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.
SIZE: ISO A3
SCALE: 1:100
SHEET: A.07
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FINISHES SCHEDULE:

- (A) - EXISTING 1c BRICKWORK
  COLOUR: HERITAGE RED
- (B) - EXISTING CORRUGATED ROOF
  COLOUR: LIGHT GREY
- (C) - EXISTING PAINTED RENDER
  COLOUR: WHITE
- (D) - 1c BRICKWORK
  COLOUR: WHITE WITH WHITE MORTAR JOINS
- (E) - 1c BRICKWORK
  COLOUR: RED TUMBLED EDGE BRICKS WITH WHITE WASH
- (F) - CFC VERTICAL 400 WIDE AXON CLADDING
  COLOUR: OFF WHITE
- (G) - ALUMINIUM WINDOW FRAMES & DOORS
  COLOUR: MATTE BLACK
- (H) - GUTTERS, DOWNPIPES & FLASHINGS
  COLOUR: OFF WHITE
- (I) - COLORBOND ROOF COVER
  COLOUR: OFF WHITE

Lodged Development Plans

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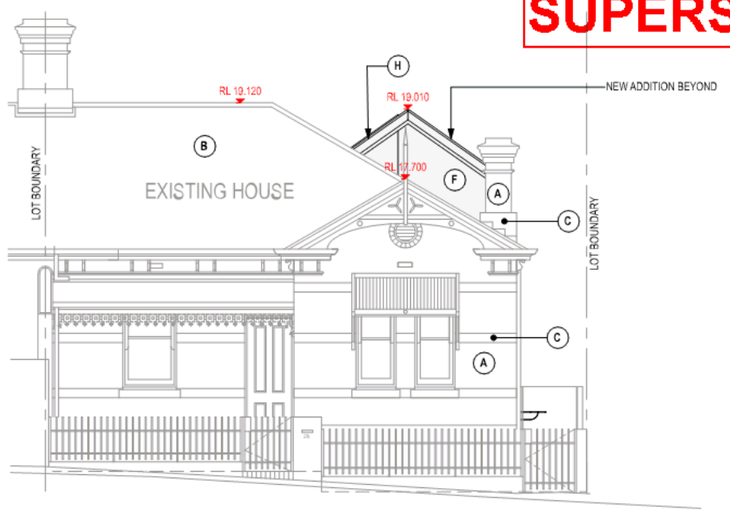

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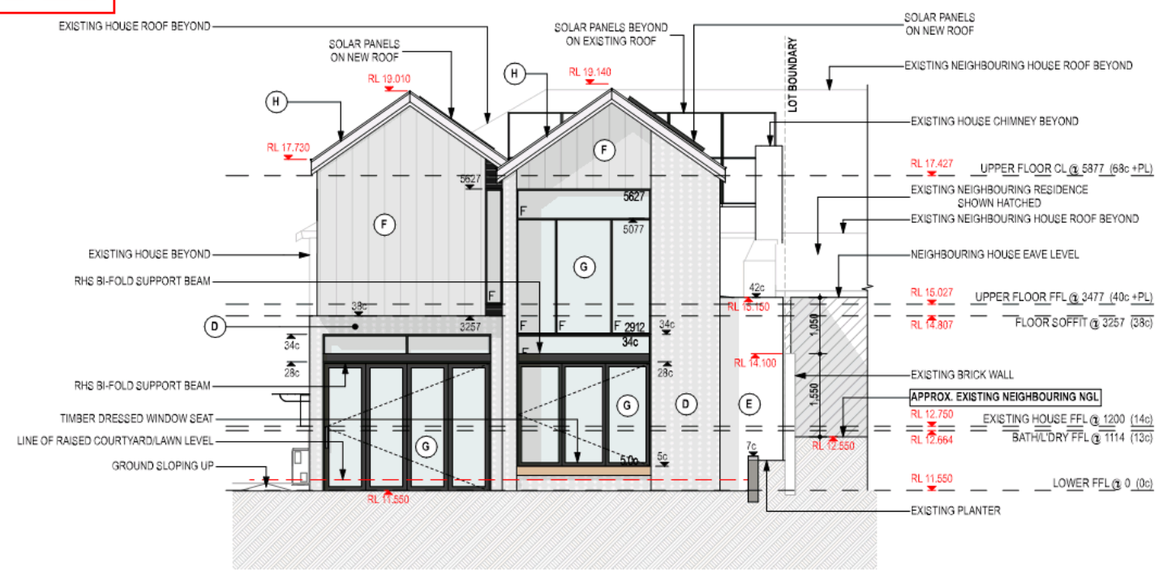

2 A.06 ELEVATION 1:100

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H	AMENDED DA DRAWINGS	19/02/2021

TITLE: ELEVATIONS
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.: J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.08
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- (C) - EXISTING PAINTED RENDER
  COLOUR: WHITE
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  COLOUR: WHITE WITH WHITE MORTAR JOINS
- (E) - 1c BRICKWORK
  COLOUR: RED TUMBLED EDGE BRICKS WITH WHITE WASH
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  COLOUR: OFF WHITE
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  COLOUR: OFF WHITE

Lodged Development Plans

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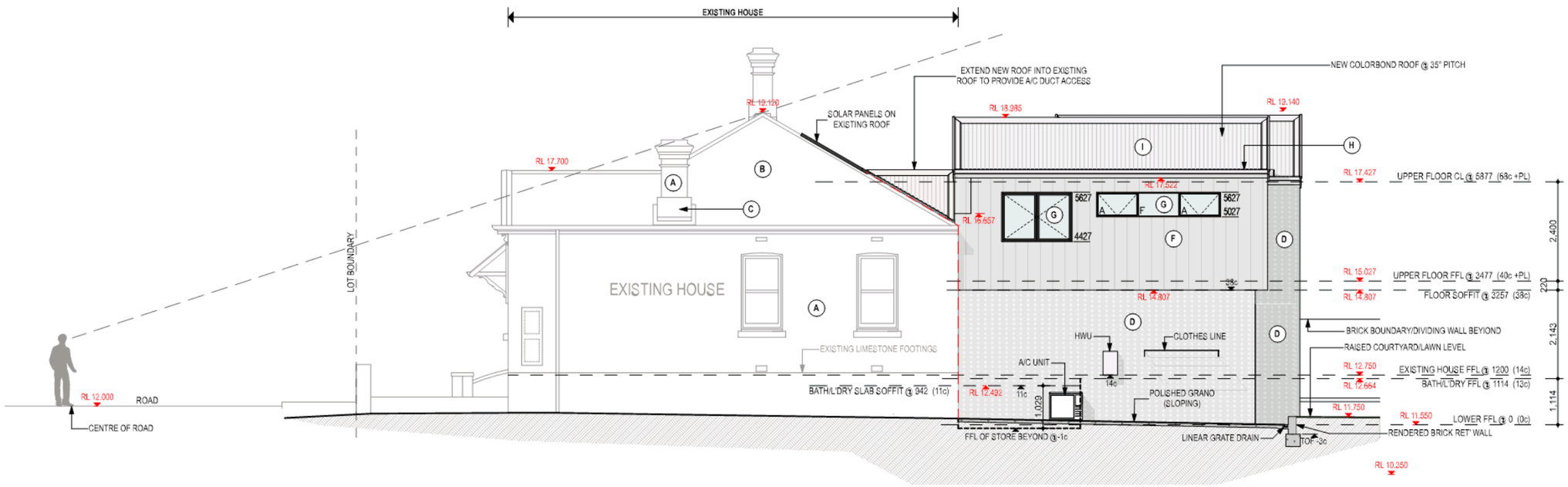

3 A.06 ELEVATION
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TITLE: ELEVATIONS
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
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  COLOUR: OFF WHITE

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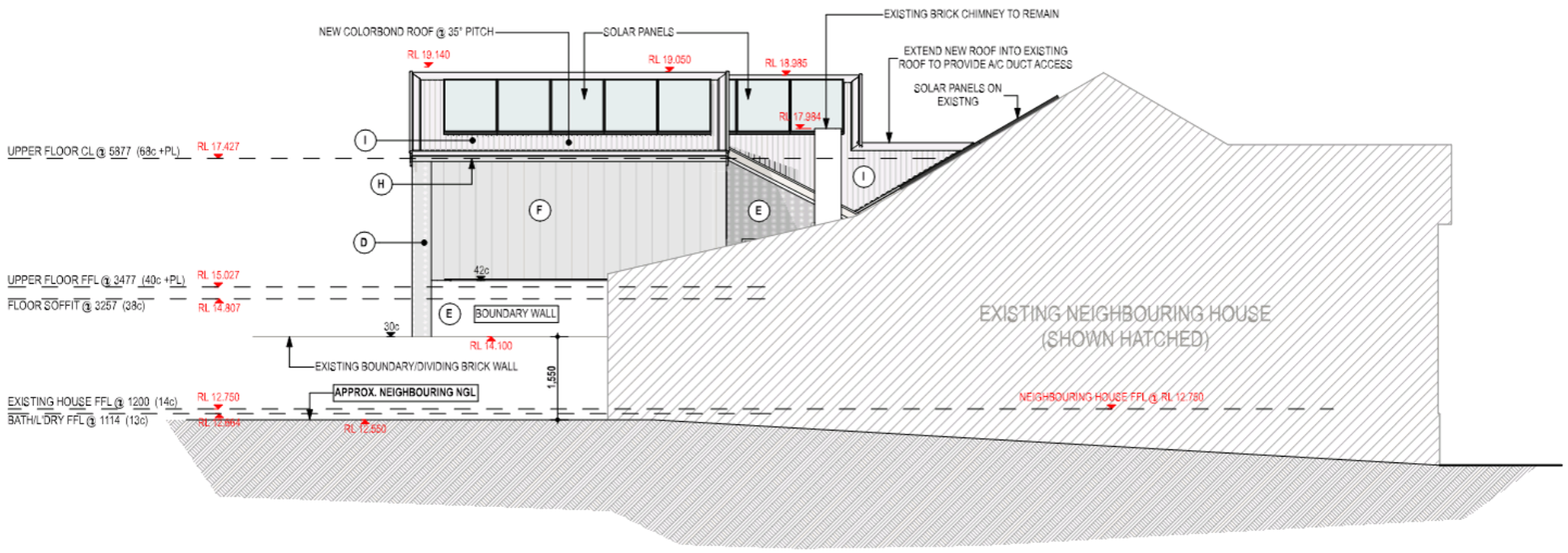

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TITLE: ELEVATIONS
CLIENT: A. STEWART
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SHIRE: CITY OF VINCENT
JOB No. J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.10
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TITLE: PERSPECTIVE
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT

JOB No. J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.13
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C	REVISED CONCEPT DESIGN	20/05/2020
D	REVISED CONCEPT DESIGN	02/07/2020
E - G	ISSUED FOR DEVELOPMENT APPLICATION	03/11/2020
H	AMENDED DA DRAWINGS	19/02/2021

TITLE: PERSPECTIVE
CLIENT: A. STEWART
ADDRESS: LOT 29 (#26) MOIR STREET PERTH
SHIRE: CITY OF VINCENT
JOB No.: J20-03
SIZE: ISO A3
SCALE: 1:100
SHEET: A.14
REV: H

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REV	REVISION	DATE
A	CONCEPT DESIGN	28/02/2020
B	REVISED CONCEPT DESIGN	21/04/2020
C	REVISED CONCEPT DESIGN	20/05/2020
D	REVISED CONCEPT DESIGN	02/07/2020
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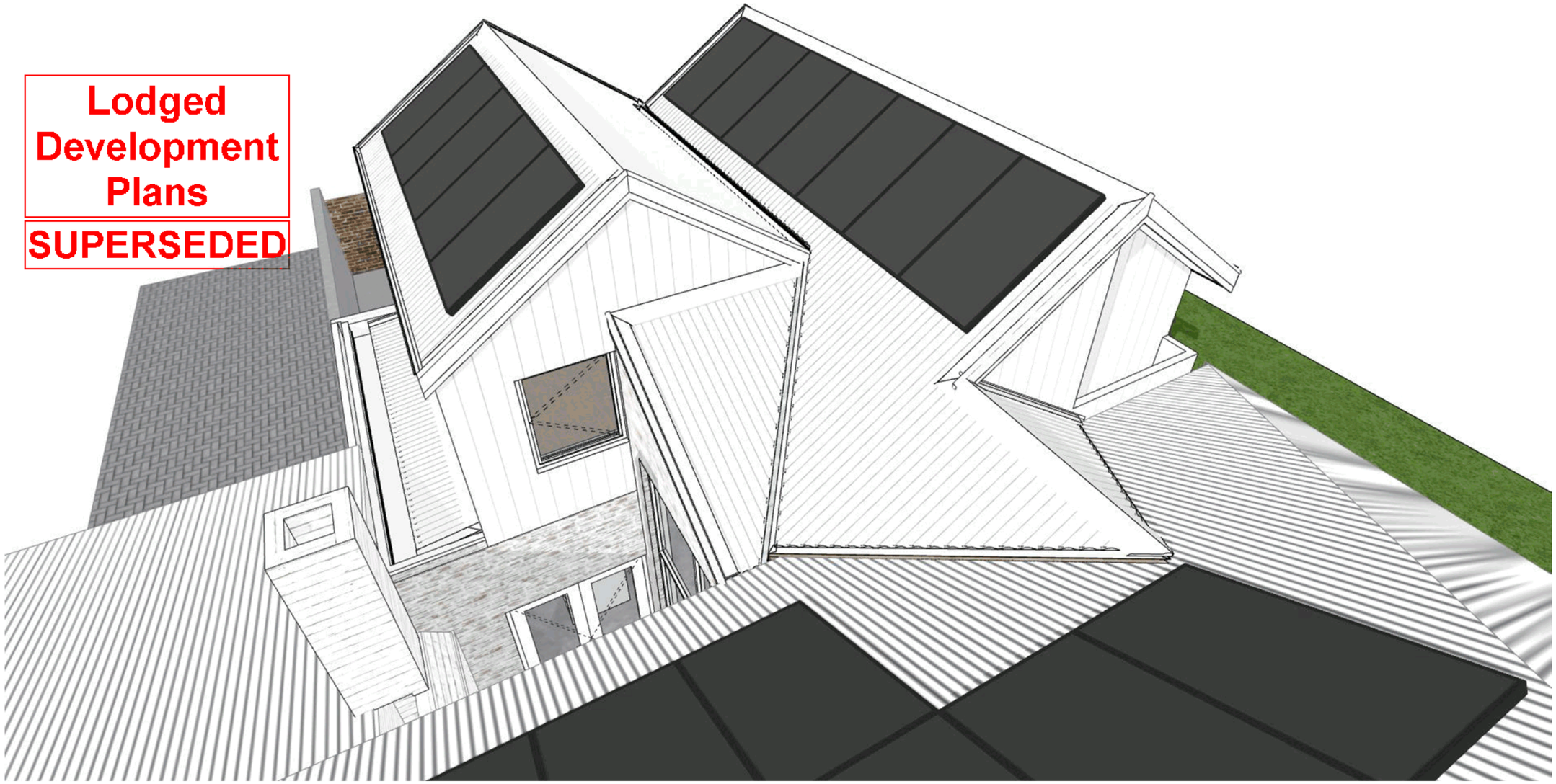

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SIZE: ISO A3
SCALE: 1:100
SHEET: A.21
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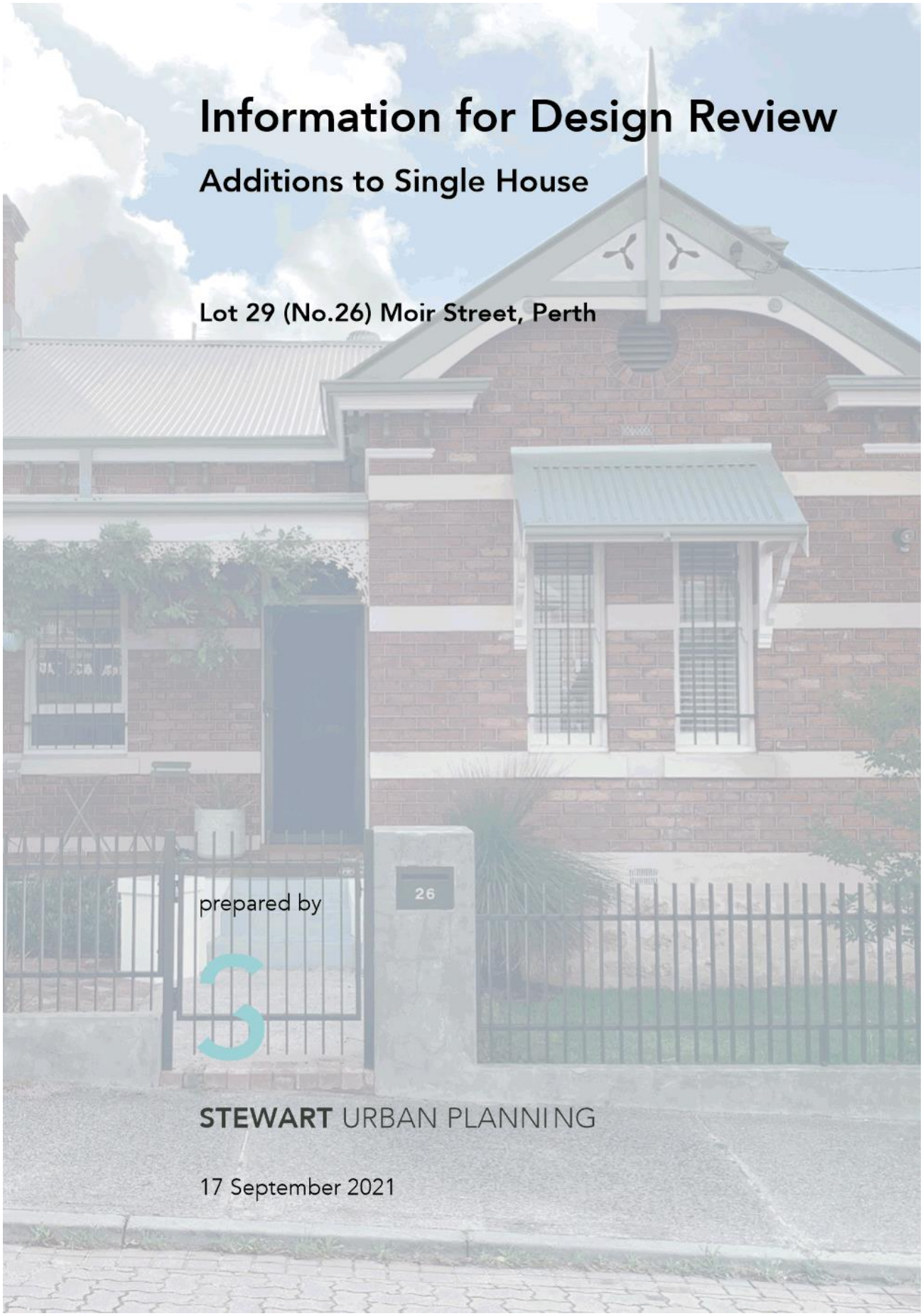


Information for Design Review

Additions to Single House

Lot 29 (No.26) Moir Street, Perth

prepared by

STEWART URBAN PLANNING

17 September 2021

Brookman and Moir Streets Development Guidelines

Intent of the Guidelines

The Guidelines seek to achieve a balance between development and conservation.

Aims of the Guidelines

The aim of these Guidelines is to retain and enhance the significant and distinctive qualities and unified character of the Brookman and Moir Streets area. ***It is also intended that these Guidelines will assist owners who wish to upgrade their residences to accommodate modern living requirements, to extend them when required and to effectively conserve them****.*

The streetscape reflects over one hundred years of history. ***However, these Guidelines are not intended to encourage reproduction of style of streetscape, but rather, to manage change so that its significant qualities endure****.*

It is intended that all dwellings in the Brookman and Moir Streets area be retained and that remaining original planning and features be retained and conserved. Alterations and extensions to places will retain these features and qualities.

The bold text above demonstrates the intent of the Guidelines is not to preclude development, but to ensure it achieves a balance with heritage conservation.

In this regard, one of the Objectives of the Guidelines states:

To allow alterations and additions to interpret the heritage significance of the dwellings in a ***contemporary design approach****, ensuring consideration is given to the existing built form, context of the streetscape, roof form, and public domain and building proportion in the new building design*

Criteria

The Guidelines contain the following types of controls:

Essential Controls*: are aimed at preserving the Brookman and Moir Streets area, as a whole and ensuring its integrity and these controls are not flexible.*

Discretionary Controls*: allow certain alterations to be made, provided it can be demonstrated that the application of the control will result in a good conservation outcome and be in harmony with the Brookman and Moir Streets area.*

Encouragement*: is a set of information that would assist in enhancing individual properties and the Brookman and Moir Streets area as a whole.*

Advice*: is offered as to the manner in which improvements can be made.*

Conservation Works

Overview

Extensive conservation works to the front of the dwelling were undertaken in 2018, with the assistance of match funding from the State Heritage Office.

Removal of render from the front and side facades, restoration of brickwork and limestone footings, reinstatement of timber windows and awning, replacement of the concrete verandah with timber boards, reinstatement of decorative features to gable and verandah, reinstatement of front door and hopper window, new roof sheeting to verandah, and restoration of rear outbuilding.

The works were carried out by specialist heritage builders in accordance with plans and specifications prepared by a heritage architect. The conservation works were undertaken in accordance with the Brookman and Moir Street Design Guidelines, with match-funding provided by the State Heritage Office and City of Vincent.

Photographs

26 Moir Street Conservation Works (before)

26 Moir Street Conservation Works (removal of obtrusive elements)

26 Moir Street Conservation Works (reinstatement of original features)

26 Moir Street Conservation Works (completion)

Guidelines Assessment - Conservation Works

The completed Conservation Works satisfy all relevant Essential Controls under the Guidelines, as summarised below.

ITEM	ESSENTIAL CONTROLS	ENCOURAGED
Roofs ✓	Roof Pitches visible from the street must match the existing roof pitches	The reconstruction of missing gable fretwork, finials and other details to match authentic existing examples. Western Red Cedar is the best timber for this work.
External Walls ✓	Remaining original features must be retained and conserved.	Removal of rendered walls.
Front Verandah ✓	The open verandahs and decorative features must be retained and conserved in their original form where they still exist.	The reinstatement of timber floors, the reduction of garden levels and reinstatement of steps is encouraged
Windows ✓	The retention of all original timber window features, including single-pane double hung sashes and sun hoods must be retained.	Where window openings have been enlarged or made smaller, the reinstatement of the original openings and opening treatments is encouraged.
Front Door & Hopper ✓	All original four-panel timber doors must be retained. Hopper lights shall not be removed.	Where doors have been removed and replaced, the reinstatement of a door, to match the original design, is encouraged.
Chimneys ✓	All original brick chimneys must be retained.	
External Decorative Details ✓	All original decorative details must be retained.	Where decorative details have been completely altered or removed, their reinstatement to the original detail is encouraged.
Front Fences ✓	Brick fences above 750 millimetres will not be permitted. Open fences will not be permitted above 1.2 metres.	Open fences are desirable and, while traditional patterns are encouraged, other open picket and palisade fences may be acceptable
Front Gardens ✓		Traditional lawn, flowerbed and shrub or cottage gardens are encouraged.
Car Parking ✓	Garages and carports will not be permitted within the front setback of the area. On-site vehicle parking in the front setback is prohibited.	
Rear Water Closets ✓	Rear water closets must be conserved and permission to demolish will only be given in exceptional circumstances.	

Guidelines Assessment - Internal Planning

The Guidelines state:

> *The original house plan has five principal rooms under the pitched roof and then a series of spaces under a skillion roof of the rear verandah. Many houses retain the essential elements of this plan and many of the features.* ***The five front rooms and corridor of the house are an integral historical form under the original pitched roof.***

Section 3 of the Guidelines indicates that the *"remaining original planning and fabric of these [front] rooms should be retained and conserved and adapted only as much as is necessary and as little as possible."*

The Guidelines do not contain any Essential Controls for the Internal Planning of the original house, only Discretionary Controls and Encouragement, as follows:

ITEM	DISCRETIONARY	ENCOURAGED
Internal Planning ✓	The original five front rooms and corridor of the plan form should be retained as well as any original features, such as fireplaces and doors. Where change has already occurred, there will be no requirement to reinstate the plan form.	Reinstatement of missing walls, fireplaces and the like is encouraged, where the evidence for reinstatement will allow this to occur in the proper manner.

Many of the houses have been modified by removing internal walls to create larger living spaces or a bathroom / en-suite to meet modern day living needs. Where this has occurred, it reduces the need to build an addition to accommodate (for example) modern bathroom facilities or open-planned living spaces reflective of contemporary lifestyles (i.e. combined kitchen / living area with direct access to an outdoor area).

In the case of 26 Moir Street, all five of the original rooms remain intact with no internal walls having been removed. Original floors and internal doors also remain. This results in five independent rooms that can be used for a limited range of purposes such as bedrooms, study, play room or a small living area separate to the kitchen.

Whilst there are no Essential Controls, and whilst tempting to remove internal walls to achieve more functional spaces and amenities, we wish to fulfil the intent of the Guidelines and retain the original five rooms intact.

This necessitates the construction of a rear addition to create a contemporary living environment suitable for a small family, such as an open-planned kitchen / living space that is connected to the rear garden (noting also that the existing finished floor level of the dwelling is 1 metre higher than the rear garden).

Accordingly, there is a nexus between the internal planning of the original dwelling and the proposed additions.

3

Proposed Rear Additions

Guidelines Assessment – Demolition

The Guidelines state:

> *The retention of the original house and many features is essential, and entire demolition of dwellings will not be permitted.*

The Guidelines contain the following Essential and Discretionary Controls.

ITEM	ESSENTIAL	DISCRETIONARY
Demolition ✓	Entire demolition of dwellings will not be permitted.	Partial demolition of dwelling will only be considered in exceptional circumstances.

The Guidelines do not contain any Essential Controls mandating the retention of the rear skillion, including the wash-house and store. Section 3 of the Guidelines states:

> *Original external features within the 'additions zone' (refer to Figure 3), such as the rear skillion additions are **not** intended to be retained or conserved.*

Figure 3 encourages (but does not mandate) retention of the wash-house and store if intact. By way of example, a recent addition to No.18 Moir Street (2017) involved the demolition of the entire rear skillion and replacement with a new addition.

No.18 Moir Street Prior to Demolition of Rear Skillion (June 2017)

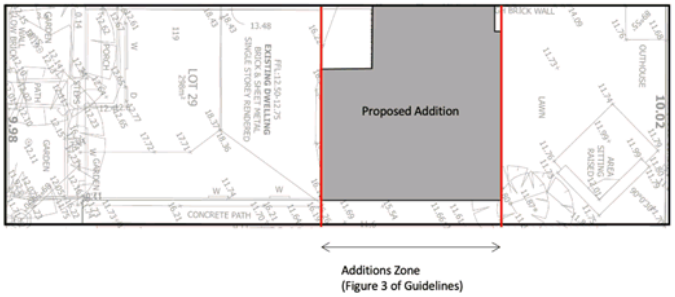
No.18 Moir Street After Demolition of Rear Skillion (August 2017)

Guidelines Assessment – Additions Zone

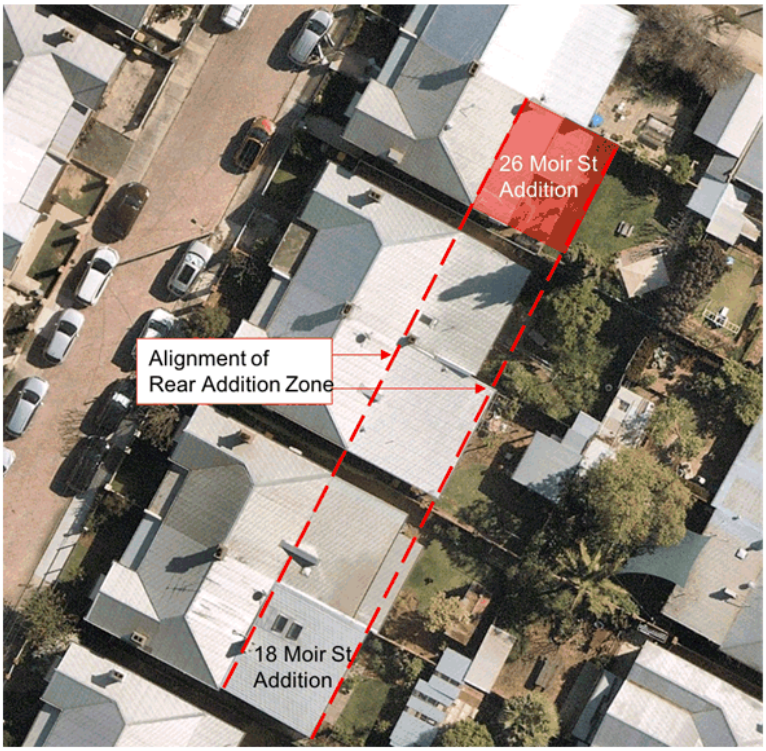
The proposed addition to 26 Moir Street is aligned with the Additions Zone to the rear of the original house, with the southern wall of the addition aligned with the southern wall of the existing house.

This approach is consistent with other rear additions in the area, including the recently constructed addition at No.18 Moir Street. Numerous other examples can be found, of varying scales and designs, including:

- 15 and 21 Moir Street;
- 5, 7, 13, 15, 17, 21 and 23 Brookman Street;
- 4, 6, 8, 12, 24 and 26 Brookman Street.



Location of Proposed Addition



Alignment of Rear Addition Zone – Comparison with No.18 Moir Street

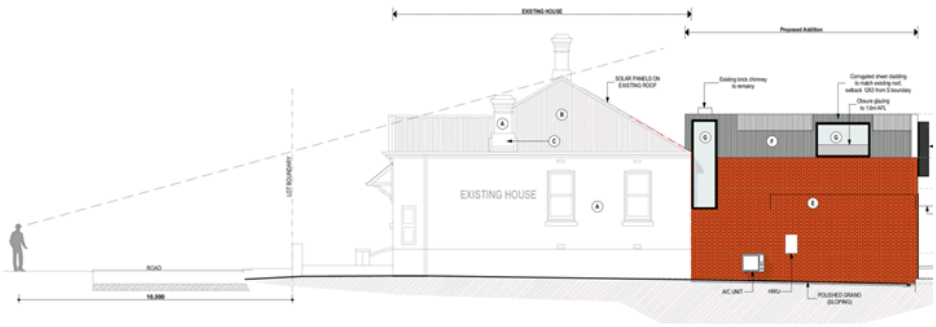
Guidelines Assessment – Visual Impact

Section 3 of the Guidelines includes the following text describing how the streetscape impact of any proposed rear additions is to be assessed:

> *Further change to dwellings will be required over time and it is important that when these changes occur, the integrity of the streetscape and architecture is retained. To ensure these qualities are maintained, no construction will be permitted within the front setback and* ***no additions will be permitted that would be visible from within the public domain over the existing roofline****. Public domain is taken to mean Brookman Street, Moir Street and Forbes Street, together with Robinson Avenue. The rear right of way and Wellman Street are not included in this requirement.*
>
> ***The public domain view is to be taken from the front property line on the opposite side of the road with a viewing height of 1.65 metres above the level of the pavement****. In terms of drawn elevations this should be the line extended through the existing ridge height.* ***New additions should not be visible through the use of this criterion.***

As evident from the submitted drawings (refer figure below), the proposed addition is not visible from the property line on the opposite (west) side of Moir Street over the existing roofline of the dwelling.

The addition will be visible from other locations, such as from certain viewing points on Robinson Avenue or from Moir Street via the side setback between Nos.24 and 26, however, this is not the criterion to be used to assess the visibility of additions from the public realm.



Assessment of Public Domain View

Summary of Submissions:

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

Comments Received in Support:	Administration Comment:
Adaptive Works • Proposal provides a great example of how the houses in the Moir/Brookman Heritage Precinct can be adapted to suit modern families. • Retention of the street-scape and front 5 rooms is excellent retention of the built heritage. • Design supports a modern family, with family occupancy a key component of the precincts cultural heritage. Need to avoid demolition via dereliction and Airbnb's, so should be promoting family occupancy and proposals such as this	Noted
Privacy • Privacy respected to southern aspect of proposed extension.	Noted

Comments Received in Objection:	Administration Comment:
Solar Access • The height and bulk would impact the solar access and sky view from the backyards of adjoining properties. • Overshadowing contravenes Design Principle P5.3.4 *"Design which minimises overlooking and overshadowing"*. Such a significant increase in overshadowing is not minimising overshadowing. • The impact of the grossly excessive overshadowing is particularly egregious, given that these are narrow frontage semi-detached lots with less capacity to tolerate such excessive overshadowing.	The additional overshadowing falls to the rear of the No. 24 Moir Street which comprises of established landscaping, covered verandah and clothes drying area. The additional shadow generated will not be at the detriment of the use of the covered porch space which is already shadowed by the existing development. The additional overshadowing does not fall to or impact solar collectors on the roof of the neighbouring property.
Privacy The proposal causes overlooking problems for neighbours and overdevelops the site.	The visual privacy departure falls to the roofline and chimney of the neighbouring property. The cone of vision does not provide a line of sight to habitable rooms or active habitable spaces, and ensures the residential amenity and privacy if the occupants is maintained.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:

Streetscape, Heritage Guidelines
 	
• Extension will be visible from the street and will make the semi-detached pair look unbalanced.
• Two storey developments are not appropriate and detracts from the authenticity of the precinct as a whole.
• Would prefer single storey dwelling.
• The current proposal does not in any way reflect the situation anticipated, where "*overdevelopment facilitates conservation of original fabric*", as there is no nexus between this proposed overdevelopment and the conservation of any original fabric.
• Proposed building height contravenes Design Principle P5.3.1, 5.3.2, 5.3.4, 5.3.5. The proposed two storey development in a streetscape entirely of uniform, single-storey, modest, heritage listed housing is not complementary to existing development.
• Proposal inconsistent with the Statement of Significance and heritage listings of the Precinct. The heritage "feel" is not confined to the streetscape, but also the back part of the blocks and this proposal will see an addition that will dominate, particularly as the block is at the high end of the street.
• The precinct received a WA Heritage Award and received an international UNESCO World Heritage Award of Distinction. Its rarity and intactness make it a unique and valuable precinct.
• City of Vincent Brookman and Moir Street Development Guidelines, P 4, state that *"no additions will be permitted that would be visible from within the public domain over the existing roofline. Public domain is taken to mean Brookman Street, Moir Street and Forbes Street, together with Robinson Avenue"*. The proposal contravenes that requirement.
• The proposal contravenes the City of Vincent's Brookman and Moir Street Development Guidelines, which refer to the importance of the precinct's:
  ○ *"streetscapes of modestly scaled buildings"*
  ○ *"visual cohesion"*
  ○ *"the repetitive scale, form and rhythm of the semi-detached dwellings"*
  ○ *"original structural uniformity of the streetscape remains apparent, and as such, the Brookman and Moir Street area is a significantly intact example of a late 19th Century housing estate".*
  ○ *"Due to its homogeneity of design…the considerable size of the estate and its relative intactness, it is unique in WA"*
  ○ *The buildings as "representatives of working class rental accommodation from the late 19th Century.*
	The application proposes additions which provide increased living spaces to adapt and respond to the growing needs of the dwelling and broader community. The additions will provide managed development in a way that recognises the needs of innovative design and contemporary lifestyles as well as range of housing and residential densities to meet the needs of the community. The internal features and the dwellings within the precinct have been altered and extended under the skillions roof additions to improve the basic amenity and living standards for the occupants, which is to be removed at the rear. Minor demolition works to the rear will not impact the cultural significance and character of the dwelling in anyway as these are obscured from the primary street.
	
	Modulation of wall heights and lengths behind the existing dwelling do not compromise the significance of the dwelling, immediate properties and broader Brookman and Moir Precincts. Colours and materials are proposed to the side and rear elevations addressing Robinson Avenue and Brookman Street to reference the traditional built form vernacular. The combination of these elements drives a successful outcome and integration back of new infill projects into the traditional context of the Brookman and Moir Precinct. The massing of the development is stepped from the side and rear boundaries preserving the residential amenity, privacy and of the occupants and neighbouring dwellings
	
	As per the Burra Charter, the additions do not try to mimic or create faux heritage by replicating the scale and design features of the existing dwelling and neighbouring Moir Street dwellings. Instead, the alterations do have a level of distinction from the existing heritage dwelling while also respecting the style, size and scale of the retained house;
	
	The proposal was referred to State Heritage Council as well as the City's Design Review Panel member for review and consideration. Both have affirmed their support for the proposed additions.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Construction Noise Adverse impacts from the constant noise of the building site.	Building works are to be undertaken during the allowable constructions times (7.00am to 7.00pm) as per the *Environmental Protection (Noise) Regulations 1987*.
Lot Boundary Setbacks and Walls • Concerns with the finish of walls and consultation with affected properties • Proposed reduction of setback from the DTC 3.8 m to 1.1m is a significant reduction, not a minor variation. • Proposed significant reduction of setbacks contravenes Design Principle P3.1 *"so as to reduce impacts of building on adjoining properties; provide adequate direct sun and ventilation to the building and open spaces on the site and adjoining properties"*.	The applicant has acknowledged boundary walls to the north are to be as per neighbours requirements, which is to be face brick, render or otherwise agreed. The application has been conditioned accordingly. The applicant has revised the proposal to remove the major opening to the upper floor wall, revising the required setback from 3.8 metres to 1.2 metres. The 0.1m departure to the lot boundary setback is minor in nature and is not deemed to have an actual or perceived bulk and scale impact on the neighbouring southern property.
Demolition Proposes to demolish the intact original wash-house and store, an area which the guidelines recommend retaining if intact, which it is in this case	The proposed demolition applies to a 37 square metre area at the rear of the site. The wash room, kitchen area and store do not form part of the dwellings significance, and are in the 'additions' zone. The rear portion of the lot is permitted to be demolished.
Overdevelopment Concerns • These single-storey cottages on modest 10m frontage lots are not suitable for households with expectations of large 5-bedroom homes. • The significance of the Precinct should preclude it from being assessed against the same minimum standards as non-listed properties within the City of Vincent. • Buildings will easily accommodate a 4-bedroom family dwelling, as many in the precinct already are, without requiring a substantial and non-conforming 2-storey extension. There is ample evidence within the existing dwellings in the area.	The City's Policy No. 7.6.1 – Heritage Management and Appendix 6 – Brookman and Moir Guidelines provide additional heritage and built form provisions to address the significance of the place.
Colours and Materials Addition could be more subdued by use of darker colour than white for cladding, maybe use black.	The application has been referred to both the City's Design Review Panel (DRP) member and State Heritage Council for review. The colours and materials selected such as painted render, red face brick and corrugated sheet cladding are acceptable and tie in with the existing dwelling.
Dewatering Concerns regarding dewatering and impact to neighbouring properties and sustaining damage due to subsidence and contraction of the peat bed.	The proposed works follow a similar building footprint to the existing skillion additions at the rear of the site. Works are to be contained within the site and undertaken so as to preserve the integrity of neighbouring properties.

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

Page 3 of 3

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Issue: Solar Access • The height and bulk of the addition would impact the solar access and sky view from the backyards of adjoining properties • Overshadowing contravenes Design Principle P5.3.4 *"Design which minimises overlooking and overshadowing".* • The impact of the grossly excessive overshadowing is particularly egregious, given that these are narrow frontage semi-detached lots with less capacity to tolerate such excessive overshadowing.	• We have previously provided justification for the proposed variation to the deemed-to-comply overshadowing provision. • We do not believe the owner of the site to the south has objected to the proposal, suggesting that the extent of overshadowing will not adversely affect the amenity of their property, noting the majority of the shadow is from the existing house and falls upon the roof of the existing adjoining house. • We would not say that the extent of overshadowing is 'egregious'. For example, if the density coding of the area were R30 instead of R25, the amount of overshadowing would effectively satisfy the deemed-to-comply requirement. • The amended design, with the revised roof design, has assisted in further reducing the extent of overshadowing.
Issue: Privacy • The proposal causes overlooking problems for neighbours and overdevelops the site.	• The proposed addition does not cause 'overlooking problems.' • The bedroom window on the rear elevation satisfies the deemed-to-comply visual privacy cone of vision setback of 4.5 metres. Despite this, and as previously advised, we would consider obscure glass to this window. • The bedroom window to the side (south) elevation has a sill height of 1.6m and for this reason is not defined as a 'major opening', meaning it satisfies the visual privacy setbacks. • The window to the stairs and robe are not 'major openings' to habitable rooms and satisfy the visual privacy setbacks. • A minor variation to the visual privacy setback for the north facing window to the study is proposed, with a very small portion of the cone of vision falling upon the roof of the adjoining dwelling, with no overlooking impact.
Issue: Building Height • Extension will be visible from the street. This can make the semi-detached pair look unbalanced. Allowing any changes will set a precedence for the future detrimentally change the look of the Moir Brookman Heritage Precinct. • Two storey developments are not appropriate and detracts from the authenticity of the precinct as a whole. • Would prefer single storey dwelling • The current proposal does not in any way reflect the situation anticipated, where "*overdevelopment facilitates conservation of original fabric*", as there is no nexus between this proposed overdevelopment and the conservation of any original fabric.	• The extent to which the addition is visible from Moir St is negligible, being visible only along the side setback between No.24 & No.26. When viewed from this point, the side wall reads as an extension of the existing house with only a very small part of the roof visible. Other additions achieve similar outcome, confirming such additions are contemplated. • Addition not visible over existing house ridge line as per the required method of calculation under the Brookman and Moir Streets Development Guidelines. • The addition will not have a significant impact (if any) on the streetscape, and represents a considerable improvement on our original proposal which was more visually prominent.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
• Proposed building height contravenes Design Principle P5.3.1 "*Buildings which respond and contribute to neighbourhood context and streetscape character, and do not overwhelm or dominate existing development".* • The proposal would "*overwhelm and dominate"* the existing streetscape, contravening Design Principle P5.3.1 • The proposal contravenes Design Principle P5.3.2 *"Design which is complementary to existing developments".* The proposed 2 storey development in a streetscape entirely of uniform, single-storey, modest, heritage listed housing is not complementary to existing development. It would stand out and overwhelm the other modest-scaled housing; and destroy the uniformity of the streetscape that is one of its most significant heritage characteristics. • The proposal is inconsistent with Design Principle P5.3.4 *"Design which minimises overlooking and overshadowing"* • The proposal contravenes design principle P5.3.5 *"Development which preserves and enhances the visual character of the existing streetscape by considering building bulk and scale".* The bulk and scale of the proposed development is inconsistent with the modest, single-storey housing in the rest of the street and precinct	• The existing elevated position of the house is unique (perhaps the only one in the Precinct) and this allows for a split level to the rear that essentially reads as one storey when viewed along the side setback from Moir Street. Wall height follows the height of the existing house wall height on south elevation which is what would occur even if single storey – it is only the roof form that changes to accommodate part of the upper floor volume, but roof is not visible from Moir Street. • We would suggest that there is a nexus between the proposed addition and the conservation of the existing dwelling, given that all five rooms in the main part of the existing house are intact and we are preserving this fabric in its original configuration, rather than (for example) converting a room to a bathroom, or knocking out walls to create contemporary living spaces, as has occurred in some of the other houses. • This is elaborated upon in our **Design Review Submission**, which we have updated to reflect the revised design (attached). • We do not consider the addition overwhelms or dominates the streetscape given the wall height follows the wall height of the existing house and the addition is behind the retained dwelling with a very low level of visibility (from the side setback only). Even as a single storey addition, the southern side wall height (being the wall visible from Moir St) would remain the same. • The reference to Design Principles P5.3.1 to P5.3.5 appear to be references to the Local Housing Objectives in Clause 5.3 Building Height in Part 2, Volume 1, Section 5 of the City's Built Form Policy. The Local Housing Objectives are only relevant if a proposal does not meet the deemed-to-comply building height requirement. The addition satisfies the deemed-to-comply building height and therefore an assessment against the Local Housing Objectives is not relevant or applicable.
Issue: Heritage Precinct • The heritage nature of the precinct will be compromised by the proposal • Proposal inconsistent with the Statement of Significance and heritage listings of the Precinct. The heritage "feel" is not confined to the streetscape, but also the back part of the blocks and this proposal will see an addition that will dominate, particularly as the block is at the high end of the street. • The precinct received a WA Heritage Award and received an international UNESCO World Heritage Award of Distinction. Its rarity and intactness make it a unique and valuable precinct • The proposed development contravenes City of Vincent Policy Heritage, 7.6.1, Heritage Management Development Guidelines for	The proposed addition has been supported by the State Heritage Office and the City's independent heritage design expert. We disagree with this interpretation of the Guidelines, and refer you to our updated **Design Review Submission** that demonstrates the Guidelines allow for contemporary additions at the rear of the existing dwellings. The addition will not be visible from Moir St over the existing house, with only a low level of visibility when viewed along the side setback. The existing house has been conserved and all five original rooms remain intact and will continue to do so.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Heritage and Adjacent Properties A.2.2 as the 2 storey development will be visible from the street, within a heritage protected precinct that is an *"intact"* and *"consistent streetscape"* • The proposal contravenes the City of Vincent's Brookman and Moir Street Development Guidelines, which refer to the importance of the precinct's: ○ *"streetscapes of modestly scaled buildings"* ○ *"visual cohesion"* ○ *"the repetitive scale, form and rhythm of the semi-detached dwellings"* ○ *"original structural uniformity of the streetscape remains apparent, and as such, the Brookman and Moir Street area is a significantly intact example of a late 19th Century housing estate".* ○ *"Due to its homogeneity of design…the considerable size of the estate and its relative intactness, it is unique in WA"* ○ The buildings as *"representatives of working class rental accommodation from the late 19th Century*	A.2.2 in Local Planning Policy 7.6.1 reads: *An upper storey is sited and massed behind the principal facade(s) so that it is not visible from the street, particularly in intact or consistent streetscapes.* The proposed addition is sited behind the entire original dwelling and is not visible from the street over the roof of the dwelling. The level of visibility from the side setback is negligible and will have little to no streetscape impact. We disagree the proposal contravenes the City of Vincent's Brookman and Moir Street Development Guidelines. The streetscape will remain intact, including its visual cohesion, scale and form, and structural uniformity.
Issue: <u>Brookman and Moir Guidelines</u> • The current proposal will damage the important structural uniformity, homogeneity of the design of the residences, significance • If the development were to proceed, the heritage listed precinct would no longer retain its *"homogeneity of design".* • City of Vincent Brookman and Moir Street Development Guidelines, P 4, state that *"no additions will be permitted that would be visible from within the public domain over the existing roofline. Public domain is taken to mean Brookman Street, Moir Street and Forbes Street, together with Robinson Avenue".* The proposal contravenes that requirement.	The addition does not have any impact on the structural uniformity of the existing streetscape as the existing dwelling on the site will remain as is, with the addition positioned to the rear. This quote from the Guidelines does not include the actual criteria to be used for assessing the visibility of an addition from the public domain. The Guidelines state (emphasis added): *Further change to dwellings will be required over time and it is important that when these changes occur, the integrity of the streetscape and architecture is retained. To ensure these qualities are maintained, no construction will be permitted within the front setback and no additions will be permitted that would be visible from within the public domain over the existing roofline. Public domain is taken to mean Brookman Street, Moir Street and Forbes Street, together with Robinson Avenue. The rear right of way and Wellman Street are not included in this requirement.* *<u>The public domain view is to be taken from the front property line on the opposite side of the road with a viewing height of 1.65 metres above the level of the pavement. In terms of drawn elevations this should be the line extended through the existing ridge height. New additions should not be visible through the use of this criterion.</u>*

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	The interface between corner end buildings and the secondary street (Forbes Street and Robinson Avenue) must be treated as being viewed from the front, with an eaves height limit to be the same as the main roof of the existing house facing the street. As emphasised: • The Guidelines acknowledge that changes to dwellings will be required over time; • No construction will be permitted in the front setback; • No additions will be permitted that are visible from the public domain over the existing roof line; • The 'public domain view' is taken from the property line on the opposite side of Moir Street at a height of 1.65 metres above the level of the footpath. The drawings include a diagram demonstrating the addition is not visible from this point. For this reason, we do not believe the proposal contravenes this requirement.
Issue: Construction Noise • Adverse impacts from the constant noise of the building site	This is not a planning issue. The appointed builder will be required to comply with all relevant regulations, including noise, work times, etc.
Issue: Lot Boundary Setbacks and Walls • Concerns with the finish of walls and request consultation with affected properties • Proposed reduction of setback is a significant reduction, not a minor variation. • Proposed significant reduction of setbacks contravenes Design Principle P3.1 *"so as to reduce impacts of building on adjoining properties; provide adequate direct sun and ventilation to the building and open spaces on the site and adjoining properties".*	**Materials** The side elevations will be finished with red face brick. If sufficient bricks are available of a suitable quality, we will consider reusing existing bricks salvaged from the site to one of the side elevations (likely the north elevation). We have considered the finish of the rear elevation and consulted our architect. We believe that red face brick to the rear elevation (as well as the side elevations as already proposed) will produce a more subtle finish more consistent with the character of the area. We therefore do not object to a condition requiring red face brick to be provided to the rear elevation, and we do not object to a condition requiring the details of all external finishes being provided to the City. **Setbacks** We have not seen the City's assessment but understand the comment relating to the setback relates to the southern side wall. It is important to understand how setbacks are calculated under the Residential Design Codes (RD Codes), with specific reference to Figures 4a to 4d of the RD Codes (attached below).

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	Ground Floor Setback As the addition is an extension to an existing building, the Ground Floor south side setback may have been calculated by the City on the basis of the entire side wall, comprising two components: the existing dwelling side wall and the proposed addition side wall. The existing dwelling southern side wall has two major openings habitable rooms, while the side wall to the proposed addition does not have any major openings to habitable rooms. The Ground Floor of the proposed addition is setback the same distance from the boundary as the existing dwelling southern side wall. The RD Codes actually allow for the setback for a portion of a wall without any major openings to be calculated separately to the remainder of the wall. This is explained in Figure 4b of the RD Codes. While Figure 4b suggests the portion of wall without any openings needs to have different setback to the portion with openings, it does not specify a minimum setback differential between the two portions. The intent is to allow a distinct portion of a wall without any major openings to be setback a lesser distance than the portion with major openings. This means that the setback can be calculated in different ways depending on how the RD Codes Figure 4b is interpreted, as per the following scenarios. *Ground Floor Scenario 1 – Setback Calculated on Basis of Entire Ground Floor Wall (including existing portion with major openings).* If the Ground Floor setback is calculated on the basis of the entire southern side wall, including the existing wall with major openings to habitable rooms, the setback is calculated as follows: • Length of Wall - Existing Wall 10.6m - Proposed Wall 8.3m - Total 18.9m • Height of Wall - Existing Wall 4.5m - Proposed Wall (Ground Floor) 3.5m - Average Height 4m • Major Openings Yes (existing windows only) • Required Setback 3.4m • Existing / Proposed Setback 1.1m

Page 5 of 10

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	Under this Scenario, even though the proposed addition does not have any major openings, the required setback is significantly greater due to the existing openings to the existing dwelling. The required setback is a direct result of the existing openings to the existing side wall, rather than a result of the proposed addition without any openings. It is important to note that the existing southern side wall of the house (built 1897) would require a setback of 2.4 metres if assessed under the RD Codes. All of the houses in the Precinct have two major openings to the side wall and all of the houses are setback 1.1 metres. So any proposed addition to any of the houses would automatically trigger a setback variation if calculated under this Scenario. *Ground Floor Scenario 2 – Setback of Addition Calculated Separately to the Existing Wall* It is considered the setback for the proposed addition should be calculated independently to the existing dwelling, given the addition is a distinct portion of wall without any major openings to habitable rooms. As per Figure 4b of the RD Codes, if the proposed addition has a different setback to that of the existing dwelling (even if the setback differential is as little as 10 centimetres), then there is no question over the setback of the proposed addition being calculated independently. Under this scenario, the setback is calculated as follows: • Length of Wall 8.3m • Height of Wall (Ground Floor) <3.5m • Major Openings No • Required Setback 1m • Proposed Setback 1.1m If the setback for the southern wall to the proposed addition is calculated independently, the setback complies with the RD Codes. For the avoidance of doubt, we would have no objection to providing the proposed addition with a side setback of 1.2 metres so that it can clearly be defined as a separate portion of wall to that existing. This would result in the proposed addition exceeding the required Ground Floor setback by 0.2m (i.e. 1m required; 1.2m provided).

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	Upper Floor Setback As per Figure 4d of the RD Codes, the First Floor portion of the southern side wall to the proposed addition is calculated independent of the existing dwelling which is single storey. The First Floor side boundary setback is calculated as follows: • Length of Wall 8.3m • Height of Wall (First Floor) 6.0m • Major Openings No • Required Setback 1.2m • Proposed Setback - Brick Wall 1.12m - Vertical Roof Elements 1.26m As evident, the First Floor southern side wall essentially complies with the RD Codes, with a variation of less than 8 cm for the face brick portion. We would be pleased to amend the design to achieve compliance with the First Floor required side setback. As noted above, we could provide an additional 0.1m setback, resulting in a fully compliant southern side boundary setback for Ground and First Floors. The important conclusion to be drawn with respect to setbacks is that the southern side wall of the proposed addition essentially complies with the RD Codes when calculated independently from existing dwelling.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	Figure Series 4 – Wall length for lot boundary setbacks (Page 62)

Intent

The purpose of Figure Series 4 is to illustrate the method for measuring the appropriate **setback** for a length of **wall** adjacent to a **lot boundary** for the purposes of clause 5.1.3 C3.1.

Figure 4a – Articulated walls with major openings (where wall height exceeds 3.5m)

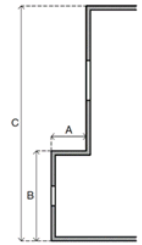


Figure 4b – Portions of wall without major openings

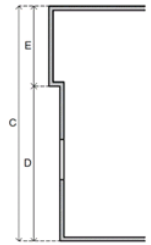
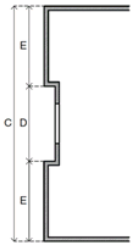


Figure 4c – Walls with multiple articulations



Notes

For the purposes of calculating **setback**, the length of **wall** means the total horizontal dimension of the side of the **building** nearest the **lot boundary**. Setbacks shall be determined in accordance with the following and with reference to **Tables 2a and 2b**, subject to the privacy requirements of clause 5.4.1:

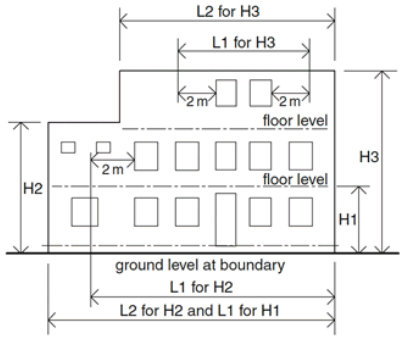
4a Where A is more than 3m, B shall be treated as a separate **wall**, providing that the length C shall be the basis for determining the **setback** of the rest of the side of the building.

4b Where the side of a **building** includes one portion of a **wall** without a **major opening** (such as E), the **setback** shall be determined independently providing the setback of the rest of that side of the building (D) is determined on the basis of the total length C.

4c Where the side of the **building** includes two or more portions of a **wall** without a **major opening** (such as E) their **setbacks** shall be determined independently of each other provided they are separated from one another by a distance (D) of more than 4m (in the case of **wall heights** of 6m or less) and an additional 1m for every 3m increase in height.

The **setback** of D shall be determined on the basis of the total length (C).

Figure 4d – Measurement of length of upper floor walls for calculating setbacks



Notes

L1 Length of **walls** on the ground floor is determined as per Figures 4a-c.

Page 8 of 10

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Issue: Demolition • Proposes to demolish the intact original wash-house and store, an area which the guidelines recommend retaining if intact, which it is in this case.	Section 4 of the Guidelines includes four types of controls: • Essential; • Discretionary; • Encouragement; and • Advice. None of these controls include any comment specific to the wash-house and store. The Guidelines do not contain any Essential Controls mandating the retention of the rear skillion, including the wash-house and store. Section 3 of the Guidelines states: *Original external features within the 'additions zone' (refer to Figure 3), such as the rear skillion additions are **not** intended to be retained or conserved.* Figure 3 encourages (but does not mandate) retention of the wash-house and store if intact. By way of example, a recent addition to No.18 Moir St (2017) involved the demolition of the entire rear skillion and replacement with a new addition. We propose a similar approach.
Issue: Overdevelopment Concerns • These single-storey semi-detached cottages on modest 10m frontage lots are not suitable for households with expectations of large 5-bedroom homes • The significance of the Precinct should preclude it from being assessed against the same minimum applicable standards as non-listed properties within the City of Vincent • These buildings will easily accommodate a 4-bedroom family dwelling, as many in the precinct already are without requiring a substantial and non-conforming 2-storey extension. There is ample evidence within the existing dwellings in the area.	It is not proposed to provide 5 bedrooms. There are three existing bedroom in the original house, with the other two original rooms used as a lounge and a study. The addition proposes 1 bedroom, resulting in a total of 4 bedrooms (3 existing plus 1 proposed). The provision of two study / office spaces (one existing and s small study nook in the addition) reflects contemporary living / work practices. Consideration has been given to the Development Guidelines, and the proposed addition is located in the Additions Zone to the rear of the retained dwelling, in the same position as other rear additions (including the recent addition at No.18 Moir St). Given the addition is positioned in the Additions Zone and the volume of the addition is not visible over the existing dwelling when viewed from the street, we do not consider it to be an overdevelopment of the site. The height is also compliant with the Built Form Policy and the amount of Open Space, including the front verandah, complies with the RD Codes.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Issue: Colours and Materials • Addition could be more subdued by use of darker colour than white for cladding, maybe use black	We have introduced red face brick to both side elevations to create a more subdued feel to the addition. A white paint render finish is proposed to the rear elevation, however, we agree that a more subdued finish could be achieved, and in this regard, we believe that utilising red face brick to the rear (as well as the side) elevation would further reduce the visibility of the addition from properties to the rear. We do not oppose a condition requiring red face brick to the rear elevation.
Issue: Dewatering • Concerns regarding dewatering and impact to neighbouring properties and sustaining damage due to subsidence and contraction of the peat bed.	A geotechnical / groundwater assessment has been undertaken and the builder will be required to construct the building in accordance with the prevailing soil and water conditions.

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

Department of **Planning, Lands and Heritage**

GOVERNMENT OF WESTERN AUSTRALIA

18 December 2020
FIRST REFERRAL

SUPERSEDED

Chief Executive Officer
City of Vincent
Mail@vincent.wa.gov.au

Dear Sir

Brookman & Moir Streets Precinct

Under the provisions of Section 73 of the *Heritage Act 2018*, the proposal as described below has been referred to the Heritage Council for its advice.

Place Number	P3992
Place Name	Brookman & Moir Streets Precinct
Street Address	26 Moir Street, Perth
Referral date	3 December 2020
Proposal Description	Alterations and rear addition

We received the following drawings prepared by Contempo dated 3 November 2020:
City of Vincent Development Application form
Development Application Drawings – A.01 – A.21

The proposal has been considered in the context of the identified cultural significance of *Brookman & Moir Streets Precinct* and the following advice is given:

Findings

- *Brookman and Moir Streets Precinct* is comprised of over 58 semi-detached residences and one detached residence in two types of Federation Queen Anne Styles. The residences were constructed from 1897 in limestone and brick with corrugated-iron roofs. The homogeneity of the modestly-scaled residential buildings creates a visually striking precinct in the inner city residential area.

- The referral is for the removal of the existing single storey addition to the rear of 26 Moir Street, and the construction of a new double storey addition in its place. The existing extension does not form a part of the original residence, and its removal will have no negative impact on the cultural heritage significance of the Precinct.

Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000
Tel: (08) 6551 8002 info@dplh.wa.gov.au www.dplh.wa.gov.au
ABN 68 565 723 484
wa.gov.au

18 December 2020
FIRST REFERRAL

SUPERSEDED

- The proposed new addition is located to the rear of the property and does not exceed the height of the original residence. The proposed materials have been assessed to be suitable, and are modern and subdue in palette.

- It is noted the addition will be partially visible down the side of the lot when approaching the place from the south, and from Robinson Avenue. Due to the selected materiality and simple form, the visual impact is considered minor.

- The proposal includes the fitting of solar panels to both a portion of the existing and to the new roof. The solar panels have been located so they will not be visible from the streetscape.

- The proposed additions will allow the installation of a new kitchen and bathroom to a modern standard without impacting significant building fabric.

Advice
The proposal, in accordance with the plans submitted, is supported.

Please note that this advice is provided from a State Heritage perspective only, and there has been no assessment of the proposed development's compliance with local government policy. Compliance with local policy is a matter for the City of Vincent.

Please be reminded that you are required under r.42(3) of the *Heritage Regulations 2019* to provide us with a copy of the Council's determination within 10 days after making the decision.

Should you have any queries regarding this advice please contact Emily Craig-Wadham at emily.craig-wadham@dplh.wa.gov.au or on 6552 4031.

Yours faithfully

Adelyn Siew
Director Heritage Development

18 December 2020

2

12 August 2021
SECOND REFERRAL

Department of **Planning, Lands and Heritage**

GOVERNMENT OF WESTERN AUSTRALIA

Chief Executive Officer
City of Vincent
Natasha.Trefry@vincent.wa.gov.au

Dear Sir

BROOKMAN & MOIR STREETS PRECINCT

Under the provisions of Section 73 of the *Heritage Act 2018*, the proposal as described below has been referred to the Heritage Council for its advice.

Place Number	P3992
Place Name	Brookman & Moir Streets Precinct
Street Address	26 Moir Street, Perth
Referral date	26 July 2021
Proposal Description	Alterations and additions to single dwelling

We received the following drawings prepared by Mountford Architects dated July 2021:

A.01 Demo Site Plan – Issue A
A.02 Proposed Site Plan – Issue A
A.03 Existing – Issue A
A.04 Demo Plan – Issue A
A.05 Proposed GF Plan – Issue A
A.06 Proposed UF Plan – Issue A
A.07 Elevations – Issue A
A.08 Elevations – Issue A
A.09 Elevations – Issue A
A.10 Perspective – Issue A
Hockinh H+A – Heritage Impact Statement – November 2020

The proposal has been considered in the context of the identified cultural heritage significance of *Brookman & Moir Streets Precinct* and the following advice is given:

Findings

- *Brookman and Moir Streets Precinct* is comprised of over 58 semi-detached residences and one detached residence in two types of Federation Queen Anne Styles.
- The referral is for an updated design to a previous referral that was supported in December 2020.

Postal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000
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ABN 68 565 723 484
wa.gov.au

12 August 2021
SECOND REFERRAL

- The new design is more contemporary in appearance, with white render to the rear elevation, and face brick to the side elevations.
- The roof is a mansard roof form that sits below the roof line of the existing house. This is lower than the previously proposed pitched roof and the massing of the addition has been reduced.
- The new design has improved the already minor impact on the identified cultural significance, through its reduced scale and contemporary form.

Advice
The proposal, in accordance with the plans submitted, is supported.

Please be reminded that you are required under r.42(3) of the *Heritage Regulations 2019* to provide us with a copy of the Council's determination within 10 days after making the decision.

Should you have any queries regarding this advice please contact Lucy Duckham at lucy.duckham@dplh.wa.gov.au or on 6552 4022.

Yours faithfully

Adelyn Siew
Director Heritage Development

12 August 2021

2

Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

2. 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.

3. 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.

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

5. In relation to Advice Note 2 a further two years is added to the date by which the development shall be substantially commenced, pursuant to Schedule 4, Clause 4.2 of the Clause 78H Notice of Exemption from Planning Requirements During State of Emergency signed by the Minister for Planning on 8 April 2020.

6. This is approval is not an authority to ignore any constraint to development on the land, which may exist through statute, regulation, contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and not the City to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the City's attention.

7. The applicant is responsible for ensuring that all lot boundaries as shown on the approved plans are correct.

8. No verge trees shall be REMOVED. The verge trees shall be RETAINED and PROTECTED from any damage including unauthorized pruning.

9. 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.

10. With reference to Clause 5.4.1 C1.2, Visual Privacy requirements of the R codes states that screening devices such as obscure glazing, timber screens, external blinds, window hoods and shutters are to be at least 1.6m in height, at least 75 percent obscure, permanently fixed, made of durable material and restrict view in the direction of the overlooking into any adjoining property.

11. No further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.

12. A Demolition Permit shall be obtained from the City prior to commencement of any demolition works on the site.

13. An Infrastructure Protection Bond together with a non-refundable inspection fee shall be lodged with the City by the applicant, prior to commencement of all building/development works, and shall 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 must be made in writing. This bond is non-transferable.

Determination Advice Notes:

14. **The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. If the safety of the path is compromised resulting from either construction damage or as a result of a temporary obstruction appropriate warning signs (in accordance with AS1742.3) shall be erected. Should a continuous path not be able to be maintained, an 'approved' temporary pedestrian facility suitable for all path users shall be put in place. If there is a request to erect scaffolding, site fencing etc. or if building materials are required to be stored within the road reserve, once a formal request has been received, the matter will be assessed by the City and if considered appropriate a permit shall be issued by the City. No permit will be issued if the proposed encroachment into the road reserve is deemed to be inappropriate.**

9.2 NO. 40 (LOT: 101; D/P: 64792) FRAME COURT, LEEDERVILLE - PROPOSED LOCAL DEVELOPMENT PLAN

Ward: South

Attachments:

1. Location and Consultation Plan
2. Proposed Local Development Plan
3. Applicant Supporting Report
4. WAPC Agreement for LDP
5. Place Strategy
6. Transport Impact Assessment
7. Design Review Panel Presentation and Landscape Concept
8. Social Infrastructure Study
9. Economic and Social Outcomes of Community Benefits
10. Local Development Plan Assessment Table
11. Summary of Submissions - Administration Response
12. Summary of Submissions - Applicant Response
13. Design Review Panel Minutes
14. Building Height Diagram

RECOMMENDATION:

That Council:

1. **Pursuant to Clause 47(d) of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* CONSIDERS that a Local Development Plan is required over No. 40 (Lot: 101) Frame Court, Leederville for the purposes of orderly and proper planning; and**

2. **Pursuant to Clause 52(1)(a) of the Deemed Provisions of the *Planning and Development (Local Planning Regulations)* APPROVES the Local Development Plan dated 6 October 2021 for No. 40 (Lot: 101) Frame Court, Leederville, included as Attachment 2, subject to the following:**

   2.1 Obtaining the approval of the Western Australian Planning Commission for Development Controls 4.6.1 and 4.7.1 in accordance with Clause 1.2.3 of State Planning Policy 7.3: Residential Design Codes Volume 2 – Apartments.

PURPOSE OF REPORT:

To consider a proposed Local Development Plan (LDP) for No. 40 Frame Court, Leederville (the subject site).

PROPOSAL:

A LDP is a mechanism used to achieve a desired built form outcome, to guide future development by supplementing the development standards of the local planning framework. The local planning framework which applies to the subject site include the:

- Local Planning Scheme No. 2 (LPS2);
- Residential Design Codes Volume 2 – Apartments (R Codes Volume 2);
- City's Policy No. 7.7.1 – Built Form (Built Form Policy); and
- Leederville Masterplan.

The LDP would be used to supplement this local planning framework and provide site-specific requirements to guide the redevelopment of the subject site. The LDP proposes to include requirements to control the building envelope. These requirements are generally over and above the requirements of the R Codes Volume 2 and the Built Form Policy and would result in an improved built form for the site. The LDP also

proposes a number of community benefits which would contribute towards activity and infrastructure within the Leederville town centre. These would be over and above the local planning framework which does not currently provide for any such requirements.

Once a LDP is approved, development approval would be required to be obtained. A future development application would be assessed against the provisions of the LDP, in addition to any other applicable policies under the local planning framework.

Local Development Plan

The subject site currently consists of a two-storey commercial development. The subject site does not form part of the City's Frame Court carpark. A location plan is included as **Attachment 1**.

The proposed LDP is included as **Attachment 2** and consists of three sections, being Design Objectives, Development Incentives for Community Benefit, and Development Controls. The Design Objectives provide overarching guidance as to the intended development outcome. The Development Incentives for Community Benefit outline a number of items which would be provided for as part of the future development application.

The Development Controls outline the built form provisions which a future development application would be assessed against. These seek to facilitate the future redevelopment of the site as a mixed use development, consisting of two towers and approximately 230 dwellings. The towers would be 25 storeys and 17 storeys respectively. The applicant's supporting report is included as **Attachment 3**, and technical documents are included as **Attachment 4 – 9**. These technical documents include previous confirmation from the Western Australian Planning Commission (WAPC) that an LDP is required for the subject site, Place Strategy, Transport Impact Assessment (TIA), Design Review Panel (DRP) presentation and Landscape Concept, Social Infrastructure Study and Economic and Social Outcomes of Community Benefits.

BACKGROUND:

Landowner:	Perpetual Corporate Trust
Applicant:	Hatch Roberts Day
Date of Application:	18 February 2021
Zoning:	MRS: Urban LPS2: Zone: Regional Centre R Code: No R Code
Built Form Area:	Town Centre
Lot Area:	4,306m²
Right of Way (ROW):	No
Heritage List:	No

The subject site is located between the existing Water Corporation site to the east, and the City-owned Frame Court public carpark to the west. The subject site is separated from existing commercial development to the north by a 5.0 metre wide Water Corporation drainage reserve which connects the Water Corporation site to Oxford Street. Vehicle access to the subject site is provided from Frame Court to the south. Frame Court connects to Leederville Parade to the south. The extension of Frame Court through the Water Corporation site to Newcastle Street is not formalised as a dedicated road.

Local Planning Scheme and Built Form Policy

The subject site and surrounding properties are zoned Regional Centre under the City's Local Planning Scheme No. 2 (LPS2) and are within the Built Form Policy's Town Centre built form area. The subject site does not have R Code applied under LPS2. In accordance with the Built Form Policy, development would currently be assessed against the R-AC3 density code of the R Codes Volume 2.

Leederville Masterplan

The subject site is also located within the Leederville Masterplan area. The Leederville Masterplan was adopted in 2012 and currently guides development within the Leederville Town Centre. The subject site and adjoining properties to the north, south and east are located within Precinct 8 – Network City. This identifies the subject site as having a height of five storeys. A future development on the corner of Newcastle Street and Loftus Street of between 16 and 24 storeys is identified under this precinct.

The Frame Court carpark to the west is located within Precinct 6 – Oxford Town Square under the Leederville Masterplan. This identifies a future development between eight and 16 storeys on the Frame Court carpark site. A second development between eight and 16 storeys high is also identified under this precinct at the corner of Leederville Parade and Oxford Street. It is outlined that the aim of this is to create a new mixed use residential tower adjacent to and in conjunction with a new civic square.

Leederville Precinct Structure Plan

Leederville is identified as being a Secondary Centre in accordance with the Western Australian Planning Commission's (WAPC) State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2). In accordance with SPP 4.2, the City has prepared the Leederville Precinct Structure Plan (LPSP) which will replace the current Leederville Masterplan and guide future development within the locality.

At its meeting on 14 September 2021, Council recommended that that WAPC approve the LPSP subject to modifications. The LPSP is required to be approved by the WAPC before it becomes operational.

Under the LPSP the subject site and surrounding properties would be zoned Mixed Use R-AC0. The subject site and property to the east would be located within the Cityscape Precinct. This identifies an acceptable height standard of 18 storeys, which could increase to a maximum height of 23 storeys subject to bonus criteria being met. The properties to the north and the Frame Court carpark are located within the Urban Frame Type A. This identifies an acceptable height of 10 storeys, which could increase to a maximum of 14 storeys subject to achieving the bonus criteria.

DETAILS:

Summary Assessment

The LDP proposes Development Controls which relate to the following elements:

- Building height;
- Setbacks;
- Building depth and separation;
- Car parking;
- Tree canopy;
- Public domain interface;
- Podium and tower design elements;
- Aesthetics; and
- Noise.

These provisions either replace, amend or augment existing requirements of the local planning framework. Where the LDP is silent the existing requirements of the Leederville Masterplan, Built Form Policy and/or R Codes Volume 2 would continue to apply. The table in **Attachment 10** details the assessment of these Development Controls.

CONSULTATION/ADVERTISING:

Public Consultation

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 21 days between 24 May 2021 and 15 June 2021. The method of advertising included a sign on site, notification in the local newspaper, and 3,629 letters mailed to all owners and occupiers within 750 metres of the subject site (as shown in **Attachment 1**) in accordance with the City's Policy No. 4.1.5 – Community Consultation (Consultation Policy).

In addition to this, consultation also included email notification to those who had previously submitted on the Design Leederville project, a social media post, and the proposal formed part of the City's Consultation Open Day which was held on 29 May 2021.

The City received a total of 52 submissions, comprising of 14 support, 33 objections, and five expressing concern but not specifically supporting or objecting to the proposal.

The locations of the submitters relative to the LPSP area are outlined in the table below:

Submissions Received	Within LPSP Area	Outside LPSP Area	Total
Support	15.4%	11.5%	26.9%
Object	38.5%	25%	63.5%
Concerns but neither supporting or objecting	5.8%	3.8%	9.6%

The main issues raised in the submissions received related to the following matters:

- The proposal detrimentally impacting on the character of the Leederville town centre and the amenity of surrounding properties in relation to the height, bulk and scale sought;
- The aesthetics of the development not being in keeping with the character of Leederville;
- Concerns over how landscaping would be implemented as part of a future development;
- The integration of a development of the size and scale proposed and this resulting in a poor public realm outcome;
- Compromised amenity of the future apartments in relation to visual privacy and access to winter sun;
- Insufficient community benefits provided as part of the LDP to offset the size and scale of the development; and
- The impact of traffic on the surrounding streets which are already congested; and
- Concerns over the future car parking provision of the development and how this would impact on the accessibility of parking within Leederville were also raised.

One of the submissions in support was provided from Leederville Connect. The key comments from this submission are summarised below:

- The placement of the development begins to step down the massing of developments towards the centre of Leederville. Tall developments could be accommodated along the Mitchell Freeway and Loftus Street where the impacts of overshadowing are less of an issue;
- The appearance of the towers does not capture the character of Leederville and do not integrate with the podium. This should be reconsidered to better respond to the Leederville character. The design and treatment of the podium is supported, and can be further refined as needed as part of the future development application;
- The design of the streetscape and public realm elements should be strengthened to reflect a sense of place to Leederville and be functional and useable by all members of the community;
- The laneway and street movement elements are strongly supported. The City and Water Corporation to support place making initiatives through their own landholdings;
- The provision of community benefits is supported. In doing so opportunities for additional community purposes spaces to be provided adjacent to the Water Corporation infrastructure should be explored as part of future activation of this elevation. Extended timeframes for the community benefits should also be considered rather than being framed as a minimum of 10 years; and
- Further sustainability initiatives should be committed to, in addition to the One Planet Living Principles. Leederville connect would support further dialogue with the City and surrounding landowners to develop Leederville as an example of sustainable urbanism.

A summary of the submissions received and Administration's response is included as **Attachment 11**. The applicant's response to the submissions is included as **Attachment 12**.

<u>Agency Referrals</u>

Department of Planning, Lands and Heritage (DPLH)

The City referred the application to the DPLH, seeking clarification on which of the proposed Development Controls would require the further approval of the WAPC, and inviting any other comments on the proposal.

In its response the DPLH advised the following:

- The LDP is the function of comprehensive work and would apply to a secondary centre for which significant planning has been undertaken;
- Comments are provided only on elements which would require WAPC approval. These elements which would require WAPC approval seem appropriate for the subject site given its context;

- In accordance with the R Codes Volume 2, the elements related to Tree Canopy, including deep soil areas and number of trees would require WAPC approval, which seek to amend the existing acceptable outcomes;
- WAPC approval should also sought for the Car Parking provision related to car sharing, which seeks to augment the existing acceptable outcomes related to car parking of the R Codes Volume 2; and
- In seeking WAPC approval, it would need to be demonstrated that the amendment/augmentation:
  - Is warranted due to a specific need related to that particular locality or region;
  - Is consistent with the Element Objectives of the R Codes Volume 2; and
  - Can be properly implemented and audited by the decision maker as part of the ongoing building approval process.

Administration's assessment of the proposed Development Controls is outlined below in the Comments section. Should the LDP be approved by Council, it would be subject to the necessary WAPC approval for the Tree Canopy and Car Parking provisions to be obtained.

Main Roads WA (MRWA)

As part of the community consultation, MRWA was notified of the proposal as a landowner within the advertising radius.

MRWA advised that it did not object to the proposal, and provided the following comments:

- The building façade materials should be non-reflective so as to not impact upon drivers on the Mitchell Freeway;
- The LDP has addressed the noise considerations of State Planning Policy 5.4 – Road and Rail Noise (SPP5.4). It is noted that any future development would be required to comply with SPP5.4; and
- A TIA is to be prepared in support of any future development application, inclusive of a SIDRA analysis. A SIDRA analysis considers the impact of traffic movements on the surrounding intersections.

The comments in respect to the building façade are noted and would be a consideration as part of a future development application. Administration's comments in respect to noise and traffic are outlined in the Comments section below. It is noted that following the consultation period, the applicant provided an updated TIA which included a SIDRA analysis. Any subsequent development application would be referred to MRWA.

Water Corporation

As part of community consultation, the Water Corporation was notified of the proposal as a landowner within the advertising radius. The comments provided were in regard to infrastructure requirements as well as the LDP impact on its landholding.

In regard to infrastructure, the Water Corporation advised that the developer is required to liaise with the Water Corporation to determine whether there would be upgrades required to water and wastewater infrastructure to service the development. The developer would also be required to fund any costs associated with protecting or modifying any existing drainage infrastructure which runs along the northern boundary of the subject site. Administration has forwarded these comments to the applicant.

In regard to the LDP, the Water Corporation advised:

- The nil setback to the northern boundary is not supported. The proposed boundary wall height would be imposing and not be conducive to good place making or create a high level of amenity for pedestrians. The bulk and scale impact of this boundary wall would be unlikely to be offset by public art and landscaping treatment, and there is no guarantee that future adaption to activate this space would occur. A nil setback may also create an inequitable situation where a greater setback is required for a future development on the property on the northern side. Introducing a setback would be the most equitable solution to creating a quality public space;
- The TIA makes assumptions regarding the availability of road connection from Frame Court through to Newcastle Street. The existing connection through the Water Corporation land is privately owned. While the public are informally permitted to use this as a thoroughfare, there are times where this not available and is dependent on operational requirements. This should be addressed through the TIA;
- Given this connection is not guaranteed, further investigation of the impact on the Frame Court and Leederville Parade intersection should occur, particularly regarding congestion during the AM peak period;

- The southern public plaza would experience significant overshadowing and is unlikely to be a quality open space, particularly in winter;
- The William Traylen Gardens is private property. This should not be relied on as public open space for any future development of the subject site, as this may be relocated in the future as part of any redevelopment of the Water Corporation land; and
- Adequate parking should be provided as part of the development, so as to not exacerbate pressure on public parking in Leederville, the Frame Court carpark in particular is utilised by employees of the Water Corporation.

Administration's comments in respect to the acceptability of the northern boundary wall, landscaping and traffic are outlined in the Comment section below. In regard to parking, the LDP does not propose any requirements related to car parking.

Any future development application would be assessed against the requirements of the R Codes Volume 2 for residents and visitors, and the City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements (Parking Policy) for the commercial component.

Design Review Panel (DRP):

Referred to DRP: Yes

The below table demonstrates how the proposal has progressed through the DRP process in accordance with the Ten Principles of Good Design following its formal lodgement as a LDP:

Design review progress report						
Design quality evaluation						
	Supported					
	Pending further attention – refer to detailed comments provided					
	Not supported					
	Insufficient information for comments to be able to be provided.					
		DRP 1 3 July 2019	**DRP 2 16 October 2019**	**DRP 3 22 April 2020**	**DRP 4 19 May 2021**	**DRP 5 25 August 2021**
Principle 1 - **Context and character**		No colours provided				
Principle 2 - **Landscape quality**						
Principle 3 - **Built form and scale**						
Principle 4 - **Functionality and build quality**						
Principle 5 - **Sustainability**						
Principle 6 - **Amenity**						
Principle 7 - **Legibility**						
Principle 8 - **Safety**						
Principle 9 - **Community**						
Principle 10 - **Aesthetics**						

Prior to formal lodgement, the concept for the proposal and a draft LDP were presented to the City's DRP on three occasions, being 3 July 2019, 16 October 2019 and 22 April 2020.

Following formal lodgement the proposal was presented to the DRP on 19 May 2021. The key comments from the DRP from this meeting are summarised as follows:

- DRP remains supportive of the development concept and reiterates that given the discretion sought, the strength of provisions is important to ensure that the development outcome envisioned by the concept plan is secured.

- The LDP should define the grain and character of Leederville, and incorporate this into the development provisions, including at the tower level. The towers currently present as heavily glazed and don't appear to reflect the existing character. Given the town centre doesn't currently have development of this scale it is important that the towers are designed to respond to this context and that this requirement is reflected in the LDP provisions.
- Ensure that the treatment of massing and scale are addressed. These should be expressed from the supporting concept plan to ensure that such an outcome will be secured. Visual expression of these would assist.
- Definition of pedestrian canopy and what the role of this is in the development should be articulated.
- The LDP to include defined floor to floor heights for the ground to podium and the podium to the top of the tower/s.

Following this the applicant submitted an amended LDP in response to the comments provided from the DRP and in response to the submissions received through the community consultation. The key changes to the Development Controls include:

- Inclusion of maximum heights in metres for the podium and towers;
- Inclusion of a new provision for ground floor spaces to be provided with a floor to ceiling height of 5.0 metres. This would accommodate servicing needs to support future adaption of tenancies;
- Inclusion of a new provision for the building structure to be design to facilitate the provision of future ground floor tenancies adjacent to the Water Corporation Infrastructure. This infrastructure is located along the northern boundary of the site; and
- Inclusion of wording within the Aesthetics clause to make reference to materials, colours and finishes being natural, tactile and visually interesting to reflect the diverse and eclectic character of the Leederville town centre. A new figure was also included which provides example material palletes.

The amended LDP was presented to the DRP on 25 August 2021. The key comments from the DRP from this meeting are summarised as follows:

- Supportive of the response to the Leederville character, and this should be followed by a detailed urban design study to accompany a future development application;
- The sustainability concepts are extensive and are supported, noting that the LDP no longer requires an assessment against the One Planet Living principles;
- A fine grained approach to encourage pedestrian movement around the site is embedded within the LDP; and
- The provisions of the LDP include meaningful elements to mitigate the massing and scale of the development.

The minutes from each of these DRP meetings are included as **Attachment 13**.

It is noted that any future development application would be reviewed by the DRP as part of its assessment. This would provide opportunities for issues related to detailed design elements to be further resolved.

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- Directions 2031 and Beyond;
- Perth and Peel @ 3.5 Million;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 4.2 – Activity Centres in Perth and Peel
- State Planning Policy 5.4 – Road and Rail Noise;
- State Planning Policy 7.3 – Residential Design Codes Volume 2 – Apartments;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy; and
- Policy No. 7.7.2 – Car Sharing.

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Schedule 2 Clause 47(d) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a LDP may be prepared where both the Western Australian Planning Commission

(WAPC) and the local government considers it is required for the purposes of orderly and proper planning. The WAPC provided its agreement to the preparation of a LDP to facilitate the future development of the subject site on 11 October 2016.
In accordance with Schedule 2 Clause 77(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005,* the applicant would have the right to apply to the State Administrative Tribunal for a review of Council's determination.

R Codes Volume 2

The R Codes Volume 2 outline that some elements may be amended, replaced or augmented by the City without the WAPC's approval, while other elements can only be amended with the WAPC's approval. Proposed modifications to the relevant Acceptable Outcomes would need to demonstrate that these remain consistent with the relevant Element Objectives.

Pursuant to Clause 1.2.2 of the R Codes Volume 2, WAPC approval would not be required for the proposed Development Controls related to:

- Building height;
- Setbacks;
- Building depth and separation;
- Public domain interface;
- Podium and tower design elements;
- Aesthetics; and
- Noise.

Delegation to Determine Applications:

The LDP is being presented to Council, as per the City's Register of Delegations, Authorisations and Appointments, all LDP's are to be determined by Council.

Schedule 2 Clause 52(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires the City to determine an LDP within 60 days of the conclusion of the advertising, or a longer period of time agreed with the applicant. Administration has agreed with the applicant for the proposed LDP to be determined at the 12 October 2021 Council Meeting.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

<u>Innovative and Accountable</u>

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

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

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Design Objectives

The LDP includes a number of Design Objectives. These objectives have been aligned with the principles of the City's Strategic Community Plan, being Enhanced Environment, Accessible City, Connected Community, Thriving Places, Sensitive Design, and Innovative and Accountable.

Regard is to be given to these objectives in assessing any future development application, particularly should a departure from the Development Incentives for Community Benefit or Development Controls be proposed.

Development Incentives for Community Benefit

The R Codes Volume 2 provides guidance for the establishment of development incentives in exchange for the provision of community benefits for specific sites. The LDP proposes a number of Community Benefits to be provided through a future development application. These were informed by a Social Infrastructure Study undertaken by the applicant. This is included as **Attachment 8**.

Following the community consultation the applicant made a number of modifications to the proposed Community Benefits. Key modifications included:

- Consolidating the build-to-rent and co-ownership arrangements related to affordable housing into one Community Benefit;
- Including a new Community Benefit to facilitate a 3 metre wide north-south pedestrian link along the western boundary. This would be facilitated through future modifications to the Frame Court carpark; and
- The removal of One Plant Living targets which were previously identified. These were removed as they were not able to be clearly defined or measured.

The acceptability of each of the proposed Community Benefits having regard to the Element Objectives of the R Codes Volume 2 is outlined below.

Affordable Housing

The LDP requires a minimum of 10 percent of the build-to-rent apartments to be provided as affordable housing with subsidised rent. To facilitate this, a strategy would be required to be submitted with a future development application outlining the management and operation details.

The current lack of affordable housing with Leederville was identified as a gap through the Social Infrastructure Study. The proposed Community Benefit would contribute towards providing affordable housing within the Leederville Town Centre. This is clearly defined and capable of being implemented through a condition of development approval to provide an Affordable Housing Management Strategy.

Dwelling Diversity

The LDP requires a minimum of 20 percent of apartments to be provided for as studio and/or one bedroom apartments, and a minimum of 10 percent of apartments to be three or more bedroom dwellings.

The R Codes Volume 2 requires dwelling mix to be provided with 20 percent of apartments having differing bedroom numbers where there is no specific target identified in the local planning framework. The proposal would establish a measurable target to be achieved and would be assessed as part of a future development approval. Providing for a range of dwelling types and sizes would cater for changing community demographics and needs.

Public Realm

The LDP requires the provision of publicly accessible plaza spaces on the northern and southern sides of the subject site. The northern plaza would be 250 square metres and the southern plaza 200 square metres; The public spaces are to be designed to provide opportunities for alfresco seating and as an informal meeting space, with 135 square metres of deep soil areas and two large trees to be provided across the plaza areas. A Landscaping and Public Realm Plan would be required to be submitted with a future development application to include details of this design.

The Social Infrastructure Study identified that the town centre is a highly urbanised area, but lacks urban spaces and green infrastructure. The LPSP identifies that subdivisions (including built strata) involving three or more lots being required to provide 10 percent of the site area as Public Open Space (POS), or provide a cash in lieu contribution equivalent to this. This is consistent with the City's POS Strategy which seeks to create additional and improved public space outcomes.

The proposed 450 square metres of public plazas would equate to 10.4 percent of the area and would be consistent with the intent of the LPSP and POS Strategy to increase public spaces within the Leederville Town Centre. The requirements for these public plaza spaces are clearly defined and measurable, and would be assessed and condition as part of a future development approval.

Public Pedestrian Access Way and Site Linkages

The LDP requires the provision of a 1.5 metre wide pedestrian access way along the western boundary of the subject site, with activated frontages for the tenancies along the ground floor to be provided. In order to provide a 3 metre wide north-south pedestrian link, suitable arrangements would also be required to be made by the City in relation to modifications to the Frame Court carpark, adjoining the western boundary of the subject site. These modifications would involve the existing parking bays along the boundary being setback an additional 1.5 metres. This setback would result in achieving the total 3 metre wide north-south pedestrian link when combined with the proposed 1.5 metre setback for the development.

The Social Infrastructure Study identified that there is a lack of safe pedestrian connections into the town centre, with these environments often being dominated by car parks. The provision of a 3 metre wide path is consistent with the proposed pedestrian link identified within the LPSP. This would join with an east-west pedestrian link along the Water Corporation infrastructure to provide a connection into the heart of the town centre. There is adequate space to allow for the works required to the Frame Court carpark while maintaining adequate manoeuvring space. The proposed modification would result in the removal of one existing parking bay.

The requirements are clearly defined, with the 1.5 metre setback on the subject site being assessed as part of a future development approval. The modifications to the Frame Court carpark would be secured through a condition of development approval, with these arrangements to outline responsibilities in relation to timing, cost and responsibility for undertaking these works.

Provision of Public Facilities on Private Land

The LDP requires the provision of public facilities within the development. These were updated following the Council Briefing to comprise of:

- A cultural production space and/or art gallery with a minimum floor area of 70 square metres;
- A community multi-purpose facility with a minimum floor area of 110 square metres; and
- A business incubator/co-working space of a minimum area of 60 square metres.

The LDP also provides for the use of the public art contribution to be used to assist with the arts curation and/or management of the cultural production space/art gallery.

The Social Infrastructure Study identified that there is a lack of arts and cultural space, as well as local infrastructure to provide spaces which encourage multiple functions and collaborative uses.

The requirements in respect to the public facilities are defined and would be assessed through a future development approval, with the uses capable of being implemented through a condition. The applicant has advised that the management of such facilities has not been determined, and would be established through a management plan to be imposed as a condition of development approval. If the City were to be involved in these facilities, further discussions would need to be undertaken with the applicant in respect to how this would be managed, resourced and funded to ensure this aligns with the City's Long Term Financial Plan and draft Asset Management Sustainability Strategy.

In respect to the public art contribution the City's Policy No. 7.5.13 – Percent for Public Art (Public Art Policy) identifies that the City may consider community arts programs as an alternative to physical artworks. The proposed use of the public art contribution for the curation of artworks or management of the cultural production space/art gallery would align with the objectives of the Public Art Policy, and would be implemented through a condition of development approval. It is noted that the use of the public contribution would not be permitted to be used for the establishment or fit-out of this tenancy.

Development Controls

Density

The LDP proposes the site to have an R Code of R-AC0. The site is currently not provided with an R Code under LPS2. In accordance with the Built Form Policy, as there is no R Code the site would be assessed against the R-AC3 code of the R Codes Volume 2.

The WAPC has two overarching frameworks relevant to the proposing, being Directions 2031 and Beyond (Directions 2031), and Perth and Peel @ 3.5 Million (Perth and Peel). Released in 2010, Directions 2031 outlines that the population of Perth is expected to grow to 3.5 million by 2031, and details how this would be accommodated through the planning framework. Subsequent to this, Perth and Peel was released in 2018 and provides a long term strategy on how the density targets of Directions 2031 could be delivered by 2050.

These documents outline the need 215,000 new dwellings to be provided within the Central sub-region, of which the City forms part of. To achieve this it is intended that new high density infill development occur within activity centres, to minimise incremental infill and higher-density development occurring outside of centres and within traditional suburban areas.

The proposed LDP seeks to provide a high density development of approximately 250 dwellings within Leederville, which is identified as a Secondary Centre under SPP 4.2. The density of the development is consistent with the intent of the recently endorsed LPSP which is awaiting approval from the WAPC. The scale of the proposal would assist the City in achieving its infill targets by providing density within the consolidated Leederville Town Centre. The LDP includes a number of Development Controls, which would function in addition to the existing controls of the Built Form Policy and R Codes Volume 2 to ensure that a high quality outcome is achieved.

Minimum Setbacks and Boundary Wall Height

The LDP proposes to amend Clause 8.3 of the Leederville Masterplan and Acceptable Outcome A1.2.1 and A1.3.1 of the Built Form Policy in relation to setbacks. The LDP proposes:

- Nil setbacks to the northern and southern (except in the location of the plazas) and eastern boundaries, to a height of five storeys, and 1.5 metres from the western boundary for the podium; and
- The towers being setback a minimum of 2 metres to the north, 6 metres to the south and 3 metres to the east and west.

The Leederville Masterplan requires the fourth storey and above to be setback a minimum of 5 metres from the street. The Built Form Policy permits nil setbacks to all lot boundaries, with no restriction on height. WAPC approval would not be required for this provision.

The proposed provisions are consistent with the Objectives of Elements 2.3 and 2.4 of the R Codes Volume 2 for the following reasons:

- It is noted that under the Built Form Policy, nil setbacks would be permitted for all boundaries, inclusive of the podium and towers and irrespective of height. The LDP seeks to introduce minimum setback requirements;
- The proposed setbacks to the north and south of the podium provide for a strong urban edge, while also incorporating landscaping as part of the plazas. The Development Controls provide for active frontages on the ground floor, with the podium to be articulated to mitigate perceptions of bulk and scale and provide passive surveillance to the public ream. Apartments would be located above the ground floor which would provide opportunities for passive surveillance whilst maintaining visual privacy. Active frontages on the ground floor would also provide for casual and perceived surveillance of the public realm;
- In addition to the active frontage and apartments above, the 1.5 metre podium setback to the west would provide for a transition between the public and private realm through the provision of a north-south pedestrian link. This setback would enhance opportunities for pedestrian legibility around the site and into the town centre as this location has been identified as a future pedestrian link;
- The setbacks of the towers provide opportunities for communal open space and landscaping to be provided on the podium. The setbacks also provide for a separation from the boundaries which can allow for natural sunlight and ventilation; and

- In respect to the podium boundary walls, nil setbacks are currently permitted with no limitation on height. The development abuts an easement for drainage infrastructure to the north. This drainage infrastructure is protected by an easement and has been identified as a proposed pedestrian link to connect the Water Corporation site to Oxford Street. The podium is proposed to have a nil setback to this portion of the northern boundary. While the ultimate outcome is for this to be a formalised pedestrian link, there is currently limited amenity in this area, given it adjoins the rear of existing two storey commercial developments which front onto Newcastle Street. The LDP has also provided for provisions to support the future adaption of the ground floor into active tenancies in the future. To the east the development abuts uncovered parking bays and plant equipment on the Water Corporation site, with uncovered parking bays and plant equipment adjacent to the proposed development. The provision of a five storey boundary wall would not significantly impact on the amenity of this area, and it is noted that any future development application would need to address how this would be treated.

Building Height

The LDP proposes to amend Clause 8.1 of the Leederville Masterplan and Clause A1.1.1 of the Built Form Policy. The LDP proposes a height of 25 storeys for the eastern tower and 17 storeys for the western tower. The Leederville Masterplan currently permits a height of five storeys for the subject site, while the Built Form Policy permits a height of six storeys. WAPC approval would not be required for this provision.

Following the Council Briefing the LDP was updated to require the submission of a Wind Impact Assessment with any future development application. This would assess the wind impacts generated by the proposal and outline whether this would adversely impact on the development or adjacent ground areas. Should adverse impacts be identified, this would also include recommendations on how these will be mitigated.

The proposed provisions are consistent with the Objectives of Element 2.2 of the R Codes Volume 2 for the following reasons:

- The subject site is identified as five storeys under the current Leederville Masterplan, however increased building heights are permitted under this on adjoining properties. Adjoining the subject site to the east, a future development between 16 and 24 storeys is permitted on the corner of Newcastle Street and Loftus Street (which owned by the Water Corporation). Adjoining the subject site to the west, a future development between eight and 16 storeys on the Frame Court carpark site (which is owned by the City). A second development between eight and 16 storeys high is also identified under this precinct at the corner of Leederville Parade and Oxford Street. The proposed height is not inconsistent with this context, due to this area being identified as appropriate for significant building height through both the current Leederville Masterplan and LPSP;
- The proposed stepping of the tower heights provide a transition of development, with the proposed 17 storey western tower transitioning to lower height areas where a maximum of 16 storeys is permitted. The proposed 25 storey eastern tower would transition to areas where a maximum height of 24 storeys is permitted on the Water Corporation site;
- Under the LPSP the subject site and property to the east would be located within the Cityscape Precinct. This identifies an acceptable height of 18 storeys, which could increase to a maximum height of 23 storeys subject to bonus criteria being met. As outlined below, the proposal would achieve the necessary Mandatory and 100 points of the Additional Criteria to be permitted the additional height of 23 storeys:

  Mandatory Criteria
  - A TIA has been provided to contemplate the impact of the additional vehicular movements resulting from the proposed density;
  - Any future development application would be required to satisfy the environmentally sustainable design provisions of the Built Form Policy. This would require any future development to submit either a 5 star Green Star report, or a Lifecycle Assessment which considers the whole-of-life impacts of the development;
  - The additional height would not adversely impact on the solar access of adjoining properties. This is due to the location of the site where any shadow would fall to Leederville Parade and the Mitchell Freeway;
  - A servicing analysis would be provided with any future development application to determine the extent of any infrastructure upgrades required. The applicant would be required to liaise with the Water Corporation as part of this process;
  - While the development proposes a shortfall in deep soil areas, it does propose a total of 767 square metres of on-structure planting. This exceeds the R Codes requirements for on-structure planting by 29.6 percent. Two large, 31 medium, and a minimum of 15 small trees are proposed. This also

exceeds the R Codes requirements for one large and 10 medium trees to be provided. A detailed Landscaping Plan would be required to be submitted with any future development application.

Additional Criteria

- Provision of affordable housing in accordance with the proposed Development Incentives for Community Benefit provisions of the LDP. This would be eligible for 50 points and would be secured through a condition of a future development approval;
- Provision of three public facilities, including a cultural production space and/or art gallery, a community multi-purpose facility, and a business incubator/co-working space in accordance with the proposed Development Incentives for Community Benefit provisions of the LDP. Each of these spaces would be eligible for a minimum of 10 points, equating to a total of 30 points, and would be secured through a condition of a future development approval; and
- Provision of a north-south pedestrian link. The proposed 3 metre width is proposed to be shared between the subject site and the City-owned Frame Court carpark. While this is less than the 4 metre width specified, it is noted that the LPSP shows this pedestrian link straddling the lot boundaries and not provided wholly with the subject site. The LPSP does not specify how much of a contribution would be required on either site. As noted above, works would be required within the car park to facilitate this link through a 1.5 metre setback being provided between the parking bays and the eastern boundary. To provide a setback greater than 1.5 metre would require the removal and reorientation of parking bays. This extent of works would not be supported by Administration, and the 3 metre wide pedestrian link is appropriate to satisfy this criteria, having regard to the location and intent of the LPSP. Given the width provided on subject site is 1.5m and therefore half of the total width of the pedestrian link, this would not be eligible for the available 40 points. The pedestrian link would be eligible for 20 points as the provision of this space is evenly shared between the subject and adjoining site and would be secured through a condition of a future development approval;

In addition to these 100 points, the development would also have the potential to achieve a further 45 points for Additional Criteria, depending on the final Green Star (or equivalent) rating achieved and the amount of universal designed dwelling proposed;

- While the proposal would achieve the criteria to allow for a height of 23 storeys at 82 meters, the eastern tower is proposed with a height of 25 storeys at 81.9 meters. The subject site is 14.1 metres Australian Height Datum (AHD) at its lowest point creating a height from mean sea level of 96 metres. A diagram outlining this is included as **Attachment 14**. The apartments would be provided with minimum floor to ceiling heights of 3.2 metres. These heights significantly exceed the minimum 2.7 metres required under the R Codes Volume 2 and would greatly increase the amenity available by optimising access to natural sunlight and ventilation;
- The proposal would provide for communal open space on the podium level, with the design of these to be addressed as part of any future development application;
- Given the location of the subject site on the periphery of the town centre and the context of the surrounding developments, there would be no impact on daylight and solar access to residential developments. The nearest residential development is located to the north of the subject site and along Newcastle Street. The R Codes assesses the impact of overshadowing based on the shadow cast at midday of 21 June, which would fall directly to the south. The shadow from the proposal would fall to the south, and onto the Water Corporation landholding, which consists of its administration building, a carpark and a portion William Traylen Park (which is privately owned and not counted as POS). The shadow cast would also extend onto Leederville Parade and the Mitchell Freeway. The applicant has also modelled the overshadowing throughout the year and is included within **Attachment 3.** In regards to the City's infrastructure, being Oxford Street Reserve and Leederville Skate Park. This modelling identifies that at its worst, shadow falling to the west would be predominantly contained to the Frame Court carpark and not extend to the current Oxford Street reserve. In respect to the Leederville Skate Park the shadow would fall largely to areas which are already roofed or covered by tree canopy. It is noted that through the LPSP Council resolved for the Leederville Skate Park to become formalised POS and be combined with the existing Oxford Street Reserve;
- The LDP proposes a number of provisions to ensure that articulated facades are provided to both the podium and tower elements to create a human scale and reduce impacts on bulk and scale. These have been supported by the City's DRP which noted that the provision of two towers with curved facades would assist to mitigate bulk and scale compared to a single tower. The location of the subject site on the periphery of the town centre also assists to moderate the impacts of bulk and scale from the proposal; and
- The applicant has provided visual impact studies to determine the impact based on particular vantage points within the town centre and beyond. This is included within **Attachment 3**. The vantage points include the corners of Oxford and Newcastle Street, Newcastle Street and Carr Place, Oxford Street

and Vincent Street, Oxford Street and Scarborough Beach Road, Oxford Street and Leederville Parade, Loftus Street and Leederville Parade, and Loftus Street and Newcastle Street. The study concluded that the visual impact was negligible or low for these, based on the proximity of the vantage point to the subject site, limited public view from other existing buildings, receptors most likely to be motorists rather than pedestrians, or there being limited visual value from the current view. The exception was the view from Loftus Street and Newcastle Street, which concluded that the visual impact would be moderate. This was deemed to be moderate because the proposal would not be screened by existing buildings and vegetation. Notwithstanding this, there would be no impact on the existing views of the built form character of the town centre as this is not currently visible from this location.

Building Depth

The LDP proposes to amend Acceptable Outcome A2.6.1 of the R Codes Volume 2 by increasing the maximum building depth permitted for single aspect apartments from 20 metres to 24 metres for the western tower and to 25 metres for the eastern tower. WAPC approval would not be required for this provision.

The proposed provision is consistent with the Objectives of Element 2.6 of the R Codes Volume 2 for the following reasons:

- The subject site is provided with a northern orientation which would support apartment layouts to optimise daylight and solar access, along with natural ventilation; and
- The proposed Development Controls would require articulation through major openings and balconies, as well as minimum apartment floor to ceiling heights of 3.2 metres. This would assist in articulating the building and optimising access to sunlight and ventilation. Any future development application would need to demonstrate consistency with the Element Objectives of the R Codes Volume 2 in respect to these elements.

Building Separation

The LDP proposes to amend Acceptable Outcome A2.7.1 of the R Codes Volume 2 by reducing the minimum setbacks between the towers from 24 metres to a minimum of 12 metres and an average of 24 metres. WAPC approval is not required for this provision.

The proposed provision is consistent with the Objectives of Element 2.7 of the R Codes Volume 2 for the following reasons:

- The towers would be offset from each other, with the internal setbacks varying between 12 metres and approximately 36 metres. This separation assists to provide for a sense of space between the towers. The separation between the towers would assist in providing access to sunlight and natural ventilation;
- Any future development application would need to demonstrate consistency with the Element Objectives of the R Codes Volume 2 in respect to visual and acoustic privacy being achieved between apartments. This would be dependent on the location of major openings and balconies;
- The proposed Development Controls provide for landscaping to be provided as part of the communal open space located on the podium, as well as on the towers themselves. The dimensions and sizes of balconies, as well as the amenity of these private open space areas would need to demonstrate consistency with the Element Objectives of the R Codes Volume 2, through the future development application.

Car Parking

The LDP proposes to augment the Acceptable Outcomes of the R Codes Volume 2 by requiring the provision of a minimum of two share car bays with the development. Element 3.9 of the R Codes Volume 2 does not include any Acceptable Outcome related to car sharing services. WAPC approval would be required for this provision.

The acceptable outcomes of Element 3.9 of the R Codes Volume 2 would continue to apply in addition to the proposed provision, and the requirements of the City's Policy No. 7.7.1 – Non-Residential Development Parking Policy.

The proposed provision is consistent with the objectives of Element 3.9 of the R Codes Volume 2 as it would provide for an alternative mode of transport to private vehicle use. This would also be consistent with the City's Policy No. 7.7.2 – Car Sharing (Car Sharing Policy). This policy supports providing car share bays,

with these to be approved as part of any future development approval and a condition to be imposed relating to the management and operation details.

Any future development application would be required to demonstrate consistency with this policy, in addition to providing resident, visitor and non-residential parking in accordance with the respective requirements of the R Codes Volume 2 and Parking Policy.

Tree Canopy

The LDP proposes to amend Acceptable Outcomes A3.3.4, A3.3.5, and A3.3.7 of the R Codes Volume 2 by:

- Providing a total of 135 square metres of deep soil areas in lieu of 430.6 square metres. This equates to a shortfall of 6.9 percent deep soil areas;
- Providing a total of 767 square metres of on-structure landscaping across the podium and towers in lieu of 591.2 square meters. This equates to an additional 29.6 percent of on-structure landscaping; and
- Providing two large, 31 medium and a minimum of 15 small trees, in lieu of one large and 10 medium trees.

The remaining Acceptable Outcomes of Element 3.3 of the R Codes Volume 2 would continue to apply. WAPC approval would be required for these provisions. It is noted that the landscaping requirements of Clause 1.4 of the Built Form Policy have not been approved by the WAPC and do not apply.

The proposed provisions are consistent with the Objectives of Element 3.3 of the R Codes Volume 2 for the following reasons:

- The deep soil areas are provided on the ground floor and co-located with both the northern and southern plaza. Tree planting within each of these areas would contribute towards the amenity of these spaces and the pedestrian environment. In addition to green infrastructure, the plazas would also act as urban spaces and meeting places for the public, which would contribute towards activation around the building edge;
- The on-structure planting is provided across the development, including on the podium level as well as each of the towers. On-structure landscaping on the podium level would be co-located with communal open space areas and would contribute to providing resident amenity and a sense of open space between the towers, as well as softening the scale of the towers when viewed from the pedestrian level. Areas of on-structure landscaping have also been identified within voids within each of the towers. The provision of landscaping in these locations would further assist to soften the scale of the development when viewed from the wider area, and provide opportunities for increased natural light and resident amenity within each of the towers;
- The proposal provides for substantial planting of large, medium and small trees, which would be located across the northern and southern plazas, the podium level and the eastern and western towers. The provision of trees in these locations would positively contribute towards increased urban quality and green canopy to reduce the urban heat island effect. The requirement for 80 percent of the plazas to be provided as canopy coverage would further contribute towards increased amenity at the street level of the development; and
- The provision of on-structure landscaping and trees which exceed the requirements of the R Codes Volume 2 is appropriate given the shortfall in deep soil areas proposed, and the height and scale of the development. As outlined above the landscaping outcome would provide for an appropriate level of amenity across all levels of the development for pedestrians and residents, and would be consistent with the intent of the R Codes Volume 2 and the Built Form Policy in contributing towards greening of with urban centres. As part of any future development application a detailed Landscaping and Public Realm Plan would be required. This would assess the appropriateness of how these spaces would be designed and the species used. A condition of development approval would be imposed to ensure landscaping is implemented in accordance with this.

Public Domain Interface

The LDP proposes to:

- Amend Clause 4 of the Leederville Masterplan and Acceptable Outcome A1.8.1 of the Built Form Policy and augment the Acceptable Outcomes of Element 4.14 of the R Codes Volume 2 by requiring active ground floor frontages to be provided;

- Amend Clause 6 of the Leederville Masterplan and Acceptable Outcome A3.6.2 of the R Codes Volume 2 by requiring parking to be sleeved behind the podium and active land uses;
- Amend Acceptable Outcome A3.8.2 of the R Codes Volume 2 by requiring entrances to parking and service areas to be integrated as part of the façade and screened from the public realm;
- Augment the Acceptable Outcomes of the R Codes Volume 2 and Built Form Policy by requiring the resident entries to be defined and articulated; and
- Amend Clause 7 of the Leederville Masterplan, Clause A3.7.2 of the R Codes Volume 2 and A1.8.11 of the Built Form Policy in respect to the design of the pedestrian awning.

The remaining Acceptable Outcomes of the R Codes Volume 2 and Built Form Policy would continue to apply in addition to these. WAPC approval would not be required for these provisions.

The proposed provisions are consistent with the Objectives of Elements 3.6, 3.7, 3.8 and 4.14 of the R Codes Volume 2 for the following reasons:

- The provision of activated ground floor tenancies would provide an enhanced and vibrant streetscape. It is noted that the provisions of the Built Form Policy would continue to apply which specify design elements to achieve this through open and unobscured frontages;
- The location of ground floor parking in the podium would enhance the streetscape by providing an active frontage which screens this space from view of the public realm. The public realm would further be enhanced through the integration of vehicle entrances and service areas into the façade, this would reduce the visual impact of these spaces;
- The provision of a continuous awning is shown along the southern, western and a portion of the northern sides of the development. This would provide for weather protection for pedestrians. The design requirements for the awning are consistent with the Built Form Policy in respect to height and integration with existing trees and façade design; and
- The treatment of the pedestrian entries would provide these to address and interact with the public realm and provide for legibility and wayfinding around the development for residents and visitors.

Podium Design, Tower Design and Aesthetics

The LDP proposes to augment the Acceptable Outcomes of Element 4.10 of the R Codes Volume 2 and 1.8 of the Built Form Policy by:

- Requiring the podium façade to be articulated through the use, colours and materials, major openings and balconies, an accessible podium level, and treatment of resident entries. Ground floor tenancies would be required to have a minimum floor to ceiling height of 5 metres, with the building to be designed to accommodate future tenancies fronting the Water Corporation infrastructure; and
- Requiring the towers to be integrated with the podium design and articulated through the use of colours and materials, building design including the provision of major openings and balconies, and the inclusion of vertical landscaping.

The LDP also proposes to amend Acceptable Outcome A1.8.3 of the Built Form Policy in respect to the requirement for an Urban Design Study to be provided.

The Acceptable Outcomes of Element 4.10 of the R Codes Volume 2 and Clause 1.8 of the Built Form Policy would continue to apply in addition to these provisions. WAPC approval would not be required for the proposed podium design, tower design or aesthetic provisions.

The proposed provisions are consistent with the Objectives of Element 4.10 of the R Codes Volume 2 for the following reasons:

- The provisions provide for specific elements to be incorporated to articulate the towers and reduce the perception of bulk and scale. This would be achieved through curved edges and horizontal elements to the tower, and the podium being articulated through active frontages and the inclusion of fine-grain detail and fenestration. Scale and mass from the façade would be further broken down by the provision of balconies and major openings, landscaping and the use of materials, colours and finishes. An Urban Design Study which establishes the Leederville character would be required to be submitted with any future development application. The colours, finishes and materials would be assessed against this to ensure these are appropriate for the context. This approach has been supported by the City's DRP. Any future development application would be referred to the City's DRP to ensure that the design measures have been appropriately incorporated to achieve the intent; and

- The internal functions of the development would be expressed and articulated through the inclusion of activated ground floor tenancies, major openings and balconies to the upper podium levels and towers, and the podium communal open space area.

Noise

The LDP proposes to augment the Acceptable Outcomes of the R Codes Volume 2 by requiring an acoustic report to be provided which addresses the entertainment and transport noise generated from within the town centre, the Mitchell Freeway and Joondalup train line. WAPC approval is not required for this provision, and the Acceptable Outcomes of Element 4.7 of the R Codes Volume 2 would continue to remain and apply.

The proposed provision is consistent with the Objectives of Element 4.7 of the R Codes Volume 2 for the following reasons:

- The City's Policy No. 7.5.21 – Sound Attenuation requires an acoustic report to be provided which considers emissions from noise sources on the apartments, and whether any mitigation measures would be required to provide for adequate acoustic privacy. The proposed provision would add to this by accounting for entertainment noise emitted from venues within the town centre to ensure that an appropriate level of amenity is provided for future occupants;
- The WAPC's State Planning Policy 5.4 – Road and Rail Noise requires consideration to be given to transport noise sources, such as the Mitchell Freeway, Loftus Street and the Joondalup train line. The provision of an acoustic report to address this is consistent with this State Planning Policy; and
- Any future development application would need to demonstrate consistency with the Element Objectives of the R Codes Volume 2 in respect to acoustic privacy being achieved between apartments, taking into account the locations of major openings and balconies.

<u>Traffic</u>

The City received submissions which objected to the proposal based on the impact of additional traffic on the local road network, in particular Leederville Parade. The applicant submitted a TIA in accordance with the WAPC's Transport Impact Assessment Guidelines (Transport Guidelines). This is included as **Attachment 6**.

The TIA has been reviewed by the City's Engineering team and identifies the following:

- The subject site is accessed by Frame Court, which connects to Leederville Parade. Leederville Parade provides a connection to both Loftus Street to the east and Oxford Street to the west. Newcastle Street is located to the northern side of the subject site. Frame Court is identified as an Access Road, with Leederville Parade, Newcastle Street and Loftus Street identified as District Distributor A. Oxford Street is identified as District Distributor B;
- Frame Court also extends through to Newcastle Street to the north, however this portion is not a dedicated road as it runs through the Water Corporation site;
- The traffic modelling anticipates the development to result in 63 additional vehicles during the AM peak period and 75 during the PM peak period;
- The traffic modelling anticipates that the intersection of Frame Court and Leederville Parade would maintain a good level of service during the AM peak period. It was noted that currently this intersection operates with queuing associated with the traffic signals at Loftus Street; and
- Traffic generated from the development would not lead to a deterioration of this intersection.

The City is satisfied with the findings of the TIA and notes the following:

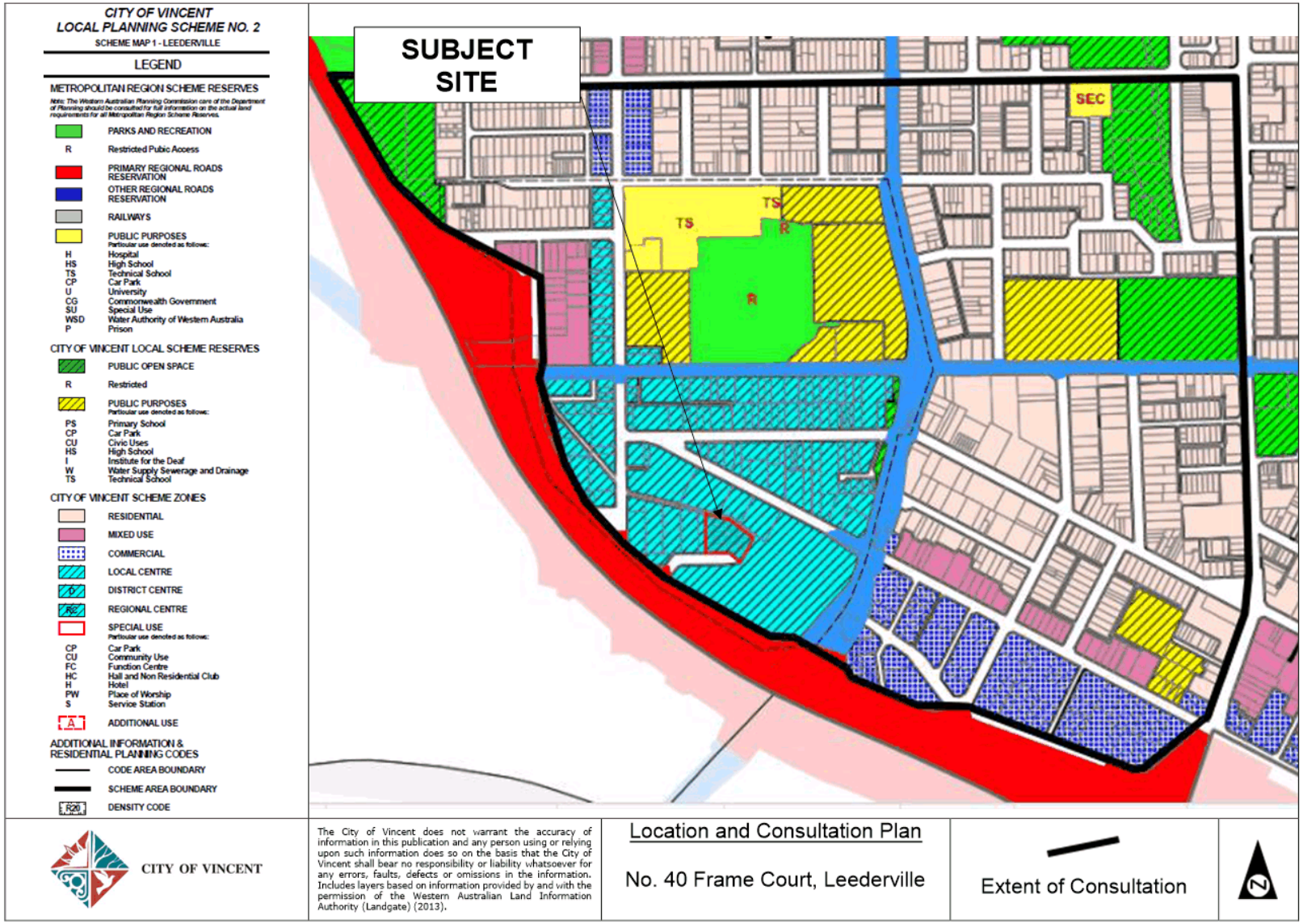
- The Transport Guidelines indicate that developments generating between 10 and 100 vehicle trips in the peak hour would have a moderate impact on the road network. The proposal would result in an increase of 63 and 75 vehicles utilising the Frame Court and Leederville Parade intersection respectively. This would result in an AM peak period increase of 9.1 percent and a PM peak period increase of 12.1 percent at this intersection;
- A SIDRA analysis was undertaken to assess the impact on this intersection during the AM peak period. The intersection is currently operating at a Level of Service A for all turning movements, which is the highest level of service. Vehicles waiting to turn currently experience average delays of between 0.7 and 8.6 seconds for vehicles waiting to turn. The SIDRA analysis identifies that as a result of the proposed development, the Level of Service A would be maintained with the exception of vehicles turning right from Frame Court onto Leederville Parade, vehicles approaching this intersection, and vehicles turning right from Leederville Parade onto Frame Court. These movements would reduce to

Level of Service B. This service reduction reflects increased delays for turning vehicles of between 11.0 and 13.9 seconds. Notwithstanding this, this intersection would continue to operate at a suitable level based on the modelling undertaken;

- MRWA is intending to undertake traffic management along Leederville Parade as part of its State Black Spot Program. These works would involve the construction of a central median on Leederville Parade. This would ultimately restrict Frame Court to left-in/left-out only, instead of being a full movement intersection. This was not accounted for in the SIDRA analysis but would remove delays along Leederville Parade for vehicles attempting to turn right into and out of Frame Court;
- These increases are within the acceptable threshold established by the Transport Guidelines. It is also noted that the TIA modelled traffic movements on a worst-case scenario and excluded movements occurring from the subject site to Newcastle Street through the Water Corporation site. This was excluded as this is not a dedicated road, and the thoroughfare is not always accessible by the public. Notwithstanding this, the LPSP identifies for this thoroughfare to be formalised, which would occur when the site is redeveloped. At this point the traffic movements generated by the development would have a second.

It is also noted that any future development application would be required to submit a further TIA to accompany the final details of the development. This TIA would need to adequately address traffic movements from the proposal, including the distribution of traffic through Frame Court, a further analysis of the performance of the Leederville Parade and Frame Court intersection within the regional context and any traffic management upgrades, and an updated SIDRA analysis projecting the performance of the intersection in 10 years in accordance with the Transport Guidelines. The TIA would also need to consider the modifications to the Frame Court intersection as a result of the central median along Leederville Parade.

Council recently endorsed its Accessible City Strategy (ACS) at its meeting on 18 May 2021. The ACS seeks to improve transport infrastructure throughout the City over time, facilitated through a mode shift in the way people travel. Through the implementation of the ACS it is anticipated that there would be a 19 percent reduction in car use and a five percent and 14 percent increase in the use of active and public transport respectively. The provision of a high density, mixed use development on the subject site within the Leederville Town Centre is consistent with the actions of the ACS to support this mode shift towards public and active transport use.


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
Note: The Western Australian Planning Commission care of the Department of Planning should be consulted for full information on the actual land requirements for all Metropolitan Region Scheme Reserves.
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
Particular use denoted as follows:
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
Particular use denoted as follows:
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
Particular use denoted as follows:
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
A ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
R20 DENSITY CODE
SUBJECT SITE
SEC
TS
TS
R
R
CITY OF VINCENT
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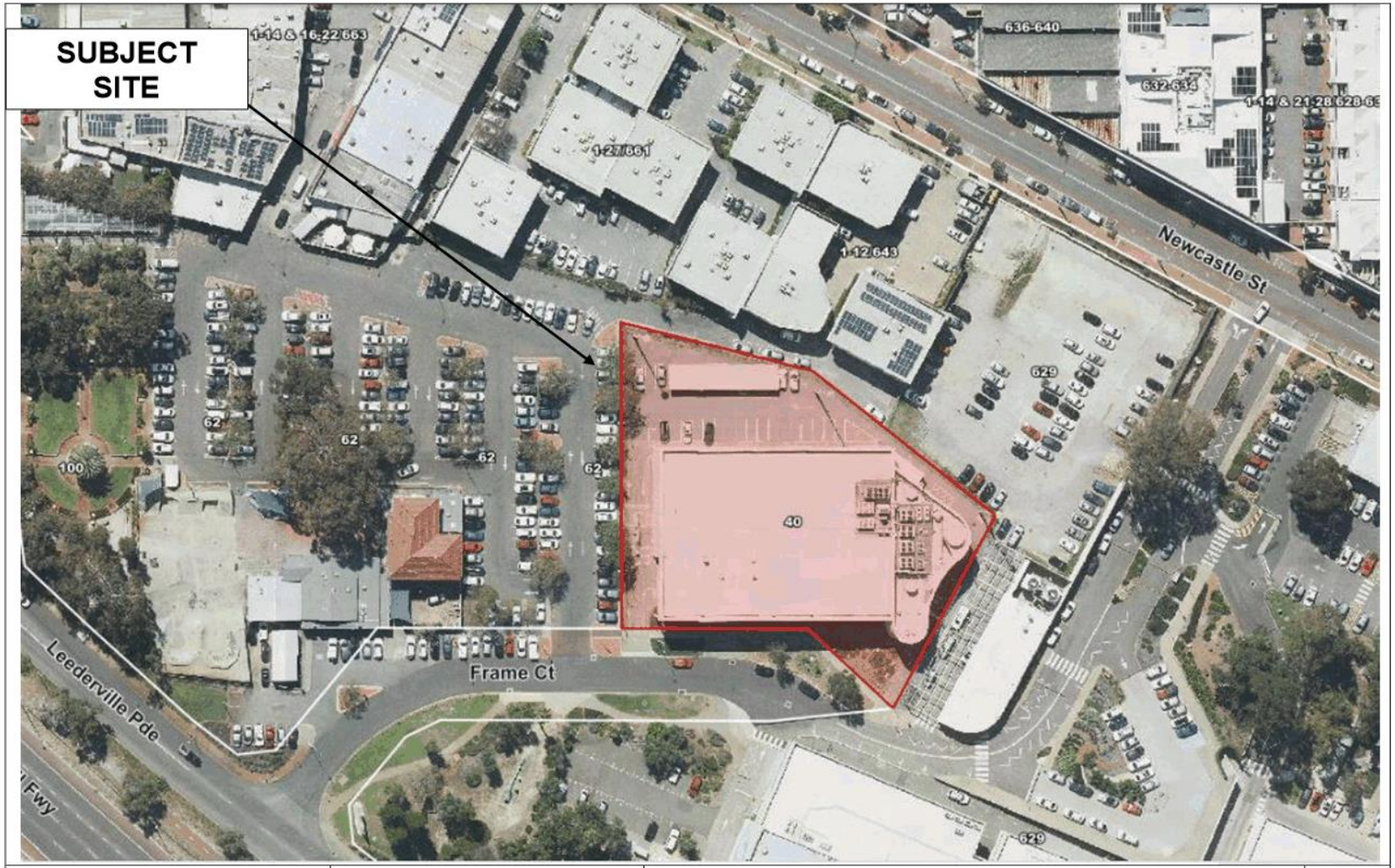
Location and Consultation Plan
No. 40 Frame Court, Leederville
Extent of Consultation
N



CITY OF VINCENT

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No. 40 Frame Court, Leederville

LOCAL DEVELOPMENT PLAN | LOT 101, 40 FRAME COURT, LEEDERVILLE

1. GENERAL PROVISIONS

a) Where this Local Development Plan (LDP) is inconsistent with the City's Local Planning Scheme, the local planning scheme prevails. Where this local development plan is inconsistent with an adopted Precinct Structure Plan or Structure Plan, Local Planning Policy, Master Plan or Guidelines (e.g. Character Retention Area Guidelines), this Local Development Plan prevails

b) In accordance with the Clause 1.2.2 of State Planning Policy 7.3 Residential Design Codes Volume 2 – Apartments (R Codes Volume 2), this Local Development Plan contains provisions that amend or replace:

- Acceptable Outcomes set out in Part 2, 3 and 4 of the R Codes Volume 2. The Element Objectives of the R Codes Volume 2 remain and apply.
- The Acceptable Outcomes set out in Volume 2 Section 1 of the Built Form Policy. The Local Housing Objectives of the Built Form Policy remain and apply; and
- Development requirements of any applicable Masterplan and/or Structure Plan. The aims and objectives of any applicable Masterplan and/or Structure Plan apply.

The provisions below detail which Acceptable Outcomes of the R Codes Volume 2 and the Built Form Policy have been amended or replaced by Acceptable Outcomes of the Local Development Plan. Refer to Table 3 for the summary of amendments and/or replacements.

c) Unless provided for below, the provisions of State Planning Policy 7.3 Residential Design Codes (R Codes), Leederville Precinct Structure Plan and Local Planning Policy No. 7.1.1 – Built Form apply. Any State Planning Policy, Local Planning Policy, Structure Plan or other legislation that is applicable to this LDP that is amended or replaced will continue to be applicable to the development that is the subject of the LDP.

d) Variations to the Sections 3 and 4 of this Local Development Plan may be approved at the time through a Development Application, provided that the development achieves the objectives of this Local Development Plan and the relevant objectives of the R Codes Volume 2, Built Form Policy, Masterplan, Structure Plan and/or Local Planning Policy (as applicable).

e) This LDP is to be read in conjunction with the 40 Frame Court, Leederville Local Development Plan Report (May 2021).

2. DESIGN OBJECTIVES

The following design objectives are to be read in addition to the relevant objectives of the R Codes Volume 2, Built Form Policy, Masterplan, Structure Plan and/or Local Planning Policy (as applicable). These design objectives are to be satisfied as part of the assessment of a Development Application, including where a variation to the Acceptable Outcomes of this Local Development Plan are proposed.

ENHANCED ENVIRONMENT

a) Development to identify and measure goals and targets for the following One Planet Living Principles: Health and Happiness, Equity and Local Economy, Culture and Community, Land and Nature and Travel and Transport.

b) Development to deliver landscape quality through:

- The retention of the existing trees adjacent to the site's western boundary through building setbacks;
- Adequate in ground and on structure landscaping areas to facilitate planting of trees to contribute towards a high level of amenity of the development and public spaces); and
- The integration of an innovative stormwater strategy in the proposed public plazas.

c) Provide safe and attractive plazas that shall:

- Be open to the sky;
- Be accessible to people of all abilities;
- Provide opportunities for stationary activity;
- Be lined with active frontages;
- Incorporate soft and hard landscaping elements; and
- Have access to sunlight.

ACCESSIBLE CITY

d) Recognise the site's catalyst potential and ensure the development integrates with the surrounding precinct by:

- Creating a legible pedestrian network by framing and activating Frame Court and the site's western frontage, and integrating with the Water Corporation Infrastructure Corridor;
- Delivering two publicly accessible plaza spaces on the site's northern and southern boundary that are designed as people friendly and safe destinations through landscaping and activation; and
- Creating publicly accessible destinations through community uses and tenant selection on the ground floor.

CONNECTED COMMUNITY

e) Provide for tenancies on the ground floor to respond to changing community needs and be designed so as to accommodate uses such as creative hubs, art galleries, community meeting spaces, co-working spaces or the like.

f) Provide for a variety of housing options for a diverse local community, including a range of apartment types and layouts and affordable housing options.

g) All residents within the development (inclusive of owners and occupiers) to be provided with equal access to the shared communal amenities of the development.

THRIVING PLACES

h) Deliver a well-defined public realm by:

- Delivering community use tenancies identified in Figure 1 that respond to changing community needs and be designed so as to accommodate uses such as creative hubs, art galleries, community meeting spaces, co-working spaces or the like;
- Delivering a range of complimentary active uses on the ground floor such as retail and food and beverage tenancies that are designed as flexible spaces to adapt to changing community needs through the life of the development;
- Aligning the building to the street at ground level, except for where a plaza is provided;
- Avoiding narrow publicly accessible alcoves and areas with limited passive surveillance and recesses that lack a clear public purpose.

i) Respond to the future Water Corporation infrastructure corridor 'Green Link' as a key placemaking element of the precinct, through:

- the provision of the northern public plaza;
- active uses fronting the plaza;
- murals, street art and/or greenery on the boundary wall; and
- the ability for the northern elevation of the building that directly adjoins the infrastructure corridor to be activated in the future through the conversion of car parking spaces on the ground and first floor to tenancies.

SENSITIVE DESIGN

j) Ground floor and podium facades are to reflect the eclectic, diverse and authentic character of Leederville and use this to inform the building's design including the ground floor treatment, materiality of the building and landscape design.

k) Appropriate use of a variety of materials and finishes that complement elements of the existing Leederville character whilst avoiding the use of faux (made as an imitation, fake or false) materials.

l) Building bulk and scale to be broken down through the use of two towers and design treatment including curved facades, on-structure landscaping, horizontal and vertical articulation, and colours and materials which reflect the Leederville town centre character. Refer to Figures 3,4 and 6-9

m) The public plazas are to be designed for both day and night safety through lighting and the implementation of CPTED principles. The landscape design is to minimise entrapment and concealed spaces. Sight lines from streets are to be incorporated to ensure good visibility across the plazas and plant material selected to support those sightlines. Plazas to feature a civic lighting strategy that addresses safety and access as well as feature lighting for visual interest.

n) Provide depth and detail to all visible facades, including:

- Facades should provide for depth and a balance of light and shadow on the street wall and upper levels through the use of balconies, integrated shading, rebates or expression of structural elements;
- Street wall facades should avoid a predominately glazed appearance by providing a balance of transparency and solidity;
- Facades should avoid the use of surfaces which cause unacceptable glare to the public realm;
- Materials should be durable, robust and low maintenance in the higher parts of a building.

INNOVATIVE + ACCOUNTABLE

o) Prepare and implement mechanisms to enhance the liveability outcomes for the community, including:

- Potential utilisation of the City of Vincent Percent for Art Policy for the curation and management of a cultural production space and/or art gallery; and
- Affordable housing options to encourage a diverse community.

This Local Development Plan has been endorsed by Council under Clause 52(1)(a) of the Deemed Provisions

Manager Development & Design - City of Vincent **Date**

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REV	DESCRIPTION	YYMMDD	DRAWN	APPR'D
L	UPDATES TO LDP	211006	RF	RD
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LOCAL DEVELOPMENT PLAN
Lot 101 Frame Court, Leederville
City of Vincent

JOB CODE	DRAW NO.	REV.
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3. DEVELOPMENT INCENTIVES FOR COMMUNITY BENEFIT

The community benefits identified in Table 1 will be provided for at Development Application stage: (Refer Figure 1: Indicative Massing and Community Benefit):

3.1	Affordable Housing
3.1.1	A minimum 10% of the build-to-rent apartments, located within the Western Tower and podium, are to be provide as affordable housing with subsidised rent. An Affordable Housing Management Strategy shall be submitted to accompany the development application which addresses details relating but not limited to the operation, tenure, subsidy details, timeframes and ownership arrangements.
3.2	Dwelling Diversity
3.2.1	Minimum 20% of apartments to be studio and/or one bedroom apartments.
3.2.2	Minimum 10% of apartments to be three or more bedroom dwellings.
3.3	Public Realm
3.3.1	Provision of two publicly accessible plaza spaces located on private property of a minimum area of: • Public Plaza - South: 200m2 • Public Plaza - North: 250m2
3.3.2	Public Plaza spaces are to be designed as highly attractive people places. A landscaping and public realm/plaza plan shall be submitted to accompany the development application which addresses the following: • Street furniture, seating and lighting; • 140m² deep soil areas, 2 large mature trees (cumulative across the two plazas), and landscaping species selection. Species selection is to take shadowing into account; • Stormwater drainage strategy; and • Maintenance of the plaza spaces.
3.4	Public Pedestrian Access Way and Site Linkages
3.4.1	1.5m setback at ground level to be provided from the western property boundary to facilitate the provision of the pedestrian access way in accordance with 3.4.2. All ground floor tenancies, including those on the western boundary, are to have activated frontages, including glazing and pedestrian entrances.
3.4.2	Satisfactory arrangements being made with the City relating to modification of the Frame Court car park adjacent to the western boundary of the subject site accommodate a 3.0m minimum pedestrian access way. This width is inclusive of the 1.5m western setback area referred to in 3.4.1, and is to be landscaped to integrate with the public plazas in respect to treatment and materials to the satisfaction of the City.
3.5	Provision of Public Facilities on Private Land
3.5.1	Provision of the following public facilities: • A cultural production space and/or art gallery with a minimum floor area of 70m2; • A community multi-purpose facility with a minimum floor area of 110m2; and • A business incubator / co-working space or other community use with a minimum floor area of 60m2
3.5.2	A Public Facilities Management Strategy shall be submitted with the development application. This management plan should address matters related to: • The use of the premises and operating details including operations hours; • Financing and maintenance; and • Safety and security.
3.5.3	For the provision of the cultural production space and/or art gallery, the use of the developer percent for art contribution may be used to assist with arts curation and/or on-going management of the facility.

Table 1 - Community Benefits

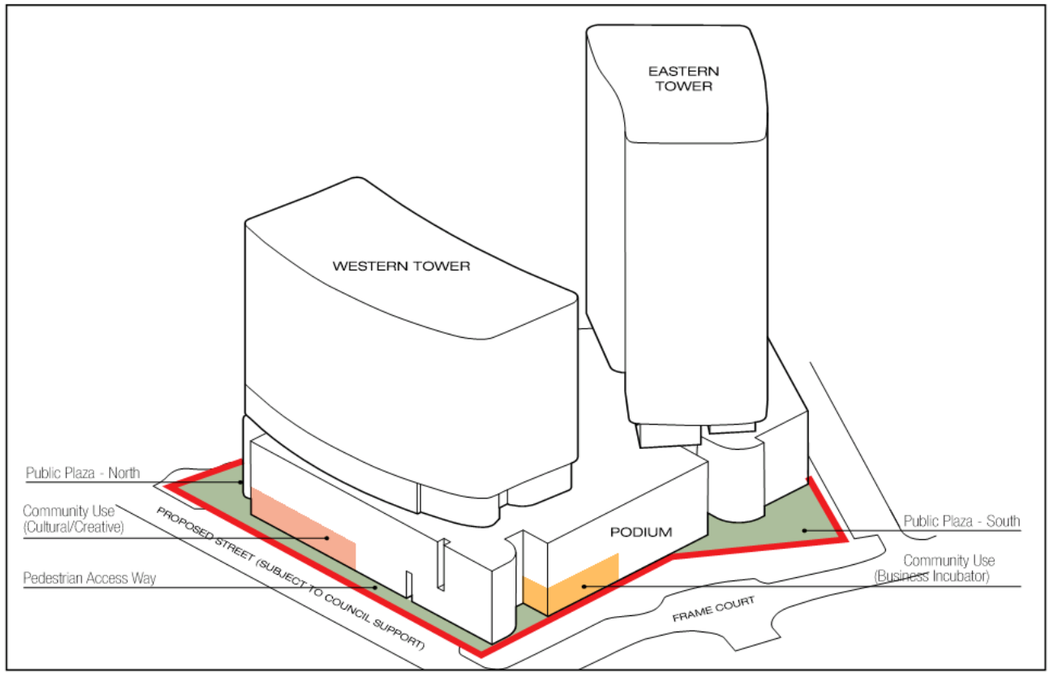

FIGURE 1 - Indicative Massing and Community Benefit

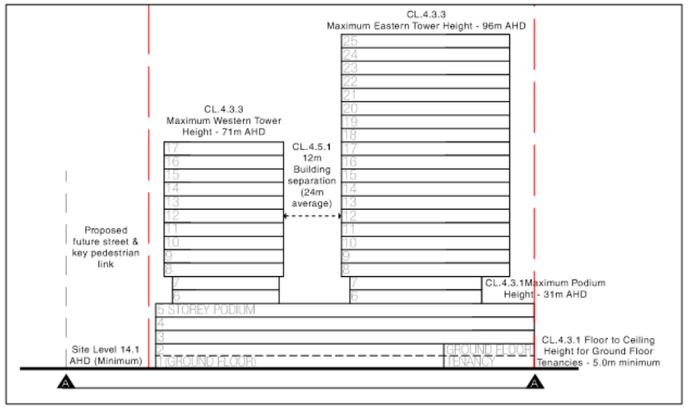

FIGURE 2 - Building Height Plan

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Lot 101 Frame Court, Leederville
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4. DEVELOPMENT CONTROLS

a) As part of any future Development Application, the community benefits identified in Table 1 will be provided for;

b) The development controls outlined in Table 2 apply to the site and are to be read in conjunction with the following figures:

- Figure 2: Building Height Plan;
- Figure 5: Development Controls Masterplan.

Table 2 - Development Controls

Site R-Code	R-AC0
The following provision presents as a variation to setback provision 1.2 of Policy 7.1.1 Built Form	
4.1 Minimum setbacks	4.1.1 Podium setbacks: • North: Nil minimum (except where required to provide Northern Plaza) • East: Nil • South: Nil (except where required to provide Southern Plaza) • West: 1.5m minimum 4.1.2 Towers: • North: 2m minimum • East: 3m minimum • South: 6m minimum • West: 3m minimum
The following provisions presents as a variation to the maximum building heights nominated under Table 2 of Policy 7.1.1 Built Form and referred to in Precinct 8 – Network City of the Leederville Town Centre Masterplan and Built Form Guidelines	
4.2 Boundary wall height (storeys)	4.2.1 Podium: • 5 storeys (31m AHD maximum)
4.3 Building height (Storeys)	4.3.1 Podium: • 5 storey podium (31m AHD maximum) • Floor to ceiling height of the ground floor tenancies is to be a 5m minimum to allow generous volumes for a range of uses and flexibility for the future. • Floor to floor height (Levels 2-5) – 3.2m 4.3.2 Eastern Tower: • Ground floor + 24 storeys (including podium) • Floor to floor height – 3.2m • 96m AHD maximum (not including roof plant) 4.3.3 Western Tower: • Ground floor + 16 storeys (including podium) • Floor to floor height – 3.2m • 71m AHD maximum (not including roof plant) 4.3.4 A Wind Impact Assessment is to be prepared by a suitably qualified wind engineering consultant and submitted with any development application.
The following provisions are variations Acceptable Outcomes of Parts 2 and 3 of State Planning Policy 7.3 Residential Design Codes Volume 2 - Apartments	
4.4 Building Depth	4.4.1 Western Tower - Maximum building depth of 24m 4.4.2 Eastern Tower - Maximum building depth of 25m
4.5 Building Separation	4.5.1 Minimum building separation distance for habitable rooms/ balconies is 12m with an average of 24m, subject to visual and acoustic privacy (including the provision of privacy screens or eyelid windows), natural ventilation, sunlight and daylight access being adequately addressed to the satisfaction of the approval authority at the development application stage.
4.6 Car Parking	4.6.1 Provision of a car share service (minimum 2 cars) within the development subject to agreement with car share provider.
4.7 Tree Canopy	4.7.1 Landscaping for the development is to be provided in accordance with the following: Northern Plaza: Deep soil – 65m²; Canopy coverage – 80%; Trees – Large – 1; Medium – 4; and Small trees to suit Southern Plaza: Deep soil – 70m²; Canopy coverage – 80%; Trees – Large – 1; Medium – 2; and Small trees to suit Podium Level: On structure planting areas – 630m²; Trees – Medium – 25; and Small trees to suit Western Tower: On structure planting areas – 91m²; Trees – Small – 5; Location of gardens – Levels 6 and 14 Eastern Tower: On structure planting areas – 46m²; Trees – Small – 10; Location of gardens – Levels 6 and 14
The following provisions are in addition to Part 3 of State Planning Policy 7.3 Residential Design Codes Volume 2 - Apartments	
4.8 Public Domain Interface	4.8.1 Ground level frontages as indicated on Figure 2 are to be activated through a variety of design measures, which may include the provision of shop fronts, lobbies which have a visual and physical connection with the street, operable doors and windows, and/or entry doors. 4.8.2 Parking on the ground floor and within the podium is to be sleeved with active land uses on the southern and western elevations. 4.8.3 Entrances to the parking and other service areas is to be integrated into the design of the building façade and service areas are to be screened from view. . 4.8.4 Primary and Alternative Resident Entries are to incorporate innovative and creative design elements including entry canopies to accentuate entrances and provide a sense of identity to buildings and as points of orientation to the building. 4.8.5 Continuous awnings are to be provided in the locations identified in Figure 5. Awnings should have a minimum height of 3.5m, respond to any existing or proposed verge trees, and be integrated into the design of the façade.
4.9 Podium Design	4.9.1 The podium facade of the development is to present as a human scale to the public realm and be of a high architectural quality to reflect the character of the Leederville town centre. This is to be achieved through: • The incorporation of articulated facades which feature fine-grained detail and fenestration; • Large openings and clear glazing to the street which are not obscured by window signage; • The incorporation of stall risers as part of the ground floor design; and • The use of durable materials, colours and finishes. 4.9.2 Upper level frontages within the podium are to be activated through a variety of uses such as communal terraces, private balconies and/or major openings which overlook Frame Court, adjoining car park and the plazas. 4.9.3 The podium deck is to provide for activation with accessible, functional and usable areas including rooftop gardens, which enhance amenity and promote surveillance of the public realm below. 4.9.4 Each of the primary resident entries, including lobbies, are to be treated the same in respect to design and material quality. 4.9.5 Ground floor tenancies are to include a minimum floor to ceiling height of 5.0m floor to provide sufficient space for servicing and infrastructure to support future adaption. 4.9.6 The structure of the building adjoining the Water Corporation infrastructure corridor shall be appropriately designed and engineered to accommodate future ground floor tenancies.
4.10 Tower Design	4.10.1 The eastern and western towers are to be of a high architectural quality to reflect the character of the Leederville town centre. This is to be achieved through: • The towers integrating with the podium element below; • The incorporation of articulated facades including curved buildings and building edges, and horizontal elements; • The incorporation of major openings and balconies. External facing major openings and balconies should be unobscured and unscreened. Internal facing major openings and balconies should be only be screened or obscured where necessary to protect visual privacy; • The use of vertical landscaping to create visual interest to the tower elements; and • The use of durable materials, colours and finishes.
4.11 Aesthetics	4.11.1 The aesthetics of the development, including the colours, materials, finishes and architectural detail of both the podium and the eastern and western towers shall be natural, tactile and visually interesting and are to reflect the diverse and eclectic character of the Leederville town centre as identified within the supporting Urban Design Study to be submitted with the development application. Refer to Figures 3 and 4 for example materials palettes.
4.12 Noise	4.12.1 An Acoustic Report is to be prepared by a suitably qualified acoustic consultant and submitted with any development application to address noise generated from existing entertainment venues within the Leederville town centre, and transport noise as per State Planning Policy 5.4 – Road and Rail Noise.

FIGURE 3 Podium Materials Palette

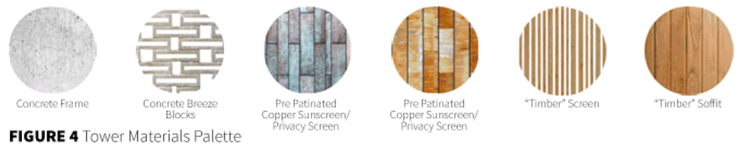

FIGURE 4 Tower Materials Palette

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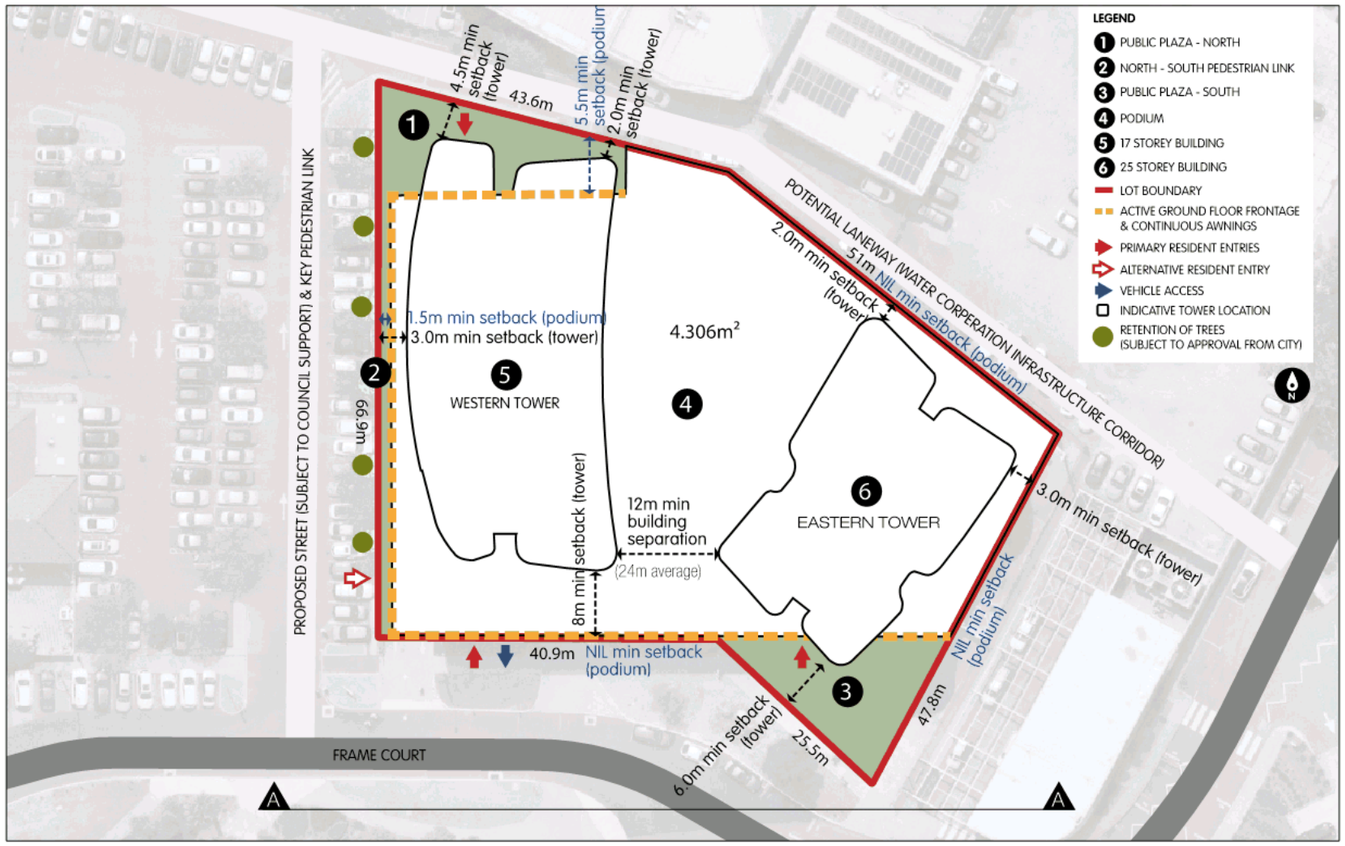

Figure 5 - Development Controls Masterplan

Figure 6 – Conceptual Southern Elevation*

Figure 7 – Conceptual Southern Plaza*

Figure 8 – Conceptual Western Elevation*

Figure 9 – Conceptual Northern Plaza*

*Note: subject to refinement at development application stage

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Table 3 - Summary of Amendments and/or Replacements to Leederville Masterplan, R Codes Volume 2 and Built Form Policy

LDP Clause	Acceptable Outcomes Amended/Augmented			Acceptable Outcomes Remaining	
	Leederville Masterplan	R Codes Volume 2	Built Form Policy	R Codes Volume 2	Built Form Policy
Minimum Setbacks					
4.1.1	Clause 8.3 amended	N/A	A1.2.1, A1.3.1 amended	A2.4.2	N/A
4.1.2	Clause 8.3 amended	N/A	A1.2.1, A1.3.1 amended	A2.4.2	N/A
Boundary Wall Heights					
4.2.1	N/A	N/A	A1.2.1, A1.3.1 amended	A2.4.2	N/A
Building Height					
4.3.1	Clause 8.1 amended	N/A	A1.1.1 amended	N/A	A1.1.2 – A1.1.4
4.3.2	Clause 8.1 amended	N/A	A1.1.1 amended	N/A	A1.1.2 – A1.1.4
4.3.3	Clause 8.1 amended	N/A	A1.1.1 amended	N/A	A1.1.2 – A1.1.4
4.3.4	Clause 8.1 amended	N/A	A1.1.1 amended	N/A	A1.1.2 – A1.1.4
Building Depth					
4.4.1	N/A	A2.6.1 amended	N/A	N/A	N/A
4.4.2	N/A	A2.6.1 amended	N/A	N/A	N/A
Building Separation					
4.5.1	N/A	A2.7.1 amended	N/A	N/A	N/A
Car Parking					
4.6.1	N/A	Element 3.9 augmented	N/A	A3.9.1 – A3.9.	N/A
Landscaping					
4.7.1	N/A	A3.3.4, A3.3.5 and A3.3.7 amended	N/A	A3.3.1 – A3.3.3, A3.3.6	N/A
Public Domain Interface					
4.8.1	Clause 4 amended	Element 4.14 augmented	A1.8.1 amended	A14.4.1 – A14.4.5	A1.8.1 – A1.8.12
4.8.2	Clause 6 amended	A3.6.2 amended	N/A	A3.6.1, A3.6.3 – A3.6.9	N/A
4.8.3	N/A	A3.8.2 amended	N/A	A3.8.1, A3.8.3 – A3.8.7	
4.8.4	N/A	Element 3.7 augmented	Clause 1.5 augmented	A3.7.1 – A3.7.6	A1.5.1 – A1.5.6
4.8.5	Clause 7 amended	A3.7.2 amended	A1.8.11 amended	A3.7.1, A3.7.3 – A3.7.6	A1.8.1 – A1.8.10, A1.8.12

LDP Clause	Acceptable Outcomes Amended/Augmented			Acceptable Outcomes Remaining	
	Leederville Masterplan	R Codes Volume 2	Built Form Policy	R Codes Volume 2	Built Form Policy
Podium Design					
4.9.1	N/A	Element 4.10 augmented	Clause 1.8 augmented	A4.10.1 – A4.10.6	A1.8.1 – A1.8.12
4.9.2	N/A	Element 4.10 augmented	Clause 1.8 augmented	A4.10.1 – A4.10.6	A1.8.1 – A1.8.12
4.9.3	N/A	Element 4.10 augmented	Clause 1.8 augmented	A4.10.1 – A4.10.6	A1.8.1 – A1.8.12
4.9.4	N/A	Element 4.10 augmented	Clause 1.8 augmented	A4.10.1 – A4.10.6	A1.8.1 – A1.8.12
4.9.5	N/A	Element 4.10 augmented	Clause 1.8 augmented	A4.10.1 – A4.10.6	A1.8.1 – A1.8.12
4.9.6	N/A	Element 4.10 augmented	Clause 1.8 augmented	A4.10.1 – A4.10.6	A1.8.1 – A1.8.12
Tower Design					
4.10	N/A	Element 4.10 augmented	Clause 1.8 augmented	A4.10.1 – A4.10.6	A1.8.1 – A1.8.12
Aesthetics					
4.11	N/A	Element 4.10 augmented	A1.8.3 amended	A4.10.1 – A4.10.6	A1.8.1, A1.8.2, A1.8.4 – A1.8.12
Noise					
4.12	N/A	Element 4.7 augmented	N/A	A4.7.1 – A4.7.3	N/A

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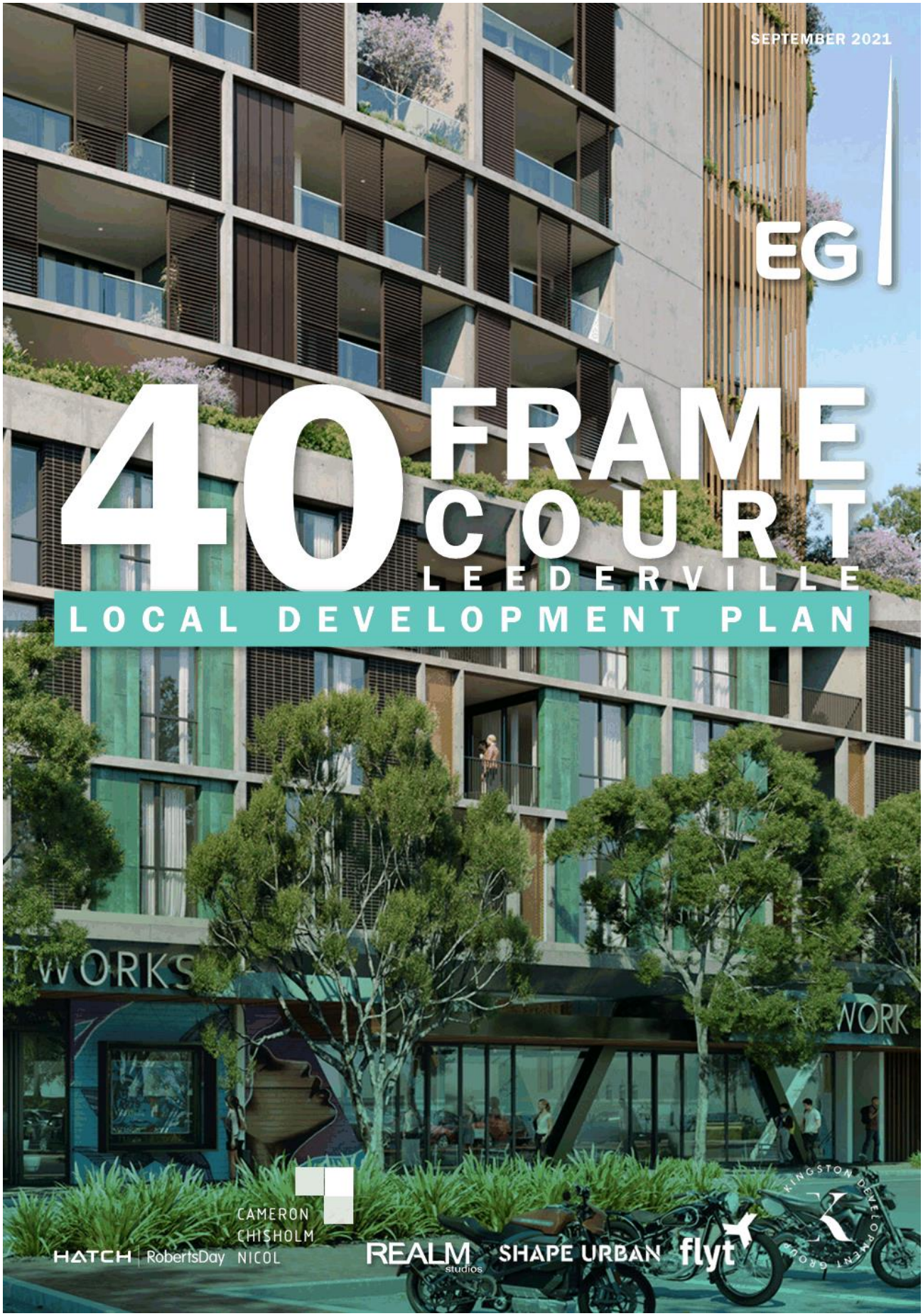
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40 FRAME COURT
LEEDERVILLE
LOCAL DEVELOPMENT PLAN
CAMERON CHISHOLM NICOL
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flyt
KINGSTON DEVELOPMENT GROUP

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Prepared for:	EG Funds Management Pty Ltd	
Prepared by:	Hatch RobertsDay	
Project Team:	Architecture	Cameron Chisholm Nicol
	Landscape Architect	Realm Studios
	Town Planning + Placemaking	Hatch RobertsDay
	Traffic and Transport	Flyt
	Engagement	Shape Urban
	Property Advisory	Kingston Development Group
	Economics	FARlane

REVISION	COMMENT	AUTHOR	APPROVED BY	DATE ISSUED
A	Draft	AC/RD	DW	20 July 2020
B	Draft	AC/RD	DW	24 November 2020
C	Final	AC/RD	DW	9 December 2020
D	Final (Lodged with City)	AC/RD	DW	16 December 2020
E	Final (Amended following preliminary comments from City)	RD	DW	11 May 2021
F	Final (amended following advertising)	RD	DW	17 September 2021

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CONTENTS

1.0 INTRODUCTION 4
2.0 PLACE CONTEXT 7
3.0 PLANNING CONSIDERATIONS 12
4.0 CONSULTATION 18
5.0 PROPOSAL 22
6.0 DESIGN PRINCIPLES 65

APPENDICES

Appendix A WAPC LDP AGREEMENT LETTER
Appendix B 40 FRAME COURT LOCAL DEVELOPMENT PLAN
Appendix C PLACE STRATEGY
Appendix D TRANSPORT IMPACT ASSESSMENT
Appendix E PRE-LODGEMENT CONSULTATION TABLE
Appendix F 22 APRIL 2020 DRP PRESENTATION
Appendix G CITY OF VINCENT DESIGN REVIEW PANEL MINUTES (25 AUGUST 2021)
Appendix H SOCIAL INFRASTRUCTURE STUDY
Appendix I ECONOMIC + SOCIAL OUTCOMES OF COMMUNITY BENEFITS

1.0 INTRODUCTION

With 4306m2 in single ownership, located in an underutilised precinct, and on the doorstep of the Leederville Train Station, 40 Frame Court represents a unique but significant renewal opportunity to deliver a fit for purpose, 21st century urban development at the heart of the Leederville Town Centre.

It has the potential to renew and activate an underutilised part of the Leederville Town Centre, making a significant contribution in terms of:

- The development of apartments that will cater for a variety of demographics, including owner occupiers and renters, within close proximity to the train station;
- Provision of affordable housing;
- Activation of the Frame Court frontage and the western and northern boundaries of the site via the provision of ground floor tenancies, with a mix of uses;
- Creation of landscaped pedestrian access ways and public spaces; and
- Provision of public facilities, including a community/ cultural multi-purpose facility.

This opportunity has been recognised by all key stakeholders including the City of Vincent, local community stakeholders and the Western Australian Planning Commission, who provided written agreement that a Local Development Plan (LDP) may be prepared to facilitate the site's future development (refer Appendix A).

Since this correspondence in late 2016, the owner of the site, EG funds Management Pty Ltd (EG), and the project team have embarked on an extensive process of research, visioning, community and stakeholder engagement and design, culminating in the lodgement of this LDP.

This explanatory report supports the proposed LDP statutory provisions and provides an overview of this extensive process, including:

- **PLACE CONTEXT:** Exploring the site's history, current performance and the role it can play in the future of Perth, the Leederville Town Centre and the Frame Court Precinct;
- **PLANNING CONSIDERATIONS:** Providing an overview of relevant State and Local Planning Policy;
- **CONSULTATION:** Summarising the extensive consultation and stakeholder engagement that has been undertaken to inform the proposed design outcome LDP provisions;
- **PROPOSAL:** Outlining the design intent, proposed LDP provisions and design justification in line with State Planning Policy 7.0 Design for the Built Environment.

The report also references a range of more detailed reports and studies that have been undertaken to inform the LDP and are provided as appendices to this report, including:

- **Place Strategy:** Analysing the site's broader context and providing an overview of how the site can add value to the Leederville Town Centre and provide community benefit;
- **Architectural Concept Report / DRP 3 Presentation:** Providing an overview of the design drivers and current concept design that the LDP provisions are written to support, in line with SPP 7.0 Design Principles;
- **Landscape and Public Domain Strategy:** Providing a landscape concept and strategy to support the public domain and sustainability initiatives, including the proposal approach to on structure planting;
- **Social Infrastructure Study:** Co-creating an assessment framework with the local community for the delivery of community facilities and public benefit; and
- **Transport Assessment Report:** Ensuring the proposed LDP outcomes support sustainable transport patterns within the Leederville Town Centre, in line with the WAPC's Transport Impact Assessment Guidelines.
- **Economic + Social Outcomes of Community Benefits:** Demonstrating that the proposed community benefits to be delivered by the LDP and subsequent development will provide significant economic and social benefits for the Leederville town centre and wider community.

We believe the extensive research, consultation and design refinement has resulted in an LDP that will facilitate the site's future redevelopment and deliver a development that supports the ongoing transformation of the Leederville Town Centre as an iconic destination, liveable 21st century precinct and community focused neighbourhood.

1.1 PROPERTY DETAILS

40 Frame Court is located approximately two kilometres northwest of the Perth CBD, within the southern portion of the Leederville Activity Centre. It is located in close proximity to the Leederville train station (400m) and is well connected to surrounding services and amenities including the Leederville Oval, Leederville TAFE, the Oxford Street food and beverage and retail strip and a mix of commercial and service industry uses.

The site is 4,306sqm in area and currently comprises a two-storey office building. The site is bound by Frame Court to the south (providing existing vehicular access); City-owned land to the west (currently operating as a public car park); two parallel Water Corporation-owned lots to the north (which run through to Oxford Street and is understood to accommodate pipeline infrastructure. Refer to the 'Land Use and Development Parameters' section of this report below for planning implications); and the Water Corporation's head office site to the east, which includes William Traylen Park to the south.

The particulars of the Certificate of Title are summarised in the table below.

Lot	Diagram	Volume/ Folio	Area	Owner
101	64792	1644/200	4,306m²	Perpetual Corporate Trust Ltd

There are no limitations, notifications or encumbrances listed on the Certificate of Title that have the potential to affect the ongoing use, or future redevelopment of the land.

FIGURE 1: SITE LOCATION

2.0 PLACE CONTEXT
PTWORKS
CONCEPT DESIGN ONLY
LOCAL DEVELOPMENT PLAN

The redevelopment of 40 Frame Court represents a unique opportunity to deliver a development fit for purpose for 21st century urban living in Leederville.

Through early and ongoing engagement, it was recognised that with this significant opportunity comes an important responsibility. The site's re-development must respond to Leederville's much loved and unique characteristics, and ultimately add value to one of Perth's most recognisable inner urban creative neighbourhoods.

A Place Strategy (Appendix C) was prepared to address this responsibility through:

- **PLACE STORY:** Drawing upon Leederville's unique history to understand the stories that can be reinterpreted through a design response;
- **CITY CONTEXT:** Analysing the site through various layers of context to discover its role in Perth's urban regeneration, the Leederville Town Centre and its surrounding precinct;
- **PLACE AUDIT:** Providing an evidence base of the existing uses, character, movement networks and people who live, work and visit Leederville to envision the role the site can play in improving Leederville;
- **THE BRIEF:** Summarising this context into a series of Place + Design Principles and a vision for the site's redevelopment; and
- **THE PLAN:** Converting these principles into a series of steps to deliver the vision.

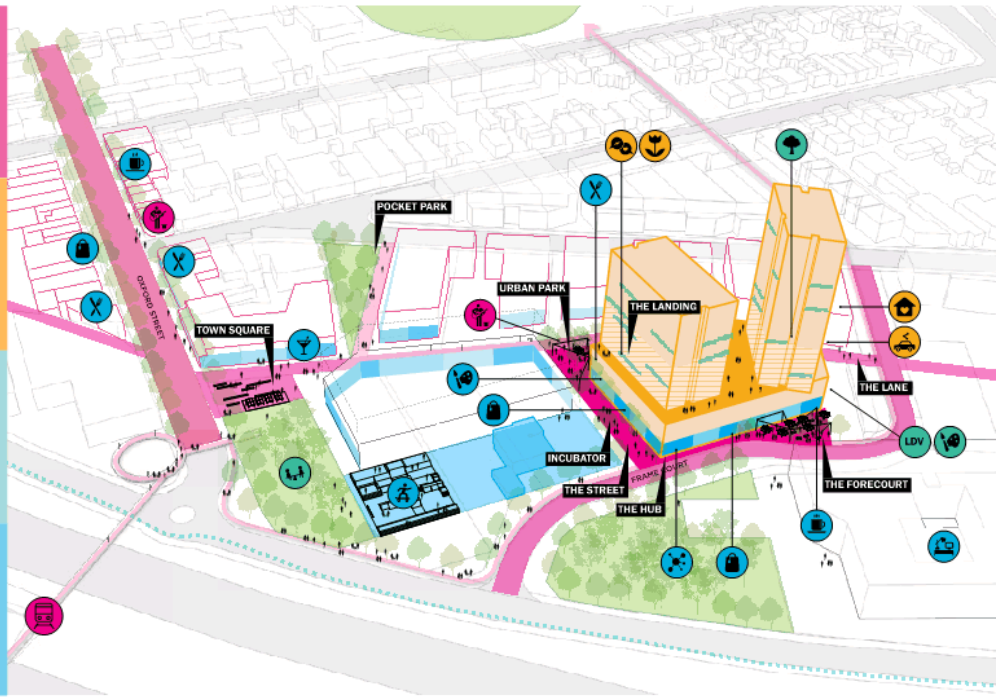
The Place Strategy is a mixture of data with on the ground observations and collection of ideas from community input and the project team. Ultimately, it provides a blueprint for a development that is fit for purpose, strengthens the role of the Leederville Secondary Centre and ensures the unique loveable aspects of Leederville are at the forefront of the site's re-development.

ADD THE FRAME to Leederville's newest neighbourhood, using town centre DNA to create places for people, a defined pedestrian environment and suggesting a future network of places as the area develops;

Deliver **HIGH DENSITY HAPPINESS** through leveraging the site's proximity to transit, providing a range of fit for purpose housing types delivered through innovative models and focussing on the provision of shared facilities to enhance social connections;

Strengthen the **LEEDERVILLE VIBE** through innovative architectural and landscape design, drawing on feedback received from the community, the sites unique history, and distinctive elements of the Leederville Town Centre; and

RE-MIX THE PRECINCTS through providing publicly accessible ground floor uses that respond to the site's unique urban context, strengthen the role and positioning of the Town Centre and draw people to Leederville.



THE CITY

At the intersection of Perth's inner-city redevelopment precincts, creative inner north and adjacent to strategic rail station precincts – sites like 40 Frame Court have a unique opportunity to reposition Perth's growth and create a more sustainable urban footprint.

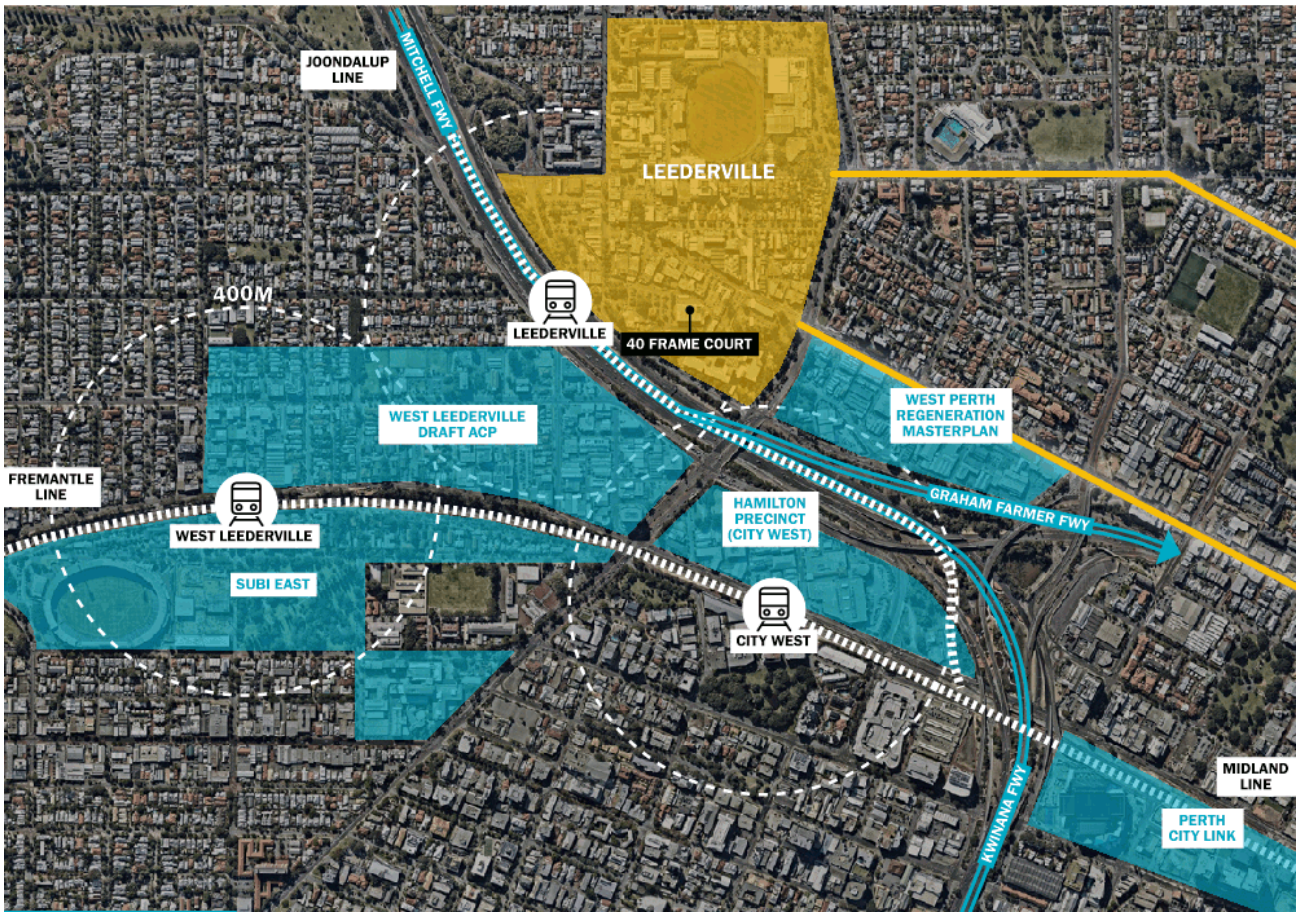
The alignment and clearing of land adjacent to the Freeway for its construction created a series of semi-industrial / semi commercial land uses, benefiting from the Freeway's regional accessibility.

As Perth's population and urban footprint continued to expand, these large tracts of land are now considered underutilised and have become an opportunity for urban renewal, benefitting from their proximity to the Central City and rail infrastructure.

Collectively, Subiaco East, West Leederville, Leederville, West Perth, Hamilton Precinct and the City Link represent a unique city shaping opportunity of 162 hectares, with the potential to accommodate over 6,500 new dwellings and injecting new amenity, life and activity into our city.

With the State Government's objective for infill development and its priority to ensure housing, jobs and services are provided within close proximity to rail infrastructure through METRONET, these precincts are becoming increasingly important to the future of Perth.

Adding to this potential is Leederville's relationship with Perth's Creative Inner North. Its recognisable and unique neighbourhood creates the amenity and lifestyle that attracts apartment living for a diverse community. Refer Figure 2: Regional Context.



THE TOWN

As 1 of 4 significant redevelopment sites in the Leederville Town Centre and sitting within an 'undefined' precinct, 40 Frame Court has the potential to redefine the southern entrance to Leederville and set the tone for future redevelopment of Government owned land.

Leederville is 'coming of age' as a highly attractive inner urban neighbourhood. Identified as a 'Secondary Centre' under State Planning Policy 4.2. Leederville is considered the 'capital' of the City of Vincent and will play an important role in acheiving the 11,490 dwelling infill target identified in Perth & Peel @ 3.5 million. Its development will be guided by the Leederville Precinct Structure Plan (PSP), which is currently under preparation.

Informing this PSP is the Leederville Masterplan, which sets the boundary of the Town Centre and identifies a series of 'Precincts'. Many of these precincts are highly recognizable but precincts at the southern entrance to Leederville, within close proximity to the train station remain relatively undefined. 'The Avenue', the 'Town Square' and 'Newcastle' (as identified within the Leederville Masterplan) are less identifiable in our image of Leederville and are the areas we move through on our way to other Town Centre destinations.

These areas also offer the most significant opportunity to achieve the State's Infill Target and strengthen what it means to be Leederville. Refer Figure 3: Local Context.

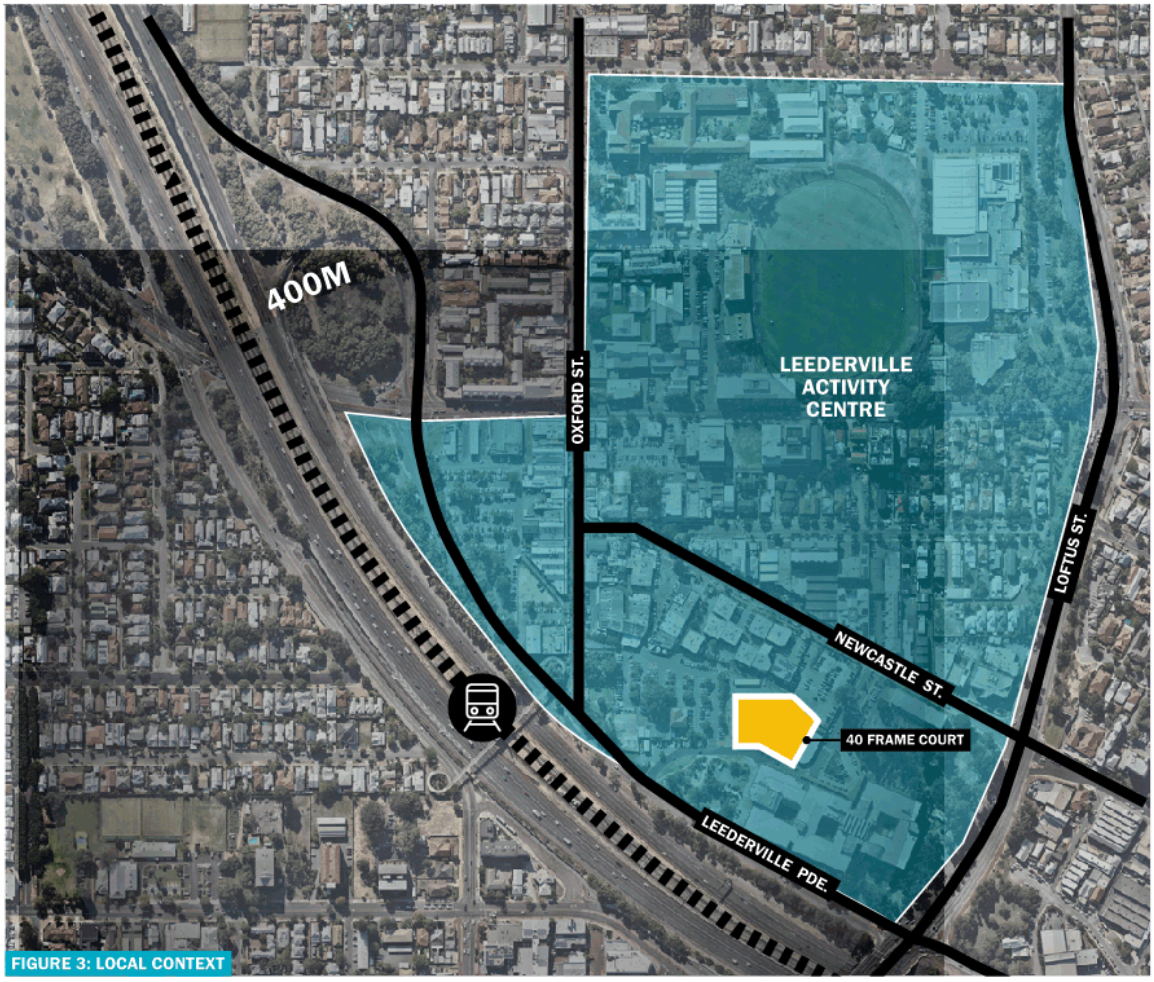


FIGURE 3: LOCAL CONTEXT

THE PRECINCT

At the centre of the 'Frame Court Precinct', the site's development is an opportunity to transform the area from a place for parking the car to a place for people.

40 Frame Court is located in a precinct bounded by Oxford Street, Newcastle Street, Loftus Street and Leederville Parade, adjacent to the Leederville Train Station, with a total area of 7.6 hectare. It is characterised by:

- **AN UNDEFINED STREET NETWORK:** The precinct lacks the fine grain character of the rest of Leederville, with a limited street network resulting in buildings being placed in space rather than framing Leederville's network of streets, laneways and plazas;
- **UNPROGRAMMED GREEN SPACE:** Green space is provided at the 'Town Square' which is activated through the children's play space. Other areas include William Traylen Park and the 'Green Frame' surrounding the WaterCorp building which are unprogrammed and do not generate significant recreational or amenity value. Note that William Traylen Park is owned freehold by the Water Corporation and is zoned 'Regional Centre'; it therefore may be developed in the future.
- **A PLACE FOR PARKED CARS:** Over half of the total precinct area is dedicated to car parking and circulation, being a significant underutilisation of land with access to Leederville's amenity and transit infrastructure and a confusing network for pedestrians.
- **INACTIVE:** With much of the precinct containing 9-5 commercial uses, the precinct lacks a level of activity and associated safety. With no residents located within the precinct, limited after-hours activity occurs.

Refer Figure 4: Precinct Context.

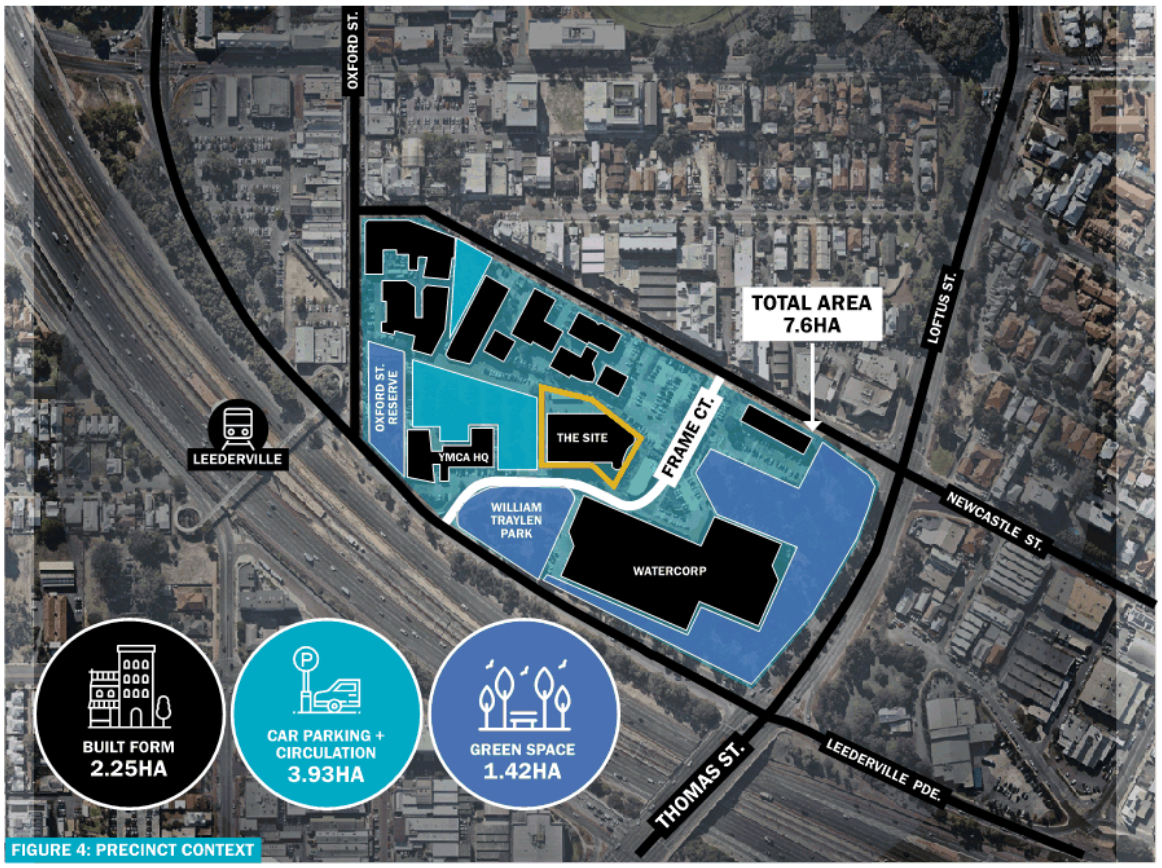


FIGURE 4: PRECINCT CONTEXT

3.0 PLANNING CONSIDERATIONS

3.1 STATE PLANNING FRAMEWORK

3.1.1 METROPOLITAN REGION SCHEME

The subject site is zoned 'Urban' under the Metropolitan Region Scheme, which is an appropriate zone for the redevelopment of the site for urban purposes (i.e. office, residential, mixed use development etc.).

3.1.2 STATE PLANNING POLICY 7.0 – DESIGN FOR THE BUILT ENVIRONMENT

This policy elevates the importance of design, establishes 10 key principles and provides a framework for design review in the evaluation of development proposals. This framework has been used to structure the design development associated with the Frame Court concept design and LDP, and the design review process has been used extensively through the design refinement process.

3.1.3 PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015

The Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), which were gazetted on 25 August 2015, introduce a set of Deemed Provisions that form part of every local planning scheme in the State. The Deemed Provisions include provisions such as:

- Parts 5 and 6 – preparation and approval of Activity Centre Plans and Local Development Plans

In accordance with clause 47(d) of Schedule 2 of the Regulations, the Western Australian Planning Commission (WAPC) has provided written agreement (refer Appendix A) that an LDP for Lot 101 (40) Frame Court is required for the purposes of properly and orderly planning.

The WAPC also commented in the letter that it is understood that the LDP will help facilitate the future development of the subject site.

3.1.4 STATE PLANNING POLICY 4.2 – ACTIVITY CENTRES FOR PERTH AND PEEL

This Policy aims to provide a more flexible regulatory approach to enable appropriate commercial, residential, mixed business and retail redevelopment opportunities in activity centres, with a much reduced emphasis on retail floorspace guidelines. This Policy designates the Leederville Town Centre as a Secondary Centre.

3.1.5 STATE PLANNING POLICY 5.4 – ROAD AND RAIL TRANSPORT NOISE

This Policy aims to minimise the adverse impact of road and rail noise on noise-sensitive land use and development. Given the site's proximity to the freeway, assessment against the noise targets outlined within this policy will be required at development application stage.

3.1.6 WAPC DEVELOPMENT CONTROL POLICY 1.6 PLANNING TO SUPPORT TRANSIT USE AND TRANSIT ORIENTED DEVELOPMENT

The WAPC Development Control Policy 1.6 (DC 1.6) relating to Planning to Support Transit Use and Transit Orientated Development highlights areas which are located within 800m of a train station as ideal locations for higher density residential and mixed use developments, such as the subject site. DC 1.6 encourages the development and application of scheme parking standards that reflect the availability within the precinct of transit facilities and that provide discretion to vary standards.

3.1.7 STATE PLANNING POLICY 7.3 – RESIDENTIAL DESIGN CODES (VOLUME 2 APARTMENTS)

SPP 7.3 (R Codes Volume 2) provides planning and design standards for residential apartments in areas coded R40 and above, within mixed use development and activity centres.

They provide performance-based controls to qualitative performance criteria to evaluate proposals against desired outcomes and planning objectives. Importantly, they move away from compliance focussed planning and measure proposals against quantitative standards.

3.2 LOCAL PLANNING FRAMEWORK

3.2.1 CITY OF VINCENT LOCAL PLANNING SCHEME NO.2

The subject site is zoned 'Regional Centre' under LPS2. The objectives for this zone are:

To provide a range of services and uses to cater for the local and regional community, including but not limited to specialty shopping, restaurants, cafes and entertainment;

- *To provide a broad range of employment opportunities to encourage diversity and self-sufficiency within the Centre.*
- *To encourage high quality, pedestrian-friendly, street-orientated development that responds to and enhances the key elements of the Regional Centre, and to develop areas for public interaction.*
- *To ensure levels of activity, accessibility and diversity of uses and density is sufficient to sustain public transport and enable casual surveillance of public spaces.*
- *To provide residential opportunities within the Regional Centre including high density housing, affordable housing, social and special needs housing, tourist accommodation and short term accommodation.*
- *To ensure that the centres are developed with due consideration to State Planning Policy 4.2 - Activity Centres for Perth and Peel.*

There is no prescribed Residential Density Code for the subject site in LPS2.

3.2.2 LOCAL PLANNING POLICY 7.1.1 BUILT FORM

This Policy, which was originally adopted by the City of Vincent Council in 2016 and then amended in July 2020.

LPP 7.1.1 classifies the City into a number of precinct areas, together with provisions relating to built form and design, streetscape, access and parking, and environmental design for each. The policy states that where there is any inconsistency with any other specific Policy or Guidelines applying to a particular site or area, the provisions of that specific Policy or Guideline shall prevail.

The policy incorporates provisions which seek to vary several requirements of the R-Codes (namely lot boundary setbacks and landscaping).

The City have advised that multiple dwellings are being assessed against the Built Form Policy and R Codes Volume 2. Specifically, the provisions of the Built Form Policy which prevail over or are in conjunction with those within R Codes Volume 2 relate to:

- Element 2.2 – Building Height (as per the Leederville Masterplan/Built Form Policy);
- Element 3.3 – Tree canopy and deep soil areas (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 3.7 – Pedestrian Access and Entries (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 3.8 – Vehicle Access (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 3.9 – Car and bicycle parking (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 4.10 – Façade Design (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 4.11 – Roof design (in addition to the Acceptable Outcomes of R Codes Volume 2); and
- Element 4.15 – Energy efficiency (in addition to the Acceptable Outcomes of R Codes Volume 2).

For these elements, the assessment is undertaken with the Built Form Policy provision as the Acceptable Outcome only, and with the proposal to meet the relevant local housing objectives of the Built Form Policy and the Element Objectives of R Codes Volume 2.

Refer to Section 7 of this report for further information.

3.2.3 LPP 7.5.10 SUSTAINABLE DESIGN

This policy recognises and promotes the sustainable design of buildings through various initiatives and incentives. The City therefore takes a holistic approach to assessing development applications, and may consider relaxing design requirements where it can be demonstrated that such relaxation is conducive to the design achieving a sustainable outcome that would otherwise not be achieved. LPP 7.5.10 lists sustainable design features that are expected of new buildings.

3.2.4 LPP 7.5.13 PERCENT FOR PUBLIC ART

This policy sets the basis for requiring 1 per cent of the total project cost for the development of public art which reflects the place, locality or community. Developers may choose to either coordinate a public art project or make a cash-in-lieu contribution to the City. The requirement will be stipulated in a condition of planning approval, and is now considered industry standard across metropolitan Perth. LPP 7.5.13 does not set an upper cap for the contribution.

The LDP proposes that the percent for art contribution be used to assist in the provision of a cultural and/ or community multi-purpose facility with a minimum combined floor area of 180m2 for a minimum period of 10 years at a reduced 'peppercorn' rental.

3.2.5 LPP 7.5.21 SOUND ATTENUATION

This policy clear framework to minimise the adverse impacts of noise for the sustainable co-existence of a mix of land uses within the City. The City will require the preparation of an Acoustic Report for mixed use developments and any residential development located in the town centre zones. LPP 7.5.21 sets out the details that shall be contained within an Acoustic Report, as well as maximum allowable sound levels for certain uses, and requires the report to demonstrate possible noise attenuation measures.

An acoustic report will be prepared to support the development application.

3.2.6 LPP 7.7.1 PARKING AND ACCESS

This policy defines the car parking ratios for different land uses and seeks to promote alternate modes of transport by including requirements to provide bicycle parking and end of trip facilities. The policy also allows car parking to be reduced through the use of adjustment

factors relating to particular site and design factors. The Policy also contains controls for commercial car bays in excess of 50 bays, and limiting the oversupply of car parking.

The purpose of this Policy is to:

1. Define parking requirements that will meet the needs of the users of developments without resulting in the oversupply of parking;
2. Facilitate the payment of cash-in-lieu for non-residential development that is unable to meet the requirements of this Policy and determine the calculation of cash-in-lieu to be determined in a consistent and transparent manner; and
3. Ensure long term viability of parking proposals by defining the circumstances in which Parking Management Plans are required and providing guidelines for their content.

A Transport Assessment, which addresses the provision of parking, has been prepared to support the LDP (Refer to Appendix D)

3.2.7 LPP7.7.2 CAR SHARING

This policy outlines the City's approach to car sharing requirements, including the establishment and operation of car sharing schemes, and the provision of car sharing bays on private property. In the case of new developments, the policy states that the use of parking bays for car sharing must be approved as part of a Development Approval, and that the shared bays are additional to the minimum requirements set out in the City's Parking and Access Policy.

It is proposed to provide a minimum of two car share bays on the ground floor of the development.

3.2.8 LEEDERVILLE TOWN CENTRE MASTERPLAN BUILT FORM GUIDELINES (2012)

The Leederville Masterplan Built Form Guidelines provides a planning framework which seeks to ensure development is consistent with the principles of Transit Oriented Development and delivers a sustainable density to the town centre.

Under the Guidelines the subject site is located within 'Precinct 8 – Network City'. The Masterplan vision sees an intensification and consolidation of development along Newcastle Street. The Guidelines provide general conditions common to all new developments and precinct specific guidelines, which may be varied where it can be demonstrated that the intent and objectives of the Guidelines are being met. Unfortunately, there is no intent or objectives documented in the Guidelines.

The Guidelines stipulate a maximum building height of 5 storeys for the subject site. They provide no specific commentary or guidance on the development of the subject site and it appears that it was assumed by the Guidelines authors that the existing building would remain for the foreseeable future. The adjoining Water Corporation site to the west is identified with building heights of 16-24 storeys building and the Council owned land to the west is identified with building heights of 8-16 storeys.

Refer to Section 5 of this report for further information.

3.2.9 DRAFT LEEDERVILLE PRECINCT STRUCTURE PLAN

The City of Vincent Council resolved at their meeting of 27 April 2021 to grant consent to publicly advertise the draft Leederville Precinct Structure Plan (LPSP). The LPSP will be advertised concurrently with this LDP.

The purpose of the LPSP is to set the vision for the future planning and development of the Leederville Precinct. The LPSP is intended to influence and guide decision-making of new development proposals with respect to activity, movement, urban form, and resource conservation.

The subject site is located within the 'Cityscape' Sub-Precinct and has a 'Mixed Use' zoning.

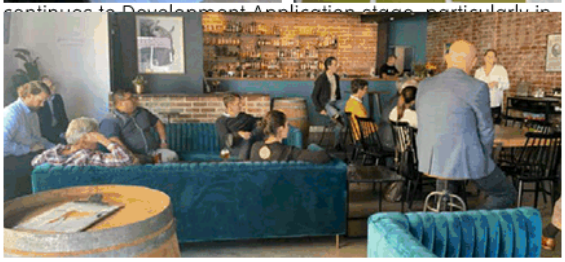
Refer to Section 5 of this report for further information.

40
LOCAL DEVELOPMENT PLAN
17

4.0 CONSULTATION
FRAMEWORK
LEEDERV
CYCLES
CONCEPT DESIGN ONLY
18 40 FRAME COURT
LOCAL DEVELOPMENT PLAN

Extensive consultation over the past 18 months with all key stakeholders and the local community has been undertaken to inform the preparation of the LDP, including meetings and workshops with:

- City of Vincent Councillors and officers;
- GHD (preparing Leederville Activity Centre Plan);
- Department Planning, Lands and Heritage;
- Leederville Connect;
- Leederville landowners and business operators; and
- Neighbouring landowners, including Water Corporation.



5 FEB 2018
Introductory meeting with City of Vincent

1 MAY 2018
Meeting with DPLH and CoV (Permission to prepare LDP)

24 JAN 2019
Discuss Place Strategy with CoV

4 FEB 2019
Update meeting CoV

4 FEB 2019
Walking Tour + presentations with Leederville Connect

15 MAR 2019
Meeting with GHD and CoV re. Leederville ACP

3 JUL 2019
Design Review Panel 1

4 JUL 2019
Presentation of draft concepts to Leederville Connect

8 AUG 2019
Update meeting CoV

19 SEP 2019
Social Infrastructure Study Community Workshop

24 SEP 2019
Meeting GHD re. Leederville ACP

15 OCT 2019
Social Infrastructure Community Workshop 2

16 OCT 2019
Design Review Panel 2

3 DEC 2019
Consultation with Water Corporation re-drainage corridor

9 JAN 2020
Update meeting with CoV

8 APR 2020
Brief Councillors

21 APR 2020
Design Review Panel 3

Leederville CONNECT · WATER CORPORATION · CITY OF VINCENT · Department of Planning, Lands and Heritage · GHD

4.1 CITY OF VINCENT DESIGN REVIEW PANEL

Development concepts were presented to the City's Design Review Panel (DRP) on five occasions (3 July 2019, 16 October 2019, 22 April 2020, 19 May 2021 and 25 August 2021). Concept designs for the site were presented at each DRP with the design refinement demonstrated and having regard to the previous DRP comments. A full copy of the Architectural Concept Report and Landscape Concept Report (as presented to the third Design Review Panel) are provided in Appendix F. Figures 5, 6 and 7 demonstrate the transition of the concept design from a single tower option presented at the first DRP meeting through to the current two tower design concept.

The DRP advised after the third presentation that four R Codes Volume 2 Design Principles were supported and seven were identified as 'pending further attention'. The conclusion of the minutes were:

The proposal has embraced much of the advice provided in the previous DRP submissions and has advanced to a well-considered outcome in scale and form and sensitivity to its immediate neighbourhood showing a welcome generosity in the provision of public spaces at ground level and landscaping that extends into the upper storeys.

FIGURE 5: DESIGN REVIEW PANEL PRESENTATION NO. 1 – SINGLE TOWER

Further design development is encouraged addressing a number of points:

- *Provision of recreational spaces for child related activities in the podium level community area*
- *Consideration of the south facing public spaces and south facing impact on the landscape design*
- *Further integration of design ideas expressed in façade treatments of the podium in particular*

Whilst the extensive use of landscaping at the ground floor and upper storeys is highly commended, a strategy that will clearly demonstrate the long-term viability of the proposal needs to be further demonstrated.

The road reserve boundary of the development offers further opportunity for activation and community interaction - to be explored. Property boundary design solution to the south east adjoining existing development needs to be further illustrated.

More information is called for in the LDP in regard to activation of the projects' (podium) edges, road reserve landscaping, landscape design preservation in intent and maintenance, screening and public safety.

The LDP has been prepared having due regard to the comments and recommendations provided by the DRP at the three meetings. In particular, the following comment under Principle 3 – Built Form and Scale is noted:

'The site can accommodate height and density given its proximity to the train station, the centre of Leederville and its surroundings amongst commercial buildings.'

Following the advertising period of the LDP, it was presented to the DRP for the fifth time on 25 August 2021 (refer to Appendix G for the minutes). The DRP supported all 10 R Codes Volume 2 Design Principles and concluded the following:

'The proposed LDP is comprehensive and a product of a long period of engagement with the City, stakeholders and local community. Previous DRP comments have been adopted and addressed. The DRP supports a considered LDP setting the base to achieve a high quality built form outcome. The DRP encourages and would support a concurrent Planning Approval application.'

FIGURE 6: DESIGN REVIEW PANEL PRESENTATION NO. 2 – EXPLORING TWO TOWER OPTIONS

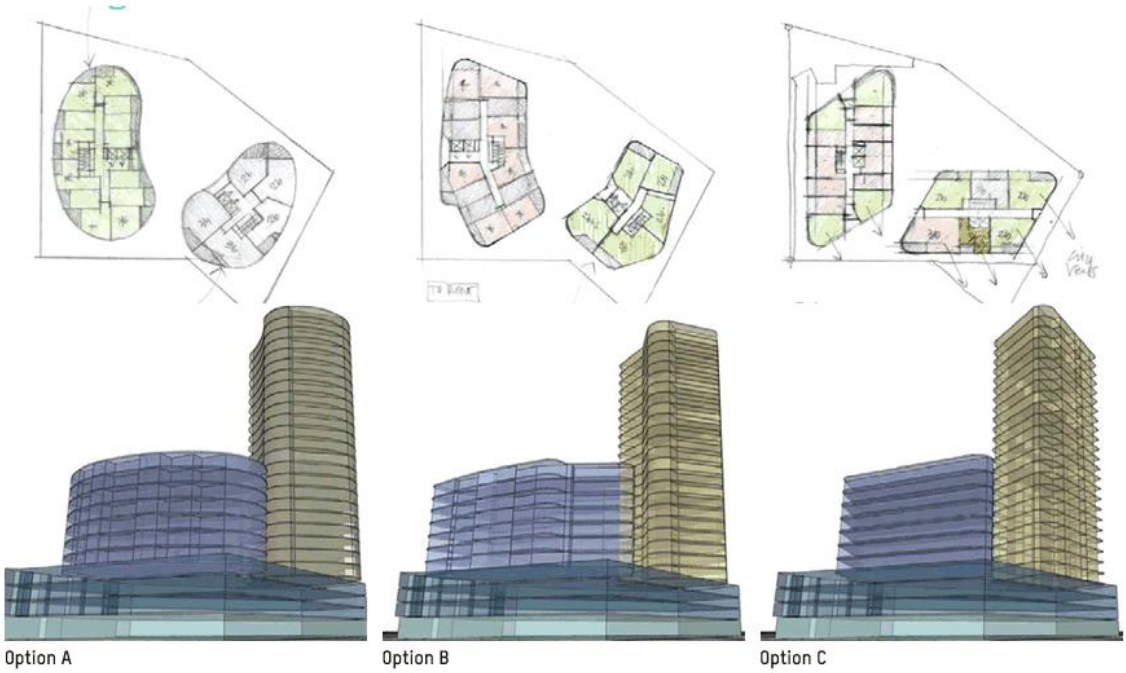


FIGURE 7:
DESIGN REVIEW PANEL PRESENTATION NO. 3 – FINAL TWO TOWER DESIGN CONCEPT

5.0 PROPOSAL
CONCEPT DESIGN ONLY

5.1 DESIGN INTENT

The proposed LDP responds directly to the concept design prepared by CCN Architects, Realm Studios and Hatch RobertsDay, which has guided the preparation of objectives and statutory provisions. The following is a summary of the design intent associated with the concepts, aligned with Design Principles outlined within SPP 7.0 Design of the Built Environment.

CONTEXT + CHARACTER

Draw inspiration from Leederville's unique urban character, connect to the activity centre through a focus on public realm and activation, and regenerate the Frame Court Precinct by leveraging the site's unique potential for high-density urban development

LANDSCAPE QUALITY

Respond to the site's wetland history, provide for an innovative drainage strategy and focus on extensive landscaping within the public realm and on the building through on-structure planting.

BUILT FORM AND SCALE

Focus on framing and activating the public realm through the creation of pocket plazas and activated streets, sleeve carparking within a human scaled podium and carefully consider the massing of the two tower components and architectural treatments (such as curved facades, materiality and horizontal aspects) to minimise bulk and create visual interest.

FUNCTIONALITY + BUILD QUALITY

Design the building and apartment layouts with the end user in mind, provide for extensive landscaping and common facilities on the podium and around the building's activated edges and integrate parking and services within the building to minimise visual impact.

SUSTAINABILITY

Orientate the building to provide for excellent solar, daylight access and cross ventilation and achieve best practice sustainability initiatives by adopting 5 Star Greenstar and One Planet Living Accreditation.

AMENITY

Focus on the creation of highly liveable apartments and a wide range of communal facilities on the podium level set within a green landscape. Provide generosity to the public realm through usable public spaces on the buildings northern and southern edges and an activated western frontage to define the Frame Court precinct.

COMMUNITY

Strengthen the Leederville community and integrate the future residents through the delivery of quality landscape plazas and flexible community use tenancies on the ground floor, affordable housing options, a diverse range of apartment types to encourage aging in place and a significant focus on communal facilities on the building's podium.

LEGIBILITY

Enhance the pedestrian environment within a currently undefined precinct through the introduction of a legible structure of plazas, pathways and lobby entrances, activated ground plane via the provision of tenancies, restrict vehicle movement to a single crossover to minimise impact on pedestrians and hide building services within the basement to ensure activation around the building's edges.

SAFETY

Optimise casual surveillance of the public realm through the orientation of living areas and balconies toward the street, activate the ground plane and footpath on the ground level via tenancies with a variety of uses to bring eyes to the street and securely store vehicles, bikes and residents lobbies to define the public and semi-private realm.

AESTHETICS

Incorporate a high-quality palette of material and colours that speak to the vibrant Leederville character, retain the trees on the buildings western edge and detail the ground floor to reflect and respond to the dynamic nature of the Leederville environment.

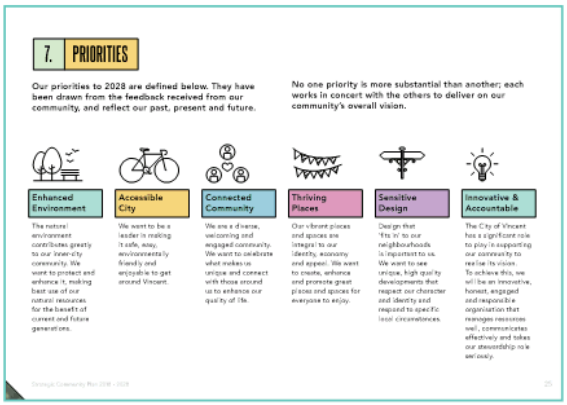
5.2 LOCAL DEVELOPMENT PLAN PURPOSE AND APPROACH

The proposed LDP has been 'reverse engineered' to respond directly to the design prepared by the project team in collaboration with key stakeholders and the local community. It will facilitate the redevelopment of the site to ensure it responds to its strategic location, integrates with and strengthens the Leederville Town Centre, provides a best practice architectural design response and delivers community benefit.

To achieve this intent, the LDP has been structured around three core components:

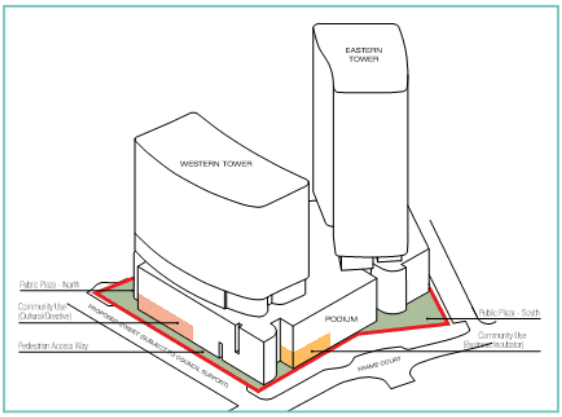
A) DESIGN OBJECTIVES

Outlining 17 design objectives that a future development application will be assessed against, which are aligned directly with the priorities of the City of Vincent's Strategic Community Plan. These objectives ensure the future development will achieve the design intent outlined within concept planning to date and enable the City of Vincent to achieve the key priorities of the broader community in line with the core strategic planning framework.



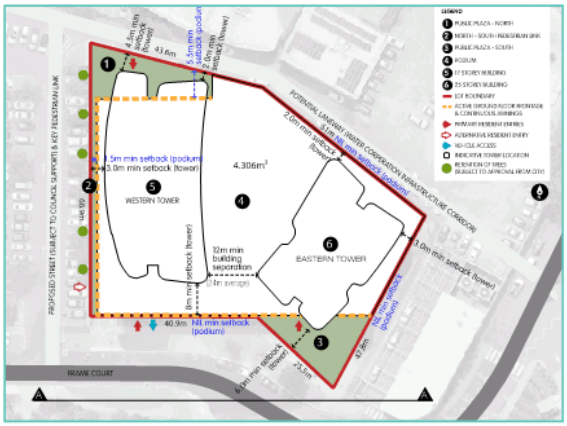
B) DEVELOPMENT INCENTIVES FOR COMMUNITY BENEFITS

Outlining the key community benefits that will be delivered in a future development application. The benefits have been workshopped with the local community (refer community benefit section of report) and ensure the development will add value, strengthen and integrate with the Leederville Town Centre. The public benefits are aligned directly with the framework identified in SPP 7.3 and have been benchmarked and weighted to confirm their importance to the existing community.



C) DEVELOPMENT CONTROLS

Outlining the controls that a future development application will be assessed against and varying provisions of relevant state and local policy. These provisions are focussed on achieve a form-based outcome on the site and vary controls such as plot ratio, setbacks, building heights, depth, separation and car-parking. The controls collectively ensure that the development responds to the existing and evolving urban context of the precinct and delivers a defined outcome to provide certainty to the community and the land owner.



5.3 RESIDENTIAL LAND USES

The development concept proposes a mix of residential tenure; for-sale apartments and build-to-rent apartments. The concept currently proposes the build-to-sell apartment in the podium and the western tower with the build-to-sell in the eastern tower. The purpose of having different tenure types is to cater for a range of demographics.

During the consultation phase it has been queried as to why does the concept have Build-to Rent (BTR) and For-Sale apartments in separate towers. The following is a summary on why this format is proposed:

Operational Needs – BTR

- BTR units require constant maintenance access from operational teams (e.g. each time a resident moves out, the unit is painted and returned to "as new" condition);
- BTR developments have significant and constant move-in/move-out traffic, which:
    - can be disruptive.
    - creates higher maintenance costs than a for-sale apartment project;
- Additional elevators are required to service move-in / move-out traffic. This drives a different core design; and
- The leasing process is continuous throughout the life of the building and leasing tours are constantly occurring. From a management perspective, this process is more efficiently handled if all BTR units are in the same tower location.

Ownership structure

- BTR units are owned by a singular entity, whereas for-sale units are individually owned.
- It is more practical from an ownership and titling perspective to have all BTR units in one tower.
- Also Design Review Panel process encouraged a 2-tower approach as opposed to single larger tower.

Why are there separate lobbies?

- BTR entrance lobby is integrated with the leasing office.
- The leasing office has a commercial and operational function in that it is where members of public meet with operations staff to consider renting at the property.
- During business hours, the Leasing office is staffed with leasing agents and a Community Manager. It is a fusion residential and office space, facilitating the "business" of leasing units.
- Further, the Leasing office performs the BTR operational functions including:
    - Greeting, vetting and touring future residents
    - Discussing operational matters with residents
    - Receipt of deliveries (for office and resident use)
    - Accepting trades (significant due to higher maintenance requirements)
- Leasing tours are continual and require direct access to the elevators.
- Significant and constant move-in/move-out traffic associated with BTR causes additional demands on the elevator core as compared to the for-sale tower.
- Integrating the for-sale lobby with the for-rent lobby is not recommended as residents of the for-sale tower will not require interaction with the leasing team and it compromises the business and operational functions of the BTR component.

Shared Facilities

- In the proposal, co-living opportunities and generous communal spaces and facilities are retained for use by all residents (private owners and renters) via:
    - significant shared amenity space at the podium level including:
        - edible gardens;
        - recreation facilities
        - swimming pool;
        - communal kitchen and BBQs;
        - fitness centre;
        - clubroom;
        - learning hub (library) and
        - pet exercise area and dog-wash facility.
    - oversized elevator lobbies and resident lounges throughout the towers
    - bicycle, end of trip and car share facilities, and
    - co-working space and a community arts hub at the ground floor.
- EG wishes to set the project up for success and meet the demand of the expected demographic, thus an evolution to more typical unit design (with private kitchens and laundries) is now proposed with the characteristic of co-living opportunities and generous communal spaces and facilities.

5.4 LOCAL DEVELOPMENT PLAN PROVISIONS

The City have advised that Multiple Dwellings are being assessed against the LPP7.1.1 Built Form Policy and R Codes Volume 2. Specifically, the provisions of the LPP7.1.1 Built Form Policy which prevail over or are in conjunction with those within R Codes Volume 2 relate to:

- Element 2.2 – Building Height (as per the Leederville Masterplan/Built Form Policy);
- Element 3.3 – Tree canopy and deep soil areas (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 3.7 – Pedestrian Access and Entries (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 3.8 – Vehicle Access (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 3.9 – Car and bicycle parking (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 4.10 – Façade Design (in addition to the Acceptable Outcomes of R Codes Volume 2);
- Element 4.11 – Roof design (in addition to the Acceptable Outcomes of R Codes Volume 2); and
- Element 4.15 – Energy efficiency (in addition to the Acceptable Outcomes of R Codes Volume 2).

For these elements, the assessment is undertaken with the Built Form Policy provision as the acceptable outcome only, and with the proposal to meet the relevant local housing objectives of the Built Form Policy and the Element Objectives of R Codes Volume 2. It is also noted that the City's position is that the Leederville Masterplan prevails over the Built Form Policy because the Built Form Policy was adopted by Council in 2020, while the Leederville Masterplan was adopted in 2012.

Notwithstanding the above, as per cl.1.2.2 and cl.1.2.3 of R Codes Volume 2 and cl2.3 of the Built Form Policy, a Local Development Plan can amend or replace the Acceptable Outcomes of R Codes Volume 2/Deemed to Comply Provisions of the Built Form Policy.

The WAPC, in accordance with clause 47(d) of Schedule of the Planning and Development (Local Planning Schemes) Regulations 2015, have advised that they are agree that a Local Development Plan is required for the subject site for the purposes of orderly and proper planning (refer Appendix A).

5.5 BULK AND SCALE

5.5.1 BUILDING HEIGHT

Table 1 – Building Heights

Leederville Masterplan	LPP7.1.1 Built Form Policy	Draft Leederville PSP	Local Development Plan
5 Storeys	6 Storeys	Podium – 4 storeys (16m) Tower (deemed to comply) – 18 storeys* (64.5m) Tower (bonus height) – 23 storeys* (82m) *including podium	Podium – 5 storeys (31m AHD maximum) Western Tower – 17 Storeys* 71m AHD maximum (not including roof plant) Eastern Tower – 25 Storeys* 96.5m AHD maximum (not including roof plant) *including podium

The following is justification for the proposed building heights.

5.5.1.1 Strategic Planning Context

Metronet Station Precinct

The subject site is within a 400m walkable catchment from the Leederville Train Station and is the largest privately owned (non-Government) development site within the Leederville Secondary Centre. The high-density form of development proposed for the site responds directly to METRONET objectives, and will absorb a significant proportion of the City of Vincent's infill housing targets established under the State-level strategic planning framework, Perth and Peel @3.5 Million. The development of high-density projects reduces the pressure on the locality's lower density residential neighbourhoods, and provides density in the right location – close to employment, public transport and existing services/ facilities. This has resulting benefits to the existing residential neighbourhoods, allowing for single dwellings to remain intact, which are fundamental to the character and amenity of Leederville and surrounding suburbs and provides opportunities for families to remain in the area.

Residential Density Targets

WAPC State Planning Policy 4.2 Activity Centres for Perth and Peel (SPP4.2) classifies the Leederville Town centre as a Secondary Centre. Table 3 of SPP4.2 recommends a residential density target per gross hectare of 25 (minimum) and 35 (desirable) within a 400 metre walkable catchment. It is noted that there are currently no residential dwellings located within the 400 metre walkable catchment from the Leederville train station within the Leederville Town Centre. The subject site is within the 400 metre walkable catchment and the proposed development will assist in achieving these density targets.

5.5.1.2 City of Vincent Planning Controls

As detailed above, the City's position is that the Leederville Masterplan prevails over the Built Form Policy. Under the Guidelines the subject site is located within 'Precinct 8 – Network City'. The Masterplan vision sees an intensification and consolidation of development along Newcastle Street. The Guidelines provide no specific commentary or guidance on the development of the subject site and it appears that it was assumed by the Guidelines authors that the existing building would remain for the foreseeable future.

As a result, it is considered appropriate to compare the subject sites controls against the adjoining sites. The adjoining Water Corporation site to the east is identified with building heights of 16-24 storeys and the Council owned land to the west is identified with building heights of 8-16 storeys. The height of the proposed building is consistent with the building heights of the adjoining land to the east and west.

The land to the north of the site fronts Newcastle Street, which has a five storey limit in accordance with the Leederville Masterplan. Notwithstanding this limit, the North-West JDAP at their 14 December 2018 meeting approved an 8-storey mixed use building on Lot 102 Newcastle Street. The City of Vincent Responsible Authority Report also recommended approval. Any development on the southern side Newcastle Street will screen any development of the subject site from pedestrian level.

The height proposed by the LDP of 17 – 25 storeys including a 5-storey podium is therefore considered to fit the context of the development potential of the surrounding lots.

5.5.1.3 Draft Leederville Precinct Structure Plan

The draft LPSP has a deemed to comply height of 18 storeys (64.5m) and a bonus height of up to 23 storeys (82m). The LDP proposes two towers of 17 and 25 storeys. The LDP includes a requirement for a maximum height 96m AHD for the 25 storey tower, which equates to a height of just below 82m based on the lowest point of the site at 14.1m AHD. Therefore, despite the proposed height of 25 storeys being over the bonus height of 23 storeys, the overall height is compliant.

Refer to 5.5.1.4 in respect to the proposed community benefits to achieve the bonus heights proposed by the LPSP.

5.5.1.4 SPP7.3 Residential Design Codes Volume 2 - Apartments

The following table lists the Primary Control 2.2 Building Height Element Objectives and Acceptable Outcome and how these are addressed by the LDP:

ELEMENT OBJECTIVES	COMMENTARY
O2.2.1 The height of development responds to the desired future scale and character of the street and local area, including existing buildings that are unlikely to change.	The proposed height is similar and in context to the those prescribed by the Leederville Masterplan. Refer to 5.5.1.2.
O2.2.2 The height of buildings within a development responds to changes in topography.	Not applicable as site is generally flat
O2.2.3 Development incorporates articulated roof design and/or roof top communal open space where appropriate.	The shape of the building footprint will result in an articulated roof design. The podium level of the proposed building will have a landscaped communal area.
O2.2.4 The height of development recognises the need for daylight and solar access to adjoining and nearby residential development, communal open space and in some cases, public spaces.	There is no residential development in proximity to the subject site. The proposed building will overshadow the adjoining William Traylen Park in the morning and early afternoon only on June 21. Note that this park is owned in freehold by the Water Corporation and is zoned Regional Centre; therefore is can be developed in the future. Refer to Figures 13 and 14. Notwithstanding that the proponent is only required to prepare overshadowing diagrams on 21 June, additional overshadowing diagrams have been prepared for 9am, 12pm and 3pm for December and March/September. These diagrams demonstrate that the proposed building height will not adversely impact on nearby public spaces, including the skate park and Oxford Street Reserve. Refer to Figures 27 to 35.
ACCEPTABLE OUTCOMES	
A2.2.1 Development complies with the building height limit (storeys) set out in Table 2.1, except where modified by the local planning framework, in which case development complies with the building height limit set out in the applicable local planning instrument.	This LDP prescribes the height limit as it is the applicable local planning instrument.

5.5.1.5 Community Benefit

Primary Control 2.8 of SPP7.3 provides for the establishment of development incentives that may be provided in exchange for community benefit. As stated in SPP7.3, 'Development incentives are a method through which additional development potential or flexibility (such as additional plot ratio and/or building height) is offered in exchange for tangible community benefit, such as public amenities, culture and recreation facilities or affordable and accessible housing.'

There are no development incentives identified by the current strategic or statutory planning documents. To assist in identifying these tangible community benefits, the project team undertook a Social Infrastructure Study in coordination with the City of Vincent and Leederville Connect.

The process of preparing the Social Infrastructure Study included a thorough audit of the services, facilities and infrastructure that exist today, analysis of how Leederville and its population will change in the future, consideration of the experience of Leedeerville and benchmarking its infrastructure against relevant case studies.

This information was used to inform a series of community workshops facilitated by Shape Urban where a new decision-making tool was co-created. The tool allowed for the scoring and weighting of community benefit ideas against community values, with the highest score resulting in the most beneficial outcomes for the existing community (refer Appendix H – Social Infrastructure Study for further information and full weighted list of ideas).

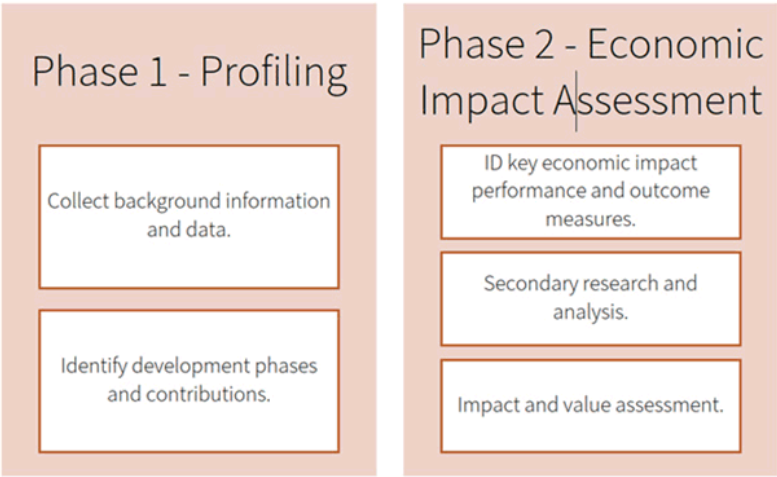
The proposed Community Benefit that will be delivered at development application stage, as prescribed by the LDP, include:

- **AFFORDABLE HOUSING**
  The delivery of a minimum of 10% affordable housing offered at subsidised rent and a portion of apartments offered as shared equity housing to ensure the development facilitates a diverse local community and avoids the negative impacts associated with gentrification.
- **DWELLING DIVERSITY**
  Mandated minimum splits of one bedroom and three-bedroom dwellings to ensure housing for the whole community is provided in line with Leederville's existing demographic diversity.
- **PUBLIC FACILITIES – PUBLIC OPEN SPACE**
  The development of two publicly accessible pocket plazas totalling over 450sqm, responding directly to the community's aspirations to activate the area and leverage the potential of a future green link;
- **PUBLIC FACILITIES – PEDESTRIAN ACCESS WAY AND SITE LINKAGES**
  A new Public Pedestrian Access way facilitated through a setback on the site's western boundary, providing new pedestrian networks through an undefined precinct within the town centre
- **PUBLIC FACILITIES – PUBLIC FACILITIES ON PRIVATE LAND**
  The introduction of two community use spaces that may include a cultural or creative community hub and a business incubation space totalling over 240sqm responding specifically to existing gaps in provisions within the Leederville town centre and in line with the aspirations of the community.

The following table lists the clause 2.8 Development Incentives for Community Benefit Element Objectives and how these are addressed by the LDP:

ELEMENT OBJECTIVES	COMMENTARY
Development incentives should be compatible with the objectives of this policy, the local planning scheme, applicable structure plans, local development plans and local planning policies.	The proposed development incentives provide for a development that is in line with the surrounding planning context (in relation to built for and scale) and the community benefit are in direct aligned with community needs, expectations and policy frameworks.
Incentives should be chosen and weighted to reflect local priorities.	The incentives have been tested and weighted with the local community using a co-created assessment framework to ensure they provide direct benefit and address existing needs.
Incentive-based provisions should provide clearly defined and measurable outcomes required to satisfy community benefit criteria.	The provisions are clearly detailed and articulated within Table 1 of the LDP.
Incentives should be weighted so that the community outcomes are balanced with the benefit the developer achieves from the additional development allowed through varying the relevant development standard.	The incentives are considered to adequately balance the community benefit delivered with the developer benefit achieved. In particular, the proposed benefits bring the development potential of the site in line with surrounding context.
Application of incentives should not result in adverse impacts on adjoining properties or the existing or desired streetscape character.	The proposed build form and scale of the project has been extensively review through the DRP process and the concept design responds to ensure there are no adverse impacts and the development adds value to the Leederville town centre.

Economic consultants, FAR Lane, were engaged to undertake a 2-phase process Community Benefit Economic Impact Assessment illustrated below (refer Appendix I). The first phase explores how the Development can contribute to the identified gaps in cultural spaces, co-working facilities, public facilities, and shared equity housing. The second phase quantifies the economic and socio-economic impact of Frame Court.



The assessment concluded:

The socio-economic impact and economic development arising from Frame Court include but is not limited to:

- Catering for lower-income demographics by providing new subsidised and shared housing arrangements;
- Increasing and diversifying the pool of retail shops, art spaces and restaurants by providing new space and lease options;
- Defining a new high-density neighbourhood within the town centre by drawing on Leederville's existing public space typologies to create new community space and enhance pedestrian networks catalysing for future redevelopment in proximity to the site.
- More local employment opportunities; and
- Enhancing the net annual economic activity within the centre of Leederville due to new residents and visitors.

In respect to the development incentives for community benefits required to achieve the bonus height in the advertised version of the LPSP, clause 6.1 states in order to achieve the bonus height the proposal must be assessed against the Mandatory Criteria and achieve 50 points in accordance with the Additional Criteria. The following is a table assessing the LDP against the Mandatory and identifying the Additional Criteria that the LDP meets:

	MANDATORY CRITERIA	LOCAL DEVELOPMENT PLAN	
1	A transport analysis supports the additional vehicular movements generated by the proposal. The analysis also includes enhancement of pedestrian and cycle movement.	Complies. Transport assessment lodged with LDP. Another Transport Assessment will be lodged to support the development application.	
2	The development meets the energy efficiency requirements as set out in the Built Form Policy.	To be addressed at development application stage.	
3	The additional height does not result in any adverse impacts to adjoining properties with regard to solar access of outdoor living areas, major openings, solar collectors or spaces such as alfresco areas, outdoor dining and pedestrian arcades.	Complies. Refer to sections 5.5.1.7 Overshadowing of this LDP.	
4	A servicing analysis supports the additional demand on infrastructure.	To be addressed at development application stage.	
5	Retention and enhancement of places of heritage significance that may be located on the development site or immediately adjacent.	Not applicable	
	ADDTIONAL CRITERIA	LDP CLAUSE	POINTS
7	Provision of landscaping beyond the requirements of this structure plan.	Complies. Refer to clauses 3.3 and 4.7.1	10
8	Providing a dwelling type identified as a priority by the local government, such as aged and dependent dwellings, universal access dwellings, one-bedroom apartments, key-worker dwellings or other innovative housing models to meet demand.	Clause 3.1.1 A minimum 10% of the build-to-rent apartments are to be offered at subsidised rent for a period of no less than 10 years.	10
9	Public infrastructure improvements in the form of streetscape improvements, parkland enhancement and contribution to individual infrastructure items such as a boardwalk, pedestrian arcade, library, community hall etc within or in close proximity to the development.	Clause 3.3.1 Provision of two publicly accessible plaza spaces	20
10	Development commits to deliver affordable dwellings in partnership with an approved housing provider or not-for-profit organisation recognised by the Housing Authority.	Clause 3.1.1 A minimum 10% of the build-to-rent apartments are to be offered at subsidised rent for a period of no less than 10 years.	30

	MANDATORY CRITERIA	LOCAL DEVELOPMENT PLAN	
11	Providing an entire new piece of community infrastructure such as a public/community space, new road at a minimum width of 6 metres (only including those shown on the Structure Plan map), new pedestrian laneway at a minimum width of 4 metres (only including those shown on the Structure Plan map), or communal bike parking facility with evidence that the infrastructure is needed and supported within or in close proximity to the development.	3.5.1 Provision of the following public facilities: • A cultural and/or community multi-purpose facility with a minimum combined floor area of 180m2 • A business incubator / co-working space or other community use with a minimum floor area of 60m2 3.5.2 A Public Facilities Management Strategy shall be submitted to prior to the occupancy or use of the development. This management plan should address matters related to: • The use of the premises and operating details including operations hours; • Financing and maintenance; and • Safety and security. 3.5.3 For the provision of a cultural facility such as an art gallery and/or art collective, the use of the developer percent for art contribution may be used to assist with fit-out, tenancy establishment, arts curation and/or on-going management.	50
TOTAL (50 required to achieve bonus)			**110**

As demonstrated in this table the provision of the LDP easily achieve the required points to obtain the bonus height.

5.5.1.6 Surrounding Visual Impact

The site benefits from being located on the southern edge of the Leederville Town Centre and is surrounded by commercial uses, Water Corporation infrastructure and at-grade car parks. The subject site fronts one road, Frame Court. There are no residential buildings within 100 metres of the subject site.

It is acknowledged that the Leederville Town Centre is currently a lower scale centre, despite its public transport accessibility and proximity to the CBD. The Leederville Masterplan currently allows 16 to 24 storeys adjacent to the subject site and 5 storeys on Newcastle Street (note that the JDAP has recently approved an 8 storey mixed-use building on Newcastle Street with the City's support) and 5 storeys on Oxford Street. These building heights will limit the visual impact of the proposed building at pedestrian level on Oxford and Newcastle Streets.

To further limit the impact of height and scale, the LDP proposes that the building be developed with two slim towers instead of one wide tower. The tower components have been carefully crafted to create 2 towers of different heights with a hierarchy of build forms and softened edges to minimise the bulk. The built form is further articulated with insertions of the lobbies and balconies interspersed with integrated communal landscaped spaces that will add to the visual interest and increase amenity.

In order to assess the visual impact of the building that can be developed in accordance with the LDP, a Visual Impact Assessment has been prepared based on the development concept that was presented to meeting 3 of the Design Review Panel.

Visual Impact Assessment (VIA)

The vantage points were chosen because they provide assessment from at least one of the following view categories:

- Publicly accessible areas along key movement routes; and
- Publicly accessible areas that are used for events.

Context

The site benefits from being located on the southern edge of the Leederville Town Centre and is surrounded by commercial uses, Water Corporation infrastructure and at-grade car parks. The subject site fronts one road, Frame Court. There are no residential buildings within 100 metres of the subject site.

It is acknowledged that the Leederville Town Centre is currently a lower scale centre, despite its public transport accessibility and proximity to the CBD. The Leederville Masterplan currently allows 16 to 24 storeys adjacent to the subject site and 5 storeys on Newcastle Street (note that the JDAP has recently approved an 8 storey mixed-use building on Newcastle Street with the City's support) and 5 storeys on Oxford Street. These building heights will limit the visual impact of the proposed building at pedestrian level on Oxford and Newcastle Streets.

To further limit the impact of height and scale, the LDP proposes that the building be developed with two towers instead of one wide tower. The tower components have been carefully crafted to create 2 towers of different heights with a hierarchy of build forms and softened edges to minimise the bulk. The built form is further articulated with insertions of the lobbies and balconies interspersed with integrated communal landscaped spaces that will add to the visual interest and increase amenity.

Detailed Assessment Methodology

A qualitative assessment of the visual impacts and changes to landscape has been undertaken based on the following guidelines:

- RMS Environmental Impact Assessment Guidance Note: Guidelines for landscape character and visual impact assessment (2013);
- The Guidance for Landscape and Visual Impact Assessment (GLVIA), Third Edition (2013) prepared by the Landscape Institute and Institute of Environmental Management and Assessment; and
- Visual Representation of Development Proposals, Technical Guidance Note 02 (2017)

The guidelines describe the assessment as a way to define the changes to the physical landscape and day to day visual effects of a project on people's views. The determination of the impacts is based on the following criteria:

Sensitivity is defined as "The sensitivity of a landscape character zone or view and its capacity to absorb change" (EIA No4 Guidelines, 2013, RMS). The visual sensitivity of a view is defined by the nature of the view and its duration. A higher visual sensitivity is given to views which would be seen for longer, by a higher numbers of potential viewers and where visual amenity is important to viewers. The context of the view and the distance from the views are also used to determine the visual sensitivity level of the landscape.

Magnitude is defined as "The measurement of the scale, form and character of a development proposal when compared to the existing condition" (EIA No4 Guidelines, 2013, RMS).

It reflects the degree of visual contrast between the proposal and the existing landscape setting. In the case of visual assessment this also relates to how far the proposal is from the viewer.

Existing and Proposed Scenarios

Finalisation of the design and supporting technical documentation enabled the selected vantage points to be realistically documented.

The accuracy of the existing and proposed images is based on the following process and information:

- 3D massing model of the proposed built form with the building and context modelled to the correct RL's;
- Modelling the surrounding buildings and context relevant to each photo to correct height, with the photo taken from the exact location 1.5m above the ground RL (eye height); and
- Photo matching and rendering to reflect landscaping, intended materials and lighting.

SENSITIVITY \ MAGNITUDE	Very High	High	Moderate	Low	Very Low	Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
Low	Moderate	Moderate/ Low	Low	Low/ Negligible	Negligible	None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Impact Level (Matrix of Sensitivity & Magnitude)

Sensitivity	Criteria
Very High	Nationally designated landscape with high conservation or heritage value and absence of landscape detractors. Protected views identified in planning policy designation, State designated publicly accessible landscape or heritage assets.
High	Locally designated valued landscape with many distinctive characteristics and very few landscape detractors. Public views with a high visual prominence and a high number of users in close proximity, private views in close proximity, passive recreational receptors where the landscape has a high visual value.
Moderate	Landscape with some distinctive characteristics and few landscape detractors. Public views with a moderate visual value and a moderate number of users in close proximity, active recreational receptors where the landscape has little visual value.
Low	Landscape with few distinctive characteristics and presence of landscape detractors. Public views with a little visual value and a low number of users, where receptors are mostly road users in motor vehicles or passers-by, people at their work place or views from commercial buildings where the landscape has some visual value.
Very Low	Landscape with no distinctive characteristics and presence of many landscape detractors. Public views with none visual value and a limited number of users not in close proximity, people at their work place or views from commercial buildings where the landscape has little or no visual value.

Sensitivity Ranking Criteria

Magnitude	Criteria
Very High	Total loss or major change to key characteristics of the existing landscape. The proposal forms a significant and immediately apparent part of the scene. It significantly contrasts in scale and character (either existing or planned). It is severely detrimental to the quality of the scene.
High	Notable loss or change to key characteristics of the existing landscape. The proposal forms a dominant feature of the scene to which other elements become subordinate. It contrasts in scale and character (either existing or planned). It is reducing the quality of the scene.
Moderate	Partial loss or change to key characteristics of the existing landscape. The proposal forms a visible new element within the overall scene, yet one that is relatively compatible with the surrounding character (either existing or planned) and view's composition. It is possibly reducing the quality of the scene.
Low	Minor loss or change to key characteristics of the existing landscape. The proposal constitutes only a minor component of the wider view, that is compatible with the surrounding character (either existing or planned) and view's composition.
Very Low	Limited or no loss or change to key characteristics of the existing landscape. The proposal constitutes only a minor component of the wider view, which might be missed by the casual observer or receptor. Awareness of the proposal would not have an effect on the overall quality of the scene.
Negligible	No change in the landscape or view.

Magnitude Ranking Criteria

Physical Absorption Capacity

Physical Absorption Capacity means the extent to which the existing visual environment can reduce or eliminate the perception of the visibility of the proposed development or its effects, such as view blocking. It includes the ability of the existing and future elements of the landscape setting to physically hide, screen or disguise the proposed development.

Physical Absorption Capacity also includes the extent to which the material and finishes of the proposal blend with others of the same or closely similar kinds, to the extent that they cannot be easily perceived as new elements of the environment.

The following factors provide some physical absorption capacity for the proposal and reduces the visibility of the site from the Leederville Town Centre:

- Existing developments along Oxford Street, Newcastle Street and Vincent Street;
- Existing mature trees on Oxford Street, Newcastle Street and within the City car parks;
- Land topography sloping down towards the subject site;
- Awning over buildings along Oxford Street; and
- Potential future developments in accordance with Leederville Masterplan.

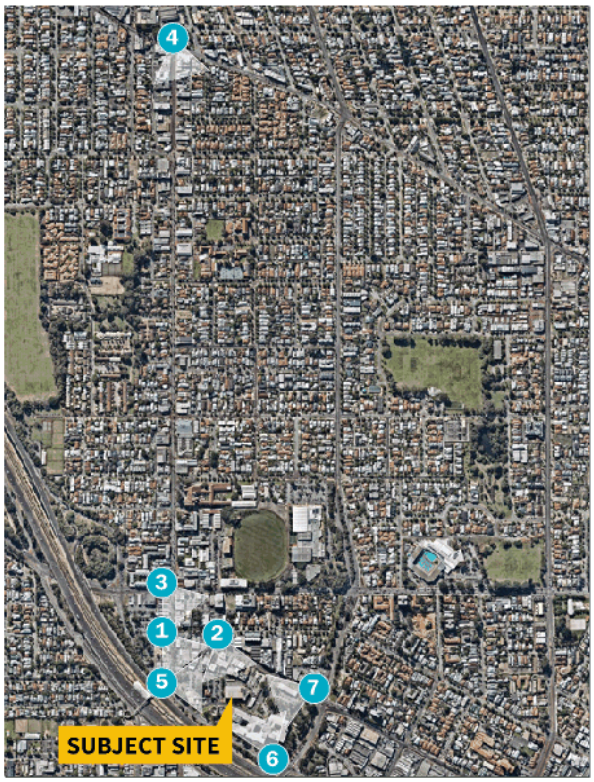
Selection of Vantage Points

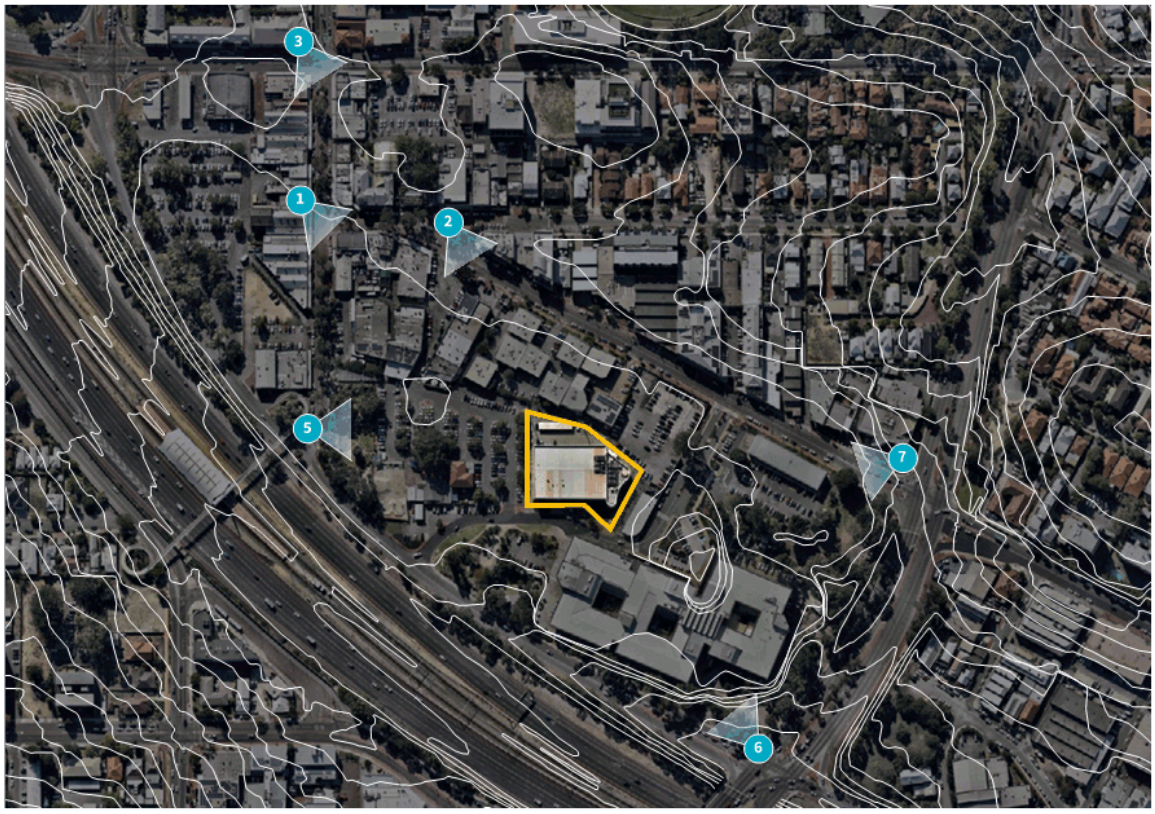
The key vantage points for the purpose of visual impact assessment have been determined through identification of physical absorption capacity and visibility of the site as well as focus on the areas that are more likely to be affected by the proposal. Note that a majority of the active areas within the Leederville Town Centre are not visible as they are screened by existing buildings and vegetation.

The scope of this VA is primarily focused on the medium distant views from the public realm. The key vantage points analysed include:

- View from corner of Oxford and Newcastle Streets;
- View from corner of Newcastle Street and Carr Street (Leederville Village Square);
- View from north-western corner of Oxford and Vincent Streets;
- View from Oxford Street and Scarborough Beach Road.
- View from Oxford Street and Leederville Parade;
- View from Loftus Street and Leederville Parade; and
- View from Loftus Street and Newcastle Street.

Figure 8: Vantage Points





Viewpoint 1 – Corner of Oxford Street and Newcastle Street

The aim of assessing the view from the corner of Oxford Street and Newcastle Street is:

- To understand the visual impact of proposed built form viewed from the key movement route
- To assess to what degree the existing setting along the street mitigates views of the future development
- To test the extent to which the change of built elements may alter the existing and future character of the Town Centre
- This is one of few vantage points along the southern section of Oxford Street where the proposed building is visible.

SENSITIVITY

The view from the corner of Oxford Street and Newcastle Street is considered to have LOW sensitivity due to:

- Proposal is not in close proximity
- Receptors are mostly motorists that are passing along Oxford Street and beyond, therefore have short term views. Pedestrians are less likely to notice or be concentrating on views but will be walking north-south along Oxford Street or crossing the road.
- Only the upper portion of the proposal is visible
- Public view has limited visual value

MAGNITUDE

The magnitude of the proposal in this view is considered VERY LOW, due to:

- Proposal does not deteriorate the existing built form character of the Town Centre
- Proposal constitutes a minor component of the wider view
- Proposal is screened by existing buildings
- Proposal does not constitute a marked negative effect on existing views. The Project is located a considerable distance from the centres major Town areas
- Proposal is not reducing the quality of the scene and is consistent with the future character of Leederville in accordance with the Leederville Masterplan (e.g. 16 storey buildings on the Council car parks and 24 storeys on the Water Corporation site).

The visual impact for this view is assessed as NEGLIGIBLE.

SENSITIVITY \ MAGNITUDE	Very High	High	Moderate	Low	Very Low	Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
Low	Moderate	Moderate/ Low	Low	Low/ Negligible	Negligible	None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Figure 9: Existing View 1

Figure 10: Proposed View 1 (Proposed Building Only)

38 40 FRAME COURT

Figure 11: Proposed View 1 (Proposed Building + Leederville Masterplan Potential Buildings)

Viewpoint 2 – Corner of Newcastle Street and Carr Street (Leederville Village Square)

The aim of assessing the view from the corner of Newcastle Street and Carr Street (Leederville Village Square) is:

- To understand the visual impact of proposed built form viewed from the key movement route and Town node
- To assess to what degree the existing setting along the street mitigates views of the future development
- To assess to what degree future buildings in accordance with the Leederville Masterplan may mitigate the future development
- To test the extent to which the change of built elements may alter the existing and future character of the Town Centre
- This is one of few vantage points along the western section of Newcastle Street where the proposed building is visible.

SENSITIVITY

The view from the corner of Oxford Street and Newcastle Street is considered to have LOW sensitivity due to:

- Proposal is not in close proximity
- Receptors are mostly motorists that are passing along Newcastle Street and beyond, therefore have short term views. Pedestrians are less likely to notice or be concentrating on views but will be walking on the footpath or crossing the road.
- Public view has limited visual value

MAGNITUDE

The magnitude of the proposal in this view is considered LOW, due to:

- Proposal does not deteriorate the existing built form character of the Town Centre
- Proposal constitutes a minor component of the wider view
- Proposal does not constitute a marked negative effect on existing views.
- Proposal is not reducing the quality of the scene and is consistent with the future character of Leederville in accordance with the Leederville Masterplan (e.g. 5 storeys proposed along Newcastle Street, 16 storey buildings on the Council car parks and 24 storeys on the Water Corporation site).

The visual impact for this view is assessed as LOW/ NEGLIGIBLE.

SENSITIVITY \ MAGNITUDE	Very High	High	Moderate	Low	Very Low	Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
Low	Moderate	Moderate/ Low	Low	Low/ Negligible	Negligible	None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Figure 12: Existing View 2

Figure 13: Proposed View 2 (Proposed Building + Water Corporation Potential Building Only)

Figure 14: Proposed View 2 (Proposed Building + Leederville Masterplan Potential Buildings)

MAGNITUDE

SENSITIVITY	Very High	High	Moderate	Low		Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
	Moderate	Moderate/ Low	Low	Low/ Negligible		None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Figure 15: Existing View 3

Figure 16: Proposed View 3 (Proposed Building Only)

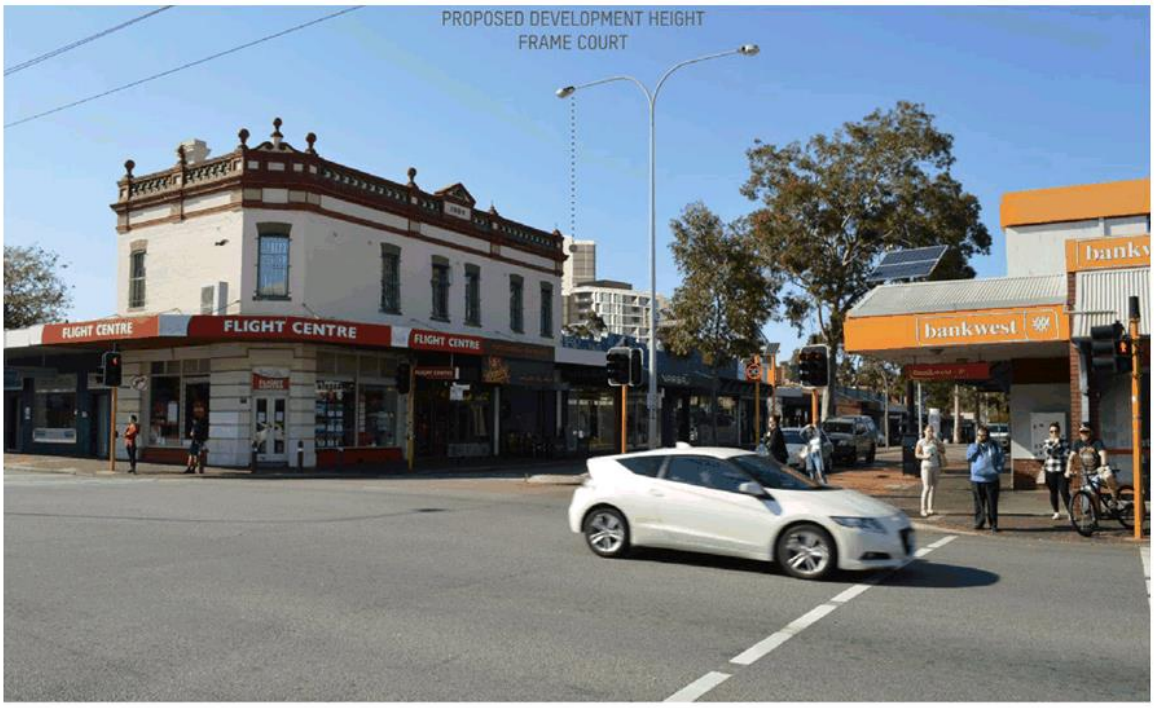


Figure 17: Proposed View 3 (Proposed Building + Leederville Masterplan Potential Buildings)

Viewpoint 4 – Corner of Oxford Street and Scarborough Beach Road

The aim of assessing the view from the corner of Oxford Street and Scarborough Beach Road.is:

- To understand the visual impact of proposed built form viewed from a long vista from a the key movement route and lingering point
- To test the extent to which the change of built elements may alter the existing long vista

SENSITIVITY

The view from the corner of north-western corner of Oxford and Vincent Streets is considered to have NEGLIGIBLE sensitivity due to:

- Proposal is not in close proximity
- Proposal is screened by existing buildings and vegetation
- Public view has limited visual value

MAGNITUDE

The magnitude of the proposal in this view is considered NEGLIGIBLE, due to:

- Proposal does not deteriorate the existing built form character of the Town Centre
- Proposal constitutes a minor component of the wider view
- Proposal does not constitute a marked negative effect on existing views.

The visual impact for this view is assessed as NEGLIGIBLE.

MAGNITUDE

SENSITIVITY	Very High	High	Moderate	Low	Very Low	Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
Low	Moderate	Moderate/ Low	Low	Low/ Negligible	Negligible	None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Figure 18: Existing View 4

Figure 19: Proposed View 4 (Proposed Building Only)

Figure 20: Proposed View 4 (Proposed Building + Leederville Masterplan Potential Buildings)

Viewpoint 5 – Corner of Oxford Street and Leederville Parade

The aim of assessing the view from the corner of Oxford Street and Leederville Parade is:

- To understand the visual impact of proposed built form viewed from the key movement route
- To assess to what degree the existing setting along the street mitigates views of the future development
- To test the extent to which the change of built elements may alter the existing and future character of the Town Centre
- This is one of few vantage points along the southern section of Oxford Street where the proposed building is visible. Other vantage points are screened by buildings or trees.

SENSITIVITY

The view from the corner of Oxford Street and Newcastle Street is considered to have LOW sensitivity due to:

- Proposal is not in close proximity
- Receptors are mostly motorists that are passing along Oxford Street, Leederville Parade and beyond, therefore have short term views. Pedestrians are less likely to notice or be concentrating on views but will be walking north-south along Oxford Street, east west along Leederville Parade or crossing the road.
- Public view has limited visual value

MAGNITUDE

The magnitude of the proposal in this view is considered LOW, due to:

- Proposal does not deteriorate the existing built form character of the Town Centre
- Proposal is partially screened by existing trees
- Proposal does not constitute a marked negative effect on existing views. The Project is located a considerable distance from the centres major Town areas
- Proposal is not reducing the quality of the scene and is consistent with the future character of Leederville in accordance with the Leederville Masterplan (e.g. 16 storey buildings on the Council car parks and 24 storeys on the Water Corporation site).

The visual impact for this view is assessed as LOW/ NEGLIGIBLE.

MAGNITUDE

SENSITIVITY	Very High	High	Moderate	Low	Very Low	Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
Low	Moderate	Moderate/ Low	Low	Low/ Negligible	Negligible	None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Figure 21: Existing View 5

Figure 22: Proposed View 5 (Proposed Building Only)

Viewpoint 6 – Intersection of Loftus Street and Leederville Parade

The aim of assessing the view from the corner of Loftus Street and Leederville Parade is:

- To understand the visual impact of proposed built form viewed from the key movement route
- To test the extent to which the change of built elements may alter the existing vista

SENSITIVITY

The view from the intersection of Loftus Street and Leederville Parade is considered to have NEGLIGIBLE sensitivity due to:

- Proposal is not in close proximity
- Proposal is screened by existing buildings and vegetation
- Public view has limited visual value

MAGNITUDE

The magnitude of the proposal in this view is considered NEGLIGIBLE, due to:

- Proposal does not deteriorate the existing built form character of the Town Centre
- Proposal constitutes a minor component of the wider view
- Proposal does not constitute a marked negative effect on existing views.

The visual impact for this view is assessed as NEGLIGIBLE.

MAGNITUDE

SENSITIVITY	Very High	High	Moderate	Low	Very Low	Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
Low	Moderate	Moderate/ Low	Low	Low/ Negligible	Negligible	None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Figure 23: Existing View 6

Figure 24: Proposed View 6 (Proposed Building Only)

Viewpoint 7 – Intersection of Loftus Street and Newcastle Street

The aim of assessing the view from the corner of Loftus Street and Leederville Parade is:

- To understand the visual impact of proposed built form viewed from a key movement route
- To test the extent to which the change of built elements may alter the existing vista

SENSITIVITY

The view from the intersection of Loftus Street and Leederville Parade is considered to have a MODERATE sensitivity due to:

- The site not be screened by existing buildings and vegetation
- A majority of users are drivers that should be concentrating on the road
- Public view has limited visual value

MAGNITUDE

The magnitude of the proposal in this view is considered MODERATE, due to:

- Proposal does not deteriorate the existing built form character of the Town Centre from this vista
- It is compatible with the future development
- Proposal does not constitute a marked negative effect on existing views.

The visual impact for this view is assessed as MODERATE.

SENSITIVITY \ MAGNITUDE	Very High	High	Moderate	Low	Very Low	Negligible
Very High	Substantial	High	High/ Moderate	Moderate	Moderate/ Low	None
High	High	High/ Moderate	Moderate	Moderate/ Low	Low	None
Moderate	High / Moderate	Moderate	Moderate/ Low	Low	Low/ Negligible	None
Low	Moderate	Moderate/ Low	Low	Low/ Negligible	Negligible	None
Very Low	Moderate/ Low	Low	Low/ Negligible	Negligible	Negligible/ None	None

Summary

This VIA has reviewed and assessed the sensitivity and magnitude of the proposed changes from various key locations to assist people with interpreting any impacts they believe may exist.

Our findings revealed that the proposal incorporates a number of principles and key measures designed to improve the existing streetscape and mitigate the potential visual impacts:

- Consistent massing with the future vision and evolving character of the Leederville Town Centre
- Responsive to the future character of the Leederville Town Centre to provide a legible built form element at the gateway to the Centre
- Addressing the street frontages and enhancing the streetscape
- Use of facade treatment, articulation and colour selection consistent with the existing and evolving character
- Increasing pedestrian experience and activation within Council car parks and Frame Court

The surrounding streets with high Town will experience low/negligible visual impact as the result of the development. The proposal is also consistent with the proposed building heights in the strategic planning environment of Leederville (e.g. Leederville Masterplan).

Figure 25: Existing View 7

Figure 26: Proposed View 7 (Proposed Building Only)

5.5.1.7 Overshadowing

The subject site is currently surrounded by commercial development, car parks and Water Corporation infrastructure. There are no residential dwellings in close proximity to the subject site. The overshadowing diagrams below, prepared in accordance with the R-Codes, demonstrate that the adjacent Water Corporation building will be partially overshadowed in mid-winter. Note that there are no solar collectors on the Water Corporation building.

Notwithstanding that the proponent is only required to prepare overshadowing diagrams on 21 June, additional overshadowing diagrams have been prepared for 9am, 12pm and 3pm for December and March/September. These diagrams demonstrate that the proposed building height will not adversely impact on nearby public spaces, including the skate park and Oxford Street Reserve

Figure 27: Overshadowing (June 21, 9am)

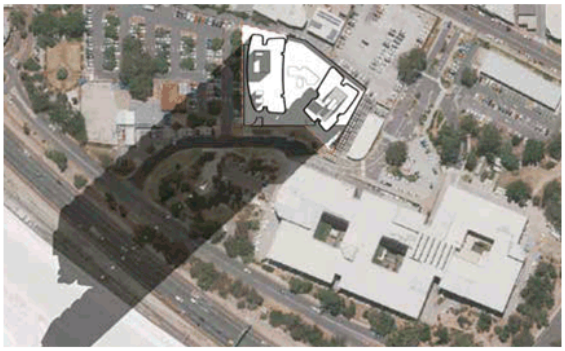


Figure 28: Overshadowing (June 21, 12pm)

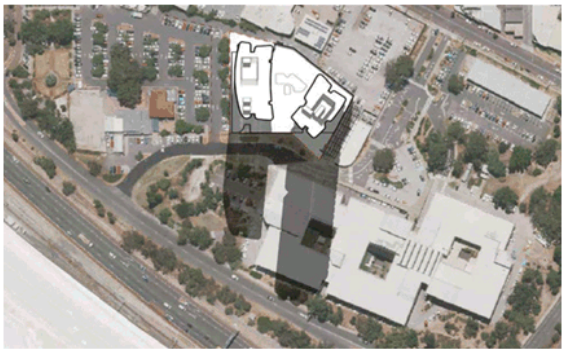


Figure 29: Overshadowing (June 21, 3pm)

Figure 30: Overshadowing (December 21, 9am)

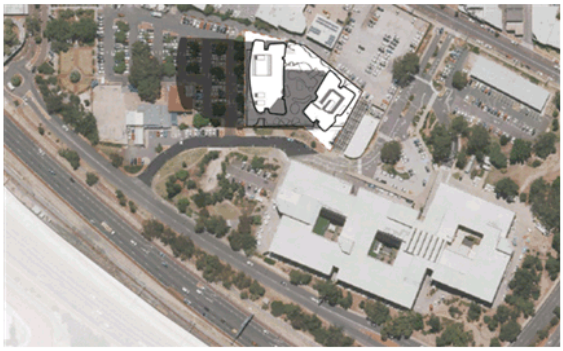


Figure 31: Overshadowing (December 21, 12pm)

Figure 32: Overshadowing (December 21, 3pm)

Figure 33: Overshadowing (March/September 21, 9am)

Figure 34: Overshadowing (March/September, 12pm)

Figure 35: Overshadowing (March/September, 3pm)

5.5.2 PLOT RATIO

The subject site does not currently have a designated Residential Density Code by LPS2, however cl. 2.3 of the Built Form Policy states the R-AC3 provisions of the R Codes Volume 2 shall apply to all multiple dwelling and mixed use applications for development approval on sites zoned Regional Centre. Notwithstanding, The LDP proposes an R-AC0 code in order for the LDP to prescribe the necessary controls.

In respect to the designation of a Plot Ratio for a site, Clause 5.3.1 of the draft Leederville PSP does not prescribe a plot ratio for the Cityscape Sub-Precinct, therefore a plot ratio has not been included on the LDP.

5.6 SETBACKS

In accordance with Tables 1.3a and 1.3b the subject site is a 'D' reference, therefore the setbacks are to be in accordance with R Codes Volume 2 Table 2.1 (R Codes Volume 2). As a result, this LDP prescribes the setbacks. Refer to table below for the prescribed setbacks.

Setback (Podium)	Design WA	Local Development Plan
Primary Street	As per LDP	Nil
Side		
West	As per LDP	1.5m
East	As per LDP	Nil
Rear	As per LDP	Nil

5.6.1 STREET SETBACKS (PODIUM)

The subject site has one boundary to a gazetted street, being Frame Court on its southern boundary. Due to the irregular configuration of this boundary the LDP proposes a varied setback, ranging from nil to 17m. The larger setback is required to accommodate the southern plaza.

5.6.2 SIDE AND REAR SETBACKS (PODIUM)

The proposed northern (rear) setback is nil. The adjoining land on the northern boundary is the Water Corporation sewer, water and drainage infrastructure corridor. It is acknowledged that this infrastructure corridor may be retrofitted into a pedestrian access way in the future as part of the PSP implementation. In order to address this matter the following objective is included on the LDP:

i) Respond to the future Water Corporation infrastructure corridor 'Green Link' as a key placemaking element of the precinct, through:

- *the provision of the northern public plaza;*
- *active uses fronting the plaza;*
- *murals, street art and/or greenery on the boundary wall; and*
- *the ability for the northern elevation of the building that directly adjoins the infrastructure corridor to be activated in the future through the conversion of car parking spaces on the ground and first floor to tenancies.*

An example of the future adaption is demonstrated in Figure 15, where internal car parking bays can be converted to active tenancies in the future.

Note that this adaption will not occur until there is adequate commercial demand for these potential tenancies and the development outcome of the adjacent vacant Water Corporation landholding to the north is known.

The proposed eastern setback is nil. The eastern elevation will abut the existing Water Corporation infrastructure building.

The proposed western setback is 1.5m. This setback is required to facilitate an active western elevation by providing adequate width for a footpath and tree retention. This 1.5m setback, in addition to the existing 1.0m landscape strip within the Council owned car park and modifications to the parking bays to include an additional 0.5m, will provide for 3.0m verge. These modifications will be at the proponents cost and be undertaken as part of the development application in accordance with the attached provisions included in the LDP:

3.4.1 1.5m setback at ground level to be provided from the western property boundary to facilitate the provision of the pedestrian access way in accordance with 3.4.2. All ground floor tenancies, including those on the western boundary, are to have activated frontages, including glazing and pedestrian entrances.

3.4.2 Satisfactory arrangements being made with the City relating to modification of the Frame Court car park adjacent to the western boundary of the subject site accommodate a 3.0m minimum pedestrian access way. This width is inclusive of the 1.5m western setback area referred to in 3.4.1, and is to be landscaped to integrate with the public plazas in respect to treatment and materials to the satisfaction of the City.

The active western elevation will provide for passive surveillance over the car park and will facilitate the provision of the future access road proposed in the Leederville Masterplan. It also provides the opportunity to provide a green pedestrian corridor, which was identified as the number one social infrastructure item required for the Leederville town centre in the Social Infrastructure Study. This green pedestrian corridor will link with existing and future pedestrian links as per Figure 38. These links have been discussed as part of the PSP process and are considered essential to improving the pedestrian amenity for residents, workers and visitors.

Figure 36: Potential Adaption Adjacent to Water Corporation Easement

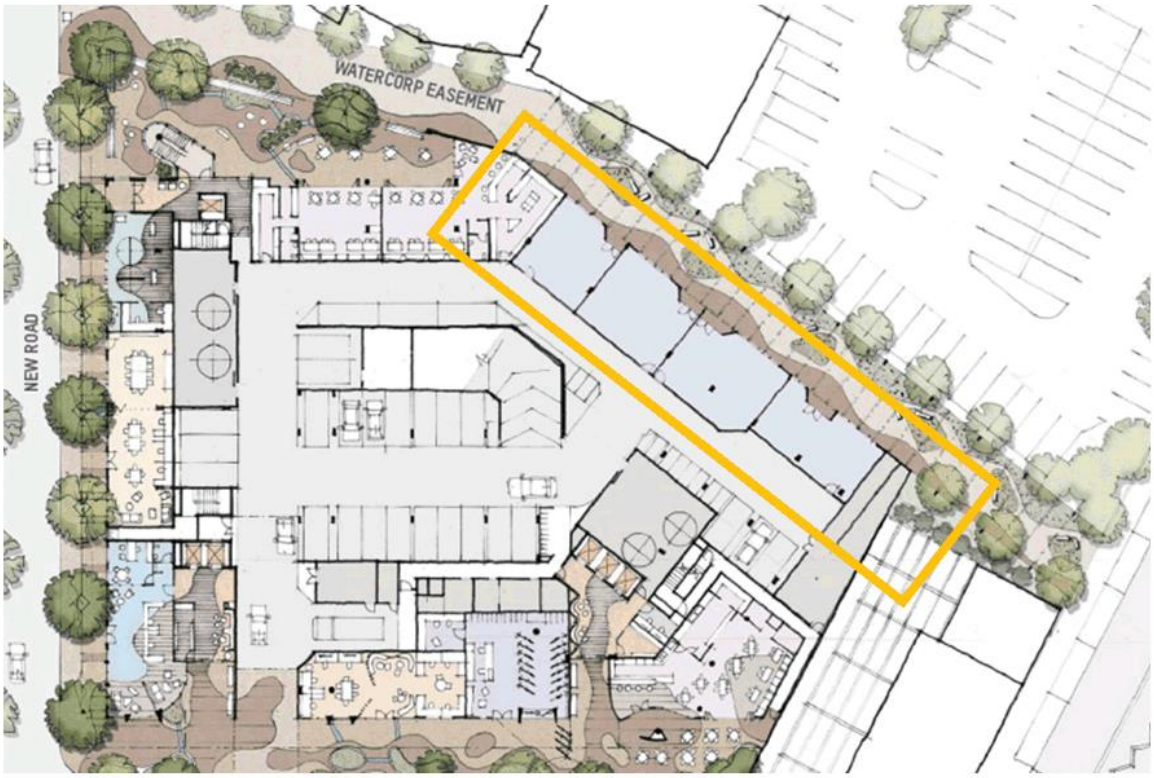
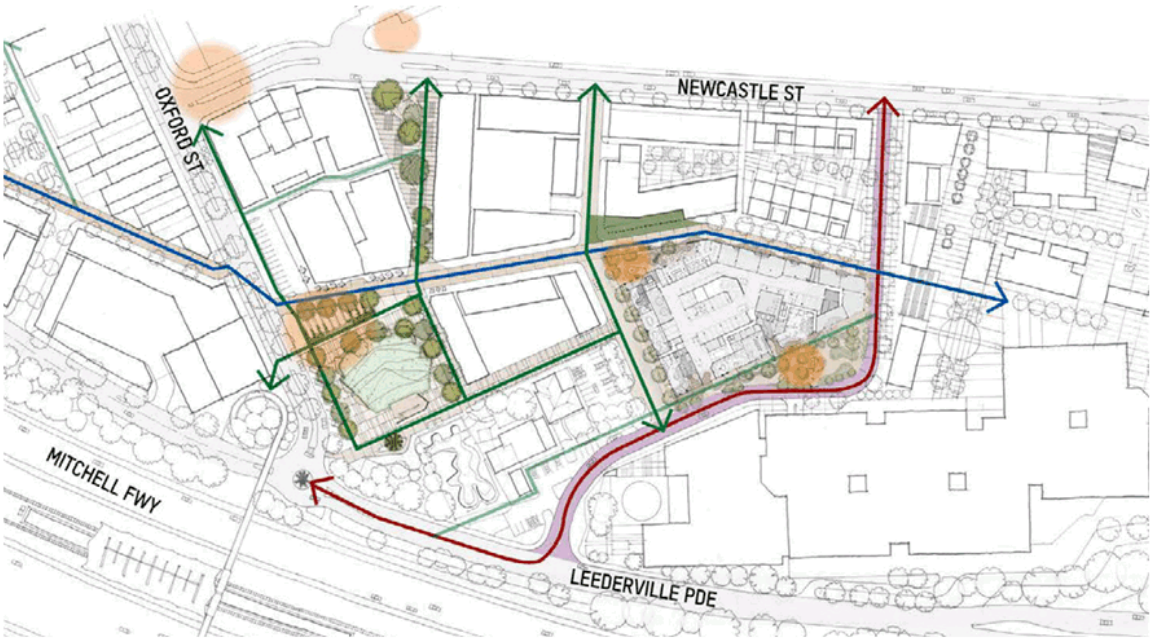


Figure 37: Adaption Cross Section

Figure 38: Proposed Green Pedestrian Corridors



5.6.3 STREET, SIDE AND REAR SETBACKS (TOWERS)

The setback for the towers varies to each boundary due to the unconventional configuration of the subject lot. Refer to Figure 2 of the LDP for the proposed setbacks (refer below).

In respect to building separation distances with adjoining lots, there are currently no building above two storeys. Notwithstanding, the following commentary details the potential future building separation distances.

Northern Boundary

The LDP proposes a minimum 2.0m tower boundary to the northern boundary. It is noted that a 7.0m Water Corporation easement straddles the northern boundary of the subject site for its entire length. Water Corporation have advised that no development can be built over this easement. R Codes Volume 2 requires a 12m building separation distance for buildings on adjoining lots over 9 storeys. This results in the adjoining lot requiring a minimum tower setback of 3.0m. This setback is not considered prohibitive for the adjoining lot to achieve.

Eastern Boundary

The LDP proposes a minimum 3.0m tower boundary to the eastern boundary. The adjoining site is owned by the Water Corporation and is developed with plant and equipment relating to the adjoining headquarters building. Therefore, this lot is unlikely to be redeveloped. Notwithstanding, if the site was redeveloped, its potential is limited (e.g. below 8 storeys) due to its small area and narrow width. R Codes Volume 2 requires a 6m building separation distance for buildings on adjoining lots between 5-8 storeys. This results in the adjoining lot requiring a minimum tower setback of 3.0m. This setback is not considered prohibitive for the adjoining lot to achieve.

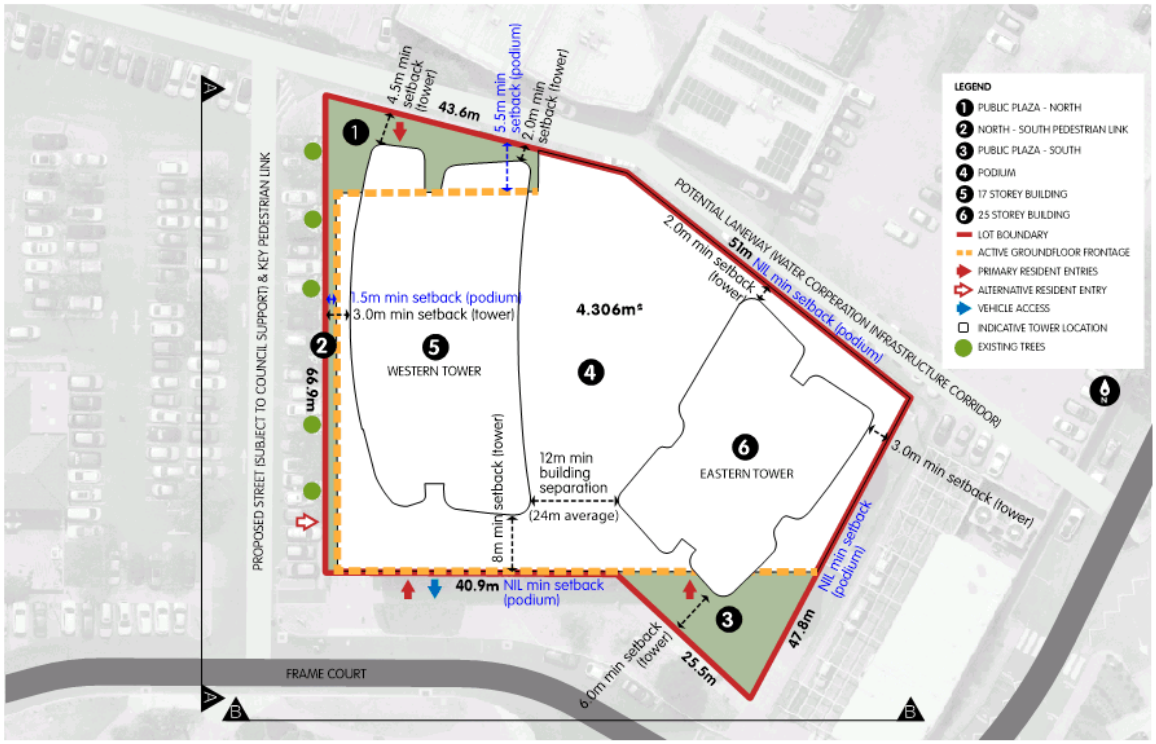
Southern Boundary (Primary Street)

The towers are setback between 6.0m to 8.0m from the street boundary. These setbacks are not considered to negatively impact on the streetscape.

Western Boundary

The LDP proposes a minimum 3.0m tower boundary to the western boundary. It is proposed for the adjoining land to be used as a pedestrian/vehicle link of approximately 12 to 15m in width. Therefore, it is considered to be suitable from a building separation perspective.

Figure 39: LDP Setbacks



5.7 BUILDING DEPTH

Primary Control 2.6 Acceptable Outcome requires a maximum building depth of 20m. The LDP proposed a maximum building depth of 24m for the western tower and 25m for the eastern tower.

The following table lists the Primary Control 2.6 Building Depth Element Objectives and Acceptable Outcome and commentary/justification in respect to the additional building depth:

ELEMENT OBJECTIVES	COMMENTARY
O 2.6.1 Building depth supports apartment layouts that optimise daylight and solar access and natural ventilation.	Open living areas of apartments in the design concept are all below the maximum 9.0m.
O 2.6.2 Articulation of building form to allow adequate access to daylight and natural ventilation where greater building depths are proposed.	The towers have been orientated to maximise north light access to the podium and internal facing towers
O 2.6.3 Room depths and/or ceiling heights optimise daylight and solar access and natural ventilation.	Refer O2.6.1. Habitable room and open living areas are all below the 9m maximum depth. The minimum ceiling height in main living areas and bedrooms is 2.7m
ACCEPTABLE OUTCOMES	
A 2.6.1 Developments that comprise single aspect apartments on each side of a central circulation corridor shall have a maximum building depth of 20m. All other proposals will be assessed on their merits with particular consideration to 4.1 Solar and daylight access and 4.2 Natural ventilation.	Acceptable outcomes are achieved through apartments in the design concept that are less than 9m in depth with a minimum ceiling height of 2.7m in main living areas. Natural ventilation are above the required minimum at 78% for first 9 storeys and 71% for the entire building.

5.8 BUILDING SEPARATION

Primary Control 2.7 Acceptable Outcome requires a minimum building separation of 24m, within the site boundary. The LDP proposes a minimum building separation of 12m with an average of 24m. The unique configuration of the site results in the two towers be offset from each other. This results in the corners of the towers being in close proximity (e.g. 12m).

The following table lists the Primary Control 2.7 Building Separation Element Objectives and Acceptable Outcome and commentary/justification in respect to the building separation:

ELEMENT OBJECTIVES	COMMENTARY
O2.7.1 New development supports the desired future streetscape character with spaces between buildings.	The tower street setbacks and the different angles of the towers, in addition to the building separation, provides for a varied and interesting streetscape.
O2.7.2 Building separation is in proportion to building height.	The building separation is considered to be in proportion to building height.
O2.7.3 Buildings are separated sufficiently to provide for residential amenity including visual and acoustic privacy, natural ventilation, sunlight and daylight access and outlook.	The LDP includes a provision that these matters require addressing as part of the development application stage.
O2.7.4 Suitable areas are provided for communal and private open space, deep soil areas and landscaping between buildings.	The LDP mandates the provision of two ground level public plaza's being a minimum of 200m2 and 250m2 in area, with a minimum deep soil zone of 100m2. These areas are in addition to communal areas and amenities on the podium level. 10% deep soil area will also be provided in accordance with R Codes Volume 2.
ACCEPTABLE OUTCOMES	
A 2.7.1 Development complies with the separation requirements set out in Table 2.7.	The LDP proposes a minimum building separation of 12m and an average of 24m. Table 2.7 states that: Average dimensions may be applied subject to major openings meeting other requirements for privacy, daylight and the like. The 24m average meets the requirements of Table 2.7. The LDP includes a requirement that visual and acoustic privacy, natural ventilation, sunlight and daylight access be suitably addressed at the development application stage.

There are no buildings on adjoining properties that require separation. Please refer to section 5.6.3 for future building separation distances to adjoining properties.

5.9 CAR PARKING

As described in the appended Transport Report (Appendix D), the approach to provision of parking on the subject site is to accommodate the level of parking that is reflective of a key inner city Activity Centre such as Leederville without over provision of parking for residential land uses or provision of bays for uses that would benefit from reciprocal use of parking. A range of supporting measures aimed at use of modes other than private motor vehicles would also support the approach to parking provision.

The overall ratio of residential parking per dwelling achieved through the design concept that informed the LDP is 1.04. There are a further 40 parking bays (approximately) split between ground floor commercial tenants, visitors (commercial and residential combined) and share car bays. 30 motorcycle or scooter bays are also included.

At the development application stage, a reciprocal parking arrangement for the use of the bays for the commercial tenancies and visitors to residential land uses may be explored in accordance with clause 5.3.4(b) of the draft Leederville PSP.

The reciprocal parking rights over the commercial car parking bays required for the ground floor uses for visitor parking, is considered acceptable on the basis of excellent accessibility to Leederville by non-motorised modes of transport (e.g. public transport and bicycles), support for Shared Cars through provision of parking spaces for this operation, the substantial availability of on and off-street parking in the Leederville Activity Centre (e.g. there are 257 public car park bays adjacent to the site), an increase in use of on-demand services to and from the Activity Centre and provision of excellent End of Trip facilities for residents, visitors and tenants alike.

Justification for this approach is listed in the following table in accordance with Clause 3.9 Car and Bicycle Parking Design Guidance:

ELEMENT OBJECTIVES	COMMENTARY
DG 3.9.1 The location, form, quantity and organisation of parking is usually a balance of development feasibility, site constraints, local context, resident expectations, apartment types and regulatory car parking requirements. The provisions of deep soil areas, stormwater management and tree retention can also affect the size and shape of a car park footprint.	The site sits within a business park, with more than 40% of land used for car parking. Future planning aims to shift this typology so that it aligns with the local urban context of Oxford Street which prioritises more valuable land uses and pedestrian focused outcomes. The proposed car parking will be located within the podium of the building and sleeved by commercial tenancies/apartments on the street frontage and western elevation.
DG 3.9.2 Parking requirements should be determined considering the proximity of the development to a centre(s) and the availability of public parking or high-frequency public transport services. Reducing car parking requirements may reduce car dependency and encourage walking, cycling and the use of public transport.	Reducing car dependency is paramount in Leederville. The subject site has optimal public transport service, being 430m from Leederville Station, 180m of a bus route, and 2.8kms from Central Perth. Cycling is easy and efficient, with proximity to the PSP and other major routes.
DG 3.9.3 Visitor parking may be reduced where there is adequate on-street parking or public parking in the near vicinity of the development.	There are 595 public bays in Frame Court car park, The Avenue car park and along Newcastle and Oxford Street, where site observations show capacity. Changes to time limits to facilitate higher turnover at Frame Court will reduce commuter parking demand and free up bays for visitor and commercial uses. Further, reciprocal parking rights will accommodate visitor parking within the commercial bays at different demand times.
DG 3.9.4 The provision of parking for alternative forms of transport such as car share vehicles, motorcycles and bicycles should also be considered.	It is proposed that two parking spaces will be allocated for car share, motorcycles and scooter bays are over provided and parking and lockers within end of trip facilities for 100% of employees.

In respect to the traffic generated by the proposed development, the City officers were concerned that the additional traffic could exacerbate the existing traffic issues on Leederville Parade. As a result, a SIDRA analysis was undertaken for the AM peak for the intersection of Leederville Parade and Frame Court. The transport report concluded that the site would generate vehicle trips associated with the residential and commercial uses and these would primarily be during standard weekday commuting hours. There would be a single crossover into the site and the level of vehicle trips generated by the site, considering the removal of existing vehicle trips already generated, indicates that the access point would operate at an acceptable level of service. The adjoining intersection of Frame Court and Leederville Parade operates with some queuing during the morning peak period that is associated with the Thomas Street corridor controlled by Main Roads WA. The level of development related traffic forecast 40 Frame Court would not lead to a deterioration of this intersection as the additional vehicle trips are on average as one extra vehicle per minute. Refer to Appendix D.

6.0 DESIGN PRINCIPLES
40
CONCEPT DESIGN ONLY
65

The following table demonstrates the alignment of the proposed LDP concept design with SPP7.0 Design Principles. These should be read in conjunction with the Design Review Panel presentation in Appendix F.

CONTEXT AND CHARACTER	The existing site is characterised by limited street frontage, lacking presence and is devoid of any activation in the middle of an underutilised commercial precinct surrounded by car parking, commercial buildings and Water Corporation assets. The proposed design seeks to reinvigorate the local area by introducing a significant residential component, commercial tenancies and community uses to complement the main Oxford Street commercial precinct. Inspired by the local character of Oxford Street, the proposed development responds to its local context with a design that is diverse, rich, vibrant and colourful in nature, a quintessential urban village that is Leederville. The development significantly improves the public domain by introducing a north and south pocket plazas, linked by a public walkway on the western edge which in turn maximises the active frontages and also retains the existing stand of trees which will provide and enhance the visual appeal.
LANDSCAPE QUALITY	Landscape forms a significant and integral part of the design proposal. It explores Perth's rich network of wetlands and connected drainage that form a link from Herdsman to Monger and Claisebrook. The landscape design seeks to draw on the site's historical context on this drainage train by adopting wetland species and drainage functions into the design. An innovative stormwater drainage strategy is introduced to capture stormwater from roofs and paved surfaces into rain gardens with permeable pavers that assist with filtration and connection to groundwater. Extensive landscaping reminiscent of wetland systems are featured in the public realm of the north and south plazas and are also extended up to the resident's podium amenity level and well as the common lobbies and breakout spaces in both residential towers. 10% deep soil area will also be provided in accordance with R Codes Volume 2. The number of trees will exceed R Codes Volume 2 requirements.

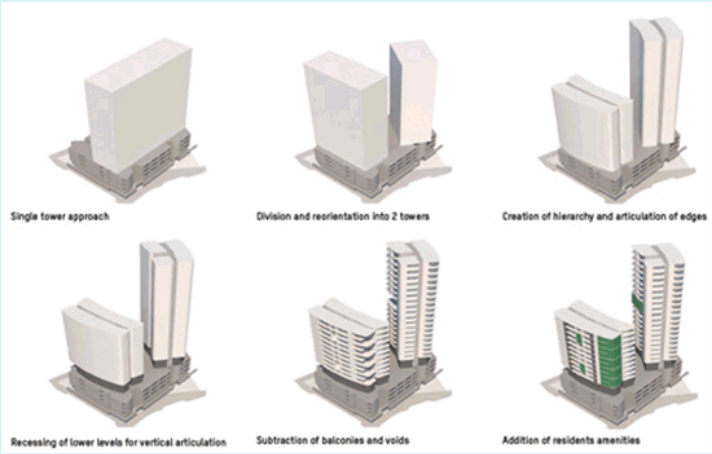
BUILT FORM AND SCALE

Built form and scale have been carefully considered through the preparation of the site specific LDP for the site, which was informed by an extensive design process that involved the development and testing of architectural concept plans and ongoing consultation and design reviews with the City as well as community interest groups such as Leederville Connect.

The proposed design created significant setbacks to the north, south and west to provide the opportunity for public open spaces and maximising activation with quality streetscapes to an otherwise limited southern street frontage only.

The podium building is envisaged with commercial and community uses on the ground plane with apartments sleeving carparks on the upper levels. The high-rise residential component has been carefully crafted to create 2 towers of different heights with a hierarchy of built forms and softened edges to minimise the bulk. The built form is further articulated with insertions of the lobbies and balconies intersperse with integrated communal landscaped spaces that will add to the visual interest and increase amenity, as well as careful consideration of potential design treatments such as curved facades, horizontal banding and materiality to minimised perceived bulk and scale.

The plan series below demonstrates the evolution of the design:



FUNCTIONALITY AND BUILD QUALITY

The development is designed with the end-user in mind, creating a diverse, generous, and robust usable apartments with common and private outdoor living spaces for both the build-to-rent and build-to-own residents.

Extensive landscaping and amenities throughout the podium and within the towers provide an attractive green environment for residents' enjoyment. The ground plane public plazas with functional landscaping and high-quality streetscape offers community benefit to the local area. High quality building materials and colours will be utilised, which appropriately respond to the character of the Leederville. Refer to potential material palettes below:

Podium Materials

Pre-patina copper | Ceramic Tiles | Steel Balustrades | Brickwork | Timber

Tower Materials

Concrete Frame | Concrete Breeze Blocks | Pre Patinated Copper Sunscreen/ Privacy Screen | Pre Patinated Copper Sunscreen/ Privacy Screen | 'Timber' Screen | 'Timber' Soffit

The carpark is screened from the public realm with services, storage areas and waste management integrated into the development to minimise their visual impact.

SUSTAINABILITY

The design adopts strong passive environmental design approaches, achieved through the orientation of development and breakdown of building mass. The layout provides excellent solar and daylight access throughout the entire development, and allows for good natural cross ventilation for most apartments (approx. 70%), reducing the development's overall power needs.

The proposed design will adopt a certified 5 Star Greenstar and/or One Planet Living accreditation.

AMENITY AND COMMUNITY

The design is committed to provide public community benefit through the provision of quality functional landscape plazas and flexible tenancies such as the multipurpose space and business incubator or co-working space made available to the community at a reduced 'peppercorn' rental agreement. In addition, an art hub or art collective space has been provided through the percent for art contribution to assist with fitout, tenancy establishment, art curation and on-going management.

The development also seeks to provide affordable housing as well a minimum of 20% of apartments with silver liveable housing standard to ensure future aging in place and adaptability.

A range of diverse residential product has been designed to include studios, 1, 2 and 3 bed dwellings to suit different needs and changing community demographics.

A significant level of indoor amenity and outdoor landscaped terraces with a pool deck, outdoor dining pavilion, edible garden, pet exercise area to name a few, have been designed at the podium level to offer a diverse choice of activities for the residents that encourage fitness and social interaction.

LEGIBILITY	The pedestrian movement and permeability of the site have been designed to enhance legibility. The primary pedestrian access corresponds with the activated key corners of the site that are accentuated with vertical design elements, providing wayfinding visual cues. A continuous footpath links these corners and where the main residential lobbies and landscaped pocket plazas are located. Vehicle movement to carparking and servicing areas has been restricted to a single cross over to minimise the interruption to the shopfronts and footpath access. A loading area in the carpark has been provided to allow for off-street commercial deliveries and residential removalist. Refuse collection is designed to be within the refuse stores in the carpark and out of sight from the public realm. The central communal amenities and open space are located on the podium level with direct access from both the residential towers and protected from the prevailing winds. The indoor communal spaces surround the main outdoor landscaped deck and pool area and are interconnected through universally accessible paths as well as visually linked to each other proving amble choice of activities and lifestyle.
SAFETY	The building is designed to optimise casual surveillance of the public realm, by orienting all living areas and balconies towards the street. Upper level balconies are secured by virtue of their vertical separation from the public realm. A combination of fixed and sliding screens to balconies will also allow residents to control visual privacy into their dwelling. Communal areas such as lobbies, breakout spaces, internal corridors, indoor and outdoor communal space are designed for universal access and will benefit from casual surveillance by residents. Shopfronts have been maximised to provide surveillance of the public footpaths and ground level lobbies are designed to be integral with active public spaces which are visible from the public realm. The residential carparking and bicycle stores will be behind security gates or screens to ensure resident's cars and bicycles are securely stored on site.
AESTHETICS	The development incorporates a high-quality palette of materials and colours to achieve an attractive and inviting outcome that speaks to the vibrant Leederville aesthetics of Oxford Street. The proposed use of naturally finished materials of patinated copper, timber composite, steel, off form precast concrete and face-brick achieves a contemporary aesthetic that is robust yet engaging and appealing. Together with retention of existing trees and significant landscaping on the public realm, the design is specifically tailored to its site and locality, providing an elegant and coherent development and contributes to a sense of place.

Western Australian Planning Commission

Our ref: DP/16/00483
Enquiries: Michael Daymond (6551 9714)

Chief Executive Officer
City of Vincent
PO Box 82
LEEDERVILLE WA 6902

CITY OF VINCENT
File Ref ..... Folio .....
Action Officer .....
RECEIVED 18 OCT 2016
CEO .....
CORP SERV .....
COMM SERV .....
PLAN SERV .....
TECH SERV .....
REPORT - REPLY - ACTION - NOTE - PSM

Attention: Tim Wright

Dear Sir

LOCAL DEVELOPMENT PLAN – LOT 101 (40) FRAME COURT, LEEDERVILLE

I refer to your letter dated 17 June 2016 in respect to the above.

Please be advised that in accordance with clause 47(d) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Western Australian Planning Commission agrees that a Local Development Plan for Lot 101 (40) Frame Court, Leederville is required for the purposes of orderly and proper planning.

It is understood that the Local Development Plan will help facilitate the future development of the subject site.

If you have any queries in respect to the above, please contact Michael Daymond, Senior Planning Officer, on 6551 9714.

Yours sincerely

Robert Hodges
Manager, Metropolitan Planning Central

11 October 2016

cc. Matt Raymond
TPG Town Planning, Urban Design & Heritage

wa.gov.au

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ABN 35 482 341 493

EG
40 FRAME COURT
PLACE STRATEGY
CAMERON CHISHOLM NICOL
REALM studios
SHAPE URBAN
flyt
RobertsDay
planning·design·place

CONTENTS

INTRODUCTION 3

THE STORY 4

THE CONTEXT 6

THE PLACE 12

THE PLAN 20

VERSION CONTROL

VERSION	COMMENT	PREPARED BY	REVIEWED BY	REVIEW DATE	APPROVED BY	ISSUE DATE
A		AC	RD			

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INTRODUCTION

40 Frame Court is 4300sqm in single ownership, located in an underutilised precinct, and on the doorstep of the Leederville Train Station.

Its redevelopment represents a unique opportunity to deliver a fit for purpose 21st century urban development in Leederville.

Through early and ongoing engagement, it was recognised that with this great opportunity comes significant responsibility. The site's re-development must respond to Leederville's much loved and unique characteristics, and ultimately add value to one of Perth's most recognisable inner urban and creative neighbourhoods.

This Place Strategy addresses this responsibility through:

PLACE STORY: Drawing upon Leederville's unique history to understand the stories that can be reinterpreted through a design response;

CITY CONTEXT: Analysing the site through various layers of context to discover its role in Perth's urban regeneration, the Leederville Town Centre and its surrounding precincts;

PLACE AUDIT: Providing an evidence base of the existing uses, character, movement networks and people who live, work and visit Leederville to envision the role the site can play in improving the centre; and

THE PLAN: Summarising this context into a vision for the site's redevelopment and a series of recommendations and project partners to deliver.

This Place Strategy is a collection of ideas from the community and the project team, to deliver a development that is fit for purpose, strengthens the role of the Leederville Secondary Centre and ensures the unique loveable aspects of Leederville are at the forefront of the site's re-development.

It aims to create a great place that people want to be.

THE STORY

What is the history of Leederville?
How can this be reinterpreted in a design?
What makes Leederville unique?

1829

WETLANDS + LAKES

A 'second coast' once ran through the city, with a system of wetlands, and streams covering the Swan Coastal Plain and providing important meeting places for Aboriginal people. The lakes connected present day Herdsman to the City Centre, with Leederville located on low lying land between Lake Monger and Lake Georgianna. The site rests on the northern banks of Lake Georgianna.

1840

THE ESTATES

European settlement occurred in 1830, with much of the land owned by William Leeder and John Monger. The area was low lying and had poor drainage resulting in continual flooding and limited growth.

1910

THE GARDENS

The low lying land was identified as being productive for intensive horticulture. Market Gardens were established in the area and the land around the site was farmed by Chinese market gardeners including Ah Fan and Lu Joy.

1950

CONNECTED LEEDERVILLE

Leederville developed into the urban environment reminiscent of today through the gold rush period and the extension of the tram network linking the area to down town. The tram resulted in the Main Street typology of Oxford Street, with a grid street network connecting Leederville to present day West Leederville. During this time, industrial uses were present on the site.

1973

FREEWAY SEPARATION

The Mitchel Freeway opened in 1973, following the path of the old Lakeland systems. Leederville was split in two, with large areas adjacent the freeway, including present day Frame Court, cleared of its historical built form. The freeway provided access to new suburbs to the north, ultimately resulting in Leederville's partial decline.

2019

TODAY

"Leederville is having a moment and coming of age". The main street of Oxford Street, character buildings, an eclectic mix of uses and events and it's proximity to the city have led to Leederville's revival. Leederville has reinvented itself as one of Perth most creative, attractive and unique urban neighbourhoods.

THE CONTEXT

THE CITY

At the intersection of Perth's inner-city redevelopment opportunities and the creative inner north – 40 Frame Court is well placed to lead the way as an innovative development for a new wave of urban regeneration.

Located within the Leederville Activity Centre, the development of 40 Frame Court is as much about Leederville as it is about Perth.

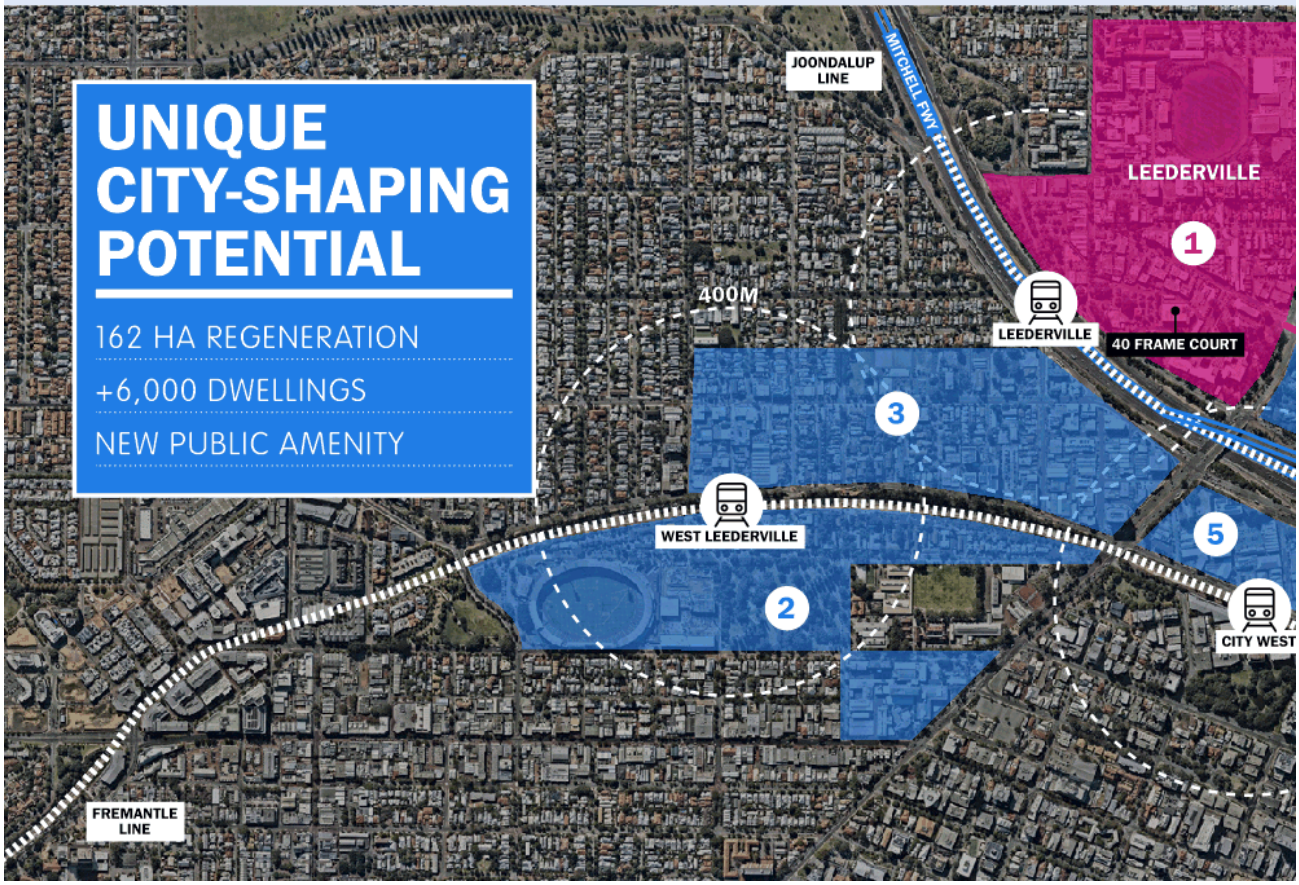
The alignment and clearing of land adjacent to the Freeway for its construction created a series of semi-industrial / semi commercial land uses, benefiting from the Freeway's regional accessibility.

Perth's population and urban footprint has continued to expand and these large tracts of land are now considered underutilised, becoming an opportunity for urban renewal.

Collectively, Subiaco East, West Leederville, Leederville, West Perth, City West and the City Link represent a unique city shaping opportunity of 162 hectares, with the potential to accommodate over 6,000 new dwellings, injecting new amenity, life and activity into the inner West.

With the State Government's objective for infill development and its priority to ensure housing, jobs and services are provided within close proximity to rail infrastructure through MetroNet, these precincts are becoming increasingly important to the future of Perth.

Adding to this potential is Leederville's relationship with Perth's "Creative Inner North". Its recognisable and unique neighbourhood creates the amenity and lifestyle that attracts people to urban living.



1

LEEDERVILLE 'MASTERPLAN'

*" Our town centre has a strong civic heart and an informal character and style. Leederville's buildings and its vibrant mix of uses and activities reflect this character, catering to a rich diversity of people and lifestyles" *currently being updated**

SECONDARY ACTIVITY CENTRE

39 HECTARES

890 DWELLINGS

3-24 STOREYS

2

SUBI EAST

" Subi East will be a vibrant, well-connected city village with great places to live, learn, work and play."

34 HECTARE REDEVELOPMENT

+2,000 DWELLINGS

BOB HAWKE COLLEGE

3

WEST LEEDERVILLE DRAFT ACTIVITY CENTRE PLAN

44 HECTARE REDEVELOPMENT

+773 DWELLINGS

+90,000SQM COMMERCIAL GFA

10 STOREY + BUILT FORM

PEDESTRIAN 'BOULEVARD' TO LEEDERVILLE

4

WEST PERTH REGENERATION MASTERPLAN

" urban renewal on the northern fringe of Perth's CBD"

19.3 HECTARES

+891 DWELLINGS

+80,000 COMMERCIAL GFA

3-24 STOREY POTENTIAL (MASTERPLAN OPTION 2)

PEDESTRIAN CONNECTIONS TO WEST PERTH

5

HAMILTON PRECINCT (CITY WEST)

PLANNING INVESTIGATION AREA (DRAFT CITY PLANNING STRATEGY)

12 HECTARES

8-15 STOREYS (CURRENT CONTROLS)

6

PERTH CITY LINK

"Re-connecting Perth to Northbridge" (City link fact sheet)

14 HECTARES

+1,650 DWELLINGS

24,000SQM COMMUNITY SPACE

YAGAN SQUARE / KINGS SQUARE / RAC ARENA

THE CONTEXT

THE TOWN

As 1 of 4 significant redevelopment sites in the Leederville Town Centre and sitting within an 'undefined' precinct, 40 Frame Court has the potential to redefine the southern entrance to Leedy and set the tone for future redevelopment of Government owned land.

Leederville is 'coming of age' as a highly attractive inner urban neighbourhood. Identified as a 'Secondary Centre' under State Planning Policy 4.2. Leederville is considered the 'capital' of the City of Vincent and will play an important role in acheiving the 11,490 dwelling infill target identified in Perth & Peel @ 3.5 million. Its development will be guided by the Leederville Activity Centre Plan (ACP), which is currently under preparation.

Informing this ACP is the Leederville Masterplan, which sets the boundary of the Town Centre and identifies a series of 'Precincts'.

Many of these precincts are highly recognizable. When we think of Leederville we think of the 'The Strip' at Oxford - the coffee shop, restaurant and retail hub, the 'innovation precinct' with North Metro Tafe and education uses, the 'Sporting and Civic Hub' centred around Leederville Oval.

But precincts at the southern entrance to Leederville remain relatively undefined. 'The Avenue', the 'Town Square' and 'Newcastle' are less identifiable in our image of Leederville and are the areas we move through on our way to other Town Centre destinations.

These areas also offer the most significant opportunity to achieve the State's Infill Target and reimagine and strengthen what it means to be Leederville. With prime redevelopment sites adjacent to the Leederville Train Station totalling almost 5 hectares, the development of key Town Centre 'building blocks' can inject new life and activity into Leederville and make better use of these strategic land holdings.

TOWN CENTRE BUILDING BLOCKS

AN UNDEFINED SOUTHERN GATEWAY

OXFORD STREET "THE STRIP"

EDUCATION PRECINCT "INNOVATION"

CIVIC PRECINCT "SPORT"

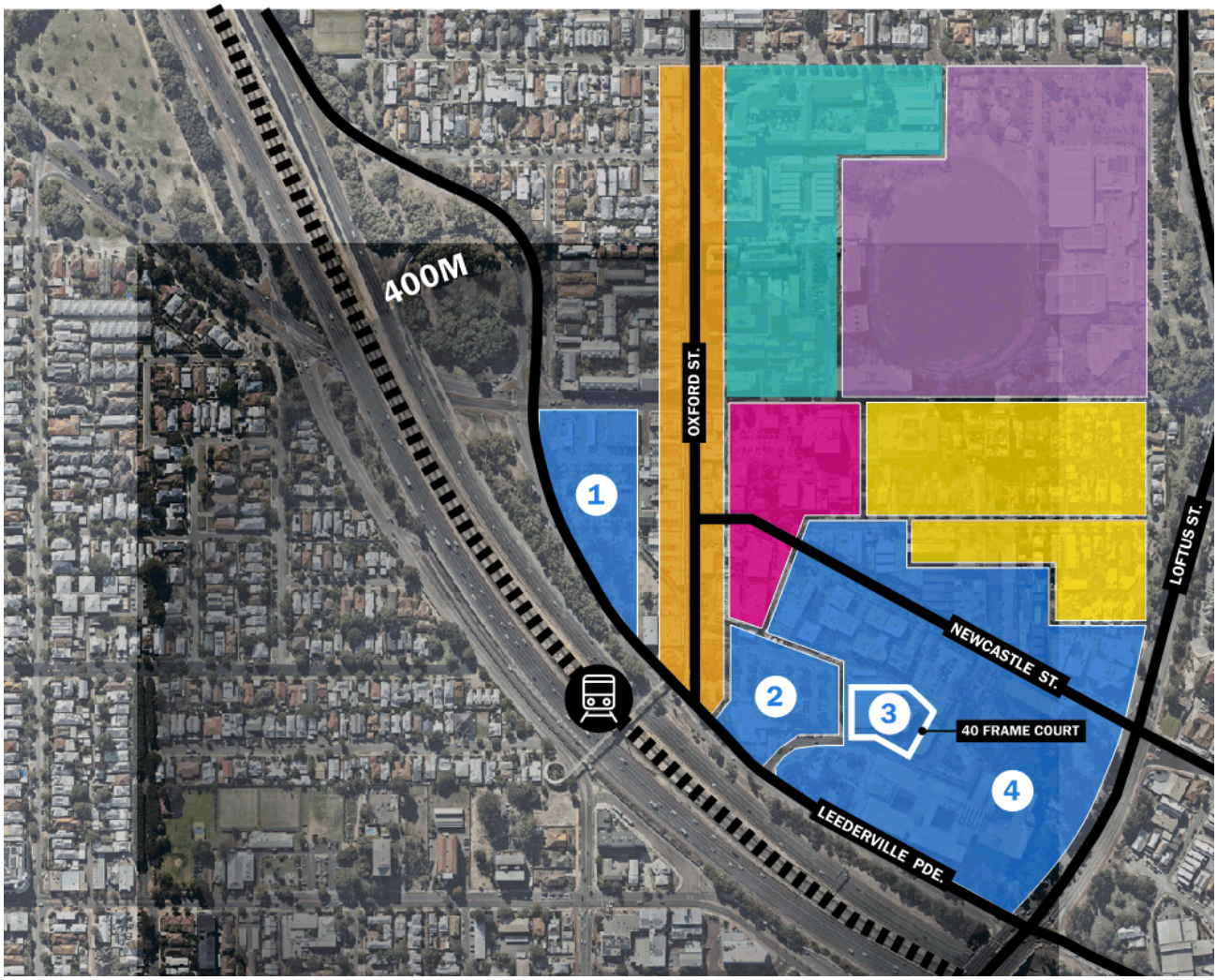
ENTERTAINMENT PRECINCT "NIGHT LIFE"

RESIDENT QUARTER

THE AVENUE

OXFORD TOWN SQUARE

NEWCASTLE STREET



THE CONTEXT

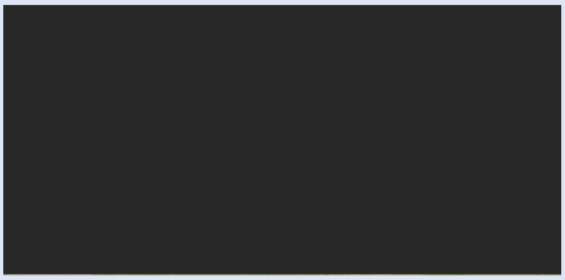
THE PRECINCT

At the centre of the 'Frame Court Precinct', the site's development is an opportunity to transform the area from a place for parking the car to a place for people.

40 Frame Court is located in a precinct bounded by Oxford Street, Newcastle Street, Loftus Street and Leederville Parade, adjacent to the Leederville Train Station, with a total area of 7.6 hectare. It is characterised by:

AN UNDEFINED STREET NETWORK

The precinct lacks the fine grain character of the rest of Leederville, with a limited street network resulting in buildings being placed in space rather than framing Leederville's network of streets, laneways and plazas.



UNPROGRAMMED GREEN SPACE

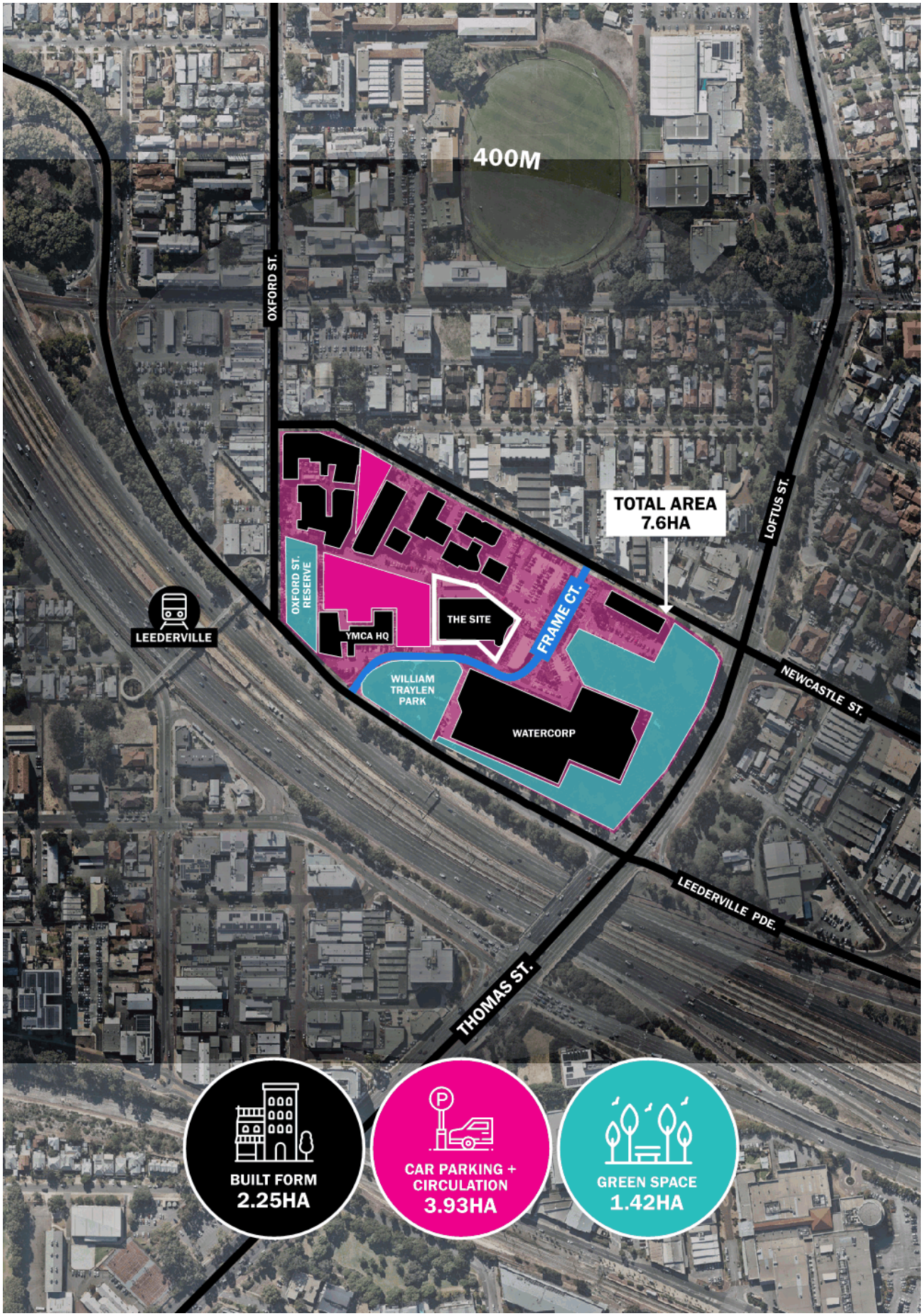
Green space is provided at the 'Town Square' which is activated through the childrens play space. Other areas include William Traylen Park (above) and the 'Green Frame' surrounding the WaterCorp building which are unprogrammed and do not generate significant recreational or amenity value.

A PLACE FOR PARKED CARS

Over half of the total precinct area is dedicated to car parking and circulation, being a significant underutilisation of land with access to Leederville's amenity and transit infrastructure and a confusing network for pedestrians.

INACTIVE

With much of the precinct containing 9-5 commercial uses, the precinct lacks a level of activity and associated safety. With no residents located within the precinct, limited after-hours activity occurs.


400M
OXFORD ST.
TOTAL AREA
7.6HA
LOFTUS ST.
OXFORD ST. RESERVE
THE SITE
FRAME CT.
YMCA HQ
LEEDERVILLE
WILLIAM TRAYLEN PARK
WATERCORP
NEWCASTLE ST.
LEEDERVILLE PDE.
THOMAS ST.
BUILT FORM
2.25HA
CAR PARKING + CIRCULATION
3.93HA
GREEN SPACE
1.42HA

THE PLACE

PEOPLE

Who lives, works and visits Leederville? What do we know about these people, what do they like about Leederville and what can be improved?

WORKERS

TODAY
+3,500
*LAND USE + EMPLOYMENT SURVEY

TOMORROW
+350
[ABN EMPLOYEES]

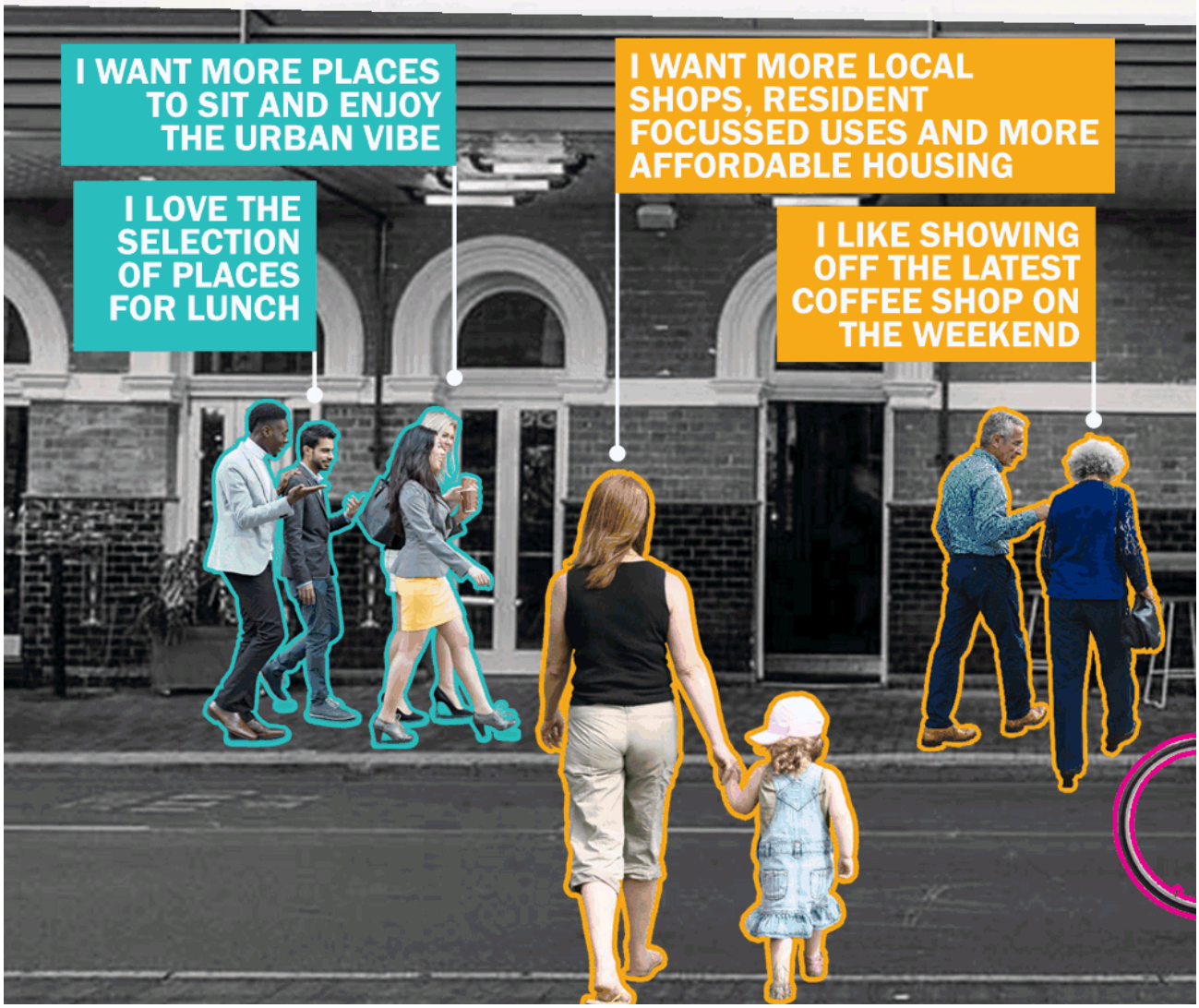
RESIDENTS

TODAY
3,333
PROFILE ID.

TOMORROW (2036)
+2,500
FORECAST ID

LEEDY WORKERS ARE:
BUSINESS OWNERS, GOVERNMENT EMPLOYEES, BARISTAS, RETAIL

LEEDY RESIDENTS ARE:
YOUNG, TRANSIENT, EDUCATED, ANGLO



LEEDERVILLE RESIDENTS ARE...

YOUNGER [32 AVG MEDIAN AGE] [GREATER PERTH = 36]

LONE RANGERS [30% OF PEOPLE LIVE IN LONE HOUSEHOLDS] [GREATER PERTH = 22%]

TRANSIENT [41% OF PEOPLE RENT IN LEEDERVILLE] [GREATER PERTH = 26%]

EDUCATED [46% OF PEOPLE HAVE A UNIVERSITY QUALIFICATION] [GREATER PERTH = 23%]

ANGLO TOP ANCESTRY GROUPS ENGLISH, AUSTRALIAN, IRISH, SCOTTISH [83% OF POPULATION]

STUDENTS

4,000

ANNULLY ATTEND NORTH METRO TAFE LEEDERVILLE

[COURSES INCLUDE COMMUNITY SERVICES, AGED CARE, MENTAL HEALTH, MUSIC + RECORDING]

LEEDY STUDENTS ARE:

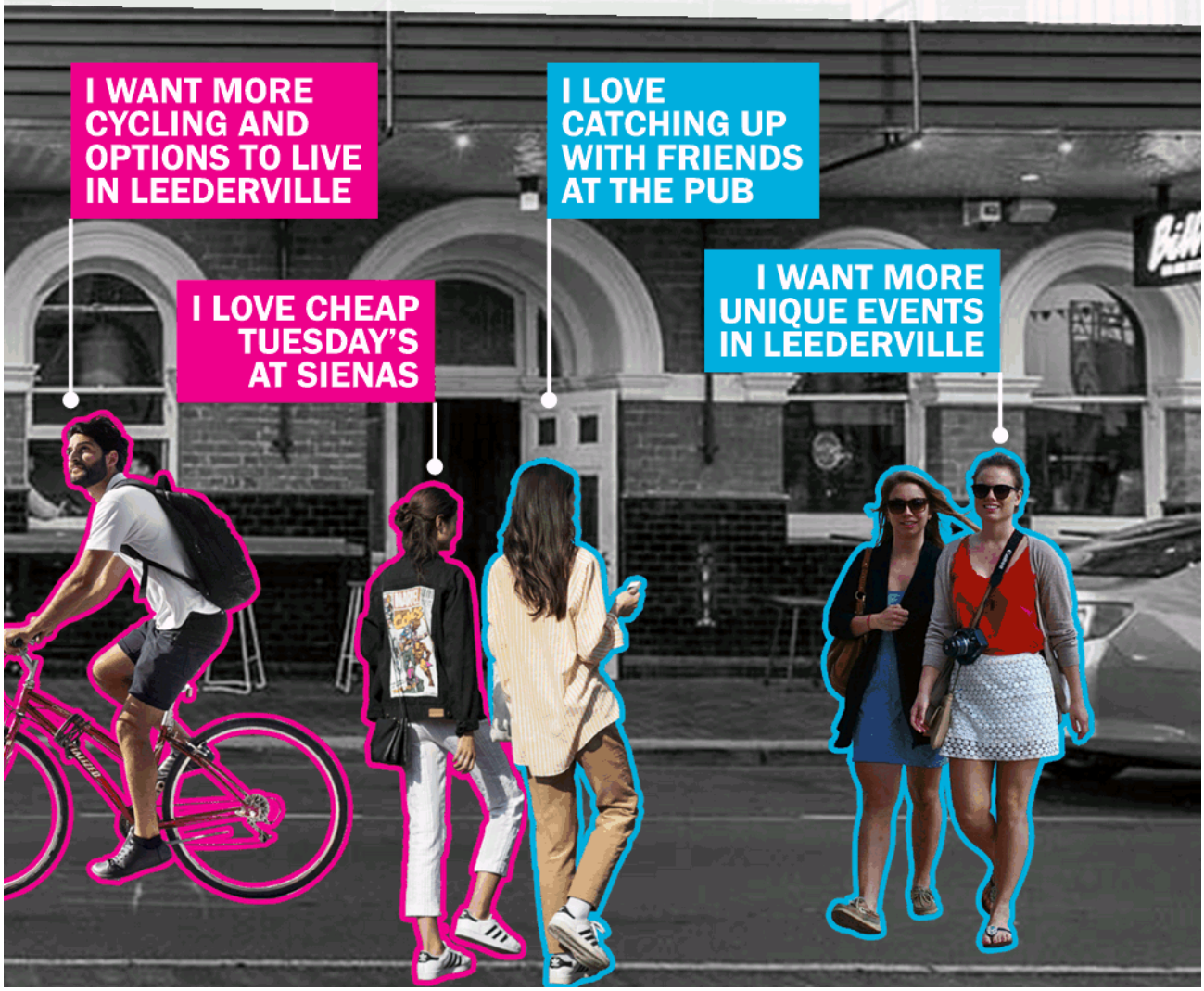
COMMUNITY FOCUSSED, CREATIVE, TIME RICH, MONEY POOR

VISITORS

SIGNIFICANT NUMBER OF EVENING + WEEKEND VISITORS

LEEDY VISITORS:

LIVE NORTH, LIVE FOR THE WEEKENDS, COME FOR A GOOD TIME, WATCH THE LOCAL FOOTY



THE PLACE

ACTIVITY

What uses attract people to Leederville? Where are they located?
What can we learn from this land use mix?

WE NEED MORE HUMANS LIVING DOWN TOWN.

Leederville has a strong employment base led by traditional government employers and relative low levels of commercial vacancy (11.7%, Y-Research). Its regional accessibility and place amenity is also attracting private companies to relocate to the area (ie. ABN +9,000m2 office)

With more jobs than residents, there is a key opportunity for people to live and work in Leederville and improve its performance.

STRONG EMPLOYMENT BASE
+3,500 LOCAL JOBS*

STRONG OFFICE BASE
+38,000m²
OFFICE FLOORSPACE*
(2,200 FTE JOBS)

3,333
LEEDERVILLE RESIDENTS
POPULATION 2018 PROFILE ID.

73%
OF LEEDY TOWN CENTRE CURRENTLY 'RESIDENT FREE'

*LAND USE + EMPLOYMENT SURVEY. WAPC 15/17

MAINTAIN THE QUIRK.

Food, beverage and entertainment are distinct point of differences that have transformed Leederville into a regional destination. But unique, independent retail provides a different offering and we need to be careful to maintain the balance. With the recent closure of crowd favourites like Oxford Street Books and Atlas Devine and increasing rents, how do we ensure Leederville doesn't become a victim of its own success.

46
TENANCIES

+7,000m²
NLA

60%
FOOD + BEVERAGE
RAY WHITE, 2018

40%
RETAIL

EMBED DAILY RITUALS.

Leederville is performing well, but many of the rituals and uses that residents need to access on a daily basis like gyms, libraries, child care and grocery stores are located on the edge of the Town Centre. This results in decreased daily use of Oxford Street and the potential for escape spend to competing centres.

830 METRES
AVERAGE DISTANCE FROM TOWN SQUARE TO 'DAILY RITUAL' USES

BRING BACK THE CREATIVES.

The success of Leederville as a destination has pushed rents higher, causing creative uses attracted to the inner-city environment to the 'West Perth Creative Quarter'. These uses have the potential to drive the attractiveness of our inner city neighbourhoods, and we need to focus efforts on finding alternatives locations for these attractor uses.

12
'CREATIVE USES' CLUSTERED IN WEST PERTH

$45K PER ANNUM
AVERAGE COST OF GROUND FLOOR LEASE OF OXFORD STREET TENANCY

*AVERAGE COMMERCIAL REAL ESTATE.COM

MAJOR EMPLOYERS

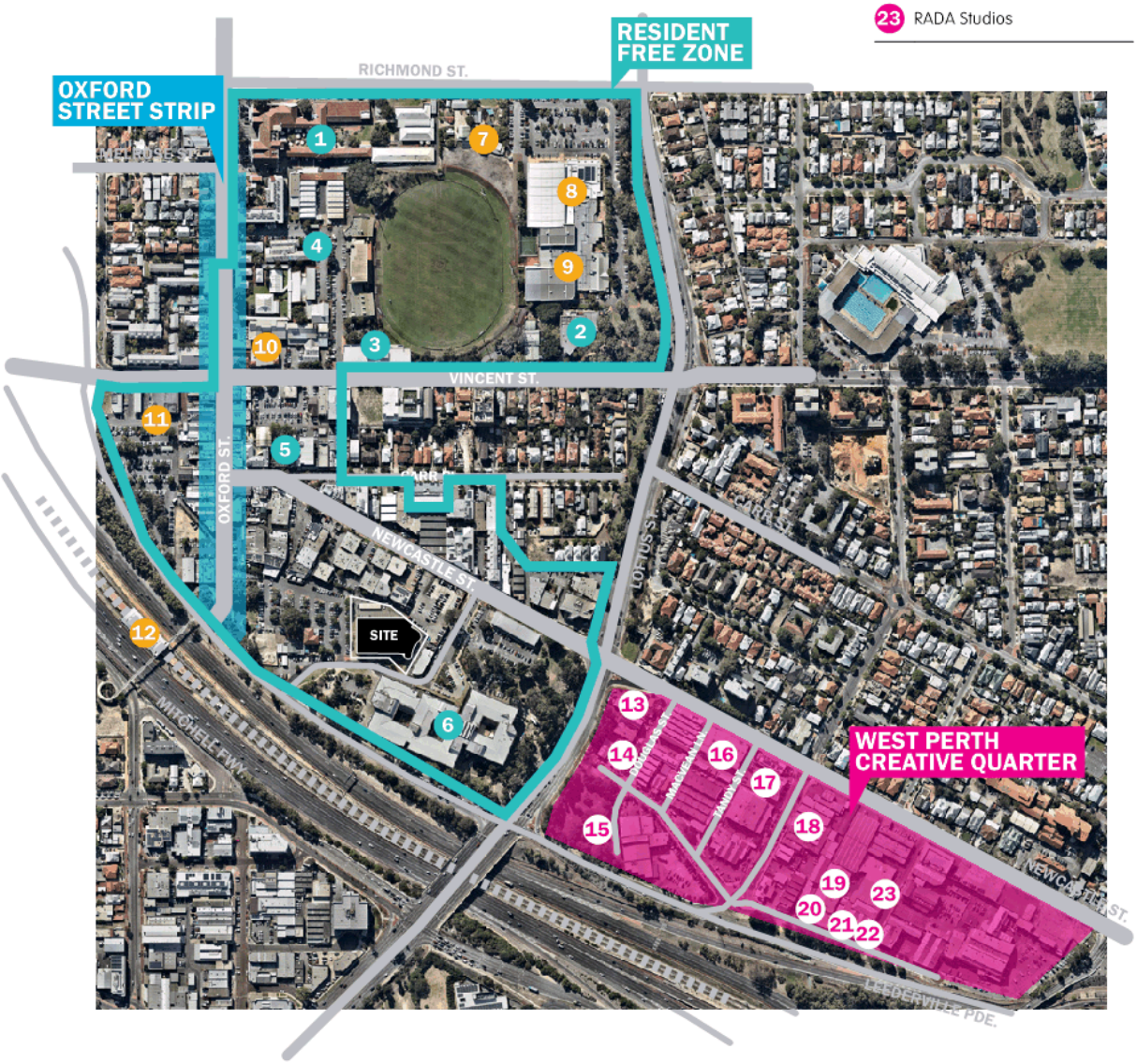
1. North Metropolitan TAFE Leederville
2. City of Vincent
3. Department of Local Gov. Sport and Cultural Industries
4. School of Isolated + Distance Education
5. ABN (Future)
6. Water Corporation

"DAILY RITUALS"

7. Margaret Kindergarten
8. City of Vincent Library
9. Loftus Recreation Centre
10. Australia Post
11. The Good Grocer
12. Leederville Train Station

CREATIVE USES

13. Bang Digital - Marketing Agency
14. Toby's Estate Coffee Retailer
15. The Backlot Studios
16. HD Rentals (Film + Television)
17. 3 Monkeys Audiovisual Specialists
18. Cleaver Street Studio (Co-Working)
19. The Old Love Seat Cafe
20. Soggybones Skateshop
21. Linton & Kay Galleries
22. Fridays Studio
23. RADA Studios



40 FRAME COURT . PLACE STRATEGY 15

THE PLACE

MOVEMENT

How do people move through Leederville and the Frame Court Precinct? What type of spaces work well for pedestrians? What connections can be improved?

PUT PEDESTRIANS FIRST

The precinct has an undefined pedestrian network, with an informal pedestrian desire line between the Leederville Train Station and the Water Corporation site. People can be seen weaving through to car park, and effort should be directed to creating a more defined environment of higher amenity for pedestrians.

6.4% OF LEEDERVILLE RESIDENTS WALK TO WORK

2.1% PERTH AVERAGE

ID COMMUNITY PROFILE, 2016

INVITE CYCLIST INTO TOWN

Leederville is well connected to regional bike paths, with more than 1200 cyclists passing by the Town Centre daily. How can we leverage this passing traffic to direct more people into Leederville.

4.4% RODE THEIR BIKE TO WORK*

1% PERTH AVERAGE

1,200 CYCLIST PASS THE SITE DAILY

*(AVE. MON- FRI) MRWA, TRAFFIC MAP

ID COMMUNITY PROFILE, 2016

PERTH'S MOST TRANSIT ORIENTATED NEIGHBOURHOOD

Leederville has excellent accessibility to the broader city region, with train and bus networks connecting the neighbourhood to the central city and beyond. But with still less than 1 in 5 local residents taking public transit to work, how do we leverage this accessibility to become Perth's most transit-oriented neighbourhood?

17.2% TOOK PUBLIC TRANSPORT TO WORK

10.2% PERTH AVERAGE

ID COMMUNITY PROFILE, 2016

AVERAGE **3,570** WEEKDAY TRAIN BOARDINGS

PUT CARS IN THEIR PLACE

Despite the good, over half of all residents still drive to work and a large proportion of the Town Centre is dedicated to at grade car parking. How do we make better use of this space and encourage behaviour change?

52.4% OVER HALF OF LEEDERVILLE RESIDENTS DRIVE TO WORK

64.1% PERTH AVERAGE

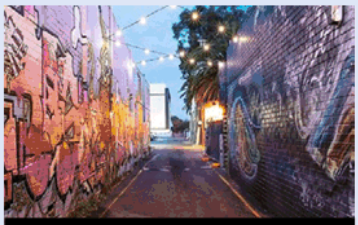
ID COMMUNITY PROFILE, 2016

10,000 VEHICLES THROUGH THE HEART OF THE TOWN CENTRE ON A DAILY BASIS

PEDESTRIAN AMENITY + DESTINATIONS THE LEEDERVILLE DNA

Leederville has a network of linkages and destinations and a series of public space typologies through the Town Centre. Could we borrow these typologies to put people first in Frame Court?

LOW SPEED STREETS



LANEWAYS

PLAZAS

OXFORD ST.
400M
BUS ROUTE 15
23,831 VPD
VINCENT ST.
604 TO NORTH
9,966 VPD
7,422 VPD
LOFTUS ST.
THE SITE
LEEDERVILLE
3MIN TO CBD
NEWCASTLE ST.
WATERCORP
MITCHELL FWY
LEEDERVILLE PDE.
11,588 VPD
GREEN CAT
627 TO SOUTH
THOMAS ST.

THE PLACE

CHARACTER

How does the community describe Leederville's character? How can the project team interpret this character? To create something that is Leederville unique?

SAFE
FAMILY FRIENDLY
RESILIENT
ELECTIC
COLLAGED
COLOURFUL + FESTIVE

THE PLAN

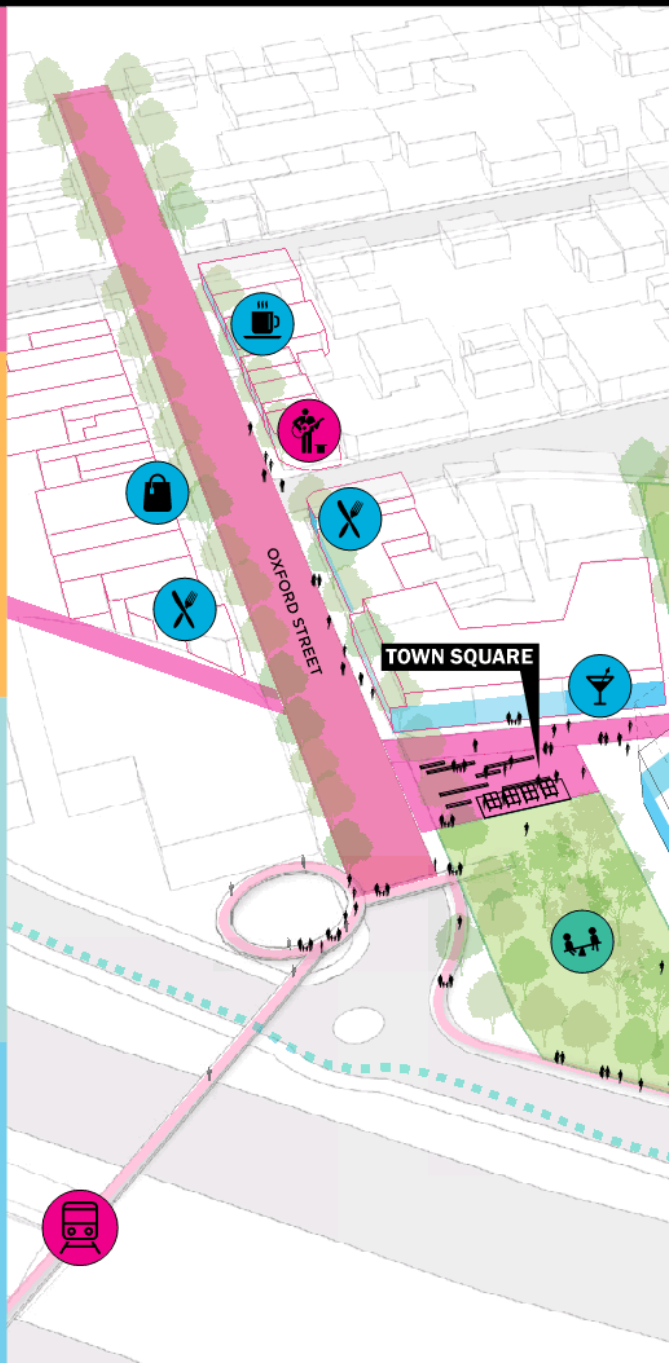
PLACE + DESIGN BRIEF

ADD THE FRAME to Leederville's newest neighbourhood, using town centre DNA to create places for people, a defined pedestrian environment and suggesting a future network of places as the area develops;

Deliver **HIGH DENSITY HAPPINESS** through leveraging the site's proximity to transit, providing a range of fit for purpose housing types delivered through innovative models and focussing on the provision of shared facilities to enhance social connections;

Strengthen the **LEEDERVILLE VIBE** through innovative architectural and landscape design, drawing on feedback received from the community, the sites unique history, and distinctive elements of the Leederville Town Centre; and

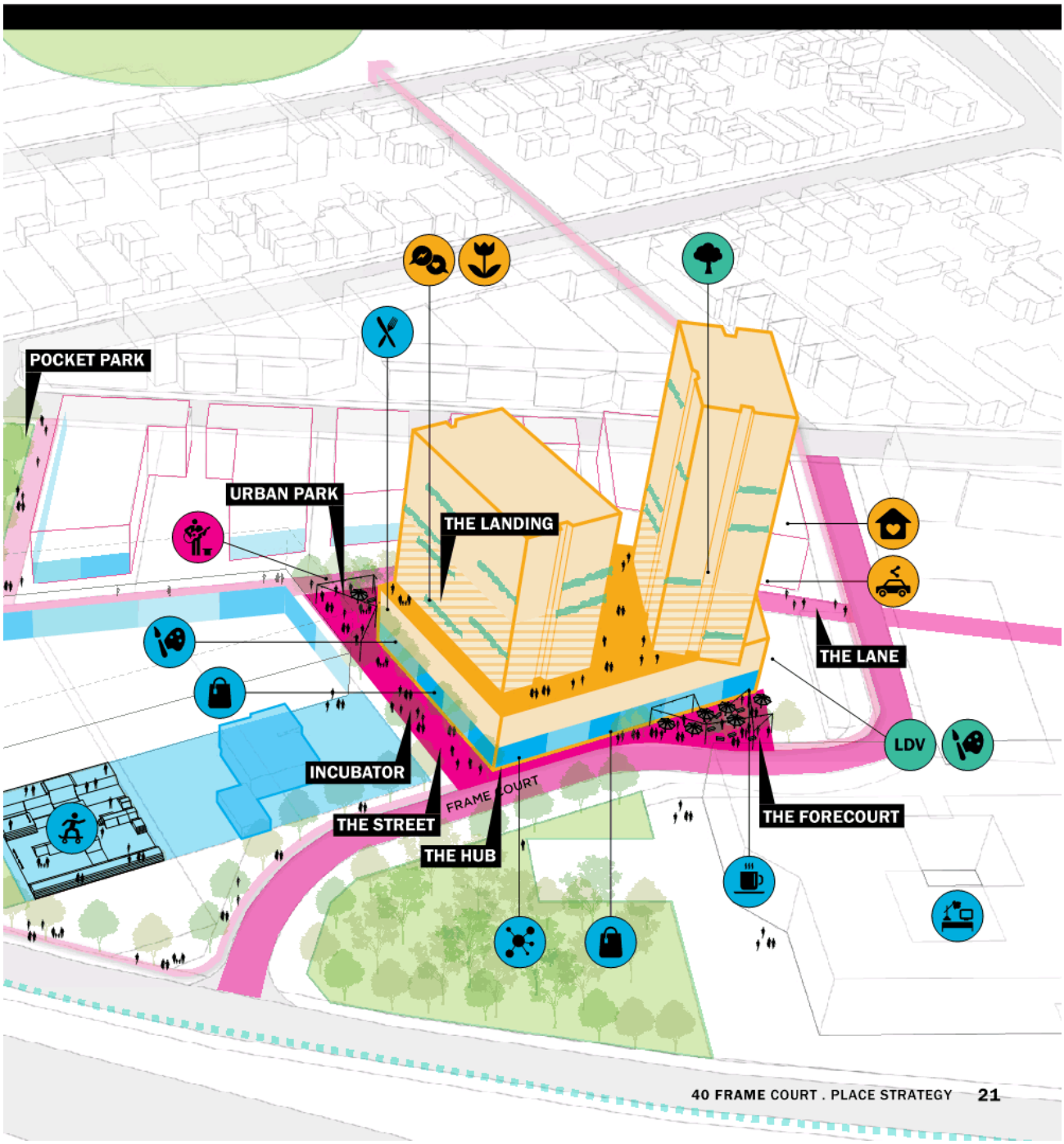
RE-MIX THE PRECINCTS through providing publicly accessible ground floor uses that respond to the site's unique urban context, strengthen the role and positioning of the Town Centre and draw people to Leederville.



PLACE VISION

LDV DOWNTOWN

A CREATIVE 21ST CENTURY VERTICAL COMMUNITY IN LEEDERVILLE'S TRANSIT PRECINCT.



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Transport Report – Local Development Plan

40 FRAME COURT LEEDERVILLE

PROJECT	**40 Frame Court, Leederville. Local Development Plan**			
FILE	81113-463-FLYT-REP-0004 Rev2			
Revision	**Description**	**Originator**	**Review**	**Date**
0	Issued for Review	AJS	CAS/RDG	28/04/2020
1	Issued for LDP	AJS	CAS/Hatch/CoV	28/05/2020
2	Comments from CoV	AJS	CAS	01/09/2021

Contents

1. SUMMARY 4
2. INTRODUCTION 5
2.1 Development Introduction 5
2.2 Transport Report 5
2.3 Supporting Information 5
2.4 Report Structure 5
3. LOCAL DEVELOPMENT PLAN 6
3.1 Site 6
3.2 Local Development Plan 6
4. VEHICLES AND PARKING 8
4.1 Vehicle Access 8
4.2 Existing Parking 8
4.3 Proposed Parking 9
4.4 Car Share 10
5. SERVICING 11
5.1 Service Vehicles 11
6. PUBLIC TRANSPORT 12
6.1 Services 12
7. PEDESTRIANS 14
7.1 Existing Pedestrian Network 14
7.2 Development Proposals 14
8. CYCLING 16
8.1 Cycle Network 16
8.2 Development Proposals 17
9. TRAFFIC 18
9.1 Traffic Volumes 18
9.1.1 Parking Surveys 19
9.2 Traffic Generated by the Development 19
9.2.1 Existing Traffic Generation 19
9.2.2 Trip Generation 20
9.2.3 Residential Trip Generation 20
9.2.4 Commercial Trip Generation 20
9.3 Trip Distribution 21
9.4 Impact on Surrounding Road Network 21
9.4.1 Newcastle Street and Leederville Parade 21
10. STREET NETWORK 24
10.1 Local Streets 24
10.1.1 Newcastle Street 24
10.1.2 Leederville Parade 24
10.1.3 Frame Court 25
10.1.4 Traffic Flow Conditions 25
11. ISSUES FOR DEVELOPMENT APPLICATION STAGE 27
11.1 Specific Issues 27
12. OUTCOMES 28
12.1 Transport Report 28

Figures

Figure 1 Development site context (source: City of Vincent Intramaps) 5
Figure 2 Location of buildings within site (source: Intramaps) 6
Figure 3 Ground level layout plan – 40 Frame Court LDP as submitted 7
Figure 4 Existing site access 8
Figure 5 Location of proposed access crossover 8
Figure 6 Location for new street and pedestrian pathway 9
Figure 7 Proposed configuration of Frame Court Car Park interface 9
Figure 8 Parking converted to parallel bays and building street interface 9
Figure 9 Indicative location of internal bin locations at Ground Floor 11

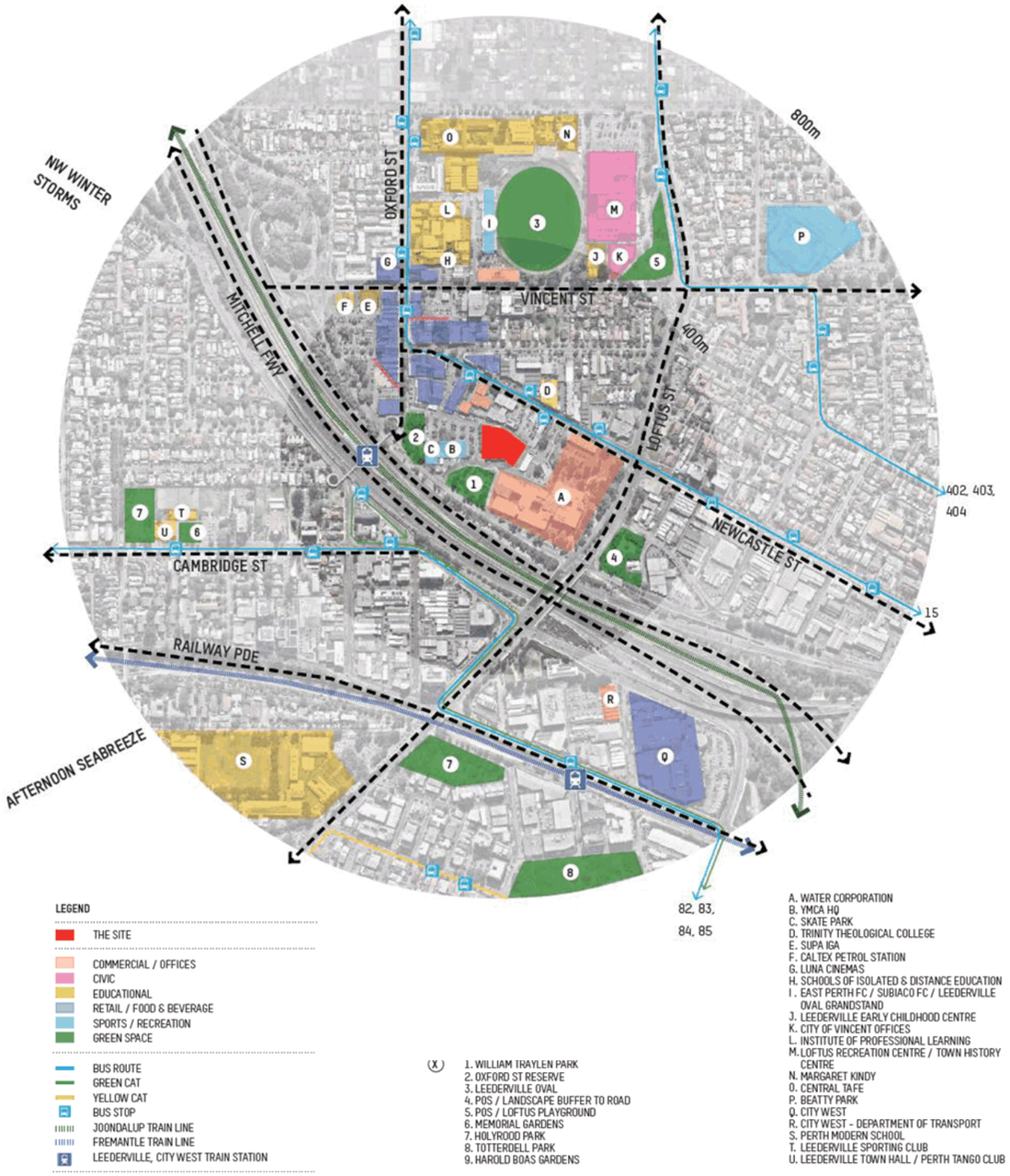
Figure 10 Adjacent bus routes (source: Transperth) 12
Figure 11 Closest bus stops to LDP site 12
Figure 12 Joondalup line stations (source: Transperth) 12
Figure 13 Green CAT route map (source: Transperth) 13
Figure 14 WalkScore rating for surrounding area (source: WalkScore) 14
Figure 15 Walkable catchment in 15 minutes (source: Travel Time App) 14
Figure 16 Pedestrian access and new pedestrian pathways/placemaking (Source: Roberts Day) 15
Figure 17 Connection to PSP from Frame Court across Leederville Parade 16
Figure 18 Cyclist network surrounding development site (source: Department of Transport) 16
Figure 19 Travel Time App – public transport usage compared to cycling 16
Figure 20 Main Roads WA count sites (source: TrafficMap) 18
Figure 21 Vincent Street count data location 18
Figure 22 Leederville Parade count data location 18
Figure 23 Location of parking surveys 19
Figure 24 Routes into and out of site 21
Figure 25 Road hierarchy surrounding development site (source: MRWA) 24
Figure 26 Speed zoning surrounding development site (source: MRWA) 24
Figure 27 Frame Court from Newcastle Street 25
Figure 28 Typical traffic flow conditions Wednesday 8.00am (source: Google) 25
Figure 29 Typical traffic flow conditions Wednesday 5.30pm (source: Google) 26
Figure 30 View from 40 Frame Court across Leederville Parade towards the PSP. 27

Tables

Table 1 Design Guidance SPP 7.3 10
Table 2 Bus frequency and service numbers 12
Table 3 Parking occupancy weekday surveys for Frame Court Car Park 19
Table 4 Comparison of residential trip rates for LDP 20
Table 5 Commercial Trip Generation – 40 Frame Court 20
Table 6 2019 trip distribution of vehicle trips along Frame Court 21
Table 7 AM peak hour counts September 2021 - Frame Court and Leederville Parade 22
Table 8 SIDRA Movement Summary AM 2021 Peak 22
Table 9 SIDRA Movement Summary - opening year AM Peak 23
Table 10 SIDRA Movement Summary - opening year AM Peak + 50% increase along Leederville Parade 23

1. SUMMARY

Item	Response
Local Government	City of Vincent
SWALSC Region	Whadjuk
Site Lot(s)	40 Frame Court, Leederville
Street Frontage	Frame Court
Development Type(s)	Local Development Plan – commercial and residential
Nearest Train Station	Leederville Station, 430m
Nearest Bus Routes	Route 15: 154m
Walkscore Ratings	Walkscore: 87. Transit score: 77
Access Crossovers	1
Parking Provision	Defined within LDP and at Development Application Stage
Bike Racks (Internal)	As per minimum provisions of LPP 7.7.1
Bike Lockers	As per minimum provisions of LPP 7.7.1
EoT facilities	As per minimum provisions of LPP 7.7.1
Servicing	Defined within LDP and at Development Application Stage



81113-463-FLYT-REP-0004 Rev2

2. INTRODUCTION

2.1 Development Introduction

This Transport Report has been prepared by Flyt in support of the proposed Local Development Plan (LDP) at 40 Frame Court Leederville, located adjacent to the Water Corporation and the Frame Court Car Park. The site is within the City of Vincent and formed part of the Boorloo tribal land (Town of Vincent Local Studies 2005). As indicated by the South West Aboriginal Land and Sea Council website, the site sits within the Whadjuk Region.

The site has frontage to Frame Court which runs between Newcastle Street to the north and Leederville Parade to the south and primarily provides vehicle access to the businesses located on either side. The location of the proposed development is shown on the extract of the City of Vincent Intramaps system in Figure 1.

Figure 1 Development site context (source: City of Vincent Intramaps)

2.2 Transport Report

This Transport Report has been produced to support the proposed outcomes set out within the LDP for 40 Frame Court. Whilst the level of assessment expected within the formalised planning process for an LDP is high level, given the nature of the site within its urban context and the land use proposals contained within the LDP, the details in the supporting Transport Report have been completed to reflect some of the requirements set out in the WA Planning Commission's (WAPC) Transport Impact Assessment Guidelines.

The more defined impacts of the site development proposals would be addressed at the Development Application stage of the planning process. Notwithstanding this, the "level" of assessment completed for this Transport Report reflects the framework required for a Transport Impact Assessment (TIA) stage of the planning process. The details in this Transport Report are designed to provide the City of Vincent with information on the approach to transport and land use integration and the broad impacts relating to movement to and from the site.

This revision of the Transport Report, completed in August 2021, was subsequent to the submission of the LDP to the City of Vincent and directly addresses issues raised by the Engineering Department of the City of Vincent relating to traffic volumes, parking configuration within the Frame Court Car Park and access into the site.

2.3 Supporting Information

This Transport Report assessment has also been completed in conjunction with the development of the LDP, which aims to create a blueprint for guiding land use changes and development for the site that would complement other existing and future planning mechanisms, including the Leederville Precinct Structure Plan.

2.4 Report Structure

The report is broadly structured to reflect TIA outcomes that will be defined in more detail during the DA stage of the project, with the following sections:

- Local Development Plan
- Vehicles and Parking
- Servicing
- Traffic
- Public transport access
- Pedestrian access
- Cycle access
- Existing Street Network
- Issues for Consideration at Development Application.

3. LOCAL DEVELOPMENT PLAN

3.1 Site

The subject site has frontage to Frame Court in Leederville and is shown in Figure 2. The site is located within a business park and is surrounded by car parks and roads with ambiguous public/private spaces. The site is currently used as an Office by the Water Corporation and car parking.

To the west is the City of Vincent Frame Court Car Park, YMCA HQ Leederville and further west and north are various food and beverage and office/commercial land uses. To the south is the Water Corporation WA headquarters building. North of the site is a Water Corporation easement and other businesses and parking. The site is located within the Leederville Activity Centre.

Figure 2 Location of buildings within site (source: Intramaps)

3.2 Local Development Plan

The development of the LDP has been a result of a collaborative and engagement based process that commenced with the City of Vincent in early 2018. It has included community engagement and a range of discussions with key stakeholders in relation to the outcomes sought for the site. For the purposes of the Transport Report supporting the LDP, the ground level layout of the schematic development outcomes used in the LDP assessment, alongside the indicative NLA of ground level non-residential land uses, is shown in Figure 3.

Potential land uses within the LDP are proposed to include a mix of:

- Residential units
- Commercial/retail tenancies
- Ground level space for community purposes, art, bike workshop, and food and beverage outlets along the west, south and north boundary
- End of Trip facility
- Communal facilities supporting the proposed residential land uses
- Parking associated with the land uses that would be developed on the site
- Associated plant, storage areas, service areas, waste servicing and ancillary building services.

Within the LDP presented to the City of Vincent, there is a potential yield of 229 total residential apartments considered within two separate buildings. Within the current level of design development, there is a total of 239 car parking bays for residential dwellings – an overall ratio of 1.04 bays per dwelling. There are a further 40 parking bays split between commercial tenants, visitors (commercial and residential combined) and shared bays. 30 motorcycle or scooter bays are also included. The site would have End of Trip facilities that meet or exceed the City of Vincent and Green Building Council of Australia Green Star 5 Star rating.

These elements are addressed in turn within sections of this Transport Report. It should be noted that the ultimate development proposals taken forward into the Development Application (DA) stage of the project may differ based on the outcomes of the LDP process and design development.

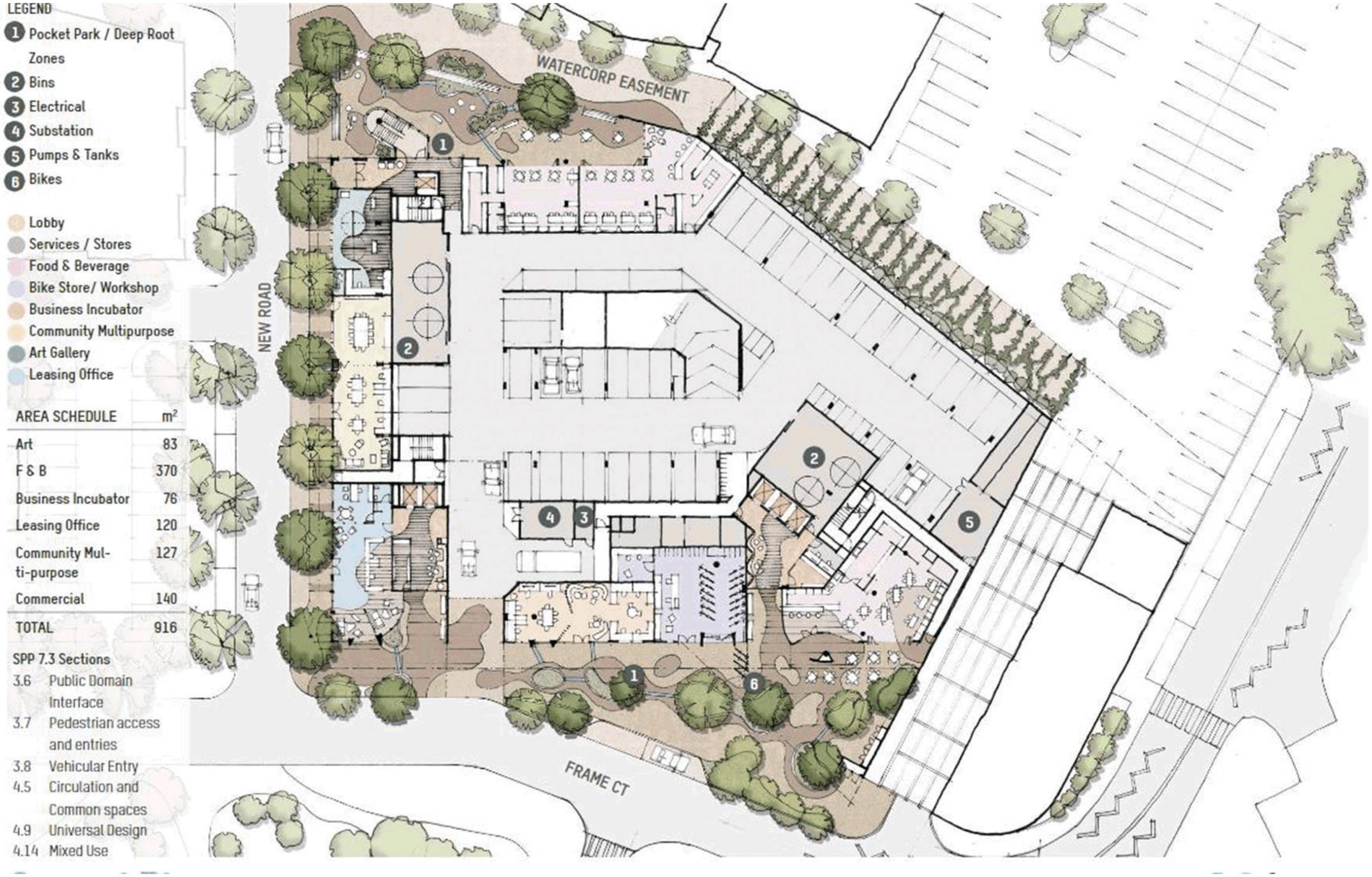


Figure 3 Ground level layout plan – 40 Frame Court LDP as submitted

4. VEHICLES AND PARKING

4.1 Vehicle Access

Present site access is provided via three separate crossovers which intersect with Frame Court. The location of the existing site access points is shown in Figure 4. The three separate access points presently serve the following purposes:

- The western crossover provides an entry and exit point for the 34 at grade parking bays at the rear of the property with access controlled by boom gates. This crossover also accommodates the exit point for the drop off/pick up service road. The width of the lane is approximately 5.5m
- The middle crossover is the entry point for the drop off/pick up service road. This crossover is approximately 2.5m wide
- The eastern crossover is an exit point for the rear parking bays. This crossover is approximately 3m wide.

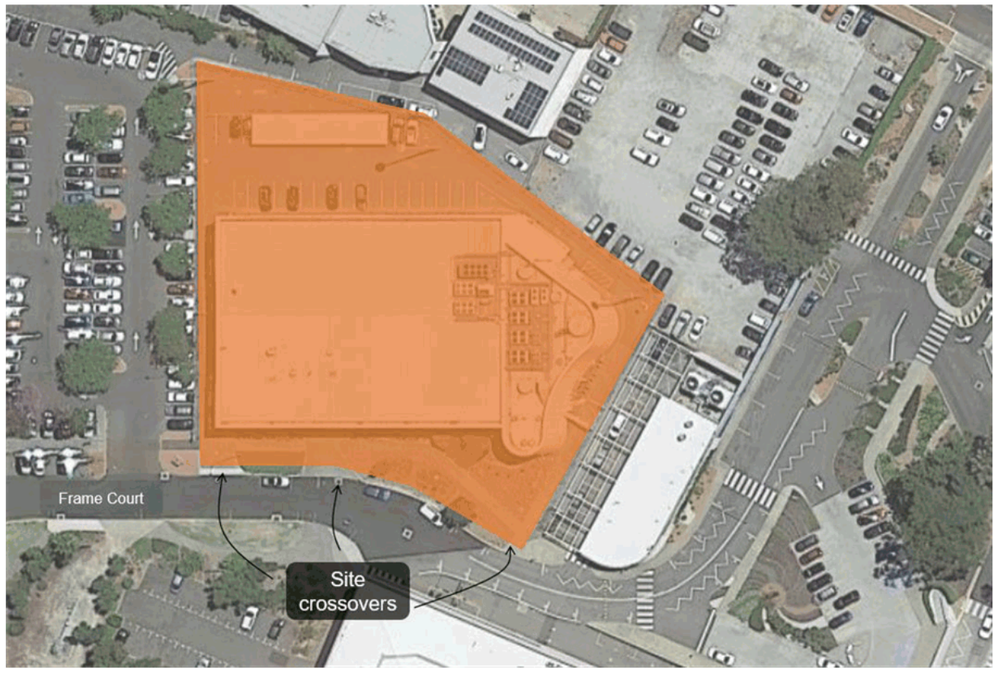


Figure 4 Existing site access

Vehicle access into and out of the site set out within the LDP are proposed to be provided via a single crossover located on the western side of the site. The crossover will provide access to internal car parking facility and access for service vehicles entering and exiting the site. The indicative location of the crossover is shown in Figure 5.

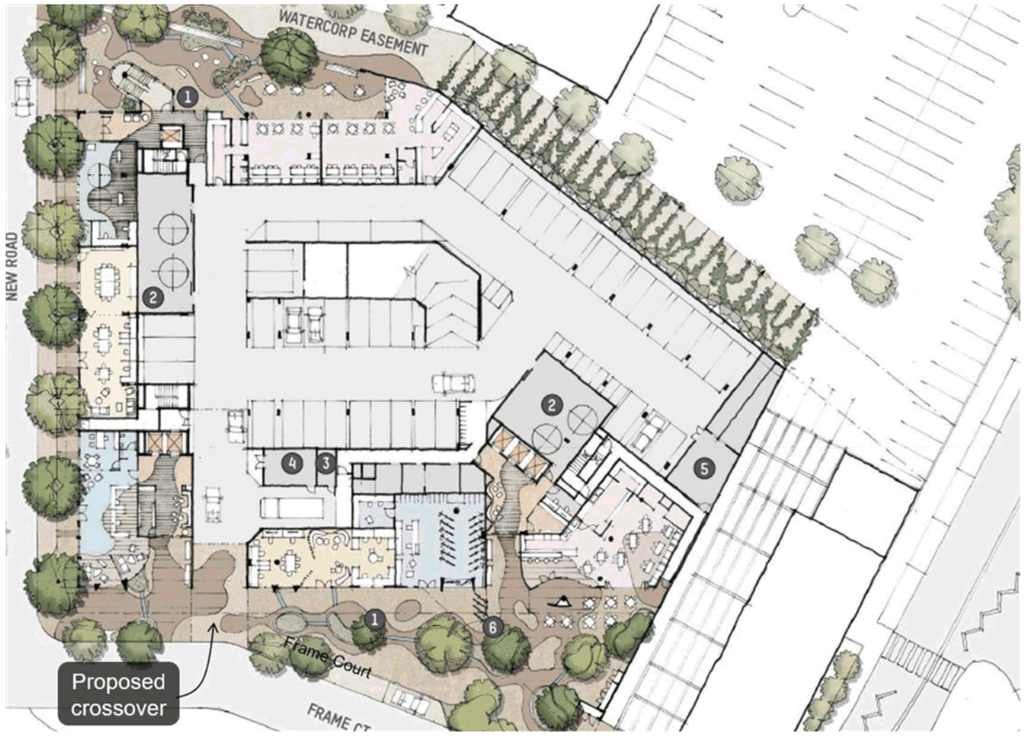


Figure 5 Location of proposed access crossover

4.2 Existing Parking

The site contains 34 at-grade marked parking bays located at the rear of the building and 13 undercover bays which are accessed from the middle of the three crossovers evident as shown in Figure 4. All on-street parking within the vicinity is controlled through ticketed bays which are mostly controlled or managed by the City of Vincent. Five on-street parking bays along the southern boundary are available with a one-hour time restriction managed through ticketing.

West of the subject site is the City of Vincent managed Frame Court Car Park with 232 available bays, which is at present all controlled through ticketing with the first hour free. This car park area includes monthly permit parking for commuters. An additional 25 bays are located in-front of the YMCA HQ Leederville, with a three-hour time restriction from 7am – 7pm, and unlimited outside these hours.

Observations were undertaken to understand the pattern of use of the existing Frame Street Car Park, as set out in Table 3. These observations support anecdotal evidence and previous surveys undertaken for the area which show that the car park is typically used for commuting purposes and is generally 100% occupied from early morning until mid-afternoon.

4.3 Proposed Parking

The approach to provision of parking in the LDP area is to accommodate the level of parking that is reflective of a key inner city Activity Centre such as Leederville without over provision of parking for residential land uses or provision of bays for uses that would benefit from reciprocal use of parking. This would be facilitated through the use of existing design-based provisions within the State Planning Policy 7.3 – Apartments and requirements specific to the subject site. A range of supporting measures aimed at use of modes other than private motor vehicles would also support the approach to parking provision.

The overall ratio of residential parking per dwelling achieved through the development of the site layout considered within the LDP stage of the project is 1.04. There are a further 40 parking bays split between commercial tenants, visitors (commercial and residential combined) and shared bays. 30 motorcycle or scooter bays are also included. As set out within Figure 5, all parking on the site would be via the crossover into the site from Frame Court. This would reduce interaction between vehicles and pedestrians and also ensure that there is legibility for parking access.

In addition to the on-site parking access, the LDP proposes to integrate with the existing Frame Court Car Park area with the entrance to Frame Court Car Park being reconfigured to create a main street (green link) and pedestrian pathway, with parking bays along the western boundary of the subject site that can be converted from 90 degree angle parking to parallel bays (see Figure 6 and Figure 8) .

Whilst the existing 90 degree bays would be retained in the short term (as shown in Figure 7), this will facilitate better future urban design outcomes and assist in the creation of a new pedestrian connection, landscaping and active retail ground floor uses along the building edge.

Figure 6 Location for new street and pedestrian pathway

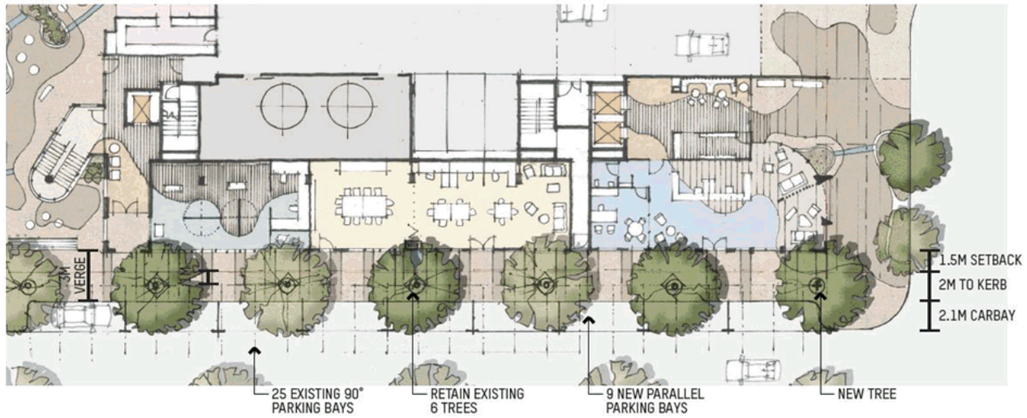


Figure 7 Proposed configuration of Frame Court Car Park interface

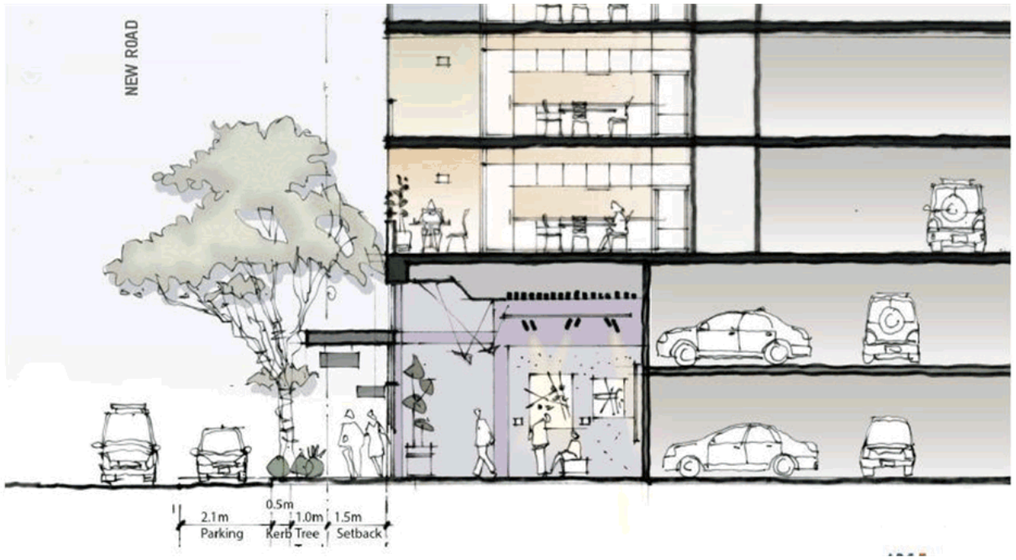


Figure 8 Parking converted to parallel bays and building street interface

The provision of parking along the 'street' interface using parallel bays will be dependent on the intended design outcomes and subject to approval by the City of Vincent. The western interface of the site is flexible in that 90 degree parking could be retained, depending on the progression of designs for Frame Court Car Park.

Transition of the Frame Court Car Park from commuter based permit parking to short term paid parking that supports the retail and commercial land uses within the Activity Centre is an appropriate strategy to adopt and can effectively reconcile a loss of bays through achieving greater turnover and therefore activity. Given the excellent general accessibility of Leederville by other modes of

transport, and the overall supply of parking within the Activity Centre, there is a greater economic and transport planning imperative to support short term trips rather than commuter vehicle trips. This approach has been used within Central Perth to great effect over the past two decades.

In respect of the LDP, it is proposed that:

- Parking for residential land uses be provided based on the provisions of SPP 7.3 – Apartments to support more appropriate levels of parking associated with residential land uses.
- There be reciprocal rights for use of commercial bays within the site for visitors to residential land uses. This reciprocal allowance removes the requirement for specific site provision of these types of bays. This would be reflected in the LDP with inclusion of a provision stating '*Visitor parking for residential uses shall be provided through reciprocal parking rights over the commercial car parking bays required for the ground floor uses. This parking is to be provided on ground floor*'.
- Provision of three bays for Shared Cars or Car Club operator.
- Over provision of the level of motorcycle and scooter parking bays within the site for residential land uses that reflects the design guidance within SPP 7.3.
- Provision of bays per commercial or retail land uses as per City of Vincent Planning Policy 7.7.1.
- End of Trip facilities provided for staff located on site with the aim being to accommodate provision of 100% bike rack and lockers required.
- Provision of a Parking Management Plan with the submission of the Development Application for the site.

In respect of the provisions of SPP 7.3 – Apartments and the potential reciprocal use of visitor bays, the LDP proposes reciprocal parking rights over the commercial car parking bays required for the ground floor uses for visitor parking, on the basis of excellent accessibility to Leederville by non-motorised modes, support for Shared Cars through provision of parking spaces for this operation, the substantial availability of on and off-street parking in the Activity Centre, increase in use of on-demand services to and from the Activity Centre and provision of excellent End of Trip facilities for residents and visitors alike. Justification for this approach is set out against the SPP 7.3 – Apartments provisions in Table 1.

4.4 Car Share

Three spaces will be allocated to a car share scheme such as Go Get or Green Share Car. These programs, through an annual membership and monthly fees, provide members the option of using the vehicles for private use. Research has shown car share schemes are beneficial to residents who have limited access to private vehicles and provide incentives to reduce both the frequency with which people use a car, as well as reducing rates of car ownership. Reducing the frequency of car usage as well as reducing car ownership is an essential part of improving the mode balance within an area.

Research undertaken by Philip Boyle Associated for the International Carsharing Association has shown that vehicles associated with residential development car share schemes within Australian cities can replace up to 10 other vehicles that otherwise would be allocated to individual residential units. For higher density development sites with excellent public transport and walking accessibility such as Frame Court, car sharing schemes are an efficient means of reducing the impact of private vehicle traffic whilst still affording flexibility of travel modes to residents.

Table 1 Design Guidance SPP 7.3

	Design Guidance	40 Frame Court
DG 3.9.1	The location, form, quantity, and organisation of parking is usually a balance of development feasibility, site constraints, local context, resident expectations, apartment types and regulatory car parking requirements. The provisions of deep soil areas, stormwater management and tree retention can also affect the size and shape of a car park footprint.	40 Frame Court sits within a business park, with more than 40% of land used for car parking. Future planning aims to shift this typology so that it aligns with the local urban context of Oxford Street which prioritises more valuable land uses and pedestrian focused outcomes.
DG 3.9.2	Parking requirements should be determined considering the proximity of the development to a centre(s) and the availability of public parking or high-frequency public transport services. Reducing car parking requirements may reduce car dependency and encourage walking, cycling and the use of public transport.	Reducing car dependency is paramount in Leederville. The subject site has optimal public transport service, being 430m from Leederville Station, 180m of a bus route, and 2.8kms from Central Perth. Cycling is easy and efficient, with proximity to the PSP and other major routes.
DG 3.9.3	Visitor parking may be reduced where there is adequate on-street parking or public parking in the near vicinity of the development.	There are 595 public bays in Frame Court car park, The Avenue car park and along Newcastle and Oxford Street, where site observations show capacity. Changes to time limits to facilitate higher turnover at Frame Court will reduce commuter parking demand and free up bays for visitor and commercial uses. Further, reciprocal parking rights will accommodate visitor parking within the commercial bays.
DG 3.9.4	The provision of parking for alternative forms of transport such as car share vehicles, motorcycles and bicycles should also be considered.	Three parking spaces will be allocated for car share, motorcycles and scooter bays are over provided and parking and lockers within end of trip facilities for 100% of employees.
DG 3.9.5	Consideration may be given to the reduction of resident parking (including to zero bays) subject to an assessment of the location, the likely current and future demand for parking spaces, the likely impact on neighbouring land uses and whether it is suitable to allow the supply of fewer spaces	Section 10.1.3 describes the impact of a predominantly residential development within a business/commercial setting.

5. SERVICING

5.1 Service Vehicles

Servicing of the site would be subject to a detailed assessment during the DA stage of the project. At that stage, defined locations for servicing, tracking of vehicles entering and exiting the site and the waste management regime would be defined and subject to approval from the City of Vincent.

Within the LDP stage of the project, the potential internal configuration of the ground floor plane indicates two bin areas internal to the site, as set out in Figure 9. Bins are proposed to be collected from within the car-parking structure and will be managed by a private operator. There would be a Waste Management Plan submitted with the Development Application for the site.

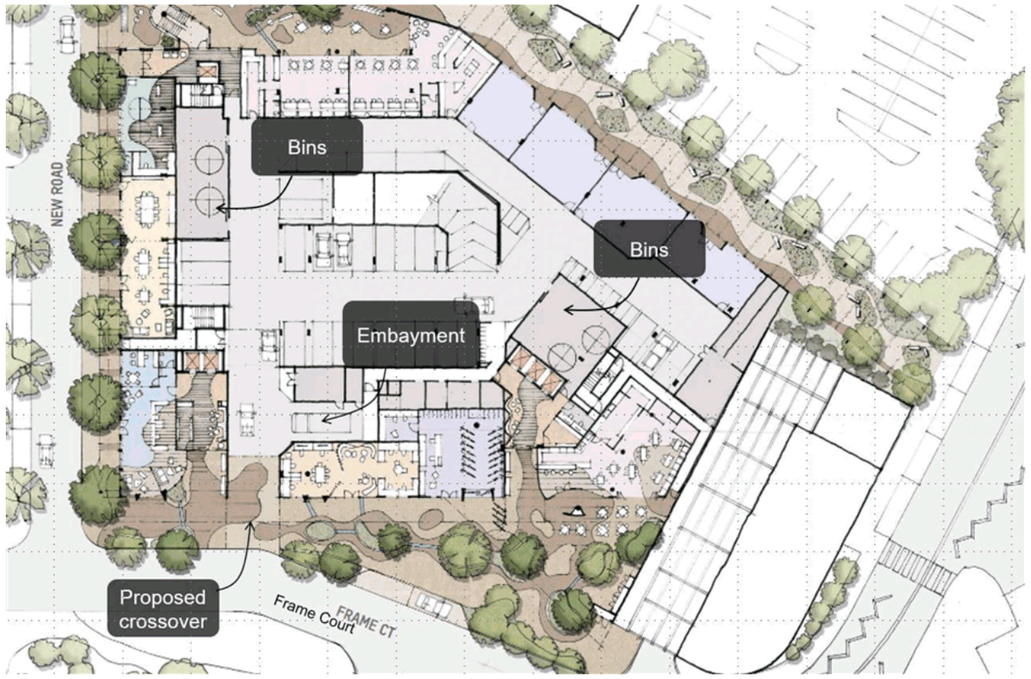


Figure 9 Indicative location of internal bin locations at Ground Floor

In addition to waste management, it is likely that the site would need to be serviced for a range of uses, including:

- General deliveries to retail and food and beverage outlets which would likely be provided for through existing on-street parking bays in proximity to the site as with the majority of food and beverage outlets within the Activity Centre
- Use of the embayed service area shown in Figure 9 for larger deliveries, including residential moves and fit out or maintenance requirements.
- Deliveries to residential land uses from Australia Post or private courier deliveries. These deliveries would utilise on-street bays around the site.
- Other deliveries to residential dwellings, including on-line supermarket deliveries.
- Maintenance and servicing of residential dwellings which would be co-ordinated through the building management with access allowed internally as required.

6. PUBLIC TRANSPORT

6.1 Services

The site is located within close and convenient access to frequent and regular public transport services throughout the day and into the evening. The subject site is serviced by Transperth route 15, which travels along Oxford Street and Newcastle Street, and the proposed ground floor front door is within a 480m walk of Leederville Station, as shown in Figure 10 and Figure 11.

Figure 10 Adjacent bus routes (source: Transperth)

Transperth route 15 operates between Perth Busport and Glendalough Station, via Leederville and Mt Hawthorn, 7 days a week. Detailed service information is provided in Table 2.

Table 2 Bus frequency and service numbers

Route	Direction	Weekday Summary		Saturday Summary	Sunday/ Public Holiday Summary
		No. Services	AM/ PM Peak Frequency		
15	Perth	55 services 6:16am to 11:09pm	AM – 11 mins PM – 12 mins	28 services, 30 min frequency until 6:30pm, hourly afterwards	11 services, hourly frequency
	Glendalough	55 services 6:40am to 12:03am	AM – 13 mins PM – 12 mins	28 services, 30 min frequency until 7:00pm, hourly afterwards	11 services, hourly frequency

The closest bus stops for route 15 are located within 250m (for services to Perth) and 170m (for services to Glendalough) from the proposed development front door on Frame Court, as shown in Figure 11.

Figure 11 Closest bus stops to LDP site

Leederville Station is within 480m of the proposed development front door, a walking time of between 5 and 8 minutes. Leederville Station is on the Joondalup line, as shown in Figure 12, with direct services between Clarkson and Mandurah, and access to the Fremantle, Armadale and Midland lines via transfer at Perth Underground.

Figure 12 Joondalup line stations (source: Transperth)

On a weekday, there are 124 services to Butler, commencing at 5:33 AM with the last service at 12:18 AM (there are two later services on Fridays). On a weekday there are 125 services to Perth/Mandurah commencing at 5:25 AM with the last service at 12:07 AM (there are 2 later services on Fridays).

In addition to the bus and train services, the site is within 460m (6 to 10 minute walk) of the Green CAT bus service, which runs between Leederville Station and the Elizabeth Quay Bus Station via City West, West Perth and St Georges Terrace. The service runs on weekdays between 6:00am - 19:00pm, with an 8 minute frequency after 6:30am (and a 15minute frequency before that).

The Green CAT service route is reproduced in Figure 13.

40 Frame Court, Leederville

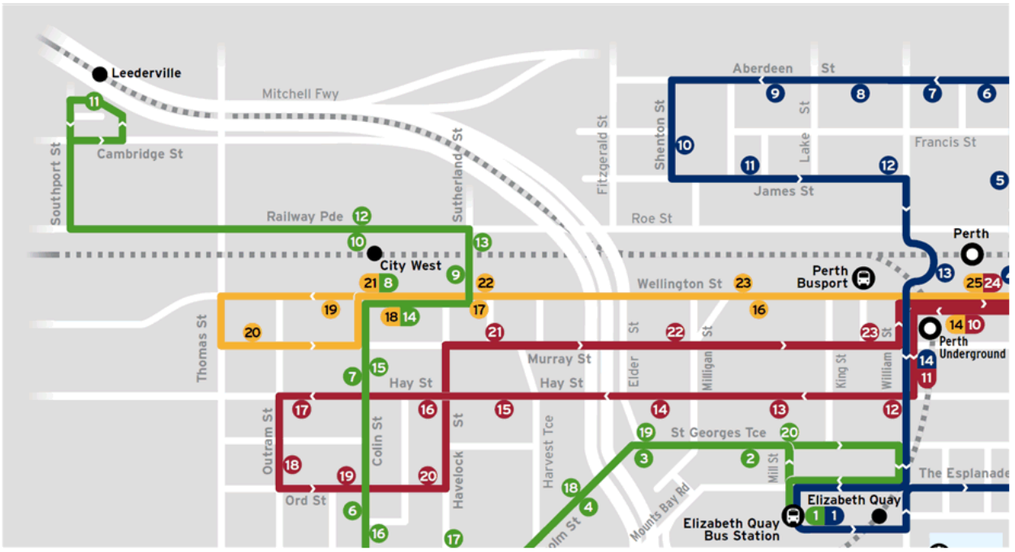


Figure 13 Green CAT route map (source: Transperth)

7. PEDESTRIANS

7.1 Existing Pedestrian Network

The immediate surrounds of the development site have an average level pedestrian connectivity. The area is dominated by roads and expanses of parking consistent with the business park setting. There are footpaths on both sides of Frame Court however the paths are sometimes narrow, with paths located back of kerb. There is limited shade or weather protection. There are three zebra crossings across Frame Court which assist in maintaining low vehicle speeds and provide safe crossings for pedestrians. Site visits confirm many people use Frame Court Car Park as a cut through between Leederville Station and employment centres along Frame Court.

Approximately 160m west of the site to Oxford Street, the amenity and character of the pedestrian environment changes dramatically where there is improved pedestrian priority through traffic calming such as raised platforms at intersections, built out parklets, a reduced 30km/hr speed zone, as well as an eclectic mix of people-centric features such as street art, laneways, cafes and shops.

The WalkScore walkability assessment tool considers the development site to be a "very walkable", with a walk score of 87 out of 100, as shown in Figure 14. The 15-minute walkable catchment is shown in Figure 15, which includes Leederville Station, Beatty Park Leisure Centre and Scitech.

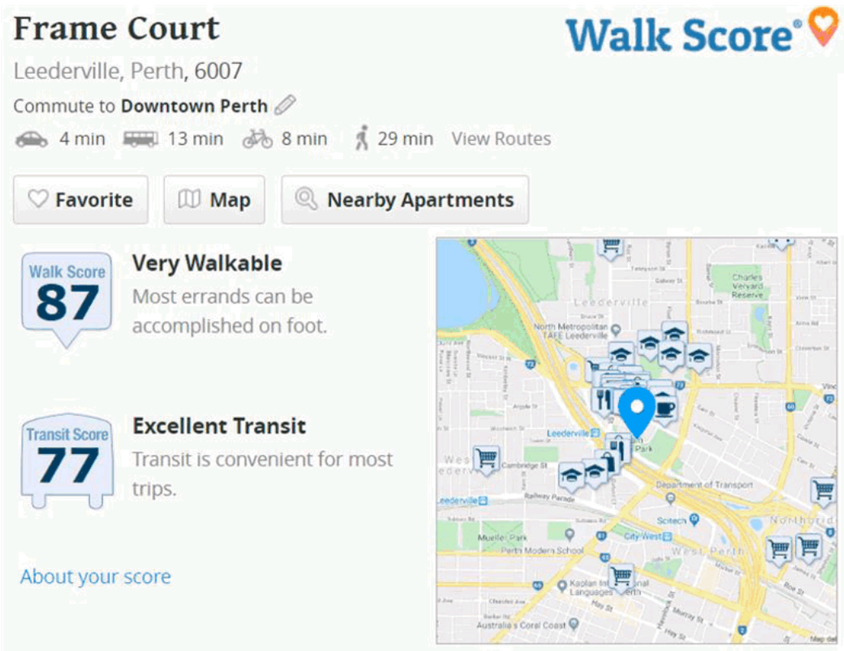


Figure 14 WalkScore rating for surrounding area (source: WalkScore)

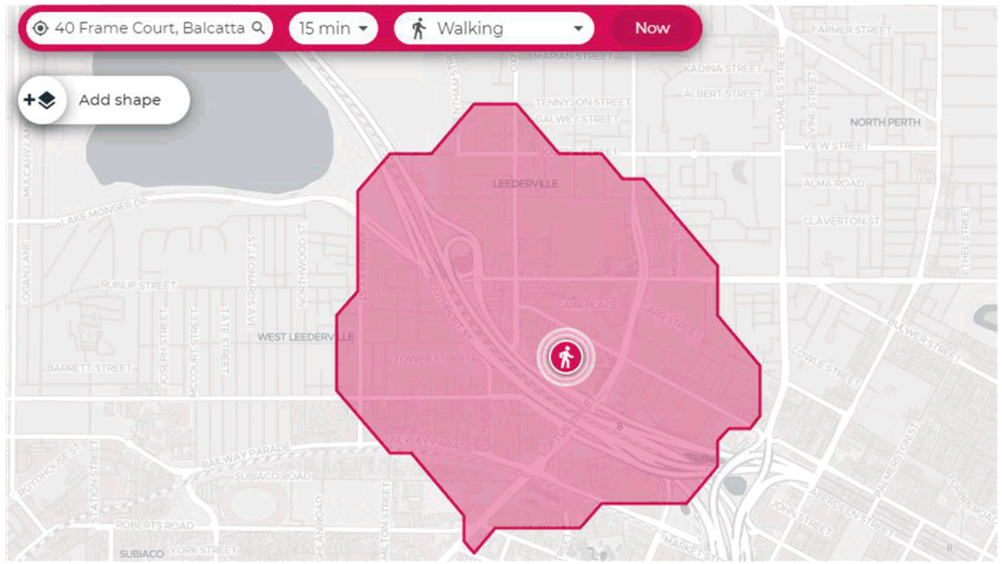


Figure 15 Walkable catchment in 15 minutes (source: Travel Time App)

7.2 Development Proposals

There are three pedestrian access points into the proposed development. Two main access points are from the pedestrian plazas located on the south east and north west portion of the development; the third is located along the western side shown in Figure 16. The two plazas are proposed to become central pedestrian areas with seating, shade, flexible outdoor spaces, bike parking and ground floor activation.

Integration with potential future pedestrian pathways through the precinct have been considered, including along the site's western boundary with a new connection north to Newcastle Street, and along the site's northern boundary connecting Frame Court to Oxford Street through a place-making spine utilising the Water Corporation easement.

All vehicle access into and out of the proposed development will occur at the singular crossover located on the south west portion of the site (Figure 5). This vehicle access point is in close proximity to the two pedestrian plazas and is also located along the main route pedestrians and cyclists will use to travel between Oxford Street and Leederville Station creating a potential point of conflict between high volumes of pedestrians and vehicles.

Within the proposals set out in any subsequent Development Application, clear visual cues and hard infrastructure treatments such as landscaped edges, differential paving, signs etc. should be provided to ensure both vehicles and pedestrians adhere to the pedestrian priority at this point. Traffic management controls should be considered at the entrance to the building structure such as signage, speed measures and active signage to assist drivers and reduce safety implications.

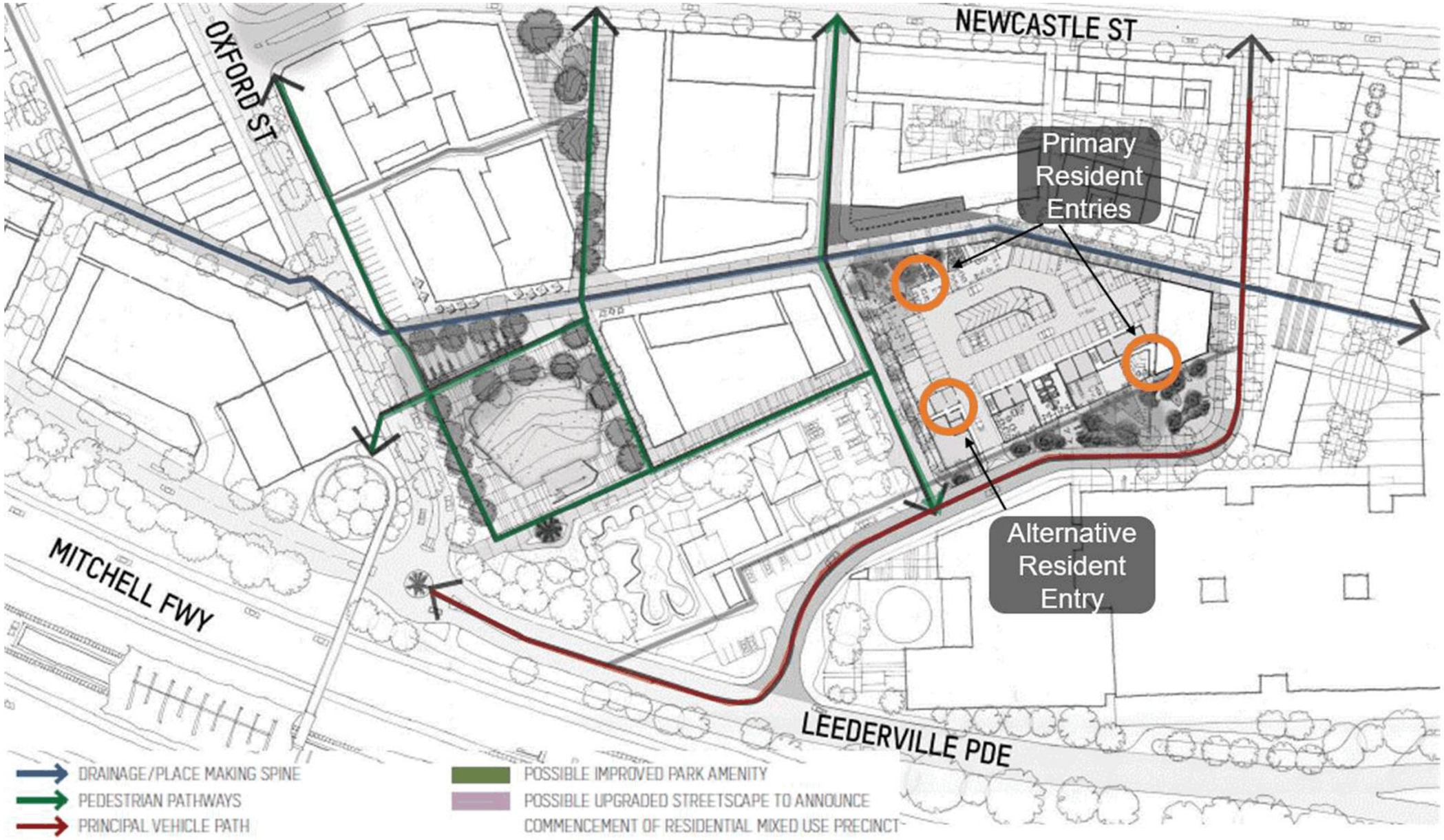


Figure 16 Pedestrian access and new pedestrian pathways/placemaking (Source: Roberts Day)

8. CYCLING

8.1 Cycle Network

The site surrounds have a high level of cycle accessibility, with the existing cycle network shown in Figure 18. The Principal Shared Path (PSP) along the eastern side of the Mitchell Freeway is within 135m from the subject site, less than a 1-minute bike ride (Figure 17). The PSP provides a segregated and safe cycling environment with connections into Central Perth (2.3 kms), and to Currambine to the north and carries over 1,000 cyclists per day Monday – Friday. Closer to the subject site however, multiple kerb to kerb rubber speed humps along Frame Court and a lack of space and infrastructure for cyclists diminish the local riding environment.

Figure 17 Connection to PSP from Frame Court across Leederville Parade

Other elements of the cycle network include shared paths along Vincent Street and Loftus Street, Oxford Street cycle lanes, local bicycle routes NE9 and NW12, and local roads such as Carr Place, which are deemed to provide a good riding environment. It would be expected that there would be improvement of cycling facilities along Frame Court and in the Activity Centre with the delivery of the Integrated Transport Strategy developed for the City of Vincent.

The Travel Time App in Figure 19 shows the 15 minute catchment for travelling from the subject site by cycling (pink) and by using public transport (blue). This image clearly shows the efficiency of cycling in the area, as it can reach more places in the same amount of time as using public transport.

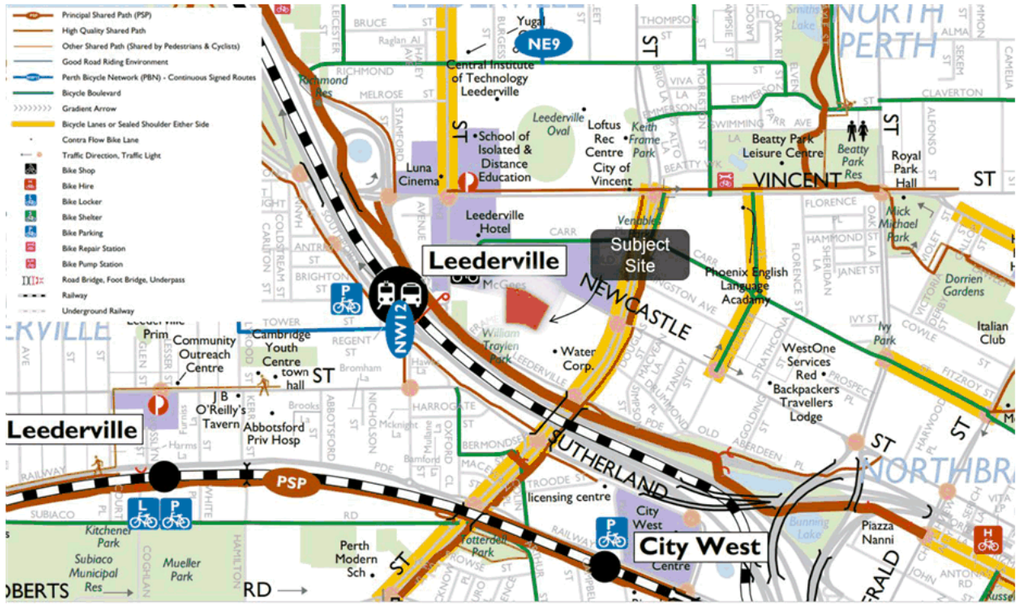


Figure 18 Cyclist network surrounding development site (source: Department of Transport)

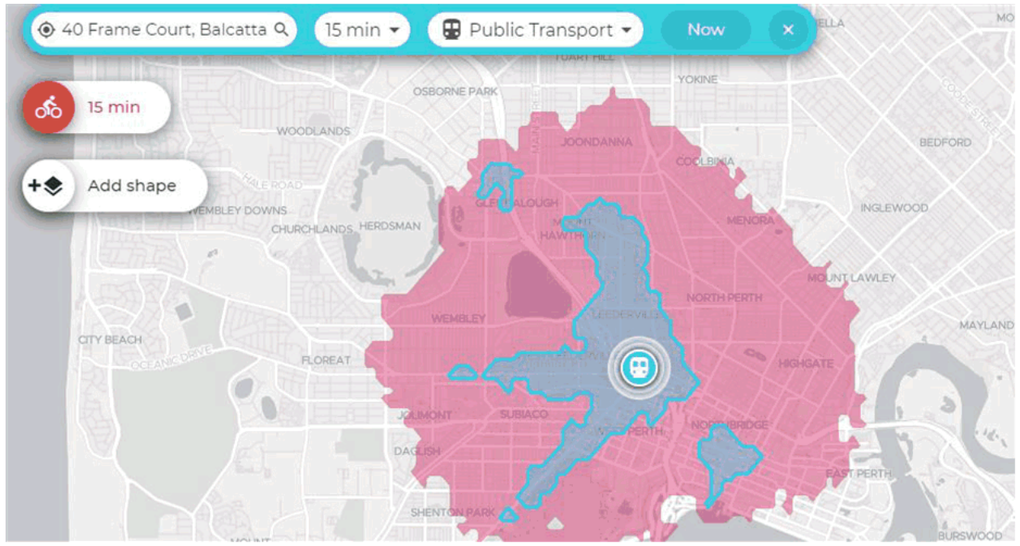


Figure 19 Travel Time App – public transport usage compared to cycling.

8.2 Development Proposals

The proposed development site includes End of Trip (EoT) facilities to cater for levels of usage that are consistent with both the City of Vincent LPP 7.7.1 and Green Building Council of Australia Green Star 5 Star rating. Given the low level of commercial and retail development proposed within the site, it is proposed that any Development Application for the site include parking and storage provision for 100% of staff located on site.

This is designed to take advantage of the excellent accessibility Leederville has to a range of cycling infrastructure described in the previous section. Providing this level of cycling facilities contributes to the inherent culture within Leederville, where 4.4% of people in Leederville cycle to work, compared to the Perth average of only 1%.

EoT facilities will be comprised of secure bike parking with separate showers and lockers located on the ground floor level. Final design of the facilities would be established through the detailed design process associated with a Development Application. Access to the area would be provided through the car park for bicycles, with internal pedestrian access to the site via internal passage ways leading to the plaza area and stairs/lifts.

9. TRAFFIC

9.1 Traffic Volumes

Traffic volume information was compiled through on-site observations and data extracted from the Main Roads WA Traffic Count map (Figure 20 to Figure 22). On-site observations recorded volumes and movements at the intersection of Newcastle Street and Frame Court and Leederville Parade and Frame Court.

At the intersection of Leederville Parade and Frame Court, a total of 686 vehicles were recorded through the intersection on an average weekday during the AM peak period, with 620 vehicles recorded at the intersection during the PM peak period.

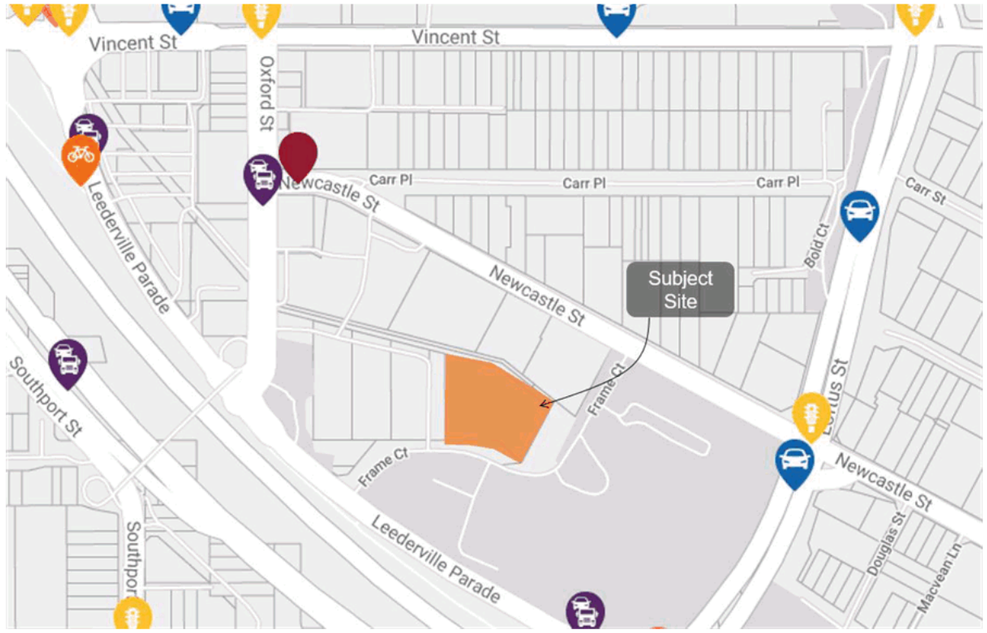


Figure 20 Main Roads WA count sites (source: TrafficMap)

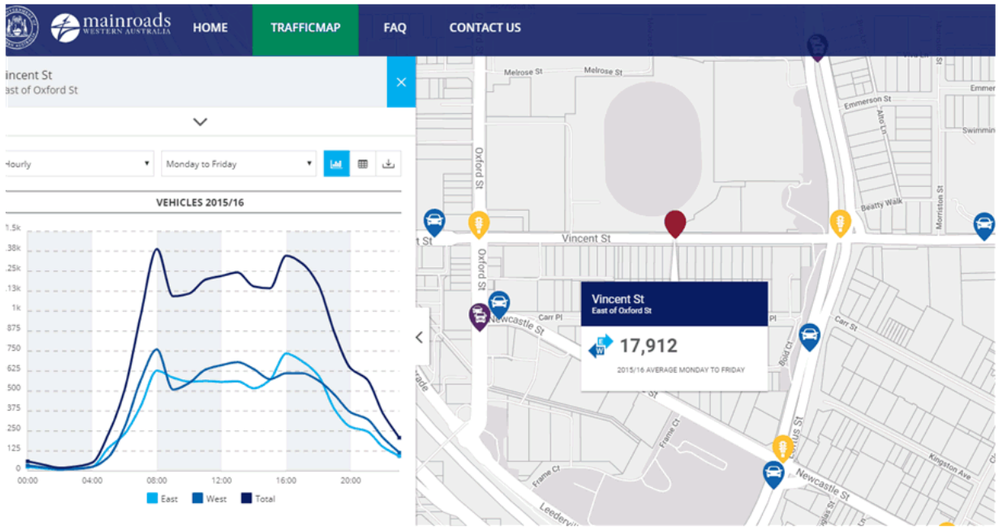


Figure 21 Vincent Street count data location

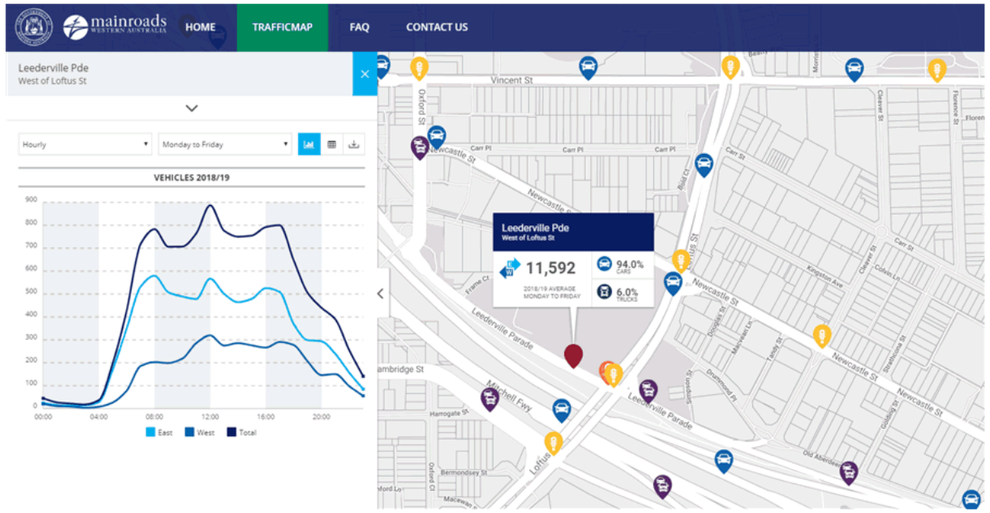


Figure 22 Leederville Parade count data location

Traffic volumes for the area between Loftus Street, Vincent Street and Leederville Parade are consistent with commuter travel patterns with peaks in the morning and afternoon. However the travel peaks are not extremes, and it appears that travel is consistent across an average weekday. Leederville Parade and Vincent Street show a peak in the middle of the day. East/west connections are similar in volume along Vincent Street (Figure 21). This shows that the Leederville area is a destination, as well highlighting its proximity to freeway connections and other major commuter routes linking the east and west of the city.

Leederville Parade (Figure 22) has a consistent eastbound flow of traffic at all times of the day. This can be attributed to its connection the Freeway southbound exit which provides connections into the city, Northbridge, Subiaco and south towards Nedlands. Westbound travel may be less due to more convenient northbound freeway connections elsewhere.

9.1.1 Parking Surveys

Surveys of existing nearby on and off-street parking were conducted between Wednesday January 29 – March 16 2020 on weekdays with the locations shown in Figure 23. This included some dates impacted upon by COVID-19 travel restrictions. The site visits, with results set out in Table 3 showed that the Frame Court Car Park is used as a commuter car park as it is typically at capacity by 9.30am with bays becoming available from 3.00pm onwards. This pattern is aided by the availability of month parking passes.

The Avenue Car Park maintains an average of 48% availability between 9.30am and 3.00pm, with monthly passes also available. According to the City of Vincent web page, a maximum of 100 passes are allocated each month between Frame Court and The Avenue Car Park each month.

These surveys indicate that The Avenue Car Park is not used for commuting purposes otherwise it would be expected that these bays would be utilised to a much higher percentage of occupancy. The highest level of occupancy recorded during the surveys was 87% at 5.30pm on a Tuesday evening.

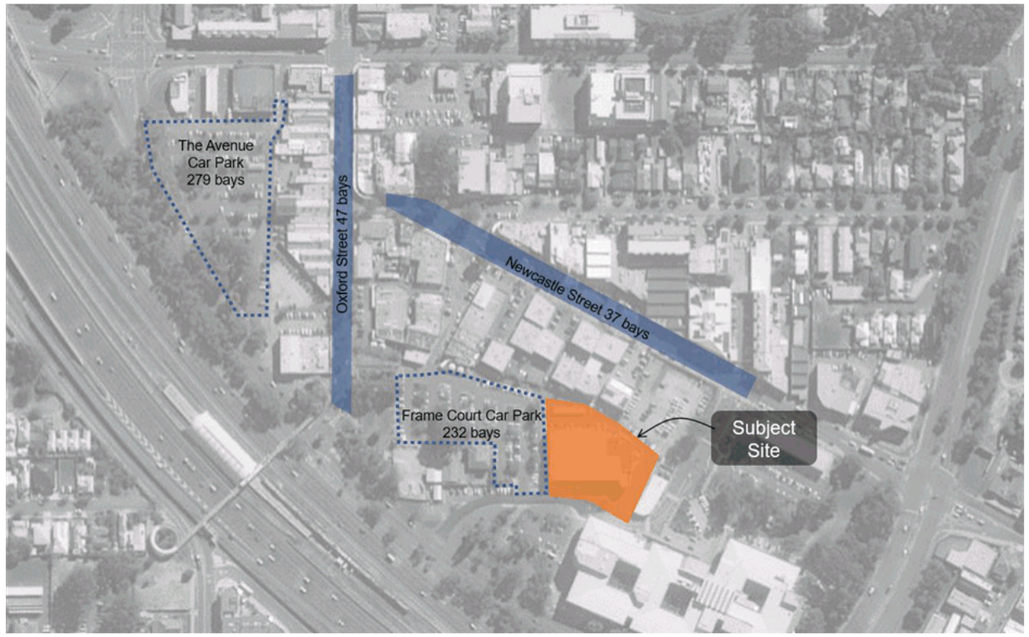


Figure 23 Location of parking surveys

The current ticket pricing at Frame Court and The Avenue Car Parks is:

"Ticket Parking 7am to Midnight Mon - Sun of $2.90 per hour to a maximum of $18.50 per day from 7am to 7pm with the first hour free".

Monthly passes to Frame Court and The Avenue are available for $180 per month, which is approximately $8.20 per working day. Frame Court has 232 parking bays.

Table 3 Parking occupancy weekday surveys for Frame Court Car Park

Date	Time	Occupied Car Bays	Occupied M/C	% of Occ Bays
29/01/2020	7.00am	18	0	8%
	11:30am	108	0	47%
	3.00pm	207	0	89%
30/01/2020	7.00am	34	0	15%
04/02/2020	9:40am	232	2	100%
05/02/2020	3.00pm	214	1	92%
11/02/2020	9.30am	232	1	100%
	3.45pm	181	0	50%
10/03/2020	5.45pm	49	0	21%
13/03/2020	1.45pm	229	1	99%
16/03/2020	8.45pm	25	0	11%

A high-level analysis was conducted using Nearmap imagery to show the average occupancy of bays at Frame Court Car Park over the weekend. The images showed that between 2018 and 2019 approximately 2% - 25% of bays were occupied with one date showing approximately 80% occupancy. The higher rate of demand on this day most likely coincides with a street festival or place activation event. This pattern of use over the weekend confirms that Frame Park is predominantly used for commuting purposes and retains a high level of availability over the weekend period.

9.2 Traffic Generated by the Development

Indicative vehicle trips generated using the indicative land uses and yields set out within the LDP have been assessed using the methodology set out in the following sections.

9.2.1 Existing Traffic Generation

The current site has 34 at-grade parking bays and 13 undercover parking bays. Google Streetview and Nearmap data show the at-grade bays are typically at or near capacity on weekdays and given the occupancy of the existing floor space (3,181m^2) as well as

travel patterns of Water Corporation employees it would be assumed that these would be fully occupied on a typical weekday. In assessing the impacts of the development as it progresses to the DA stage, the removal of these vehicle trips on the immediate network would need to be taken into consideration to reflect the actual level of change in vehicle movements.

As a baseline consideration. If the existing building were considered to be an Office land use in the WAPC guidelines, there would be approximately 62 additional vehicle trips associated with the site in the morning and afternoon peak hours.

9.2.2 Trip Generation

There are several methods to determine the potential number of trips generated from the proposed LDP. The development is the first of its kind within Leederville with proposed substantial residential/commercial mixed land uses. Further, the planning controls for the Leederville Precinct Structure Plan have been advertised but not yet been finalised, creating an opportunity for this LDP to set the standard which support the vision for this form of development within the centre.

Trips generated by land uses within Activity Centres such as Leederville typically rely more heavily on public transport and active transport modes and also see a number of linked trips or local trips. One of the objectives for this development is to enable some residential units to be car free. Rates used within Activity Centres take these characteristics into account.

It is anticipated that relatively few unique or individual vehicle trips will be generated from the commercial/retail/hospitality uses which would see a noticeable impact on typical peak hours.

9.2.3 Residential Trip Generation

This report uses three sources to show the potential variances and subsequent impact of trips generated from the residential part of the development as set out in the LDP shown in Figure 3.

1. WAPC's Transport Impact Assessment Guidelines Volume 5 – Technical Guidance provides residential peak hour trip rates. The residential trip rates are based on the Perth and Regions Travel Surveys (PARTS) data averaged over the range of dwelling types. This rate is considered high, given they represent an average of the entire Metropolitan area and are generally not reflective of apartment or activity centre lifestyles.
2. Extensive empirical data collection has been conducted in-house at Flyt for a range of projects within Inner City locations in Perth. These are reflective of the existing Perth context and generally sit between WAPC and NSW rates.
3. The Roads and Maritime Services Department (RMS) in New South Wales conducted various surveys in 2013 to update trip generation and parking information. These rates are the lowest which is reflective of the parking rates common in locations around Sydney, including areas within inner-Sydney. This study applies a different rate of trips for those based on the number of units than for those based on the number of parking bays.

Table 4 sets out a scaled comparison of potential peak hour trips generated by the site using the indicative yields for the LDP shown in Figure 3 and the three different sources for trip generation rates listed above.

Table 4 Comparison of residential trip rates for LDP

	WAPC	Flyt	RMS
Peak vehicle trips/unit	182	113	43
Peak vehicle trips/car bay	198	124	37

The differences between the projected number of trips generated from the site is varied, with the highest number of trips from the baseline WAPC rates when based on the number of car bays, being 198 trips in the AM peak, versus the RMS based on the number of car bays being 37 trips in the AM peak. The difference between the options would have significant implications for assessing the impact of the proposed development. It is recommended that empirical data be utilised within the DA stage of the project to inform the overall impacts rather than relying on guidelines from other locations which is not readily applicable to this site.

9.2.4 Commercial Trip Generation

The development proposes six different commercial land uses on the ground floor interface, as shown in the LDP set out in Figure 3:

- Art 83m² NLA
- Food and Beverage 370m² NLA
- Business Incubator 93m² NLA
- Leasing 120m² NLA
- Community Multi-purpose 127m² NLA
- Commercial 111m² NLA

Using the information above, Table 5 gives an indication of the potential number of trips generated from the commercial uses for both the AM and PM peak. The PM peak trips for Retail Food are higher than the AM peak, based on the assumption that a restaurant generates higher demand in the evening than during the day. Realistically, this is dependent on the type of tenancy and their proposed operating hours. This would require clarification and detailed assessment at the DA stage of the project.

Table 5 Commercial Trip Generation – 40 Frame Court

		AM Peak			PM Peak		
Land Use	**Unit**	**In**	**Out**	**Total**	**In**	**Out**	**Total**
Commercial	100m² GFA	6	2	8	2	6	8
Retail Food	100m² GFA	0	2	2	11	11	22
Retail Non-food	100m² GFA	1	1	1	2	2	4
Total Trips (rounded up)		7	5	12	15	23	38

As outlined in Section 9.2.2 and within the WAPC TIA Guidelines, applying these rates arbitrarily is not recommended and in this instance, is likely not representative of actual generation. For instance, for the Food and Beverage outlets, it would be expected that

there would be next to no vehicle generation in the morning peak hour with walk-up trips for coffee and breakfast by people employed or living in the Activity Centre being common.

Table 5 shows that potential trip generation for commercial land uses is 12 trips in the AM Peak and 38 during the PM Peak, with the majority of these trips are attributed to the retail food uses. As discussed in section 4.3 the Food and Beverage component is substantial in the context of the site. It is unlikely that the proposed café/restaurant will generate such high number of trips given the existing land uses, activity types and availability of alternative modes of travel in the Leederville Activity Centre.

As set out in section 9.1, there were a total of 686 vehicles recorded through the intersection on an average AM weekday peak hour, with 620 vehicles recorded at the intersection during the PM peak period. Using a middle of the range residential trip generation set out in Table 4 and commercial trips including a 40% reduction due to link trips, potential levels of traffic through this intersection with the 40 Frame Court LDP are estimated at the opening year of 749 in the AM peak hour (around 9% difference) and 695 (around 12% difference) during the PM peak hour. The performance of the intersection would be subject to detailed assessment at the DA stage of the project.

9.3 Trip Distribution

Observed data collected in 2019 provides an indication as to the typical flow of traffic, between Newcastle Street and Leederville Parade for vehicles entering and exiting Frame Court. This is set out in Table 6. This data could be utilised in the DA stage of the project to understand vehicle movement impacts, in particular if the existing Frame Court connection becomes a formal street, as supported by the City of Vincent. At the time of the DA, updated observations should be undertaken to inform the assessment or reflect this connection as an option.

It should be noted that this data sets out the existing distribution of traffic from both the public and private Frame Court connections. For the proposed development, the site would have a distribution of traffic that is solely via the public road connection of Frame Court to Leederville Parade. That connection is evident in Figure 25. Should the Frame Court connection be retained as accessible, it would be expected that some vehicle trips would use that link. In addition to that link, some traffic filters through existing car parks connecting Newcastle Street and Frame Court.

Table 6 2019 trip distribution of vehicle trips along Frame Court

	AM Peak		PM Peak	
	Into Frame Court	**Out Frame Court**	**Into Frame Court**	**Out Frame Court**
Newcastle Street	36%	41%	33%	21%
Leederville Parade	64%	59%	67%	79%

9.4 Impact on Surrounding Road Network

Observations undertaken at the site in 2019 indicate that there are no specific issues relating to sustained congestion along approach roads or the intersection of Frame Court and Leederville Parade during the peak periods. Morning peaks do experience some queuing associated with the Loftus Street corridor. This would be subject to detailed assessment at the DA stage of the project in line with the requirements within the WAPC Guidelines.

For vehicle movements, the key intersection relating to the site would be Frame Court and Leederville Parade as well as the potential connection through to Newcastle Street. Vehicle trip generation to and from the site would not be substantial during peak periods and therefore would not contribute substantially to the existing levels of demand along Leederville Parade experienced in the morning resulting from commuting demands.

The primary route into and out of the site, via Frame Court, is shown in Figure 24. If the Frame Court connection was not available, it would be expected that a minimal number of trips would also use existing lane way access to and from Newcastle Street but these volumes would be low given the low level of connectivity that this route provides.

Figure 24 Routes into and out of site

9.4.1 Newcastle Street and Leederville Parade

The intersection of Frame Court with Leederville Parade provides direct connectivity to the western portion of Vincent Street and freeway entrances and exits. It also provides a direct route to Loftus Street which continues through to Graham Farmer Freeway, West Perth and Subiaco. The peak movements follow a typical commuter pattern of travel as indicated in Figure 22, with more movements into Frame Court in the AM and a high number of movements out of Frame Court during the PM peak.

In order to address specific requests from the CoV, SIDRA intersection modelling was undertaken for the intersection during the AM peak period to provide a baseline level of understanding of the potential performance of traffic conditions at the intersection. The PM period was not reviewed at this stage of the assessment as the volumes of traffic are lower during that peak period and less of a concern to Council.

The assessment used video counts completed by Flyt in September 2021, alongside SCATS data obtained from the intersection of Leederville Parade and Thomas Street. SIDRA modelling included in the Leederville Precinct Structure Plan was also referenced, however the level of detail available from the outputs included in that report were insufficient to provide context to this assessment and the intersection of Frame Court and Leederville Parade was not assessed. The counts for the AM peak hour are set out in Table 7.

Table 7 AM peak hour counts September 2021 - Frame Court and Leederville Parade

		AM Peak				
Road	**Direction**	**Out (Left)**	**Out (Right)**	**In (Left)**	**In (Right)**	**Through**
Frame Court	North	17	20	77	39	-
Leederville Parade	West	-	-	-	-	144
Leederville Parade	East	-	-	-	-	516

As a reference, SCATS data for the peak AM hour at the Leederville Parade and Thomas Street intersection indicates a total volume of 551 vehicles heading eastbound, with the manual counts from September 2021 showing 533 vehicles.

The inbound an outbound proportion splits for the intersection observed in September 2021 and applied to the model are:

- Inbound via Leederville Parade – turning right in – **34%**
- Inbound via Leederville Parade – turning left in – **66%**
- Outbound via Frame Court – turning left out – **47%**
- Outbound via Frame Court – turning right out – **53%.**

SIDRA Intersection 9 modelling was completed for the base year and a volume reflective of the opening year which includes:

- No background growth on Frame Court as the other land uses and patterns are static
- No background growth on Leederville Parade as there has been a substantial reduction in vehicle traffic along this route since 2016 from 843 vehicles in the AM peak hour to 551 in 2021
- No reduction of trips with the existing land use removed to reflect continued use of the car parking bays in Frame Court and also to ensure a conservative over-estimation
- Application of trips generated by the development as set out in this section of the report, using a residential rate associated with units based on Flyt observations of other residential complexes in locations around inner metropolitan sites
- Distribution of trips based on the directional flows observed in September 2021
- No reduction in vehicle trips through filtering to or from Newcastle Street, even though those connections do exist and they are being used now.

These elements will reflect a conservative outcome in the intersection assessment.

Three separate scenarios were tested:

- Base year 2021 AM peak
- Opening year AM peak
- Opening year AM peak plus an additional 50% traffic on Leederville Parade.

The last test was undertaken to understand the potential performance of the intersection with higher volumes along this section of Leederville Parade.

For the 2021 base year AM peak results shown in Table 8, the modelling of the intersection indicates a good level of service for all arms of the intersection. In practice, the through movements along Leederville Parade eastbound would likely impact on the outbound flows, however the width of the Frame Court intersection approach and either arm of Leederville Parade would allow for other turning movements to not be impacted. The queuing at Thomas Street is largely associated with right hand turn traffic from Leederville Parade, which also impacts how vehicles are stored in the section west of Thomas Street.

Table 8 SIDRA Movement Summary AM 2021 Peak

MOVEMENT SUMMARY

Site: [Frame Court and Leederville Pde (Site Folder: General)]

Frame Court LDP
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/h	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Frame Court														
1	L2	17	0.0	18	0.0	0.056	4.1	LOS A	0.2	1.3	0.52	0.63	0.52	36.2
3	R2	20	0.0	21	0.0	0.056	6.3	LOS A	0.2	1.3	0.52	0.63	0.52	27.7
Approach		37	0.0	39	0.0	0.056	5.3	LOS A	0.2	1.3	0.52	0.63	0.52	32.1
East: Leederville Parade														
4	L2	77	0.0	81	0.0	0.296	5.5	LOS A	0.0	0.0	0.00	0.08	0.00	51.2
5	T1	516	0.0	543	0.0	0.296	0.0	LOS A	0.0	0.0	0.00	0.08	0.00	57.9
Approach		593	0.0	624	0.0	0.296	0.7	NA	0.0	0.0	0.00	0.08	0.00	57.3
West: Leederville Parade														
11	T1	144	2.0	152	2.0	0.121	1.2	LOS A	0.5	3.4	0.32	0.15	0.32	53.1
12	R2	39	0.0	41	0.0	0.121	8.6	LOS A	0.5	3.4	0.32	0.15	0.32	49.7
Approach		183	1.6	193	1.6	0.121	2.8	NA	0.5	3.4	0.32	0.15	0.32	52.3
All Vehicles		813	0.4	856	0.4	0.296	1.4	NA	0.5	3.4	0.10	0.12	0.10	54.3

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

The opening year AM scenario results are set out in Table 9. As with the existing intersection performance, the overall performance of the turning movements in traffic engineering terms is acceptable however this would be dependent on the flows associated with the Thomas Street intersection.

Table 9 SIDRA Movement Summary - opening year AM Peak

MOVEMENT SUMMARY

Site: [Frame Court and Leederville Pde - Opening (Site Folder: General)]

Frame Court LDP
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/h	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Frame Court														
1	L2	60	0.0	63	0.0	0.196	4.4	LOS A	0.7	4.8	0.56	0.68	0.56	35.8
3	R2	67	0.0	71	0.0	0.196	7.1	LOS A	0.7	4.8	0.56	0.68	0.56	27.2
Approach		127	0.0	134	0.0	0.196	5.8	LOS A	0.7	4.8	0.56	0.68	0.56	31.8
East: Leederville Parade														
4	L2	100	0.0	105	0.0	0.308	5.5	LOS A	0.0	0.0	0.00	0.10	0.00	50.6
5	T1	516	0.0	543	0.0	0.308	0.0	LOS A	0.0	0.0	0.00	0.10	0.00	57.5
Approach		616	0.0	648	0.0	0.308	0.9	NA	0.0	0.0	0.00	0.10	0.00	56.6
West: Leederville Parade														
11	T1	144	2.0	152	2.0	0.137	1.6	LOS A	0.6	4.4	0.38	0.19	0.38	51.6
12	R2	51	0.0	54	0.0	0.137	8.8	LOS A	0.6	4.4	0.38	0.19	0.38	48.5
Approach		195	1.5	205	1.5	0.137	3.5	NA	0.6	4.4	0.38	0.19	0.38	50.7
All Vehicles		938	0.3	987	0.3	0.308	2.1	NA	0.7	4.8	0.16	0.20	0.16	50.4

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

The results from the scenario test to include an additional 50% through traffic movements along Leederville Parade (although unrealistic) are set out in Table 10. Even with the additional through movements, turning into and out of Frame Court as a measure of traffic engineering performance is not impacted when the intersection is examined in isolation. The actual volumes within this test along Leederville Parade would be incredibly difficult to achieve given the natural choke points at either end of the corridor at the Vincent Street / Freeway Ramps signalised intersection to the north and Thomas Street / Leederville Parade signalised intersection to the south. Both of those intersections control the flow of vehicle movements through the area and thus actual background growth during the peak hours, outside of any demands generated in the Leederville Precinct Structure Plan area, would likely be limited.

Table 10 SIDRA Movement Summary - opening year AM Peak + 50% increase along Leederville Parade

MOVEMENT SUMMARY

Site: [Frame Court and Leederville Pde - Opening + 50% (Site Folder: General)]

Frame Court LDP
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/h	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Frame Court														
1	L2	60	0.0	63	0.0	0.322	7.8	LOS A	1.2	8.4	0.77	0.93	0.94	31.7
3	R2	67	0.0	71	0.0	0.322	13.9	LOS B	1.2	8.4	0.77	0.93	0.94	23.4
Approach		127	0.0	134	0.0	0.322	11.0	LOS B	1.2	8.4	0.77	0.93	0.94	27.8
East: Leederville Parade														
4	L2	100	0.0	105	0.0	0.432	5.5	LOS A	0.0	0.0	0.00	0.07	0.00	51.4
5	T1	766	0.0	806	0.0	0.432	0.0	LOS A	0.0	0.0	0.00	0.07	0.00	58.0
Approach		866	0.0	912	0.0	0.432	0.7	NA	0.0	0.0	0.00	0.07	0.00	57.4
West: Leederville Parade														
11	T1	215	2.0	226	2.0	0.208	3.1	LOS A	1.2	8.2	0.45	0.15	0.47	48.9
12	R2	51	0.0	54	0.0	0.208	12.4	LOS B	1.2	8.2	0.45	0.15	0.47	46.3
Approach		266	1.6	280	1.6	0.208	4.9	NA	1.2	8.2	0.45	0.15	0.47	48.3
All Vehicles		1259	0.3	1325	0.3	0.432	2.6	NA	1.2	8.4	0.17	0.17	0.19	50.4

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

10. STREET NETWORK

10.1 Local Streets

Frame Court, a local Access Road, runs between Newcastle Street and Leederville Parade and provides access for businesses along the corridor although the northern section of Frame Court is not a public road and therefore not considered in the distribution of traffic in this proposal.

Both Leederville Parade and Newcastle Street are classified as a District Distributor A and are under the control of the City of Vincent. Newcastle Street provides an east-west connection through Leederville, connecting Oxford Street through Northbridge and to the Graham Farmer Freeway connection at Lord Street, East Perth. The road hierarchy surrounding the development site in the Leederville Activity Centre is shown in Figure 25.

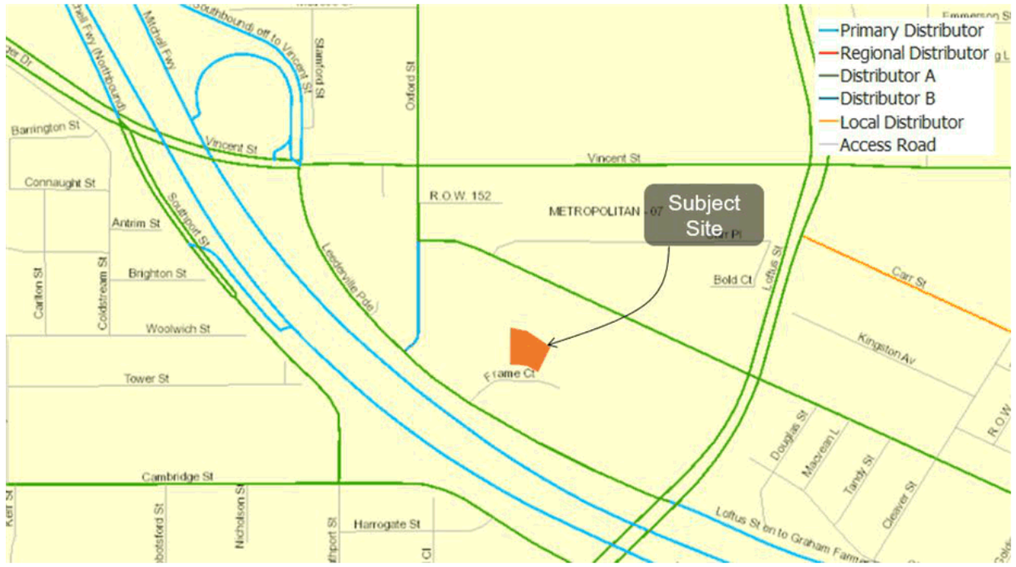


Figure 25 Road hierarchy surrounding development site (source: MRWA)

The posted speed limit for Newcastle Street and Leederville Parade is presently 60km/h. Oxford Street has a variable 30km/h speed limit during peak times along with the western section of Newcastle Street to the west of Carr Place. Frame Court has a speed limit of 50km/hr.

Speed zoning extracted from the Main Roads WA information system is shown in Figure 26.

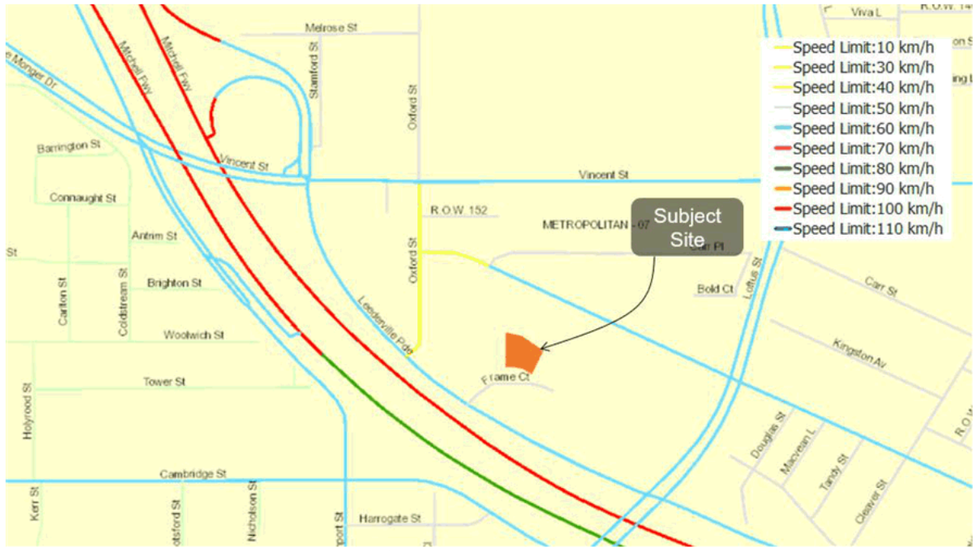


Figure 26 Speed zoning surrounding development site (source: MRWA)

10.1.1 Newcastle Street

Newcastle Street is constructed as a single carriageway with one lane in each direction. The approximate width of each lane is 4m with a total carriageway of 13m from kerb to kerb, including the on-street ticketed parking on both sides. Newcastle Street is separated by a single white line control. There are no turning lanes or median kerbs and only one refuge within the vicinity of Frame Court entrance. This carriageway configuration is generally consistent along this section between Oxford Street and Loftus Street.

While not identified in the Department of Transport Cycling Maps, Newcastle Street between Loftus Street and Oxford Street has bicycle lanes on either side, defined by a white line and a red road base.

The average speed along Newcastle Street is 48km/hr during the AM peak and 57 km/hr during the PM peak. It carries 408 vehicles during the AM peak and 301 in PM peak.

Newcastle Street has 4 bus stops, 2 on the north and 2 on the south side, where bus route 15 stops approximately 55 times per day Monday to Friday.

10.1.2 Leederville Parade

Leederville Parade is constructed as a single carriageway with one lane in each direction. It connects Vincent Street at the northern freeway exit and runs parallel to the Mitchell Freeway, over Loftus Street and onwards where it merges with the Graham Farmer Freeway and provides access to various local streets and car parks along the way. There are no refuges, turning lanes or median kerbs within the vicinity of Frame Court entrance.

The average speed along Leederville Parade is 49km/hr at peak AM and 57 km/hr at peak PM times. It carries 644 vehicles during the peak AM and 437 in peak PM. There is some on-street parking adjacent to The Avenue Parking bays, however no buses or bike lanes along Leederville Parade.

10.1.3 Frame Court

Frame Court provides frontage to the site as well as being a private connection through existing Water Corp land between Newcastle Street and Leederville Parade (see Figure 27).

During the AM peak, a total of 66 vehicles are recorded as exiting (24 to Newcastle Street and 42 to Leederville Parade), whereas 306 vehicles enter (126 from Newcastle Street and 180 from Leederville Parade). This data confirms that most drivers use Frame Court as an access route to parking in the AM peak commuting times. The data is unable to specify which were through movements between Newcastle Street and Leederville Parade, or if they were using the car park prior to recording.

During the PM peak, 78 vehicles are recorded as entering (16 from Newcastle Street and 62 from Leederville Parade) and 211 vehicles are recorded exiting Frame Court (70 to Newcastle Street and 141 to Leederville Parade). The data is unable to specify which were through movements between Newcastle Street and Leederville Parade.

This information is critical when considering the potential impact of a residential precinct in this area. Any commuter-based trips generated from the residential development will generally travel in a counter direction to the existing dominant flow of traffic, minimising impacts on the network and intersections at peak times.

Figure 27 Frame Court from Newcastle Street

10.1.4 Traffic Flow Conditions

Information from Google Maps was used to understand the general traffic flow conditions through the area.

An extract showing atypical Wednesday conditions (in the morning peak at around 8.00am and the afternoon at 5.30pm were referenced), indicates that the area generally has low to average levels of congestion when vehicle volumes are highest on the overall network. The typical AM peak period conditions are reflected in Figure 28 and the PM peak period conditions are reflected in Figure 29.

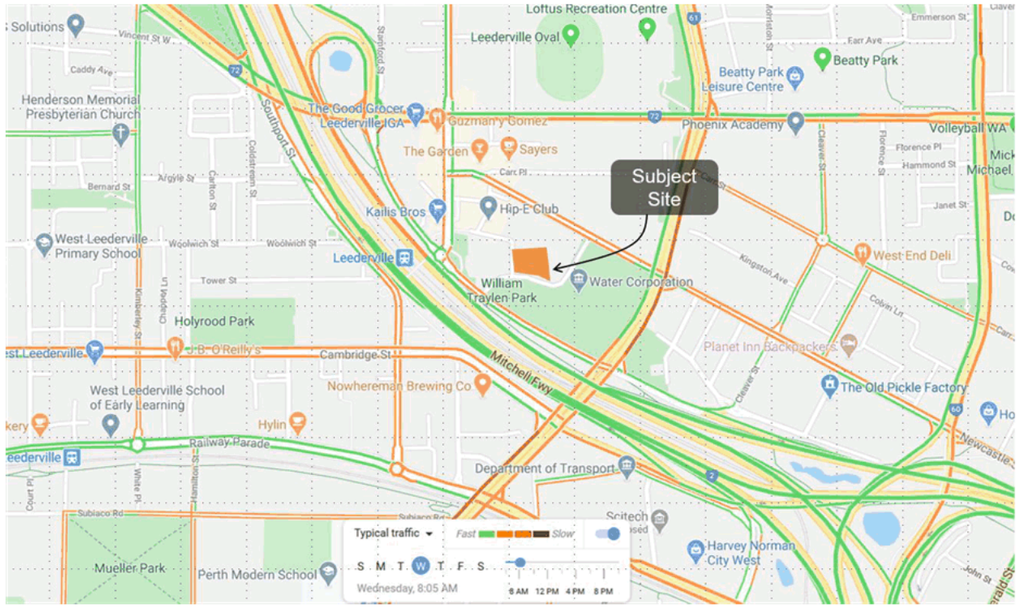


Figure 28 Typical traffic flow conditions Wednesday 8.00am (source: Google)

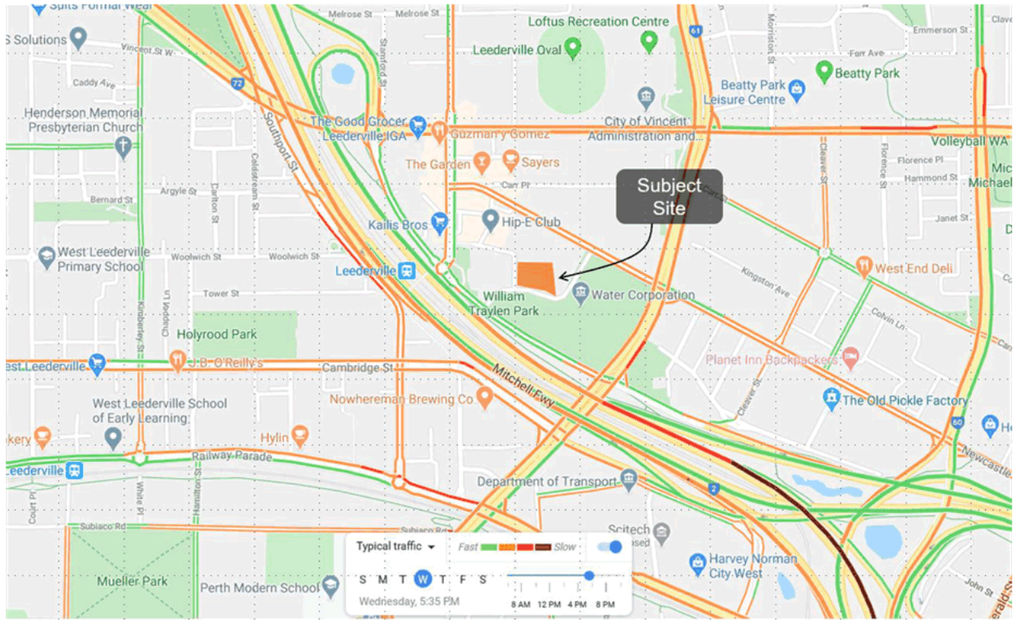


Figure 29 Typical traffic flow conditions Wednesday 5.30pm (source: Google)

11. ISSUES FOR DEVELOPMENT APPLICATION STAGE

11.1 Specific Issues

The purpose of the Transport Report supporting the LDP for 40 Frame Court is to provide a framework for the provisions of the LDP and to set out baseline conditions and issues which would be addressed within the subsequent DA stage of the project. At that point, the more detailed level of assessment required within the WAPC Transport Impact Assessment Guidelines 2016 would be addressed. At that stage, the specific detailed information would be addressed such as traffic impacts and parking management.

While no significant matters are raised as a result of the LDP proposed for this site, the proposed change of use from employment centre to urban/residential, will result in more residents. From an urban land use perspective, this change can alter the way public spaces are used and create demand for new types of services and businesses; from a transport perspective there will be more pedestrian trips to and from the subject site at all times of the day, and commuting travel movements from the site will reverse, thereby altering the overall existing mode and transport patterns. The site will generate more vehicle trips than the present land use.

The site currently operates well for vehicles, being located within a business park serviced by primary and lower level distributor roads, with Frame Court providing access to the main car parks and businesses. However, the existing access arrangements are not well suited to the current and future planning framework including the Leederville Masterplan and the Leederville Precinct Structure Plan, the TOD potential of the precinct and the proposed urban based changes within the LDP. Examples include:

- Minimal pedestrian permeability to Newcastle Street and Oxford Street
- Pedestrians are often forced to navigate car parks to reach their destination to and from the site
- Paths are narrow with no buffer from vehicles
- Competing modes of transport often sacrifice the pedestrian environment
- Visual cues indicate vehicle priority, and
- Poor legibility to the PSP, Oxford Street, Leederville Station and other activities.

To ensure the change of use from business park to 'people first place' within a more urban/residential setting is successful, additional measures are required to improve the safety and amenity for all users. It would be expected that the form of mode priority at this location would change in the context of the Activity Centre planning that is presently in draft form.

As proposed in the DRP 2 Presentation (October 2019) and shown in Figure 16, the proposed development integrates with future potential connections through the precinct, including along the site's western boundary with a new connection north to Newcastle Street, and along the site's northern boundary connecting Frame Court to Oxford Street through a place-making spine utilising the Water Corporation easement.

This report recommends the following:

- Reduction of speed from 50km/hr along Frame Court to 30km/hr
- Inclusion of an additional pedestrian path from the northern boundary of the site through to Newcastle Street. This will improve pedestrian connectivity as well as create additional pedestrian only zones within the Activity Centre
- Emphasis on pedestrian priority at crossovers, intersections and any locations where pedestrians and vehicles meet including along the northern boundary of the Frame Court Car Park, the proposed new street and Frame Court and especially at the crossover into the proposed development
- Protected cyclist only and pedestrian only space along all roads within the local development plan area, especially Frame Court. Where possible, a buffer should be provided between the path and kerb
- Clear, direct and continuous path connections from the subject site to the PSP (the view from the southern edge of the LDP area to the PSP is shown in Figure 30), Oxford Street and Leederville Station
- Wayfinding to the PSP, Oxford Street and Leederville Station
- Shade along Frame Court and the northern pedestrian path.

Figure 30 View from 40 Frame Court across Leederville Parade towards the PSP.

For the Development Application stage, the site would be subject to:

- Completion of a Transport Impact Assessment based on the requirements of the WAPC Guidelines
- Assessment of the adjoining intersection and updated traffic volumes
- Parking Management Plan
- Framework Travel Plan.

12. OUTCOMES

12.1 Transport Report

This Transport Report has been prepared by Flyt in support of the proposed Local Development Plan (LDP) at 40 Frame Court Leederville. The site is located in the City of Vincent and, as indicated by the South West Aboriginal Land and Sea Council website, sits within the Whadjuk Region.

The Report has been prepared to provide a baseline understand of the impacts and issues associated with the proposals in the LDP and set the basis for future assessment of a Development Application in accordance with the WA Planning Commission's (WAPC) Transport Impact Assessment Guidelines (Volume 4 – Individual Developments).

The LDP proposes a mix of retail, commercial and residential land uses that are in keeping with the evolution of the Leederville Activity Centre. It will form a landmark redevelopment project for Leederville and result in an increase of the residential population within the Activity Centre and a change in primary use on the subject site from Office.

The site has excellent access to public transport (both bus and train), has a high ranking within Walkscore measurement in terms of accessibility and the LDP has provisions that will ensure levels of End of Trip and bicycle parking that meet or exceed existing City of Vincent or Green Building Council of Australia 5 Star rating.

A total of 279 parking bays are proposed to be provided on site and 30 scooter or motorcycle parking bays. The proposals within the LDP would result in a ratio of 1.04 parking bays per dwelling and include bays for commercial tenants, car share and reciprocal use for residential and commercial visiting trips. These are considered appropriate given the transport planning context associated with the site.

The site would abut the existing Frame Court Car Park to the west and it is proposed to reconfigure this interface to create an active frontage and support the development of a green link along this façade. The proposed interface would retain the existing 90 degree bays that are presently in place, with the potential to convert them to parallel bays should a longer term plan for a new street progress.

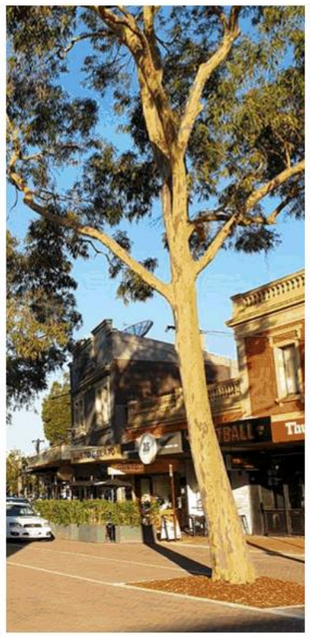
The site would generate vehicle trips associated with the residential and commercial uses and these would primarily be during standard weekday commuting hours. There would be a single crossover into the site and the level of vehicle trips generated by the site, considering the removal of existing vehicle trips already generated, indicates that the access point would operate at an acceptable level of service.

The adjoining intersection of Frame Court and Leederville Parade operates with some queuing during the morning peak period that is associated with the Thomas Street corridor controlled by Main Roads WA. The level of development related traffic forecast 40 Frame Court would not lead to a deterioration of this intersection as the additional vehicle trips are on average as one extra vehicle per minute. The adjoining intersection of Frame Court and Leederville Parade would be subject to assessment within the Development Application process, including consideration of the access controls over Frame Court through to Newcastle Street.

SIDRA modelling of the intersection using data collected in September 2021 and applying conservative assumptions around traffic flows, along with tests associated with the development opening and a scenario test applying substantial growth in traffic, indicate that the intersection performs adequately in the AM peak when looked at in isolation. Right turning sub-regional traffic at the Leederville Parade and Thomas Street intersection is acknowledged as an existing issue for traffic.

Improved pedestrian and cycling conditions being developed as part of this LDP will be supported in the longer term through various planning initiatives led by the City, including the Draft Precinct Structure Plan and Integrated Transport Strategy.

EG RD great places VREALM studios CAMERON CHISHOLM NICOL



40 frame COURT

DRP 3 SUBMISSION 09 / 04 / 2020

PRINCIPLE 1

Context & Character

- 40 Frame Ct is located within the Leederville Activity Centre, 3km from the CBD.
- Currently surrounded by commercial buildings, carpark and Water Corp assests.
- "quintessential urban village" - City of Vincent

LEGEND

THE SITE

COMMERCIAL / OFFICES
CIVIC
EDUCATIONAL
RETAIL / FOOD & BEVERAGE
SPORTS / RECREATION
GREEN SPACE

BUS ROUTE
GREEN CAT
YELLOW CAT
BUS STOP
JOONDALUP TRAIN LINE
FREMANTLE TRAIN LINE
LEEDERVILLE, CITY WEST TRAIN STATION

1. WILLIAM TRAYLEN PARK
2. OXFORD ST RESERVE
3. LEEDERVILLE OVAL
4. POS / LANDSCAPE BUFFER TO ROAD
5. POS / LOFTUS PLAYGROUND
6. MEMORIAL GARDENS
7. HOLYROOD PARK
8. TOTTERDELL PARK
9. HAROLD BOAS GARDENS

A. WATER CORPORATION
B. YMCA HQ
C. SKATE PARK
D. TRINITY THEOLOGICAL COLLEGE
E. SUPA IGA
F. CALTEX PETROL STATION
G. LUNA CINEMAS
H. SCHOOLS OF ISOLATED & DISTANCE EDUCATION
I. EAST PERTH FC / SUBIACO FC / LEEDERVILLE OVAL GRANDSTAND
J. LEEDERVILLE EARLY CHILDHOOD CENTRE
K. CITY OF VINCENT OFFICES
L. INSTITUTE OF PROFESSIONAL LEARNING
M. LOFTUS RECREATION CENTRE / TOWN HISTORY CENTRE
N. MARGARET KINDY
O. CENTRAL TAFE
P. BEATTY PARK
Q. CITY WEST
R. CITY WEST - DEPARTMENT OF TRANSPORT
S. PERTH MODERN SCHOOL
T. LEEDERVILLE SPORTING CLUB
U. LEEDERVILLE TOWN HALL / PERTH TANGO CLUB

800m Radius

40 frame COURT

PRINCIPLE 1

Context & Character

CURRENT

FUTURE - Introducing residential product into the heart of the town centre.

RESIDENTIAL & MIXED USE RESIDENTIAL

OTHER

SITE

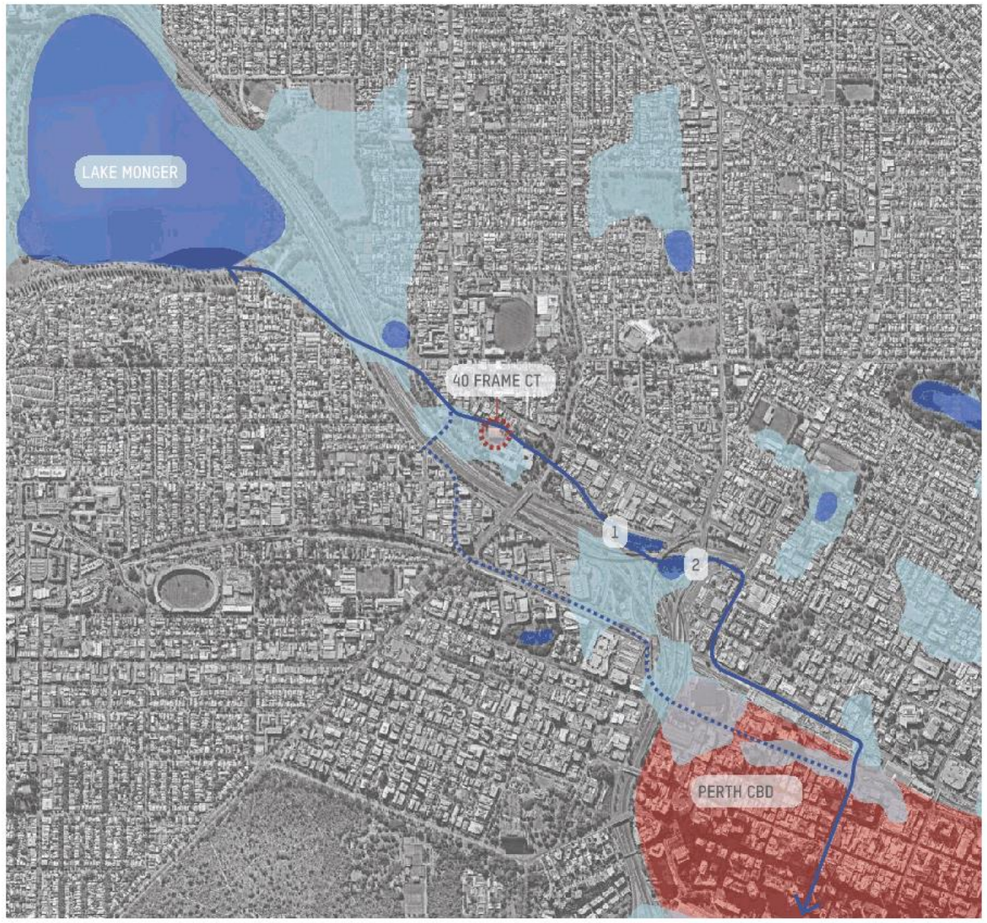
Existing Context / Use - Residential Context

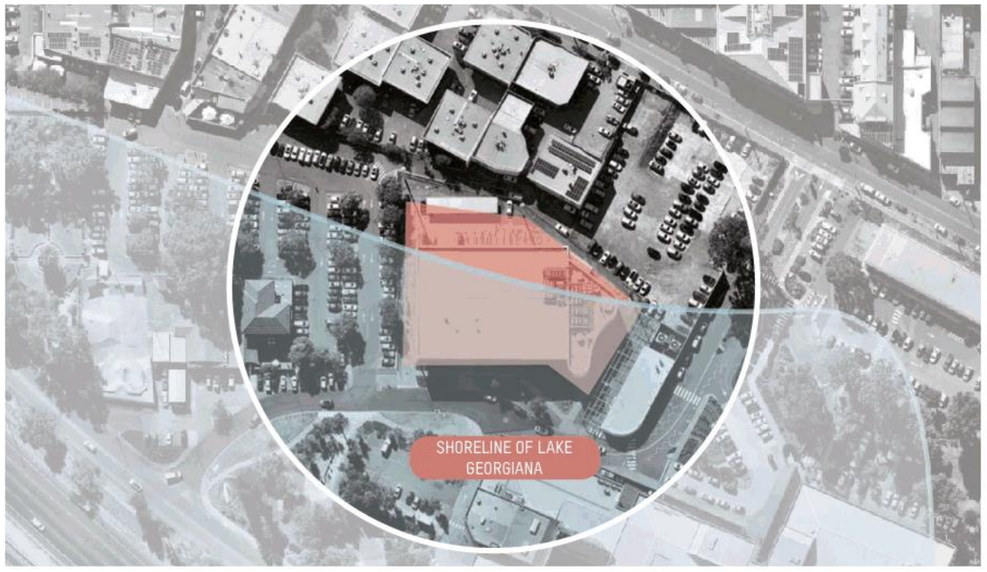
40 frame COURT

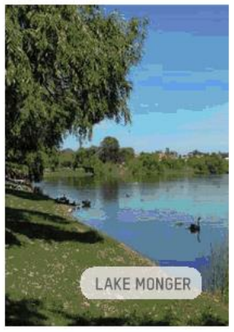
3

PRINCIPLE 1

Context & Character







Historical Lakelands / Pedestrian Connections

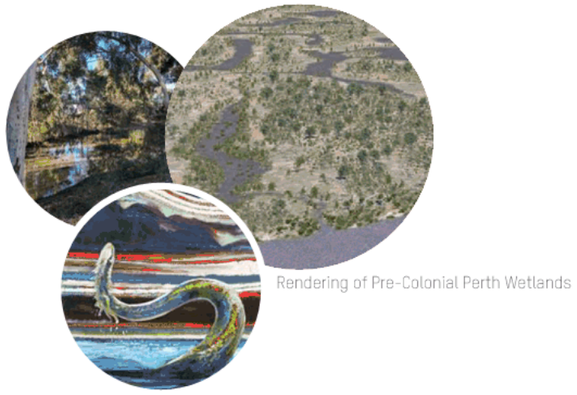
40 frame COURT

4

PRINCIPLE 1

Context & Character

Drainage as a place-making spine



Rendering of Pre-Colonial Perth Wetlands

Waagle and Yondock Story, Shane Pickett, 2004

+

The 'Ah Fan' and 'Lu Joy' market gardens were previous uses of the subject site.

Chinese Market Gardens in the City of Vincent

PEDESTRIAN GREEN WAY

Lakelands / Pedestrian Connections

40 frame COURT

5

PRINCIPLE 1

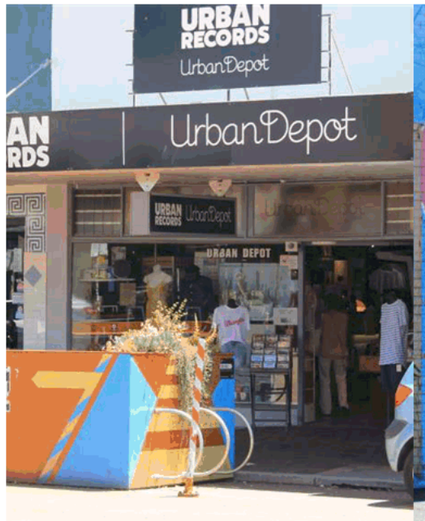
Context & Character

Descriptions of Leederville from David Galloway (Leederville Connect), Geoff Warn (Government Architect) and Cameron Chisholm Nicol

DIVERSE

GRUNGY SOULFULNESS

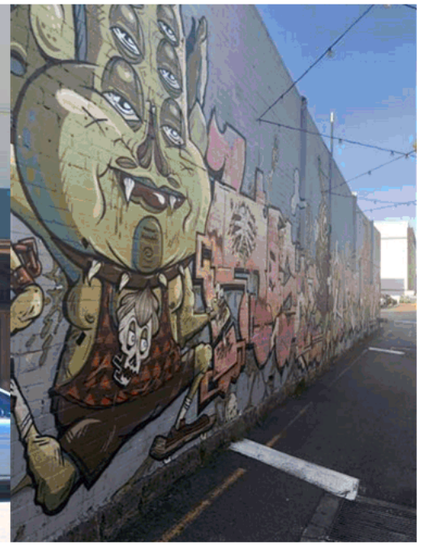
RESILIENT



VARIED

CANVAS

AUTHENTIC



URBAN EDGINESS

40 frame COURT

PRINCIPLE 1

Context & Character

FAMILY FRIENDLY

ECLECTIC

COLLAGED

RICH & COLOURFUL

INCLUSIVE

SAFE

FESTIVE

ARTFUL

40 frame COURT

PRINCIPLE 1

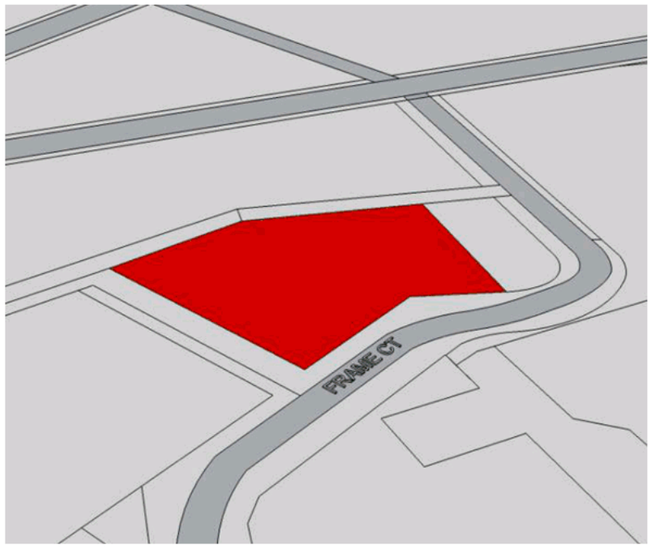
Context & Character

Existing Site

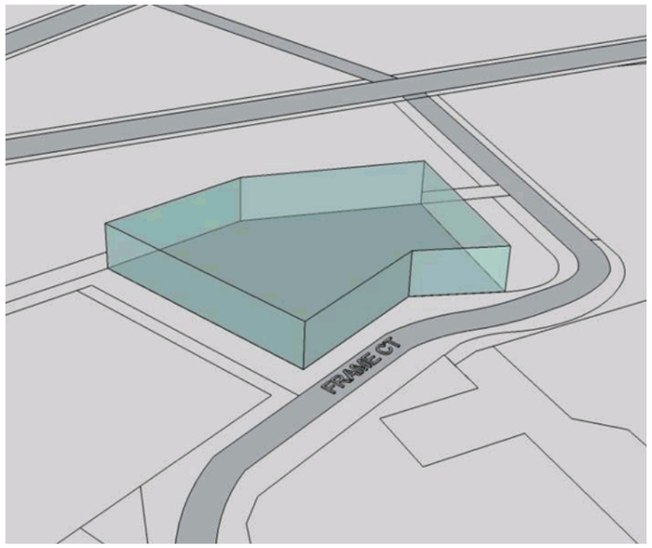
40 frame COURT

PRINCIPLE 1

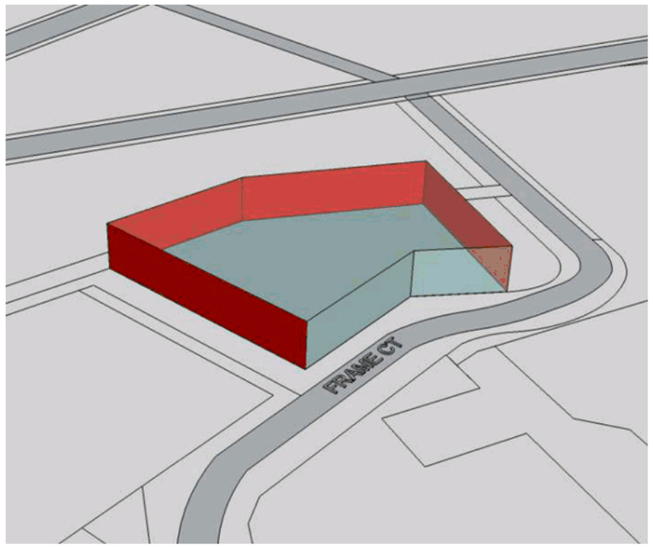
Context & Character



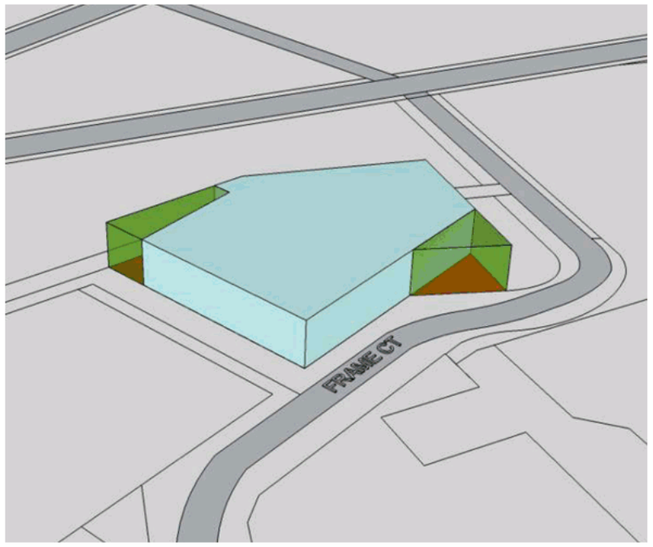
Site



Site Extruded

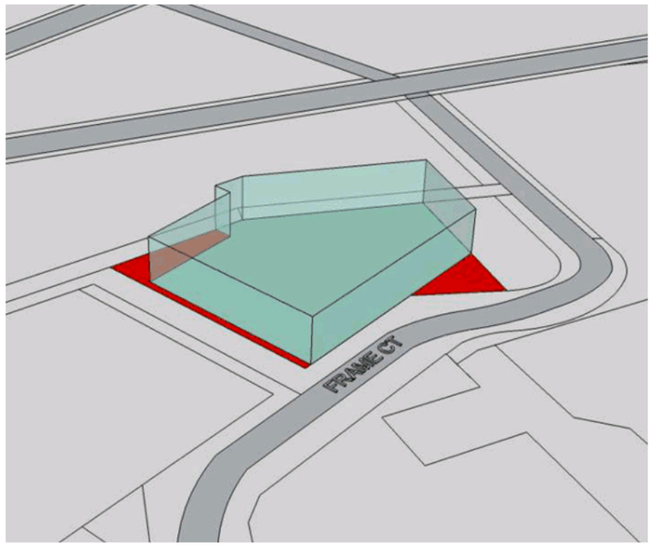


Site Boundaries Blocked



Plaza Setbacks

Western Boundary Setback



Site Used

Shaping the Ground Plane

40 frame COURT

PRINCIPLE 7

Legibility

LEGEND

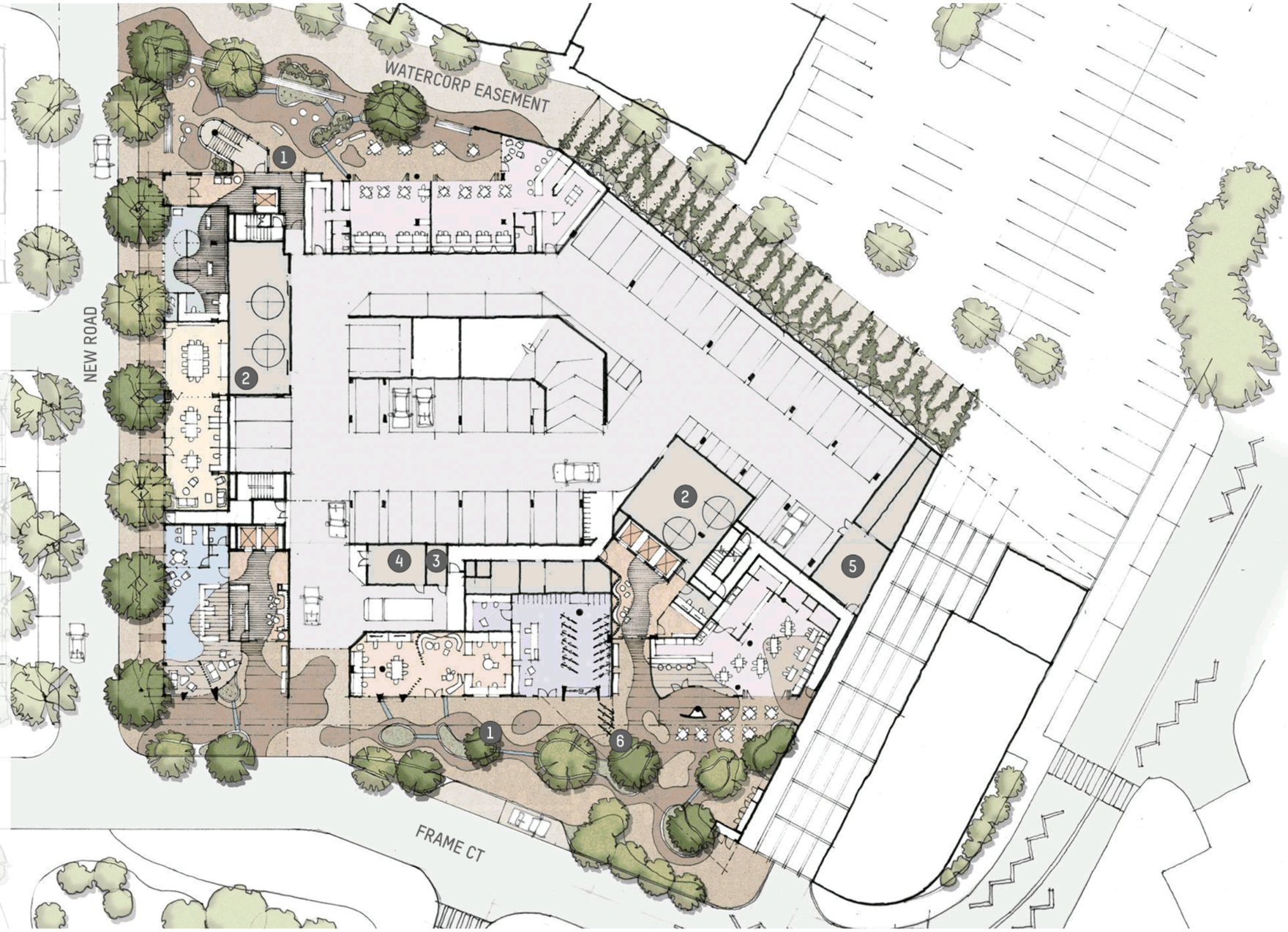
1. Pocket Park / Deep Root Zones
2. Bins
3. Electrical
4. Substation
5. Pumps & Tanks
6. Bikes

- Lobby
- Services / Stores
- Food & Beverage
- Bike Store/ Workshop
- Business Incubator
- Community Multipurpose
- Art Gallery
- Leasing Office

AREA SCHEDULE	m²
Art	83
F & B	370
Business Incubator	76
Leasing Office	120
Community Multi-purpose	127
Commercial	140
TOTAL	916

SPP 7.3 Sections

3.6 Public Domain Interface
3.7 Pedestrian access and entries
3.8 Vehicular Entry
4.5 Circulation and Common spaces
4.9 Universal Design
4.14 Mixed Use



Ground Plane

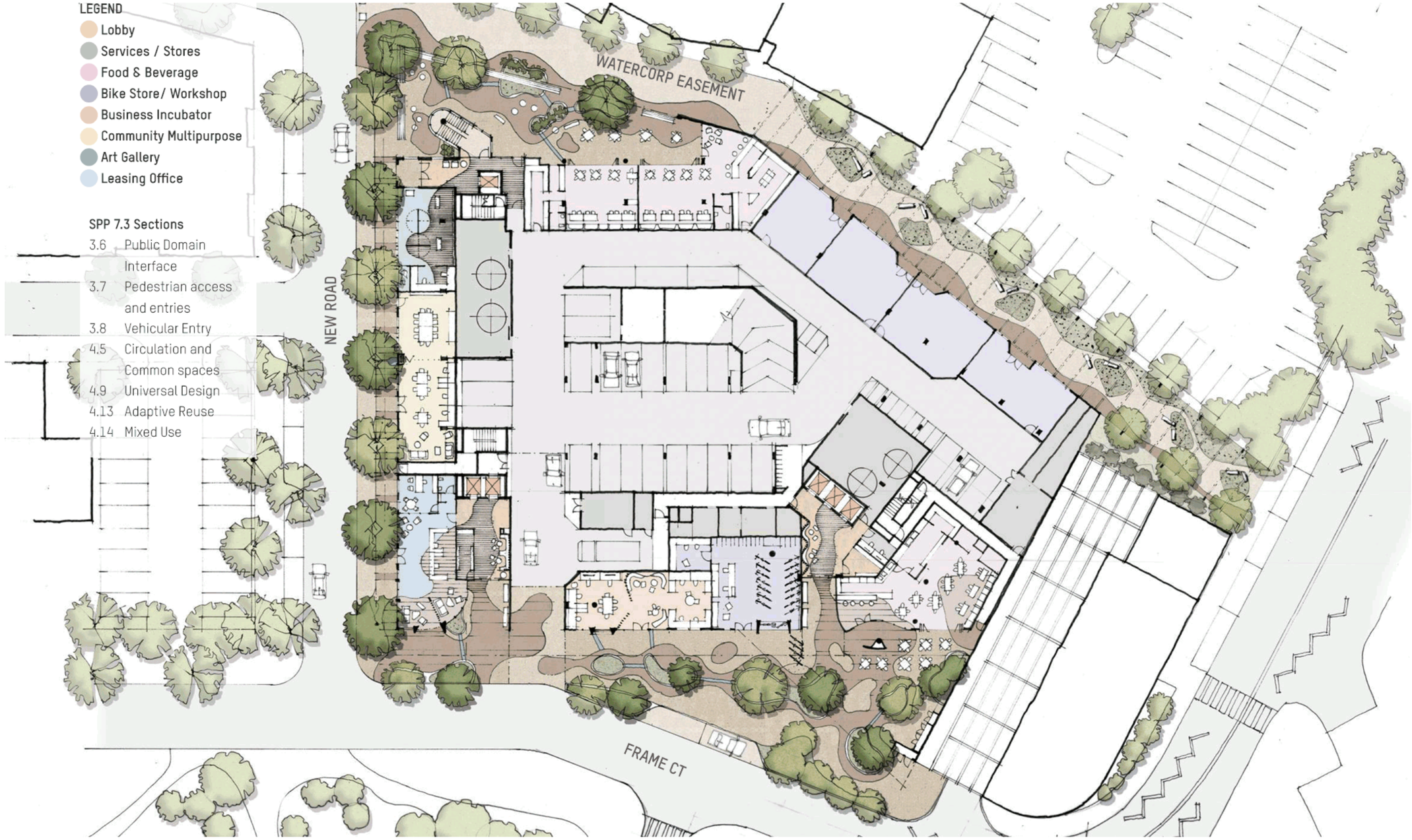
2 4 8 16

40 frame COURT

10

PRINCIPLE 7

Legibility



Ground Plane Future Context

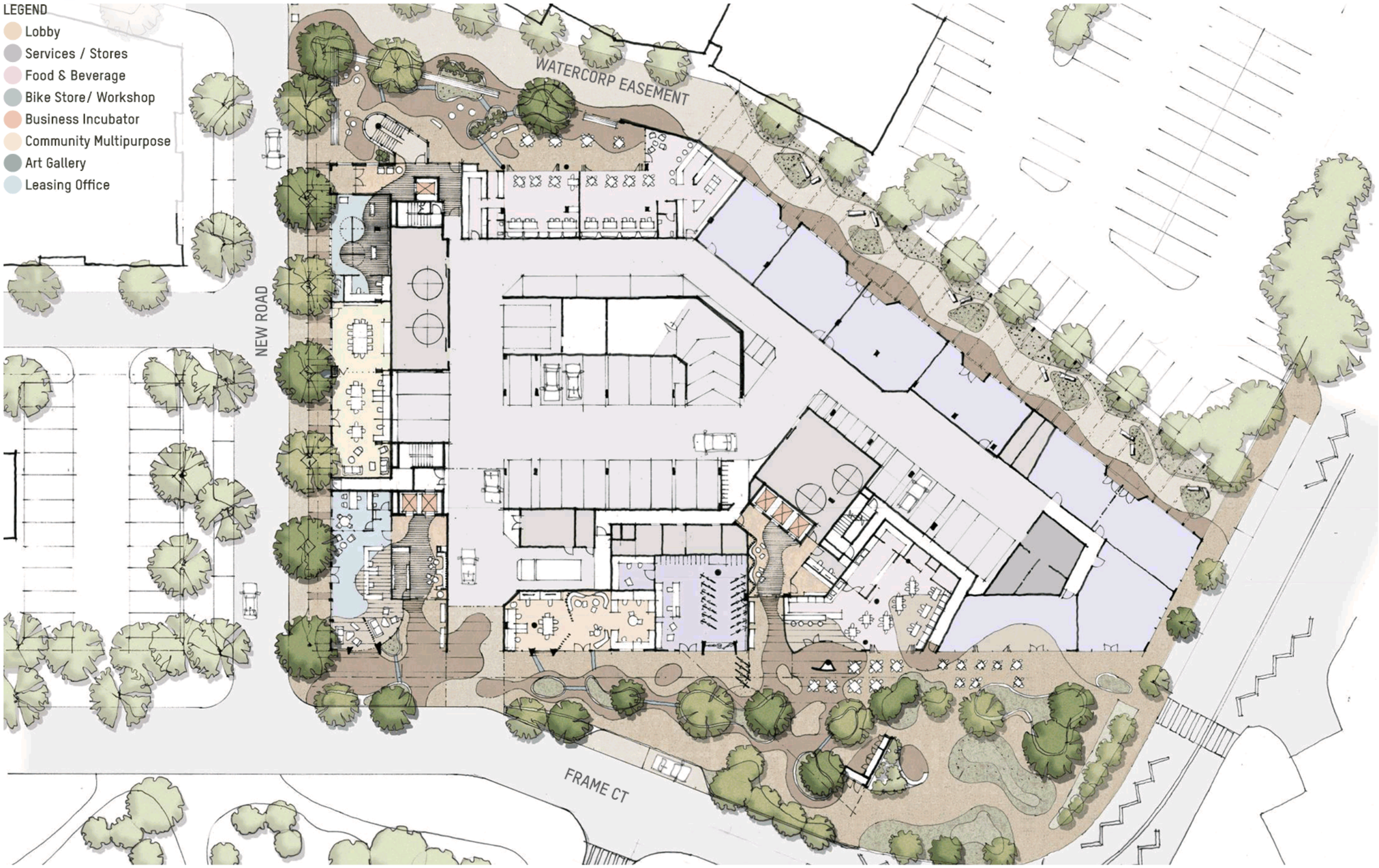
2 4 8 16

40 frame COURT

11

PRINCIPLE 7

Legibility



Ground Plane Future Context (With WaterCorp Asset demolished)

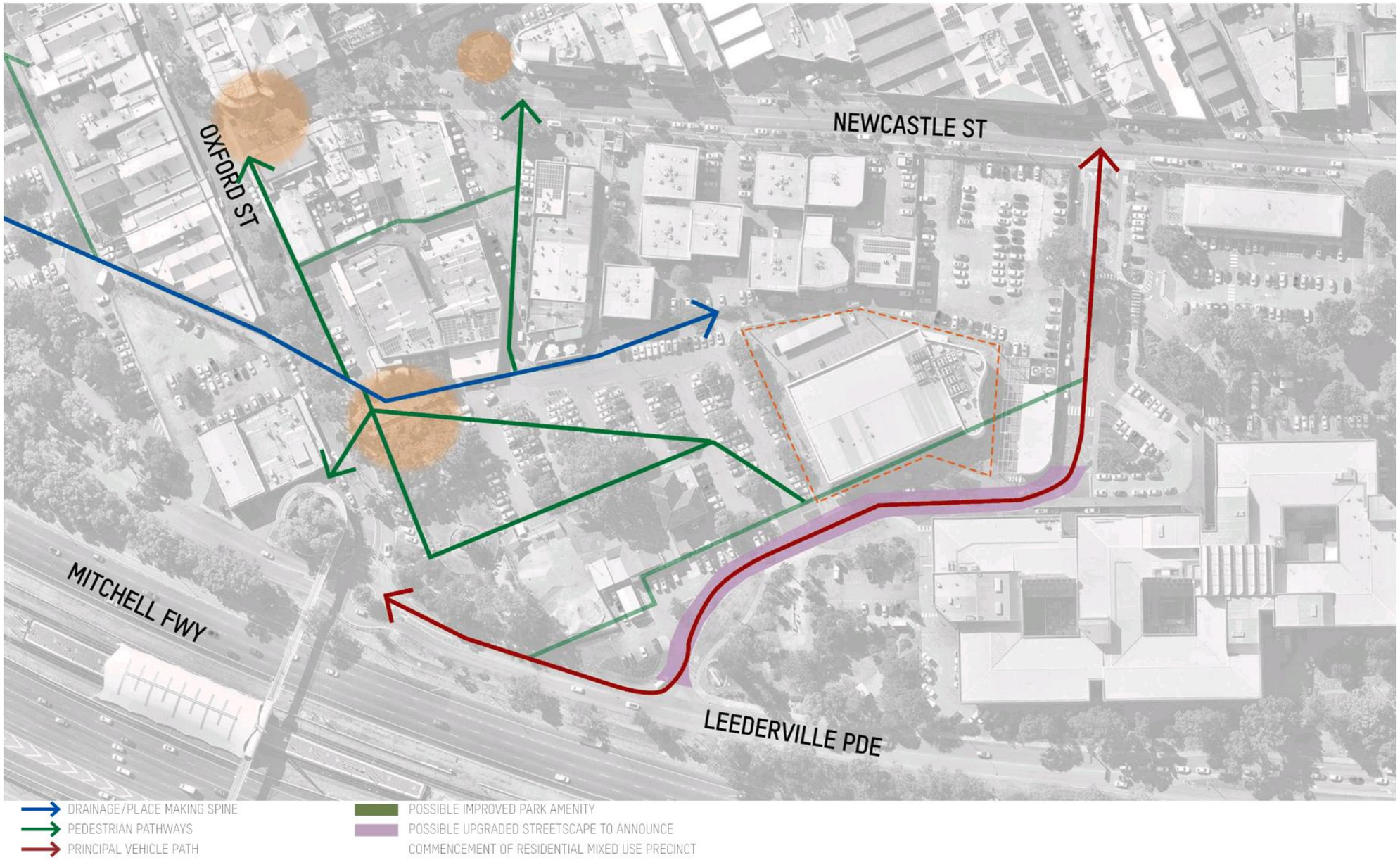
2 4 8 16

40 frame COURT

12

PRINCIPLE 1

Context & Character



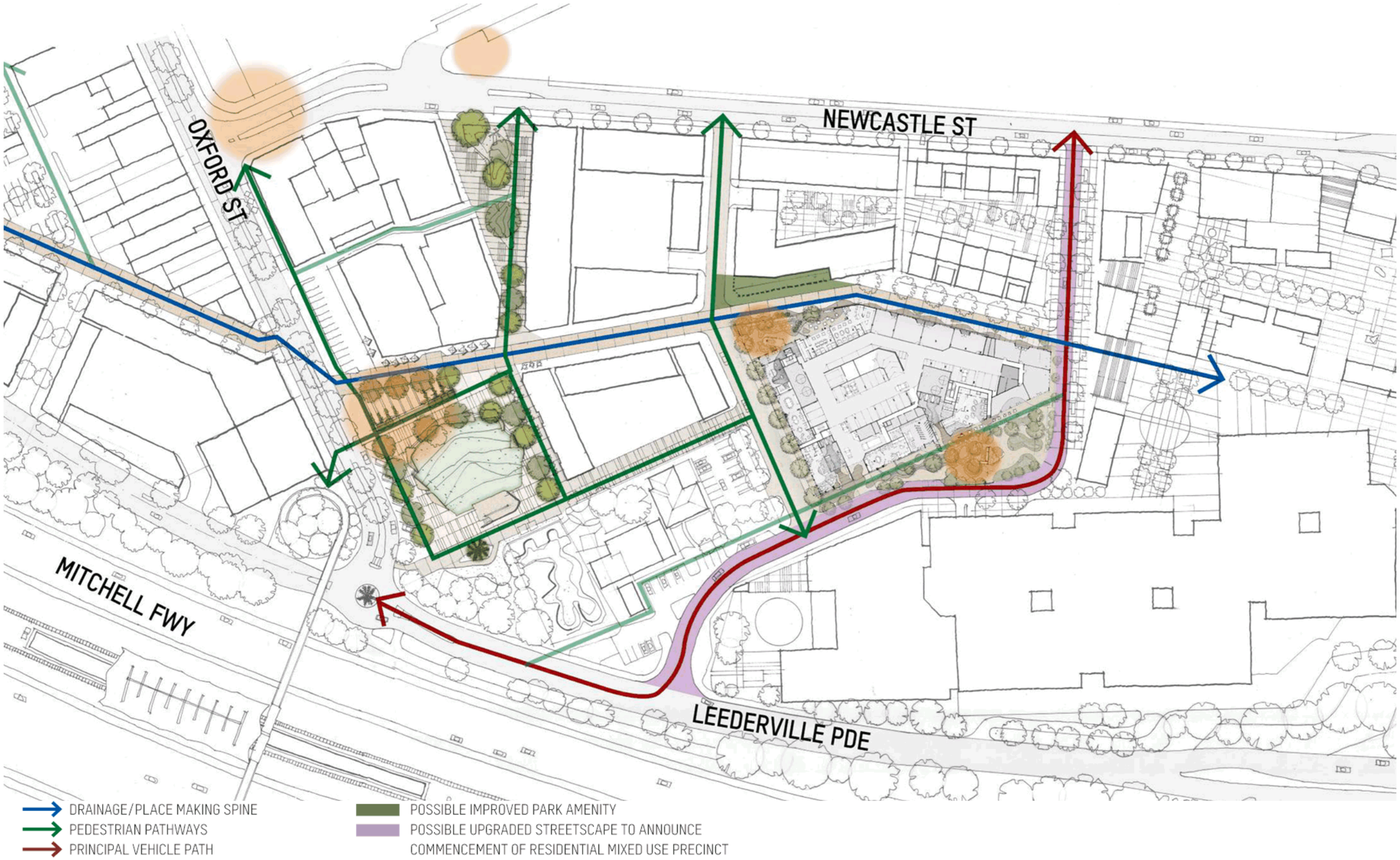
Existing Context / Connectivity

40 frame COURT

13

PRINCIPLE 1

Context & Character



Future Context / Connectivity

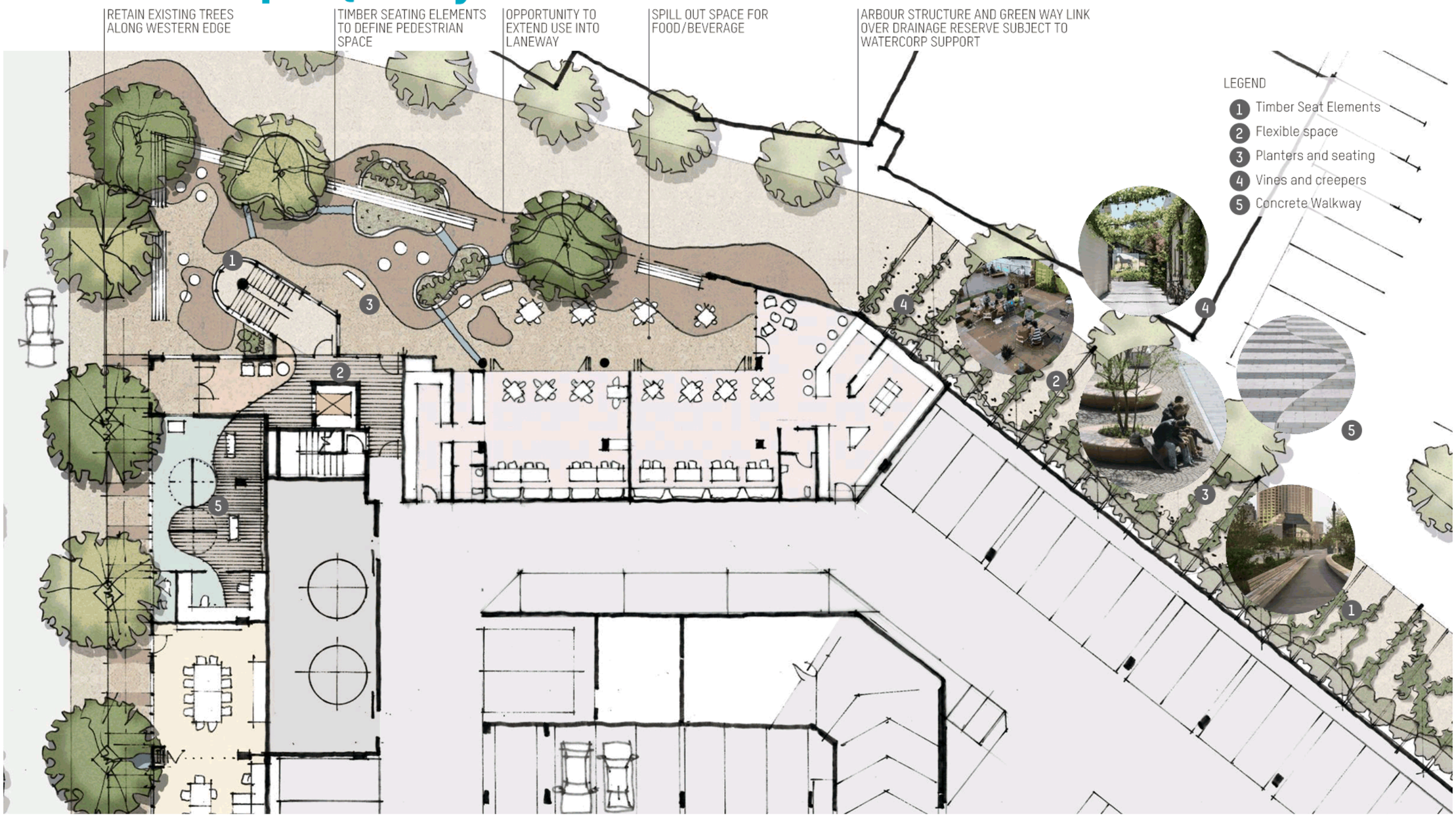
1 2 4 8

40 frame COURT

14

PRINCIPLE 2

Landscape Quality



North Pocket Plaza

1 2 4 8

40 frame COURT

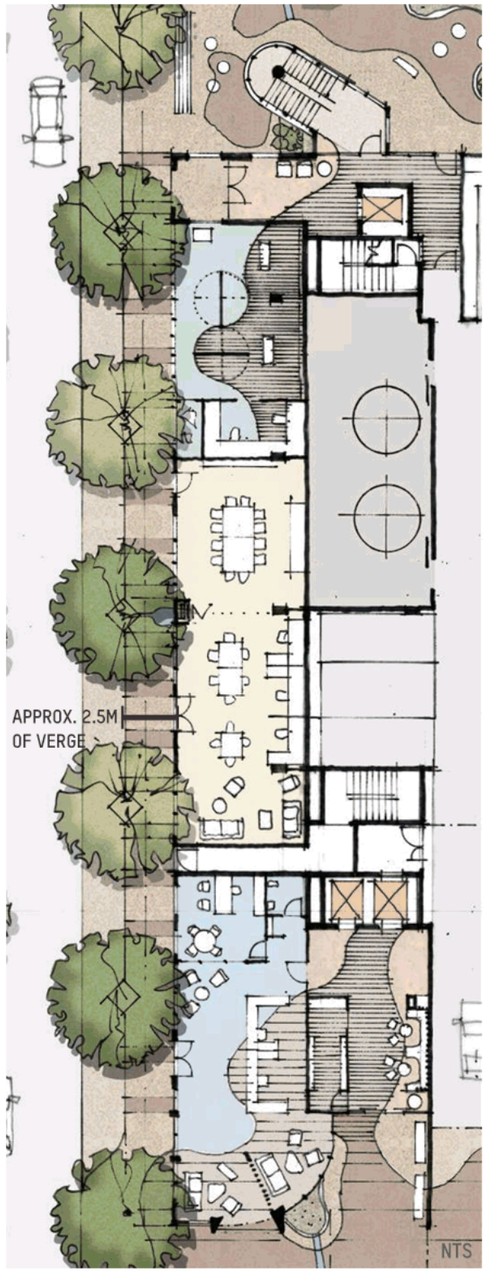
PRINCIPLE 2

Landscape Quality

South Pocket Plaza

PRINCIPLE 2

Landscape Quality



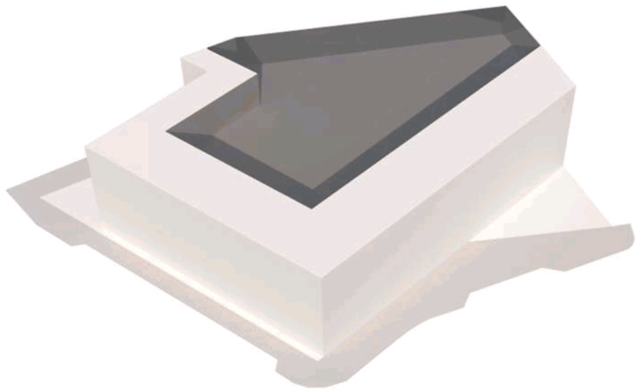
Western Setback - existing tree retention

1 2 4

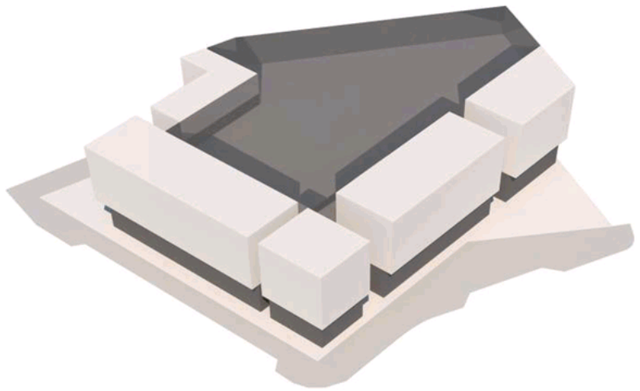
40 frame COURT

PRINCIPLE 3

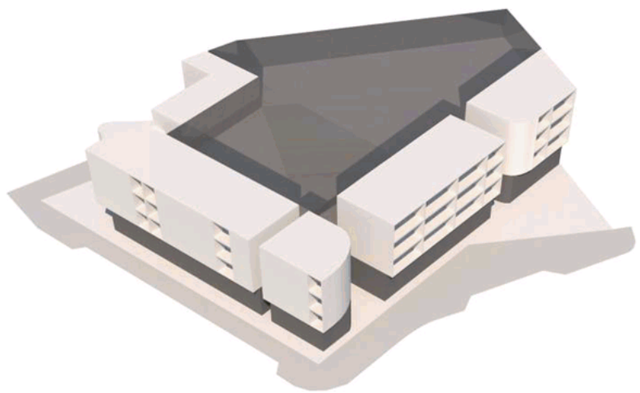
Built Form & Scale



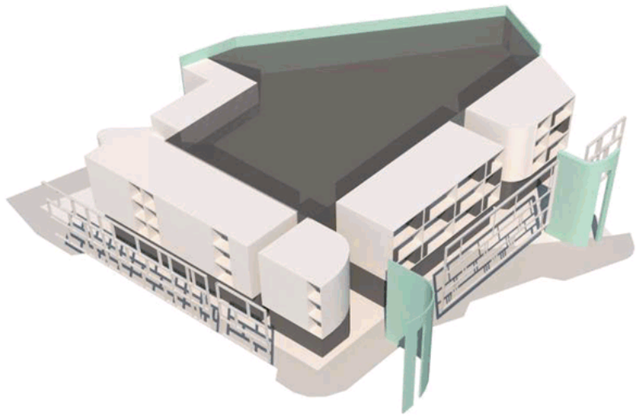
Carpark screened by active uses



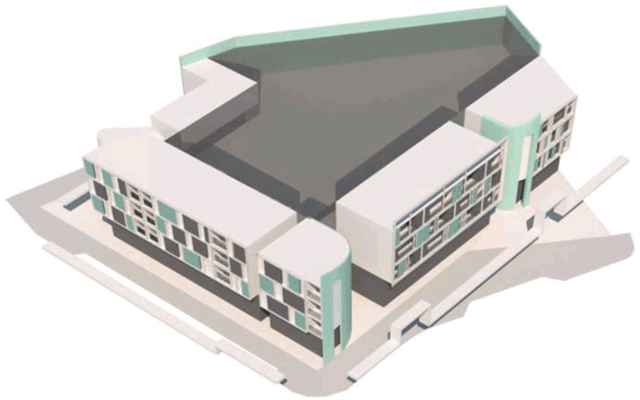
Creation of entries and recessed ground



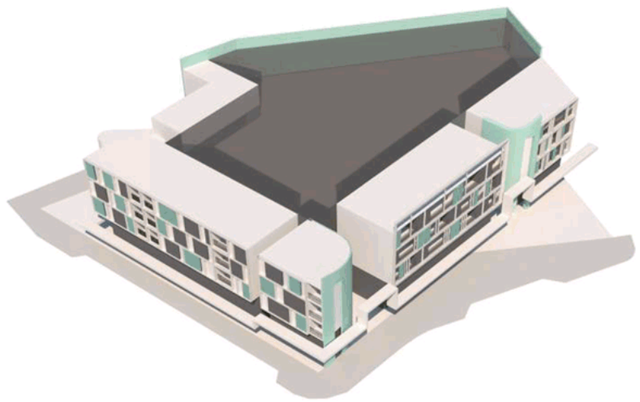
Curved entry walls and subtraction of balconies



Addition of screens and artwork



Addition of awning

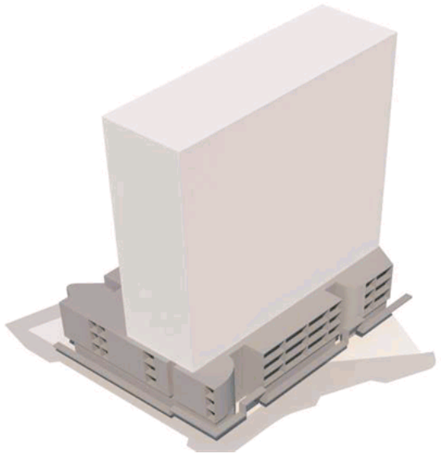


Layered podium with an activated ground plane

40 frame COURT 18

PRINCIPLE 3

Built Form & Scale



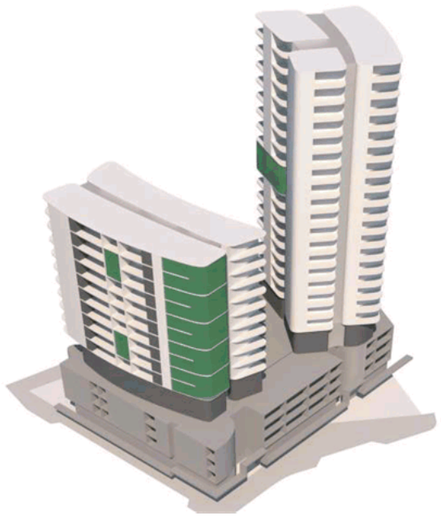
Single tower approach

Division and reorientation into 2 towers

Creation of hierarchy and articulation of edges

Recessing of lower levels for vertical articulation

Subtraction of balconies and voids



Addition of residents amenities

40 frame COURT

PRINCIPLE 10

Aesthetics

South Elevation

40 frame COURT

PRINCIPLE 10

Aesthetics

South Facade

40 frame COURT

South Facade

40 frame COURT 22

PRINCIPLE 10

Aesthetics

South Facade

40 frame COURT 23

PRINCIPLE 10

Aesthetics

South Facade

40 frame COURT

PRINCIPLE 10

Aesthetics

SPP 7.3 Sections

3.3 Tree canopy and deep soil areas
3.4 Communal Open Space
4.10 Facade Design
4.11 Roof Design
4.12 Landscape design

Pre=patina copper

Ceramic Tiles

Steel Balustrades

Brickwork

Timber

West Facade

40 frame COURT

PRINCIPLE 4

Functionality and Build Quality

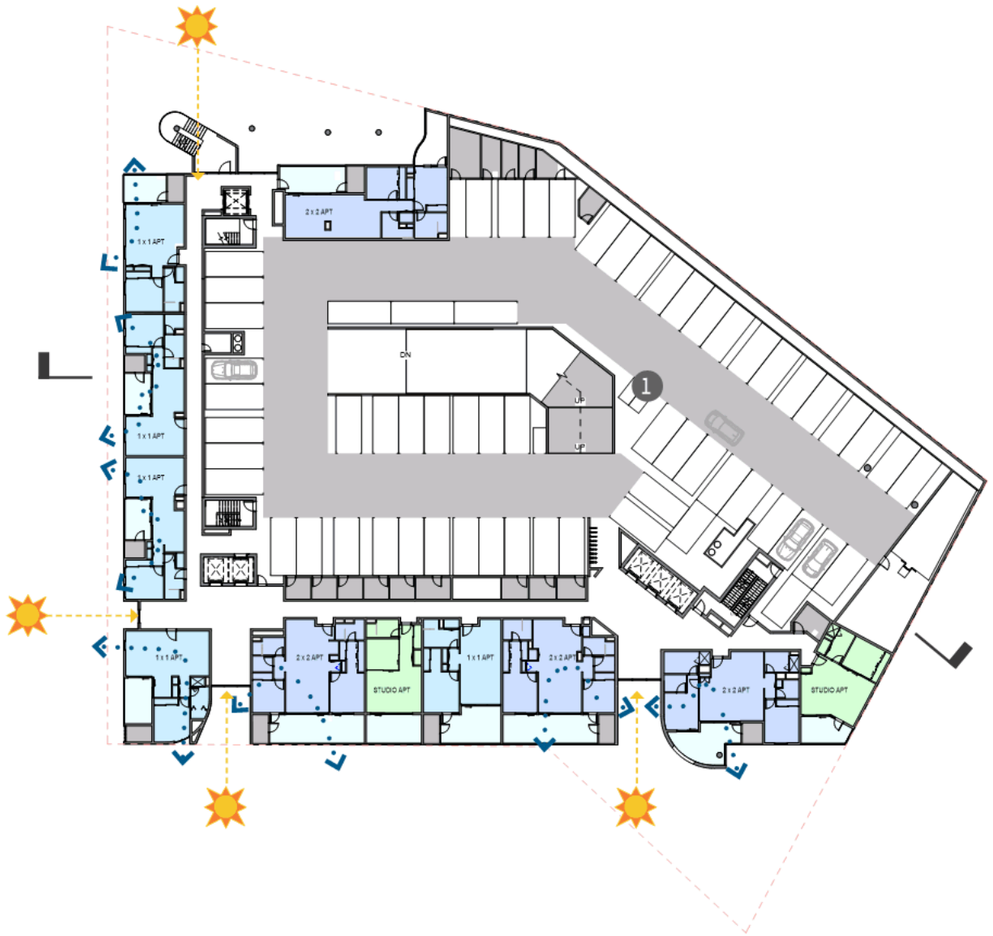
LEGEND

- Studio Apartment
- 1 x 1 Apartment
- 2 x 2 Apartment
- 3 x 2 Apartment
- 1 Motorcycles

SPP 7.3 Sections

4.3 Size and layout of dwellings
4.4 Private open space and balconies
4.6 Storage
4.8 Dwelling Mix
4.12 Landscape design
4.15 Energy Efficiency
4.17 Waste Management
4.18 Utilities

+ Minimum 20% Liveable housing
+ 3% solely south facing
+ Natural light to all lobbies
+ 70% Cross ventilated
+ Sleeved carparking



DRAFT YIELD TABLE

BUILD TO RENT | Western Tower

	Studio	1 x 1	2x2	3 x 2	TOTAL
L4-L5		6			6
L6		3	6		9
L7-8	4	2	12		18
L9-12	8	12	20		40
L13-14		2	14		16
L15		3	6		9
Total	12	28	58		**98**
%	12%	29%	59%		100%

BUILD TO SELL | Eastern Tower

	Studio	1 x 1	2 x 2	3 x 2	TOTAL
L1-L2	4	10	2		22
L3	2	5	3		10
L4-L5		2	2		4
L6-8		6	12		18
L9-10		2	4		6
L11-14		8	16		24
L15-16		4	6		10
L17-L23		7	14	14	35
Total	6	44	65	14	**129**
%	5%	34%	50%	11%	100%

	Studio	1 x 1	2 x 2	3 x 2	TOTAL
Total	18	72	123	14	**227**
%	8%	32%	54%	6%	100%

CARBAYS

Ground	38
Mezz	53
Level 1	61
Level 2	61
Level 3	66
Total	280

Visitor bays: 27
Commercial bays: 10
Share car bays: 3
Scooter bays: 30

BUILT TO RENT
Resident bays : 94

BUILT TO SELL
Resident bays : 145

L1-3

2 5 10 20

40 frame COURT

PRINCIPLE 6

Amenity

LEGEND

1. Games Room
2. Lounge / Dining
3. Meeting Room
4. Library
5. Gym
6. Yoga / Cycle
7. Sauna
8. Spa
9. Pool
10. BBQ Pavilion
11. Raised Deck
12. Feature Raised Pool
13. Egg Planters
14. Pet Wash & Exercise
15. 'Treehouse' dining room

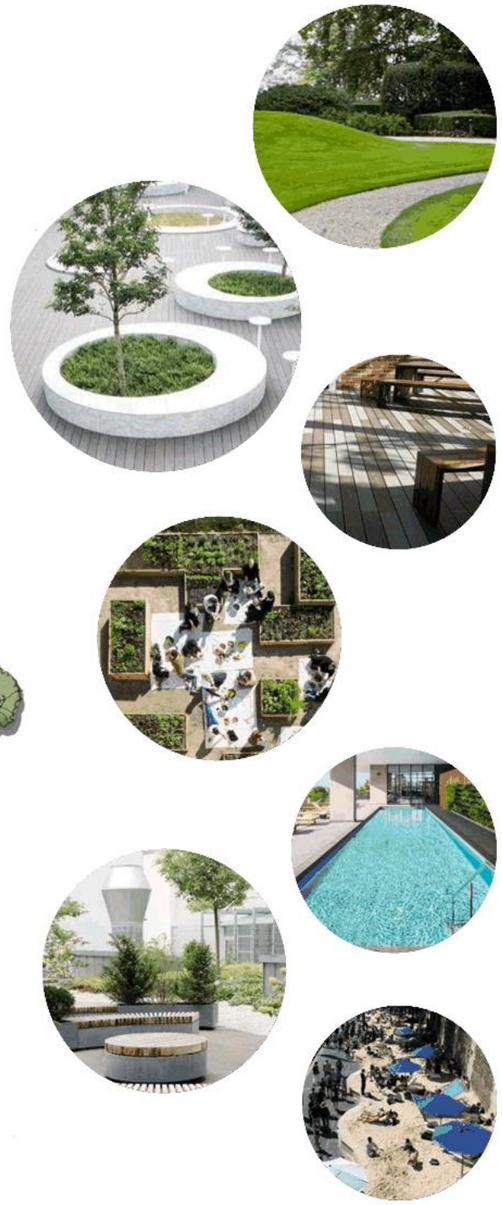
1 x 1 Apartment

2 x 2 Apartment

Communal Facilities

SPP 7.3 Sections

3.2 Orientation
3.3 Tree Canopy & Deep Soil Areas
3.4 Communal Open Space
4.1 Solar and Daylight Access
4.2 Natural Ventilation
4.9 Universal Design



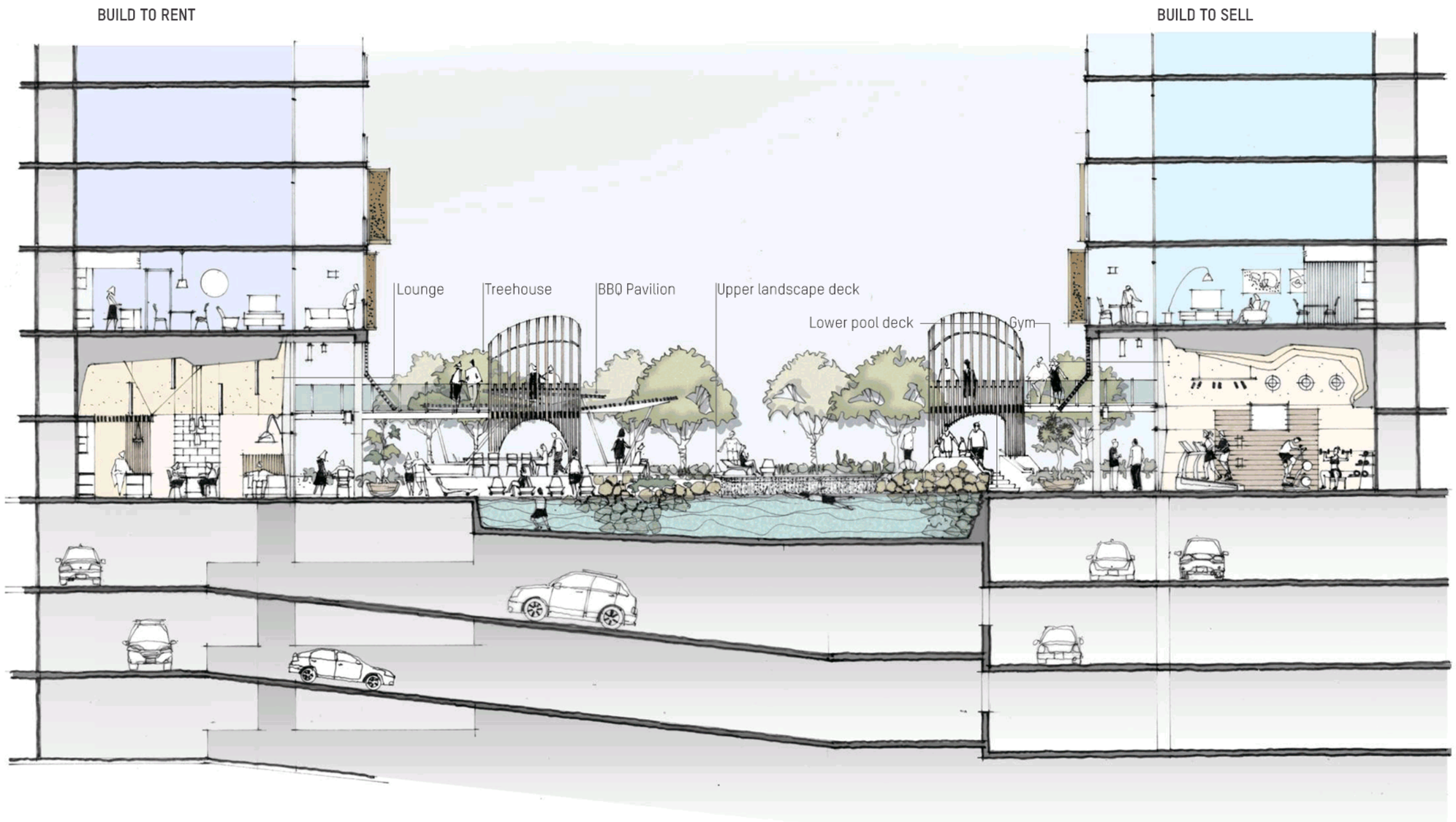
L4 Podium

2 4 8 16

40 frame COURT

PRINCIPLE 9

Community



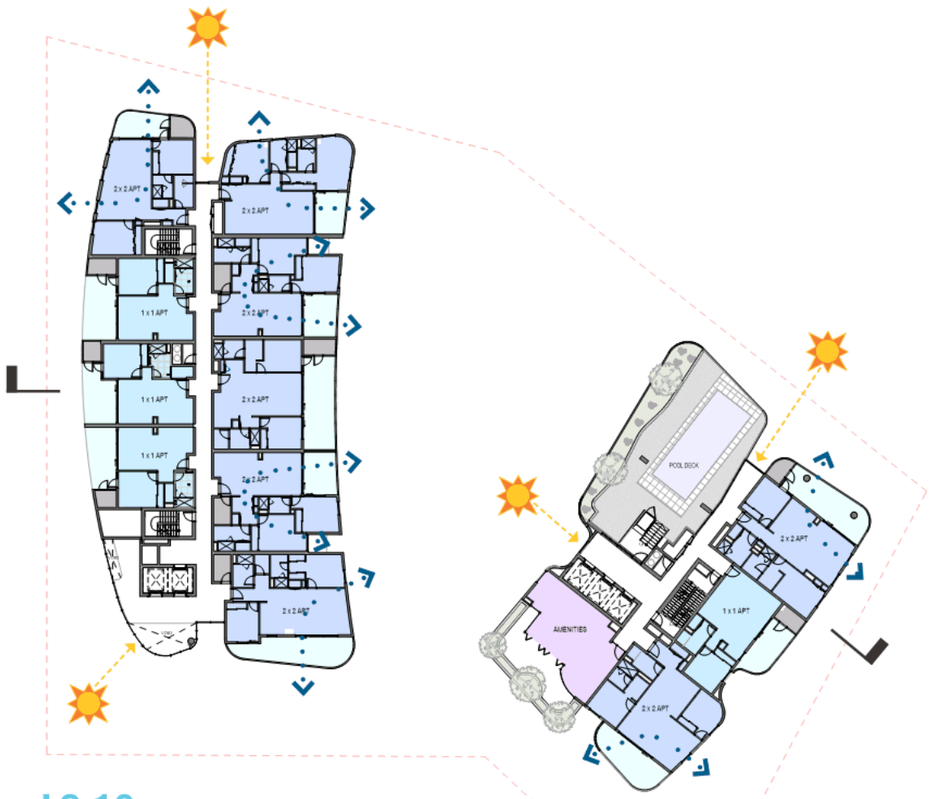
Cross Section through Residents' Amenities

1 2 5

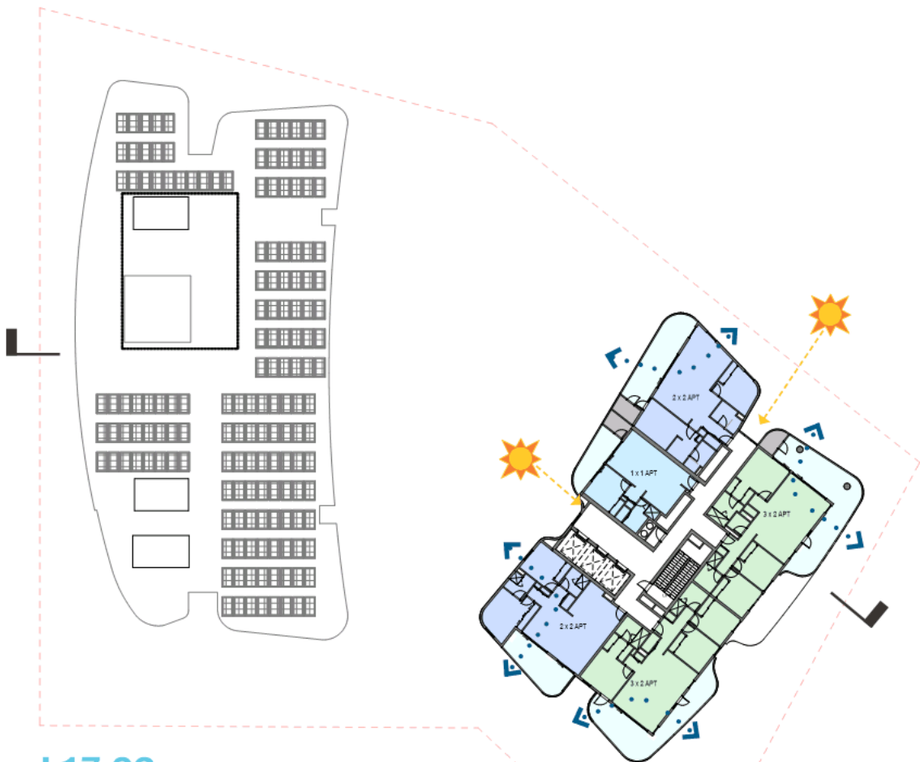
40 frame COURT

PRINCIPLE 4

Functionality and Build Quality



L9-10



L17-23

LEGEND

- 1 x 1 Apartment
- 2 x 2 Apartment
- 3 x 2 Apartment
- Amenities

70% of apartments cross ventilated in the first nine storeys

SITE AREA : 4306 m²
Tower Footprint: **1816** m² = **42** % of site.

Typical Tower

2 5 10 20

40 frame COURT

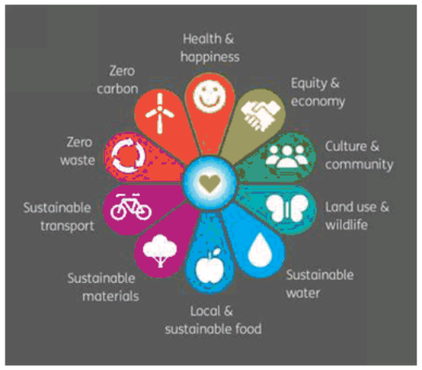
29

PRINCIPLE 5

Sustainability

5 Star Green Star and One Planet Living

(1) END OF TRIP FACILITIES & BIKE WORKSHOP
(2) WATER EFFICIENT IRRIGATION
(3) ENERGY USAGE MONITORING
(4) ENERGY EFFICIENT LIGHTING
(5) SOLAR PASSIVE DESIGN
(6) ELECTRIC VEHICLE RECHARGE STATION
(7) HEAT ISLAND HIGH REFLECTIVITY MATERIALS
(8) HIGH EFFICIENCY DOMESTIC HOT WATER
(9) WATER EFFICIENT FIXTURES
(10) FSC CERTIFIED FLOORING
(11) CROSS VENTILATION
(12) AIR TIGHT CONSTRUCTION
(13)NATIVE ECOLOGY PLANTING
(14)COMMUNAL GARDEN
(15)BEST PRACTICE WASTE FACILITIES
(16)COMMON AREA MOTION SENSORS
(17)EXCHANGING UNWANTED GOODS SPACE
(18)GREEN SHARE CAR



DAYLIGHT AND OCCUPANT SENSING LED LIGHTS

INDIVIDUAL METERING UNITS FOR EACH APARTMENT AND TENANCY

ELECTRIC CAR CHARGING STATION

BIKE WORKSHOP AND EOT FACILITIES

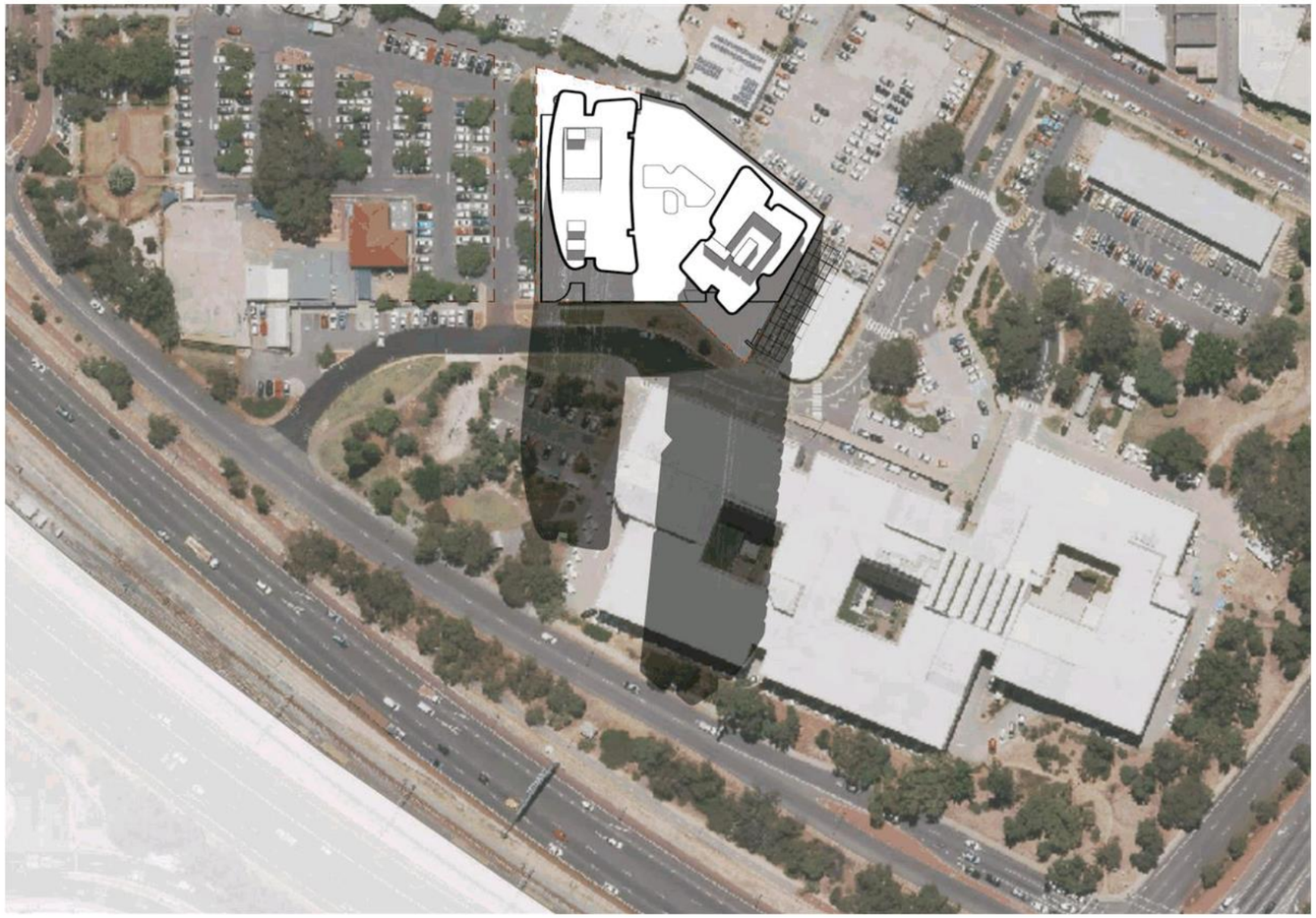
Australian Excellence in Sustainability

2 5 10 20

40 frame COURT

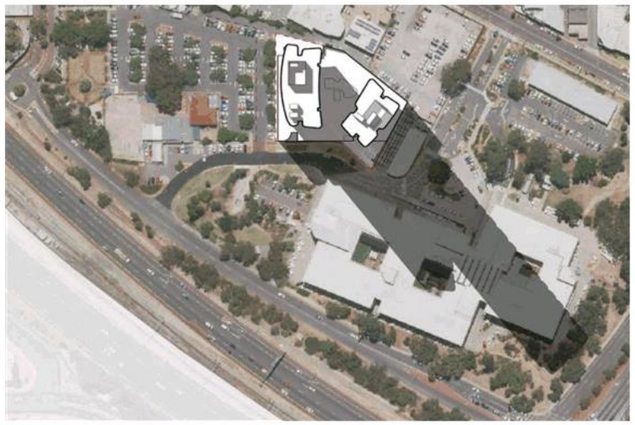
30

Visual Impact Studies



June 21, 12pm

June 21, 9am



June 21, 3pm

Shadow Study

40 frame COURT

PRINCIPLE 10

Aesthetics

Pre=patina copper

Ceramic Tiles

Steel Balustrades

Brickwork

Timber

SPP 7.3 Sections

3.3 Tree canopy and deep soil areas
3.4 Communal Open Space
4.10 Facade Design
4.11 Roof Design
4.12 Landscape design

North Elevation

40 frame COURT

PRINCIPLE 10

Aesthetics

Pre=patina copper

Ceramic Tiles

Steel Balustrades

Brickwork

Timber

SPP 7.3 Sections

3.3 Tree canopy and deep soil areas
3.4 Communal Open Space
4.10 Facade Design
4.11 Roof Design
4.12 Landscape design

West Elevation

40 frame COURT

PRINCIPLE 10

Aesthetics

Pre=patina copper

Ceramic Tiles

Steel Balustrades

Brickwork

Timber

SPP 7.3 Sections

3.3 Tree canopy and deep soil areas
3.4 Communal Open Space
4.10 Facade Design
4.11 Roof Design
4.12 Landscape design

South Elevation

40 frame COURT 42

Perspectives

40 frame COURT

40 Frame Court Leederville

Design Review Panel Presentation

22 April 2020

REALM studios

Project: 40 FRAME COURT, LEEDERVILLE

Client: E.G.
Date: 20/04/2020
Revision: C

Document Issue:

Issue for:	Revision:	Date:
FOR DESIGN ADVISORY	A	11/03/2020
FOR DESIGN ADVISORY	B	07/04/2020
FOR DESIGN REVIEW PANEL	C	20/04/2020

Prepared by:

REALM studios

Contents

1.0 Water Story

1.1	Water Story	p4
1.2	Existing Shoreline	p5
1.3	Drainage strategy	p6
1.4	Cultural Histories	p7

2.0 Analysis

2.1	Site Conditions	p8-9
2.2	Western Edge	p10-11

3.0 Concept

3.1	Ground Floor plan	p12
3.2	Water Diagram	p13
3.3	North Court Plaza	p14-15
3.4	South Court Plaza	p16-17
3.5	Podium	p18-19
3.6	Pool detail	p20-21
3.7	Podium section	p22-23

4.0 Deep soil assessment

4.1	Deep soil assessment	p24

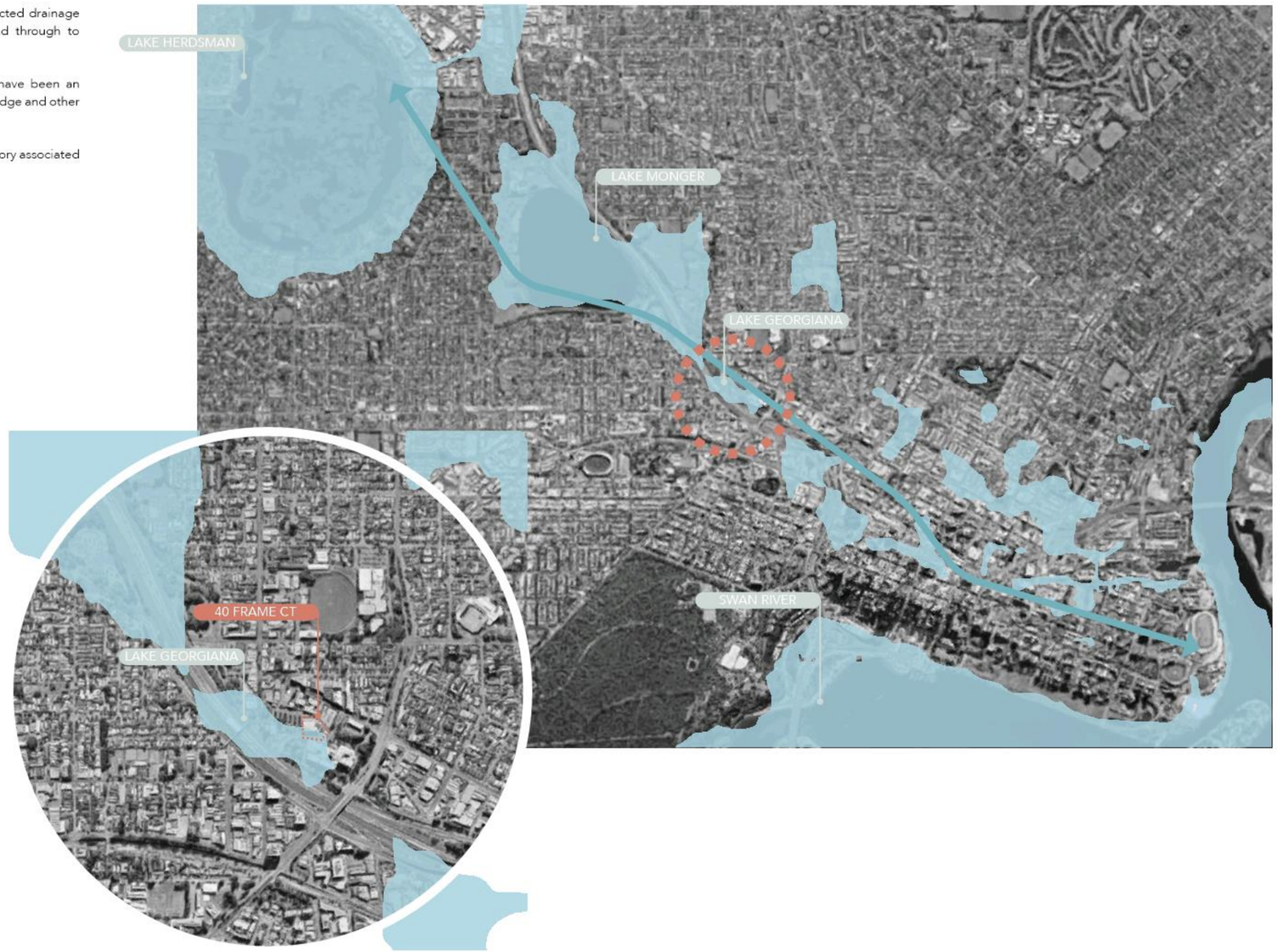
Analysis

Water Story

Perth is situated over a rich network of wetlands and connected drainage lines that form a link from lake Herdsman to Monger and through to Claisebrook.

Our site is located on the this drainage train and would have been an abundant and seasonally variable landscape of Melaleucas, sedge and other wetland species.

Today Leederville is almost entirely divorced from this rich history associated with water and associated ecologies.



Shoreline of Lake Georgiana

At colonisation some wetlands were named. Our site is on the shores of Lake Georgiana. This becomes a strong design driver for the project as well as the opportunity to adopt wetland species and drainage functions into the design.

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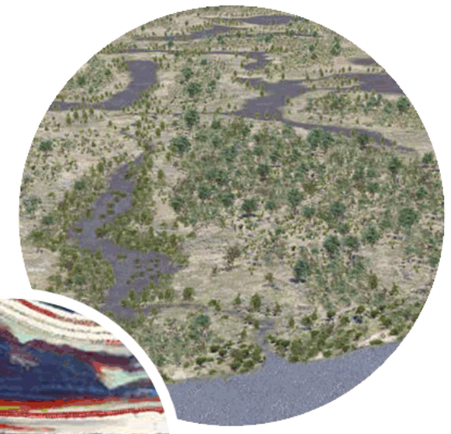
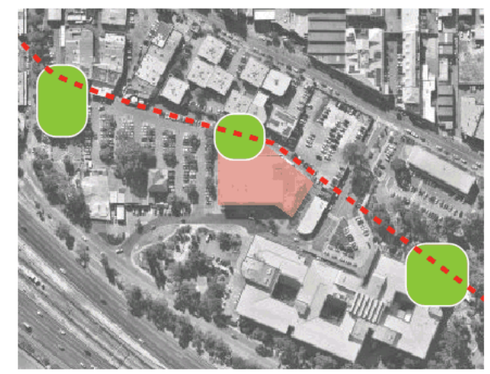
Cultural Histories

Indigenous occupation prior to colonisation would have involved a rich and deep connection with the land at both a spiritual and pragmatic level with hunting, food gathering, social meetings and storytelling.

Later following colonisation the site was drained and used for its rich soil matrix as a market garden. A number of asian family names are associated with the area.



Waagle and Yondock Story, Shane Pickett, 2004



Chinese Market Gardens in the City of Vincent

Drainage as Placemaking Spine: Pedestrian green spine

As a consequence of urbanisation a major trunk drainage and sewer line threads through Leederville following the former low points in the topography.

A Water Corporation reserve ensures no development over.

The sewer and drainage system create the long-term potential for a pedestrian oriented 'Green Way' that can elaborate the former histories of the site and anchor a series of green places or nodes as centres for future development.

This idea could be explored as part of the structure plan currently in development and will require partnership with the Water Corporation.

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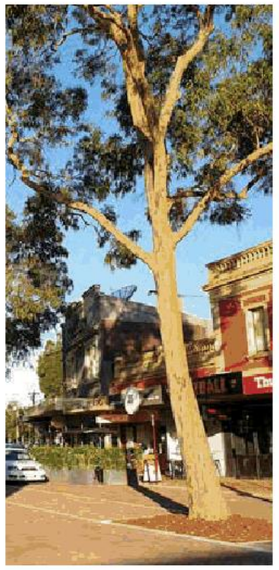
Analysis

Site Conditions



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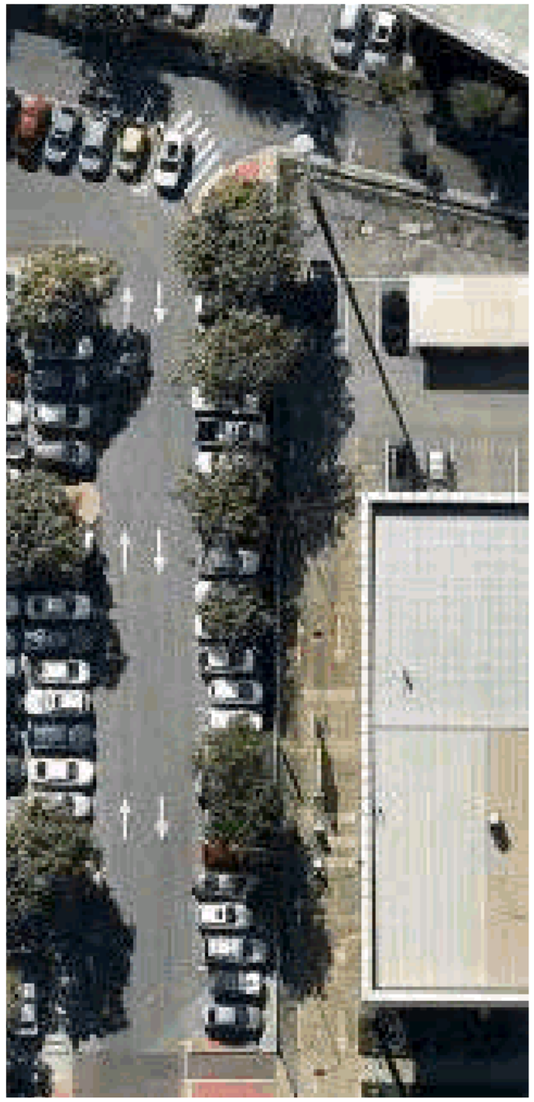
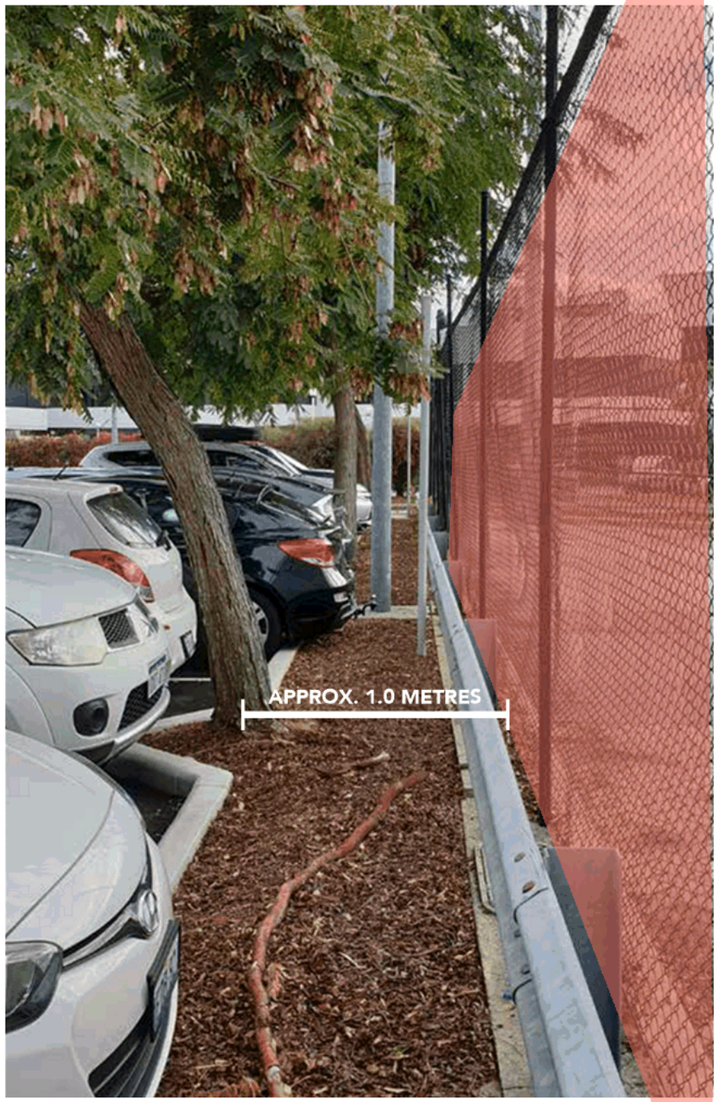
Analysis

Western edge - Existing Tree Retention

A row of existing trees located approximately 1m outside the boundary and associated with the council car park would potentially be negatively impacted upon by the future built form if it were to be developed up to the western boundary.

Trees are in good condition and worthy of retention. With careful management they can be retained and a future road constructed to the west .





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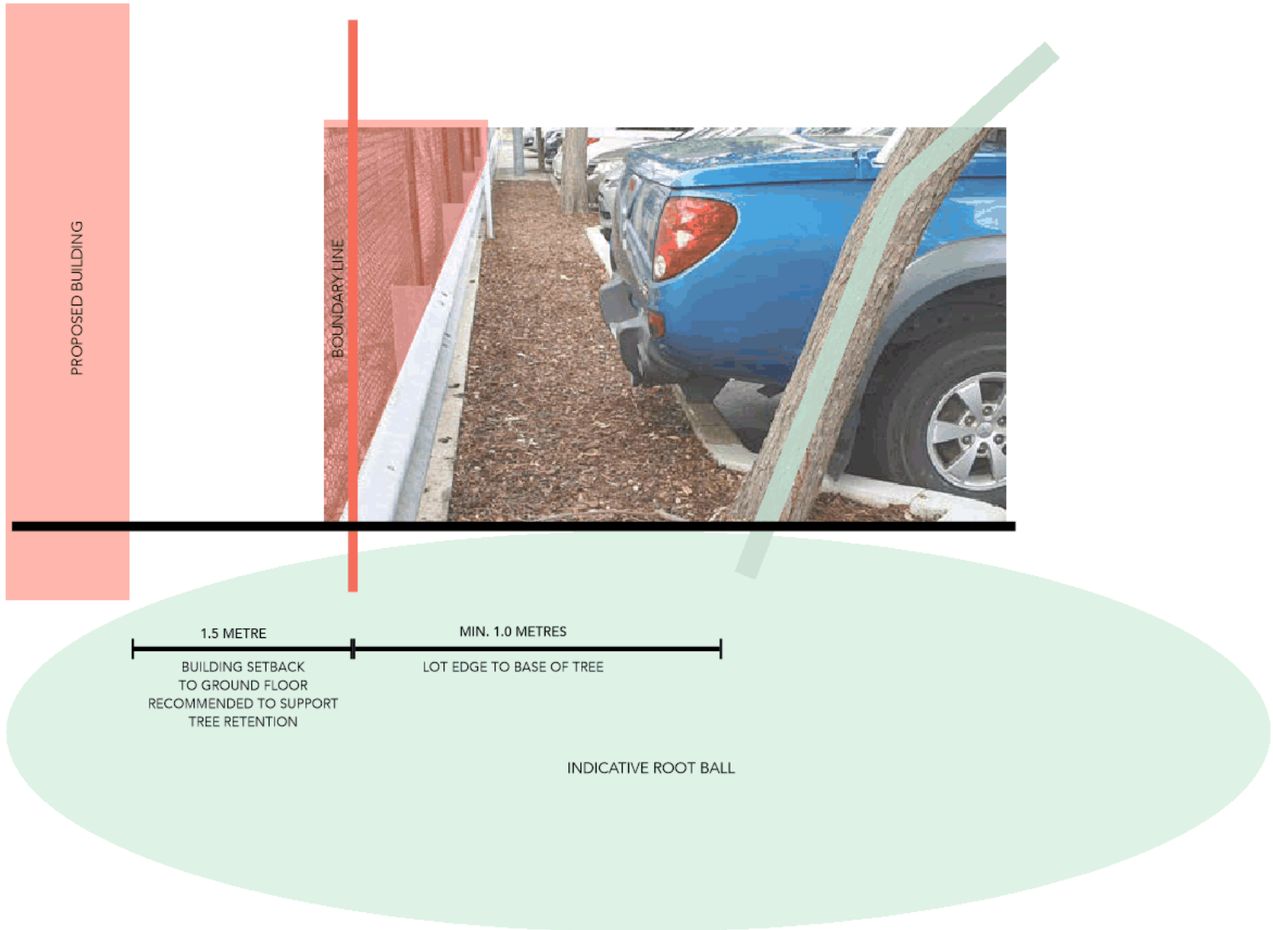

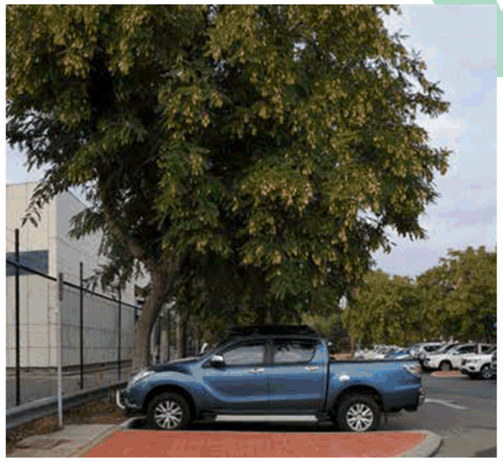

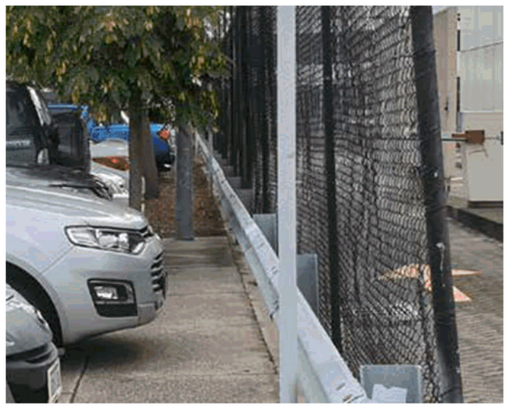

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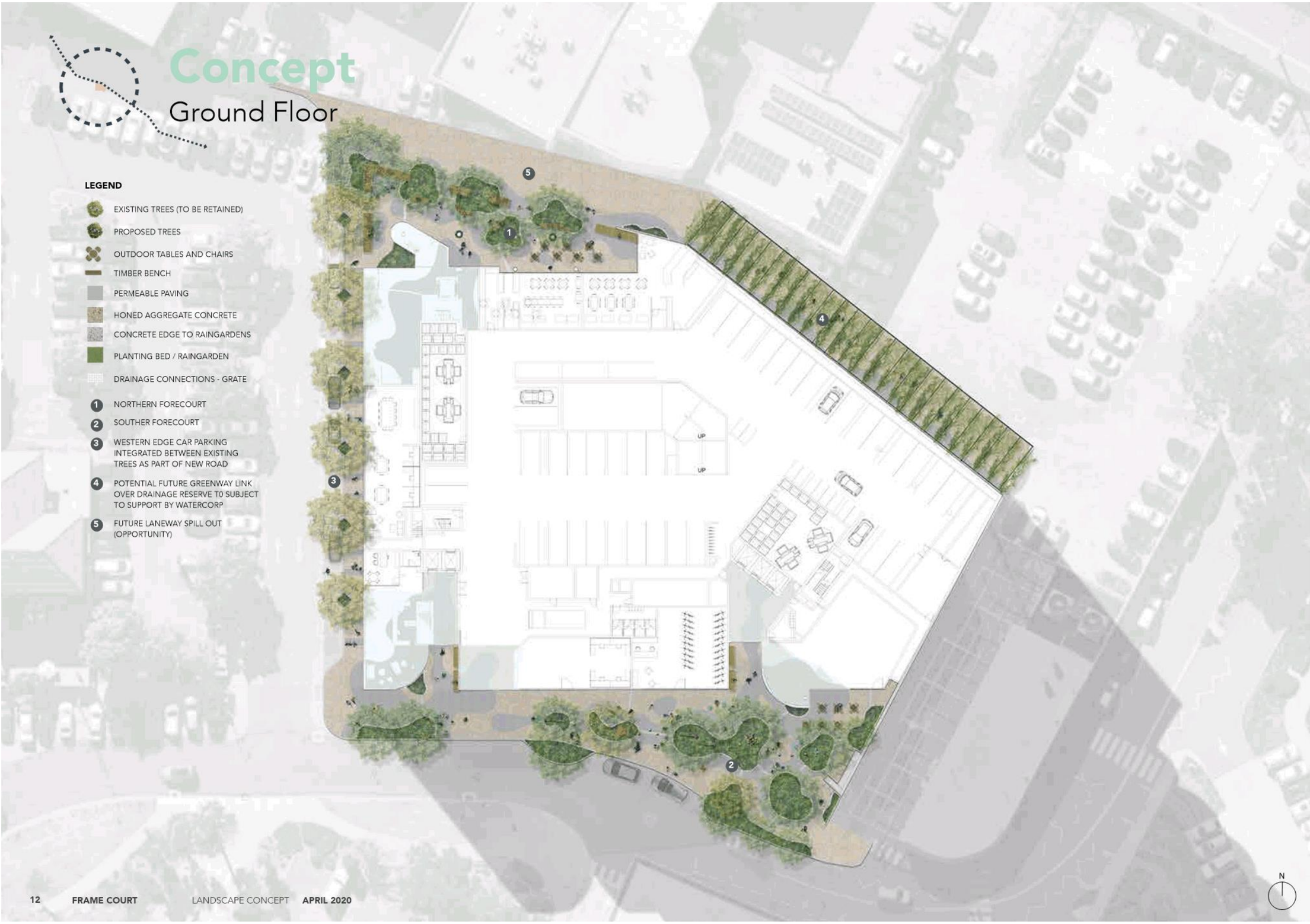

Concept
Ground Floor
LEGEND
EXISTING TREES (TO BE RETAINED)
PROPOSED TREES
OUTDOOR TABLES AND CHAIRS
TIMBER BENCH
PERMEABLE PAVING
HONED AGGREGATE CONCRETE
CONCRETE EDGE TO RAINGARDENS
PLANTING BED / RAINGARDEN
DRAINAGE CONNECTIONS - GRATE
1 NORTHERN FORECOURT
2 SOUTHER FORECOURT
3 WESTERN EDGE CAR PARKING INTEGRATED BETWEEN EXISTING TREES AS PART OF NEW ROAD
4 POTENTIAL FUTURE GREENWAY LINK OVER DRAINAGE RESERVE T0 SUBJECT TO SUPPORT BY WATERCORP
5 FUTURE LANEWAY SPILL OUT (OPPORTUNITY)
UP
UP
N
12 FRAME COURT LANDSCAPE CONCEPT APRIL 2020

Drainage Strategy

Ground Floor

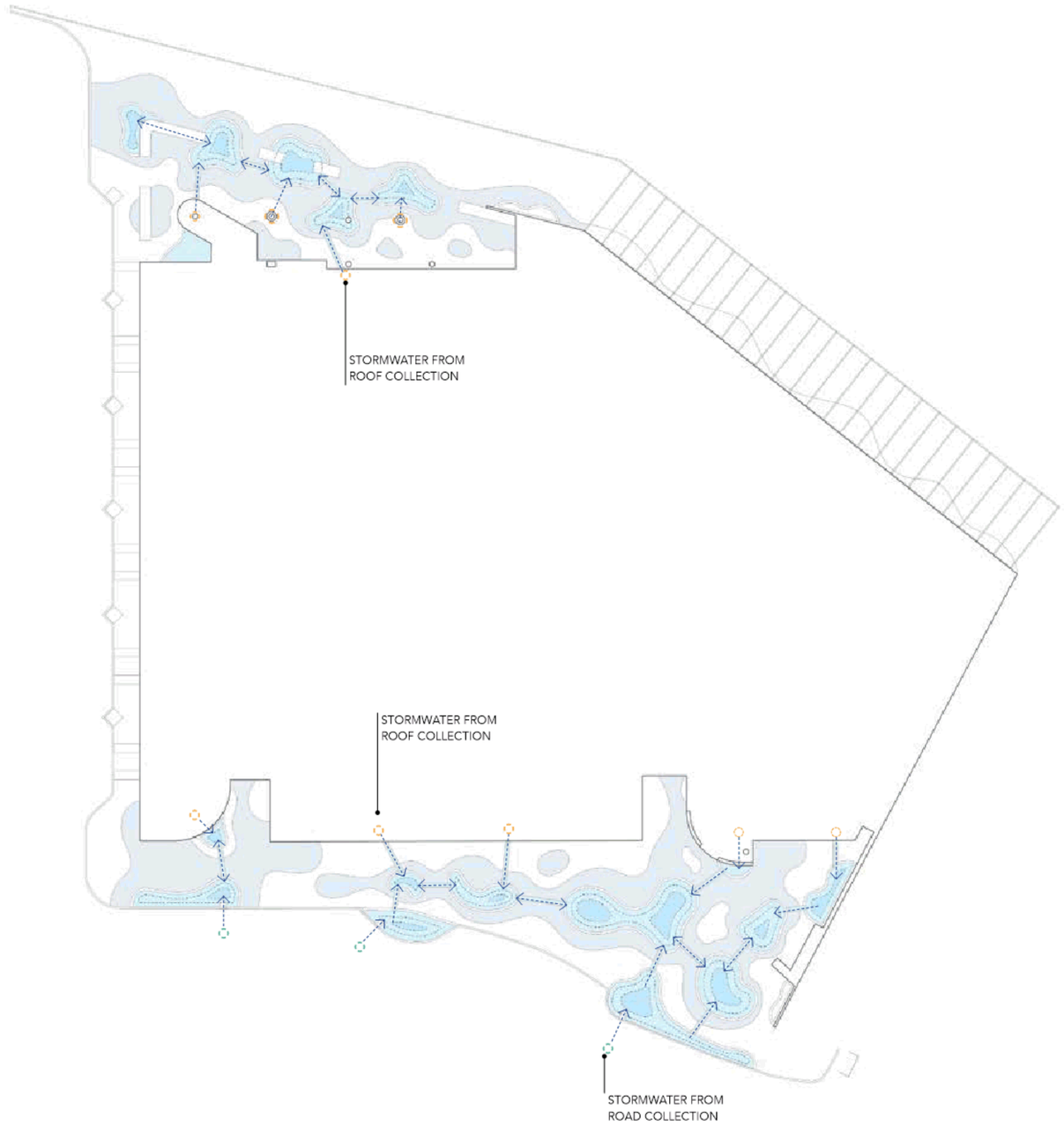
An innovative stormwater drainage strategy connects the site with pre-colonial histories - becoming a site of repair and a demonstration project on the door step of the Water Corporation

Storm water is directed from roof capture, adjacent road surfaces and plaza pavements into rain-garden soaks which are set below pavement levels.

Rills connect and convey water so raingardens fill up equally in a rain event - expressing water before it infiltrates having been through some minor bio-treatment.

Coordination with the City of Vincent and Water Corporation will be required.

Permeable pavers assist with the infiltration and connection to groundwater as well as establish an organic motif reminiscent of wetland systems.



LEGEND

- SUNKEN GARDEN BEDS / RAIN GARDENS
- PERMEABLE PAVERS WITH STRUCTURAL SOILS UNDER
- STORMWATER (FROM ROOF OR ROAD SURFACE) DIRECTED THROUGH TRENCH GRATES FLUSH IN PLAZA PAVEMENT
- SIDE ENTRY KERB DRAINAGE INTO RAINGARDENS
- ROOF RAIN WATER

N

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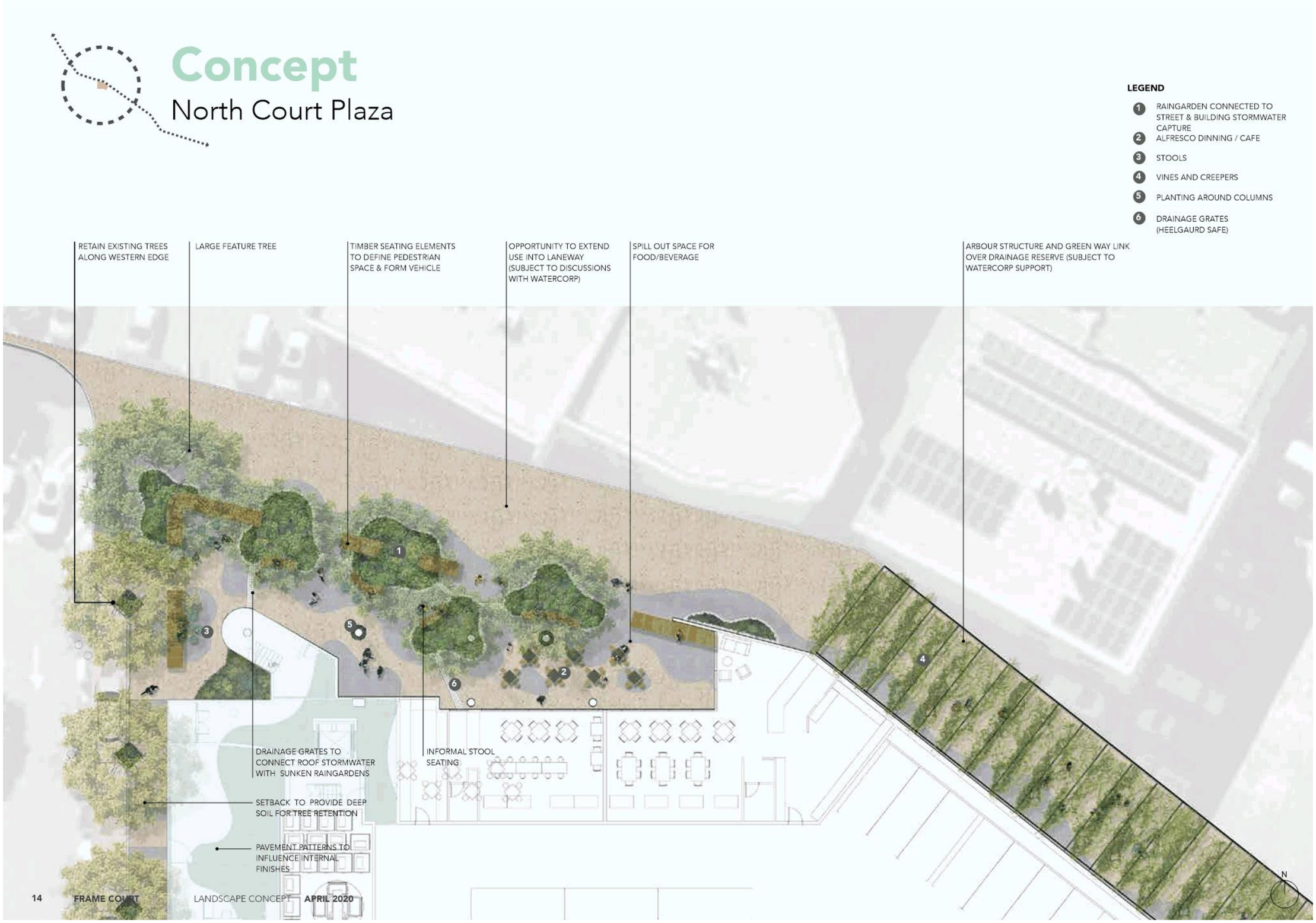
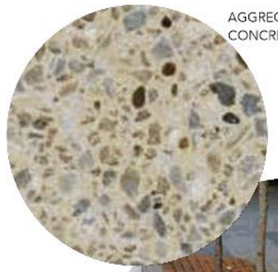
13


Concept
North Court Plaza
LEGEND
1 RAINGARDEN CONNECTED TO STREET & BUILDING STORMWATER CAPTURE
2 ALFRESCO DINNING / CAFE
3 STOOLS
4 VINES AND CREEPERS
5 PLANTING AROUND COLUMNS
6 DRAINAGE GRATES (HEELGAURD SAFE)
RETAIN EXISTING TREES ALONG WESTERN EDGE
LARGE FEATURE TREE
TIMBER SEATING ELEMENTS TO DEFINE PEDESTRIAN SPACE & FORM VEHICLE
OPPORTUNITY TO EXTEND USE INTO LANEWAY (SUBJECT TO DISCUSSIONS WITH WATERCORP)
SPILL OUT SPACE FOR FOOD/BEVERAGE
ARBOUR STRUCTURE AND GREEN WAY LINK OVER DRAINAGE RESERVE (SUBJECT TO WATERCORP SUPPORT)
DRAINAGE GRATES TO CONNECT ROOF STORMWATER WITH SUNKEN RAINGARDENS
INFORMAL STOOL SEATING
SETBACK TO PROVIDE DEEP SOIL FOR TREE RETENTION
PAVEMENT PATTERNS TO INFLUENCE INTERNAL FINISHES
N
14 FRAME COURT LANDSCAPE CONCEPT APRIL 2020



AGGREGATE CONCRETE

DRAINAGE GRATE

PLAZA

NATIVE WETLAND SPECIES INCLUDING MELALEUCA TREES PLANTED IN COPSES

PASSIVELY IRRIGATED GARDEN BEDS WITH NATIVE PLANT SPECIES

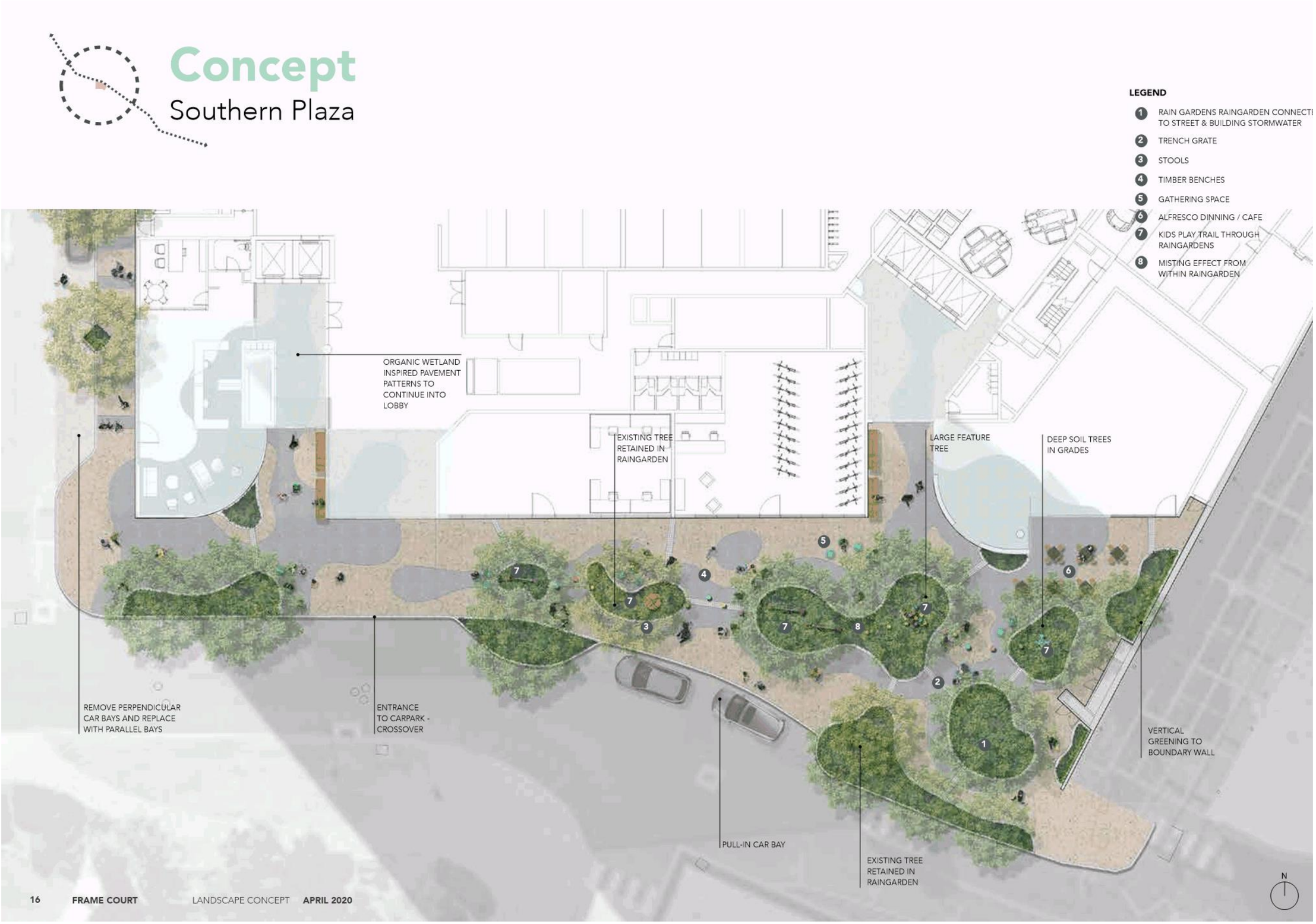
GREEN ARBOUR STRUCTURE TO WATER CORPORATION DRAINAGE RESERVE

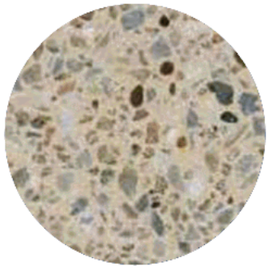
PERMEABLE PAVING WITH TONAL / COLOURED PATTERNATION TO EMBODY WETLAND INSPIRED CONCEPT

TIMBER SEAT ELEMENTS

FEATURE TREE

REALM studios 15


Concept
Southern Plaza
LEGEND
1 RAIN GARDENS RAINGARDEN CONNECTI TO STREET & BUILDING STORMWATER
2 TRENCH GRATE
3 STOOLS
4 TIMBER BENCHES
5 GATHERING SPACE
6 ALFRESCO DINNING / CAFE
7 KIDS PLAY TRAIL THROUGH RAINGARDENS
8 MISTING EFFECT FROM WITHIN RAINGARDEN
ORGANIC WETLAND INSPIRED PAVEMENT PATTERNS TO CONTINUE INTO LOBBY
EXISTING TREE RETAINED IN RAINGARDEN
LARGE FEATURE TREE
DEEP SOIL TREES IN GRADES
REMOVE PERPENDICULAR CAR BAYS AND REPLACE WITH PARALLEL BAYS
ENTRANCE TO CARPARK - CROSSOVER
PULL-IN CAR BAY
EXISTING TREE RETAINED IN RAINGARDEN
VERTICAL GREENING TO BOUNDARY WALL
N
16 FRAME COURT LANDSCAPE CONCEPT APRIL 2020



AGGREGATE CONCRETE

TRENCH GRATE

NATIVE WETLAND SPECIES INCLUDING MELALEUCA TREES PLANTED IN COPSES

MIST PLAYGROUND TRAIL

ALFRESCO DINNING / CAFE

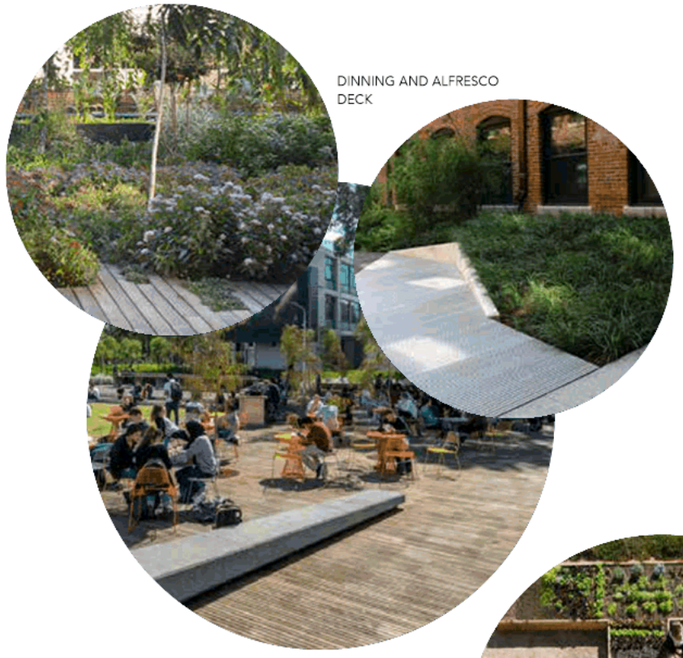
PERMEABLE PAVING

RAIN GARDENS REMINISCENT OF FORMER WETLANDS

VERTICAL GREEN WALL

REALM studios 17

Concept
Level 4 Podium
LEGEND
PROPOSED TREES
SUNDECK BENCH
ROUND TABLE AND SEATING
OUTDOOR BENCH
RAISED DECK
CONCRETE PAVEMENTS
TURF PLANTING
EGG PLANTER
1 THE SHORELINE
2 DINNING AND ALFRESCO DECK
3 THE "AH FAN & LU JOY" COMMUNITY GARDEN
4 POOL
5 SUN LAWN
6 BBQ AREA
7 PET EXERCISE
8 LOUNGING AREA
9 DOG WASH
10 SPA
11 PRIVATE GARDENS
A
A
N
18 FRAME COURT LANDSCAPE CONCEPT APRIL 2020



DINNING AND ALFRESCO DECK

SPA

POOL

THE "AH FAN & LU JOY" COMMUNITY GARDEN

PET EXERCISE AND GROOMING STATION

LOUNGING AREA

SUN LAWN

PRIVATE GARDENS

REALM studios 19

Concept

Melaleuca Billabong Pool Amenities

LEGEND

1. THE LAKE GEORGIANA SHORELINE (ELEVATED DECK STRUCTURE)
2. BEACH SAND ON THE SHORES
3. THE "AH FAN & LU JOY" MEMORIAL COMMUNITY GARDEN
4. SWAN EGG PLANTERS - LINK TO FORMER HISTORY - WITH INTEGRATED SEATING
5. WADING END TO POOL
6. BBQ AREA
7. BUILDING OVER
8. "TREEHOUSE" DINNING ROOM BY ARCHITECTS

DECKING

RAISED WADE POOL

BEACH STYLE ACCESS

SWAN EGG RAISED PLANTERS FOR TREE DEPTH

BEACH

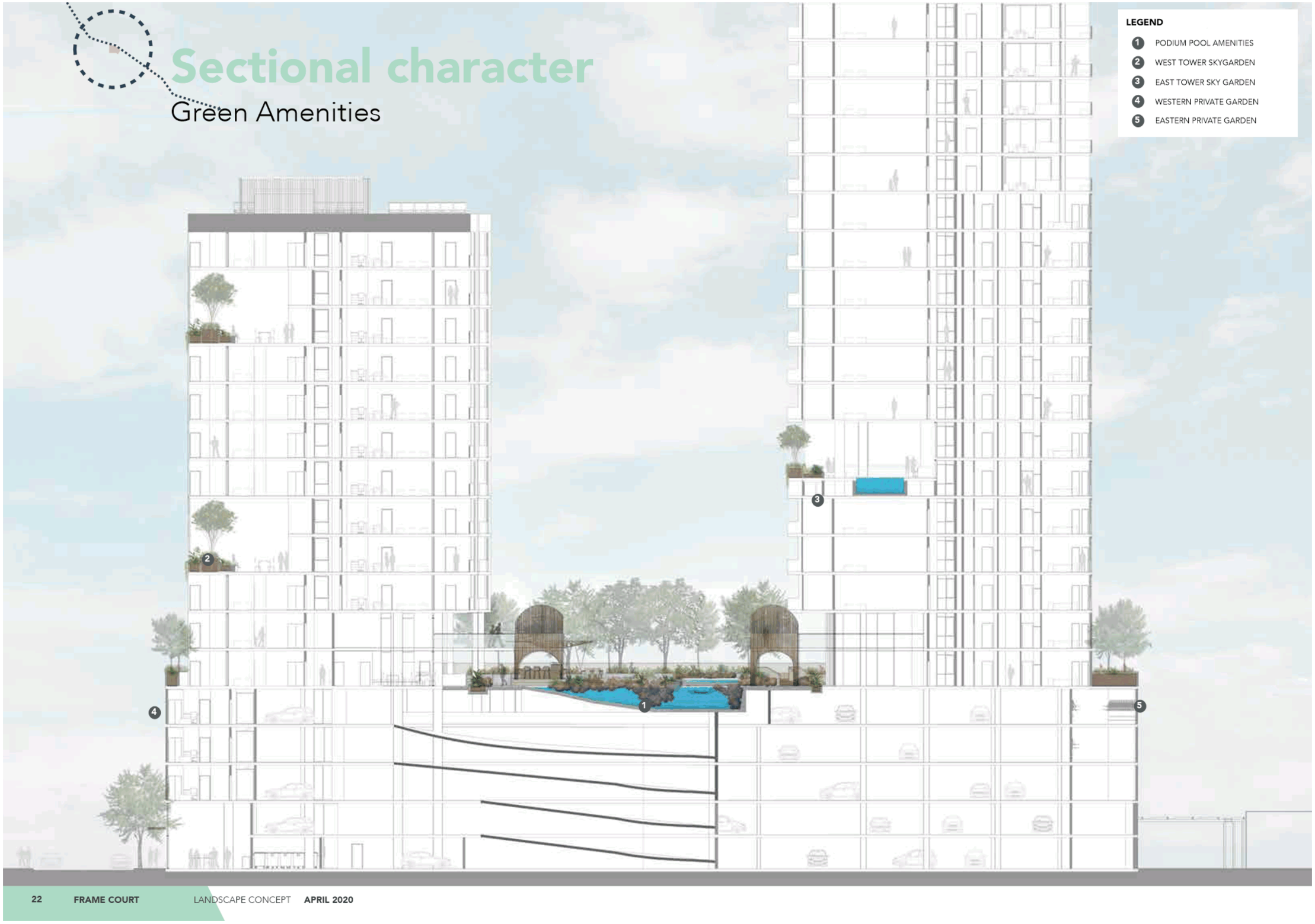
BBQ SHELTER

PAVEMENT

NATURAL PERTH WETLAND LANDSCAPE INSPIRATION

THE "AH FAN & LU JOY" COMMUNITY GARDEN

REALM studios 21


Sectional character
Green Amenities
LEGEND
1 PODIUM POOL AMENITIES
2 WEST TOWER SKYGARDEN
3 EAST TOWER SKY GARDEN
4 WESTERN PRIVATE GARDEN
5 EASTERN PRIVATE GARDEN
22 FRAME COURT LANDSCAPE CONCEPT APRIL 2020

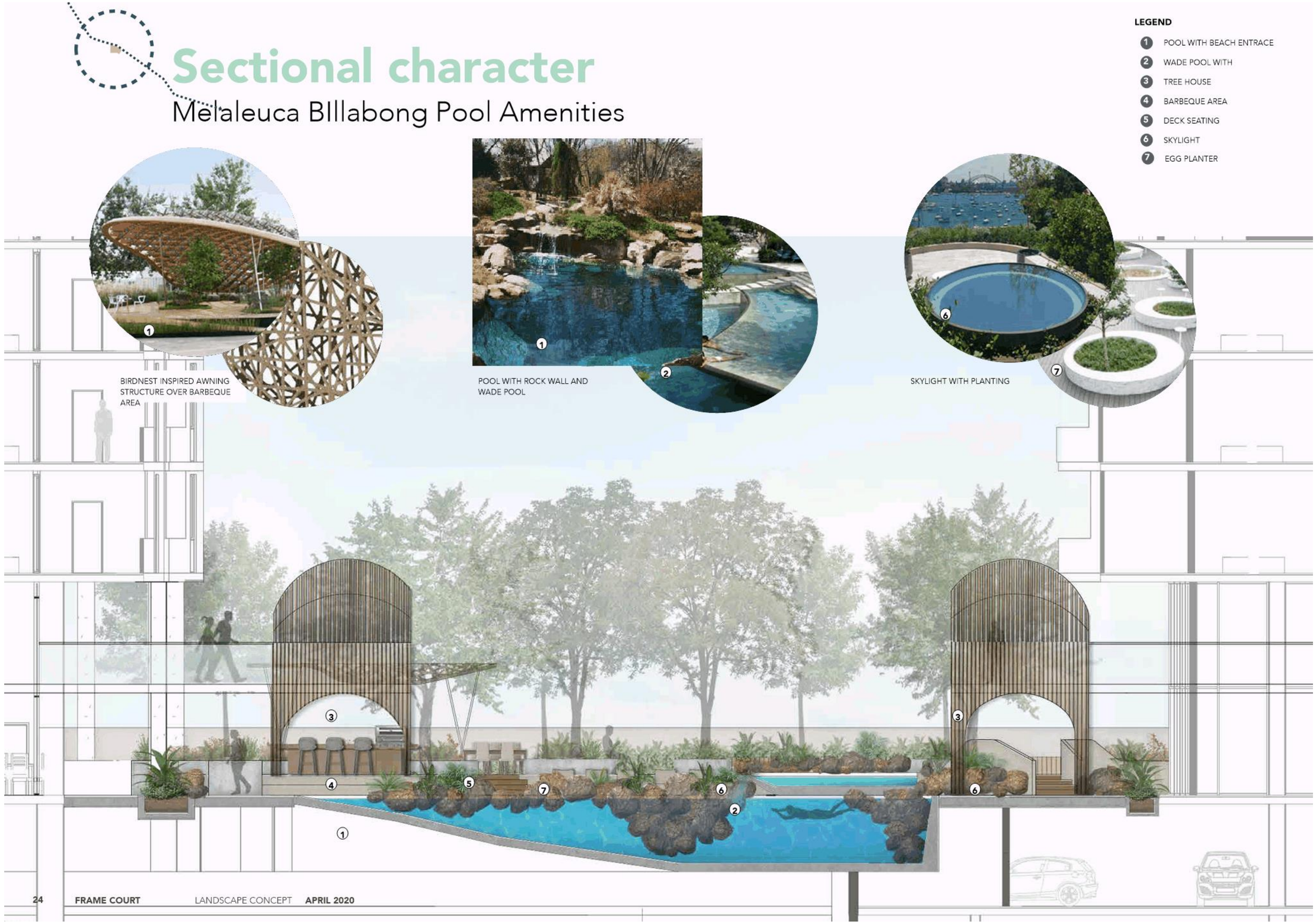
PODIUM AMMENITIES

SKYGARDENS

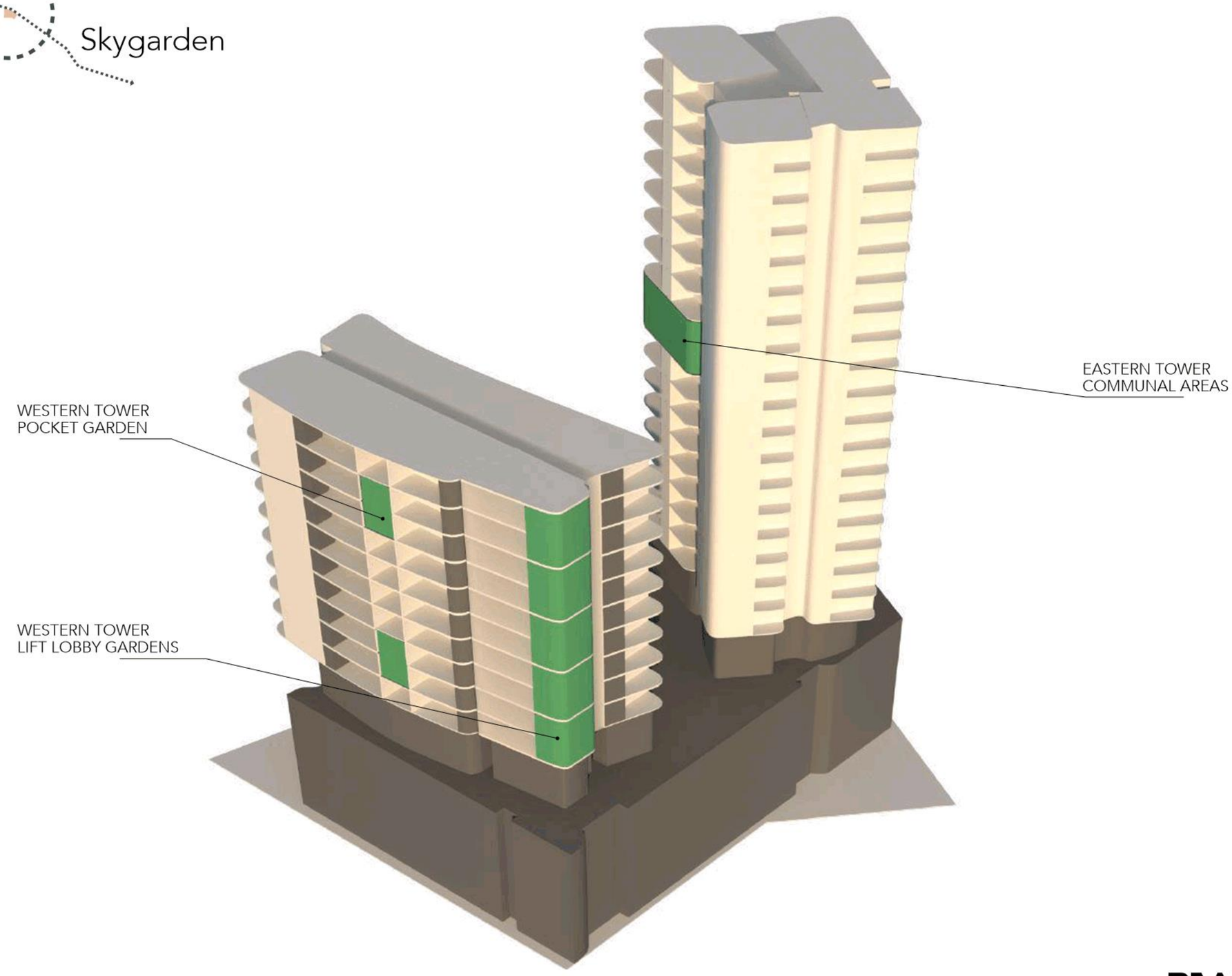
PRIVATE GARDEN

TERRACE GREENERY

REALM studios 23


Sectional character
Melaleuca BIllabong Pool Amenities
LEGEND
1 POOL WITH BEACH ENTRACE
2 WADE POOL WITH
3 TREE HOUSE
4 BARBEQUE AREA
5 DECK SEATING
6 SKYLIGHT
7 EGG PLANTER
BIRDNEST INSPIRED AWNING STRUCTURE OVER BARBEQUE AREA
POOL WITH ROCK WALL AND WADE POOL
SKYLIGHT WITH PLANTING
24 FRAME COURT LANDSCAPE CONCEPT APRIL 2020

Skygarden



REALM studios 25

Plant material

Western Tower

LOW PLANTING

Conostylis aculeata
Prickly Conostylis

Clivia miniata
Fire Lily

Lomandra longifolia x confertifolia subsp. pallida 'Lime Tuff'
Lomandra 'Lime Tuff'

Scaevola nitida
Shining Fanflower

Phormium cookianum 'Black Magic'

Eremophila glabra 'Kalbarri Carpet'
Tar Bush

TREE

Melaleuca lanceolata
Rottnest Teatree

Melaleuca lanceolata
Rottnest Teatree

Plant material

Eastern Tower

CLIMBER

Hardenbergia violacea 'White Out'
Native Wisteria

Ficus pumila
Creeping Fig

Hibbertia scandens
Snake Vine

TREE

Citrus Limon Eureka
Eureka Lemon
Height: 3-6m

Red Frangipani
Plumeria Rubra
Height: 2m-8m

TRAILING

Dichondra Argentea
Silver Falls

Casuarina Glauca
Cousin It Casuarina

REALM studios 27

Deep Soil Assessment

DESIGN WA DEEP SOIL AREA (DSA) MINIMUN REQUIREMENTS	
SITE AREA	4306 sqm
REQUIRED DEEP SOIL PLANTING (7% site area)	430 sqm

GROUND FLOOR DSA	
DEEP SOIL AREA	118 sqm
PERMEABLE PAVING	23 sqm (20%)
TOTAL	141 sqm

THEREFORE WE REQUIRE 578 sqm OF PLANTING ON STRUCTURE	
PODIUM	550sqm (TURF EXCLUDED)
BUILDING TO RENT LIFT LOBBY (L6, 8, 10, 12, 14)	28.2 sqm ea
BUILDING TO RENT AMENITIES (L7, L13)	12 sqm ea
BUILDING TO SELL AMENITIES AND POOL DECK (L9)	45.8 sqm
BUILDING TO SELL AMENITIES (L15)	17.8
TOTAL DEEP SOIL AREA	778 sqm

DESIGN WA MINIMUN TREE REQUIREMENT	
NUMBERS FOR 4306sqm	5 LARGE OR 10 MEDIUM TREES

GROUND FLOOR TREE PLANTING	
LARGE	2
MEDIUM	5

IN STRUCTURE TREE PLANTING (PODIUM AND OTHER)	
LARGE	0
MEDIUM	30
SMALL	42
TOTAL TREES PROVIDED	2 LARGE 35 MEDIUM 42 SMALL

Planting Schedule

CAD Code	Botanic Name	Common Name	Mature Height (m)	Mature Spread (m)	Spacing (m)	Pot Size
	Native Trees					
BAN lit	Banksia littorailis	Swamp Banksia	10	8	6.4	100Lt
CUP ana	Cupaniopsis anarcardioides	Tuckeroo	8	7	5.6	100Lt
EUC tod	Eucalyptus todtiana	Coastal Blackbutt/Dwutta	6	5	4.0	100Lt
EUC vic	Eucalyptus victrix	Little Ghost Gum / Western Coolibah	7	5	4.0	100Lt
MEL lan	Melaleuca lanceolata	Rottnest Island Tea Tree	6	5	4.0	100Lt
MEL pre	Melaleuca preissiana	Modong, Moonah	10	5	4.0	100Lt
MEL qui	Melaleuca quinquinervia	Broaf Leaf Paperbark	10	8	6.4	90Lt
XAN pre	Xanthorrhoea preissii	Grass Tree / Balga	4	2	1.6	100Lt
	Exotic Trees					
DEL reg	Delonix regia	Poinciana	12	8	6.4	100Lt
GLE tsm	Gleditsia triacanthos 'Shademaster'	Honey Locust 'Shademaster'	8	8	6.4	100Lt
LAG ffc	Lagerstroemia fauriei 'Fantasy Crepe Mrytle'	Fantasy Crepe Myrtle	9	8	6.4	100Lt
SAP seb	Sapium sebiferum	Chinese Tallow	10	8	6.4	100Lt
	Australian Native Shrubs					
ACA sal	Acacia saligna	Coojong	7	5	4.0	130mm
ANI hum	Anigozanthos humilis	Cats Paw	0.5	0.5	0.4	130mm
BAN ble	Banksia blechnifolia	Groundcover Banksia	0.3	1.5	1.2	150mm
BAN niv	Banksia nivea	Couch Honeypot, Bulgalla	0.75	1	0.8	150mm
BEA ele	Beaufortia elegans	Elegant Beaufortia	0.8	1	0.8	170mm
CAL qlr	Calothamnus quadrifidus 'Little Ripper'	One Sided Bottlebrush	0.6	1	0.8	5Lt
ERE gkc	Eremophila glabra 'Kalbarri Carpet'	Tar Bush	0.2	2	1.6	150mm
GRE cri	Grevillea crithmifolia (prostate form)	Green carpet	0.5	3	2.4	150mm
MEL nes	Melaleuca nesophila 'Little Nessie'	Little Nessie	2	1.5	1.2	
OLE axi	Olearia axillaris	Little Smokie PBR	1	1	0.8	130mm
ORT lax	Orthrosanthus laxus	Morning Iris	0.4	0.5	0.4	130mm
PAT occ	Patersonia occidentalis	Native Iris/Komma	0.3	0.4	0.3	150mm
SCA nit	Scaevola nitida	Shining Fanflower	1	2	1.6	
TYP ori	Typha orientalis	Bulrush	2	1	0.8	
WES fab	Westringia fruticosa 'Aussie Box'	Westringia 'Aussie Box'	0.8	0.95	0.7	150mm
	Ferns					
ASP aus	Asplenium australasicum	Birds Nest Fern	0.8	1	0.8	170mm
BLE gib	Blechnum gibbum 'Silver Lady'	Silver Lady Fern	0.8	0.8	0.6	170mm
CYA coo	Cyathea cooperi	Lacey Tree Fern	4	3	2.4	100Lt
	Exotic Shrubs					
CLI min	Clivea miniata	Fire Lily	0.6	0.6	0.4	130mm
COR fna	Cordyline fruticosa 'Negra'	Cordyline Negra	2.5	1	0.8	5Lt
HEM lrw	Hemerocallis 'Li'l Red Wagon'	Li'l Red Wagon Daylily	0.5	0.5	0.4	130mm
LIR gig	Liriope gigantea 'Evergreen Giant'	Evergreen Giant Lilyturf	0.8	0.8	0.6	130mm
PHO cbm	Phormium cookianum 'Black Magic'		0.45	0.3	0.2	130mm
SYZ lue	Syzigium luehmannii 'Weeping Gem'	Lillypilly 'Cascade'	4	2	1.6	25Lt

CAD Code	Botanic Name	Common Name	Mature Height (m)	Mature Spread (m)	Spacing (m)	Pot Size
	Native Australian Ground Cover					
CAR app	Carex appressa	Tall Sedge	1.25	0.7	0.5	130mm
CAS gci	Casuarina glauca 'Cousin It'	Cousin It'/Prostrate Casuarina	0.15	1.2	0.9	130mm
CON acu	Conostylis aculeata	Prickly Conostylis	0.4	0.3	0.2	130mm
CON can	Conostylis candicans	Grey Cottonheads	0.3	0.3	0.2	130mm
DIA rev	Dianella revoluta	Blueberry Flax Lily	0.8	0.9	0.7	130mm
DIA rlr	Dianella revoluta 'Little Rev'	Little Rev	0.4	0.4	0.3	130mm
DIA tva	Dianella tasmanica 'Variegata'	Variegated Flax Lily	0.5	0.5	0.4	130mm
FIC nod	Ficinia nodosa	Knobbly Club Rush	0.8	0.4	0.3	130mm
GAH tri	Gahnia trifida	Coast Saw-sedge	0.7	0.7	0.5	150mm
GRE cgc	Grevillea crithmifolia prostrate 'Green Carpet'	Green Carpet	0.6	3	2.4	130mm
GRE the	Grevillea thelemanniana	Spider Net Grevillea	0.3	1.2	0.9	150mm
HAR vwo	Hardenbergia violacea 'White Out'	Native Wisteria	0.5	2	1.6	170mm
HEM pun	Hemiandra pungens	Snakebush	0.1	0.8	0.6	130mm
ISO nod	Isolepis nodosa see Ficinina nodosa	Nodding Club-rush	0.3	0.3	0.9	150mm
JUN kra	Juncus kraussii	Shore Rush	1	1	0.8	130mm
LOM ltf	Lomandra longifolia x confertifolia subsp. pallida 'Lime Tuff'	Lomandra 'Lime Tuff'	0.5	0.5	0.4	130mm
MYO ins	Myoporum insulare 'Coastal Carpet'	Coastal Carpet	0.2	1	0.8	130mm
POA lab	Poa labillardierei	Common Tussock Grass	1	1	0.8	130mm
SCA apf	Scaevola aemula 'Purple Fanfare'	Purple Fanfare	0.3	1	0.8	130mm
	Climber					
FIC pum	Ficus pumila	Creeping Fig	0.3	3	2.4	130-200mm
	Native Climber					
HAR vps	Hardenbergia violacea 'Purple Spray'	Native Wisteria	1.5	1.5	1.2	
HIB sca	Hibbertia scandens	Snake Vine	4	5	4.0	130mm
PAN jld	Pandorea jasminoides 'Lady Di'	White Bower Vine	3	5	4.0	5Lt
	Succulents					
ALO idn	Aloe 'Ivory Dawn'	Aloe Ivory Dawn	0.8	1	0.8	5Lt
CRA ccf	Crassula capitella 'Campfire'	Campfire Crassula	0.3	1	0.8	140mm
ECH per	Echeveria 'Perle von Naurnberg'	Echeveria 'Perle von Nurnberg'	0.2	0.2	0.1	140mm
KAL tom	Kalanchoe tomentosa	Pussy Ears	0.2	0.3	0.2	
SED aut	Sedum 'Autumn Joy'	Sedum Autumn Joy	0.3	0.3	0.2	140mm
SED rub	Sedum rubrotinctum	Jelly Beans	0.1	0.3	0.2	140mm
SEN man	Senecio mandraliscae 'Dwarf'	Dwarf Blue Chalk Sticks	0.2	1	0.8	140mm
SEN rad	Senecio radicans	Fish Hook Succulent	0.2	0.4	0.3	140mm

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Planting List

Banksia attenuata
Candle Banksia/Blara

Cupaniopsis anarcardioides
Tuckeroo

Eucalyptus sideroxylon rosea
Red Flowering Ironbark

Lagerstroemia fauriei 'Fantasy Crepe Mrytle'
Fantasy Crepe Myrtle

Acacia saligna
Coojong

Beaufortia elegans
Elegant Beaufortia

Eremophila glabra 'Kalbarri Carpet'
Tar Bush

Clivia miniata
Fire Lily

Liriope gigantea 'Evergreen Giant'
Evergreen Giant Lilytur

Phormium cookianum 'Black Magic'

Planting List

Conostylis aculeata
Prickly Conostylis

Scaevola nitida
Shining Fanflower

Lomandra longifolia x confertifolia subsp. pallida 'Lime Tuff'
Lomandra 'Lime Tuff'

Ficus pumila
Creeping Fig

Hardenbergia violacea 'White Out'
Native Wisteria

Hibbertia scandens
Snake Vine

Pandorea jasminoides 'Lady Di'
White Bower Vine

Crassula capitella 'Campfire'
Campfire Crassula

Kalanchoe tomentosa
Pussy Ears

Senecio radicans
Fish Hook Succulent

REALM studios 31

RobertsDay
planning·design·place

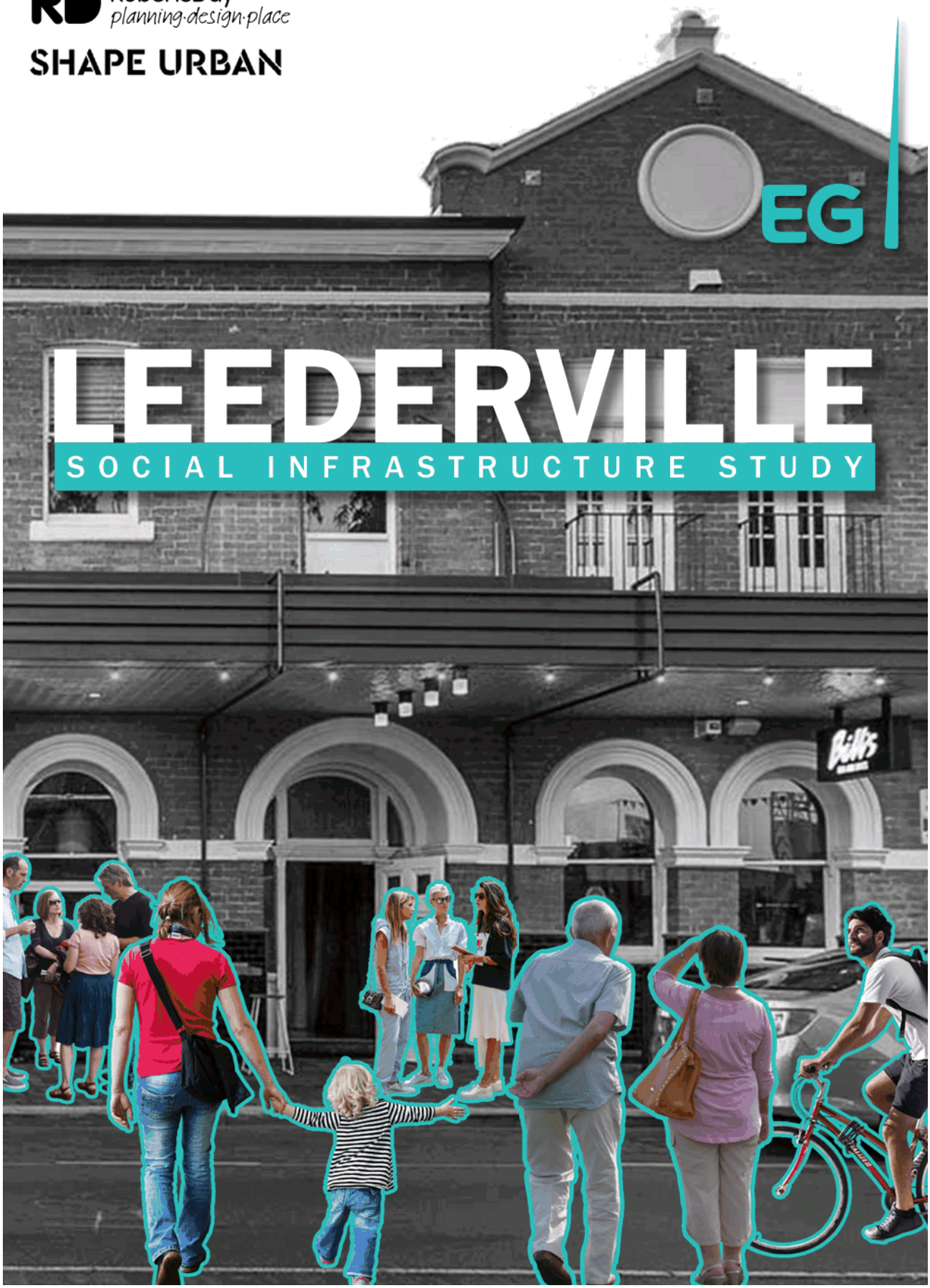
SHAPE URBAN

NOVEMBER 2019

EG

LEEDERVILLE

SOCIAL INFRASTRUCTURE STUDY



INTRODUCTION + PURPOSE

Leederville is a much-loved place in Perth that performs an important role for a wide variety of users including residents, workers and visitors. The importance of Leederville to its local community has been shown through the many ideas that have been generated to improve the area, through campaigns such as Imagine Vincent, the opening of the Village Square and most recently the ideas generated to inform the Leederville Activity Centre Plan.

The popularity and performance of Leederville, as well as its location in the context of Perth, has also seen an increase in development activity, particularly in the Town Centre, with new buildings adding residents and workers.

As this development activity continues to occur and Leederville evolves into the future, it is important that the things people love about Leederville are maintained and strengthened, and that new development helps to create an even better place, aligned with the vision and aspirations of its community.

To achieve this objective, this Social Infrastructure Study determines what may be required to make Leederville more loveable and aims to provide local community groups and the City of Vincent with:

- **An evidence base to make informed decisions, track progress and hold valuable information of interest to property owners and investors;**
- **An assessment framework to prioritise what ideas add the most value; and**
- **A series of priority actions to negotiate with key stakeholders to determine the provision of social infrastructure and public benefit.**

The study focusses on answering four key questions:

WHAT EXISTS TODAY?

Providing a data driven evidence base of the existing social infrastructure that contributes to the 'fine grain' nature of Leederville including: social and cultural uses, everyday land uses, the public realm / urban environment and spaces for events and celebrations;

WHO USES LEEDERVILLE AND HOW WILL THIS CHANGE IN THE FUTURE?

Providing an understanding of the existing user groups in the Leederville Town Centre, their key characteristics and how they might change in the future;

WHAT IS THE EXPERIENCE OF LEEDERVILLE, HOW DOES IT COMPARE AND WHAT'S MISSING?

Undertaking user experience mapping, and a gap analysis through a variety of methods including population benchmarks and case study comparisons; and

HOW WILL WE MAKE IT BETTER?

Introducing key themes, an assessment framework [refer supplementary Shape Urban Report at Appendix A] and identifying what social infrastructure is required to make Leederville more loveable.

We hope it provides a valuable resource and tool to create positive change in Leederville.

SOCIAL INFRASTRUCTURE IN LEEDERVILLE

Social infrastructure can be defined as the "interdependent mix of facilities, places, spaces, programs, projects, services and networks that maintain and improve the standard of living and quality of life in a community" (Department of Planning, 2012). It can include hard infrastructure (libraries, rec centres, youth spaces, parks) and soft infrastructure (events, community support programs, education) (Shape Urban, 2019)

But it is important to note that social infrastructure can mean different things to different people depending on their age, ethnicity, social-economic background, gender, background and priorities.

If we observe how people connect within and use Leederville, it happens in a wide variety of places. Children and students meet at the library, co-workers meet at the coffee shop, neighbours meet on the footpaths and in the parks, new arrivals meet at the community centre and we all come together during special events and occasions.

Social Infrastructure in Leederville therefore offers a unique mix of 'fine grain activity' – those things that happen inside a building (i.e traditional community building, commercial offerings and affordable accommodation) and 'fine grain fabric' (i.e. footpaths, public space, cycle paths, green infrastructure) – the social meeting places within our public realm.

Reflecting this diversity, a bespoke methodology has been utilised for this study, which offers a people and experience focussed understanding of social infrastructure in Leederville.

The study is focussed on the Leederville Town Centre, being the area that will change and evolve most in the future and a natural focus point for the introduction of new Social Infrastructure in Leederville. The town centre also provides the opportunity to build social infrastructure through working closely with key stakeholders and property owners.

METHODOLOGY

WHAT EXISTS TODAY?

PLACE AUDIT: BUILDING THE EVIDENCE BASE

TASKS
- MAP COMMUNITY FACILITIES
- AUDIT EVERYDAY USES
- AUDIT PUBLIC REALM
- UNDERSTAND EVENTS + CELEBRATIONS

WHO USES LEEDERVILLE AND HOW WILL THIS CHANGE IN THE FUTURE?

PEOPLE: UNDERSTANDING OUR USERS

TASKS
- USER GROUPS + AUDIENCE DEFINITION
- POPULATION FORECASTS

WHAT IS THE EXPERIENCE OF LEEDERVILLE, HOW DOES IT COMPARE AND WHAT'S MISSING?

EXPERIENCE AND GAP ANALYSIS: UNDERSTANDING WHAT IS MISSING

TASKS
- USER EXPERIENCE MAPPING
- POPULATION METRICS
- URBANITY INDEX
- SWOT

HOW WILL WE MAKE IT BETTER?

EXPERIENCE AND GAP ANALYSIS: UNDERSTANDING WHAT IS MISSING

TASKS
- ASSESSMENT FRAMEWORK
- THEMES & INFRASTRUCTURE REQUIREMENTS

WHAT EXISTS TODAY?

COMMUNITY FACILITIES

"A lively city scene is lively largely by virtue of its enormous collection of small elements" Jane Jacobs

Leederville is the 'capital' of the City of Vincent and is therefore relatively well serviced by 'traditional' social infrastructure and community facilities of regional importance. These include the City of Vincent Library, Loftus Community Centre, Beatty Park, YMCA HQ, and education uses such as North Metro TAFE.

Through breaking these larger facilities into the activities and programming that happens within and around them, we can begin to understand the existing provision of key social infrastructure elements within identifiable sub-categories of education, leisure and recreation and arts and culture.

LEISURE + RECREATION

Loftus Recreation and Beatty Park provide opportunities for a large number of leisure and recreation uses. Due to their location, these activities are currently occurring on the outer edge of town, drawing a significant amount of energy, intensity and daily activity away from the Town Centre.

Smaller and equally important infrastructure such as playgrounds and skate parks are located at the southern end of the town, providing an anchor of activity adjacent to the train station that could be leveraged and strengthened for a wider variety of user groups.

EDUCATION

By virtue of the location of North Metro TAFE and SIDE, education uses dominate the area adjacent to the northern end of Oxford Street. Whilst generators of use and people diversity, the campus style land uses constrain activation at the northern section of Oxford Street and connections into the town centre, both north-south and east-west, and the infrastructure is only open to a particular audience.

CREATIVE

Due to the strong youth focus of programming within YMCA HQ, creative uses such as an art gallery, live music and co-working are located adjacent to the Leederville Train Station. Aside from the library, there appears to be an undersupply of arts and cultural facilities open to use by the broader population within the Leederville area.

LEISURE + RECREATION

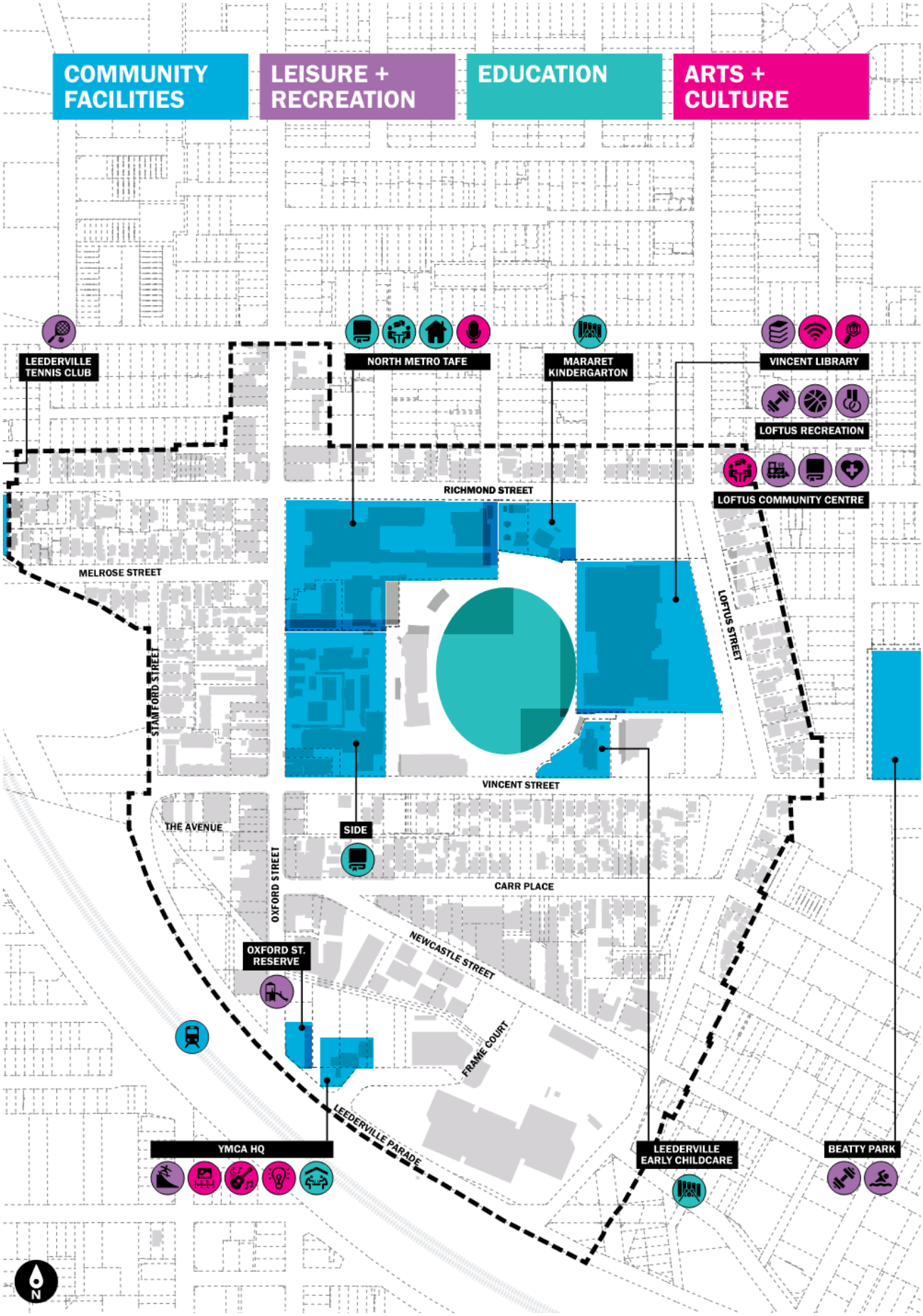
- Loftus Gym
- Basketball Courts
- Soccer Pitch
- Gymnastics Facilities
- Group Fitness
- Pool, Sport Sauna
- Gym
- Skate Park
- Tennis Courts
- Playgrounds x 2

EDUCATION

- TAFE (Tertiary Education)
- Meeting Rooms x 2
- Kindergarton
- Side
- Early Childhood
- Co-Working

ARTS + CULTURE

- Recording Studio
- Library
- History Centre
- Community Centre
- Art Gallery
- Creative Space
- Live Music Venue


COMMUNITY FACILITIES
LEISURE + RECREATION
EDUCATION
ARTS + CULTURE
LEEDERVILLE TENNIS CLUB
NORTH METRO TAFE
MARARET KINDERGARTON
VINCENT LIBRARY
LOFTUS RECREATION
LOFTUS COMMUNITY CENTRE
RICHMOND STREET
MELROSE STREET
STANFORD STREET
LOFTUS STREET
VINCENT STREET
THE AVENUE
SIDE
OXFORD STREET
CARR PLACE
NEWCASTLE STREET
OXFORD ST. RESERVE
FRAME COURT
LEEDERVILLE PARADE
YMCA HQ
LEEDERVILLE EARLY CHILDCARE
BEATTY PARK
N

WHAT EXISTS TODAY?

EVERYDAY USES

"We must examine some of the workings of the city at the economic level. That's what produces lively streets and districts for city users"
Jane Jacobs

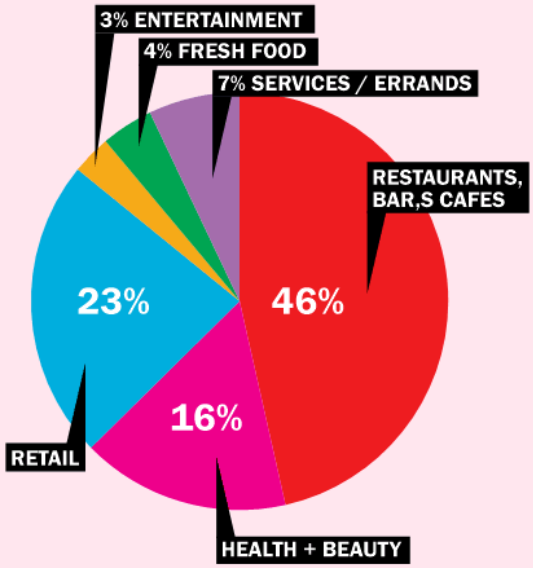
Leederville's "main street" is a much loved community asset and offers a wide variety of publicly accessible 'third' places allowing people to meet, shop and run their daily errands.

As our main street environments evolve, it is important to consider the overall mix of uses to ensure they continue to service the users of the centre and maintain a healthy balance. This is especially important as Perth's main streets are under increased pressure from retail disruption, increasing rents, gentrification processes and competition from growing regional shopping centres.

Through analysing and maintaining a database of main street uses in the town centre, we can begin to understand underlying economic dynamics, identify issues as they arise and work with future developments to ensure the mix and price points of leasable space facilitate diversity.

Through analysing the 114 publicly accessible tenancies within the Town Centre, the following key considerations were identified:

- The mix of restaurants, bars and cafes vs retail, fresh food and entertainment appears to more fully cater for visitors and office workers compared to residents. Shop / retail land uses have decreased from 18.9% of total floorspace in Leederville in 1990 to 9.3% in 2015 and other retail has reduced from 5.1% to 0.6% over the same time period. (Macroplan, 2019)
- Recent closures of long-time favourite retail outlets such as Oxford Street Books and Atlas Devine points to a changing dynamic of the role and function of the Leederville Town Centre;
- West Perth Creative Quarter [The Pickle District] lies on the doorstep of Leederville, in a part of the city that is less connected and offers less amenity than Leederville. These uses can become attractors in a Town Centre to assist visitation to retail and food and beverage operators but require affordable price points that may not be available in Leederville today.



7 VACANT TENANCIES

114 TENANCIES

15 CHAIN STORES

OVER 40% CONTRIBUTE TO NIGHT ECONOMY

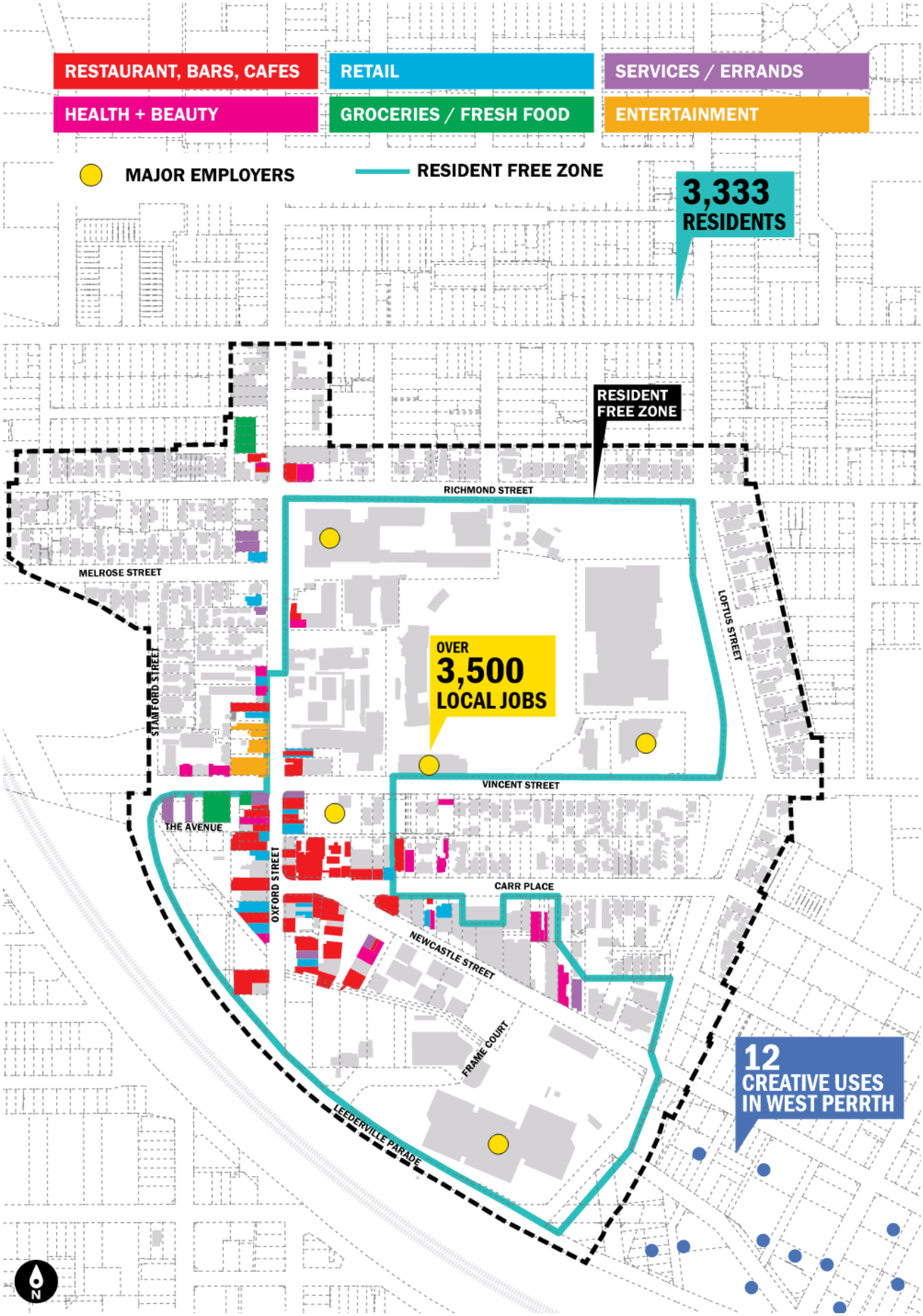
FEB 2019

$32,800 PER ANNUM

AVERAGE LISTED RENT FOR RETAIL PROPERTY

[MACROPLAN, 2019]

*AUDIT UNDERTAKEN OCTOBER 2019


RESTAURANT, BARS, CAFES
RETAIL
SERVICES / ERRANDS
HEALTH + BEAUTY
GROCERIES / FRESH FOOD
ENTERTAINMENT
MAJOR EMPLOYERS
RESIDENT FREE ZONE
3,333 RESIDENTS
RESIDENT FREE ZONE
RICHMOND STREET
MELROSE STREET
STANFORD STREET
LOFTUS STREET
OVER 3,500 LOCAL JOBS
VINCENT STREET
THE AVENUE
OXFORD STREET
CARR PLACE
NEWCASTLE STREET
FRAME COURT
LEEDERVILLE PARADE
12 CREATIVE USES IN WEST PERRTH
N

WHAT EXISTS TODAY?

PUBLIC REALM

"Use parks, squares and streets as part of the city fabric, use them to intensify and knit together complexity and use. They should not be used to island off different uses from each other" Jane Jacobs

The public realm connects the 'internal' social uses discussed in previous pages together, are free and able to be used by everyone, can become destinations, and, if designed well, are essential pieces of social infrastructure for the whole community.

A wide variety of spaces and systems have been analysed within Leederville including public transport stops, bike infrastructure, pedestrian networks, green spaces and urban spaces. Note: The quality of these spaces for various user groups is analysed in the following chapter.

Key findings include:

PEDESTRIAN NETWORK

Whilst a logical and quality system of paths exists within Leederville, it also has long street blocks with limited north south connections, and undefined east-west pedestrian connections through car parking areas and civic precincts. Certain areas such as Vincent, Loftus, Leederville Parade and the freeway overpass also do not offer a pleasant walking environment;

GREEN SPACE

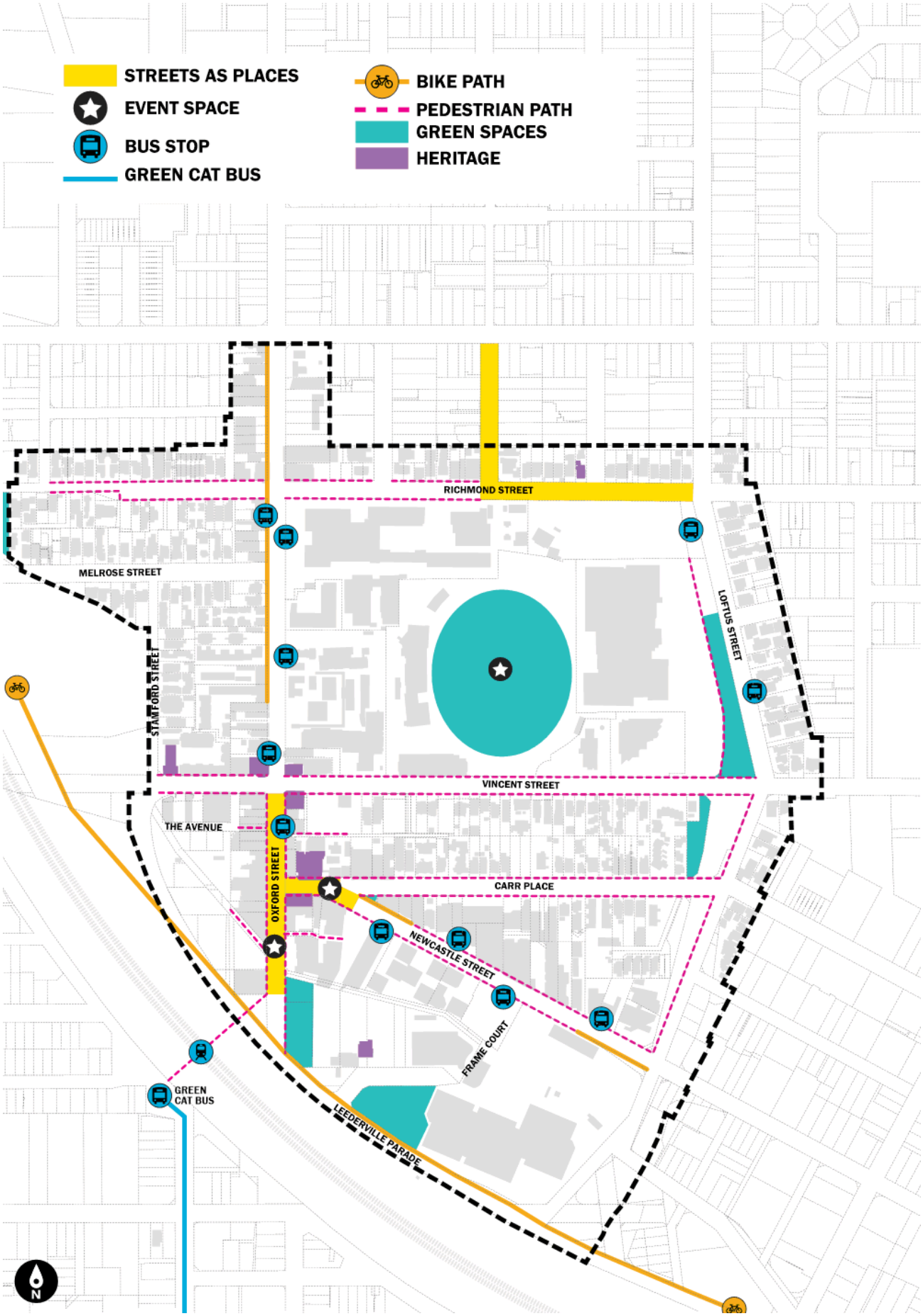
Green infrastructure and natural areas in the centre are dispersed and generally located on the edge of town and are of varying quality. Due to the urban characteristics of the town centre, future focus could be directed towards the role of street trees, pocket parks, green roofs and permeable surfaces and how these could be integrated into the built environment;

URBAN SPACE

Leederville has undergone a significant transformation in recent years introducing new plazas (such as the Leederville Town Square), low speed streets (such as the Village Square) and improved laneway connections (i.e. Kailis Lane). Could this DNA of Leederville be extended to other parts of the neighbourhood?

EVENT SPACE

Key entertainment uses in the town centre are programmed for events on a regular basis, including Babushka (Live Music), Luna Cinemas and YMCA (Live Music), whilst other spaces such as Leederville Oval and Closure of Oxford Street are used seasonally. The recent opening of the Village Square now allows for more regular events that have the potential to invite different types of people to the town.


STREETS AS PLACES
EVENT SPACE
BUS STOP
GREEN CAT BUS
BIKE PATH
PEDESTRIAN PATH
GREEN SPACES
HERITAGE
RICHMOND STREET
MELROSE STREET
STAMFORD STREET
LOFTUS STREET
VINCENT STREET
THE AVENUE
OXFORD STREET
CARR PLACE
NEWCASTLE STREET
FRAME COURT
GREEN CAT BUS
LEEDERVILLE PARADE
N

WHO USES LEEDERVILLE AND HOW WILL THIS CHANGE IN THE FUTURE?

AUDIENCE DEFINITION

"FIRST LIFE, THEN SPACES, THEN BUILDINGS – THE OTHER WAY AROUND NEVER WORKS" JAN GEHL

Major land uses within Leederville have created four distinct user groups within the Town Centre including workers, residents, students and visitors. We need to consider how these groups might grow in the future to determine demand for different types of social infrastructure.

WORKERS

TODAY

3,500

[LAND USE + EMPLOYMENT SURVEY 2015/17]

TOMORROW

+750

[ABN EMPLOYEES]

VISITORS

SIGNIFICANT NUMBER OF EVENING + WEEKEND VISITORS

POTENTIAL GROWTH IN TOWN CENTRE CATCHMENT

2016

61,350

2026

74,950

[MACROPLAN 2019]

STUDENTS

4,000

ANNUALLY ATTEND NORTH METRO TAFE LEEDERVILLE

[COURSES INCLUDE COMMUNITY SERVICES, AGED CARE, MENTAL HEALTH, MUSIC + RECORDING]

WHO USES LEEDERVILLE AND HOW WILL THIS CHANGE IN THE FUTURE?

POPULATION FORECASTS

Residents will be the most significant growth area for Leederville in the future, with much of this growth expected to be accommodated through redevelopment in the town centre area. To understand what social infrastructure may be required, we need to understand the characteristics of the current residents and how this demographic may change in the future.

LEEDERVILLE RESIDENTS ARE CURRENTLY...

- **YOUNGER** [32 AVG MEDIAN AGE] [GREATER PERTH = 36]
- **LONE RANGERS** [30% OF PEOPLE LIVE IN LONE HOUSEHOLDS] [GREATER PERTH = 22%]
- **TRANSIENT** [41% OF PEOPLE RENT IN LEEDERVILLE] [GREATER PERTH = 26%]
- **EDUCATED** [46% OF PEOPLE HAVE A UNIVERSITY QUALIFICATION] [GREATER PERTH = 23%]
- **ANGLO** TOP ANCESTRY GROUPS ENGLISH, AUSTRALIAN, IRISH, SCOTTISH [83% OF POPULATION]

RESIDENTS

TODAY

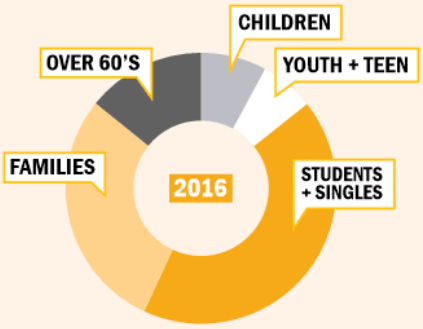
3,333

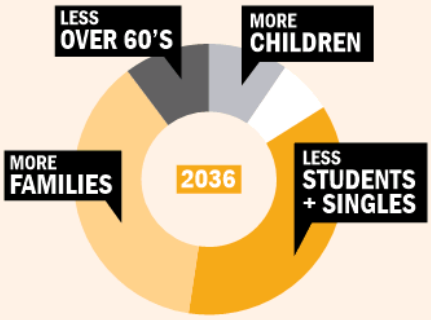
[PROFILE ID.]

TOMORROW (2036)

+2,500

[FORECAST ID]





WHO USES LEEDERVILLE AND HOW WILL THIS CHANGE IN THE FUTURE?

USER GROUP DEFINITION

To get a better idea of the actual on the ground experience in Leederville we also need to break these larger groups down into more defined user groups. We can then start to understand how each separate element within the Town Centre works together to create an overall experience for people.

CHILDREN

FAVOURITE PLACE IN LEEDERVILLE: KIDS CORNER @ THE LIBRARY

FAVOURITE PLACE IN PERTH: ADVENTURE PLAY @ KINGS PARK

Aged between 0-9, this user group is expected to grow by proportion of population in the future. Types of social infrastructure they require may include safe and accessible streets for walking and cycling, childcare, schools, playgrounds, parks and libraries.

YOUTH + TEEN

FAVOURITE PLACE IN LEEDERVILLE: YMCA HQ.

FAVOURITE PLACE IN PERTH: ESPLANADE YOUTH PLAZA

Aged between 10-19, this user group is expected to remain the same by proportion of population in the future. Types of social infrastructure they require may include skate parks, urban space, underage live music venues, good transport, wifi, cheap places to eat, libraries, safe places with lighting and good surveillance.

STUDENTS, SINGLES, YOUNG COUPLES

FAVOURITE PLACE IN LEEDERVILLE: GREENS & CO.

FAVOURITE PLACE IN PERTH: PICA BAR

Aged between 20-34, this user group is expected to reduce by proportion of population in the future. Types of social infrastructure they require may include: bars, cafes, groceries, outdoor sports facilities, fashion stores, urban spaces, creative space, art, culture and co-working.

WORKERS

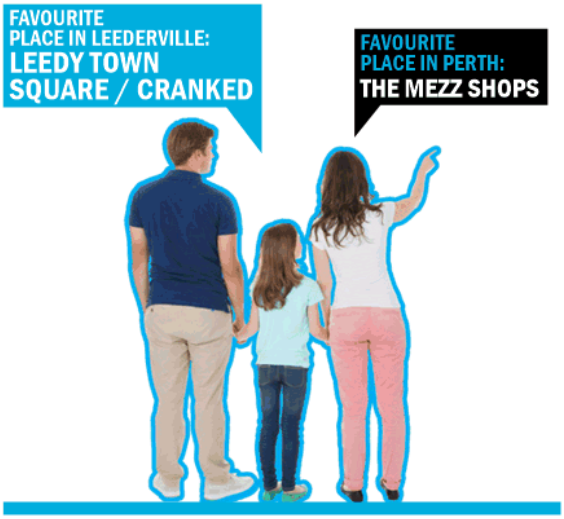
Aged between 20-65 but generally residing outside of Leederville, this user group is the broadest category in Leederville and is expected to grow in the future through the relocation of ABN. Types of social infrastructure they may require include coffee, cafes, co-working spaces, urban and green space, quality public transport, childcare, post office and retail.

VISITORS

Any age and from anywhere, this user group comes to Leederville for special occasions, nights and weekends and events. Types of social infrastructure they may require includes, café for brunch, bars, restaurants, cinemas, event infrastructure, art galleries, urban space and unique events.

FAMILIES

Generally aged between 35 and 60 and with children varying in age, this user groups is expected to grow by proportion of population in the future. Types of social infrastructure they may require include free places, parks, urban space with play equipment, recreation centres, pools, libraries, grocery stores, schools and childcare.



OVER 60'S

Aged 60 and up, this user group is expected to by proportion of population in the future in Leedy. Types of social infrastructure they require include safe streets, crosswalks, cafes, clubs, recreation facilities, restaurants.

WHAT IS THE EXPERIENCE OF LEEDERVILLE, HOW DOES IT COMPARE AND WHAT'S MISSING?

USER EXPERIENCE

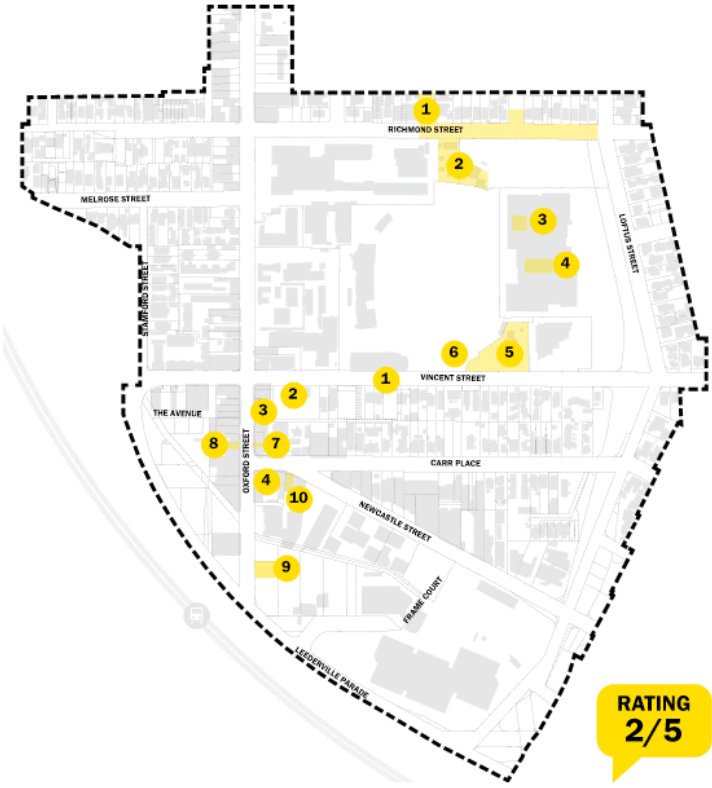
"CITIES SUCCEED OR FAIL AT THE HUMAN SCALE... AND PLACES THRIVE WHEN USERS HAVE MANY REASONS TO BE THERE." PPS, 2018

While analysis of the physical structure and uses of Leederville is important to formulate a baseline to understand opportunities, constraints and track progress, it is essential to understand how these various parts come together to create a user experience for different sub-groups of the community.

The following mapping exercise puts all these elements together to better understand the experience of people within Leederville to help determine gaps in infrastructures for certain people.

CHILDREN

1. Safe active streets
2. Kindy
3. Kids corner at Library
4. Toy Library
5. Day Care
6. Big Trees
7. Babycino
8. Toy Shop
9. Playground
10. Ice-cream



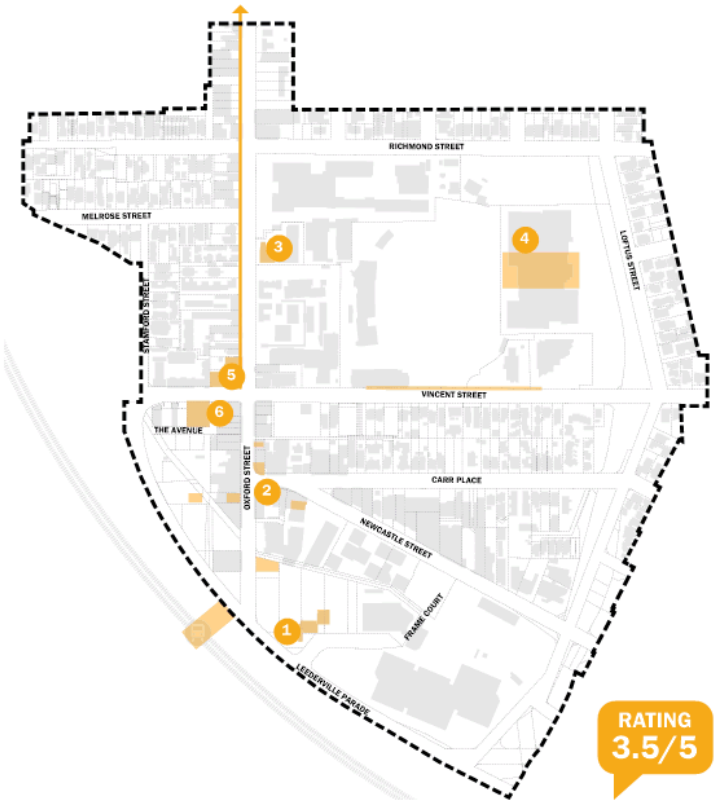
RATING 2/5

WHAT'S MISSING

- Connections to town
- Can't cross Vincent St alone
- Oxford Street for kids
- Play in the street / Play Parklet
- Play space in apartments
- Nature Play / Water play
- Intergenerational play (like community garden)
- Opportunities to interact with built environment

YOUTH + TEENS

1. HQ
2. Village Square with free events
3. Foyer Accomodation
4. Sports recreation
5. Movies
6. Cheap food



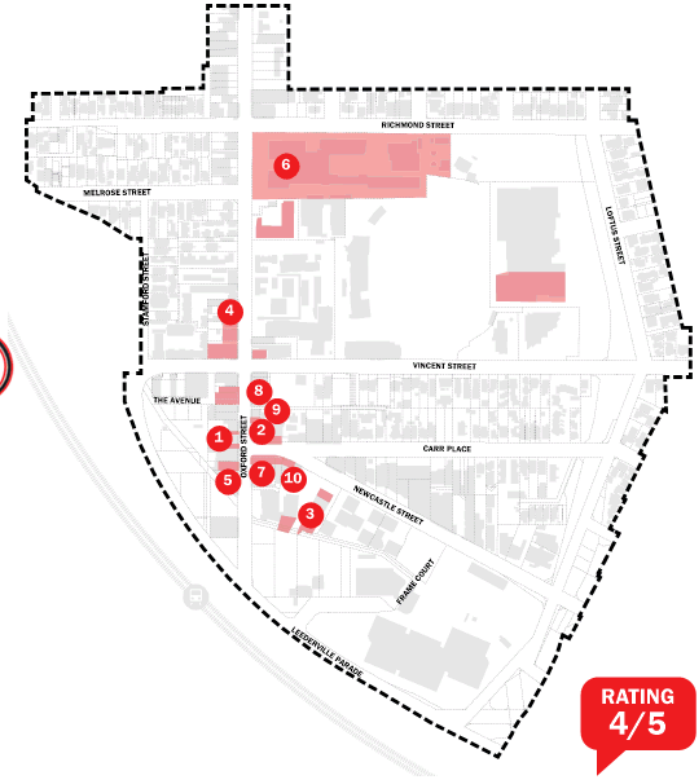
RATING 3.5/5

WHAT'S MISSING

- Seating and Colour
- Public Space protected from weather
- Back of house spaces feel unsafe
- More music events
- Free public space / seating
- Interation with community
- Parkour facilities
- Decent WIFI
- Better pedestrian connections

STUDENTS + SINGLES

1. Coffee
2. Beer
3. Nightlife
4. Independent movies
5. Cheap eats at Siennas
6. North Metropolitan Tafe
7. Part time jobs
8. Laneway Murals
9. Food
10. Convenience



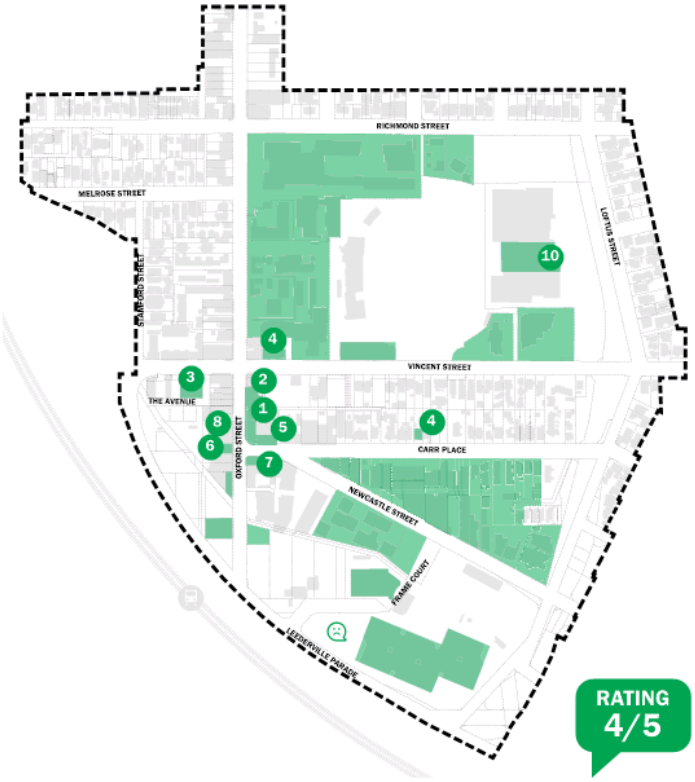
RATING 4/5

WHAT'S MISSING

- Art Galleries
- Book Stores
- Cheaper housing / affordable renting
- Co-Working / Hub in town
- Decent Wifi
- Leedy History
- Activated Laneways
- Public Space for reading + studying
- OP-Shop
- Live music
- Business Opportunities
- Performance Space
- Laundro Mat

WORKERS

1. Coffee O'Clock
2. Lunch Hour
3. Grocery Top-Up before leaving
4. Pay the Bills
5. Friday Drinks
6. Buy a gift
7. Work Dinners
8. Work from the shop
9. After work Yoga
10. Gym

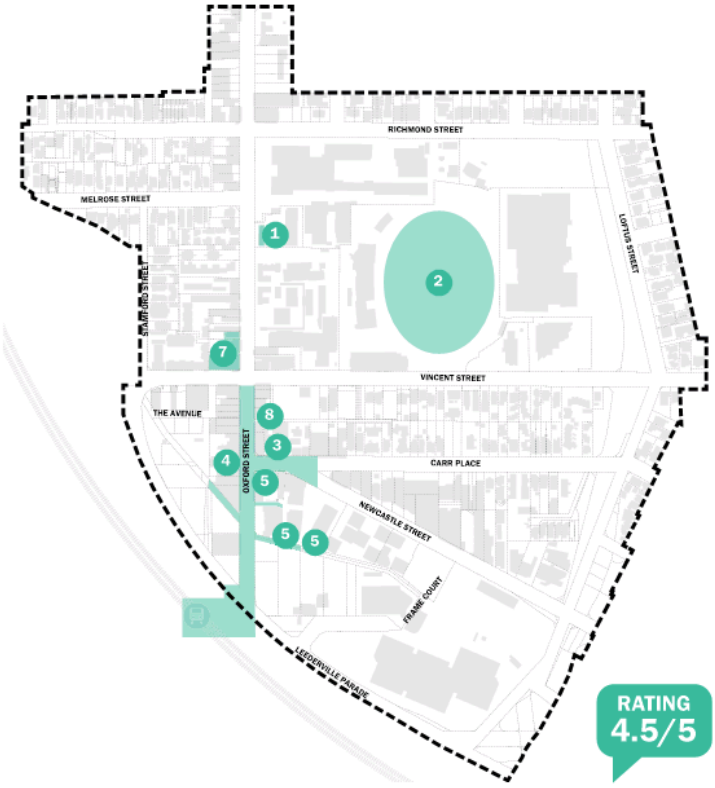


WHAT'S MISSING

- Footpaths and Connections
- Childcare
- Local Gyms
- Green space for lunch
- Affordable housing to live local
- Doctors + dentists
- Quiet spaces

VISITORS

1. Brunch
2. Football
3. Bars
4. Coffee at Greens & Co.
5. Dinner at Pinchos
6. Nightlife
7. Movies
8. The Vibe

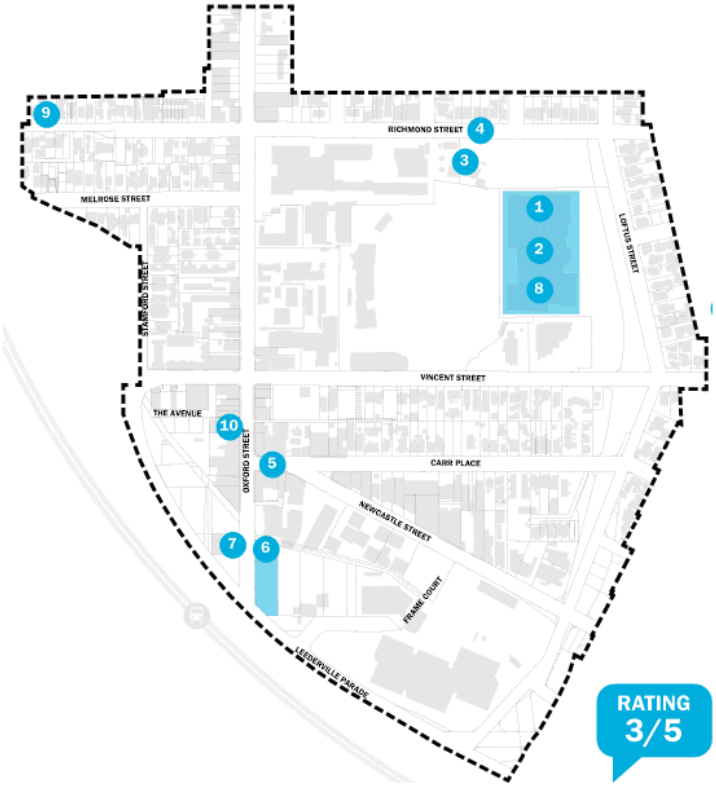


WHAT'S MISSING

- Art Gallery
- Free events
- Public Space / Public Art
- After hours retail
- Performance Space

FAMILIES

1. Library
2. Community Centre
3. Pre-School
4. Safe active streets
5. Free events
6. Places to sit
7. Special occassions
8. Gym + Gymnastics
9. Sports
10. Weekend treats

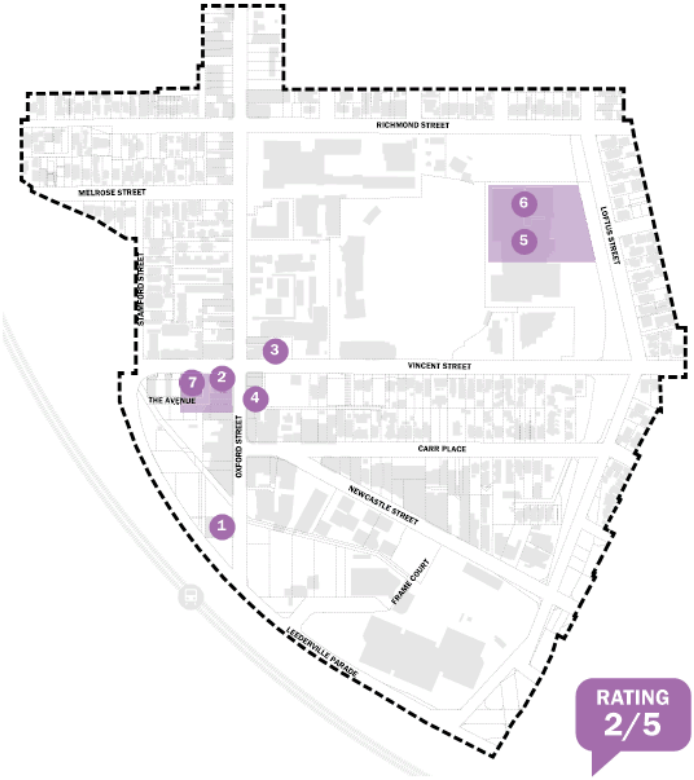


WHAT'S MISSING

- Walking the dog / Dog friendly spaces
- Doctors, Dentist, Childcare
- Better connections without car
- Parks + Trees
- Grocery Stores (Weekly shop)
- Free spaces
- Community gardens
- Meeting rooms in town
- Affordable housing
- Family friendly apartments

ELDERLY

1. Eat at the old favourites
2. Banking
3. Posting + Bills
4. Coffee
5. Community Centre
6. Library
7. Fresh Food



WHAT'S MISSING

- Intergenerational opportunities
- Safe + access
- Sports
- Apartments to downsize in
- Health Care
- Seating
- Trees

WHAT IS THE EXPERIENCE OF LEEDERVILLE, HOW DOES IT COMPARE AND WHAT'S MISSING?

POPULATION BASED METRICS

The standard approach to planning for the provision of social infrastructure uses population-based benchmarking to derive a level of service for various infrastructure required for growing communities. It focusses on more traditional and generally district level services and has a primary focus on residential populations.

The table below uses a series of these benchmarks derived from literature and policy to determine the existing level of service in Leederville. The relevance of these metrics does however need to be considered in the context of a high-intensity mixed use centre such as Leederville, which services a range of users not just residents and should therefore be determined using the full range of methods within this section of the report.

	TYPE OF FACILITY	LEEDERVILLE PROVISION	LEVEL	RESIDENTS BENCHMARK	FUTURE REQUIREMENT
LEISURE + RECREATION	Aquatic + Leisure Centre	Beatty Park	District	75,000	Not required
	Skate BMX Park	YMCA / Brittania Reserve	District	25,000	Not required
	Indoor recreation centre	Loftus Recreation	District	50,000	Not required
	Regional sports facilities	Brittania Reserve	District	25,000	Not required
	Clubs room	Brittania Reserve	District	25,000	Not required
	Sports ovals	Brittania Reserve	District	25,000	Not required
	Tennis Courts	Leederville Tennis Club	District	50,000	Not required
	Play spaces	Oxford Street Reserve / Keith Frame Reserve	Local	5,000	Potentially Required
	Neighbourhood Parks	Oxford Street Reserve	Local	5,000	Potentially Required
	Men's Shed	N/A	Local	10,000	Required
	Community Garden	N/A	Local	10,000	Required
	Community Centre	Loftus Community Centre	District	25,000	Not required
	Community Hub	N/A	Local	5,000	Required
	Meeting Rooms	Loftus Community Centre	Local	5,000	Potentially required
		Foyer			
EDUCATION	Primary Schools	Aranmore Primary	Local	3,600	Potentially required
	Secondary schools	Aranmore College	District	15,600	Not required
	TAFE	North Metro	Regional	100,000	Not required
	Childcare	Leederville Early Childhood	Local	4,000	Potentially required
	After hours care	Aranmore	Local	4,000	Potentially required
ARTS + CULTURE	Library	Vincent Library	District	30,000	Not required
	Arts + cultural centre // studio space	N/A	Local / District	10,000	Required
	Museum	Vincent History Centre	District	30,000	Not required
	Performing arts and theatre	N/A	District	30,000	Required
	Civic centre	City of Vincent	Regional	100,000	Not required
	Gallery Space	YMCA	Local	10,000	Potentially required

***Catchment Levels**

- Local/neighbourhood: 5-15,000 residents
- District: 25-75,000 residents
- Regional: 75,000+ residents

(As defined in Draft SPP 3.6)

***The following Policies and Strategies were reviewed to derive the abovementioned population benchmarks:**

- Guide to Social Infrastructure Planning 2009
- Draft State Planning Policy 3.6 – Infrastructure Contributions Guidelines 2019
- Town of Victoria Park Social Infrastructure Plan, 2017
- Sydenham to Bankstown Social Infrastructure Study, 2015
- City of Charles Sturt Service Planning Model, 2011
- South East Queensland Social Infrastructure Planning Implementation Guideline, 2005

WHAT IS THE EXPERIENCE OF LEEDERVILLE, HOW DOES IT COMPARE AND WHAT'S MISSING?

URBANITY INDEX

Given the importance of Oxford Street to the look, feel and vibe of Leederville, it is important to understand and measure how it is servicing the community and what might need to change in the future to respond to changing demographics and underlying economic conditions.

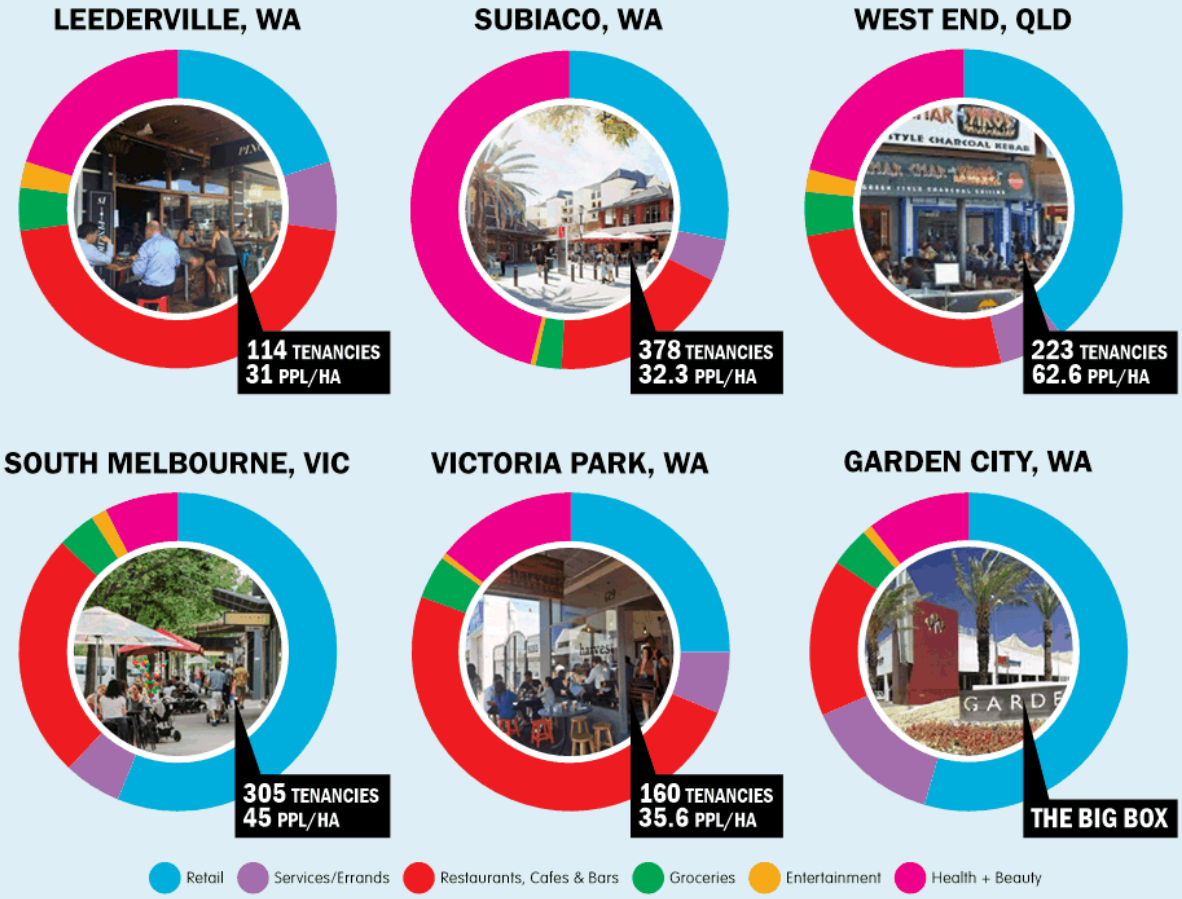
Research has been undertaken into precedent inner urban neighbourhoods within Perth and around Australia, which have a similar population density and activity centre status to what is envisioned in Leederville in the future [i.e. 5,539ppl; 37ppl/ha; secondary centre]. Analysis of a 'big box' shopping centre was then undertaken to understand use composition in a more managed and controlled setting.

These precedent neighbourhoods were then used to develop an Urbanity Index – an analysis of the number of restaurants, bars and cafes; groceries; art and entertainment facilities and health and beauty services within each case study area.

This analysis highlights differences in the composition of uses in our main street environments and may indicate the following in relation to Leederville:

- The potential undersupply of retail space;
- The reduced role of main streets in providing services and undertaking errands compared to shopping centres;
- The key experiential food and beverage point of difference;
- The difficulty in attracting and maintaining entertainment uses across all centres; and
- The increasing role of health, beauty and general wellness in main street environments.

The analysis provides a gauge for an equitable distribution of retail and other amenities within Leederville and an understanding of how the provision of retail and amenities may need to evolve in the future as the number of residents increases.



WHAT IS THE EXPERIENCE OF LEEDERVILLE, HOW DOES IT COMPARE AND WHAT'S MISSING?

SWOT ANALYSIS

Through an understanding of what currently exists, how this is experienced by the local community, gap analysis and benchmarking, we can begin to understand the overall performance of Leederville and its relative strengths, weaknesses, opportunities and threats. This SWOT analysis helps to summarise the findings from previous sections and formulate key areas of influence and opportunities to focus on when formulating strategies.

STRENGTHS

- Engaged local community
- Popularity of centre with visitors
- Traditional social infrastructure "The Capital of Vincent"
- Uniqueness and vibrancy of Main Street
- Recent increase in urban spaces
- Land use mix and diversity of users
- Foody culture and destination appeal
- Public transport + Accessibility

WEAKNESSES

- Large social infrastructure on the periphery drawing energy away from Town Centre
- Limited arts and cultural Infrastructure
- Limited green infrastructure
- Lacks safe connections from social infrastructure to town centre core
- Car dominated environments including Vincent Street + car parks
- Lack of "Local" Social Infrastructure
- Not designed to be "Kid Friendly"
- Limited space for quiet reflection
- Back of house spaces

OPPORTUNITIES

- Solid foundation to be a place for everyone
- Better connections + use relationships
- -Working with developers and large landowners
- Expected increase in residents
- Potential to extend pubic realm DNA
- Free event programming for broad
- New retail and services for growing population

THREATS

- Affordability of retail space
- Affordability of accommodation
- Loss of retail favourites
- Gentrification
- Loss of diversity of uses / oversupply of F and B
- Lack of connections
- Vehicles and car parking

HOW WILL WE MAKE IT BETTER?

ASSESSMENT FRAMEWORK

THE LOCAL LENS

The analysis of current gaps and the long list of ideas that the community has generated in the past, through projects such as Imagine Vincent and the Leederville Activity Centre Plan, demonstrates that there is no shortage of great ideas to make Leederville better. What has been missing however has been an assessment framework to help define the projects or programs that will deliver the greatest public benefit, based on the values of the existing community and considering what already exists and what is needed in the area.

Shape Urban coordinated a series of workshops to help co-create a new decision-making tool that can be used by the local community [refer Appendix A]. The tool is based on a multi criteria analysis approach, allowing complex decision making to occur where a number of criteria are important and trade-offs need to be considered.

The tool allows various ideas to be scored and weighted against community generated values, with the highest score (that best achieves the majority of the community's values) being identified as the preferred project or program, which will deliver the most beneficial outcomes for the community.

Through the workshop, six key criteria were established by the community participants:

01 WELL-BEING OF PLACE AND PEOPLE

We embrace regenerative environmental design and promote mental health of our people.

02 FUN

A community that embraces and encourages independent thinking, culture and identity. Through our pride and creative spirit our city is accessible, diverse (intuitive) and progressive.

03 EVERYONE'S INVITED

Fostering diversity to encourage a sense of place and showing community makes Leederville an attractive and accessible place for everyone.

04 PEOPLE-CENTRED PLACE

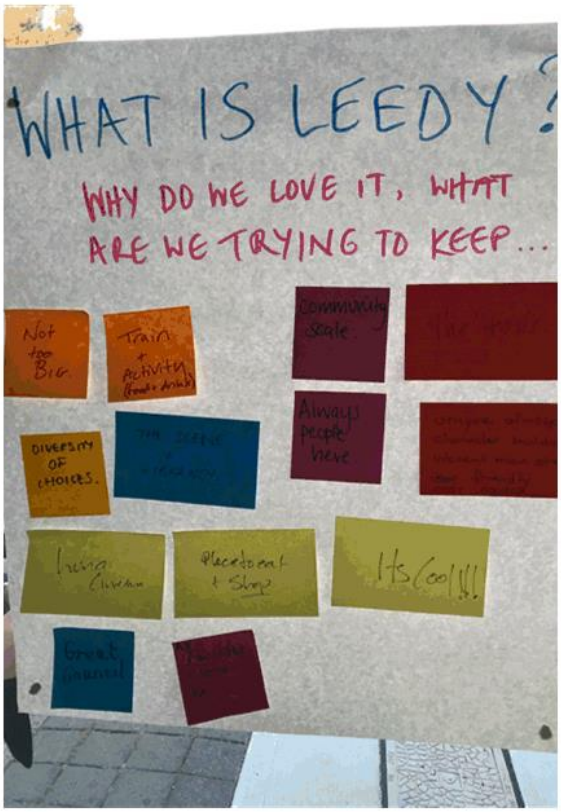
(The idea) supports the needs of all* people at all times. It supports safety, universal accessibility, freedom, and connection. Everyone feels welcome. Fosters a positive human experience.

05 LOCAL AND DIVERSE ECONOMY

(The idea) creates and promotes opportunities for a local and grassroots economy that reflects and draws on the strengths of the community.

06 RE-IMAGINING LEEDERVILLE

Building new experiences from local character and/or different perspectives.


WHAT IS LEEDY?
WHY DO WE LOVE IT, WHAT ARE WE TRYING TO KEEP...
Not too Big
Train + Activity
Always people here
DIVERSITY OF CHOICES.
Placetoeat + Shop
Its Cool!!!

Inclusive.
Building
More Flexibility
DIVERSITY OF
Diversity of People
Attracts Visitors

HOW WILL WE MAKE IT BETTER?

SIX KEY PRINCIPLES

Through the detailed analysis outlined within this report, six key principles have been identified that are representative of the opportunities, improvements and potential focus areas for Leederville in the future.

The principles to are intended to used as a framework to ensure social infrastructure items and ideas [identified on the following page] respond to existing urban context and the data represented within this report. The principles also provide a mission statement to streamline energy and investment, ensuring that decision making by all key stakeholders, including Local Government, private investors and community groups, is co-ordinated and focussed to make Leederville an even better place to live, work and visit in the future.

The information below provides a summary of the principles and the associated issues and opportunities within Leederville.

GREEN + BLUE | UNCOVERING AND RE-CREATING LEEDERVILLE'S NATURAL HISTORY

Leederville is currently a highly urban area, with an activated main street environment, diverse uses, transport accessibility, noise and action. But Leederville also currently lacks green space and access to the natural environment, reflecting its wetland history. Through being creative in how we use our urban space, green infrastructure could be added in the future, increasing amenity and providing spaces to connect such as parks, green roofs, and community gardens.

WETLAND, PERTH CULTURAL CENTRE, WA

CULTURAL + LOCAL | BECOMING A CREATIVE HUB ON THE CITY'S DOORSTEP

Leederville is well served by district level community infrastructure providing a range of places to a broad cross section of the community. The analysis has however identified gaps in the provision of arts and cultural space, and smaller scale, local infrastructure for residents. With a diverse population, good transport connections, and a number of creative industries such as media, film and television business located in the town centre, new spaces should focus on being multi-functional and providing space to meet, connect and co-create.

EMERGENCY ARTS, LAS VEGAS

CONNECTIONS + SPACES | CREATING NEW NETWORKS OF PLACES FOR PEOPLE

Leederville has strengthened its public realm in recent years, with new spaces such as Oxford Street Reserve, the Village Square and Parklets. However, Town Centre still has a number of 'back of house' areas, where traffic and car parking dominates, pedestrian networks become undefined and connections to key destinations [particularly for children and the elderly] is difficult. New forms of mobility to help to reduce impact of car parking, north south connections to break up block lengths and new programmable public plazas and squares are important for residents and visitors.

CALIFORNIA LANE, FORTITUDE VALLEY, QLD

AFFORDABLE + ACCESSIBLE | MAINTAINING DIVERSITY + INTEREST

Leederville has a history of having a diverse and welcoming population and an interesting mix of businesses and facilities attracting a broad cross section of the community. Due to its close proximity to the city, the area has become highly attractive to the middle and upper class and cost of real estate and rental space for businesses have been increasing. To ensure Leederville retains its alternative soul, focus should be directed to providing affordable spaces of all types, allowing a range of uses and users to continue to be attracted to the Town Centre.

FOYER OXFORD, LEEDERVILLE, WA

EVENTS + PROGRAMMING | CELEBRATING DIVERSITY + UNIQUENESS

Events in the Town Centre have the potential to attract a diverse range of people to Leederville and offer opportunities for different people to interact and build connections. With new spaces being created, effort should focus on how these spaces can be programmed with different types of events and celebrations in the future, and sustainable funding mechanisms and a governance structure should be established to allow this to occur.

LONG TABLE DINNER, LEEDERVILLE, WA

PLACES FOR EVERYONE | SUPPORTING THE WHOLE COMMUNITY

Leederville performs well and provides a diverse range of spaces and services. But the Town Centre in particularly performs best for visitors and workers. As the population evolves, effort needs to be directed to other demographics that are often overlooked in our Town Centre planning processes. Spaces for children, homelessness services, multigenerational housing and aging in place should be key priority.

PARK 'N' PLAY, COPENHAGEN

HOW WILL WE MAKE IT BETTER?

SOCIAL INFRASTRUCTURE TO MAKE LEEDERVILLE MORE LOVEABLE

A list of social infrastructure items required within Leederville is identified opposite, grouped under the six key themes explained on the previous page. The list has been scored and weighted in collaboration with the community using Shape Urban's community decision making tool. The higher rated items will deliver the most beneficial outcomes and are most aligned to the community's values and aspirations.

The list provides an opportunity to work with key stakeholders within Leederville, including major landowners, developers and government agencies, to deliver improvements to the Town Centre over time. The improvements may be delivered in a variety of ways, from smaller scale community led projects funded through grants and sponsorships through to large scale redevelopment proposals.

The list is not intended to be exhaustive or static - it may change over time as Leederville and its user profile evolves. In this sense, the community's Social Infrastructure Decision Making Tool becomes critically important to ensure the relevance and need for the social infrastructure being proposed.

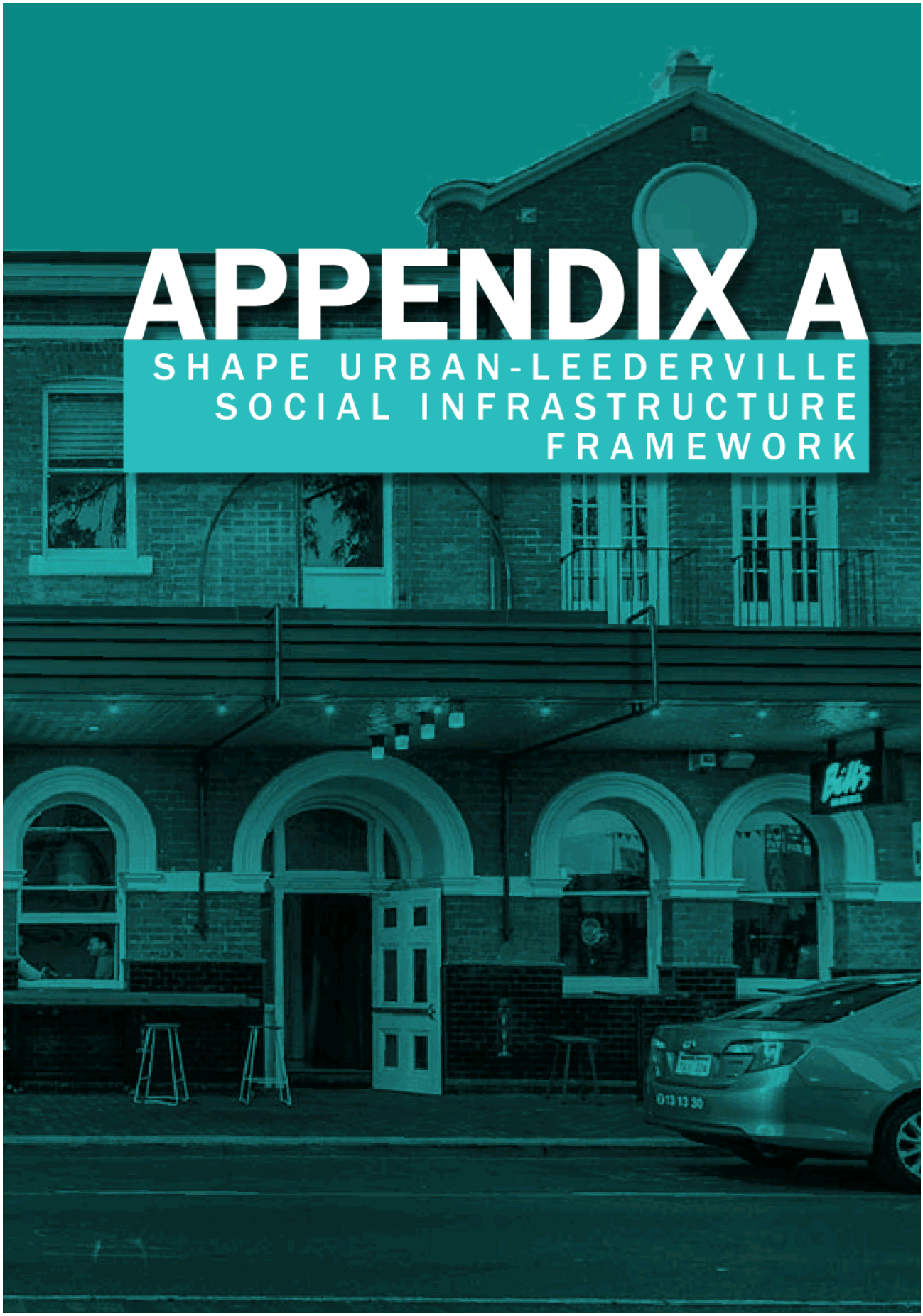
It is also important to note that just because an idea does not initially achieve a high score using the Community's Decision-Making Tool, does not mean it is not an idea worthy of implementation. Concepts and ideas should evolve in response to the community's criteria.

Any future social infrastructure proposal should therefore be reviewed against the context provided within this report, scored and weighted using the Decisions Making Tool in collaboration with the community and refined to ensure it achieves the highest possible community benefit and social dividend to make Leederville more loveable.

SOCIAL INFRASTRUCTURE ITEM	COMMUNITY ASSESSMENT						COMMUNITY VALUE
	WELLBEING OF PLACE + PEOPLE	FUN	EVERYONE'S INVITED	PEOPLE CENTRED PLACE	LOCAL + DIVERSE ECONOMY	RE-IMAGINING LEEDERVILLE	SCORE
Green Corridors	5	5	5	5	3	5	48.00
Community garden/orchard	4.5	4.5	5	5	2.5	4	44.50
Friday street closure	4	5	4	4.5	4	4	43.25
Playgrounds	4.5	4.5	5	4	2.5	3	41.25
Affordable housing	4	3	5	5	3.5	4	40.50
Flexible art gallery / event space	4	4	4	4	4	4.5	40.25
Pedestrian networks	4.5	4	4	4	3	4	39.93
Public space/park	4	4	5	5	2	3	39.90
Artist studios / residents programmes	4.5	4	3	4	4	4.5	39.93
Bike share	5	4.5	3.5	3	3	4	39.78
Protected Bike Lanes	5	4	4	3.5	2	4	39.10
Bike parking spaces	5	4	3.5	3.5	2	4	38.20
Local food series	4	4	3	3	4	4	36.70
Local live band concerts	4	4	3	3	4	4	36.70
Co-Housing	3.5	4	4	3	3	4	36.18
Child Care	4	3.5	3	4	3.5	3	35.75
Homelessness services	4	2.5	4	4.5	2.5	3.5	35.25
Toilet and shower facilities	4	2.5	4	4.5	2.5	3	34.58
Signage – directional and precinct information	4	3	4	4	3	2	34.55
Power for events/activation	4	4	3	3	3	3	34.50
Bike / skate fix workshop	4.5	3	3.5	3	2	4	34.08
Public podiums	4	3.5	3	3	2.5	3.5	33.28
Painting Wall	4	3.5	3	3	2.5	3.5	32.18
Everyday uses / amenity destinations such as gyms	3	3	3	3	4	3.5	31.25
Green roofs, walls and podiums	4	4	3	2	2	2	30.80
Energy and water precinct (e.g. Frame Court car park)	5	2	2	3	3	5	30.20
Decorative lighting	3	3	2	4	2	3	28.5
Rooftop Cinema	3.5	3	2	3	2.5	2	27.73
Housing	3	1	2	3	4.5	2	24.50
Co-working	1	3	2.5	2	4	3.5	23.75
Innovative building techniques	2	2	2	2	3	5	24.20
Retail start-up / incubator space	1	2	2.5	2	4	3.5	22.55

ADDITIONAL ITEMS NOT YET SCORED BY THE COMMNITY

SOCIAL INFRASTRUCTURE ITEM	COMMUNITY ASSESSMENT						COMMUNITY VALUE
	WELLBEING OF PLACE +	FUN	EVERYONE'S INVITED	PEOPLE CENTRED	LOCAL + DIVERSE	RE-IMAGINING LEEDERVILLE	SCORE
New / improved park to ensure future residents have access to green amenity							
Street trees + permeable surfaces							
Community hub in the town centre							
Tool share / library of things / Men's shed							
Theatre / performance space							
New pedestrian connections to break up blocks / precincts							
New activated streets and laneways to formalise movement							
Urban plazas in redevelopment precincts							
Improved pedestrian crossings at key intersections and entry points							
Secondary streets and laneways for lower cost rental space i.e. op shop, laundromat, childcare, healthcare etc.							
'Event' mode infrastructure – power, water, stage requirements							
Signs and trails to encourage 'everyday' events – art trails and dog walking routes							
Multi-purpose design of bars, cafes, gallery space for events and gathering							
Outdoor performance stage to bring action to the street							
Play streets and elements for children							
Accessible and inclusive design for new plazas and streets							
Multigenerational housing and aging in place services							
Seating, shelter, lighting and public space design for youth and elderly							



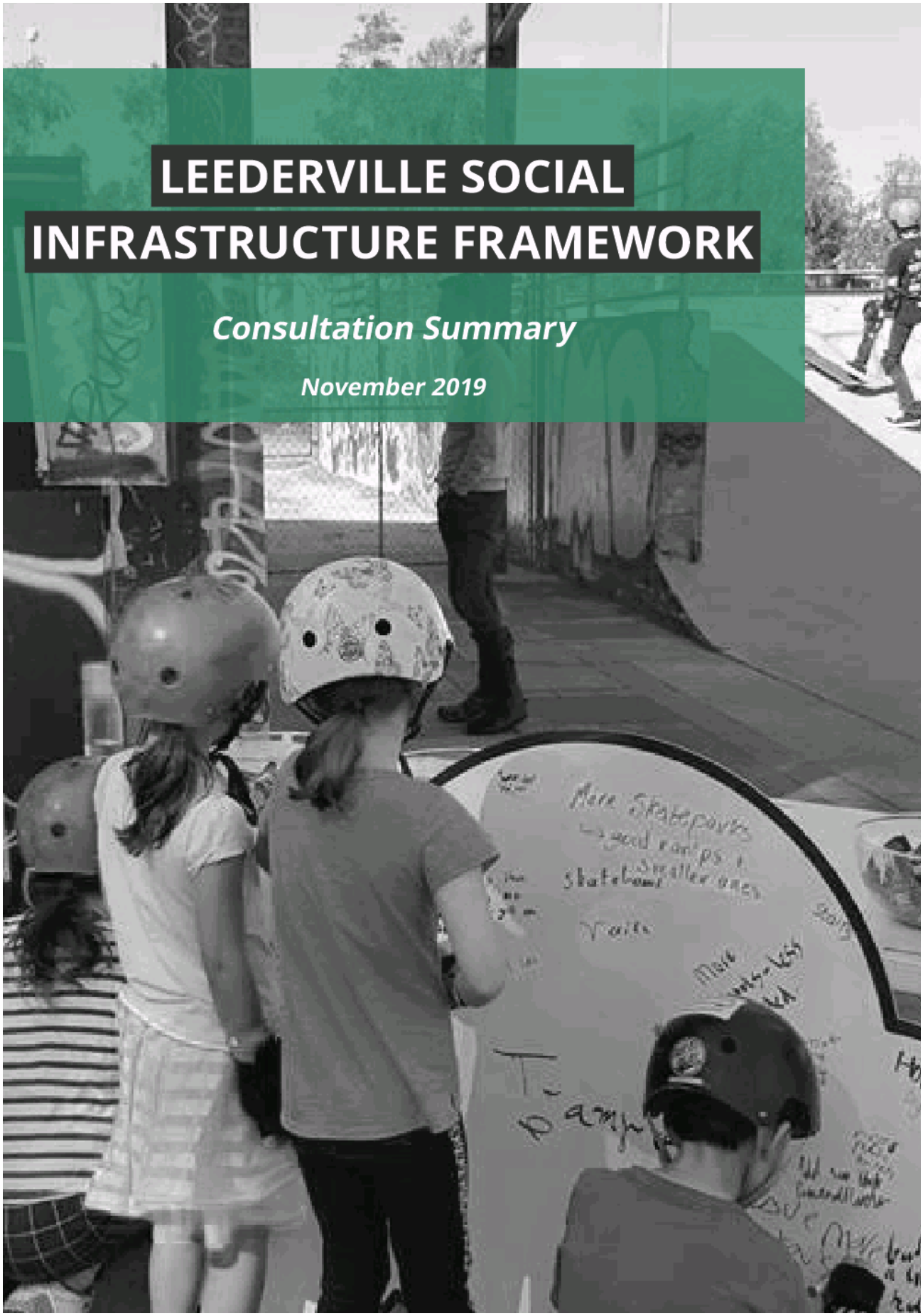
APPENDIX A

SHAPE URBAN-LEEDERVILLE SOCIAL INFRASTRUCTURE FRAMEWORK

LEEDERVILLE SOCIAL INFRASTRUCTURE FRAMEWORK

Consultation Summary

November 2019



SOCIAL INFRASTRUCTURE is...
....the mix of facilities, places, services, programs and networks that maintain and improve the standard of living and quality of life in a community....
It can include hard infrastructure (libraries, rec centres, youth spaces, parks) and soft infrastructure (events, community support programs, education)

CONTENTS

INTRODUCTION	4
PROCESS	5
OUTCOMES - WORKSHOP 1	6
OUTCOMES - WORKSHOP 2	12
SUMMARY	19
Appendix A - Multi-Criteria Analysis Full Listing	20

INTRODUCTION

There are a lot of ideas or initiatives around about what is needed in Leederville to make it amazing, and it is time to begin measuring which ones of these will bring most benefit to the area.

This social infrastructure framework is being developed in conjunction with passionate community members and businesses in the area.

The framework will help to define the projects or programs that will deliver the greatest possible benefit, based on the values of the existing community and considering what already exists and what is needed in the area.

This short summary report documents the outcomes of the social infrastructure workshops that will lead into the development of the final social infrastructure framework.

Workshop 1 asked the participants to define the benefits being sought and establish the criteria for assessing projects or programs.

Workshop 2 asked the participants to measure the initiatives to identify what projects or programs will have the most benefit.

Why is the Framework Important?

International research indicates that social infrastructure provides the essential resources that support individual and community wellbeing, which in turn influences satisfaction with the local community and contributes to an overall sense of liveability. These factors result in improve physical and mental health outcomes, and there is growing evidence that social infrastructure has an economic benefit as well.

Social infrastructure provides for the basic human needs in any society. A useful graphic in considering the importance of social infrastructure is shown in Figure 1 below. The diagram illustrates how all social infrastructure elements interrelate to deliver strong, supportive communities.

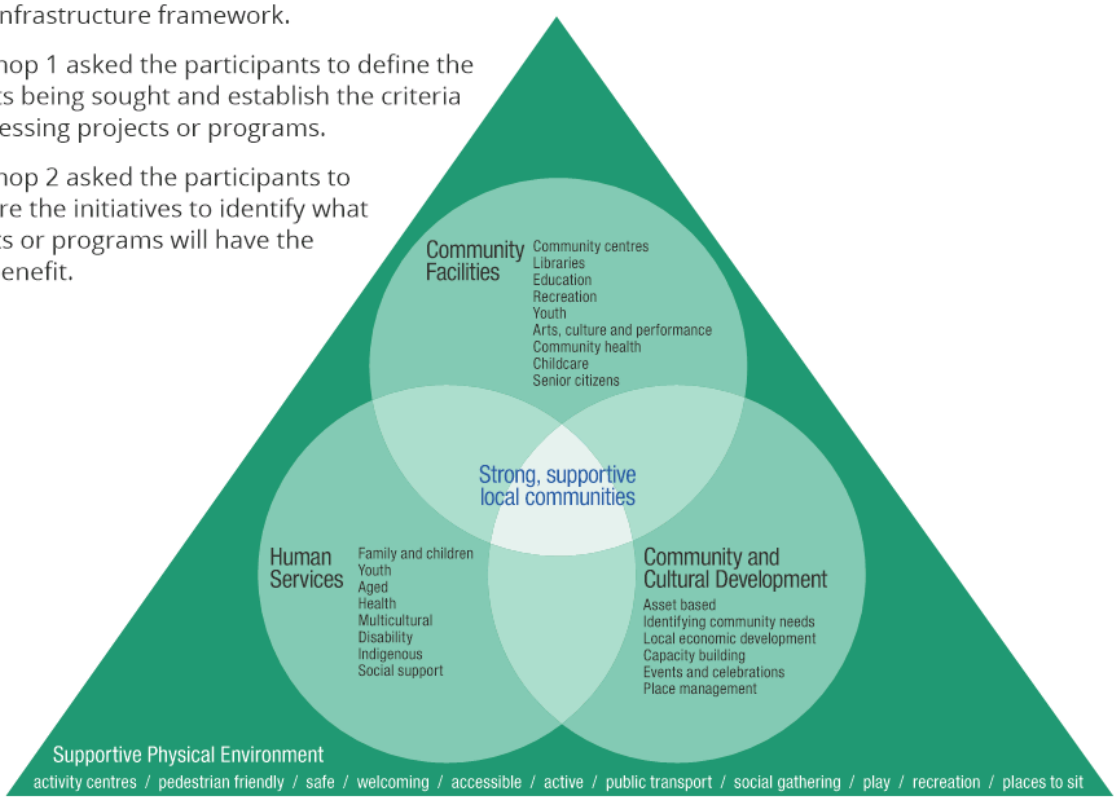


Figure 1 - Implementation Guide; Planning for Social Infrastructure and Community Services for Urban Growth Areas 2012. Local Government Association of South Australia.

PROCESS

Multi-Criteria Analysis

Multi criteria analysis (MCA) is a decision making tool used across the world to consider complex decision making where a number of criteria are important, and the best case scenario requires making a number of trade-offs.

MCA is the basic method being employed to assess social infrastructure projects and programs against each other - essentially allowing for a ranking or prioritisation of various ideas.

Criteria and measures were determined by the participants at Workshop 1 under six criteria. Projects and initiatives were then assessed against these criteria at Workshop 2.

The ideas with the highest score (that best achieves the majority of the community's values) is the preferred option.

The scoring process is illustrated in Figure 2 below.

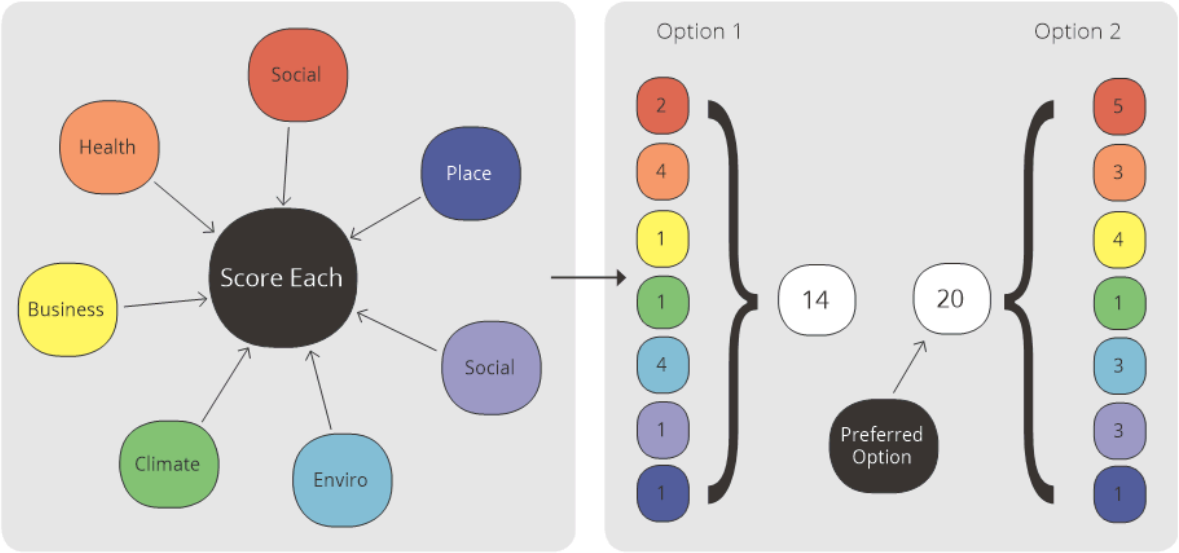


Figure 2 - An illustration of how multi-criteria analysis works

OUTCOMES - WORKSHOP 1

The initial workshop 1 was held on Thursday 19 September 2019.

20 participants self-selected to three groups and were invited to consider initial ideas and concepts which had previously been identified to enhance Leederville's unique sense of place.

Participants were invited to consider what outcome would be achieved by the various ideas, e.g. street parties could result in a more connected community, bringing people into Leederville and improving business viability.

These 'outcomes' were displayed on post-it notes and the project team sorted them into broad themes. The themed ideas were redistributed to the groups to reimagine into criteria. The themes were re-examined to further define common thoughts and ideas before formalising into key criteria.

Six criteria were identified from the themes.

1. People-Centred Place
2. Re-Imagining Leederville
3. Local and Diverse Economy
4. Everyone's invited
5. Well-being of Place and People
6. Fun

Participants provided a statement that described the criteria and provided initial thoughts on how the criteria could be manifested. Those statements, and suggested outcomes of achieving the criteria, are described in the following sections.

1. A People-Centred Place

'All people and pets great and small'

(The idea) supports the needs of all* people at all times. It supports safety, universal accessibility, freedom, and connection. Everyone feels welcome. Fosters a positive human experience.

*Ages, genders, cultures etc.

(The idea) might achieve:

- Freedom of movement
- Connectivity/connection
- Safety
- Safe for kids
- Inclusive
- Meeting everyone's basic needs to flourish
- Reduce Car Travel
- Increased foot traffic
- Helps make events viable
- Less car traffic
- Shady walkable streets
- Accessibility
- Walkability

2. Re-Imagining Leederville

Building new experiences from local character and/or different perspectives.

(The idea) might achieve:

- Using old buildings in new ways (adaptive reuse
- Bringing new ideas from other places and people/exposure to new ideas
- Embracing uniqueness
- Accepting change
- Identifying and celebrating historic contributors/history
- New perspectives
- Housing diversity and innovative use of spaces

3. Local and Diverse Economy

'Open for Business.'

(The idea) creates and promotes opportunities for a local and grassroots economy that reflects and draws on the strengths of the community.

This economy will support diverse needs:

- Everyday and special occasions.
- Day and night.
- Different demographics.
- Weekday and weekends.
- Budget and boutique.
- Goods, services and experience.

'An economy that supports the community will in turn be supported by the community'.

(The idea) might achieve:

- Supporting new ideas /business
- Loyalty to a place
- Networking
- Open source
- Increasing the function
- Activating untapped energy + assets.
- Independent retail, local art + options for local + visitors
- Reduce business costs
- Economic diversity (more than F&B
- Supporting local/small business
- Grass-roots/hyper local
- Resilience
- Critical mass
- Curation local spaces, filling gaps
- Day-Night

4. Everyone's Invited

Fostering diversity to encourage a sense of place and showing community makes Leederville an attractive and accessible place for everyone.

(The idea) might achieve:

- Family facilities
- Bringing diverse ages and experiences together
- Doesn't rely on high incomes (cheap)
- Improves local convenience
- Supporting vulnerable community members
- Engaging diverse people
- Youth engagement
- Diversity of housing stock
- Encourages Visitation
- Sense of ownership
- More flexibility
- Indoor/ Outdoor (Linked)

5. Well-being of Place and People

We embrace regenerative environmental design and promote mental health of our people.

(The idea) might achieve:

- Nature (birds and bees)
- Encourages physical activity – makes it easier
- Integrated urban grey water systems
- Interactive accessible transport options
- Public use of these facilities
- Green scaping, prioritising native vegetation
- Sustainability
- Air + water quality
- Environmentally viable
- Improved mental health
- Cooling the micro-climate
- Calming

6. Fun

A community that embraces and encourages independent thinking, culture and identity. Through our pride and creative spirit our city is accessible, diverse (intuitive) and progressive.

(The idea) might achieve:

- Gathering spaces.
- Multi-purpose infrastructure.
- Affordable opportunities to explore.
- Creative play
- Encouraging local artists +music scene
- Between being at work and home
- Impromptu events
- People staying in Leederville
- Active Lanes
- Commons gathering places
- Enhance the opportunity for exchange
- Encourages investment in the public realm
- Different people learning together
- Free/low cost
- Opportunity to be here
- Support/activate local artists
- Attract young families (get parents out of the house)
- Environmental Sustainability

Finally, the participants were invited to rank the relative importance of each criteria. This ranking is used in developing weightings for the multi-criteria analysis, to ensure that the most beneficial projects or initiatives are prioritised.

The ranking outcomes are shown in Figure 3 below:

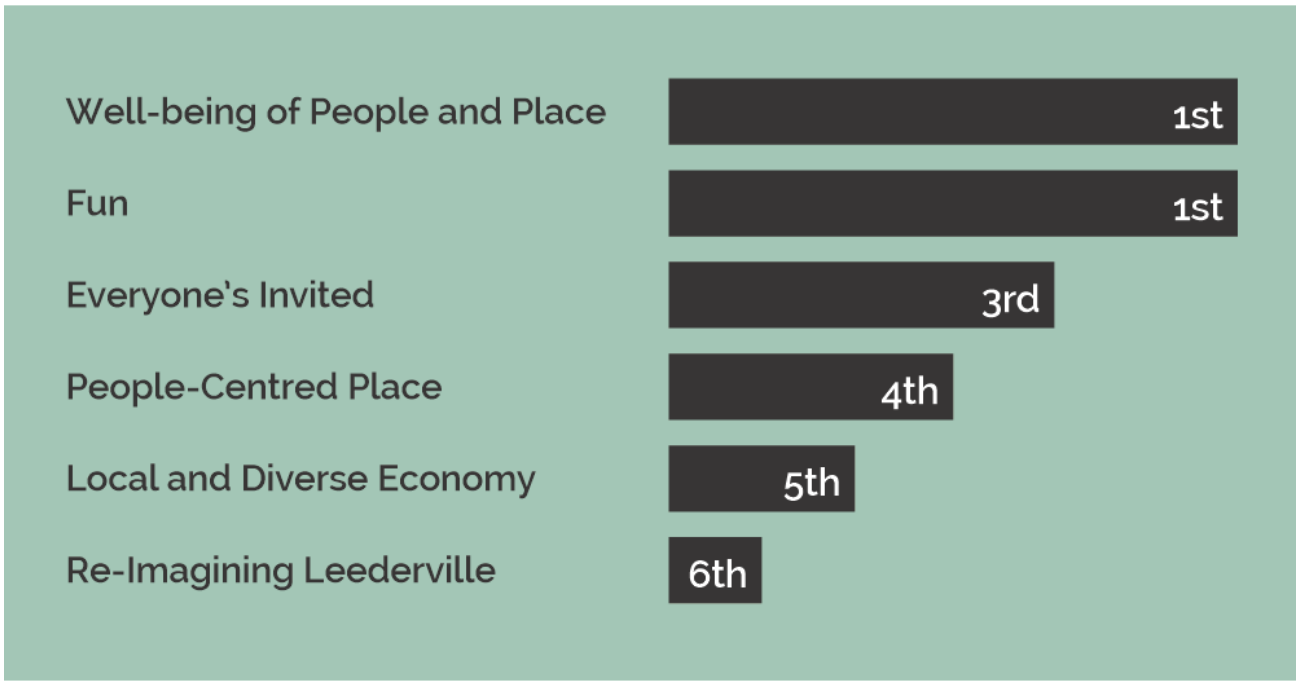


Figure 3 - Criteria Ranking

These rankings result in the following multiplier weighting for scores against each of the criteria:

Criteria	Multiplier
Wellbeing of Place and People	2.25
Fun	2.25
Everyone's Invited	1.8
People Centred Place	1.5
Local and Diverse Economy	1.2
Re-Imagining Leederville	1

OTHER CONSIDERATIONS

Individuals were also asked to list what was missing in Leederville and individual thoughts on what made 'Leedy' a well-loved place (what should be retained).

What's Missing in Leederville?

- Edible garden on verges
- Food and wildlife verges
- Rooftop cinema
- Co working spaces
- Bike parking infrastructure which is close to destination
- Op shop
- Green roof
- Improve wetlands
- Affordable commercial opportunities
- Library of things
- Book Shop

Why do we love it, what are we trying to keep?

- Not too big
- Train
- Activity (food and drink)
- Community scale
- Always people here
- The people
- Unique Atmosphere
- Character Buildings
- Vibrant Main Street
- User Friendly
- Easy Access
- Diversity of choices
- The Scene and Vibrancy
- Luna Cinemas
- Place to eat and shop
- It's Cool
- Great Council
- All facilities close by
- Support for the fringe
- Not mainstream
- Warm and enchanting

11

OUTCOMES - WORKSHOP 2

Workshop 2

Workshop 2 was held on Tuesday 15 October 2019.

16 participants were invited to be involved in an MCA process, using the criteria developed in Workshop 1 and testing the criteria against a number of previously identified initiatives and ideas.

This process also enabled the refinement of criteria measurement as the MCA was progressed.

To complete this process the whole group was invited to use an online polling tool. An initiative was presented and then scored against each criteria. In this process, the majority score was then used to form the basis of the criteria score.

For example when presented with the initiative '*community garden/orchard*' the polls in Figure 4-9 illustrate the group scoring outcomes.

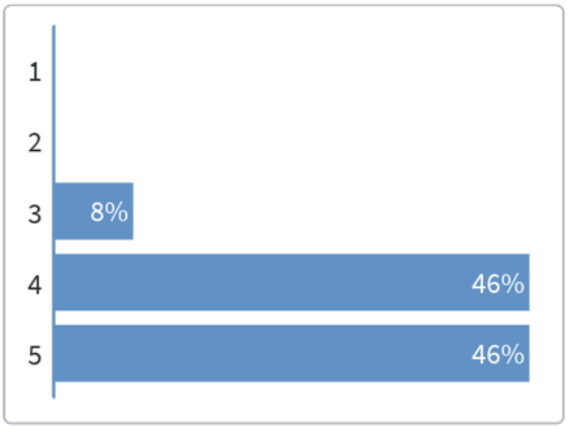


Figure 4 - Wellbeing of Place and People Poll

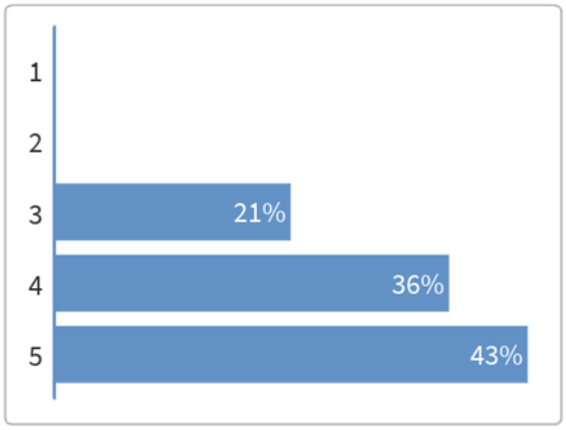


Figure 5 - Fun Poll

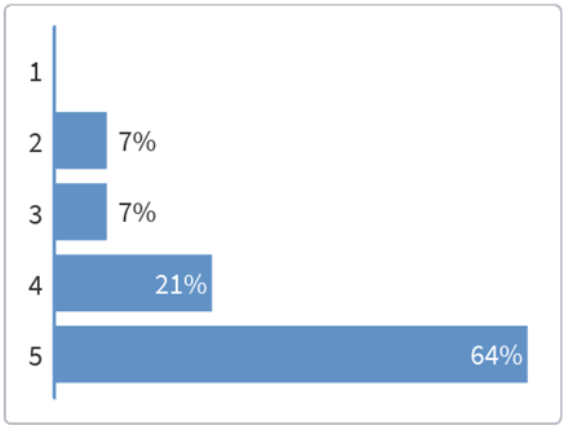


Figure 6 - Everyone's Invited Poll

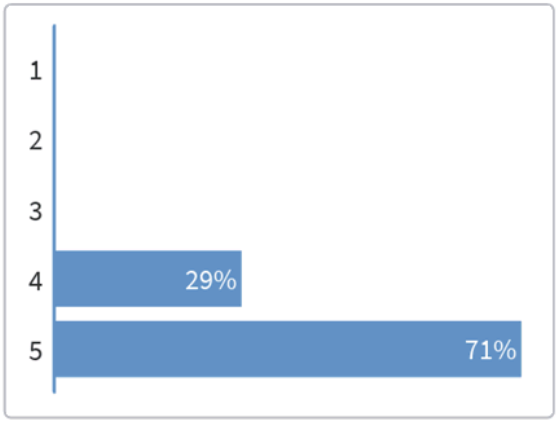


Figure 7 - People Centred Place Poll

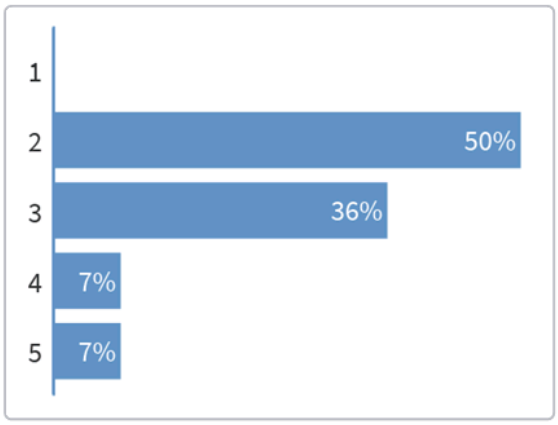


Figure 8 - Local and Diverse Economy Poll

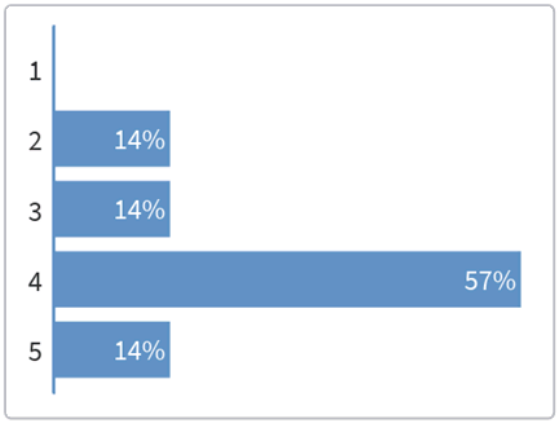


Figure 9 - Re-Imagining Leederville Poll

From these polls, and through agreement in discussion, the group agreed to the following scores:

Criteria	Agreed Score
Wellbeing of Place and People	4.5
Fun	4.5
Everyone's Invited	5
People Centred Place	5
Local and Diverse Economy	2.5
Re-Imagining Leederville	4

As can be seen in Figure 4, a relatively clear scoring of score 4 or 5 was achieved for that criteria, and the group considered a mid point suitable, whilst in Figure 5, where the score of 5 had the highest percentage, the group took into account the overall larger percentage across scores of 3 & 4, and again agreed to a middle ground.

These base scores were then weighted based on the criteria ranking shown in Figure 3.

The final score is shown in Figure 10 for this initiative.

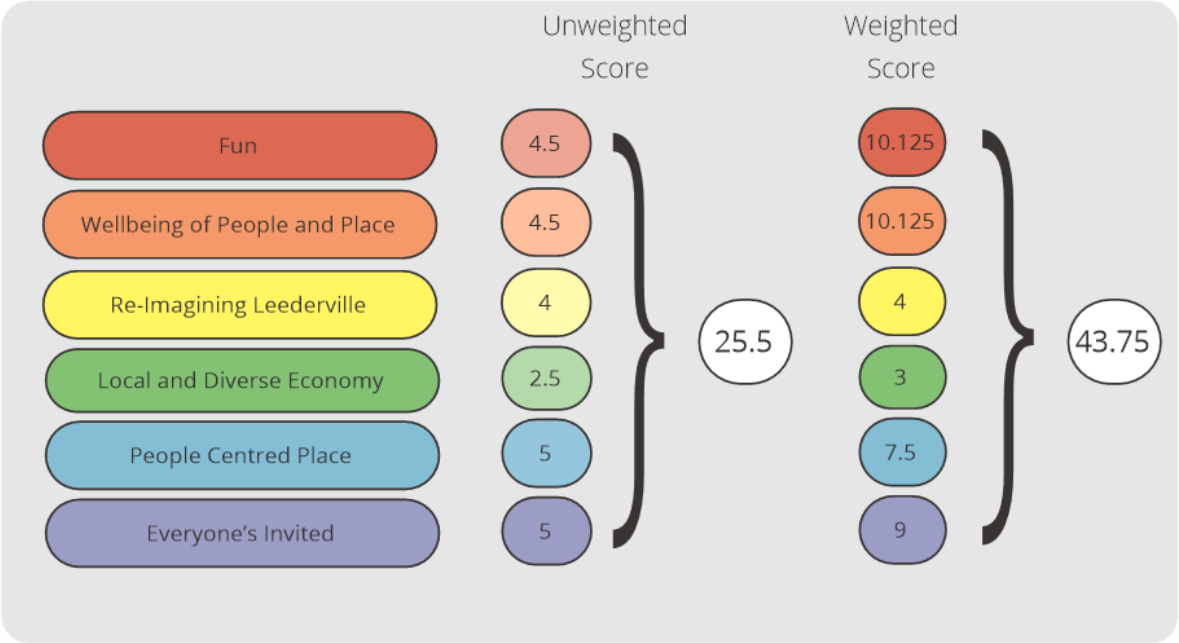


Figure 10 - MCA Scoring for Community Garden/Orchard Initiative

The list and weighted scores of each initiative assessed in the workshop is shown in Table 1, with the three highest scoring initiatives highlighted.

As illustrated, the workshop was only able to consider eleven potential initiatives. These were generally the initiative that the group was most interested in, so were prioritised in the workshop.

In developing the scores, the groups provided additional clarity over scoring mechanisms. This is detailed through Table 2 (scores of 2, 3 or 4 would be in the 'middle ground' between the extents of 1 & 5).

Not all initiatives or activities were able to be considered in the workshop due to time constraints. Some attendees provided additional feedback after the workshop, and a full list of the scoring for the balance of initiatives can be found in Appendix A.

It should be noted that the scoring in Appendix A is based on a much smaller group, and it is recommended that these other initiatives be the subject of further workshops if the initiative are considered suitable to further investigation by EG. Notwithstanding, Appendix A provides a suitable cross-reference of the types of initiatives/activities that provide high value to the community.

Table 1 - MCA Scoring from Workshop 2

Idea/Initiative	Wellbeing of Place and People	Fun	Everyone's Invited	People-centred Place	Local and Diverse Economy	Re-imagining Leederville	SCORE
Weighting	*2.25*	*2.25*	*1.8*	*1.5*	*1.2*	*1*	
Co-working	1	3	2.5	2	4	3.5	24.80
Everyday uses amenity / destinations such as gyms	3	3	3	3	4	3.5	31.70
Public podiums	4	3.5	3	3	2.5	3.5	33.28
Affordable housing	4	3	5	5	3.5	4	40.45
Bike share	5	4.5	3.5	3	3	4	39.78
Green corridors (Water Corp Drain)	5	5	5	5	3	5	47.60
Friday street closure	4	5	4	4.5	4	4	43.00
Child Care	4	3.5	3	4	3.5	3	35.48
Flexible art gallery / event space	4	4	4	4	4	4.5	40.50
Homelessness services	4	2.5	4	4.5	2.5	3.5	35.08
Community garden/orchard	4.5	4.5	5	5	2.5	4	43.75

Table 2 - MCA Scoring Clarification

	1 - Does not achieve this criterion	2	3	4	5 - Exceeds expectations - will definitely result in tangible outcomes
Wellbeing of Place and People Embracing regenerative environmental design and promoting physical and mental health of our people	• Is not designed or planned to consider mental health impacts, the natural environment or links to the local community. • The initiative/activity is possibly detrimental to wellbeing of place and people • The initiative/activity is not flexible to suit the locality (i.e. a franchise) • The initiative/activity does not consider the health and wellbeing of staff and/or visitors	May respond slightly to this criterion	Will respond to this criterion	Will achieve/meet this criterion	• Positive mental health, environmental and local community outcomes are integral to the initiative/ activity. • The initiative/activity is integral in improving the health and/or wellbeing of place and people • The initiative/activity is totally flexible to fit in with the feel of the locality. • The initiative/activity considers the health and wellbeing of staff and/or visitors
Fun Embracing and encouraging independent thinking, culture and identity; our pride and creative spirit create an accessible, diverse (intuitive) and progressive place	• The initiative/activity is not designed or planned to provide a fun environment. • The initiative/activity creates inconvenience to users and the user experience. • The initiative/activity is not suitable for all ages. • The cost is prohibitive (to set-up and/or attend) • The scale of the initiative/activity overwhelms the locality				• The initiative/activity provides an extreme level of fun in the local environment • The initiative/activity goes well above average in improving the user experience. • The initiative/activity is suitable for all ages. • The cost is very affordable. • The scale of the initiative/activity enhances the locality.

	1 - Does not achieve this criterion	2	3	4	5 - Exceeds expectations - will definitely result in tangible outcomes
Everyone's Invited Fostering diversity to encourage a sense of place and showing community makes Leederville an attractive and accessible place for everyone	• The initiative/activity is not designed or planned to be fully accessible and may have limitations on who can be involved • The cost is prohibitive • Invitations are very discriminatory and/or encourage discriminatory use of the area. • The initiative/activity would reduce the amount of alternative spaces (quiet spaces) available. • Caters for only limited age groups • The activity is designed to be internalised and privatised (i.e a theatre compared to an interactive gallery space). • Design is unwelcoming or has low appeal	May respond slightly to this criterion	Will respond to this criterion	Will achieve/meet this criterion	• Everyone is or can be using the initiative/activity • The cost is affordable • Invitations are universal • Enhances availability of alternative spaces (quiet spaces) • Caters for all age groups • Design is very welcoming and appealing • Design is accessible (above an beyond minimum Australian Standards)
People-centred Place Supporting the needs of all people at all times; safety, universal accessibility, freedom, and connection	• The initiative/activity is not designed or planned to extend local marketing or user experience. • The initiative/activity narrows the demographic attracted to the centre. • The initiative/activity encourages more vehicles. • There is no attempt to be inclusive • There is no local support				• The initiative/activity deliver a local marketing boost and high quality user experience. • The initiative/activity broadens the demographic attracted to the centre. • The initiative/activity discourages vehicles. • There is a strong intention to be inclusive • There is a lot of local support

	1 - Does not achieve this criterion	2	3	4	5 - Exceeds expectations - will definitely result in tangible outcomes
Local and Diverse Economy Creating and promoting opportunities for a local and grassroots economy that reflects and draws on the strengths of the community	• The appeal is very broad based is not designed or planned to enhance the local economy • The initiative/activity is more of the existing activities	May respond slightly to this criterion	Will respond to this criterion	Will achieve/meet this criterion	• The initiative/activity directly relates to improving and enhancing the local economy • The initiative/activity is something that is missing from the centre.
Re-imagining Leederville Building new experiences from local character and/or different perspectives	• The initiative/activity negatively impacts the heritage and character of a building or place • The initiative/activity is not designed or planned to acknowledge local history • The initiative/activity turns people away from Leederville. • The initiative/activity is no different than something that is already here.				• The initiative/activity enhances the heritage and character of a building or place • The initiative/activity celebrates local history • It attracts people to Leederville and keeps them here. • It is doing something completely different or is different

SUMMARY

This document provides a brief summary of the workshopping process completed with local community members and businesses, including the community group Leederville Connect and the Town Team movement, to develop a priority list of infrastructure, initiatives and ideas that are needed to make Leederville 'sing'.

The initial assessment highlights that public realm initiatives remain very important to the community when measured against a range of criteria, including greening Leederville and making better use of existing spaces.

Affordable housing infrastructure was also identified as important, which reflects the diverse nature of the Leederville community and the relative absence of lower cost housing for local residents and potential newcomers.

These ideas, initiative, activities and business ideas will deliver the greatest possible benefit, based on the values of the existing community and considering what already exists and what is needed in the area right now.

In addition, this methodology is not meant to be static. In the future, other ideas can be measured using the same technique. Stakeholders can modify the criteria and scoring measures depending on critical needs at any given time, and weighting can also be modified should needs change.

This summary document will also be used to inform a broader social infrastructure assessment which also considers the hard infrastructure requirements of Leederville based on population based needs.

APPENDIX A

MULTI-CRITERIA ANALYSIS FULL LISTING

Option	Wellbeing of Place and People	Fun	Everyone's Invited	People-centred Place	Local and Diverse Economy	Re-imagining Leederville		SCORE	Short Description
Weighting	2.25	2.25	1.8	1.5	1.2	1			
Green corridors (Water Corp Drain)	5	5	5	5	3	5		47.60	A proposal to upgrade an existing linear drain. Potentially requires all adjacent land owners to buy into the project, possibly through relinquishing some land to enable the 'opening' of the drain.
Community garden/orchard	4.5	4.5	5	5	2.5	4		43.75	Community driven, but may need to be 'sponsored' by a local landowner or a local Government to support the land component. If connected with a development, may form part of an apartment complex/commercial comples strata, which culd be either positive or challenging
Friday street closure	4	5	4	4.5	4	4		43.00	Using the new Leederville Village Square infrastructure - regular planned Friday night closures
Playgrounds	4.5	4.5	5	4	2.5	3		41.25	All ages or adding age appropriate spaces
Benches, trees + urban canopy	4.5	4	5	5	2	3		41.03	Spaces to site and relax, free, available to all and well sheltered/useable year round
Flexible art gallery / event space	4	4	4	4	4	4.5		40.50	An open gallery style space that can be curated by local artists, may include a space for local artists in-residence, with infrastructure to support arts
Affordable housing	4	3	5	5	3.5	4		40.45	Dwellings which households on low-to-moderate incomes can afford, while meeting other essential living costs. It includes public housing, not-for-profit housing, other subsidised housing under the National Rental Affordability Scheme together with private rental and home ownership options for those immediately outside the subsidised social housing system. Should be handed over permanently or caveated as such.
Pedestrian networks	4.5	4	4	4	3	4		39.93	Cross walks, shelters, seats, safe walking pathways into and through Leederville
Public space/park	4	4	5	5	2	3		39.90	Open space or park area - does ot necessarily have to include playground or other attraction
Artist studios / residents programmes	4.5	4	3	4	4	4.5		39.83	A space for local artists in-residence, with infrastructure to support arts - may be subsidised for local artists to enable more intense use of the space by locals
Bike share	5	4.5	3.5	3	3	4		39.78	A scheme which runs a fee-for-service bike share, enabling local people and visitors to have local mobility. Works well if connected to more extensive bike share scheme, but may be well suited due to rail station proximity.
Protected Bike Lanes	5	4	4	3.5	2	4		39.10	Safe riding networks to encourage active cycling into Leederville
Bike parking spaces	5	4	3.5	3.5	2	4		38.20	Increasing bike parking to encourage active cycling into Leederville
Local food series	4	4	3	3	4	4		36.70	An event designed around a series of food based themes. Could be an international food theme, or it could be based on ways to eat (tapas one week, skewers the next etc)
Local live band concerts	4	4	3	3	4	4		36.70	Event planned around live music of varying degrees. May be free or paid.
Co-Housing	3.5	4	4	3	3	4		36.18	Community of private homes clustered around shared space. Each home has traditional amenities, including a private kitchen. Shared spaces typically feature a common house, which may include a large kitchen and dining area, laundry, and recreational spaces. Shared outdoor space may include walkways and gardens. Neighbors may share resources like tools and lawnmowers
Child Care	4	3.5	3	4	3.5	3		35.48	Long day, casual or holiday care services
Homelessness services	4	2.5	4	4.5	2.5	3.5		35.08	Short-stay or crisis accommodation, food supplies, clothing, blankets etc. May include space for laundry services, showers and toilets for casual use

Toilet and shower facilities	4	2.5	4	4.5	2.5	3		34.58	Public facilities
Signage – directional and precinct information	4	3	4	4	3	2		34.55	Signage throguhout sharing stories of and enabling efficient access and use of the area, as well as directing people to safe walking pathways into and through Leederville
Power for events/activation	4	4	3	3	3	3		34.50	Development planned with external infrastructure services in strategic location to enable street activation on-demand
Bike / skate fix workshop	4.5	3	3.5	3	2	4		34.08	Support facilities to encourage active cycling into Leederville
Public podiums	4	3.5	3	3	2.5	3.5		33.28	The podium space provided in a new building where is it accessible and available to the public. E.g. restaurants, bars or park areas available at elevation
Painting Wall	3.5	4	3	3	2	3		32.18	Creating a space for public art expression - a free wall for the public to paint, re-paint and individually curated
Everyday uses amenity / destinations such as gyms	3	3	3	3	4	3.5		31.70	Gyms (yoga studios etc), deli's, post office, bank, newsagent)
Green spaces on roofs and walls	4	4	3	2	2	2		30.80	Urban greening of roofs and walls. Visually appealing and reduce heat island effects, but not necessarily adding spaces that are useable
Energy and water precinct (e.g. Frame Court car park)	4	2	2	3	3	5		30.20	A precinct that would be designed to be sustainably serviced, for example, including geothermal heating, solar and wind power, tri-generation, community power sharing (e.g. Power Ledger), internal water recycling for heating and cooling in building, solar passive building design, wood building etc
Decorative lighting	3	3	2	4	2	3		28.50	In street lighting - non-standard for aesthetics rather than for visibility.
Rooftop Cinema	3.5	3	2	3	2.5	2		27.73	Or cinema generally. May include podium spaces in new development, or may use the side of a podium for projection
Co-working	1	3	2.5	2	4	3.5		24.80	An office style space designed to be used by multiple people in a shared capacity. Enables idndividuals or small businesses to operate in a collegiate environment and potentially enables innovation and collaboration of start-ups and small businesses.
Housing	3	1	2	3	4.5	2		24.50	Private housing. Most likely developed by the market as commercial proposition. Will enable other outcomes if population density is sufficient
Innovative building techniques	2	2	2	2	3	5		24.20	New building techniques actively pursued in the precinct, wood building, use of recycled materials, solar technology etc
Retail start-up / incubator space	1	2	2.5	2	4	3.5		22.55	Small retail spaces design for temporary business trials. Best to include a governance structure that enables supportred transition to market led spaces at conclusion of trials

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FAR lane

FINAL REPORT:
40 FRAME COURT - ECONOMIC & SOCIAL OUTCOMES OF COMMUNITY BENEFITS

HATCH ROBERTS DAY
14/07/2021

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ABN 47 609 529 928

Revision	Date	Prepared By	Approved By
Draft Report	26/05/2021	Linnea Edebert and Jaycob Petering	Jason McFarlane
Final Report	14/07/2021	Linnea Edebert	Jason McFarlane

1. EXECUTIVE SUMMARY

The mixed-used development of Frame Court could help define a new high-density neighbourhood within the town centre precinct of Leederville. The development offers new public spaces, pedestrian network and public domain within the town centre. Additional benefits arising from the mixed-use development include, but are not limited to:

- Provision of new affordable housing and lease options within Leederville for residents and business owners;
- New residents from approximately 250 households contributing to a net new annual residential spending of $1,114,000 within Leederville - an enhancement of 422% compared to a 6-storey development; and
- New community art space attracting new visitation which could contribute to an additional net new spending of $1,295,500 benefitting local businesses within Leederville.

Based on the high-level findings, the proposed mixed-use development at Frame Court will deliver significant economic and social benefits to the local community and contribute to re-defining Leederville's Town Centre.

Contents

1. Executive summary 1
2. Introduction 3
Scope of Work 3
Context 3
3. Approach 5
Methodology 5
4. Key Findings 6
Finding 1 Frame Court impact on enhancing residential and housing diversity 6
Finding 2 Frame Court enhancing economic activity within the Leederville activity centre 10
Art gallery space 11
Finding 3 Frame Court support entrepreneurs and small business owners 14
Final Findings 15
5. Conclusion 16
6. Appendix I 17

2. INTRODUCTION

Scope of Work

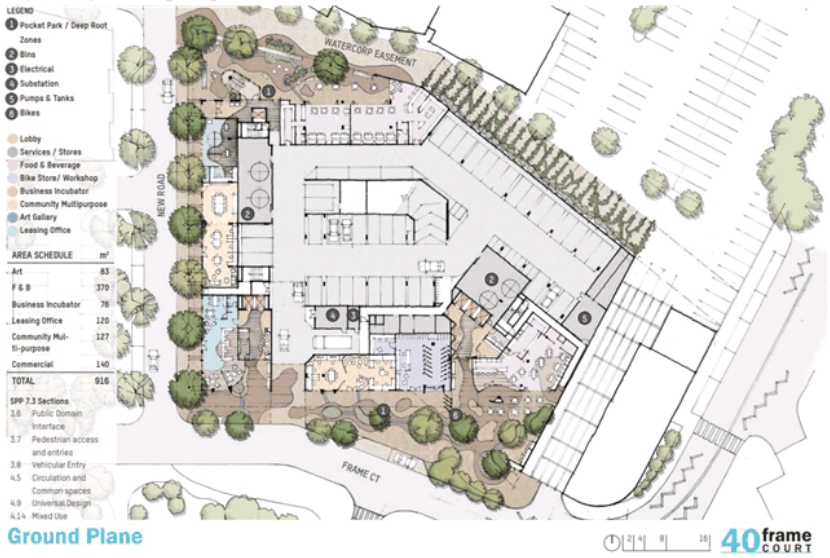
The purpose of this report is to estimate the community benefit of the proposed mixed-use development at 40 Frame Court, Leederville, Western Australia (the Development). The report considers community benefits outlined in the proposed Local Development Plan. This includes contributions to affordable housing, dwelling diversity, public community spaces, and public facilities.

Context

Frame Court has the potential to add community value to Leederville by providing additional businesses, accommodation, and employment opportunities. It can also serve as an arts and culture hub, driving visitors to the area and improving its amenities. Current challenges facing the Leederville activity centre, as outlined in the Social Infrastructure Study, include:

- **A need for demographic diversity –** Frame Court aims to provide new affordable housing options;
- **A need for a better public domain within Leederville centre** – Frame Court can enhance public domain by drawing on Leederville's existing public space typologies, as well as creating new places for people to frequent, better defining the pedestrian network and encouraging future redevelopment in proximity to the site;
- **An overreliance on worker and visitor expenditure to support activity centre performance and resilience –** Frame Court can close this gap by creating various housing opportunities that will increase local residential engagement within the centre; and
- **High risks for small businesses –** High rents and not fit-for-purpose spaces have resulted in vacant tenancies on the main strip in Leederville. Frame Court aims to provide new space and lease options to lower entry barriers for small business owners and creatives.

Map 1 - Map outlining the ground floor plan of the Frame Court development.



Source: Hatch RobertsDay, 2021. *40 Frame Court Place Strategy Report.*

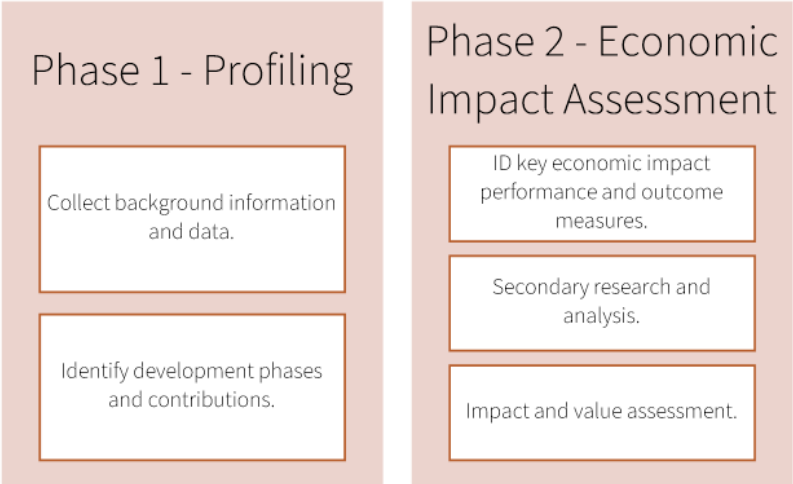
Map 1 outlines the ground floor plan of the proposed development, which includes the delivery of an art space of approximately 83m^2, a community multipurpose space of approximately 127m^2 and a business incubator space of approximately 76m^2.

3. APPROACH

Methodology

FAR Lane undertook a 2-phase process Community Benefit Economic Impact Assessment illustrated in Figure 2. The first phase explores how the Development can contribute to the identified gaps in cultural spaces, co-working facilities, public facilities, and shared equity housing. The second phase quantifies the economic and socio-economic impact of Frame Court.

Figure 2 – Methodology Frame Court



This assessment provides a high-level overview of the Frame Court Development's ability to:

- Offer new space and lease arrangements for small businesses and creatives in the Leederville area;
- Improve Leederville's public domain and provide new multi-purpose community space. Specifically, these will include;
  - Public domain improvements such as new publicly accessible landscaped areas (urban plaza);
  - The activation of the above spaces through active edges;
  - The delivery of a new multi-purpose community space with the potential to provide a cultural or arts hub.
- Drive visitation to Leederville due to a more diverse pool of shops, art spaces and restaurants being available;
- Enhance economic activity in Leederville as a result of additional residents and visitors; and
- Improve residential diversity through higher-density living options and affordable housing, which will allow for additional residents in the Leederville Town Centre.

Detailed key findings are outlined in Chapter 4.

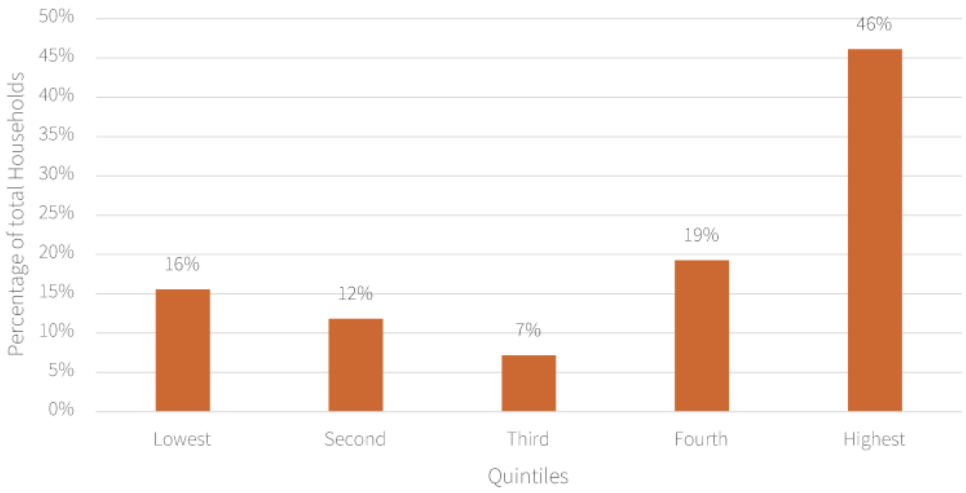
4. KEY FINDINGS

Finding 1: Frame Court's impact on enhancing residential and housing diversity

Frame Court aims to be the pioneer in providing Build-to-Rent and Build-to-Sell housing for a diverse range of income earners. The developer (EG) intends to offer subsidised rent to a minimum of 10% of apartments and proposes to partner with the State Housing Authority to offer a portion of apartments through a co-ownership model of Build-to-Sell properties. This will diversify the housing market within Leederville by creating affordable rentals and establishing co-ownership opportunities for households that would otherwise not afford to buy a unit. Frame Court's affordable units also have the potential to attract individuals from lower quintiles* and diversify the City of Vincent's income distribution. These low-cost units will also allow people to spend less money on rent, having more expendable income that they can inject into local businesses.

The current income distribution within the City of Vincent is shown in Figure 3. This illustrates an uneven distribution in terms of income within the area. The highest quintile (46%) of households earn the highest quintile income and 19% in the fourth quintile.

Figure 3 - Quintile Household Income Distribution within City of Vincent

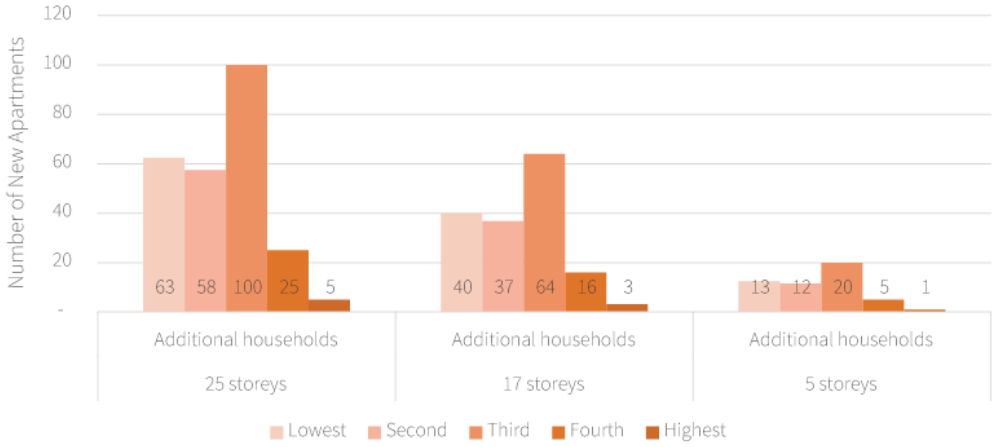


Source: ABS, Census of Population and Housing 2016.

* A quintile is where a sample is divided into equal-sized, adjacent, subgroups.

Figure 4 illustrates a potential distribution of a new type of household income earner depending on the proposed development (maximum of 25-storeys), compared to a 17-storey and the existing planning framework (5-storey development.).

Figure 4 - Number of new apartments within each household income quintile between a 25-storey and 6-storey Frame Court.

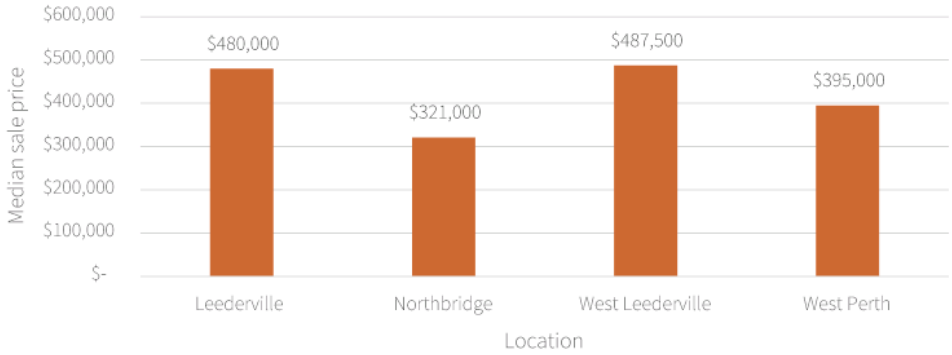


Source: FAR Lane, 2021.

The comparison shows that a 25-storey Frame Court has greater potential to diversify income distribution than a 6-storey Frame Court in the City of Vincent as it would contribute 25 new apartments instead of 6. Moreover, these would be affordable to second-and third-income quintile households.

Figure 5 and Figure 6 illustrate the median unit sale price and median weekly rent cost in Leederville and nearby suburbs such as West Leederville, West Perth, and Northbridge. Figures 5 and 6 illustrate that Leederville has a relatively higher unit sale price and rent costs than adjacent suburbs. Figure 3 shows that 46% of the households within the City of Vincent earn a high income, which may reflect the higher rental costs.

Figure 5 - Median unit sale price



Source: realestate.com.au, the median property price 2021. FAR Lane, 2021.

Figure 6 - Median unit weekly rent cost in Leederville and surrounding suburbs

Source: FAR Lane 2021. realestate.com.au, the median property price, 2021.

Frame Court has the potential to provide additional housing opportunities to underrepresented cohorts with help from potential partners, which include but are not necessarily limited to:

- **Department of Communities and METRONET –** The program assists individuals and families in finding affordable housing close to major transport linkages. They are committed to providing homes for low-income earners and invest in construction that supports economic activity and jobs;
- **Tier One Foundation Housing –** The group specialises in property development and management, and tenancy management and support. They can assist with the property management of the Build-to-Rent arrangements; and
- **Keyworker housing –** There are three major key worker groups within Leederville (Educational workers, Health Care Workers, and Emergency Services workers). It is expected that there would be a high demand for housing options from these workgroups.

The Built-to-Rent tower will have approximately 100 dwellings, with a minimum of 10% (or ten households) to be offered subsidised rent at 20% below rental market price. Table 1 illustrates the cost for EG to provide subsidised housing. Over a 10-year timeframe, the subsidised housing options costs EG an NPV of 41,800.

Table 1 - Cost for EG to provide subsidised housing options.

Units	Weekly	Annually	10 years	NPV 10 years
Per unit median rent	$ 430	$ 22,400	$ 223,600	$ 209,000
Frame Court lease	$ 344	$ 17,900	$ 178,900	$ 167,200
Cost for developer	$ 86	$ 4,500	$ 44,700	$ 41,800

Source: FAR Lane, 2021.

This may facilitate current and future accommodation demands for TAFE students and those arising from the CBD relocation of 9,000 students and staff from Edith Cowan University (ECU)[1]. The new housing arrangements Frame Court offers would similarly contribute to a more uniform distribution of household income distributions.

Frame Court could diversify housing and rental options within Leederville as it will offer more affordable rentals and create co-ownership opportunities for households that cannot afford to buy a unit. As a result, it has the potential to attract households from lower quintiles and diversify the City of Vincent's income distribution.

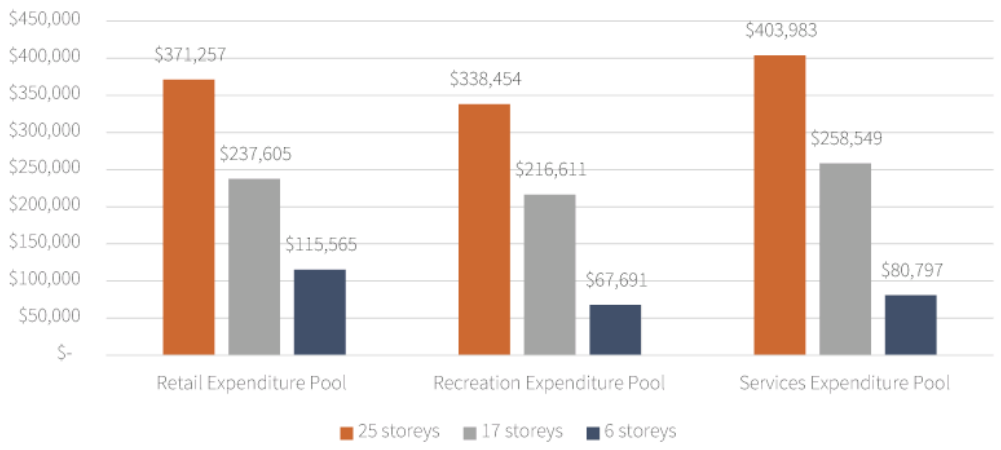
[1] Source: ECU, 2020. Reterived from: https://www.ecu.edu.au/news/latest-news/2020/09/edith-cowan-university-to-develop-perths-first-comprehensive-city-campus

Finding 2: Frame Court enhancing economic activity within the Leederville activity centre

Frame Court is estimated to create 250 new dwellings. With the current average of 2.2 residents per dwelling[2], Frame Court could contribute approximately 550 new residents to the Leederville Town Centre.

Figure 7 illustrates the net new annual local spending broken down into retail expenditure[3], recreation expenditure[4], and services expenditures[5] between a 6-, 17- and 25-storey development. The new additional household income is based on the distribution shown in Table 2. The net new annual residential sensitivity spending was calculated under the assumption that there is a spending leakage[*]. Sensitivity for leakage component in net new annual spending is illustrated in Figure 11 and Figure 12 and compared in Figure 13, in the Appendix I. The following graphs within the City of Vincent suggest that there is 80% leakage in each category which is aligned with Buxton's retail leakage and surplus analysis report.[6]

Figure 7 - Net new annual residential expenditure between a 6-storey (current planning framework), 17-storey, and 25-storey development within the City of Vincent.



Source: FAR Lane (2021), ABS Household Expenditure Survey, Australia (2016).

Table 2- Breakdown of the estimated distribution of household income within Frame Court

Lowest	Second	Third	Fourth	Highest
25%	23%	40%	10%	2%

Source: FAR Lane, 2021.

[2] Source: Australian Bureau of Statistics, Census of Population and Housing 2016
[3] includes clothing and footwear expenditure based on ABS, Household Expenditure Survey (2016).
[4] includes recreation and educational services expenditure based on ABS, Household Expenditure Survey, 2016.
[5] Includes household services and operation expenditure based on ABS, Household Expenditure Survey, 2016.
[*] A retail leakage means that residents are spending money outside of the area of resident.
[6] Source: Buxton https://whywaynecounty.com/wp-content/uploads/migrated/documents/RetailGapAnalysis_Site1_Secondary.pdf

Table 3 shows the expenditure difference between a 6-storey (current planning framework), and 25-storey development. It illustrates that a 25-storey development enhances spending by 500% in local recreation and service businesses and 320% in local retail.

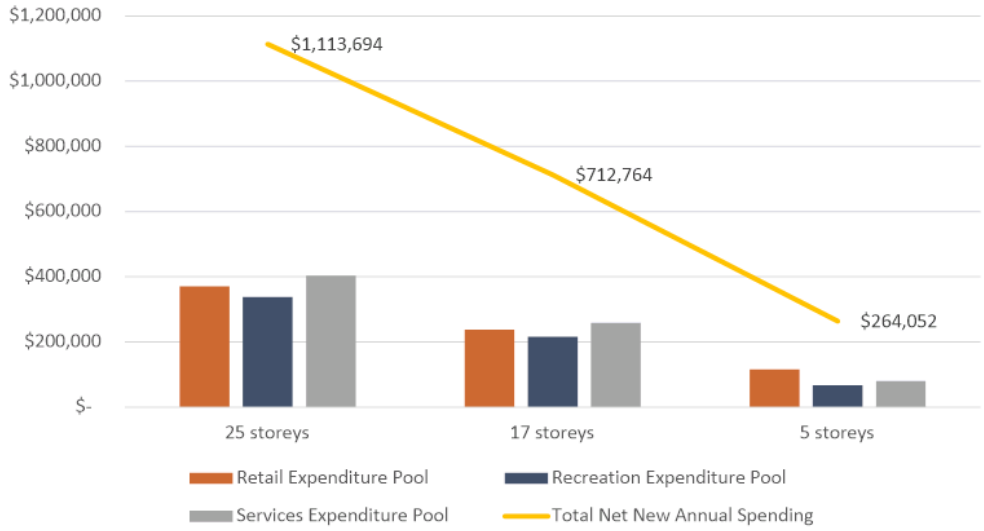
Table 3 – Annual net spending difference between a 6 and 25-storey development at Frame Court.

Category	$ difference between 6- and 25-storey development	Percentage change
Retail	$ 255,700	321%
Recreation	$ 270,800	500%
Services	$ 323,200	500%
Total	$ 849,600	422%

Source: FAR Lane, 2021, ABS Household Expenditure Survey, Australia 2016.

Figure 8 illustrates the total net new household spending between the current planning framework, a 17-storey, and 25-storey development. The comparison highlights that a 25-storey development compared to a 6-storey enhances the local activity by $850,000 (422%) annually, or by $1,114,000 compared to no development.

Figure 8 - Total net new annual household spending comparison between a 6-storey, 17-storey, and 25-storey development.



Source: FAR Lane, 2021. ABS Household Expenditure Survey, Australia, 2016.

Community and art space

Frame Court plans to supply 83m^2 of new community space in Leederville on a peppercorn lease basis. The use of this space may include a flexible art gallery and studio space that puts on events and exhibitions benefitting the local community within Leederville and the City of Vincent.

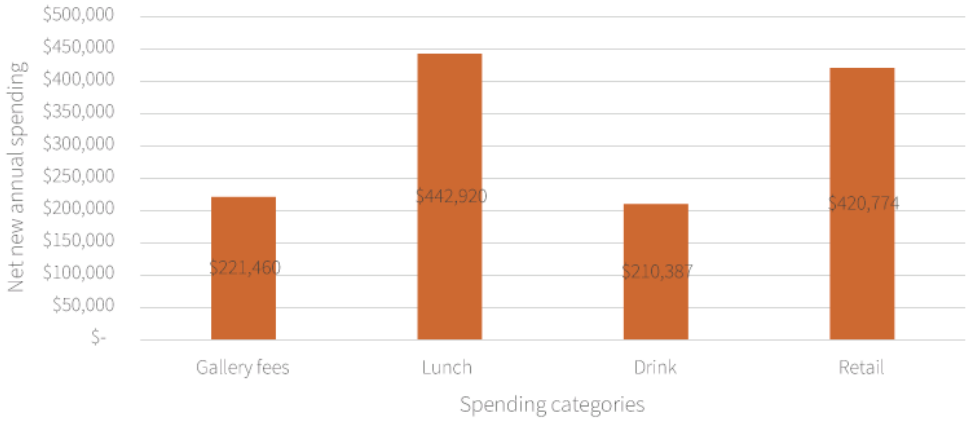
Figure 9 illustrates the potential net new annual spending arising from visitors due to the new art space and exhibition centre under the assumption new annual visitors are 22,146 [7] and on average spend the amount shown in Table 4.

Table 4- Average category spending

	Average
Gallery Fees	$ 10
Lunch	$ 20
Drink	$ 10
Retail	$ 19

Source: FAR Lane, 2021. ABS Household Expenditure Survey, 2016. Numbeo, 2021.

Figure 9 - Net new annual spending arising from new visitors in fees, food and beverage, and retail within Leederville.

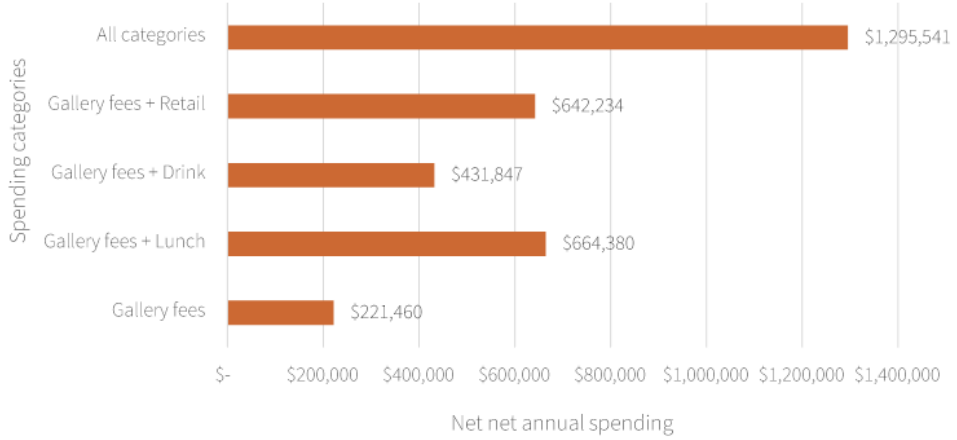


Source: FAR Lane, 2021. ABS Household Expenditure Survey, 2016. Numbeo, 2021.

Figure 10 illustrates the potential net new annual spending under the assumption that a new visitor will spend money in more than one category. If each visitor spends the average in each category, a net new annual spending of $1,295,500 will benefit the local businesses within the area.

[7] Similarly distributed as Art Space in Sydney. Source: Art Space *2019* Annual Report

Figure 10 - Total net new annual visitor spending in multiple categories within Leederville.



Source: FAR Lane, 2021. ABS Household Expenditure Survey, 2016. Numbeo, 2021.

Frame Court has the potential to enhance local economic activity within Leederville from new households and new visitors arising from art spaces, shops, and restaurants. New households can support local shops within the retail, service, and food/beverage industry. Consequently, making it more attractive for small businesses to settle in the area and increase the variety of shops, services, and restaurants whilst increasing employment opportunities in Leederville. In addition, a 25-storey development gives the developers more flexibility in the provision of space of Frame Court and may enhance the utilisation of ground space more significantly than a 6-storey development. Similarly, a 25-storey Frame Court creates more residential capacity, adding more value to local restaurants and service providers than a 6-storey development.

Finding 3: Frame Court support entrepreneurs and small business owners

Frame Court aims to lower the barriers to entry for small business owners and creatives by providing a gallery and community art space of 83m^2 and a business incubator/co-working space of approximately 72m^2. These spaces will be offered on a peppercorn lease basis (either directly or via an incubator operator), which means the rent paid by the lessee is less than the fair value. The current average lease cost is \$330/m^2 per week[8] , allowing for new business and art diversity within Leederville.

Examples of how the new office space will be utilised are:

- **MANY 2.0. in Fremantle, a project by SPACEMARKET (https://www.spacemarket.com.au/)** – Provided retail and art space for small business owners to share to decrease operational costs;
- **Joondalup Art Gallery (https://www.jag.org.au/)** – Art gallery which includes artwork from a variety of artists; and
- **Artspace in Sydney (https://www.artspace.org.au/)** – Free art space for the production and presentation of contemporary art. Artists can test new ideas and shape public conversations.
- **Riff in Perth CBD, by spacecubed (https://spacecubed.com/space/riff/) – Offers an open space in a collaborative environment, uniquely designed to spark new conversations and opportunities.**

The current business environment has created barriers for new small businesses to settle in the area due to high rents and big rental spaces. The same factors have also caused independent retail stores and cafes on Oxford Street to close[9]. The businesses that have survived are already established firms or part of national franchises. As a result, Leederville has lost part of the 'cool, fun and hip' atmosphere it was once known for[10]. Frame Court can ensure greater enterprise survival by offering lease costs below market price.

The incubator space can lower the barriers to establishing a business and serve as an incubator space for independent small businesses before relocating to the main strip. In turn, creating an opportunity for creatives to exhibit and test their ideas, while enhancing the Perth contemporary art scene. Both alternatives can support up to 6 incubator spaces and capacity for six new jobs[11]. On this basis, the commercial floorspace at 40 Frame Court could enhance visitation, employment and support small businesses within Leederville.

[8] Leederville average lease cost May 2021 calculated based on prices from Commercial RealEstate.com.au.

[9] Source: K. Emery, 2020. *The West Australian.* Retrieved from: https://thewest.com.au/business/retail/leederville-shops-close-as-retailing-slump-bits-ng-b88872670z

[10] Source: L. Holland-McNair, 2019. *The West Australian.* Retrieved from: https://thewest.com.au/business/commercial-property/the-two-keys-to-saving-our-struggling-retail-strips-ng-b881399410z

[11] Based on the City of Vincent Jobs per M^2 from the 2017 DPLH Land Use Employment Study

Final Findings

In addition to benefits articulated in findings 1-4, Frame Court could improve Leederville's public domain. The Frame Court Precinct is currently dominated by car-parking infrastructure. The proposed development will improve Leederville's public domain with the Urban Plazas to the north and south, creating additional space and enhancing the pedestrian network within Leederville. Therefore, the mixed-used development could help define a new density neighbourhood within the Town Centre precinct and draw on Leederville's existing pubic space typologies to create a new place and activity and catalyse future redevelopment in proximity to the site.

5. CONCLUSION

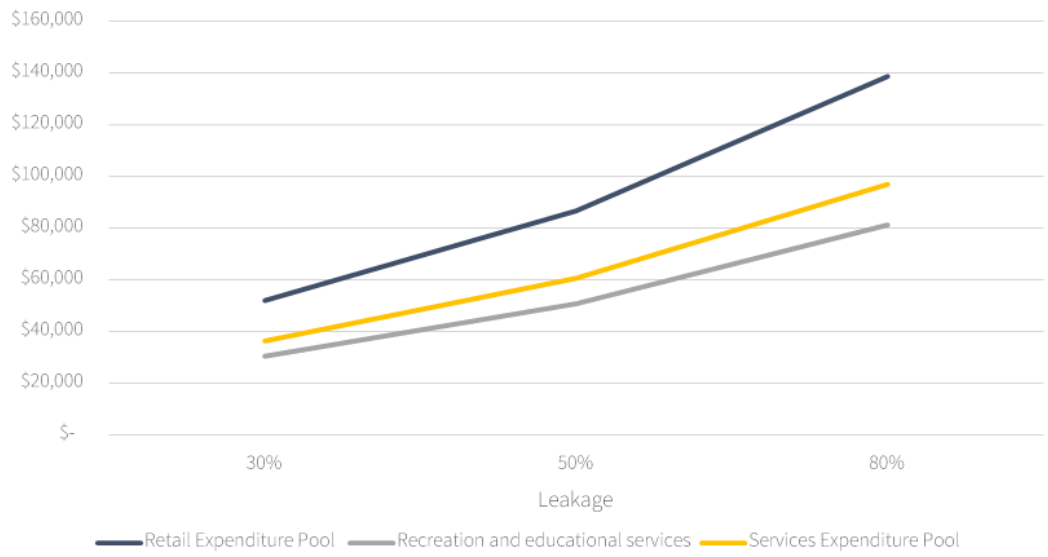
The socio-economic impact and economic development arising from Frame Court include but is not limited to:

- Catering for lower-income demographics by providing new subsidised and shared housing arrangements;
- Increasing and diversifying the pool of retail shops, art spaces and restaurants by providing new space and lease options;
- Defining a new high-density neighbourhood within the town centre by drawing on Leederville's existing public space typologies to create new community space and enhance pedestrian networks catalysing for future redevelopment in proximity to the site.
- More local employment opportunities; and
- Enhancing the net annual economic activity within the centre of Leederville due to new residents and visitors.

On this basis, FAR Lane believes that the proposed development option represents a significant opportunity for Leederville's local economy and community to benefit from.

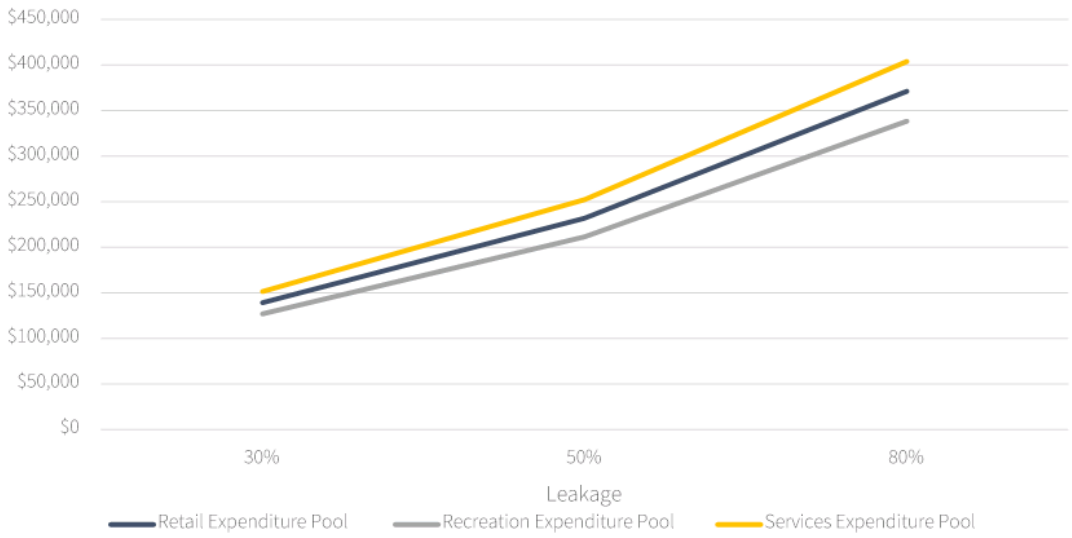
6. APPENDIX I

Figure 11- Sensitivity of leakage component in net new spending from a 5-storey development.



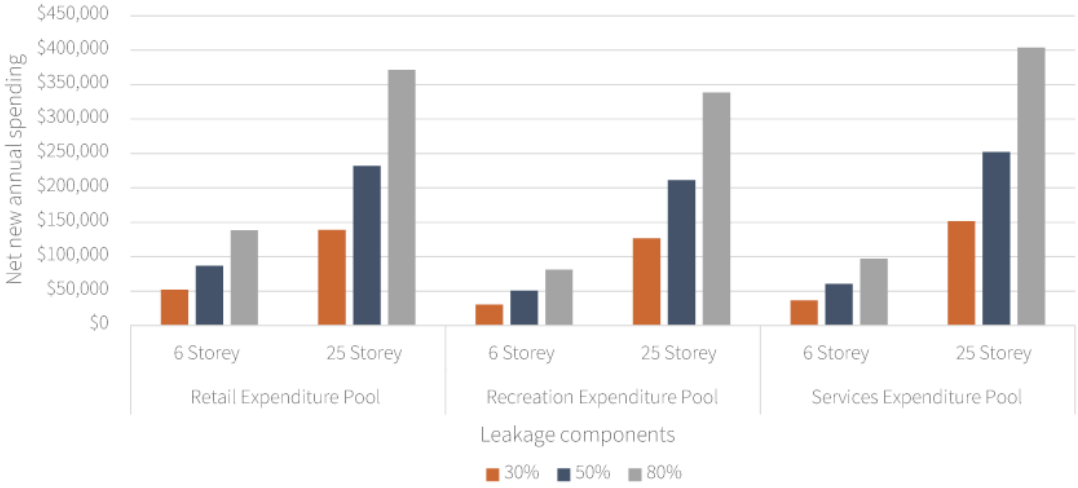
Source: FAR Lane, 2021. ABS Household Expenditure Survey, 2016.

Figure 12 - Sensitivity of leakage component in net new spending from a 25-storey development.



Source: FAR Lane, 2021. ABS Household Expenditure Survey, 2016.

Figure 13-Sensitivity of leakage component net new annual spending between 5-, and 25-storey development.



Source: FAR Lane, 2021., ABS Household Expenditure Survey, 2016.

No. 40 Frame Court – Local Development Plan Assessment Table

Setbacks and Boundary Wall Height		
Applicable Acceptable Outcome	**Proposal**	
Clause 8 of Leederville Masterplan 8.3 Floors above 3 storeys to be setback a minimum of 5 metres. Rooftop space created by the 5m setback may be used as an open terrace.	Amended	**Setbacks** 4.1.1 Podium Setbacks • North: Nil minimum (except where required to provide Northern Plaza) • East: Nil • South: Nil (except where required to provide Southern Plaza) • West: 1.5 metre minimum 4.1.2 Tower Setbacks • North: 2.0 metre minimum • East: 3.0 metre minimum • South: 6.0 metre minimum • West: 3.0 metre minimum **Boundary Wall Height** 4.2.1 Podium • 5 storeys (31 metre AHD maximum)
Clause 1.2 of Built Form Policy A1.2.1 – Primary and secondary street setback is nil.	Amended	
Clause 1.3 of Built Form Policy A1.3.1 – • Ground floor, second and third storey – nil • Fourth storey and above – as per R Codes Volume 2 Table 2.1, which is nil.	Amended	
Clause 1.3 of Built Form Policy A1.3.1 – • Ground floor, second and third storey – nil • Fourth storey and above – as per R Codes Volume 2 Table 2.1, which is nil.	Amended	
Building Height		
Applicable Acceptable Outcome	**Proposal**	
Clause 8 of Leederville Masterplan 8.1 Buildings to a maximum height of 5 storeys	Amended	4.3.1 Podium • 5 storey podium (31 metre AHD maximum). • Floor to ceiling height of the ground floor tenancies is to be a 5.0 metre minimum to allow generous volumes for a range of uses and flexibility for the future. • 3.2 metre floor to floor height (Levels 2 to 5). 4.3.2 Eastern Tower • 25 storeys (including podium).
Clause 1.1 of Built Form Policy A1.1.1 Development with a maximum height of six storeys	Amended	

		• 3.2 metre floor to floor height. • 96 metre AHD maximum (not including roof plant). 4.3.3 Western Tower • 17 storeys (including podium). • 3.2 metre floor to floor height. • 71 metre AHD maximum (not including roof plant). 4.3.4 Wind Impact Assessment is to be prepared by a suitably qualified wind engineering consultant and submitted with any development application.
Building Depth		
Applicable Acceptable Outcome	**Proposal**	
Element 2.6 of R Codes Volume 2 A2.6.1 – Maximum building depth of 20 metres for single aspect apartments on each side of a central circulation corridor.	Amended	4.4.1 Western Tower • Maximum building depth of 24 metres 4.4.2 Eastern Tower • Maximum building depth of 25 metres
Building Separation		
Applicable Acceptable Outcome	**Proposal**	
Element 2.7 of R Codes Volume 2 A2.7.1 – Within Site: • Habitable rooms/balconies – minimum of 24 metres separation.	Amended	4.5.1 Minimum building separation distance for habitable rooms/balconies is 12 metres with an average of 24 metres, subject to visual and acoustic privacy (including the provision of privacy screens or eyelid windows), natural ventilation, sunlight and daylight access being adequately addressed to the satisfaction of the approval authority at the development application stage.
Car Parking		
Applicable Acceptable Outcome	**Proposal**	
There is no acceptable outcome related to car share services under the Built Form Policy or R Codes Volume 2.	Augmented	4.6.1 Provision of a car share service (minimum 2 cars) within the development subject to agreement with car share provider.
Tree Canopy		
Applicable Acceptable Outcome	**Proposal**	

Element 3.3 of R Codes Volume 2 A3.3.4 Deep Soil Areas – 10 percent of site area required which equates to 430.6 square metres	Amended	4.7.1 Landscaping for the development is to be provided in accordance with the following: <u>Northern Plaza</u> • Deep soil – 65 square metres; • Canopy coverage – 80 percent; and • Trees – 1 large, 4 medium, and small trees to suit. <u>Southern Plaza</u> • Deep soil – 70 square metres; • Canopy coverage – 80 percent; and • Trees – 1 large, 2 medium, and small trees to suit. <u>Podium Level</u> • On structure planting areas – 630 square metres; and • Trees – 25 medium and small trees to suit. <u>Western Tower</u> • On structure planting areas – 91 square metres; • Trees – 5 small; and • Location of gardens – Levels 6 to 14. <u>Eastern Tower</u> • On structure planting areas – 46 square metres • Trees – 10 small; Location of gardens – Levels 9 and 12 <u>Summary</u> The total landscaping provided is: • Deep Soil Areas – 135 square metres; • Trees – 2 large, 31 medium, and a minimum of 15 small trees to suit area; and • On-Structure Planting – 767 square metres.
A3.3.5 Trees – The following shade producing trees would be required, being: • 1 large, 10 medium, and small trees to suit area.	Amended	
A3.3.7 On-Structure Planting – Two times the shortfall in deep soil area provision to be provided as on-structure planting. There is a shortfall of 295.6 square metres of deep soil areas, which would require a total of 591.2 square metres of on-structure planning.	Amended	
Public Domain Interface		

Applicable Acceptable Outcome		Proposal
Clause 4 of Leederville Masterplan The ground floor of any new buildings are to be activated.	Amended	4.8.1 Ground level frontages as indicated on Figure 2 are to be activated through a variety of design measures, which may include the provision of shop fronts, lobbies which have a visual and physical connection with the street, operable doors and windows, and/or entry doors.
Clause 6 of Leederville Masterplan Parking to be at the rear of the site or else accommodated within the building structure.	Amended	4.8.2 Parking on the ground floor and within the podium is to be sleeved with active land uses on the southern and western elevations.
Element 3.8 of the R Codes Volume 2 A3.8.2 – Vehicle entries are identifiable from the street, while being integrated with the overall façade design and/ or located behind the primary building line.	Amended	4.8.3 Entrances to the parking and other service areas is to be integrated into the design of the building façade and service areas are to be screened from view.
Element 3.7 of R Codes Volume 2 A3.7.1 – Pedestrian entries are connected via a legible, well-defined, continuous path of travel to building access areas such as lift lobbies, stairs, accessways and individual dwelling entries. A3.7.2 – Pedestrian entries are protected from the weather. A3.7.3 – Pedestrian entries are well-lit for safety and amenity, visible from the public domain without opportunity for concealment, and designed to enable casual surveillance of the entry from within the site.	Augmented	4.8.4 Primary and Alternative Resident Entries are to incorporate innovative and creative design elements including entry canopies to accentuate entrances and provide a sense of identity to buildings and as points of orientation to the building.
Clause 1.5 of Built Form Policy A1.5.1 – Pedestrian access which is identifiable from the street and visitor car parking areas and other public areas. A1.5.2 – Access for pedestrians which directly fronts the primary street. A1.5.3 – Developments shall distinguish residential entries from retail and other commercial entries.	Augmented	

Clause 7 of Leederville Masterplan Awnings are to extend the full width of the site. Awnings to be a minimum 3.3m above the footpath. Awnings may extend to within 0.5m from the street edge.	Amended	4.8.5 Continuous awnings are to be provided in the locations identified in Figure 5. Awnings should have a minimum height of 3.5m, respond to any existing or proposed verge trees, and be integrated into the design of the façade.
Podium Design, Tower Design and Aesthetics		
Applicable Acceptable Outcome	**Proposal**	
Element 4.10 of R Codes Volume 2 A4.10.1 – Façade design includes: • Scaling, articulation, materiality and detailing at lower levels that reflect the scale, character and function of the public realm. • Rhythm and visual interest achieved by a combination of building articulation, the composition of different elements and changes in texture, material and colour. A4.10.2 – In buildings with height greater than four storeys, façades include a defined base, middle and top for the building. A4.10.3 – The façade includes design elements that relate to key datum lines of adjacent buildings through upper level setbacks, parapets, cornices, awnings or colonnade heights. A4.10.4 – Building services fixtures are integrated in the design of the façade and are not visually intrusive from the public realm. A4.10.5 – Development with a primary setback of 1 metre or less to the street includes awnings that: define and provide weather protection to entries are integrated into the façade design are consistent with the streetscape character. A4.10.6 – Where provided, signage is integrated into the façade design and is consistent with the desired streetscape character.	Augmented	**Podium Design** 4.9.1 The podium facade of the development is to present as a human scale to the public realm and be of a high architectural quality to reflect the character of the Leederville town centre. This is to be achieved through: • The incorporation of articulated facades which feature fine-grained detail and fenestration; • Large openings and clear glazing to the street which are not obscured by window signage; • The incorporation of stall risers as part of the ground floor design; and • The use of durable materials, colours and finishes. 4.9.2 Upper level frontages within the podium are to be activated through a variety of uses such as communal terraces, private balconies and/or major openings which overlook Frame Court, adjoining car park and the plazas. 4.9.3 The podium deck is to provide for activation with accessible, functional and usable areas including rooftop gardens, which enhance amenity and promote surveillance of the public realm below. 4.9.4 Each of the primary resident entries, including lobbies, are to be treated the same in respect to design and material quality.
Clause 1.8 of Built Form Policy A1.8.1 – Commercial Development which fronts the public realm shall provide active frontages including	Clause1.8.3 amended, all remaining	

glazing, openings and operable windows to ensure activity, interaction and surveillance of the street. A1.8.2 - Commercial Ground floor spaces shall have a maximum width of 9m and a finished floor level to finished ceiling level height of a minimum of 3.5 metres. A1.8.3 – Development shall identify key design elements in the local area and streetscape through an Urban Design Study and integrate and acknowledge these design elements where possible whilst avoiding the use of faux materials. A1.8.4 – Development which incorporates the design elements of the predominant streetscape character of the urban design study area outlined in Appendix 2. A1.8.5 – Commercial Building facades visible from the public realm shall: • Incorporate a variety of materials, colours, textures and depths; • Not present a blank, monotonous, repetitious or dominant building treatment; • Incorporate architectural or functional elements integrated into the facade, rather than cosmetic or superficial attachments to the building; • Incorporate vertical articulation by using tall and narrow facade treatments; • Incorporate articulation such as doorways, windows, seating ledges, sills, stall risers and other detailing; • Minimise use of shallow framings systems and thin wall/glazing systems; • Integrate fire boosters, mail boxes and external fixtures into the building design or screen them so they appear as part of the facade; and • Integrate signage into the design and articulation on the ground floor. A1.8.6 – Where provided, doorways shall have a depth between 0.5 metres and 1.5 metres to clearly articulate entrances to commercial buildings and tenancies. A1.8.7 – Where provided, windows, seating ledges, sills, stall risers and other detailing shall have a minimum depth of 0.3 metres.	clause augmented	4.9.5 Ground floor tenancies are to include a minimum floor to ceiling height of 5 metres floor to provide sufficient space for servicing and infrastructure to support future adaption. 4.9.6 The structure of the building adjoining the Water Corporation infrastructure corridor shall be appropriately designed and engineered to accommodate future ground floor tenancies. **Tower Design** 4.10 The eastern and western towers are to be of a high architectural quality to reflect the character of the Leederville town centre. This is to be achieved through: • The towers integrating with the podium element below; • The incorporation of articulated facades, such as curved buildings and building edges, and horizontal elements; • The incorporation of major openings and balconies. External facing major openings and balconies should be unobscured and unscreened. Internal facing major openings and balconies should be only be screened or obscured where necessary to protect visual privacy; • The use of vertical landscaping to create visual interest to the tower elements; and • The use of durable materials, colours and finishes. **Aesthetics** 4.11 The aesthetics of the development, including the colours, materials, finishes and architectural detail of both the podium and the eastern and western towers shall be natural, tactile and visually interesting and are to reflect the diverse and eclectic character of the Leederville town centre as identified within the supporting Urban Design Study to be submitted with the development application. Refer to Figures 3 and 4 for example materials palettes.

A1.8.8 – Where provided, stall risers shall be a minimum height of 0.45 metres. A1.8.9 – Commercial Ground floor glazing and/or tinting shall have a minimum of 70 percent visible light transmission to provide unobscured visibility. A1.8.10 – Security measures shall be: • Located and installed internally behind the glazing line or recessed between elements in the facade such as columns or doorway recesses; and • Transparent and visually permeable to allow views inside the building and enable internal light sources to be seen from the street. A1.8.11 – Commercial Development shall provide a protective continuous awning over the pedestrian footpath, which shall : • Be minimum height of 3.5 metres and a maximum height of 4 metres from finished floor level to the underside of the awning to accommodate under awning signage; • Be setback a minimum of 0.6 metres from the face of kerb; • Respond to any existing and/or proposed verge trees; • Respond to the height, depth and form of existing awnings on the subject and adjoining buildings; • Respond to the slope of the site; and • Integrated with the design of the facade. A1.8.12 – Verandahs and collonades are only permitted where they are constructed wholly within the lot boundaries of development site.		
Noise		
Applicable Acceptable Outcome	**Proposal**	

Element 4.7 of R Codes Volume 2 A4.7.1 Dwellings exceed the minimum requirements of the NCC, such as a rating under the *AAAC Guideline for Apartment and Townhouse Acoustic Rating* (or equivalent). A4.7.2 Potential noise sources such as garage doors, driveways, service areas, plant rooms, building services, mechanical equipment, active communal open space and refuse bins are not located adjacent to the external wall of habitable rooms or within 3m of a window to a bedroom. A4.7.3 Major openings to habitable rooms are oriented away or shielded from external noise sources.	Augmented	4.12.1 An Acoustic Report is to be prepared by a suitably qualified acoustic consultant and submitted with any development application to address noise generated from existing entertainment venues within the Leederville town centre, and transport noise as per State Planning Policy 5.4 – Road and Rail Noise.

Summary of Submissions:

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

Comments Received in Support:	Administration Comment:
General Comments • The proposed development would act as a catalyst for more residents in Leederville, and develop a sustainable and liveable inner-city environment. • The proposal would greatly benefit the area by attracting more residents, workers and visitors to sustain the Leederville economy and contribute towards a vibrant community. • The proximity to public transport is the ideal location for such a development. • Leederville is identified as a Secondary Centre under State Planning Policy 4.2 – Activity Centres in Perth and Peel, and has a target of 35 dwellings per hectare under Perth and Peel @ 3.5 million. Developments of this scale will assist in ensuring this target can be achieved whilst alleviating pressure on more sensitive areas.	The comments in supported are noted.
Height and Bulk • Although the height is a big step, the location of the site near the Mitchell Freeway, Water Corporation and Leederville Train Station would be the least intrusive for a high density building in regard to off-site amenity impacts. • Supportive of the concept of high density development, however considers that a height of 15 storeys would be more appropriate. • The site is in an optimal location for a high density development. Considering the high level of amenity and public transport links, the height should be increased to 30 storeys or higher to make appropriate use of the block. • It would not be appropriate to have buildings of this height in the centre of Leederville, however it is noted that: - The Leederville Precinct Structure Plan is separately contemplating the broader future heights for development in the area; - Past decisions have provided for multi-storey development adjacent to the Water Corporation; - A rim of high buildings could be accommodated along the edge of the Mitchell Freeway and Loftus Street intersection where overshadowing would unlikely be an issue; and - Effort has been put into focusing attention on the podium level and its interface with the public realm, rather than the towers. • Although the height is marginally greater than that identified in the draft Leederville Precinct Structure Plan (including available bonuses), the western tower is below this limit.	The comments relating to the location of the subject site and support for high density development are noted.

Page 1 of 14

Summary of Submissions:

Comments Received in Support:	Administration Comment:
Built Form • The development is of a high quality and the built form and massing is what should be achieved for a site in an inner-city node. • The extent of ground floor activation is supported and will assist in encouraging pedestrian activity through the precinct, including to and from the train station.	The comments in support of the built form are noted.
Aesthetics • The appearance of the towers does not capture the essence of Leederville as they: - Are not integrated with the podium design; - Are too glassy and glossy, and lack the grunginess and grittiness that contributes towards the authentic character; - Do not provide for opportunities for residents to have visual and conversational links with those ate ground level or in the towers themselves; and - Provide little opportunities to show evidence of human living, or adaption and improvisation of living spaces. A redesign of the appearance of the towers to ensure they reflect the Leederville character is required. • The extensive design work done on the podium, including the variety of textures and treatments is welcome. This is a valuable tool to offset the impact of the building height, and responds well the Leederville context. Further refinement should occur through the development application process. • The aesthetic statements are consistent with the supporting imagery of the Local Development Plan, and should be carried through the development approval stage.	• In regard to the tower design and aesthetics, the LDP identifies a number of specific design measures to be implemented as part of the built form. The LDP also identifies for an Urban Design Study to be provided to ensure that the proposed colours, materials and finishes reflect the Leederville character. This would be assessed and refined as part of any future development application, with the LDP also providing an example material pallete. • The comments in support of the podium design and aesthetics are noted.
Streetscape and Public Realm • The concept of the buried wetland being bought to the surface is supported, however is not reflected in the landscape architecture. The public realm of the current design could be strengthened to be distinct and reflective of the Leederville character, rather than a generic design. The function and use of these spaces by the community, including children should also be contemplated. • The development provides the opportunity for a grid pattern of laneway and street movement around the site which is strongly supported. The City and Water Corporation are encouraged to support these initiatives and contribute towards the creation of this movement pattern.	• The LDP requires a Landscape and Public Realm Plan to be provided with any future development application. This would need to demonstrate that the requirements and objectives of the LDP are met and provide for further details of the design of the public plazas. • The comment in support of the movement is noted.

Summary of Submissions:

Comments Received in Support:	Administration Comment:
Landscaping The north public plaza would potentially by impacted by overshadowing from the future development on No. 661 Newcastle Street. Accounting for this measures should be included to ensure that shade tolerant species are used and the area is made comfortable for use all year round, including in winter when access to winter sun would be limited.	The applicant has amended the LDP for the Landscape and Public Realm Plan to provide for further details as part of any future development application, including the selection of species to account from shadowing impact from the subject and the adjoining developments.
Community Benefits • The commitment towards diversity of residents through the build-to-rent and affordable housing initiatives is strongly supported. This is an important feature to support the diversity of Leederville and provide equity in the community. • The provision of community purpose uses is also a welcome initiative. It is noted that if creating low-cost spaces for community purposes can produce a demonstrable benefit to the community, this should be extended to other spaces in the development, including the parking space along the Water Corporation drain rather than these being converted into additional commercial spaces. • These initiatives should be extended for longer than the 10 years currently proposed. In the life of the building this is relatively short and would be unfortunate if the building was sold to a future owner who removes the community benefits after this specified period for economic reasons. • The commitment to identify and measure goals to achieve of One Planet Living is appreciated, however there is a missed opportunity to provide commitments related to decarbonisation, waste management, selection of materials and water management. It would be relatively easy for such initiatives to be incorporated. • The development provides numerous improvements to the public realm. The provision of the public plaza areas, pedestrian access ways and community infrastructure more than warrants the additional height being supported	• The comment in support of affordable housing is noted. Following advertising the applicant consolidated the requirements for build-to-rent and shared ownership into one provision related to affordable housing. This would need to be demonstrated through a Management Plan as part of any future development application. • The comment in support of community purpose uses are noted. There would be no restriction on the applicant to consider further community-oriented uses as part of the development, including along the Water Corporation infrastructure. • In relation to the timeframe for the community spaces, 10 years was identified as an adequate time to establish the success and viability of such spaces. At the conclusion of this period it would be open to the owner to extend the period if these spaces have been successful, or to seek alternative ways of activating the spaces if they have not. • Following consultation the One Planet Living requirements were removed as a proposed community benefit. This is because the role of the City is assessing and measuring these principles through a development application was unclear as the targets are not easily quantifiable. One Plant Living principles are intended to be an ongoing commitment to particular actions over the lifetime of the development. Notwithstanding the applicant has indicated that they would still intend to deliver on One Plant Living principles as part of any future development. • The comment in support of the public realm improvements is noted.
Traffic Supportive of the proposal provided that traffic is appropriately considered by encouraging public transport use to avoid adding additional cars to an already congested area.	The provision of a high density mixed use development on the subject site within the Leederville Town Centre is consistent with the actions of the City's Accessible City Strategy to support a mode shift towards public and active transport use. The applicant has submitted a traffic report with the proposal, which has been reviewed by the City and identifies that increased traffic from the development would remain within the acceptable limits established by the Transport Guidelines.

Summary of Submissions:

Comments Received in Support:	Administration Comment:
Other Water, energy and waste infrastructure should be located along the Water Corporation area to provide a consolidated 'infrastructure spine' to assist future redevelopment within the precinct.	Noted. The applicant would be required to liaise with the relevant infrastructure providers and the Water Corporation in relation to the provision of services within its easement.

Comments Received in Objection:	Administration Comment:
General • Concerned about the development not complying with the relevant requirements, including height, setbacks, boundary walls, depth, design and density. • The proposal fails to deliver on principles of good urban design, landscaping, strengthening of the community, aesthetics and public safety.	• The purpose of the LDP is to establish new requirements which would apply to future redevelopment of the subject site. In some instances these requirements depart from the existing acceptable outcomes, while in other instances, the LDP establishes requirements which would be over and above the existing planning framework. The acceptability of each of these requirements is outlined within the report. • The proposal has been referred to the City's DRP on five separate occasions. Through this the DRP has advised that the proposal has suitably addressed the overarching principles of the Built Form Policy, including in regard to Landscaping, Community, Safety and Aesthetics.
Height • The development does not come close to meeting the five storey height limit of the Leederville Masterplan which have been through consultation and are accepted by the community. The application should have been rejected from the start. A building of this height would be more appropriately located within the City of Perth. • The draft Leederville Structure Plan which indicates a height of 18 storeys with a maximum height of 23 storeys to recognise public use. The proposal does not indicate such a public use, and would be contrary to the requirements of the R Codes Volume 2 to respond to the future scale and character of the area. There are no other buildings of equivalent size approved or planned in the area. • The proposed height would set a precedent for the destruction of the Leederville Town Centre. The development is excessive, out of character, and not in keeping with the surrounding area which consists of modest mixed use dwellings and character homes. The proposed height is more than three times the height of the existing approved buildings in Leederville, including No. 636-640 Newcastle Street. • The development would adversely impact on the skyline of Leederville, including the gateway intersection of Newcastle Street and Loftus Street.	• The Leederville Masterplan was adopted in 2012 and establishes a five storey height limit for the site. The proposed height is not inconsistent with the broader context of the Leederville Masterplan, which identifies heights increasing from eight to 16 storeys on the Frame Court carpark and at the corner of Leederville Parade and Oxford Street, as well as 16 to 24 storeys on the Water Corporation landholding. Recently at its meeting on 14 September 2021, Council recommended that the WAPC approve the LPSP. This would replace the Leederville Masterplan and is discussed further below. • The LPSP identifies that a maximum height of 23 storeys would be permitted on the subject site, provided that the Mandatory and 100 points of Additional Criteria are achieved. The proposed LDP would achieve this criteria to be permitted the 23 storey height. Although the LDP proposes an additional two storeys (25 storeys), it would have a maximum height of 81.9 metres, which is less than the maximum 82 metres identified within the LPSP. While there are currently no developments of this scale existing within Leederville, as identified in both the Leederville Masterplan and LPSP, the area would experience developments of a similar height in the future. • The applicant has provided visual impact studies to determine the impact

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
• Supportive of providing increased housing density, however the proposed height is far too high and would have a detrimental impact on the quality of life of residents. • The proposed height would result in overshadowing to the existing Frame Court carpark, William Traylen Park, pedestrian paths to Oxford Street and future community spaces. • Additional information should be provided, including large scale shadow diagrams for all months between dusk and dawn at two hour intervals, and 3D diagrams at 20 metre intervals to demonstrate the visual impact of the development. • Suggested heights from submitters included a range of heights, such as: - 3-4 storeys; - 4-5 storeys; - 5-10 storeys; - 6-8 storeys; - 10 storeys; - 12 storeys.	based on particular vantage points within the town centre and beyond, including the Loftus Street and Newcastle Street intersection. The study concluded that the visual impact would be moderate from this position because the proposal would not be screened by existing buildings and vegetation. Notwithstanding this, there would be no impact on the existing views of the built form character of the town centre as this is not currently visible from this location. As noted above, based on the current heights permitted on surrounding sites under the Leederville Masterplan, this would change the Leederville skyline irrespective of the proposed LDP. • Any future development application would need to demonstrate consistency with the requirements of the R Codes Volume 2 to ensure that the amenity of future residents of the development is appropriate. • The R Codes Volume 2 assesses the impact of overshadowing based on the shadow cast at midday of 21 June, which would fall directly to the south. The shadow from the proposal would fall to the south, and onto the Water Corporation landholding, which consists of its administration building, a carpark and a portion William Traylen Park (which is privately owned and not counted as POS). The shadow cast would also extend onto Leederville Parade and the Mitchell Freeway. The applicant has also modelled the overshadowing throughout the year and identifies that at its worst, shadow falling to the west would be predominantly contained to the Frame Court carpark and not extend to the current Oxford Street reserve. In respect to the Leederville Skate Park the shadow would fall largely to areas which are already roofed or covered by tree canopy. The shadow would not extend to pedestrian paths along Oxford Street. • As noted above the applicant has provided visual impact and overshadowing diagrams to determine the impact of the proposed height. Administration is satisfied with the information provided. • The suggested heights received through the consultation period are noted.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Building Bulk and Scale • The bulk and scale is not in keeping with the streetscape and would be detrimental to the village character of Leederville. The proposal would attract people to Leederville, however at the cost of setting a negative bulk and scale precedent, given the large amount of the lot which is to be developed as a building. This is due to the little open space, lack of human scale at the street and podium level, and lack of pedestrian-friendly access. • Supportive of providing increased housing density, however the proposed height is far too high and would have a detrimental impact on the quality of life of residents. This is as a result of the apartments being designed for wealthy people, and being located so distant from streets these people would become disconnected from the community. • Acknowledges the need for additional density but the proposal would be at the expense of the character of Leederville.	• The LDP includes requirements in respect to the public domain interface and the podium design. These requirements would ensure that the development presents at a human scale and responds to the human scale. The LDP also includes the provision of pedestrian links and defined entrances to assist with legibility and wayfinding. The public plazas would provide urban spaces on the ground level which equate to 10.4 percent of the site area and would incorporate landscaping. • As noted above the subject and surrounding sites under the Leederville Masterplan have been identified for high density development. The LDP includes the provision of pedestrian links to provide for access into and through the Leederville Town Centre. The LDP also requires a minimum of 10 percent of apartments to be provided for affordable housing to contribute towards a diverse demographic. • The LDP includes requirements relating to the aesthetics of the development to ensure that the built form appropriately responds to the character of Leederville. These relate to design features as well as the use of colours, finishes and materials. The response to the Leederville character embedded within the LDP has been supported by the City's DRP.
Building Setbacks and Boundary Walls *Boundary Setbacks* • The proposed building setbacks do not complement or reinforce the existing character of Leederville and are not in keeping with the desired streetscape. • The proposed building setbacks result in poor passive surveillance outcome and insufficient separation to neighbouring properties. • The ground level setbacks are insufficient to allow for civic use and a diversity of land uses. • The setbacks of the Leederville Masterplan represent an agreed expectation by the community, while the design principles of the R Codes Volume 2 identify the benefit of building setback. Both of these are ignored by the proposal.	*Boundary Setbacks* • The Built Form Policy seeks to achieve a strong urban edge through the provision of nil setbacks to the street. The LDP permits a nil setback to the street for the podium which is consistent with the Built Form Policy, while also providing opportunities for northern and southern public plazas which would contribute to the public realm. • Under the Built Form Policy, nil setbacks would be permitted for all boundaries, inclusive of the podium and towers and irrespective of height. The LDP seeks to introduce minimum setback requirements to provide for separation to adjoining properties. The LDP also provides for active frontages on the ground floor, with the apartments located within the podium to provide passive surveillance to the public ream whilst maintaining visual privacy. • The proposed setbacks to the north and south of the podium provide for a strong urban edge, while also incorporating landscaping as part of the plazas. The proposed setback to the west provides for the provision of a north-south pedestrian link to encourage activation of the ground floor.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
	• The Leederville Masterplan includes setbacks related to the fourth storey and above being setback 5 metres from the street, with the remaining setbacks guided by the Built Form Policy which are permitted to be nil. The proposed LDP is consistent with the relevant Element Objectives of the R Codes Volume 2.
Boundary Wall Height The proposed boundary wall height is unacceptable and results in offensive massing.	*Boundary Height* In respect to the podium boundary walls, nil setbacks are currently permitted under the Built Form Policy with no limitation on height. The proposed five storey height imposes a limit on the height of boundary walls. The development abuts an easement for drainage infrastructure to the north. While the ultimate outcome is for this to be a formalised pedestrian link, there is currently limited amenity in this area, given it adjoins the rear of existing two storey commercial developments which front onto Newcastle Street. To the east the development abuts uncovered parking bays and plant equipment on the Water Corporation site, with uncovered parking bays and plant equipment adjacent to the proposed development. The provision of a five storey boundary wall would not significantly impact on the amenity of this area.
Car Parking *Development Parking* • The development provides insufficient parking to accommodate the needs of the residents and will result in this spilling over into on-street parking bays. • There has been no detail relating to the provision of on-site parking as part of the development. Most apartments require two parking bays, and if only one is provided this would impact on the availability of public parking. • Query if the City has undertaken research to verify that resident parking would not be required.	*Development Parking* The LDP does not propose any on-site parking requirements, aside from the provision of a minimum of two car share service bays. Any future development application would be required to provide resident, visitor and non-residential parking in accordance with the respective requirements of the R Codes Volume 2 and the City's Parking Policy.
Public Parking • The development will increase pressure on the limited public parking in the area, including on-street and off-street. • The removal of further parking bays in Leederville would result in increased pressure which has been an issue since the ABN development was constructed on public parking.	*Public Parking* • As noted above any future development application would need to provide adequate on-site residents, visitors and non-residential parking. Should a shortfall be proposed, this would be assessed against the relevant objectives and having regard to the adequacy and availability of public on and off-street parking in proximity to the development. • The LDP is not proposed on the Frame Court carpark, and is located on the adjoining site to the east. The provision of a pedestrian link would require modifications to the Frame Court carpark to facilitate a 3 metre width. This would likely result in the removal of one parking bay, however this would not detrimentally impact on the accessibility of public parking.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Building Design • It is unclear how vehicle access points would be safe, avoid conflicts with pedestrians and cyclists, and have a reduced visual impact on the streetscape. • It is unclear how the building façade of the podium references the local character and provides for visual interest. The street level is isolated from the public domain and is unattractive. • The design of the towers does not provide for any visual interest. • The proposal does not provide for any detail of the tower design or aesthetics of the development. • It has not been demonstrated how the materials and elements are consistent with to reflect the character of Leederville.	• There is no pedestrian path currently provided along the south of the subject site and the LDP proposes to rationalise existing crossovers to the subject site from two to one. This would reduce the visual impact on Frame Court and not adversely impact on pedestrians or cyclists. • The LDP requires the podium façade to present at a human scale and incorporate articulation, openings, and active frontages to provide for visual interest. • The LDP includes requirements related to the tower design and overall aesthetics. In regard to the tower design, articulation is to be achieved through curved facades, the provision of major openings and balconies, vertical landscaping and the use of colours, finishes and materials. In regard to the overall aesthetics, this is to reflect the Leederville character and would be identified through an Urban Design Study. Example materials have also been included within the LDP. The response to the built form and aesthetics of the proposal have been supported by the City's DRP.
Urban Design • Supportive of providing increased housing density, however the proposed height is far too high and would have a detrimental impact on the quality of life of residents. This is as a result of the apartments being designed for wealthy people, and being located so distant from streets these people would become disconnected from the community. • The development does not provide for connectivity with the Leederville main street and the proposed public and community spaces would become urban wastelands. • The public domain interface has not been designed to enhance crime prevention or present an attractive street presence. • The 'Town Square' would be too small to act as a proper civic space, and the 'Forecourt' is oriented to south and has no connectivity. • The 'Street' and 'Incubator' would be sited between a multi-storey carpark and the apartment building and would be overshadowed for a large part of the day.	• As noted above the subject and surrounding sites under the Leederville Masterplan have been identified for high density development. The LDP includes the provision of pedestrian links to provide for access into and through the Leederville Town Centre. The LDP also requires a minimum of 10 percent of apartments to be provided for affordable housing to contribute towards a diverse demographic. • The LDP includes requirements related to the public domain interface, to create an attractive street presence and provide for casual surveillance. This would be achieved through activated ground floor tenancies, the provision of a continuous awning along the southern, western and a portion of the northern sides of the development, and the treatment of the pedestrian entries. • The public plazas are not intended to act as large civic spaces, but rather urban spaces used for informal gatherings and co-located with landscaping. These spaces would be connected to the development by pedestrian links facilitated by the provision of an awning to southern, western and northern frontages. • It is noted that the development of surrounding sites would result in shadow falling to the ground floor tenancies, however this in largely unavoidable given the location and orientation of the subject site.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Building Depth and Separation *Building Depth* • There is no need to exceed the 20 metre apartment depth to construct suitably sized apartments. The additional depth adds to the bulk of the buildings. • The proposed building depth is insufficient due to the layouts of the apartments not being designed to have access to winter sun. *Building Separation* • The proposed reduced building separation would be unappealing as it would compromise on adequate visual privacy being provided. • The proposed building separation is not proportionate to the building height and is insufficient to provide for winter sun.	*Building Depth* • The building depth is appropriate given the subject site is provided with a northern orientation and minimum ceiling heights of 3.2 metres are required, which would optimise daylight and solar access, along with natural ventilation. The requirements for major openings and balconies being provided would also assist with articulation of the building. *Building Separation* The building separation is appropriate as the internal tower setbacks vary between 12 metres and approximately 36 metres, which assists to provide for a sense of space between the towers, and provides access to sunlight and natural ventilation. Any future development application would need to demonstrate consistency with the Element Objectives of the R Codes Volume 2 in respect to visual and acoustic privacy being achieved between apartments, which would be dependent on the location of major openings and balconies.
Landscaping • The landscaping design has not been indicated and would be impacted by shadowing from the development. • Query how the City would ensure that any landscaping indicated is delivered on-site.	• The LDP requires a Landscaping and Public Realm Plan to be provided as part of any future development application. This would provide further details in respect to the design of landscaping areas, including the selection of shade tolerant species. • Any development approval would include a condition for the implementation of an approved Landscaping Plan. The implementation of this plan would be required as part of issuing any occupancy permit for the development.
Traffic • The density of the development will result in increased traffic, placing further pressure on already congested roads during peak hour. This includes Newcastle Street, Loftus Street and Oxford Street, and the intersection of Loftus Street and Leederville Parade. • There has been no mention of how vehicles will enter and exit the site, acknowledging that the Newcastle Street and Loftus Street intersection is already congested during peak hour.	The LDP was supported by a TIA which considered the impacts of additional traffic on the existing road network. Access to the site would be provided from Frame Court to the south. Frame Court also extends through to Newcastle Street to the north, however this portion is not a dedicated road as it runs through the Water Corporation site and was excluded from the TIA. As a result the key focus of the TIA was on the Frame Court and Leederville Parade intersection. The TIA identified that there would an AM peak increase of 9.1 percent and a PM peak period increase of 12.1 percent at this intersection. While this would result in some delays for vehicles turning right into and out of Frame Court, this would still remain within the acceptable threshold established by the Transport Guidelines. It is also noted that the TIA did not consider works MRWA will be undertaking to install a central median within Leederville Parade. These works would restrict this intersection to left-in/left-out only and not permit these right turn movements where the main impact was identified.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
Public Consultation • The City should not include wording on the consultation form that if no comment is received it is assumed that there is no objection as this is misleading. • Little has been publicised about the development. Direct consultation should have been undertaken with all residents of the City of Vincent.	• The City includes wording on the community consultation form advising that if no submissions are received it is assumed that there is no objection to the planning matters raised within an application. The inclusion of this wording does not imply that if no objection is received, that the proposal is supported. This summary of submissions captures the comments received in respect to the proposal during the consultation period. • The City undertook community consultation for 21 days. The method of advertising included a sign on site, notification in the local newspaper, 3,629 letters mailed to all owners and occupiers within 750 metres of the subject site, email notification to those who had previously submitted on the Design Leederville project, and a social media post. The proposal formed part of the City's Consultation Open Day which was held on 29 May 2021.
Other • Fire safety is a concern for taller buildings as it becomes more difficult to evacuate higher levels. • The area is currently overdeveloped with apartments. • Noise pollution would increase as a result of the development. The proposal should articulate how noise transmission between apartments would be mitigated. • Given the development is inconsistent with the Leederville Masterplan, an appeal would be sought. • There is not adequate infrastructure in the area to support such a rapid increase in density, such as schools. • High density development encourages low demographic people to live in the area.	• Any future development would need to satisfy the relevant fire requirements of the Building Codes of Australia (BCA) and National Construction Codes (NCC). • There is no restriction on the number of apartments that can be provided within the locality under LPS2. Market demand is not a relevant planning consideration. • Any future development would need to satisfy the relevant noise requirements of the BCA and NCC. • There are no third party appeal rights within Western Australia. • As part of the LPSP an assessment was undertaken in relation to the adequacy of schools in the area. The Department of Education has confirmed that additional land is not required to be set aside within Leederville for public schools. • The LDP seeks to contribute towards dwelling and demographic diversity within Leederville through the provision of affordable housing and dwelling diversity.

Summary of Submissions:

Comments Received Expressing Concern:	Administration Comment:
General • Independent and local business should be supported and prioritised where possible for the commercial tenancies. • The ground floor and outdoor spaces should be designed to reflect the traditional owners of the area and its history, to create a sense of place.	• The planning framework does not provide the ability to restrict or prioritise particular tenants. Notwithstanding the City would encourage bespoke and local businesses to be supported within any future development and to contribute towards the vibrancy of the Leederville Town Centre. • The City acknowledges the history and traditional owners of the site, and would encourage the applicant to incorporate this.
Community Benefits • The provision of affordable housing is supported, provided that the property is maintained and washing isn't hung out on the balconies. • The build-to-sell and build-to-rent should be spread throughout both towers, rather than separated to encourage diversity. • Further clarification on the delivery of affordable housing is required to ensure that it is achievable, including: - Has the Housing Authority agreed to the program and do they have funding for this? - Are there alternative community housing providers which could fund and manage the program? - How would eligibility for tenants be determined and managed? - Why is there no commitment to a minimum percentage being provided, as 'a portion' is not a valid planning condition? • The dwelling diversity targets should be revised to provide for a minimum of 10 percent of three bedroom apartments, to attract families into the Leederville Town Centre. • The ground floor use is supported and art installations should be encouraged. This space should be used for events as well, and must be managed to avoid it becoming a storage space. • The community benefits are insufficient to support the scale of development. The small area of landscaping would ordinarily be required to be provided as on-site landscaping in any other development. This space, and the proposed pedestrian access lane are too small to be functional for the public, and are not in an accessible location. These should be increased in size and secured through either ceding to the State or through a public access easement. • The success of the public plazas and commercial tenancies would depend on effective pedestrian and transport linkages from the site to the Leederville Train Station and central Leederville. These linkages should be well designed and legible, and connect directly to the public plazas and building entrances while being separated from car parking.	• The ongoing maintenance of apartments would be the responsibility of the future strata for the development. The future development application would need to satisfy the requirements of the R Codes Volume 2 in relation to providing adequate drying facilities, so that balconies are not relied upon for clothes drying. • The applicant has advised the build-to-rent and build-to-sell would be located in separate towers due to the requirements in relation to a future strata scheme. • As noted above, the affordable housing requirements were consolidated following consultation. A Management Plan would be required as part of any future development application to outline details relating to the 10 percent of build-to rent apartments to be provided, including operation, tenure subsidy details and ownership arrangements. • The LDP requires a minimum of 10 percent of three bedroom dwellings to be provided as part of the dwelling diversity targets. • The use of a cultural facility on the ground floor would be secured through a condition of development approval to ensure that it is used for the intended purpose. • The LDP has been supported by an Economic and Social Benefit Analysis. This outlined that the proposed benefits would: - Cater for new demographics through the provision of affordable housing and dwelling diversity; - Increase and diversify the retail, art and food and beverage offerings through new spaces and lease options; - Create new community spaces and pedestrian networks to define the neighbourhood; and - Provide for greater employment opportunities and enhancing economic activity within Leederville. In respect to landscaping, while there is a shortfall in deep soil areas, the LDP provides for on-structure planting on the podium and within the towers which exceeds the requirements of the R Codes Volume 2. In

Summary of Submissions:

Comments Received Expressing Concern:	Administration Comment:
The linkages should also be provided with shade from the outset of the development, and not rely on the canopy from trees as they reach maturity. • The business incubator and co-working space is small. A larger space should be provided to be more functional and provide flexibility for future uses. • An advisory committee should be set up to advise on the use of the community art space and business incubator space to select the most appropriate manager of these spaces. This should be an ongoing initiative to ensure that contributes towards community ownership of the space, and ensure its ongoing maintenance and relevance.	respect to the pedestrian link, a total width of 3 metres would be achieved through a combination of the building being setback and works within the Frame Court carpark. The public plazas would provide for urban spaces, and equate to more than 10 percent of the site area, consistent with the targets identified in the LPSP. Through any future development application, the best mechanism to secure these would be investigated. It is noted that the ceding of these areas would require the City to become responsible for the cost of maintaining these spaces. • The LDP requires the ground floor tenancies to be activated to the pedestrian links, to provide a legible pedestrian environment. A pedestrian awning is provided to these links to provide for weather protection. In regard to wider pedestrian connections with the town centre and train station, the Leederville Town Centre Place Plan outlines a number of actions to be investigated and implemented by the City to improve accessibility into and through the town centre. • The LDP requires for a Management Plan to be provided which outlines how these spaces would be operated, managed and maintained.
Aesthetics The proposal doesn't reflect the eclectic and grungy character of Leederville. This should be refined, and reflected in the ground floor design and public spaces.	As noted above, the LDP includes requirements related to the public domain interface, podium and tower design, and aesthetics. These would be required to be further refined and supported by an Urban Design Study in respect to colours, finishes and materials to reflect the Leederville character. Similarly a Landscape and Public Realm Plan would also be required to detail the design of the northern and southern public plazas.
Setbacks The towers should be setback from the podium in all location, and especially adjacent to public plazas. These spaces need to present at a human scale and reduced the effects of downward wind from the tower elements.	As noted above the Built Form Policy permits nil setbacks to all boundaries with no limitation on height. The LDP permits a nil setback to the street for the podium which is consistent with the Built Form Policy in this regard, while also providing opportunities for northern and southern public plazas which would contribute to the public realm. In relation to the towers, the LDP requires these to be setback from the podium, with the exception of encroachments into the northern and southern plazas. This would contribute towards visual interest and opportunities for shade within these spaces.

Summary of Submissions:

Comments Received Expressing Concern:	Administration Comment:
Car Parking • The proposal includes insufficient information regarding parking for residents of the development, and appears to rely on existing public parking next to the site. It is unclear what would happen if this site was redeveloped. • The development should limit car parking to a maximum of one car bay per dwelling and provide on car share bay for every 20 dwellings. • End of trip facilities are more appropriate to be provided for commercial developments, and not for residents. Details for the provision of secure bicycle parking for residents should be provided. • End of trip facilities should be provided which exceed the City's standards. By providing more than the minimum this would encourage active transport. • Bicycle hire and car sharing and pooling should be encouraged, along with the provision of electric car charging stations.	• As noted above, any future development application would be required to provide on-site resident, visitor and non-residential parking in accordance with the respective requirements of the R Codes Volume 2 and the City's Parking Policy. • There are currently no minimum car share requirements within the planning framework. The LDP proposes to include a requirement for a minimum of two car share bays. In regard to resident parking, the R Codes Volume 2 requires a minimum of one car bay per dwelling. • End of trip facilities would be required to be provided for non-residential tenancies in accordance with the City's Parking Policy. Details of these facilities would be provided as part of any future development application. • As noted above, the LDP includes a requirement for a minimum of two car share bays to be provided. The City encourages alternative transport to be provided, including in respect to electric vehicle charging infrastructure and bicycle parking to support transport mode shifts.
Landscaping • The developer should be required to plant mature trees to ensure that the intended canopy coverage it provided from the outset. • The site coverage of the development should be reduced to provide larger areas of landscaping and deep soil areas. On-structure planting does not have the same environmental and amenity benefits as deep soil areas.	• The benefits of mature planting from the outset are noted. The LDP requires the provision of a Landscaping and Public Realm Plan which would include details related to the appropriate species selection as well as the size of the trees. • The provision of on-structure planting is supported by the R Codes Volume 2 and would provide for tree planting which exceeds the minimum requirements. The provision of trees across all levels of the development would provide for an appropriate level of amenity across all levels of the development for pedestrians and residents, and would be consistent with the intent of the R Codes Volume 2 and the Built Form Policy in contributing towards greening within the town centre.
Sustainability • The development should commit to achieving a 5 star Green Star rating. • If supported the development should be required to achieve formal GBCA certification to achieve a 5 star Green Star rating, along with formal One Planet Living certification.	• Any future development application would be required to demonstrate consistency with the ESD requirements of the Built Form Policy. This would require the development to achieve either a 5 star Green Star rating or undertake a Lifecycle Assessment. • The City's Built Form Policy does not require formal green star certification to be achieved, however the applicant is not precluded from pursuing this. As noted above the One Plant Living requirements were removed as these would not be able to implemented or measured by the City. Notwithstanding the applicant has advised that it is still intended for these measures to be implemented as part of any future development.

Summary of Submissions:

Comments Received Expressing Concern:	Administration Comment:
Traffic If the development is approved, Leederville Parade should be widened to two lane to address congestion on the morning peak period heading east towards Loftus Street.	There are no current plans for Leederville Parade to be widened, however MRWA are intending to construct a central median as part of its Black Spot Program to restrict access to Frame Court to left-in/left-out only.
Public Transport The No. 15 bus route should be modified to no longer travel up Oxford Street. The bus stop along Oxford Street should be relocated to outside the Leederville Train Station and the bus be rerouted along Leederville Parade and Loftus Street. This would free Oxford Street up to become a pedestrian zone.	The Leederville Town Centre Place Plan identifies for the City to advocate to the Public Transport Authority and the Water Corporation for the No. 15 bus route to be relocated from Oxford Street to through the Water Corporation's landholding to connect Leederville Parade and Newcastle Street.

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

Summary of Submissions:

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

Comments Received in Support:	Applicant Comment:
General Comments • The proposed development would act as a catalyst for more residents in Leederville, and develop a sustainable and liveable inner-city environment. • The proposal would greatly benefit the area by attracting more residents, workers and visitors to sustain the Leederville economy and contribute towards a vibrant community. • The proximity to public transport is the ideal location for such a development. • Leederville is identified as a Secondary Centre under State Planning Policy 4.2 – Activity Centres in Perth and Peel, and has a target of 35 dwellings per hectare under Perth and Peel @ 3.5 million. Developments of this scale will assist in ensuring this target can be achieved whilst alleviating pressure on more sensitive areas.	Noted and agreed
Height and Bulk • Although the height is a big step, the location of the site near the Mitchell Freeway, Water Corporation and Leederville Train Station would be the least intrusive for a high density building in regards to off-site amenity impacts. • Supportive of the concept of high density development, however considers that a height of 15 storeys would be more appropriate. • The site is in an optimal location for a high density development. Considering the high level of amenity and public transport links, the height should be increased to 30 storeys or higher to make appropriate use of the block. • It would not be appropriate to have buildings of this height in the centre of Leederville, however it is noted that: - The Leederville Precinct Structure Plan is separately contemplating the broader future heights for development in the area; - Past decisions have provided for multi-storey development adjacent to the Water Corporation; - A rim of high buildings could be accommodated along the edge of the Mitchell Freeway and Loftus Street intersection where overshadowing would unlikely be an issue; and - Effort has been put into focusing attention on the podium level and its interface with the public realm, rather than the towers. • Although the height is marginally greater than that identified in the draft	Noted and agreed except for comments on maximum height of 15 storeys (refer to comments below under 'Height')

Summary of Submissions:

Comments Received in Support:	Applicant Comment:
Leederville Precinct Structure Plan (including available bonuses), the western tower is below this limit.	
Built Form • The development is of a high quality and the built form and massing is what should be achieved for a site in an inner-city node. • The extent of ground floor activation is supported and will assist in encouraging pedestrian activity through the precinct, including to and from the train station.	Noted and agreed
Aesthetics • The appearance of the towers does not capture the essence of Leederville as they: - Are not integrated with the podium design; - Are too glassy and glossy, and lack the grunginess and grittiness that contributes towards the authentic character; - Do not provide for opportunities for residents to have visual and conversational links with those ate ground level or in the towers themselves; and - Provide little opportunities to show evidence of human living, or adaption and improvisation of living spaces. A redesign of the appearance of the towers to ensure they reflect the Leederville character is required.	Refer to Section 6.0 Design Principles and Appendix F DRP Presentation for information on the design aesthetics. Note that the DRP made the following observation in respect to the materials: *Choice of materials and finishes, their combination and overall façade treatments, particularly within the podium levels, indicate a high visibility and pre-eminence.* Note that the appearance of the towers will be refined at the development application stage in consultation with the Design Review Panel.
• The extensive design work done on the podium, including the variety of textures and treatments is welcome. This is a valuable tool to offset the impact of the building height, and responds well the Leederville context. Further refinement should occur through the development application process.	Noted and agreed
• The aesthetic statements are consistent with the supporting imagery of the Local Development Plan, and should be carried through the development approval stage.	Noted and agreed
Streetscape and Public Realm • The concept of the buried wetland being bought to the surface is supported, however is not reflected in the landscape architecture. The public realm of the current design could be strengthened to be distinct and reflective of the Leederville character, rather than a generic design. The function and use of these spaces by the community, including children should also be contemplated.	Noted. This will be addressed at the development application stage.

Summary of Submissions:

Comments Received in Support:	Applicant Comment:
• The development provides the opportunity for a grid pattern of laneway and street movement around the site which is strongly supported. The City and Water Corporation are encouraged to support these initiatives and contribute towards the creation of this movement pattern.	Noted and agreed
Landscaping • The north public plaza would potentially by impacted by overshadowing from the future development on No. 661 Newcastle Street. Accounting for this measures should be included to ensure that shade tolerant species are used and the area is made comfortable for use all year round, including in winter when access to winter sun would be limited.	Noted. This will be addressed at the development application stage.
Community Benefits • The commitment towards diversity of residents through the build-to-rent and affordable housing initiatives is strongly supported. This is an important feature to support the diversity of Leederville and provide equity in the community.	Noted and agreed
• The provision of community purpose uses is also a welcome initiative. It is noted that if creating low-cost spaces for community purposes can produce a demonstrable benefit to the community, this should be extended to other spaces in the development, including the parking space along the Water Corporation drain rather than these being converted into additional commercial spaces.	Noted. This will be addressed at the development application stage.
• These initiatives should be extended for longer than the 10 years currently proposed. In the life of the building this is relatively short and would be unfortunate if the building was sold to a future owner who removes the community benefits after this specified period for economic reasons.	Noted. This will be addressed at the development application stage.
• The commitment to identify and measure goals to achieve of One Planet Living is appreciated, however there is a missed opportunity to provide commitments related to decarbonisation, waste management, selection of materials and water management. It would be relatively easy for such initiatives to be incorporated.	The Greenstar accreditation is considered adequate to address the sustainability requirements of One Planet Living.
• The development provides numerous improvements to the public realm. The provision of the public plaza areas, pedestrian access ways and	Noted and agreed

Summary of Submissions:

Comments Received in Support:	Applicant Comment:
community infrastructure more than warrants the additional height being supported	
Traffic • Supportive of the proposal provided that traffic is appropriately considered by encouraging public transport use to avoid adding additional cars to an already congested area.	Noted and agreed
Other • Water, energy and waste infrastructure should be located along the Water Corporation area to provide a consolidated 'infrastructure spine' to assist future redevelopment within the precinct.	This will be dependent on the support of the Water Corporation,

Comments Received in Objection:	Applicant Comment:
General • Concerned about the development not complying with the relevant requirements, including height, setbacks, boundary walls, depth, design and density. • The proposal fails to deliver on principles of good urban design, landscaping, strengthening of the community, aesthetics and public safety.	The purpose of the LDP is prescribe site specific development standards. The WAPC gave consent to prepare the LDP, stating that it is required for orderly and proper planning. The concept design and draft LDP has been presented to the City of Vincent Design Review Panel (DRP) on four occasions. The DRP concluded in its meeting minutes of 22 April 2020: *'The proposal has embraced much of the advice provided in the previous DRP submissions and has advanced to a well-considered outcome in scale and form and sensitivity to its immediate neighbourhood showing a welcome generosity in the provision of public spaces at ground level and landscaping that extends into the upper storeys.'*
Height • The development does not come close to meeting the five storey height limit of the Leederville Masterplan which have been through consultation and are accepted by the community. The application should have been rejected from the start. A building of this height would be more appropriately located within the City of Perth.	The Leederville Masterplan provides no specific commentary or guidance on the development of the subject site and it appears that it was assumed by the Masterplan authors that the existing building would remain for the foreseeable future. As a result, it is considered appropriate to compare the subject sites controls against the adjoining sites. The adjoining Water Corporation site to the east is

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	identified with building heights of 16-24 storeys and the Council owned land to the west is identified with building heights of 8-16 storeys. The height of the proposed building is consistent with the building heights of the adjoining land to the east and west. The land to the north of the site fronts Newcastle Street, which has a five storey limit in accordance with the Leederville Masterplan. Notwithstanding this limit, the North-West JDAP at their 14 December 2018 meeting approved an 8-storey mixed use building on Lot 102 Newcastle Street. The City of Vincent Responsible Authority Report also recommended approval. Any development on the southern side Newcastle Street will screen any development of the subject site from pedestrian level. The draft LPSP has a deemed to comply height of 18 storeys (64.5m) and a bonus height of up to 23 storeys (82m). The LDP proposes two towers of 17 and 25 storeys. The 25 storey tower as presented to the third Design Review Panel meeting had an approximate height of 81.5m. Therefore, despite the proposed height of 25 storeys being over the bonus height of 23 storeys, the overall height is generally compliant. The Design Review Panel commented the following in respect to the building height: *'The bulk and scale is considered to be appropriate given the town centre context and proximity to public transport.* *Development typology and splitting a single tall building into two towers with lower and different heights is considered to be a better outcome in relation to form and scale. The illustrations provided indicate the towers will not have an overwhelming effect on the surrounding lower scale immediate neighbourhood'* The height proposed by the LDP of 17 – 25 storeys including a 5-storey podium is therefore considered to fit the context of the development potential of the surrounding lots.
• The draft Leederville Structure Plan which indicates a height of 18 storeys with a maximum height of 23 storeys to recognise public use. The proposal does not indicate such a public use, and would be contrary to the requirements of the R Codes Volume 2 to respond to the future scale and character of the area. There are no other buildings of equivalent size approved or planned in the area	The LDP is very clear about the community benefits being provided to obtain the proposed height. The Leederville Masterplan, which was approved by Council in 2012, identifies the adjoining Water Corporation site to the east as building heights of 16-24 storeys and the Council owned land to the west is identified with building

Page 5 of 18

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	heights of 8-16 storeys. The subject and surrounding sites are identified as Sub-Precinct Cityscape in the advertised Leederville PSP, with a maximum building height of 18 to 25 storeys depending on the provision of community benefits. Therefore, the height proposed by the LDP does respond to the future scale and character of the area.
• The proposed height would set a precedent for the destruction of the Leederville Town Centre. The development is excessive, out of character, and not in keeping with the surrounding area which consists of modest mixed use dwellings and character homes. The proposed height is more than three times the height of the existing approved buildings in Leederville, including No. 636-640 Newcastle Street.	Refer above
• The development would adversely impact on the skyline of Leederville, including the gateway intersection of Newcastle Street and Loftus Street.	Refer to Section 5.5.1.6 of the LDP report.
• Supportive of providing increased housing density, however the proposed height is far too high and would have a detrimental impact on the quality of life of residents.	It is not clear how the proposed height will have a detrimental impact on the quality of life of residents. There are no dwellings in proximity to the site and the potential buildings do not overshadow or overlook any dwellings.
• The proposed height would result in overshadowing to the existing Frame Court carpark, William Traylen Park, pedestrian paths to Oxford Street and future community spaces.	Refer to Section 5.5.1.7 of the LDP report. Note that the Water Corporation have advised the following in respect to William Traylen Park: *The adjacent open space (William Traylen Gardens) is private property and may be relocated as part of a redevelopment of the Water Corporations land.*
• Additional information should be provided, including large scale shadow diagrams for all months between dusk and dawn at two hour intervals, and 3D diagrams at 20 metre intervals to demonstrate the visual impact of the development.	The overshadowing diagrams provided in Section 5.5.1.7 of the LDP report are already in excess to what is required by the R-Codes.
• Suggested heights from submitters included a range of heights, such as: - 3-4 storeys; - 4-5 storeys;	Noted. These heights are contrary to the advertised Leederville PSP, which allows buildings of between 18 and 25 storeys in this location.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
- 5-10 storeys; - 6-8 storeys; - 10 storeys; - 12 storeys	
Building Bulk and Scale • The bulk and scale is not in keeping with the streetscape and would be detrimental to the village character of Leederville. The proposal would attract people to Leederville, however at the cost of setting a negative bulk and scale precedent, given the large amount of the lot which is to be developed as a building. This is due to the little open space, lack of human scale at the street and podium level, and lack of pedestrian-friendly access. • Supportive of providing increased housing density, however the proposed height is far too high and would have a detrimental impact on the quality of life of residents. This is as a result of the apartments being designed for wealthy people, and being located so distant from streets these people would become disconnected from the community. • Acknowledges the need for additional density but the proposal would be at the expense of the character of Leederville.	The existing streetscape is a car park, the rear of the YMCA, two commercial buildings and a building plant area. Refer to Section 6.0 Design Principles and Appendix F DRP Presentation of the LDP report for further information. The building height is compliant with the advertised Leederville PSP. The podium is in keeping the heights proposed by the Leederville Masterplan. A proportion of the apartments will be build-to -rent, providing the opportunity for a range of demographics to live in the building. A minimum of 10% of the build-to-rent apartments will be offered at subsidised rent and a portion of the build to sell apartments will be offered to eligible owner occupiers who can purchase a share of equity in a dwelling in a co-ownership arrangement with the Housing Authority or other housing provider. The subject site is within 400m (or a 5 minute walk) of the Leederville town centre and the Leederville train station. The subject site is located in an area devoid of character (e.g. car park, vacant lots and commercial buildings). Refer to Section 6.0 Design Principles and Appendix F DRP Presentation of the LDP report for further information.
Building Setbacks and Boundary Walls *Boundary Setbacks* • The proposed building setbacks do not complement or reinforce the existing character of Leederville and are not in keeping with the desired streetscape. • The proposed building setbacks result in poor passive surveillance outcome and insufficient separation to neighbouring properties. • The ground level setbacks are insufficient to allow for civic use and a diversity of land uses. • The setbacks of the Leederville Masterplan represent an agreed expectation by the community, while the design principles of the R	The existing streetscape of Oxford Street, Vincent Street and Newcastle street is a nil setback. In accordance with Built Form Policy the setbacks are controlled by the R-Codes. The setback to Frame Court is consistent with the existing built form within Leederville (e.g. nil). The draft Leederville PSP permits a nil setback to the primary street. The proposed western setback is 1.5m. This setback is required to facilitate an active western elevation by providing adequate width for a footpath and tree retention. This setback will assist in providing a verge for the proposed access road along the western boundary of the subject site.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Codes Volume 2 identify the benefit of building setback. Both of these are ignored by the proposal. *Boundary Wall Height* • The proposed boundary wall height is unacceptable and results in offensive massing.	The rear setback to the Water Corporation infrastructure corridor is nil. The adjoining land on the northern boundary is the Water Corporation sewer, water and drainage infrastructure corridor. It is acknowledged that this infrastructure corridor may be retrofitted into a pedestrian access way in the future as part of the PSP implementation. In order to address this matter the following objective is included on the LDP: *i) Respond to the future Water Corporation infrastructure corridor 'Green Link' as a key placemaking element of the precinct, through:* • *the provision of the northern public plaza;* • *active uses fronting the plaza;* • *murals, street art and/or greenery on the boundary wall; and* • *the ability for the northern elevation of the building that directly adjoins the infrastructure corridor to be activated in the future through the conversion of car parking spaces on the ground and first floor to tenancies.* In respect to comments that this corridor will not be wide enough, one of the most popular laneways in Melbourne is Degraves Street. The street is 7.2m wide, which is the same width as the Water Corporation Infrastructure Corridor. Abutting buildings are constructed at a nil setback and is 5 to 7 storeys high.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:

Page 9 of 18

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
	As a local example, Eclectic Lane is 3.3m wide and the ABN headquarters is setbacks 1.5m, making a total width of 4.8m. Insert images of Electric Lane The proposed eastern setback is nil. The eastern elevation will abut the existing Water Corporation infrastructure building. A nil setback is considered appropriate due to the existing use of the neighboring property and its limited development potential due to its size and configuration. The DRP did not raise a concern in respect to the setbacks. In respect to the boundary wall height comments, it is assumed that the comment relates to the rear wall. This wall will be screened by future development and in the interim it is proposed to treat the wall with murals, street art and/or greenery.
Car Parking *Development Parking* • The development provides insufficient parking to accommodate the needs of the residents, and will result in this spilling over into on-street parking bays. • There has been no detail relating to the provision of on-site parking as part of the development. Most apartments require two parking bays, and if only one is provided this would impact on the availability of public parking. • Query if the City has undertaken research to verify that resident parking would not be required. *Public Parking* • The development will increase pressure on the limited public parking in the area, including on-street and off-street. • The removal of further parking bays in Leederville would result in increased pressure which has been an issue since the ABN development was constructed on public parking.	The LDP is silent on the provision of car parking except for the community benefit of provided a minimum of two share cars that will be made available to the residents and wider community. The number of parking bays will be determined at the development application stage in accordance with the Leederville Precinct Structure Plan. There is adequate public parking within the Leederville town centre. The Frame Court public car park is predominately utilised by Water Corporation staff during the weekdays, resulting in high occupancy during working hours. The occupancy of the car parking during the weekends between 2018 and 2019 was approximately 2% - 25%. Refer to Transport Report appended to the LDP for further information. The site would provide parking to support land uses proposed. The provision of bays would be assessed within a Development Application for the site. Use of bays within public parking areas is not an entitlement for any specific employee or visitor within the Activity Centre and are provided on a commercial basis by the City of Vincent and others. Given the excellent accessibility of the Activity Centre, it would be expected that employees in the area would transition to other forms of travel mode in the future. It should be noted that the ABN site actually increased public parking for the Activity Centre to support night time and weekend economies

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Building Design	
• It is unclear how vehicle access points would be safe, avoid conflicts with pedestrians and cyclists, and have a reduced visual impact on the streetscape.	In respect to vehicle access points, the only gazetted road frontage is Frame Court, therefore vehicular access has to be from this road. The entrance will be designed to provide for safe egress and access.
• It is unclear how the building façade of the podium references the local character and provides for visual interest. The street level is isolated from the public domain and is unattractive.	Refer to Section 6.0 Design Principles and Appendix F DRP Presentation for information on the design aesthetics. Note that a development application is required, and this will address the matters raised.
• The design of the towers does not provide for any visual interest.	Refer to Section 6.0 Design Principles and Appendix F DRP Presentation for information on the design aesthetics.
• The proposal does not provide for any detail of the tower design or aesthetics of the development.	The application is for a Local Development Plan. Detail on the tower design will be provided at the development application stage.
• It has not been demonstrated how the materials and elements are consistent with to reflect the character of Leederville.	Refer to Section 6.0 Design Principles and Appendix F DRP Presentation for information on the design aesthetics. Note that the DRP made the following observation in respect to the materials: *Choice of materials and finishes, their combination and overall façade treatments, particularly within the podium levels, indicate a high visibility and pre-eminence.*
Urban Design	
• Supportive of providing increased housing density, however the proposed height is far too high and would have a detrimental impact on the quality of life of residents. This is as a result of the apartments being designed for wealthy people, and being located so distant from streets these people would become disconnected from the community.	Refer to previous comments
• The development does not provide for connectivity with the Leederville main street and the proposed public and community spaces would become urban wastelands.	Refer to Appendix F DRP Presentation that demonstrates the connectivity that the LDP will facilitate.
• The public domain interface has not been designed to enhance crime prevention or present an attractive street presence.	The building is designed to optimise casual surveillance of the public realm, by orienting all living areas and balconies towards Frame Court, the two plazas and the adjoining car park to the west.
• The 'Town Square' would be too small to act as a proper civic space,	The plaza areas are considered appropriate for their urban context. The southern plaza fronts Frame Court, which has a shared path that provides

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
and the 'Forecourt' is oriented to south and has no connectivity. • The 'Street' and 'Incubator' would be sited between a multi-storey carpark and the apartment building and would be overshadowed for a large part of the day.	direct access to the town centre and the train station. The 'Street' is oriented north-south meaning that it will received sunlight during the day.
Building Depth and Separation *Building Depth* • There is no need to exceed the 20 metre apartment depth to construct suitably sized apartments. The additional depth adds to the bulk of the buildings. • The proposed building depth is insufficient due to the layouts of the apartments not being designed to have access to winter sun. *Building Separation* • The proposed reduced building separation would be unappealing as it would compromise on adequate visual privacy being provided. • The proposed building separation is not proportionate to the building height and is insufficient to provide for winter sun.	Refer to Section 5.7 *Building Depth* of the LDP Report. The future development application will be assessed in accordance with the R-Codes, including Element 4.1 Solar and Daylight Access Refer to Section 5.8 *Building Separation* of the LDP Report. The proposed building separation complies with Table 2.7 of the R-Codes Volume 2.
Landscaping • The landscaping design has not been indicated and would be impacted by shadowing from the development. • • Query how the City would ensure that any landscaping indicated is delivered on-site.	Refer to Section 6.0 Design Principles and Appendix F DRP that shows the landscaping design concept. The City can ensure that any landscaping indicated is delivered on-site via the development application process.
Traffic • The density of the development will result in increased traffic, placing further pressure on already congested roads during peak hour. This includes Newcastle Street, Loftus Street and Oxford Street, and the intersection of Loftus Street and Leederville Parade.	The development will result in traffic being generated. This generation of traffic within the Precinct would have been considered by the City of Vincent in assessing the Precinct Plan area and developing the Accessible City Strategy. Leederville is ideally placed for transport accessibility and the reduced

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
• There has been no mention of how vehicles will enter and exit the site, acknowledging that the Newcastle Street and Loftus Street intersection is already congested during peak hour.	importance of private vehicle trips. The proposed development supports these outcomes, with specific development outcomes being assessed as part of any Development Application submitted for the site. The access points to and from the site are clearly illustrated within plans submitted with the LDP. Vehicle movements to and from the site would be assessed within a Development Application over the site. Critically, Leederville is ideally placed for transport accessibility and the reduced importance of private vehicle trips. The site is within easy walking distance to Leederville Train Station, the Green CAT bus stop, bus stops for the No.15 route and is adjacent to the Principal Shared Path that runs alongside the Mitchell Freeway.
Public Consultation • The City should not include wording on the consultation form that if no comment is received it is assumed that there is no objection as this is misleading. • Little has been publicised about the development. Direct consultation should have been undertaken with all residents of the City of Vincent.	To be addressed by the City. Refer to Section 4.9 *Consultation* of the LDP Report. Targeted consultation was undertaken with specific stakeholders, including Leederville Connect, Water Corporation, Leederville town centre landowners and business operators
Other • Fire safety is a concern for taller buildings as it becomes more difficult to evacuate higher levels. • The area is currently overdeveloped with apartments. • Noise pollution would increase as a result of the development. The	Any development of the site will need to meet the Building Code of Australia fire requirements. WAPC State Planning Policy 4.2 Activity Centres for Perth and Peel (SPP4.2) classifies the Leederville Town centre as a Secondary Centre. Table 3 of SPP4.2 recommends a residential density target per gross hectare of 25 (minimum) and 35 (desirable) within a 400 metre walkable catchment. It is noted that there are currently no residential dwellings located within the 400 metre walkable catchment from the Leederville train station within the Leederville Town Centre. The subject site is within the 400 metre walkable catchment and the proposed development will assist in achieving these density targets. In accordance with Development Control 4.12.1 of the LDP:

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
proposal should articulate how noise transmission between apartments would be mitigated.	*An Acoustic Report is to be prepared by a suitably qualified acoustic consultant and submitted with any development application to address noise generated from existing entertainment venues within the Leederville town centre, and transport noise as per State Planning Policy 5.4 – Road and Rail Noise.*
• Given the development is inconsistent with the Leederville Masterplan, an appeal would be sought.	The Leederville Masterplan is being replaced by the Leederville PSP. The LDP is generally in accordance with the PSP.
• There is not adequate infrastructure in the area to support such a rapid increase in density, such as schools.	The Department of Education and other Governments departments are aware of the density targets set by the State Government.
• High density development encourages low demographic people to live in the area.	Disregarded.

Comments Received Expressing Concern:	Applicant Comment:
Height	
• Independent and local business should be supported and prioritised where possible for the commercial tenancies.	Noted. This will be addressed at the development application stage.
• The ground floor and outdoor spaces should be designed to reflect the traditional owners of the area and its history, to create a sense of place.	Refer to Section 6.0 Design Principles and Appendix F DRP that demonstrates the cues taken from the indigenous history of the site and its surrounds.
Height	
• Not supportive of the height as high-rise towers have demonstrated poor social, environmental and density outcomes compared with low-rise development five to six storeys in height, however the development does have some mitigating factors relating to affordable housing and sustainability.	Refer to previous comments above
• The proposed height of the podium at five storeys does not present a human scale, and should be reduced to three storeys.	The podium height is similar to the adjoining Water Corporation building. The draft Leederille PSP permits a 4 storey podium in this location with a maximum height of 16m. The height of podium in the concept plans presented to the DRP and used to guide the LDP will present as four storeys from the public domain, with the 5 storey car park sleeved behind. The height is 15.35m., which is below the maximum height permitted by the draft PSP.

Summary of Submissions:

Comments Received Expressing Concern:	Applicant Comment:
• The height should be reduced to 21 storeys to be consistent with similar inner-city infill developments.	Infill apartment buildings in similar transit-oriented development Secondary Centres range is heights from 21 storeys (The Precinct at Canning Bridge), 24 storeys (One at Subiaco) and 25 to 29 storeys (Sabina at Canning Bridge). The draft Leederville PSP permits up to 23 storeys and maximum height of 82m.
Community Benefits	
• The provision of affordable housing is supported, provided that the property is maintained and washing isn't hung out on the balconies. The build-to-sell and build-to-rent should be spread throughout both towers, rather than separated to encourage diversity.	Refer to Section 5.3 *Residential Land Uses* of the LDP report in respect to the location of the build-to-sell and build-to-rent apartments.
• Further clarification on the delivery of affordable housing is required to ensure that it is achievable, including: - Has the Housing Authority agreed to the program and do they have funding for this? - Are there alternative community housing providers which could fund and manage the program? - How would eligibility for tenants be determined and managed? - Why is there no commitment to a minimum percentage being provided, as 'a portion' is not a valid planning condition?	Discussions have been held with the Housing Authority in respect to the project. An application has not been lodged with them in respect to being a housing provider partner. This will be undertaken at the development application stage, when there is more centrality in respect to the apartment types and yields. There are many Housing Authority approved housing providers who can manage both the shared equity and subsidised rental apartments. The eligibility for tenants will be determined at the development application stage, which a preferred housing provider is engaged. There is currently no commitment to a minimum percentage being provided for the shared equity housing as the final yield for the development has not been determined. This will occur once the LDP has been approved and the development application prepared.
• The dwelling diversity targets should be revised to provide for a minimum of 10 percent of three bedroom apartments, to attract families into the Leederville Town Centre.	Development Incentive 3.2.2 of the LDP does state a Minimum 10% of apartments to be three or more bedroom dwellings.
• The ground floor use is supported and art installations should be encouraged. This space should be used for events as well, and must be managed to avoid it becoming a storage space.	Development Incentive 3.5.3 of the LDP states that a management plan for the public facilities is to be provided prior to issue of a Building Permit demonstrating how the facility is to be operated, financed and maintained, and detailing and warranting its hours of operation.
• The community benefits are insufficient to support the scale of development. The small area of landscaping would ordinarily be required to be provided as on-site landscaping in any other	There is no other known mixed use apartment building in Perth that has provided the amount and level of community benefit than proposed by the LDP. This is evidenced by assessing the community benefits proposed by the

Summary of Submissions:

Comments Received Expressing Concern:	Applicant Comment:
development. This space, and the proposed pedestrian access lane are too small to be functional for the public, and are not in an accessible location. These should be increased in size and secured through either ceding to the State or through a public access easement.	LDP against the community benefit criteria in the draft Leederville PSP. The PSP states that in order to achieve the bonus height that a proposal must be assessed against the Additional Criteria and must achieve 50 points. Based on the pending LDP meeting the Additional Criteria for Dwelling Types, Public Infrastructure Improvements, Affordable Housing and community infrastructure, it achieves 110 points. Therefore, the proposed community benefits are considered more than sufficient. In addition to meeting the draft PSP, a report into the quantifying the economic and social outcomes of the proposed community benefits has also been prepared. A copy of this report is attached.
• The success of the public plazas and commercial tenancies would depend on effective pedestrian and transport linkages from the site to the Leederville Train Station and central Leederville. These linkages should be well designed and legible, and connect directly to the public plazas and building entrances while being separated from car parking. the linkages should also be provided with shade from the outset of the development, and not rely on the canopy from trees as they reach maturity.	Refer to Section 6.0 Design Principles and Appendix F DRP Presentation for information on the pedestrian linkages and landscaping.
• The business incubator and co-working space is small. A larger space should be provided to be more functional and provide flexibility for future uses.	Previous co-working spaces within Leederville have not been successful. The size of the business incubator and co-working space is considered sufficient to meet demand.
• An advisory committee should be set up to advise on the use of the community art space and business incubator space to select the most appropriate manager of these spaces. This should be an ongoing initiative to ensure that contributes towards community ownership of the space, and ensure its ongoing maintenance and relevance.	Development Incentive 3.5.3 of the LDP states that a management plan for the public facilities is to be provided prior to issue of a Building Permit demonstrating how the facility is to be operated, financed and maintained, and detailing and warranting its hours of operation.
Aesthetics • The proposal doesn't reflect the eclectic and grungy character of Leederville. This should be refined, and reflected in the ground floor design and public spaces.	Refer to Section 6.0 Design Principles and Appendix F DRP Presentation for information on the design aesthetics. Note that the DRP made the following observation in respect to the materials: *Choice of materials and finishes, their combination and overall façade treatments, particularly within the podium levels, indicate a high visibility and pre-eminence.*

Summary of Submissions:

Comments Received Expressing Concern:	Applicant Comment:
Setbacks	
• The towers should be setback from the podium in all location, and especially adjacent to public plazas. These spaces need to present at a human scale and reduced the effects of downward wind from the tower elements.	Refer to comments under 'Setbacks' above.
Car Parking	
• The proposal includes insufficient information regarding parking for residents of the development, and appears to rely on existing public parking next to the site. It is unclear what would happen if this site was redeveloped.	The LDP is silent on the provision of car parking except for the community benefit of provided a minimum of two share cars that will be made available to the residents and wider community. The number of parking bays will be determined at the development application stage in accordance with the Leederville Precinct Structure Plan.
• The development should limit car parking to a maximum of one car bay per dwelling and provide on car share bay for every 20 dwellings.	This will be determined at the development application stage.
• End of trip facilities are more appropriate to be provided for commercial developments, and not for residents. Details for the provision of secure bicycle parking for residents should be provided.	This will be determined at the development application stage.
• End of trip facilities should be provided which exceed the City's standards. By providing more than the minimum this would encourage active transport.	This will be determined at the development application stage.
• Bicycle hire and car sharing and pooling should be encouraged, along with the provision of electric car charging stations.	Development Control 4.6.1 states that the provision of a car share service (minimum 2 cars) within the development subject to agreement with car share provider.
Landscaping	
• The developer should be required to plant mature trees to ensure that the intended canopy coverage it provided from the outset.	Development Control 4.7.1 requires the provision of landscaping over and above the R-Codes Volume 2 requirements.
• The site coverage of the development should be reduced to provide larger areas of landscaping and deep soil areas. On-structure planting does not have the same environmental and amenity benefits as deep soil areas.	The site is within a Secondary Centre and a METRONET Precinct, and should therefore be developed as an urban building. Notwithstanding, The LDP does propose two at-grade public plazas with the deep soil areas and requires the building to be setback to retain existing mature trees. It should also be noted that two recent projects within the Leederville town centre, the ABN building and Newcastle Street, do not provide any at grade deep soil areas.
Sustainability	

Summary of Submissions:

Comments Received Expressing Concern:	Applicant Comment:
• The development should commit to achieving a 5 star Green Star rating. • If supported the development should be required to achieve formal GBCA certification to achieve a 5 star Green Star rating, along with formal One Planet Living certification.	The submitted LDP did included reference to a minimum 5 star Green Star rating but the City removed it as the City's Built Form Policy requires a minimum 5 star Green Star rating.
Traffic • If the development is approved, Leederville Parade should be widened to two lane to address congestion on the morning peak period heading east towards Loftus Street.	To be addressed as part of the Leederville PSP and Integrated Transport Strategy.
Public Transport • The No. 15 bus route should be modified to no longer travel up Oxford Street. The bus stop along Oxford Street should be relocated to outside the Leederville Train Station and the bus be rerouted along Leederville Parade and Loftus Street. This would free Oxford Street up to become a pedestrian zone.	Public Transport Authority matter

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

MINUTES

CITY OF VINCENT

DESIGN REVIEW PANEL

Wednesday 3 July 2019 at 3.30pm

Venue: Function Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

Design Review Panel Members
James Christou (Chairperson)
Tom Griffiths
Anthony Duckworth-Smith
Stephen Carrick

City of Vincent Officers
John Corbellini (A/Director Community & Business)
Jay Naidoo (Manager Development & Design)
Mitch Hoad (Senior Urban Planner)
Karsen Reynolds (Urban Planner)
Roslyn Hill (Minute Secretary)

Applicant – Item 3.1

Applicant – Item 3.2

Applicant – Item 3.3

Dominic Snellgrove	CNN
David Workman	EG
R Tallon	CNN
Keat Tan	CNN
Ryan Darby	Roberts Day

Applicant – Item 3.4

Applicant – Item 3.5

1. Welcome/Declaration of Opening

The Chairperson, James Christou declared the meeting open at 4.05pm.

5.00pm–5.40pm – Applicant Presentation – No DA Lodged

3.3 **Address**: 40 Frame Court, Leederville

Proposal: Local Development Plan

Applicant: Cameron Chisholm Nicol Architects, RobertsDay and Realm Studios on behalf of EG Funds

Reason for Referral: The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy 7.1.1 (LPP 7.1.1)

Recommendations & Comments by DRP (using the Built Form Policy Design Principles):

Principle 1 – Context and Character	• Podium element would need to be of a high architectural standard • Consider how the developments fits within the Leederville context and how the plazas provide for public interaction. Activation of north-south link between the plazas to provide a strong public connection • Reflection on waterways and fabric of Leederville should be interpreted within the public realm and how this might be delivered in ways other than materials that might give opportunities to not

Page 4 of 9

	only this site but neighbouring sites. This should be carried through the planning stages and be shown in the outcome • Development will need to ensure the fabric of Leederville is maintained • Façade should be raw and eclectic and not overdone • Additional 3D studies should be undertaken to show how the development sits in its local context. • Given the piecemeal nature of the surrounding area a detailed study of the development's relationship to the existing public realm should be undertaken. • Majority of pedestrian traffic will be toward Oxford Street and the building presents away from this, the quality and legibility of the pedestrian connection toward Oxford Street from the ground plane will be important in integrating into the local context.
Principle 2 – Landscape quality	• Landscaping incorporated to high standard to external areas of building. • Consider how the landscape spaces at ground and podium level can be programmed to support the needs of the building tenants. • Examine how the public spaces at ground floor can be better connected and provide improved circulation and amenity. • In the development of the residential component consider how landscape and amenity spaces can be threaded through the upper levels of the building.
Principle 3 – Built form and scale	• Varied heights could deliver necessary number of dwellings without the need for substantial tower element. • Additional 3D studies should be undertaken to validate the proposed tower solution.
Principle 4 – Functionality and build quality	N/A
Principle 5 – Sustainability	N/A
Principle 6 – Amenity	• Consideration of formal and informal pedestrian/footpath network and how development could relate to this. • Ground floor plane addresses the public movement along the Water Corporation easement around the building. Pedestrian activity will generally follow around the entry which is directed to Frame Court. Explore opportunities for pedestrian connection to move people around the building and to connect with Oxford Street. Secondary entries can help to direct pedestrian movement
Principle 7 – Legibility	• Give careful consideration to legibility of building entrances given that most pedestrian traffic will approach the building from the rear.
Principle 8 – Safety	N/A
Principle 9 – Community	• Consider opportunities for community interaction and uses around the building edge.
Principle 10 – Aesthetics	N/A
Comments	N/A

Comments:
The DRP appreciates the early consultation, the DRP looks forward to further workshops as the design progresses.
Key progresses / outcomes sought are :

- **Urban structure**
- **Site layouts**
- **Building mass**

Page 5 of 9

- **Building program**
- **Public interface**
- **Design quality (the public realm).**

MINUTES

CITY OF VINCENT

DESIGN REVIEW PANEL

Wednesday 16 October 2019 at 3.30pm

Venue: Function Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

Design Review Panel Members
James Christou (Chairperson)
Sid Thoo
Simon Venturi
Munira Mackay

City of Vincent Officers
Jay Naidoo (Manager Development & Design)
Joslin Colli (Coordinator Planning Services)
Mitch Hoad (Senior Urban Planner
Dan McCluggage (Urban Planner)
Karsen Reynolds (A/ Senior Urban Planner)

Applicant – Item 3.1

Applicant – Item 3.2

Applicant – Item 3.3

David Workman	EG Funds
Dominic Snellgrove	Cameron Chisholm Nicol Architects
Keat Tan	Cameron Chisholm Nicol Architects
Ryan Darby	RobertsDay
Damien Pericles	Realm Studios

1. **Welcome/Declaration of Opening**

   The Chairperson, James Christou declared the meeting open at 4.00pm

2. **Apologies**

3. **Business**

   4.00pm–4.30pm – Applicant's Presentation – Pre-Lodgement

   3.1 **Address:**

5.00pm–5.30pm – Applicant Presentation – Pre-Lodgement

3.3 **Address**: 40 Frame Court, Leederville

Proposal: Local Development Plan

Applicant: Roberts Day / Realm Studios

Reason for Referral: For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 3 July 2019

Recommendations & Comments by DRP on 3 July 2019:

Principle 1 – Context and Character	• Podium element would need to be of a high architectural standard • Consider how the developments fits within the Leederville context and how the plazas provide for public interaction. Activation of north-south link between the plazas to provide a strong public connection • Reflection on waterways and fabric of Leederville should be interpreted within the public realm and how this might be delivered in ways other than materials that might give opportunities to not only this site but neighbouring sites. This should be carried through the planning stages and be shown in the outcome • Development will need to ensure the fabric of Leederville is maintained • Façade should be raw and eclectic and not overdone • Additional 3D studies should be undertaken to show how the development sits in its local context. • Given the piecemeal nature of the surrounding area a detailed study of the development's relationship to the existing public realm should be undertaken. • Majority of pedestrian traffic will be toward Oxford Street and the building presents away from this, the quality and legibility of the pedestrian connection toward Oxford Street from the ground plane will be important in integrating into the local context.
Principle 2 – Landscape quality	• Landscaping incorporated to high standard to external areas of building. • Consider how the landscape spaces at ground and podium level can be programmed to support the needs of the building tenants. • Examine how the public spaces at ground floor can be better connected and provide improved circulation and amenity. • In the development of the residential component consider how landscape and amenity spaces can be threaded through the upper levels of the building.
Principle 3 – Built form and scale	• Varied heights could deliver necessary number of dwellings without the need for substantial tower element. • Additional 3D studies should be undertaken to validate the proposed tower solution.
Principle 4 – Functionality and build quality	N/A
Principle 5 – Sustainability	N/A
Principle 6 – Amenity	• Consideration of formal and informal pedestrian/footpath network and how development could relate to this. • Ground floor plane addresses the public movement along the Water Corporation easement around the building. Pedestrian activity will

Page 8 of 11

	generally follow around the entry which is directed to Frame Court. Explore opportunities for pedestrian connection to move people around the building and to connect with Oxford Street. Secondary entries can help to direct pedestrian movement
Principle 7 – Legibility	• Give careful consideration to legibility of building entrances given that most pedestrian traffic will approach the building from the rear.
Principle 8 – Safety	N/A
Principle 9 – Community	• Consider opportunities for community interaction and uses around the building edge.
Principle 10 – Aesthetics	N/A
Comments	N/A

Design review comments from 16 October 2019		
Design quality evaluation		
		Supported
		Pending further attention
		Not supported
Design Principles		
Principle 1 - **Context and character**		***Principle*** ***Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.***
	• Good contextual analysis undertaken. • Options including blunt curved edges, rather than radial curved edges, are more reflective of the Leederville character and context. The curved organic tower forms in general are visually much softer than the previous architectural language which is supported. • Opportunities for water integration into the ground plane, such as a water feature or public art component, should be explored to further acknowledge the historical context of the wetlands as per the historical research presented. • Eclectic nature of materials and finishes proposed in the previous scheme's podium elevations has been removed. Need to find a balance in achieving this rich eclectic feel in the new scheme to better reflect the Leederville character.	
Principle 2 - **Landscape quality**		***Principle*** ***Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.***
	• Supportive of landscaping in breakout areas which continues up the development. Soft landscaping is a strong priority for the local community and CoV. Look at additional opportunities to incorporate soft landscaping on the building towers as a strong part of the developments architectural language reflecting the character of the area. • Opportunity for rationalising of the parking layout to remove the need for a boundary wall to the Water Corporation easement should be explored, creating the opportunity for landscaping and additional community spaces.	
Principle 3 - **Built form and scale**		***Principle*** ***Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.***
	• The site can accommodate height and density given its proximity to the train station, the centre of Leederville and its surroundings amongst commercial buildings. • There is significant improvement from previous scheme, as the impact of building height is starting to be mitigated through exploring the two tower options. • Refined architectural treatment to soften both the podium and towers would contribute in reducing the perceived mass and scale of the towers.	

Principle 4 - **Functionality and build quality**		***Principle*** ***Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.***
		• Preference for blunter curved edges on building rather than radial curves which provides better opportunity for functionality. Important for this to be considered in refining the apartment locations and layouts.
Principle 5 - **Sustainability**		***Principle*** ***Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.***
		• Inclusion of information regarding propose 5 star Greenstar rating is commendable, and if achieved and certified as such will represent a high level of sustainability excellence for the proposed development. In turn it is noted that these sustainability features and strategies will likely exceed many of the sustainability considerations under SPP 7.3 Volume 2 if implemented as proposed. The applicant is also encouraged to pursue Greenstar Performance certification and/or other methodology for reporting on the post-occupancy performance of the development once completed • It is understood the revised two tower design concept is in response to previous DRP comments regarding the form, bulk and scale of the previous single tower design concept. While the two tower concept can help to improve solar access and ventilation to each apartment, it would appear that there is now a greater proportion of apartments that have an easterly or westerly orientation, which is non-optimal for solar passive performance. These apartment orientations should also be considered with respect to A4.1.1(a) solar and daylight access under SPP 7.3 Volume 2 • Sustainability measures including waste management and reuse is a good idea. • As the proposed development is targeting an average 8.0 star NatHERS rating for the dwellings, this may now be more challenging to achieve. There are also other amenity and aesthetic implications - for example, more heavily tinted glazing may be required to reduce solar gain (impacting availability of natural daylight) and/or external vertical screens may be necessary to mitigate the summer morning/afternoon solar radiation. Recommend obtaining preliminary NatHERS ratings for typical apartments to determine if the revised two tower design can still achieve the targeted NatHERS rating without having an adverse impact on the construction specification, amenity and aesthetics of the revised design
Principle 6 - **Amenity**		***Principle*** ***Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.***
		• Light access to central corridor improved in two tower option. • Research suggests interspersing of communal facilities throughout the design to rent tower provides greater amenity for occupants. Opportunities to further spread these out within the tower rather than locating the majority at podium level this would be encouraged. • Southern pocket plaza may be overshadowed by tower structure, reducing the amenity of this space. Consider spaces that can enjoy sun and shade.
Principle 7 - **Legibility**		***Principle*** ***Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.***
		• Access into building improved through multiple entries, including the shifting of the western entry in greater proximity to the activity from Leederville. • The location of the South East food and beverage outlet could be difficult to access and less visible and viable. • North Eastern carpark edge difficult to manage. Currently a four storey blank wall. Important for this to be a well-defined edge and acknowledge the pedestrian movement. This will increase permeability around the site. Consider construction and

	floor to floor heights that would allow commercial tenancy uses of these spaces / edge of the building in the future.
Principle 8 - **Safety**	***Principle*** *Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*
	• Visual connection of communal areas also improved as a result to two tower option. • Safety for western entry could be improved by having commercial uses with greater opening hours to provide additional activation and actual/perceived surveillance.
Principle 9 - **Community**	***Principle*** ***Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.***
	• Supportive of social infrastructure within northern and southern plaza which is free for community use. • Consider opportunities for community interaction and uses around the building edge further. • Suggest completely separating the build-to-rent and build-to-sell apartments, rather than mixing the two in the towers with an elevated bridge. • The diagram showing the new injection of housing in the centre of an area dominated by commercial uses is important • The proposal will potentially provide significant affordable housing options through the build to rent tower which is supported.
Principle 10 - **Aesthetics**	***Principle*** ***Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.***
	• Public interface has been improved and is a strong focus of the project. • Consider orientation of towers so that front tower shields second tower when viewed from centre of Leederville.
Other comments provided by the DRP • Tower Option A1 is the Panel's preferred options from those put forward	
Other general comments provided by the City • Nil	

Conclusion:

The design requires further refinement.

The current massing of the towers when viewed from 360° may have negative impacts from the adjacent properties and the wider precinct. The applicant should consider a series of vignettes to avoid the appearance of a wall of towers and ensure all visible elevations are designed to a high standard.

4. Close/Next Meeting

The Chairperson closed the meeting at 5.30pm

The next meeting is scheduled to be held on Wednesday 30 October 2019

MINUTES

CITY OF VINCENT

DESIGN REVIEW PANEL

Wednesday 22 April 2020 at 3.45pm

Venue: Function Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

Design Advisory Committee Members
Sasha Ivanovich
Sid Thoo
Stephen Carrick
Munira Mackay

City of Vincent Officers
Jay Naidoo (Manager Development & Design)
Mitch Hoad (A/Coordinator Planning Services)

Applicant – Item 3.1

David Workman	EG Funds
Dominic Snellgrove	Cameron Chisholm Nicol Architects
Keat Tan	Cameron Chisholm Nicol Architects
Ryan Darby	RobertsDay
Damien Pericles	Realm Studios

1. Welcome/Declaration of Opening

The Chairperson, Sasha Ivanovich declared the meeting open at 4.00pm

2. Apologies

3. Business

4.00pm–4.10pm – Applicant's Presentation – No DA Lodged

3.1 **Address:** No. 40 Frame Court, Leederville

Proposal: Local Development Plan

Applicant: Roberts Day / Realm Studios

Reason for Referral: For the DRP to consider the changes made by the applicant in response to the previous DRP comments and recommendations of 16 October 2019

Design review comments from 16 October 2019		
Design quality evaluation		
		Supported
		Pending further attention
		Not supported
Design Principles		

Principle 1 - **Context and character**	***Principle*** ***Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.***
	• Good contextual analysis undertaken. • Options including blunt curved edges, rather than radial curved edges, are more reflective of the Leederville character and context. The curved organic tower forms in general are visually much softer than the previous architectural language which is supported. • Opportunities for water integration into the ground plane, such as a water feature or public art component, should be explored to further acknowledge the historical context of the wetlands as per the historical research presented. • Eclectic nature of materials and finishes proposed in the previous scheme's podium elevations has been removed. Need to find a balance in achieving this rich eclectic feel in the new scheme to better reflect the Leederville character.
Principle 2 - **Landscape quality**	***Principle*** ***Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.***
	• Supportive of landscaping in breakout areas which continues up the development. Soft landscaping is a strong priority for the local community and CoV. Look at additional opportunities to incorporate soft landscaping on the building towers as a strong part of the developments architectural language reflecting the character of the area. • Opportunity for rationalising of the parking layout to remove the need for a boundary wall to the Water Corporation easement should be explored, creating the opportunity for landscaping and additional community spaces.
Principle 3 - **Built form and scale**	***Principle*** ***Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.***
	• The site can accommodate height and density given its proximity to the train station, the centre of Leederville and its surroundings amongst commercial buildings. • There is significant improvement from previous scheme, as the impact of building height is starting to be mitigated through exploring the two tower options. • Refined architectural treatment to soften both the podium and towers would contribute in reducing the perceived mass and scale of the towers.
Principle 4 - **Functionality and build quality**	***Principle*** ***Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.***
	• Preference for blunter curved edges on building rather than radial curves which provides better opportunity for functionality. Important for this to be considered in refining the apartment locations and layouts.
Principle 5 - **Sustainability**	***Principle*** ***Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.***
	• Inclusion of information regarding propose 5 star Greenstar rating is commendable, and if achieved and certified as such will represent a high level of sustainability excellence for the proposed development. In turn it is noted that these sustainability features and strategies will likely exceed many of the sustainability considerations under SPP 7.3 Volume 2 if implemented as proposed. The applicant is also encouraged to pursue Greenstar Performance certification and/or other methodology for reporting on the post-occupancy performance of the development once completed • It is understood the revised two tower design concept is in response to previous DRP comments regarding the form, bulk and scale of the previous single tower design concept. While the two tower concept can help to improve solar access and ventilation to each apartment, it would appear that there is now a greater proportion of apartments that have an easterly or westerly orientation, which is non-optimal for solar passive

	performance. These apartment orientations should also be considered with respect to A4.1.1(a) solar and daylight access under SPP 7.3 Volume 2 • Sustainability measures including waste management and reuse is a good idea. • As the proposed development is targeting an average 8.0 star NatHERS rating for the dwellings, this may now be more challenging to achieve. There are also other amenity and aesthetic implications - for example, more heavily tinted glazing may be required to reduce solar gain (impacting availability of natural daylight) and/or external vertical screens may be necessary to mitigate the summer morning/afternoon solar radiation. Recommend obtaining preliminary NatHERS ratings for typical apartments to determine if the revised two tower design can still achieve the targeted NatHERS rating without having an adverse impact on the construction specification, amenity and aesthetics of the revised design
Principle 6 - **Amenity**	***Principle*** ***Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.***
	• Light access to central corridor improved in two tower option. • Research suggests interspersing of communal facilities throughout the design to rent tower provides greater amenity for occupants. Opportunities to further spread these out within the tower rather than locating the majority at podium level this would be encouraged. • Southern pocket plaza may be overshadowed by tower structure, reducing the amenity of this space. Consider spaces that can enjoy sun and shade.
Principle 7 - **Legibility**	***Principle*** ***Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.***
	• Access into building improved through multiple entries, including the shifting of the western entry in greater proximity to the activity from Leederville. • The location of the South East food and beverage outlet could be difficult to access and less visible and viable. • North Eastern carpark edge difficult to manage. Currently a four storey blank wall. Important for this to be a well-defined edge and acknowledge the pedestrian movement. This will increase permeability around the site. Consider construction and floor to floor heights that would allow commercial tenancy uses of these spaces / edge of the building in the future.
Principle 8 - **Safety**	***Principle*** *Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*
	• Visual connection of communal areas also improved as a result to two tower option. • Safety for western entry could be improved by having commercial uses with greater opening hours to provide additional activation and actual/perceived surveillance.
Principle 9 - **Community**	***Principle*** ***Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.***
	• Supportive of social infrastructure within northern and southern plaza which is free for community use. • Consider opportunities for community interaction and uses around the building edge further. • Suggest completely separating the build-to-rent and build-to-sell apartments, rather than mixing the two in the towers with an elevated bridge. • The diagram showing the new injection of housing in the centre of an area dominated by commercial uses is important • The proposal will potentially provide significant affordable housing options through the build to rent tower which is supported.

Principle 10 - **Aesthetics**		***Principle*** ***Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.***
		• Public interface has been improved and is a strong focus of the project. • Consider orientation of towers so that front tower shields second tower when viewed from centre of Leederville.
Other comments provided by the DRP • Tower Option A1 is the Panel's preferred options from those put forward		
Other general comments provided by the City • Nil		

Design review comments from 22 April 2020		
Design quality evaluation		
		Supported
		Pending further attention
		Not supported
		No comment provided
Design Principles		
Principle 1 - **Context and character**		*Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.*
		• The design approach contributes towards activating this part of the town centre. • Incorporation of the plazas reflect the traditional wetland context • Concerns on how the materiality integrates within the Leederville character as outlined within Principle 10 – Aesthetics. • The applicant's background context and site analysis for the concept plan provided an excellent understanding and appreciation of the Leederville character, such as it being bohemian, eclectic and colourful, therefore aspects of this supporting work should be included as part of the LDP documentation.
Principle 2 - **Landscape quality**		*Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.*

		• Substantial amount of landscaping in the concept plan provides private amenity and contributes towards the development. Public visibility benefits the public realm as well and softens the development. • Wetland narrative, as part of the landscape/pocket park design is compelling. It draws upon the unique sense of place of the Leederville town centre and its connection to the surrounding wetlands trail. Integration of rain gardens into design of pocket parks is commendable. • Provisions for landscaping requirements should be included in the LDP, to secure the landscaping outcome represented in the concept plan and to ensure that it is delivered as proposed. • Further detailed design development is required that will demonstrate an ongoing viability of the vertical and all other landscape design proposals • Overshadowing of south pocket plaza in winter can be a potential issue, consider further refinement to the design and a distinctive treatment, plant selection and landscape palette when it is likely to be overshadowed and so that it has a distinctly different character and be responsive to overshadowing conditions in different seasons. • It is acknowledged that the detailed design of the podium level is yet to be undertaken. Consider including playgrounds and other facilities for children and/or varying demographic requirements.
Principle 3 - **Built form and scale**		*Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.*
		• Comments from the previous DRP meeting have been progressively worked through. The bulk and scale is considered to be appropriate given the town centre context and proximity to public transport • Development typology and splitting a single tall building into two towers with lower and different heights is considered to be a better outcome in relation to form and scale. The illustrations provided indicate the towers will not have an overwhelming effect on the surrounding lower scale immediate neighbourhood • Ground floor design is robust and indicates that it would accommodate a variety of uses. • The curved façade breaks down the mass, and the use of a consistent palette of colours and materials and sections of white framing on the towers create horizontal elements within the overall form. • There is opportunity to further rationalise the parking layout and create additional community spaces and landscaping that could remove the need for a boundary wall to the Water Corporation easement and treat the north-eastern elevation adjacent to Water Corporation site to reduce its visual and massing impact. • Consistency in design quality between all elevations needs to be achieved and incorporated.
Principle 4 - **Functionality and build quality**		*Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.*
		• Further explanation of the LDP's objective in activating the edges of the development is required. Consider opportunities for community engagement and interaction between the private interior and public exterior. • Ensure apartments can achieve natural cross ventilation given narrow apartments. The LDP notes a minimum setback between towers of 12m, consider also including an average setback comparable to Design WA requirements.
Principle 5 - **Sustainability**		*Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.*

	• LDP objective should seek to minimise car use for residents of the development. • Provide a resolution for allocation of visitor car parking, whether allocated to visitors or tenants of commercial uses. • The proposed sustainability features are extensive and commendable. Consider implementing individual water metering for each tenancy/apartment in addition to energy metering. • The additional incorporation of One Planet Living accreditation is commendable, in addition to its inclusion in the LDP. • Consider reviewing the proposed wording in the LDP to consolidate references to sustainable design, and to ensure that official accreditation/registration of the development will occur.
Principle 6 - **Amenity**	*Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.*
	• LDP provision related to screening should be worded as "where necessary", rather than "where possible". • Concept shows a high level of amenity. This outcome needs to be secured through the LDP provisions, particularly with respect to landscaping.
Principle 7 - **Legibility**	*Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.*
	• Concept shows a high level of legibility. This should be carried through into the LDP provisions.
Principle 8 - **Safety**	*Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*
	• Consider LDP objective related to safety of public spaces and how this can be achieved in respect to lighting and landscaping design.
Principle 9 - **Community**	*Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.*
	• Provision of public plazas on private land is commended. Orientation of public spaces to the north and south will encourage their use throughout the year. • Commercial uses on the ground floor will contribute towards activity and interaction.
Principle 10 - **Aesthetics**	*Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.*
	• Choice of materials and finishes, their combination and overall façade treatments, particularly within the podium levels, indicate a high visibility and pre-eminence. Consider in further design development, for the development to sit harmoniously in its existing Leederville setting and immediate neighbourhood.
Other DRP Comments	*Other comments provided by the DRP*
	• Consider whether landscaping can be included in the proposed road reserve, given the statutory nature of the LDP document. • Ensure LDP provisions retain the desired outcomes, even in the event that the site is on-sold.
Other Comments	*Other general comments provided by the City*
	• City will undertake a review of the proposed LDP provisions and provide comment on these in due course.

Conclusion:

The proposal has embraced much of the advice provided in the previous DRP submissions and has advanced to a well-considered outcome in scale and form and sensitivity to its immediate neighbourhood showing a welcome generosity in the provision of public spaces at ground level and landscaping that extends into the upper storeys.

Further design development is encouraged addressing a number of points:

- Provision of recreational spaces for child related activities in the podium level community area
- Consideration of the south facing public spaces and south facing impact on the landscape design
- Further integration of design ideas expressed in façade treatments of the podium in particular

Whilst the extensive use of landscaping at the ground floor and upper storeys is highly commended, a strategy that will clearly demonstrate the long-term viability of the proposal needs to be further demonstrated.

The road reserve boundary of the development offers further opportunity for activation and community interaction - to be explored. Property boundary design solution to the south east adjoining existing development needs to be further illustrated.

More information is called for in the LDP in regard to activation of the projects' (podium) edges, road reserve landscaping, landscape design preservation in intent and maintenance, screening and public safety.

4. Close/Next Meeting

The Chairperson closed the meeting at 6pm

MINUTES

CITY OF VINCENT

DESIGN REVIEW PANEL

Wednesday 19 May 2021 at 3:30pm
Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Meeting Attendees	
Design Review Panel Members	• James Christou - Chairperson • Anthony Duckworth Smith • Joe Chindarsi • Stephen Carrick
City of Vincent Officers	• Jay Naidoo – Manager Development and Design • Karsen Reynolds – Senior Urban Planner • Mitchell Hoad – Senior Urban Planner • Natasha Trefry – Urban Planner
Applicants	Item 3.1 • Ryan Darby • Damien Pericles • Keat Tan

Meeting Minutes	
1	**Welcome and Declaration of Meeting Opening** James Christou declared the meeting open at 4:00pm
2	**Apologies** N/A
3	**Meeting Business**
3.1	**Item 3.1** Address: 40 Frame Court, Leederville Proposal: Local Development Plan Applicant: Hatch / Roberts Day Reason for Referral: To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 22 April 2020.

DRP Comments 22 April 2020		
Design quality evaluation		
		Supported
		Pending further attention – refer to detailed comments provided
		Not supported

Page **1** of **12**

		Insufficient information for comments to be able to be provided.
Strengths of the Proposal		
Design Principles		
Principle 1 - **Context and character**		_____
		The design approach contributes towards activating this part of the town centre. Incorporation of the plazas reflect the traditional wetland context Concerns on how the materiality integrates within the Leederville character as outlined within Principle 10 – Aesthetics. The applicant's background context and site analysis for the concept plan provided an excellent understanding and appreciation of the Leederville character, such as it being bohemian, eclectic and colourful, therefore aspects of this supporting work should be included as part of the LDP documentation.
Principle 2 - **Landscape quality**		_____
		Substantial amount of landscaping in the concept plan provides private amenity and contributes towards the development. Public visibility benefits the public realm as well and softens the development. Wetland narrative, as part of the landscape/pocket park design is compelling. It draws upon the unique sense of place of the Leederville town centre and its connection to the surrounding wetlands trail. Integration of rain gardens into design of pocket parks is commendable. Provisions for landscaping requirements should be included in the LDP, to secure the landscaping outcome represented in the concept plan and to ensure that it is delivered as proposed. Further detailed design development is required that will demonstrate an ongoing viability of the vertical and all other landscape design proposals Overshadowing of south pocket plaza in winter can be a potential issue, consider further refinement to the design and a distinctive treatment, plant selection and landscape palette when it is likely to be overshadowed and so that it has a distinctly different character and be responsive to overshadowing conditions in different seasons. It is acknowledged that the detailed design of the podium level is yet to be undertaken. Consider including playgrounds and other facilities for children and/or varying demographic requirements.
Principle 3 - **Built form and scale**		_____
		Comments from the previous DRP meeting have been progressively worked through. The bulk and scale is considered to be appropriate given the town centre context and proximity to public transport – Development typology and splitting a single tall building into two towers with lower and different heights is considered to be a better outcome in relation to form and scale. The illustrations provided indicate the towers will not have an overwhelming effect on the surrounding lower scale immediate neighbourhood Ground floor design is robust and indicates that it would accommodate a variety of uses. The curved façade breaks down the mass, and the use of a consistent palette of colours and materials and sections of white framing on the towers create horizontal elements within the overall form. There is opportunity to further rationalise the parking layout and create additional community spaces and landscaping that could remove the need for a boundary wall to the Water Corporation easement and treat the north-eastern elevation adjacent to Water Corporation site to reduce its visual and massing impact. Consistency in design quality between all elevations needs to be achieved and incorporated.

Principle 4 - **Functionality and build quality**		***Principle*** ***Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.***
		• Further explanation of the LDP's objective in activating the edges of the development is required. Consider opportunities for community engagement and interaction between the private interior and public exterior. • Ensure apartments can achieve natural cross ventilation given narrow apartments. The LDP notes a minimum setback between towers of 12m, consider also including an average setback comparable to Design WA requirements.
Principle 5 - **Sustainability**		***Principle*** ***Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.***
		• LDP objective should seek to minimise car use for residents of the development. • Provide a resolution for allocation of visitor car parking, whether allocated to visitors or tenants of commercial uses. • The proposed sustainability features are extensive and commendable. Consider implementing individual water metering for each tenancy/apartment in addition to energy metering. • The additional incorporation of One Planet Living accreditation is commendable, in addition to its inclusion in the LDP. • Consider reviewing the proposed wording in the LDP to consolidate references to sustainable design, and to ensure that official accreditation/registration of the development will occur.
Principle 6 - **Amenity**		***Principle*** ***Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.***
		• LDP provision related to screening should be worded as "where necessary", rather than "where possible". • Concept shows a high level of amenity. This outcome needs to be secured through the LDP provisions, particularly with respect to landscaping.
Principle 7 - **Legibility**		***Principle*** ***Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.***
		• Concept shows a high level of legibility. This should be carried through into the LDP provisions.
Principle 8 - **Safety**		***Principle*** ***Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.***
		• Consider LDP objective related to safety of public spaces and how this can be achieved in respect to lighting and landscaping design.
Principle 9 - **Community**		***Principle*** ***Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.***
		• Provision of public plazas on private land is commended. Orientation of public spaces to the north and south will encourage their use throughout the year. • Commercial uses on the ground floor will contribute towards activity and interaction.
Principle 10 - **Aesthetics**		***Principle*** ***Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.***
		• Choice of materials and finishes, their combination and overall façade treatments, particularly within the podium levels, indicate a high visibility and pre-eminence. Consider in further design development, for the development to sit harmoniously in its existing Leederville setting and immediate neighbourhood.

Other comments provided by the DRP
• Consider whether landscaping can be included in the proposed road reserve, given the statutory nature of the LDP document. • Ensure LDP provisions retain the desired outcomes, even in the event that the site is on-sold.
Other general comments provided by the City
• City will undertake a review of the proposed LDP provisions and provide comment on these in due course.
Conclusion
The proposal has embraced much of the advice provided in the previous DRP submissions and has advanced to a well-considered outcome in scale and form and sensitivity to its immediate neighbourhood showing a welcome generosity in the provision of public spaces at ground level and landscaping that extends into the upper storeys. Further design development is encouraged addressing a number of points: • Provision of recreational spaces for child related activities in the podium level community area • Consideration of the south facing public spaces and south facing impact on the landscape design • Further integration of design ideas expressed in façade treatments of the podium in particular Whilst the extensive use of landscaping at the ground floor and upper storeys is highly commended, a strategy that will clearly demonstrate the long-term viability of the proposal needs to be further demonstrated. The road reserve boundary of the development offers further opportunity for activation and community interaction - to be explored. Property boundary design solution to the south east adjoining existing development needs to be further illustrated. More information is called for in the LDP in regard to activation of the projects' (podium) edges, road reserve landscaping, landscape design preservation in intent and maintenance, screening and public safety.

DRP Comments 19 May 2021		
Design quality evaluation		
		Supported
		Pending further attention – refer to detailed comments provided
		Not supported
		Insufficient information for comments to be able to be provided.
Strengths of the Proposal		
• Good to see the detail of the concept plan being carried over into the development provisions		
Design Principles		
Principle 1 - **Context and character**		***Principle*** ***Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.***

		• Additional information previously requested has been provided.
		• LDP should define the grain and character of Leederville, and incorporate this into the development provisions, including at the tower level. The towers currently present as heavily glazed and don't appear to reflect the existing character. Given the town centre doesn't currently have development of this scale it is important that the towers are designed to respond this this context and that this requirement is reflected in the LDP provisions.
		In the LDP surrounding visual impact:
		• Define height of a storey – floor to floor height
		  ○ Ground to podium
		  ○ Podium to top of tower/s
		• On visual impact diagrams establish
		AHD – Ground
		AHT – Top of podium / top of tower/s
		• LDP need to reinforce need of tower/s that are slender and impact of solar access.
		• Respond to the context
		• Outline modulation of facades to avoid long horizontal expanses
		• Avoid appearance of a wall of tower/s as viewed from various viewpoints. Highlight break between tower/s – if more than one and clearly describe design approaches which would be suitable to moderate perceptions of bulk.
		• Integrate services to avoid impact to public realm
		• Describe broad tenancy frontages with limited entries
		• Provide seating – integrate into street facades
		• Provide weather protection to footpaths, define the canopies and how they will be adopted – height, transparency, width and daylight context.

Principle 2 - **Landscape quality**		***Principle*** ***Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.***
		• Supportive of the tree planting which would help to contribute towards the urban environment. Securing the planting of significant trees within each of the plazas would be encouraged.
Principle 3 - **Built form and scale**		***Principle*** ***Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.***
		• LDP should be updated to define the AHD levels of the development in relationship to the the AHD levels of key viewpoints. This will assist to define the building envelope. • Principles of good design should defined and articulated into the provisions to ensure that the treatment of massing and scale are addressed. These should be expressed from the supporting concept plan to ensure that such an outcome will be secured. Visual expression of these would assist. • Splitting of towers has been handled well by splitting into two. Further consideration of the podium design at the ground level would assist. Consider the likely interface of the podium with adjoining lots where there could be a lower podium and how this would relate in terms of setbacks etc. • Larger elements and open space could be used as articulation measures to reduce the scale and assist with how it is viewed from a distant.
Principle 4 - **Functionality and build quality**		***Principle*** ***Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.***
		• No comments provided
Principle 5 - **Sustainability**		***Principle*** ***Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.***
		• As previously noted, the proposed sustainability features are extensive and commendable. Consider reviewing the proposed wording to ensure that One Planet Living principles are achieved and implemented, not just identified.

Principle 6 - **Amenity**		***Principle*** ***Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.***
	• No comments provided	
Principle 7 - **Legibility**		***Principle*** ***Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.***
	• Definition of pedestrian canopy and what the role of this is in the development should be articulated. • Previous comments relating to legibility have largely been addressed through the proposed provisions, subject to the above point. • Fine grained approach to the spacing and rhythm of ground floor entries should be considered to reflect the Leederville context.	
Principle 8 - **Safety**		***Principle*** ***Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.***
	• Objective related to safety of public spaces to be included and how this would be achieved in respect to lighting and landscaping design.	
Principle 9 - **Community**		***Principle*** ***Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.***
	• No comments provided	
Principle 10 - **Aesthetics**		***Principle*** ***Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.***
	• LDP should define the grain and character of Leederville, and incorporate this into the development provisions, including at the tower level. The towers currently present as heavily glazed and don't appear to reflect the existing character. Given the town centre doesn't currently have development of this scale it is important that the towers are designed to respond this this context.	
Other comments provided by the DRP		
• DRP remains supportive of the development concept and reiterates that given the discretion sought the strength of provisions is important to ensure that the development outcome envisioned by the concept plan is secured. • Would encourage for diagrams to be included to show how the development provisions are intended to function. • City of Melbourne design guidelines would assist with defining good and bad design elements.		
Other general comments provided by the City		
• N/A		
Conclusion		
The design has been provided to inform the LDP. Commenting on the LDP must not be seen as approval of the design presented or of future designs. The DA will be assessed against all the guidelines outlined in the LDP and any items arising. Key issue for completion of LDP: • Visual impact studies • Definition of height of floor to floor, height for ground to podium and floor podium to towers • Establish AHD levels for top of towers and podium • Built form and scale • Impact of towers		

MINUTES

CITY OF VINCENT

DESIGN REVIEW PANEL

Wednesday 25 August 2021 at 3:30pm
Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Meeting Attendees	
Design Review Panel Members	• Simon Venturi - Chairperson • Joe Chindarsi • Munira Mackay
City of Vincent Officers	• Jay Naidoo (Manager Development and Design) • Mitch Hoad (Senior Urban Planner) • Natasha Trefry (Urban Planner)
Applicants	Item 3.1 Item 3.2 • Ryan Darby • David Workman • Damien Pericles • Keat Tan • Domenic Snellgrove

Meeting Minutes	
1	**Welcome and Declaration of Meeting Opening** Simon Venturi declared the meeting open at 4:00pm
2	**Apologies** Nil
3	**Meeting Business**
3.1	Item 3.1

3.2	Item 3.2 **Address:** No. 40 Frame Court, Leederville **Proposal:** Local Development Plan **Applicant**: Hatch / Roberts Day **Reason for Referral:** Lodged – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 19 May 2021

DRP Comments 19 May 2021		
Design quality evaluation		
		Supported
		Pending further attention – refer to detailed comments provided
		Not supported
		Insufficient information for comments to be able to be provided.
Strengths of the Proposal		
• Good to see the detail of the concept plan being carried over into the development provisions		
Design Principles		
Principle 1 - **Context and character**		***Principle*** ***Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.***

	• Additional information previously requested has been provided.
	• LDP should define the grain and character of Leederville, and incorporate this into the development provisions, including at the tower level. The towers currently present as heavily glazed and don't appear to reflect the existing character. Given the town centre doesn't currently have development of this scale it is important that the towers are designed to respond this this context and that this requirement is reflected in the LDP provisions.
	In the LDP surrounding visual impact:
	• Define height of a storey – floor to floor height
	  ○ Ground to podium
	  ○ Podium to top of tower/s
	• On visual impact diagrams establish
	AHD – Ground
	AHT – Top of podium / top of tower/s
	• LDP need to reinforce need of tower/s that are slender and impact of solar access.
	• Respond to the context
	• Outline modulation of facades to avoid long horizontal expanses
	• Avoid appearance of a wall of tower/s as viewed from various viewpoints. Highlight break between tower/s – if more than one and clearly describe design approaches which would be suitable to moderate perceptions of bulk.
	• Integrate services to avoid impact to public realm
	• Describe broad tenancy frontages with limited entries
	• Provide seating – integrate into street facades
	• Provide weather protection to footpaths, define the canopies and how they will be adopted – height, transparency, width and daylight context.	

Principle 2 - **Landscape quality**		***Principle*** ***Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.***
	• Supportive of the tree planting which would help to contribute towards the urban environment. Securing the planting of significant trees within each of the plazas would be encouraged.	
Principle 3 - **Built form and scale**		***Principle*** ***Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.***

		• LDP should be updated to define the AHD levels of the development in relationship to the the AHD levels of key viewpoints. This will assist to define the building envelope. • Principles of good design should defined and articulated into the provisions to ensure that the treatment of massing and scale are addressed. These should be expressed from the supporting concept plan to ensure that such an outcome will be secured. Visual expression of these would assist. • Splitting of towers has been handled well by splitting into two. Further consideration of the podium design at the ground level would assist. Consider the likely interface of the podium with adjoining lots where there could be a lower podium and how this would relate in terms of setbacks etc. • Larger elements and open space could be used as articulation measures to reduce the scale and assist with how it is viewed from a distant.
Principle 4 - **Functionality and build quality**		***Principle*** ***Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.***
		• No comments provided
Principle 5 - **Sustainability**		***Principle*** ***Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.***
		• As previously noted, the proposed sustainability features are extensive and commendable. Consider reviewing the proposed wording to ensure that One Planet Living principles are achieved and implemented, not just identified.
Principle 6 - **Amenity**		***Principle*** ***Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.***
		• No comments provided
Principle 7 - **Legibility**		***Principle*** ***Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.***
		• Definition of pedestrian canopy and what the role of this is in the development should be articulated. • Previous comments relating to legibility have largely been addressed through the proposed provisions, subject to the above point. • Fine grained approach to the spacing and rhythm of ground floor entries should be considered to reflect the Leederville context.
Principle 8 - **Safety**		***Principle*** ***Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.***
		• Objective related to safety of public spaces to be included and how this would be achieved in respect to lighting and landscaping design.
Principle 9 - **Community**		***Principle*** ***Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.***
		• No comments provided
Principle 10 - **Aesthetics**		***Principle*** ***Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.***

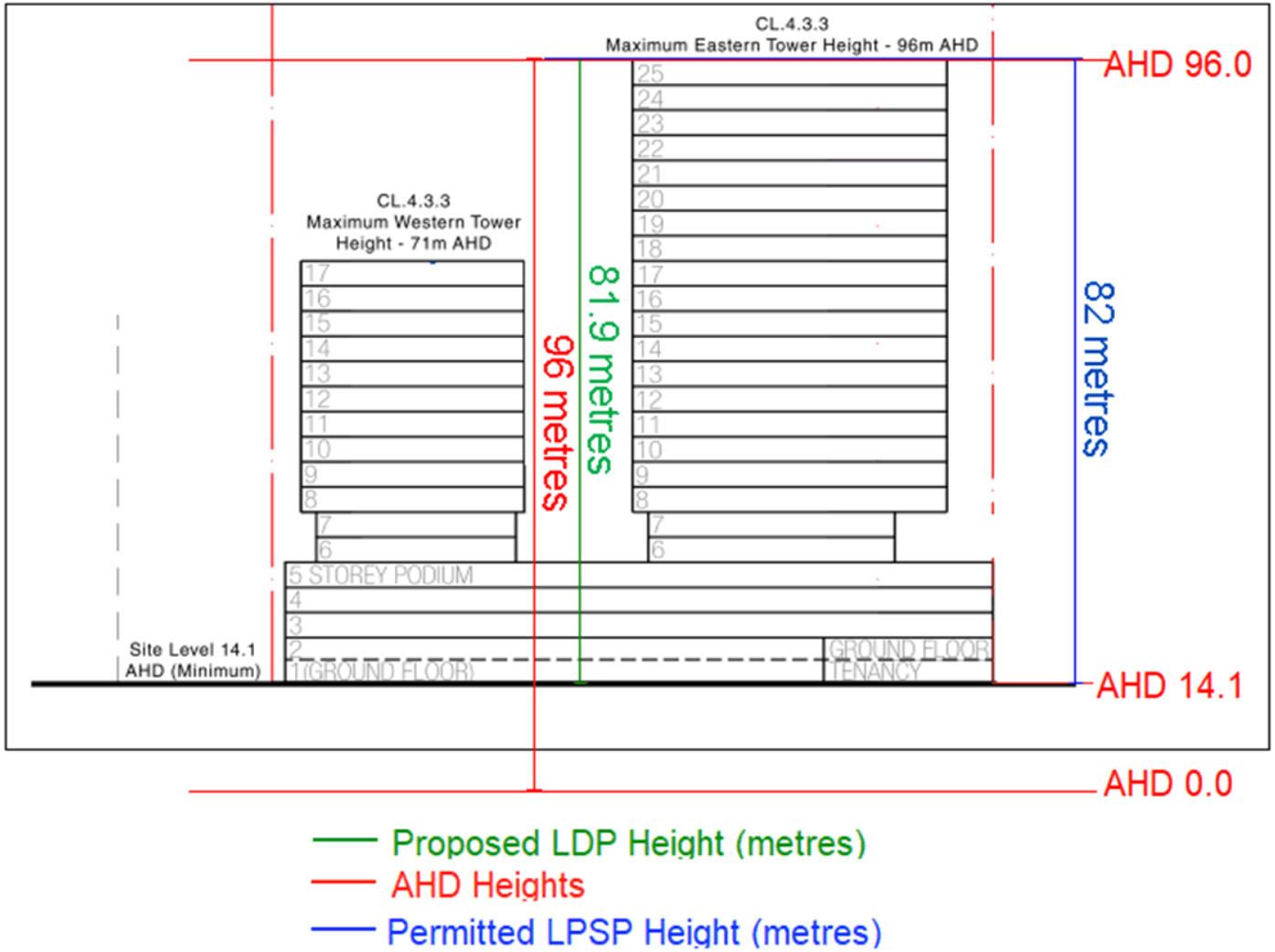
	• LDP should define the grain and character of Leederville, and incorporate this into the development provisions, including at the tower level. The towers currently present as heavily glazed and don't appear to reflect the existing character. Given the town centre doesn't currently have development of this scale it is important that the towers are designed to respond this this context.
Other comments provided by the DRP	
• DRP remains supportive of the development concept and reiterates that given the discretion sought the strength of provisions is important to ensure that the development outcome envisioned by the concept plan is secured. • Would encourage for diagrams to be included to show how the development provisions are intended to function. • City of Melbourne design guidelines would assist with defining good and bad design elements.	
Other general comments provided by the City	
• N/A	
Conclusion	
The design has been provided to inform the LDP. Commenting on the LDP must not be seen as approval of the design presented or of future designs. The DA will be assessed against all the guidelines outlined in the LDP and any items arising. Key issue for completion of LDP: • Visual impact studies • Definition of height of floor to floor, height for ground to podium and floor podium to towers • Establish AHD levels for top of towers and podium • Built form and scale • Impact of towers	

DRP Comments 25 August 2021		
Design quality evaluation		
		Supported
		Pending further attention – refer to detailed comments provided
		Not supported
		Insufficient information for comments to be able to be provided.
Strengths of the Proposal		
• The general expansion of the LDP objectives is supported • The design approach to mitigate the bulk and scale of the development including splitting the towers, unequal tower heights, curved tower edges, integration of double height landscaped 'sky parks', generous balconies, architectural portal elements and positioning of the towers behind each other when viewed from Leederville Town Centre is supported • Integration of the landscaped public plazas at ground level and sleeved carparking is positive • The site is well located for the proposed density with minimal impact on the existing adjoining context		
Design Principles		
Principle 1 - **Context and character**		***Principle*** ***Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.***
	• Supportive of the high level response to the character, provided that a detailed Urban Design Study is provided to accompany a future Planning Approval application • Inclusion of a high quality materials palette within the LDP is supported	
Principle 2 - **Landscape quality**		***Principle*** ***Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.***
	• No further comments on this principle	

Principle 3 - **Built form and scale**		***Principle*** ***Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates between existing built form and the intended future character of the local area.***
	•	No further comments on this principle
Principle 4 - **Functionality and build quality**		***Principle*** ***Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.***
	•	No further comments on this principle
Principle 5 - **Sustainability**		***Principle*** ***Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.***
	•	A holistic approach and extensive sustainability measures identified through the ESD concept is supported
Principle 6 - **Amenity**		***Principle*** ***Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.***
	•	No further comments on this principle
Principle 7 - **Legibility**		***Principle*** ***Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.***
	•	The LDP embeds a fine grained approach and encourages pedestrian movement around the site through the inclusion of the pedestrian canopy to three edges. The active sleeved parking interface is positive
Principle 8 - **Safety**		***Principle*** ***Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.***
	•	Lighting strategy and design of public realm spaces responds to CPTED principles
Principle 9 - **Community**		***Principle*** ***Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.***
	•	No further comments on this principle
Principle 10 - **Aesthetics**		***Principle*** ***Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.***
	•	The LDP provisions integrate meaningful elements and strategies to mitigate the massing and scale of the development. Splitting the towers, unequal tower heights, curved glass tower corners, generous apartment balconies, double height 'skypark' cutouts, architectural portal element articulation and positioning of the towers behind each other when viewed from Leederville Town Centre have all been embedded in the LDP
Other comments provided by the DRP		

Suggested LDP wording changes and corrections are as follows: • Remove repetition – "Thriving Places", bullet five is repeated in "Sensitive Design", bullet m) • Clarify "Sensitive Design" n) bullets two (avoid a predominantly glazed appearance) and three that desires a balance of transparency and solidity • Clarify "Sensitive Design" n) bullet six – unclear on the meaning of this sentence. • Correct "Development Controls" 4.9.5 "Ground floor tenancies are to include a minimum…." • Correct "Development Controls" 4.11.1 "Refer to Figures *3 and 4*…."
Other general comments provided by the City
•
Conclusion
• The proposed LDP is comprehensive and a product of a long period of engagement with the City, stakeholders and local community. Previous DRP comments have been adopted and addressed. The DRP supports a considered LDP setting the base to achieve a high quality built form outcome. The DRP encourages and would support a concurrent Planning Approval application.

4	**Meeting Close** Simon Venturi closed the meeting at 5.40pm. The next meeting is scheduled to be held on 1 September 2021


CL.4.3.3
Maximum Eastern Tower Height - 96m AHD
AHD 96.0
CL.4.3.3
Maximum Western Tower
Height - 71m AHD
96 metres
81.9 metres
82 metres
5 STOREY PODIUM
GROUND FLOOR
TENANCY
(GROUND FLOOR)
Site Level 14.1
AHD (Minimum)
AHD 14.1
AHD 0.0
Proposed LDP Height (metres)
AHD Heights
Permitted LPSP Height (metres)

9.3 CREATION OF CITY OF VINCENT ANIMAL LOCAL LAW

Attachments:

1. **Animal Local Law 2021 - Final version**
2. **City of Vincent Health Local Law 2004 - Amended**
3. **Review of Local and State Regulatory Frameworks - Poultry and Bees**

RECOMMENDATION:

That Council AUTHORISES the Chief Executive Officer to provide local public notice in accordance with section 3.12(3) of the Local Government Act 1995, for a period of at least 6 weeks, stating that:

1. it is proposed to repeal the *City of Vincent Dog Local Law 2007* and replace it with the *City of Vincent Animal Local Law 2021* at Attachment 1;

2. it is proposed to repeal Divisions 2, 3, 4 and 6 of Part 5 of the *City of Vincent Health Local Law 2004* as set out in Attachment 2;

3. the purpose of the proposed *City of Vincent Animal Local Law 2021* is to:

3.1 provide for the effective management, control, and regulation of the keeping of dogs, cats, large animals, animals of potential burden, poultry, pigeons, miscellaneous birds and bees within the City;

3.2 effectively control and manage cat numbers, confinement, and curfews for cats, consistent with the State Government review findings from November 2019; and

3.3 to effectively deter failing to comply with select provisions of the proposed *City of Vincent Animal Local Law 2021*; and

4. the effect of the proposed *Animal Local Law 2021* is to:

4.1 introduce regulations, conditions, and penalties relating to the keeping of dogs, cats, large animals, animals of potential burden, poultry, pigeons, miscellaneous birds and bees within the City;

4.2 introduce a regulatory framework for the control and management of cat numbers, confinement, and curfews for cats; and

4.3 introduce modified penalties for failing to comply with select provisions of the proposed *Animal Local Law 2021*.

PURPOSE OF REPORT:

To consider:

- the removal of marked sections of the City of Vincent *Health Local Law 2004*;
- the repeal the City of Vincent *Dog Local Law 2007*; and
- the making of City of Vincent *Animal Local Law 2021* (Animal Local Law),

in accordance with s 3.13 of the *Local Government Act 1995* (Act).

BACKGROUND:

On 7 March 2017, Council resolved to review the City of Vincent *Health Local Law 2004* (Health Local Law) *"to consider the easing of provisions relating to restrictions on keeping poultry"*. The Health Local Law is enabled by the *Health (Miscellaneous Provisions) Act 1911*. This Act will be superseded during Stage 5 of the *Public Health Act 2016* (Public Health Act) implementation, which is now scheduled for 2022-2023 after being delayed due to the COVID-19 pandemic. Once this has occurred a full review of the Health Local Law would be required so that it aligns with the Public Health Act.

Since this decision, there has been a proposal for cat requirements to be included with a local law, in the same way dog requirements are captured in the City of Vincent *Dog Local law 2007* (Dog Local Law). It was considered that all animal-based requirements could be included in one local law.

This has resulted in the proposal to develop and introduce an Animal Local Law, which would be formed under the *Local Government Act 1995.* This local law would consolidate all animal-based requirements from existing local laws. This approach has been implemented by other local governments.

DETAILS:

The objective of a new Animal Local Law (**Attachment 1**) is to provide for the effective management, control and regulation of the keeping of dogs, cats, large animals, animals of potential burden, poultry, pigeons, miscellaneous birds and bees within the City. This Local Law would contain requirements for owners and occupiers of land within the City which apply to the keeping animals.

The creation of an Animal Local Law would see the Dog Local Law 2007 repealed and amendments made to the Health Local Law 2004, including the removal of Division 2, Keeping of Animals; Division 3, Keeping of Large Animals or Animals of Potential Burden; Division 4, Keeping of Poultry and Pigeons; and Division 6, Bee Keeping. A tracked version of the Health Local Law showing these changes is at **Attachment 2.** The Animal Local Law would also include cat requirements.

To inform changes to poultry and bees requirements, Administration has undertaken a review of State, Territory and National legislation and/or policy provisions. A full summary of the review of poultry and bee keeping laws can be found at **Attachment 3**. The proposed Animal Local Law would adopt a flexible approach to keeping of poultry and bees within the City of Vincent, while still striking a balance between deregulation and the protection of amenity/public health.

The draft Animal Local Law has been reviewed by Jackson McDonald Lawyers.

To summarise, the proposed amendments and additions to the Animal Local Law which relate to specific animals are as follows:

Cats

The new provisions relating to cats in the Animal Local Law would allow for Council to introduce cat prohibited areas to control cat wandering on to City land, require a licence for the keeping of more than 3 cats over 6 months at one premises and allow for action to be taken against cats deemed to be a ‘nuisance’. The term ‘nuisance’ covers when a cat is harmful in a manner that gives rise to legal liability, causes damage to land/property or unreasonable interferes with the use and enjoyment of another person’s property. Modified penalties would be included for the offence of allowing a cat to enter a prohibited area, not gaining or complying with a licence when required, owning a cat that causes a nuisance or failing to comply with a cat nuisance notice.

Under the proposed provisions of the Animal Local Law cat prohibited areas could be introduced by an absolute majority decision of Council.

To ensure consistency among local governments, as per the State Government review findings from November 2019, there is strong support for cat numbers and confinement/curfew of cats to be implemented at a State-wide (in legislation) level, rather than through individual local laws. The Animal Local Law does not propose to introduce cat confinement or curfew requirements.

Dogs

The existing Dog Local Law would be repealed and transitioned to the proposed Animal Local Law. The content remains unchanged in the majority, with minor amendments to the penalties applicable for committing an offence. There have been no additional provisions included. Dog exercise areas would continue to be introduced or removed by way of an absolute majority decision of Council.

Poultry

The new provisions relating to poultry in the Animal Local Law include the following changes:

- Removal of setbacks, ensuring there is a focus on assessing nuisance instead;
- Removal of the Poultry Prohibited Area;
- Provisions relating to cleanliness, maintenance and management;
- Adoption of a 'nuisance' definition;
- Reduction in the maximum number of poultry from 12 to 6, unless otherwise approved; and
- Removal of prescriptive provisions such as the requirement to have impervious floors in enclosures.

Bees

Provisions within the new Animal Local Law proposes to remove prescriptive requirements including setbacks and introduce reference to the 'WA Apiarist Society Best-Practice Guidelines for Urban Beekeepers'. This approach would be more flexible for owner/occupiers within the City to keep bees.

Following advertising, any submissions and proposed modifications would be presented to Council for a final decision before publishing the final version of the Animal Local Law in the Government Gazette.

CONSULTATION/ADVERTISING:

In accordance with section 3.12 of the *Local Government Act 1995*, the City would provide public notice of the introduction of a new Animal Local Law in the following ways for a period of no less than six weeks:

- notice in local newspapers; and
- notice on the City's website, social media and e-newsletter.

The consultation would also meet the objectives of the Community and Stakeholder Engagement Policy and Strategy.

LEGAL/POLICY:

Section 3.12 of the *Local Government Act 1995* sets out the requirements for making a local law, and S.3.12(2) specifies:

At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.

Section 3.13 of the *Local Government Act 1995* provides:

If during the procedure for making a proposed local law the local government decides to make a local law that would be significantly different from what it first proposed, the local government is to recommence the procedure.

- City of Vincent *Dog Local Law 2007*;
- City of Vincent *Health Local Law 2004*;
- *Local Government Act 1995*;
- *Dog Act 1976*;
- *Cat Act 2011*;
- *Health (Miscellaneous Provisions) Act 1911*; and
- *Public Health Act 2016*.

Election Period Statement

The decision the Council may make in relation to this item could constitute a 'Major Policy Decision' within the context of the City of Vincent Election Period Policy, however an exemption should be made because the decision only commits Council to seeking public consultation in accordance with statutory requirements prior to considering formal adoption of the local law.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to provide public notice of the proposed Animal Local Law.

STRATEGIC IMPLICATIONS:

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

We are open and accountable to an engaged community.
Our community is satisfied with the service we provide.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

The costs of advertising the Animal Local Law can be covered by the City's operational budget.

The introduction of infringement notices in the Animal Local Law may generate a small amount of revenue for the City.

COMMENTS:

The introduction of provisions with regards to cats would assist in encouraging cat owners to keep their cats inside, in line with the current provisions in place for dogs.

The proposed changes also provide flexibility where appropriate for the keeping of poultry and bees within the City of Vincent.

CITY OF VINCENT

ANIMAL LOCAL LAW 2021

DOG ACT 1976
CAT ACT 2011
LOCAL GOVERNMENT ACT 1995

DOG ACT 1976
CAT ACT 2011
LOCAL GOVERNMENT ACT 1995

CITY OF VINCENT
ANIMAL LOCAL LAW 2021

Under the powers conferred by the *Dog Act 1976, the Cat Act 2011,* the *Local Government Act 1995* and under all other powers enabling it, the Council of the *City of Vincent* resolved on _____ to make the following local law.

PART 1 - PRELIMINARY

1.1 Short Title

This local law may be cited as the *City of Vincent Animal Local Law* 2021.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Purpose and effect

(1) The purpose of this local law is to provide for the regulation, control and management of the keeping of dogs, cats, other animals and bees within the district.

(2) The effect of this local law is to establish the requirements that owners and occupiers of premises within the district must comply with in order to keep dogs, cats, other animals, and bees and provide the means of enforcing the local law.

1.4 Application

This local law applies throughout the district of the City.

1.5 Repeal

(1) The City's Dogs Local Law 2007 published in the Government Gazette on 21 November 2007 and all amendments thereto are hereby repealed on the day this local law comes into operation.

(2) Divisions 2, 3, 4 and 6 of Part 5 of the City's Health Local Law 2004 published in the Government Gazette on 8 December 2004 is repealed on the day this local law comes into operation.

1.6 Terms used

(1) In this local law unless the context otherwise requires -

Act means the *Local Government Act 1995*;

CEO means the Chief Executive Officer of the City;

City means the City of Vincent;

district means the district of the City;

licence means a licence issued by the City;

licence holder means a person who holds a valid licence;

lot has the same meaning given to it in the *Planning and Development Act 2005;*

Schedule means a schedule in this local law;

thoroughfare has the meaning given to it in section 1.4 of the Act;

local planning scheme has the meaning given in section 4(1) the *Planning and Development Act 2005* which applies throughout the whole or a part of the district; and

vermin means rats, mice, flies, fleas, mites, cockroaches and any other animal, whether vertebrate or invertebrate, which is known to be a vector of disease or likely to cause damage to human food, habitation or possessions.

PART 2 - DOGS

2.1 Terms used

(1) In this Part -

Authorised Person has the meaning given in section 3(1) of the Dog Act*;*

dangerous dog has the meaning given in section 3(1) of the Dog Act;

Dog Act means the *Dog Act 1976;*

Dog Regulations means the *Dog Regulations 2013*;

kennel establishment means the kennel, yards and premises used to house a dog for commercial purposes, gain or reward;

land has the meaning given in section 7 of the Property Law Act 1969;

occupier has the meaning given in the *Local Government Act 1995*;

owner in relation to a dog, has the meaning given in section 3(1) of the Dog Act;

person liable for the control of the dog has the meaning given in section 3(1) of the Dog Act;

pound means a dog management facility established under section 11 of the Dog Act and used for the purposes of keeping dogs seized or impounded under the Dog Act or this local law*;*

premises has the meaning given in section 3(1) of the Dog Act; and

public place has the meaning given in section 3(1) of the Dog Act.

Other words and expressions used in this part have the meanings respectively given to them in and for the purpose of the Dog Act and Dog Regulations.

Division 1 – Impounding of Dogs

2.2 Impounding of Dogs

(1) An authorised person shall be in attendance at the pound to facilitate the return of a dog that has been seized pursuant to section 29 of the Dog Act, at the times and on the days of the week as determined by the CEO.

(2) Where a dog that has been seized is to be returned to an owner, the owner must provide to an authorised person:

(a) proof of ownership of the dog;

(b) proof of registration of the dog in accordance with the Dog Act;

(c) payment of any moneys due to the City in relation to the dog; and

(d) if another person other than the owner is to take delivery of the dog on the owner's behalf, a written authority authorising that person to do so.

2.3 No breaking into or destruction of pound

(1) A person shall not release or attempt to release a dog from a pound.

(2) A person shall not destroy, break into, damage or in any way interfere with or render ineffective—

(a) any pound; or

(b) any vehicle or container used for the purpose of catching, holding or conveying a seized dog.

Division 2 – Dogs in Public Places

2.4 Dog exercise areas

(1) For the purposes of sections 31 and 32 of the Dog Act, the public places within the district that are dog exercise areas are those areas so determined by the City under section 1.9 of the Act.

(2) A dog exercise area must not be used if the area is:

(a) being used for an organised function, sporting activity or event attended by people;

(b) land which has been set apart as a children's playground; or

(c) a thoroughfare.

2.5 Offence to excrete

(1) A dog must not excrete on:

(a) any public place; or

(b) any land without the consent of the occupier.

(2) Subject to sub-clause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at the time commits an offence.

(3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excrement is removed immediately by that person.

Division 3 – Requirements and Limitations of the Keeping of Dogs

2.6 Maximum Number of Dogs

The owner or occupier of premises must not keep or permit to be kept on the premises more than 2 dogs over the age of 3 months and the young of those dogs under that age unless the premises are licensed as an approved kennel establishment or have been granted an exemption pursuant to section 26(3) of the Dog Act.

2.7 Fencing Requirements

(1) An owner or occupier of premises on which a dog is kept must—

(a) cause the portion of those premises on which the dog is kept to be fenced in a manner capable of confining the dog to that portion;

(b) ensure the fence used to confine a dog and every gate or door in the fence is of a type, height and construction which, having regard to the species, age, size and physical condition of the dog, prevents the dog from passing over, under or through the fence;

(c) ensure that every gate or door in a fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures that the dog remains confined);

(d) ensure that every gate or door in a fence is fitted with an effective and operative latching mechanism or system;

(e) maintain the fence, gates and doors in good working order and condition; and

(f) where no part of the premises consists of open space, yard or garden, or there is no open space, yard or garden to which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than tethering the dog) for effectively confining the dog within the premises.

Division 4 – Dog Kennel Establishments

2.8 Approved Kennel Establishment Licence

A person must not keep a kennel establishment without having first obtained a licence under this local law and planning approval under the local planning scheme.

2.9 Notice of Application for Kennel Establishment Licence

An applicant for a licence to keep an approved kennel establishment must—

(a) publish in a newspaper circulating in the district a notice of their intention to submit an application for a licence being in the form determined by the City, specifying that any interested person may within 21 days after the date of such publication object to the application in writing to the City; and

(b) forward a copy of the notice, being in the form determined by the City, to the owners and occupiers of all land within a radius of 500 metres of the boundaries of the land upon which it is proposed to establish the kennel.

2.10 Notice of Application for Kennel Establishment Licence

An application for a licence to keep an approved kennel establishment must be in the form of that in Schedule 1 and must be accompanied by—

(a) evidence that notice of the proposed use of the land has been given in accordance with clause 2.9;

(b) a plan showing the details and specifications of all kennels, adjacent yards and the distances from the kennels to the boundaries of the land the subject of the application and all buildings on the land together with such information as the City may require;

(c) a report of an acoustic consultant verifying that the operational noise levels (including from any plant and machinery) will comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*; and

(d) payment of fees and charges as determined by the City.

2.11 Determination of Application

(1) In determining an application for a licence, the City is to have regard to—

(a) the matters referred to in clause 2.10;

(b) any written submissions received within the specified period in accordance with clause 2.9; and

(c) where planning approval for use of the land as an approved dog kennel establishment has not first been obtained under the local planning scheme.

(2) The City may, in respect of an application for a licence—

(a) refuse the application; or

(b) approve the application subject to the conditions in Schedule 4 or any other conditions the City considers appropriate.

2.12 Licence and Fees

(1) A licence to keep an approved kennel establishment, and the application to renew or transfer such licence, must be in the form determined by the City.

(2) A licence must be valid commencing on the date of its issue and expire on 30 June the following year, or on cancellation of the licence by the City.

(3) Fees and charges as determined by the City must be payable for licence applications, renewals and transfers.

(4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

2.13 Duties of Licence Holder

(1) The holder of a licence to keep an approved kennel establishment must—

(a) maintain the establishment in a clean, sanitary and tidy condition;

(b) dispose of all refuse, excrement and food waste daily in a manner approved by the City; and

(c) take all practical measures for the destruction of fleas, flies and other vermin.

(2) A licence holder who fails to comply with a condition of a licence commits an offence.

2.14 Limit on Number and Breed of Dogs

A person who conducts an approved kennel establishment must not keep or permit to be kept thereon, more than the number of dogs specified in the licence, or dogs of a breed different to the breed or breeds (if any) specified in the licence without the written approval of the City.

2.15 Kennel Establishment requirements

Dogs in an approved kennel establishment must be kept in kennels and yards appropriate to the breed or kind in question, be sufficiently secured, sited and maintained to a standard not less than the following—

(a) each kennel must have an adjacent yard;

(b) each kennel and each yard and every part thereof must be at a distance of not less than 15 metres from the boundaries of the land in the occupation of the occupier;

(c) each kennel and each yard and every part thereof must be at a distance of not less than 25 metres from the front road or street;

(d) each kennel and each yard and every part thereof must be at a distance of not less than 20 metres from any dwelling house;

(e) each yard must be secured with a fence not less than 1.8 metres in height;

(f) the upper surface of the floor of each kennel must be set at least 100mm above the surface of the surrounding ground and must be constructed of granolithic cement finished to a smooth surface and must have a fall of not less than 1 in 100. The entire yard must be surrounded by a drain which must be properly laid, ventilated and trapped. Floor washing must pass through this drain and must be disposed of in accordance with the health requirements of the City;

(g) the floor of any yard must be constructed in the same manner as the floor of any kennel and as provided in paragraph (f);

(h) for each dog kept therein every kennel must have not less than $1.8m^2$ of floor space and every yard not less than 2.5 square metres; and

(i) all kennels and yards, and all feeding and drinking vessels, must be maintained in a clean condition and cleaned and disinfected when so ordered by an authorised person.

2.16 Inspection of Kennel Establishments

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

PART 3 - CATS

3.1 Interpretation

In this Part -

Cat Act means the *Cat Act 2011*;

Cat Regulations means the *Cat Regulations* 2012;

cat has the meaning given in section 3(1) of the Cat Act;

cat management facility has the meaning given in section 3(1) of the Cat Act;

cat prohibited area means a public place, or class of public place that is under the care, control or management of the City as determined under section 1.9 of the Act;

cattery means any premises where more than 3 cats are boarded, bred housed or trained temporarily, whether for profit or otherwise, and where the occupier of the premises is not the ordinary keeper of the cats;

effective control in relation to a cat means any of the following methods—

(a) held by a person who is capable of controlling the cat;

(b) securely tethered;

(c) secured in a cage; or

(d) any other means of preventing escape;

nuisance in relation to a cat means—

(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;

(b) an unreasonable interference with the use and enjoyment of a person of their ownership or occupation of land; or

(c) interference which causes material damage to land or other property on the land affected by the interference;

owner in relation to a cat, has the meaning given in section 4 of the Cat Act;

premises has the meaning given in section 3(1) of the Cat Act; and

vehicle has the meaning given in section 3(1) of the Cat Act.

Other words and expressions used in this part have the meanings respectively given to them in and for the purpose of the Cat Act and Cat Regulations.

3.2 Keeping of Cats for which a licence is required

(1) Subject to subclause (3), a person is required to have a licence to—

(a) keep more than 3 cats at a premises; or

(b) use any premises as a cattery or cat management facility.

(2) A person who breeds cats may, with the written approval of the City, keep up to 6 adult breeding cats on any premises in the district, subject to—

(a) each cat being permanently confined in an effective cage system on the premises; and

(b) the terms and conditions in Schedule 3 or any conditions the City considers appropriate.

(3) A licence is not required under subclause (1) if the premises concerned are—

(a) a refuge of the Royal Society for the Prevention of Cruelty to Animals (Inc) of Western Australia or any other incorporated animal welfare organisation;

(b) a veterinary surgery; or

(c) a pet shop.

3.3 Application for licence

An application for a licence under clause 3.2 must be—

(a) made in writing, by an occupier of premises in relation to those premises;

(b) in a form approved by the City, describing and specifying the number of cats to be kept on the premises;

(c) accompanied by brief reasons for the request;

(d) accompanied by the plans of the premises to which the application relates, to the specification and satisfaction of the City;

(e) accompanied by the consent in writing of the owner of the premises, where the occupier is not the owner of the premises to which the application relates; and

(f) accompanied by the application fee for the licence determined by the City from time to time.

3.4 Refusal to determine application

The City may refuse to determine an application for a licence if it is not made in accordance with clause 3.3.

3.5 Factors relevant to determination of application

(1) In determining an application for a licence the City may have regard to—

(a) the reasons and justification provided for the request;

(b) the physical suitability of the premises for the proposed use;

(c) the suitability of the zoning of the premises under the local planning scheme;

(d) the environmental sensitivity and general nature of the location surrounding the premises for the proposed use;

(e) the structural suitability of any enclosure in which any cat is to be kept;

(f) the likelihood of a cat causing a nuisance, inconvenience or annoyance to the owners and occupiers of adjoining premises;

(g) the likely effect on the amenity of the surrounding area of the proposed use;

(h) the likely effect on the local environment, including any pollution or other environment damage which may be caused by the use;

(i) any submissions received under subclause (2) within the time specified in subclause (2); and

(j) such other factors which the City may consider to be relevant in the circumstances of the particular case.

(2) The City may require an applicant to—

(a) subject to subclause (3) consult with adjoining occupiers and owners; and

(b) notify other adjoining occupiers and owners that they may make submissions to the City on the application within 14 days of receiving that notice.

(3) The City may direct the nature and extent of consultation required with adjoining occupiers and owners.

3.6 Decision on application

(1) Upon receiving an application for a licence, the City may—

(a) approve the application for a licence subject to the conditions in clause 3.7 and any other conditions the City considers appropriate; or

(b) refuse the application for a licence.

(2) If the City approves an application under subclause (1), then it shall issue to the applicant a licence in the form determined by the City.

(3) If the City refuses to approve an application under subclause (1), then it is to advise the applicant accordingly in writing.

3.7 Conditions

(1) Every licence is issued subject to the following conditions—

(a) each cat kept on the premises to which the licence relates must comply with the requirements of the Cat Act;

(b) each cat must be contained on the premises unless under the effective control of a person;

(c) the licence holder will provide adequate space for the exercise of the cats;

(d) the premises must be maintained in good order and in a clean and sanitary condition; and

(e) the conditions contained in Schedule 3.

(2) A licence holder who fails to comply with a condition of a licence commits an offence.

3.8 Duration of licence

(1) Unless otherwise specified, in a condition on a licence, a licence commences on the date of issue and is valid for a period of 12 months from the date of issue unless and until—

(a) it is revoked; or

(b) the licence holder ceases to occupy the premises to which the licence relates.

3.9 Revocation

The City may revoke a licence if the licence holder fails to observe any provision of this under this Part 3 or a condition of a licence.

3.10 Licence not transferable

A licence is not transferable either in relation to the licence holder or the premises.

3.11 Licence to be kept at the premises and available for view

A licence issued by the City must be kept at the premises to which it applies and must be provided to an authorised person on demand. In the case of a registered cattery, the licence must be displayed in a prominent place within the premises.

3.12 Cat not to be a nuisance

(1) An owner shall not allow a cat to be or create a nuisance.

(2) Where in the opinion of an authorised person, a cat is creating a nuisance, the City may give written notice to the owner of the cat requiring that person to abate the nuisance.

(3) When a nuisance has occurred and a notice to abate the nuisance is given, the notice remains in force for the period specified by the City in the notice which shall not exceed 28 days.

(4) A person given a notice to abate the nuisance shall comply with the notice within the period specified in the notice.

3.13 Cat prohibited areas

(1) Unless in accordance with written authorisation from the City, a cat must not be in a cat prohibited area at any time.

(2) If a cat is in a cat prohibited area contrary to subclause (1), the owner of the cat commits an offence.

(3) An authorised person may seize and remove, or direct the seizure and removal of a cat from a cat prohibited area, pursuant to the Cat Act.

PART 4 - ANIMALS

4.1 Interpretation

In this Part -

Affiliated Person means a person who is a member of a properly constituted Pigeon Club;

animal includes a fish, bird, cat, dog, reptile, cow, cattle, goat, horse, miniature horse, pig, miniature pig, poultry, peacock, peahen, llama, alpaca, deer, sheep, ostrich, emus or the like;

approved animal means a large animal the subject of an approval by the City under clause 4.6;

aviary bird means any bird, other than poultry or pigeons, kept or usually kept in an aviary or cage;

authorised person means a person appointed by the local government, under section 9.10 of the Act to perform all or any of the functions conferred on an authorised person under this Part 4;

bees means an insect belonging to any of the various hymenopterous insects of the super family Apoidea and commonly known as a bee;

beekeeper has the meaning given in regulation 3 of the *Biosecurity and Agriculture Management Regulations 2013;*

bee hive means a moveable or fixed structure, container or object in which a colony of bees is kept;

bird includes galahs, parrots, budgerigars, finches, pigeons and doves and the like;

cow includes an ox, calf or bull;

horse includes an ass, mule, donkey, shetland pony or pony;

large animal includes a sheep, cow, goat, horse (including a miniature horse), deer, camel, llama, kangaroo, alpaca, pig (including a miniature pig), emu, ostrich or any other animal so classified by the City;

livestock means any horse, cattle, sheep, goat, swine, buffalo, deer, camel, emu, ostrich, llama and alpaca;

miniature horse means a horse that does not exceed 870mm in height as an adult and is classified as a miniature by the Miniature Horse Association of Australia;

miniature pig means a pig that does not exceed 650mm in height and does not exceed 55 kilograms in weight as an adult;

nuisance means—

(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;

(b) an unreasonable interference with the use and enjoyment of a person of their ownership or occupation of premises;

(c) interference which causes material damage to premises or other property on the premises affected by the nuisance; or

(d) in relation to a dog, any of the behaviours described in section 38(1) of the Dog Act;
premises has the meaning given to it in section 4 of the *Public Health Act 2016*;

pigeon means birds of the species *columba livia* and includes homing pigeon, racing pigeon and dove; and

poultry means any domestic fowl or chicken, bantam, duck, goose, guinea fowl, pheasant, turkey, peafowl and other birds kept for the production of eggs or meat for domestic consumption.

Division 1 – Keeping of Animals

4.2 Cleanliness

(1) An owner or occupier of premises in or on which an animal is kept shall—

(a) keep the premises free from excrement, filth, food waste and all other matter which is or is likely to become offensive or injurious to health or to attract vermin;

(b) when so directed by an authorised person, clean and disinfect the premises; and

(c) keep the premises, so far as possible, free from insect, pests or vermin by spraying with a residual insecticide or other effective means.

4.3 Nuisance Animals

(1) An owner or occupier of premises in or on which an animal is kept shall ensure the keeping of the animal does not cause or create a nuisance.

(2) If an authorised person considers that a person has contravened subclause (1), the City may give the owner and/or occupier of the premises a written notice requiring them to abate the nuisance within the time specified in the notice.

4.4 Animal Enclosures

(1) A person shall not keep or cause or permit to be kept any animal on premises which are not effectively drained or of which the drainage flows to the walls or foundations of any building.

(2) The City may give written notice to the owner of occupier of premises where an animal is kept to pave, grade or drain the ground surface or floor of a structure or enclosure in which animals are kept.

4.5 Slaughter of Animals

(1) Subject to subclause (2), a person shall not slaughter any animal within the district.

(2) Subclause (1) does not apply where the slaughter of an animal is at premises approved for that purpose.

4.6 Disposal of Deceased Animals

(1) An owner or occupier of premises on which there is a deceased animal shall immediately arrange for its removal and disposal at an approved disposal site.

(2) An owner, or a person having the care, of any animal that dies in a public place shall immediately arrange for its removal and disposal at an approved disposal site.

Division 2 – Keeping of Large Animals

4.7 Approval Required to Keep a Large Animal

(1) A large animal or animals in such numbers that may cause a nuisance as determined by the City shall not be kept on any premises within the district unless prior written approval has been given by the City.

(2) The City may approve in exceptional temporary circumstances the keeping of a large animal and may impose any conditions it considers necessary to ensure that public health standards are not compromised.

4.8 Proximity of Animals to another Premises

The owner or occupier of premises shall not permit an approved animal to approach within 15 metres of another premises.

4.9 Manure Receptacle

An owner or occupier of premises on which an approved animal is kept shall—

(a) provide in a position convenient to a stable a receptacle for manure, constructed of an impervious and durable material which has a smooth surface, provided with a tight-fitting hinged cover, and with no part of the base of the receptacle lower than the surface of the adjoining ground;

(b) keep the lid of the receptacle closed except when manure is being deposited or removed;

(c) cause the receptacle to be emptied at least once a week and as often as may be necessary to prevent it becoming offensive or a breeding place for flies or other insects;

(d) keep the receptacle so far as possible free from flies or other insects by spraying with a residual insecticide or other effective means; and

(e) cause all manure produced on the premises to be collected daily and placed in the receptacle.

Division 3 – Keeping of Poultry, Pigeons and Aviary Birds

4.10 Limitation on Numbers of Poultry and Pigeons

(1) Subject to subclause (5), an owner or occupier of premises—

(a) shall not keep more than the maximum number of poultry listed in the following table:

Residential premises (other than multi-residential premises, flat or unit)	Multi-residential premises, flat or unit
6	0

(b) who is not an Affiliated Person, shall not keep a total of more than 12 pigeons; and

(c) who is an Affiliated Person, shall not keep a total of more than 50 pigeons,

on any premises.

(2) An owner or occupier of premises must not without the written approval of the City keep on any premises a rooster, turkey, goose, peafowl or more than the maximum number of poultry and pigeons detailed in subclause (1).

(3) The City may impose such conditions as to the number of poultry, pigeons, or aviary birds on any premises within the district as it considers appropriate.

(4) The City may prohibit the keeping of poultry, pigeons, or birds at a premises, if the conditions in this Part have not been complied with or if unreasonable noise or a nuisance is being caused.

4.11 Conditions on Keeping Poultry

A person who keeps poultry or permits poultry to be kept shall ensure that—

(a) they provide a properly constructed and securely fastened structure or enclosure;

(b) the enclosure or structures within which poultry are kept are maintained at all times in a clean and sanitary condition;

(c) the poultry are confined to the structure or enclosure; and

(d) all feed for poultry be stored in vermin proof containers.

4.12 Conditions for Keeping Pigeons or Doves

A person who keeps, or permits to be kept, pigeons or doves shall ensure that—

(a) none is able to approach within 15 metres of another premises where people are employed or where food is stored, prepared, manufactured or sold; and

(b) except where registered homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed and securely fastened structure or enclosure that—

(i) is located so that no pigeon is able to approach within 1 metre of any boundary;

(ii) the structure or enclosure is kept in a clean and sanitary condition and good repair at all times; and

(iii) is in a yard having an otherwise unobstructed area of at least 30 square metres.

4.13 Conditions for Keeping Aviary Birds

A person who keeps, or permits to be kept, aviary birds shall ensure that –

(a) the aviary or enclosure is kept in a clean condition and good repair at all times; and

(b) the aviary or enclosure in which the birds are kept is located at least 1 metre from any boundary and at least 5 metres from a residential premises.

4.14 Non-Conforming Structure or Enclosure

The City may give written notice to an owner or occupier of premises directing them to take such actions as an authorised person considers necessary to remove or alter a structure or enclosure in which poultry, pigeons or doves are kept in order to comply with the requirements under this Part.

4.15 Restrictions on Pigeon Nesting or Perching

The City may give written notice to an owner or occupier of premises in or on which pigeons are, or are in the habit of, nesting, perching or habitually feeding to take adequate steps to prevent them continuing to do so.

4.16 Restriction on Feeding of Birds

A person shall not feed pigeons, doves, ibis, ravens, seagulls or other wild birds so as to cause a nuisance.

Division 4 – Bees

4.17 Conditions required to keep bees

A person who keeps bees or bee hives or permits bees or bee hives to be kept shall -

(a) unless exempted under Regulation 13 of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*, be registered as a beekeeper;

(b) keep bees and bee hives in accordance with the Western Australian Apiarists' Society Best-Practice Guidelines for Urban Beekeepers;

(c) provide a good and sufficient water supply on the premises which is readily accessible by the bees;

(d) in relation to all premises, not keep —

(i) more than two bee hives on premises of less than 400 m²;

(ii) more than four bee hives on premises 401m² or more; and

(e) ensure bee flight paths do not affect adjoining premises.

4.18 Nuisance bees

(1) A person must not keep or allow to be kept bees or bee hives, or both, on premises so as to create a nuisance.

(2) If an authorised person considers that a person has contravened any provision of this local law which relates to the keeping of bees or bee hives, the City may give the owner and/or occupier of the premises a written notice requiring them to abate the nuisance or remove any bee hives from the premises within the time specified in the notice.

PART 5 - MISCELLANEOUS

5.1 Fees and Charges

All fees and charges applicable under this local law must be as determined by the City from time to time in accordance with sections 6.16 to 6.19 of the Act.

5.2 City may Undertake Requirements of Notice

Where a person fails to comply with a notice served under this local law, the City may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing.

5.3 Appeal and Review Rights

When the City makes a decision as to whether it will—

(a) grant a person a licence or certificate of registration under this local law; or

(b) renew, vary, or cancel a licence or certificate of registration that a person has under this local law; or

(c) give a person a notice,

the provisions of Division 1 of Part 9 of the Act and regulations 33 of the *Local Government (Functions and General) Regulations 1996* apply to that decision.

PART 6 - ENFORCEMENT

6.1 Offences and Penalties

(1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

(2) Any person who commits an offence under Part 2 of this local law may be liable, upon conviction, to a penalty not exceeding—

(a) $1,000, and if the offence is of a continuing nature, to an additional penalty not exceeding

$100 for each day or part of a day during which the offence has continued; or

(b) $2,000, and if the offence is of a continuing nature, to an additional penalty not exceeding

$200 for each day or part of a day during which the offence has continued in relation to a dangerous dog.

(3) Any person who commits an offence under Parts 3 or 4 of this local law must be liable, upon conviction, to a penalty not exceeding $5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

6.2 Modified Penalties and Offence Description

(1) An offence against any provision of this local law is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) The amount of the modified penalty for a prescribed offence—

(a) in relation to Part 2, is the amount specified in—

(i) the fourth column of Schedule 4 if the dog is a dangerous dog;

(ii) the fifth column of Schedule 4 if the dog is not a dangerous dog; and

(b) in relation to Parts 3 or 4, is the amount specified in the fourth column of Schedule 4.

(3) Where an authorised person as defined under any Part of this local law has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person an infringement notice in the form required.

6.3 Form of Notices

For the purposes of this local law—

(a) the form of the notice referred to in section 9.13 of the Act is to be in or substantially in the form of Form 1 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;

(b) the form of the infringement notice referred to in section 9.17 of the Act is to be in the form of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;

(c) the form of the infringement withdrawal notice referred to in section 9.20 of the Act is to be in the form of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;

(d) for the purposes of Part 3, the issue of infringement notices, their withdrawal and the payment of modified penalties are dealt with in Division 4 of Part 4 of the *Cat Act 2011*;

(e) for the purposes of Part 3, an infringement notice given under the Act is to be in the form of Form 6 of Schedule 1 of the *Cat Regulations 2012*;

(f) for the purposes of Part 3, a notice sent under the *Cat Act 2011* withdrawing an infringement notice is to be in the form of Form 7 of Schedule 1 of the *Cat Regulations 2012*.

———

SCHEDULE 1
APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT

(clause 2.10)

I/we (full name) .....

of (postal address) .....

(telephone number) .....

(facsimile number) .....

(E-mail address) .....

Apply for a licence for an approved kennel establishment at (address of premises) .....

.....

For (number and breed of dogs) .....

* (insert name of person) ..... will be residing at the premises on and from (insert date) .....

* (insert name of person) ..... will be residing (sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare) at .

..... (insert address of residence)

on and from ..... (insert date).

Attached are -

(a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;

(b) plans and specifications of the kennel establishment;

(c) copy of notice of proposed use to appear in newspaper;

(d) copy of notice of proposed use to be given to adjoining premises;

(e) written evidence that a person will reside -

(i) at the premises; or

(ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and

(f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.

I confirm that I have read and agree to comply with the Code of Practice known as ……, in the keeping of dogs at the proposed kennel establishment.

Signature of applicant .....

Date .....

* delete where inapplicable.

Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the Dog Act.

OFFICE USE ONLY

Application fee paid on *[insert date]*.

SCHEDULE 2
CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT

(clause 2.11(2)(b))

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

(a) each kennel, unless it is fully enclosed, must have a yard attached to it;

(b) each kennel and each yard must be at a distance of not less than -

(i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;

(ii) 10m from any dwelling; and

(iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;

(c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the City;

(d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;

(e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;

(f) the upper surface of the kennel floor must be –

(i) at least 100mm above the surface of the surrounding ground;

(ii) smooth so as to facilitate cleaning;

(iii) rigid;

(iv) durable;

(v) slip resistant;

(vi) resistant to corrosion;

(vii) non-toxic;

(viii) impervious;

(ix) free from cracks, crevices and other defects; and

(x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be

properly laid, ventilated and trapped in accordance with the health requirements of the City;

(g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the City;

(h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;

(i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;

(j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of -

(i) 2 metres; or

(ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;

(k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the City;

(l) all external surfaces of each kennel must be kept in good condition;

(m) the roof of each kennel must be constructed of impervious material;

(n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorised person;

(o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;

(p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;

(q) suitable water must be available at the kennel via a properly supported standpipe and tap; and

(r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -

(i) at the premises; or

(ii) in the opinion of the City, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

SCHEDULE 3
LICENCE TO USE PREMISES AS A CATTERY

(clause 3.2(2)(b) and 3.7(1)(e))

Additional conditions—

(1) All building enclosures must be structurally sound, have impervious flooring, be well lit and ventilated and otherwise comply with all legislative requirements.

(2) There is to be a feed room, wash area, isolation cages and maternity section.

(3) Materials used in structures are to be approved by the City.

(4) The internal surfaces of walls are, where possible, to be smooth, free from cracks, crevices and other defects.

(5) All fixtures, fittings and appliances are to be capable of being easily cleaned, resistant to corrosion and constructed to prevent the harbourage of vermin.

(6) Wash basin with the minimum of cold water to be available.

(7) The maximum number of cats to be kept on the premises stated on the licence is not to be exceeded.

(8) A register is to be kept recording in respect of each cat the—

(a) date of admission;

(b) date of departure;

(c) breed, age, colour and sex; and

(d) the name and residential address of the owner.

(9) The register is to be made available for inspection on the request of an authorised person.

(10) Enclosures are to be thoroughly cleaned each day and disinfected at least once a week to minimise disease.

(11) No sick or ailing cat to be kept on the premises.

(12) Any other matter which in the opinion of the City is deemed necessary for the health and wellbeing of any cat, or person, or adjoining premises or the amenity of the area (or any part thereof).

SCHEDULE 4
OFFENCES AND MODIFIED PENALTIES

Item No.	Clause No.	Nature of offence	Modified penalty— Dangerous Dog $	Modified Penalty $
Dogs				
1.	2.3(1)	Attempting to or causing the unauthorised release of a dog from a pound	500	250
2.	2.3(2)(a)	Destroy, break into, damage or interfere with any pound	500	250
3.	2.3(2)(b)	Destroy, break into, damage or interfere with any vehicle or container used for the purpose of catching, holding or conveying dogs	500	250
4.	2.5	Permitting a dog to excrete on a street, public place or other land and failing to remove excreta in an approved manner	150	150
5.	2.6	Keeping more than the permitted number of dogs without approval	400	200
6.	2.7(1)(a)	Failing to install a fence capable of confining a dog to the premises or fence not adequate to confine	500	250
7.	2.7(1)(b)	Fence not adequate to confine to the premises a dog having regard to the species, age, size and physical condition of the dog	500	250
8.	2.7(1)(c)	Failing to keep gate or door closed when the dog is on the premises	400	200
9.	2.7(1)(d)	Failing to have a gate or door fitted with effective and operative latching mechanism or system	400	200
10.	2.7(1)(e)	Failing to maintain fences, gates and doors in good working order and condition.	400	200
11.	2.7(1)(f)	Failing to ensure other means exist for effectively confining a dog	400	200

Item No.	Clause No.	Nature of offence	Modified penalty— Dangerous Dog $	Modified Penalty $
		within premises		
12.	2.8	Keeping a kennel establishment without a licence		250
13.	2.13(1)(a)	Failing to maintain kennel establishment in a clean, sanitary and tidy condition		250
14.	2.13(1)(b)	Failing to dispose of refuse, excreta and food waste daily in approved manner		250
15.	2.13(1)(c)	Failing to take practical measures to destroy fleas, flies and other vermin		200
16.	2.14	Keeping a greater number or breed of dogs than specified in the licence		200

Item No.	Clause No.	Nature of offence	Modified Penalty $
Cats			
17.	3.2(1)(a)	Keeping more than 3 cats over the age of 6 months	200
18.	3.2(1)(b)	Keeping a cattery without a licence	500
19.	3.2(2)(a)	Failing to confine cats in effective cage system on the premises	200
20.	3.2(2)(b)	Failing to comply with conditions imposed by a licence	250
21.	3.12(1)	Cat causing a nuisance	250
22.	3.12(4)	Failure to comply with an abatement notice	250
23.	3.13	Cat in cat prohibited area	250
Animals			
24.	4.2(1)(a)	Failing to keep premises free of excrement, filth, food waste and other matter which is likely to be offensive or injurious to health or attract vermin	200
25.	4.2(1)(b)	Failing to clean and disinfect premises when directed by an authorised person	200
26.	4.2(1)(c)	Failing to keep the premises, so far as possible, free from insects, pests or vermin by spraying with a residual insecticide or other effective means	200
27.	4.3(1)	Failing to keep an animal on premises so as to not cause or create a nuisance	200
28.	4.4(1)	Failing to keep or cause or permit to be kept any animal, on premises which are not effectively drained or of which the drainage flows to the walls or foundations of any building	200
29.	4.5(1)	Slaughtering any animal within the district	200
30.	4.6(1)	Where there is a deceased animal on premises, failing to immediately remove the carcass and arrange for its disposal at an approved disposal site	200
31.	4.6(2)	Where any animal that dies in a public place, failing to immediately remove the carcass and arrange for its disposal at an approved disposal site.	200
32.	4.7(1)	Keeping a large animal on any premises within the district without approval	200

Item No.	Clause No.	Nature of offence	Modified Penalty $
33.	4.8	Allowing an approved animal to approach within 15 metres of another premises	200
34.	4.9(a)	For an approved animal, failing to provide a receptacle for manure, constructed of an impervious and durable material which has a smooth surface, provided with a tight-fitting hinged cover, and with no part of the base of the receptacle lower than the surface of the adjoining ground	200
35.	4.9(b)	For an approved animal, failing to keep the lid of the receptacle closed except when manure is being deposited or removed	200
36.	4.9(c)	For an approved animal, failing to cause the receptacle for manure to be emptied at least once a week and as often as may be necessary to prevent it becoming offensive or a breeding place for flies or other insects	200
37.	4.9(d)	For an approved animal, failing to keep the receptacle for manure so far as possible free from flies or other insects by spraying with a residual insecticide or other effective means	200
38.	4.9(e)	For an approved animal, failing to cause all manure produced on the premises to be collected daily and placed in the receptacle	200
Poultry, Pigeons and Aviary Birds			
39.	4.10(1)(a)	Keeping more than 6 poultry on residential (other than multi-residential premises, flat or unit) or keep any number of poultry on multi-residential premises, flat or unit	200
40.	4.10 (1)(b)	Keeping more than 12 pigeons if not an Affiliated Person	200
41.	4.10 (1)(c)	Keeping more than 50 pigeons if an Affiliated Person	200
42.	4.10(2)	Keeping a rooster, turkey, goose, peafowl or more than the maximum number of poultry and pigeons without approval	200
43.	4.11 (a)	Where poultry is kept, failing to provide a properly constructed and securely fastened structure or enclosure	200
44.	4.11 (b)	Where poultry is kept, failing to ensure the enclosure or structures within which poultry are kept are maintained at all times in a clean and sanitary condition	200
45.	4.11 (c)	Where poultry is kept, failing to ensure poultry are confined to the structure or enclosure	200

Item No.	Clause No.	Nature of offence	Modified Penalty $
46.	4.11(d)	Where poultry is kept, failing to ensure all feed for poultry be stored in vermin proof containers	200
47.	4.12(a)	Where doves or pigeons are kept, failing to ensure none is able to approach within 15 metres of a dwelling, public building or premises where people are employed or where food is stored, prepared, manufactured or sold	200
48.	4.12(b)(i)	Failing to, except where registered homing pigeons are freed for exercise, keep the pigeons or doves in a properly constructed and securely fastened structure or enclosure that is located so that no pigeon is able to approach within 1m of any boundary	200
49.	4.12(b)(ii)	Failing to, except where registered homing pigeons are freed for exercise, keep the pigeons or doves in a properly constructed and securely fastened structure or enclosure that is kept in a clean and sanitary condition and good repair at all times	200
50.	4.12(b)(iii)	Failing to, except where registered homing pigeons are freed for exercise, keep the pigeons or doves in a properly constructed and securely fastened structure or enclosure that is in a yard having an otherwise unobstructed area of at least 30 square metres	200
51.	4.13(a)	Failing to, where aviary birds are kept, ensure that the aviary or cage is kept in a clean condition and good repair at all times	200
52.	4.13(b)	Failing to, where aviary birds are kept, ensure that the aviary or cage in which the birds are kept is located at least 1 metre from any boundary and at least 5 metres from a residential building on any other lot	200
53.	4.16	Feeding pigeons, doves, ibis, ravens, seagulls or other wild birds so as to cause a nuisance	200
Bees			
54.	4.17(a)	Failing to be registered as a beekeeper, unless exempted under Regulation 13 of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*	200
55.	4.17(b)	Failing to keep bees and bee hives in accordance with the WA Apiarist Society Best-Practice Guidelines for Urban Beekeepers	200
56.	4.17(c)	Failing to provide a good and sufficient water supply on the premises which is readily accessible by the bees	200
57.	4.17(d)(i)	Failing to, in relation to a premises, not keep more than	200

Item No.	Clause No.	Nature of offence	Modified Penalty $
		two bee hives on premises of less than 400 m²	
58.	4.17(d)(ii)	Failing to in relation to a premises, not keep more than four bee hives on premises 401m² or more	200
59.	4.17(e)	Failing to ensure bee flight paths do not affect adjoining premises	200
60.	4.18(1)	Failing to keep bees or bee hives on premises so as to not create a nuisance	200
Other			
61.	6.1(1)	Failing to comply with a notice issued under this local law	200
62.		All other offences not specified	200

Dated..... 2021

The Common Seal of the	)
City of Vincent	)
was affixed by authority of a	)
resolution of the Council in the	)
presence of:	)

_____	_____
EMMA COLE,	**DAVID MACLENNAN,**
MAYOR	**CHIEF EXECUTIVE OFFICER**

CITY OF VINCENT

HEALTH ACT 1911

HEALTH LOCAL LAW 2004

(Gazetted 8 December 2004 - No 210 [Special])

HEALTH ACT 1911

CITY OF VINCENT HEALTH LOCAL LAW 2004

ARRANGEMENT

PART 1 - PRELIMINARY

1. Citation
2. Repeal
3. Savings and Transitional
4. Interpretation

PART 2 - SANITATION

Division 1 - Sanitary Conveniences

5. Interpretation
6. Dwelling house
7. Premises other than a dwelling house
8. Outdoor festivals
9. Toilets
10. Temporary works
11. Maintenance of sanitary conveniences and fittings
12. Ventilation of toilets
13. Public sanitary conveniences
14. Lighting
15. Installation

Division 2 - Bathrooms, Laundries and Kitchens

16. Bathrooms
17. Laundries
18. Washing or keeping of clothes in kitchens
19. Kitchens

PART 3 - HOUSING AND GENERAL

Division 1 - Maintenance of Dwelling Houses

20. Dwelling house maintenance
21. Maintenance of guttering and downpipes and disposal of rainwater

Division 2 - Ventilation of Dwelling Houses

22. Exemption for short term hostels and recreational campsites
23. Overcrowding
24. Calculate sufficient space
25. Ventilation

Division 3 - Water Supply

26. Water supply
27. Rain water tanks
28. Wells
29. Pollution

Division 4 - Second-hand Furniture, Bedding and Clothing

30. Prohibition of sale
31. Prohibition of possession

Division 5 - Morgues

32. Registration of morgues
33. Inspection of morgues
34. Revocation of registration

PART 4 - WASTE FOOD AND REFUSE

Division 1 - Liquid Refuse

35. Interpretation
36. Deposit of liquid refuse
37. Disposal of liquid waste

Division 2 - Disposal of Refuse

38. Interpretation
39. Receptacles
40. Exemption
41. Use of receptacles
42. Damage to receptacles
43. Use of other containers
44. Suitable enclosure
45. Deposit of litter
46. Deposit of refuse
47. Removal from refuse disposal site
48. Removal of rubbish from premises or receptacle
49. Burning rubbish or refuse

Division 3 - Transport of Butchers' Waste

50. Interpretation
51. Restriction of vehicles
52. Transport of butchers' waste

PART 5 – NUISANCES AND GENERAL

Division 1 - Nuisances

53. Interpretation
54. Footpaths etc. to be kept clean
55. Escape of smoke etc.
56. Public vehicles to be kept clean
57. Prohibition against spitting
58. Transportation, use and storage of offal or blood
59. Use or storage of fertiliser
60. Storage and dispatch of artificial fertiliser
61. Storage of fertiliser in a dwelling house

~~**Division 2 - Keeping of Animals**~~

~~62. Cleanliness~~
~~63. Animal enclosures~~
~~64. Cats~~
~~65. Slaughter of animals~~
~~66. Disposal of dead animals~~

~~**Division 3 - Keeping of a Large Animal or Animals of Potential Burden**~~

~~67. Interpretation~~
~~68. Approval required to keep a large animal or animals of potential burden~~
~~69. Proximity of animals to a dwelling house~~
~~70. Manure receptacle~~

~~**Division 4 - Keeping of Poultry and Pigeons**~~

~~71. Interpretation~~
~~72. Limitation on Numbers of Poultry, Pigeons and Miscellaneous Birds~~
~~73. Conditions on keeping poultry~~
~~74. Roosters, Geese, Turkeys and Peafowls~~
~~75. Pigeons or doves~~
~~76. Removal of non-conforming structure or enclosure~~
~~77. Restrictions on pigeon nesting or perching~~
~~78. Restriction on feeding pigeons and seagulls~~

Division 5 - Car Parks

~~79.~~62. Interpretation
~~80.~~63. Ventilation
~~81.~~64. Exhaust air discharge points and exhaust registers
~~82.~~65. Car park attendant booths

PART 6 - PEST CONTROL

Division 1 - Flies

~~83.~~66. Interpretation
~~84.~~67. Fly breeding matter not to be left on premises unless covered or treated
~~85.~~68. Measures to be taken by an occupier
~~86.~~69. Officer may give notice directing measures to be taken
~~87.~~70. Council may execute work and recover costs

Division 2 - Mosquitoes

~~88.~~71. Interpretation
~~89.~~72. Premises to be kept free of mosquito breeding matter
~~90.~~73. Measures to be taken by an owner or occupier
~~91.~~74. Measures to be taken by occupier
~~92.~~75. Removal of undergrowth or vegetation
~~93.~~76. Filling in excavations etc.
~~94.~~77. Drains, channels and septic tanks
~~95.~~78. Drainage of land

Division 3 - Rodents

~~96.~~79. Interpretation
~~97.~~80. Measures to be taken to eradicate rodents
~~98.~~81. Waste food etc. to be kept in rodent proof receptacles
~~99.~~82. Restrictions on materials affording harbourage for rodents
~~100.~~83. Eating house etc. to be cleaned after use
~~101.~~84. Restrictions on the sale or keeping of rats

Division 4 - Cockroaches

~~102.~~85. Interpretation
~~103.~~86. Measures to be taken to eradicate cockroaches

Division 5 - European Wasps

~~104.~~87. Interpretation
~~105.~~88. Measures to be taken to keep premises free from European Wasp Nests

~~Division 6 - Bee Keeping~~

~~106. Interpretation~~
~~107. Limitation on numbers of hives~~
~~108. Restrictions on keeping of bees in hives~~
~~109. Bees which cause a nuisance not to be kept~~

Division 7 - Arthropod Vectors of Disease

~~110.~~89. Interpretation
~~111.~~90. Responsibility of the owner or occupier

PART 7 - INFECTIOUS DISEASES

Division 1 – General Provisions

~~112.~~91. Environmental Health Officer may visit, inspect and report
~~113.~~92. Requirements on owner or occupier to clean, disinfect and disinfest
~~114.~~93. Environmental Health Officer may disinfect or disinfest premises
~~115.~~94. Insanitary dwelling houses, premises and things
~~116.~~95. Medical Officer may authorise disinfecting
~~117.~~96. Persons in contact with an infectious disease sufferer
~~118.~~97. Declaration of infected dwelling house or premises
~~119.~~98. Destruction of infected animals
~~120.~~99. Disposal of a body
~~121.~~100. Council may carry out work and recover costs

Division 2 – Disposal of Used Condoms and Needles

~~122.~~101. Disposal of Used Condoms
~~123.~~102. Disposal of Used Needles

PART 8- LODGING HOUSES

Division 1 - Registration

~~124.~~103. Interpretation
~~125.~~104. Lodging house not to be kept unless registered
~~126.~~105. Application for registration
~~127.~~106. Approval of application
~~128.~~107. Renewal of registration
~~129.~~108. Notification upon sale or transfer
~~130.~~109. Revocation of registration

Division 2 - Construction and Use Requirements

~~131.~~110. General construction requirements
~~132.~~111. Sanitary conveniences
~~133.~~112. Laundry
~~134.~~113. Kitchen
~~135.~~114. Cooking facilities
~~136.~~115. Dining room
~~137.~~116. Lounge room
~~138.~~117. Fire prevention and control
~~139.~~118. Obstruction of passages and stairways
~~140.~~119. Fitting of locks
~~141.~~120. Restriction on use of rooms for sleeping
~~142.~~121. Sleeping accommodation - short term hostels and recreational campsites
~~143.~~122. Furnishing etc. of sleeping apartments
~~144.~~123. Ventilation
~~145.~~124. Numbers to be placed on doors

Division 3 - Management and Care

~~146.~~125. Keeper or manager to reside in the lodging house
~~147.~~126. Register of lodgers
~~148.~~127. Keeper report
~~149.~~128. Certificate in respect of sleeping accommodation
~~150.~~129. Duplicate keys and inspection
~~151.~~130. Room occupancy
~~152.~~131. Maintenance of a room by a lodger or resident
~~153.~~132. Cleaning and maintenance requirements
~~154.~~133. Responsibilities of lodgers and residents
~~155.~~134. Approval for storage of food

PART 9 - OFFENSIVE TRADES

Division 1 - General

~~156.~~135. Interpretation
~~157.~~136. Consent to establish offensive trade
~~158.~~137. Notice of application
~~159.~~138. Registration of premises
~~160.~~139. Certificate of registration
~~161.~~140. Change of occupier
~~162.~~141. Alterations to premises
~~163.~~142. Occupier includes employee

Division 2 - General Duties of an Occupier

~~164.~~143. Interpretation
~~165.~~144. Cleanliness
~~166.~~145. Rats and other vectors of disease
~~167.~~146. Sanitary conveniences and wash basins
~~168.~~147. Painting of walls etc
~~169.~~148. Effluvia, vapours or gases
~~170.~~149. Offensive material
~~171.~~150. Storage of materials
~~172.~~151. Specified offensive trades
~~173.~~152. Directions
~~174.~~153. Other duties of occupier

Division 3 - Fat Rendering Premises

~~175.~~154. Interpretation
~~176.~~155. Exhaust ventilation
~~177.~~156. Covering of apparatus
~~178.~~157. Rendering of walls

Division 4 - Fish Premises

~~179.~~158. Interpretation
~~180.~~159. Fish preparation room
~~181.~~160. Disposal of waste
~~182.~~161. Fish containers

Division 5 - Flock Factories

~~183.~~162. Interpretation
~~184.~~163. New and used material
~~185.~~164. Collection and removal of dust
~~186.~~165. Unclean rags
~~187.~~166. Bedding and upholstery

Division 6 - Laundries, Dry Cleaning Establishments and Dye Works

~~188.~~167. Interpretation
~~189.~~168. Receiving depot
~~190.~~169. Reception room
~~191.~~170. Walls and floors
~~192.~~171. Laundry floor
~~193.~~172. Escape of dust
~~194.~~173. Precautions against combustion
~~195.~~174. Trolleys
~~196.~~175. Sleeping on premises

PART 10 - OFFENCES AND PENALTIES

~~197.~~176. Penalties

SCHEDULE OF FORMS

Schedule Number	Description
1.	Application for Registration of a Lodging House
2.	Certificate of Registration of a Lodging House
3.	Notice of Change of Owner of a Lodging House
4.	Register of Lodgers
5.	List of Lodgers
6.	Certificate of Sleeping Accommodation
7.	Certificate of Sleeping Accommodation for a Lodging House with more than 20 Sleeping Apartments
8.	Application for registration of a Morgue
9.	Certificate of Registration of a Morgue
10.	Application for Consent to Establish an Offensive Trade
11.	Application for Registration of Premises for Offensive Trade
12.	Certificate of Registration of Premises for Offensive Trade

HEALTH ACT 1911

THE CITY OF VINCENT HEALTH LOCAL LAW 2004

In pursuance of the powers conferred upon it by the Health Act 1911 (as amended) and the Local Government Act 1995 (as amended), the Council of the City of Vincent HEREBY RECORDS having resolved on the tenth day of August 2004 to make the following Local Law:

PART 1 - PRELIMINARY

Citation

1. These local laws may be cited as *"The City of Vincent Health Local Law 2004".*

Repeal

2. *The City of Vincent Health Local Law 1997* published in the Government Gazette (No. 40) of 4 March 1998, is repealed.

Savings and Transitional

3. Without limiting the operation of the provisions of the *Interpretation Act 1918*, the repeal of any local laws by these Local Laws does not affect any document made or anything done under any local laws so repealed, and each such document or thing, so far as it is subsisting or in force at the time of the repeal and could have been made or done under these local laws, shall continue and have effect as if it had been made or done under the corresponding clauses of these Local Laws, and as if that clause had been in effect when that document was made or that thing was done.

Interpretation

4. (1) In these local laws, unless the context otherwise requires -

"Act" means the *Health Act 1911*;

"adequate supply of water" means a flow of water of not less than 0.076 litres per second;

"approved" means approved by the Council or Principal Environmental Health Officer;

"AS" means Australian Standard published by the Standards Association of Australia;

"AS 1530.2: 1993" means the standard published by the Standards Association of Australia as AS 1530.2: 1993 and called "Methods for fire tests on building materials, components and structures – Tests for flammability of materials."

"AS/NZS 1530.3: 1999" means the standard published by the Standards Association of Australia as AS/NZS 1530.2: 1999 and called "Methods for fire tests on building materials, components and structures – Simultaneous determination of ignitability, flame propagation, heat release and smoke release."

"AS 1668.2 - 2002" means the standard published by the Standards Association of Australia as AS 1668.2 - 2002 and called "The use of ventilation and air conditioners in buildings – Ventilation design for indoor air contaminant control."

"AS/NZS 3666.2: 2002" means the standard published by the Standards Association of Australia as AS/NZS 3666.2: 2002 and called "Air handling and water systems of buildings – Microbial Control – Operation and maintenance."

"Building Code" means the latest edition of the Building Code of Australia published from time to time by, or on behalf of, the Australian Building Codes Board as amended from time to time, but not including explanatory information published with that Code;

"CEO" means the Chief Executive Officer of the City of Vincent;

"Council" means the Local Government of the City of Vincent and its officers;

"district" means the district of the City of Vincent and includes any area placed under the jurisdiction of the Council pursuant to section 22 of the Act;

"dwelling house" means a place of residence containing at least one sleeping room and includes a room or outbuilding separate from, but ancillary to, the building in which the sleeping room is located;

"eating house" means an eating house as defined in Division 3, Section 160, of the *Health Act 1911 (as amended)*;

"Environmental Health Officer" means an Environmental Health Officer appointed by the Council under the Act and includes an Acting or Assistant Environmental Health Officer;

"habitable room" means a room used for normal domestic activities, and

(a) includes a bedroom, living room, lounge room, music room, television room, kitchen, dining room, sewing room, study, play-room, family room and sun-room; but

(b) excludes a bathroom, laundry, water closet, pantry, walk-in wardrobe, corridor, lobby, photographic dark room, clothes-drying room, and other spaces of a specialised nature occupied neither frequently nor for extended periods;

"hot water" means water at a temperature of at least 75 degrees Celsius;

"**Manager of Environmental Health Services"** means an Environmental Health Officer appointed by the Council to the office of Manager or Principal responsible for Environmental Health or Health Services and includes an Acting Manager of Environmental Health Services;

"Medical Officer" means the Medical Officer appointed by the Council under the Act and includes an Acting Medical Officer so appointed;

"Morgue" means a place for the temporary reception and keeping of the bodies of the dead awaiting burial or cremation;

"public place" includes every place to which the public ordinarily have access, whether by payment of a fee or not;

"sanitary convenience" includes urinals, water-closets, earth-closets, privies, sinks, baths, wash troughs, apparatus for the treatment of sewage, ash-pits, ash-tubs, or other receptacle for the deposit of ashes, faecal matter, or refuse, and all similar conveniences;

"sewage" means any kind of sewage, nightsoil, faecal matter or urine, and any waste composed wholly or in part of liquid;

"sewer" includes sewers and drains of every description, except drains to which the word "drain" as defined in the Act applies, also water channels constructed of stone, brick, concrete, or any other material, including the property of Council;

"street" includes any highway, and any public bridge, and any road, lane, footway, square, court, alley or passage, whether a thoroughfare or not;

"toilet" means a water closet, earth closet, privy or urinal and includes a room or cubicle in which one or more of these is located;

"water" means drinking water within the meaning of the Guidelines for Drinking Water Quality In Australia - 1996 as published by the National Health and Medical Research Council and amended and endorsed by the Minister for Health from time to time; and

"window" means a glass panel, roof light, glass brick, glass louvre, glazed sash, glazed door, or other device which transmits natural light directly from outside a building to the room concerned when in the closed position.

(2) Where in this Local Law, a duty or liability is imposed on an "owner or occupier", the duty or liability shall be deemed to be imposed jointly and severally on each of the owner or occupier.

(3) Where under this Local Law an act is required to be done or forbidden to be done in relation to any premises, the owner or occupier of those premises has, unless the contrary intention appears, the duty of causing to be done the act so required to be done, or of preventing from being done the act so forbidden to be done, as the case may be.

PART 2 - SANITATION

Division 1 - Sanitary Conveniences

Interpretation

5. In this Part, unless the context otherwise requires -

"festival" includes a fair, function or event;

"organiser" means a person -

(a) to whom approval has been granted by the Council to conduct the festival; or

(b) responsible for the conduct of the festival;

"public sanitary convenience" means a sanitary convenience to which the public ordinarily have access, whether by payment of a fee or not; and

"temporary sanitary convenience" means a sanitary convenience, temporarily placed for use by -

(a) patrons in conjunction with a festival; or

(b) employees at construction sites or the like.

Dwelling House

6. (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house unless it has at least one toilet.

(2) A room in which a toilet is located shall have adequate lighting.

Premises other than a Dwelling House

7. (1) The owner of premises other than a dwelling house shall not use or occupy, or permit to be used or occupied, premises other than a dwelling house unless -

(a) the premises have sanitary conveniences in accordance with the Building Code and this Part;

(b) the toilets required by these local laws are situated within a reasonable distance and are easily accessible to the persons for whom they are provided; and

(c) the premises have hand wash basins -

(i) in accordance with the Building Code;

(ii) for the use of persons employed or engaged on the premises;

(iii) provided with an adequate supply of water supplied by taps located over each basin;

(iv) separate from any trough, sink or basin used in connection with any process carried out on the premises; and

(v) situated within a reasonable distance of the sanitary conveniences and easily accessible to the person for whom they are provided.

(2) The occupier of premises other than a dwelling house shall ensure that—

(a) clean toilet paper is available at all times in each cubicle;

(b) a sanitary napkin disposal facility is provided in each toilet set aside for the use of females; and

(c) each hand wash basin is provided with -

(i) an adequate supply of soap or other hand cleaning substances; and

(ii) hand drying facilities, situated adjacent to and visible from the hand basin.

Outdoor Festivals

8. (1) The applicant for an outdoor festival-

(a) at which not more than 30,000 people are expected to attend;

(b) with an anticipated duration of more than 8 hours; and

(c) where alcohol may be consumed by the persons attending,

shall provide toilets in accordance with Table 1.

Table 1

Number of people attending	Male Facilities			Female Facilities	Hand Basins	
	WC's	Urinal Metres	Urinals	WC's	Male	Female
Up to 1000	2	1.5	3	5	1	1
1000-2000	3	3	6	10	2	2
2000-3000	4	4.5	9	15	3	3
3000-4000	5	6	12	20	4	4
4000-5000	6	7.5	15	25	5	5
5000-6000	7	9	18	30	5	6
6000-7000	8	10.5	21	35	6	7
7000-8000	9	12	24	40	7	8
8000-9000	10	13.5	27	45	8	9
9000-10000	11	15	30	50	9	10
10000-11000	12	16.5	33	55	9	11
11000-12000	13	18	36	60	10	12
12000-13000	14	19.5	39	65	11	13
13000-14000	15	21	42	70	12	14
14000-15000	16	22.5	45	75	13	15
15000-16000	17	24	48	80	13	16

Number of people attending	Male Facilities			Female Facilities	Hand Basins	
	WC's	Urinal Metres	Urinals	WC's	Male	Female
16000-17000	18	25.5	51	85	14	17
17000-18000	19	27	54	90	15	18
18000-19000	20	28.5	57	95	16	19
19000-20000	21	30	60	100	17	20
20000-21000	22	31.5	63	105	17	21
21000-22000	23	33	66	110	18	22
22000-23000	24	34.5	69	115	19	23
23000-24000	25	36	72	120	20	24
24000-25000	26	37.5	75	125	21	25
25000-26000	27	39	78	130	21	26
26000-27000	28	40.5	81	135	22	27
27000-28000	29	42	84	140	23	28
28000-29000	30	43.5	87	145	24	29
29000-30000	31	45	90	150	25	30

(2) The applicant for an outdoor festival at which not more than 30,000 people are expected to attend, but-

(a) with an expected duration of less than 8 hours; or

(b) where alcohol will not be or is not permitted to be consumed bypersons attending,

shall provide toilets in accordance with Table 1, but with the requirements of that Table reduced in accordance with Table 2.

Table 2

Duration of event	Percentage of standards in Table 1 to be applied (%)	
	Alcohol permitted	No alcohol permitted
6-8 hours	80	40
4-6 hours	75	37.5
0-4 hours	70	35

(3) The applicant for an outdoor festival at which more than 30,000 people are expected to attend shall provide sanitary conveniences of a number as directed by the Principal Environmental Health Officer.

(4) At least one unisex toilet for the disabled shall be required at each outdoor festival.

(5) When portable or chemical toilets are used for an outdoor festival with an expected duration of more than four hours-

(a) they must be pumped out during the festival; and

(b) they must be located so that pump-out vehicles can access them.

(6) The applicant must ensure that toilets are checked regularly during an outdoor festival to ensure that they are clean and that all consumables are readily available to patrons using them.

(7) In this clause, "WC" means a water closet pan.

Toilets

9. (1) Toilets on premises shall be maintained in accordance with the following requirements -

(a) the door to a toilet, other than an internal toilet, shall be properly screened to a continuous height of 1.8 metres from the floor;

(b) a toilet or its entrance which is visible from overlooking windows shall be properly screened;

(c) the floor of any internal toilet shall be -

(i) of concrete or of other approved impervious material of an approved thickness; and

(ii) graded to a floor waste outlet and proper discharge pipe with flap valve fitted and, where necessary, protected by an approved sump; and

(d) the floor of any external toilet shall be -

(i) of concrete or of other approved impervious material of an approved thickness; and

(ii) graded to the door or alternatively an approved outlet.

(2) Toilets on premises other than a dwelling house shall be maintained in accordance with the following additional requirements -

(a) a toilet for the exclusive use of males shall not adjoin any toilet for the exclusive use of females unless the toilets are separated by a wall extending from floor to ceiling and of sufficient density to blanket sound;

(b) where more than one toilet is provided on the premises, the entrance to each toilet shall bear a suitable sign indicating for which sex its use is intended.

Temporary Works

10. A person who undertakes temporary work at any place shall:-

    (a) provide and maintain for the use of persons engaged, whether as employees or as independent contractors or otherwise, one temporary toilet in accordance with the *Health (Temporary Sanitary Conveniences) Regulations 1997*; and

    (b) remove the toilet at the conclusion of the work or at an earlier time in accordance with a direction from an Environmental Health Officer and ensure the site is left clean.

Maintenance of Sanitary Conveniences and Fittings

11. (1) The occupier of premises shall -

    (a) keep clean, in good condition and repair; and

    (b) whenever required by an Environmental Health Officer, effectively disinfect and clean,

    all sanitary conveniences including sanitary fittings in or on the premises.

    (2) The owner of premises shall -

    (a) keep or cause to be kept in good repair; and

    (b) maintain an adequate supply of water to,

    all sanitary conveniences including sanitary fittings in or on the premises.

Ventilation of Toilets

12. (1) A toilet in any premises shall be ventilated in accordance with the *Sewerage (Lighting, Ventilation and Construction) Regulations 1971* and the Building Code.

    (2) A mechanical ventilation system provided under subclause (1) shall be maintained in good working order and condition.

Public Sanitary Conveniences

13. (1) A person shall not -

    (a) foul;

    (b) damage or vandalise; or

    (c) write on or otherwise deface,

    a public sanitary convenience or sanitary fixtures or fittings or the premises in or on which the sanitary convenience is located.

    (2) A person using a public sanitary convenience shall where the convenience has been provided by the Council and a charge for its use has been levied, forthwith pay that charge.

(3) A person shall not live or sleep in or on the premises in which a public sanitary convenience is located or use it for a purpose other than that for which it was intended.

Lighting

14. The owner and occupier of premises in which a sanitary convenience or a public sanitary convenience is located shall provide and maintain adequate electric lighting for persons using the convenience.

Installation

15. (1) Every sanitary convenience shall be installed in accordance with the requirements of the *Metropolitan Water Supply Sewerage and Drainage Act 1909* and shall have an adequate supply of water.

(2) Every temporary sanitary convenience shall be installed in accordance with the requirements of the *Health (Temporary Sanitary Convenience) Regulations 1997*.

(3) Every toilet and plumbing fixture shall be connected into the public sewer, unless otherwise approved by Council for a limited temporary period.

Division 2 - Bathroom, Laundries and Kitchens

Bathrooms

16. (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a bathroom that -

(a) is adequately lined with an impervious material and has an adequate ceiling;

(b) complies with the *Health Act (Laundries and Bathrooms) Regulations*; and

(c) is equipped with -

(i) a wash hand basin; and

(ii) either a shower in a shower recess or a bath.

(2) All baths, showers, hand basins and similar fittings shall be provided with an adequate supply of hot and cold water.

Laundries

17. (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a laundry that -

(a) is properly enclosed and roofed;

(b) is adequately lined with an impervious material;

(c) has a floor of concrete of other approved impervious material of an approved thickness;

(d) is properly surfaced, with an even fall to a floor waste, suitably trapped and discharging to -

(i) the sewer of a licensed water service operator; or

(ii) a proper discharge pipe with flap valve fitted and, where necessary, protected by an approved sump; and

(e) is not a room in which food is stored, prepared, served or consumed.

(2) A laundry must conform to the provisions of the Building Code.

(3) Where, in any building, a laundry is situated adjacent to a kitchen or a room where food is stored or consumed, the laundry shall be separated from the kitchen by a wall extending from the floor to the roof or ceiling.

(4) Where there is an opening between a laundry and a kitchen or other room where food is stored or consumed, the opening shall -

(a) not be more than 1220 millimetres wide; and

(b) have a door which when closed shall completely fill the opening.

Washing or Keeping of Clothes in Kitchens

18. A person shall not in any kitchen or other place where food is kept -

(a) wash or permit to be washed any clothing or bedding; or

(b) keep or permit to be kept any soiled clothing or bedding.

Kitchens

19. (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a kitchen equipped with -

(a) an electric, gas or wood stove or other facility or appliance used to cook food;

(b) an oven with a capacity of not less than 0.005 cubic metres per person usually accommodated in the dwelling house with a minimum capacity of 0.03 cubic metres; and

(c) a sink which shall

(i) be at least 380 millimetres long, 300 millimetres wide and 150 millimetres deep; and

(ii) have an adequate supply of hot and cold water.

(2) The occupier of a dwelling house shall ensure that the stove, oven and sink are kept clean, in good order and repair and fit for use.

(3) A cooking facility shall -

(a) be installed in accordance with the requirements of the Office of Energy; and

(b) not be installed or used in any room other than a kitchen.

(4) Where mechanical extraction is provided in a kitchen, the exhaust air shall be -

(a) carried to the outside air as directly as practicable; and

(b) ducted throughout.

(5) In this clause, a "cooking facility" includes a stove, oven, facility or appliance used for or in connection with the cooking of food.

PART 3 - HOUSING AND GENERAL

Division 1 - Maintenance of Dwelling Houses

Dwelling House Maintenance

20. The owner or occupier of a dwelling house shall maintain the dwelling house and any appurtenant buildings in sound condition and fit for use and, in particular, shall -

(a) maintain all roofs, guttering and downpipes in sound weatherproof condition;

(b) maintain any footings, foundations and walls, either external or internal, in a sound condition;

(c) replace any missing, broken, decayed or termite-eaten timber or other deteriorated material in any veranda, roof, walls, steps, handrails, floors or their supports with material of sound quality;

(d) comply with the directions of an Environmental Health Officer to treat the premises for the purpose of destroying any termites;

(e) maintain any brick, stone, mortar or cement work in a sound condition;

(f) maintain, repair or replace any flashings or ant caps, which are missing or defective;

(g) maintain all ventilators in good order and repair;

(h) maintain all floors even in surface and free from cracks;

(i) maintain all ceilings, internal wall finishes, skirtings, architraves and other fixtures and fittings complete and with smooth unbroken surfaces;

(j) maintain all doors and windows in good working order and weatherproof condition;

(k) retain all natural lighting free from any obstruction which would reduce the natural lighting, below the ratio of 10% of the floor area;

(l) maintain all pipes, fittings and fixtures connected with water supply, drainage or sewerage so that they comply in all respects with the provisions of the *Metropolitan Water Supply, Sewerage and Drainage Act 1909* and any other legal requirements to which they are subject; and

(m) maintain all electric wiring, gas services and fittings to comply in all respects with the requirements of the Office of Energy.

Maintenance of Guttering and Downpipes and Disposal of Rainwater

21. The owner or occupier of a dwelling house shall -

(a) maintain all guttering, downpipes and drains on the premises in a good state of repair, clean and free from obstruction; and

(b) not permit any rainwater from the premises to discharge onto or over a footpath, street or other property, and ensure stormwater is disposed of directly into an appropriate drain or soak-well or directly onto a paved surface provided the surface has an adequate fall away from any building structure.

Division 2 - Ventilation of Dwelling Houses

Exemption for Short Term Hostels and Recreational Campsites

22. This Division shall not apply to short term hostels and recreational campsites referred to in Division 2 of Part 8.

Overcrowding

23. The owner or occupier of a dwelling house shall not permit -

(a) a room in the dwelling house that is not a habitable room to be used for sleeping purposes; or

(b) a habitable room in the dwelling house to be used for sleeping purposes unless—

(i) for every person over the age of 10 years using the room there is at least 14 cubic metres of air space per person; and

(ii) for every person between the ages of 1 and 10 years there is at least 8 cubic metres of air space per person; or

(c) any garage or shed to be used for sleeping purposes.

Calculate Sufficient Space

24. For the purpose of clause 23, in calculating the space required for each person -

    (a) each room shall be considered separately and sufficient space shall be allowed in each room for the number of persons present in the room at any one time; and

    (b) a deduction shall be made for the space occupied by furniture, fittings and projections of the walls into a room.

Ventilation

25. (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house unless the dwelling house is properly ventilated.

    (2) For the purpose of subclause (1) a dwelling house shall be deemed to be properly ventilated if it complies with the Building Code, including the provision of -

        (a) natural ventilation; or

        (b) a mechanical ventilation or air-conditioning system complying with AS1668.2 - 2002.

    (3) The owner of a dwelling house provided with a mechanical ventilation or air-conditioning system shall ensure that the system is -

        (a) maintained in good working condition and in accordance with AS/NZS 3666: 2002; and

        (b) in use at all times the building is occupied if it is a building without approved natural ventilation.

    (4) If, in the opinion of the Manager Environmental Health Services, a dwelling house is not properly ventilated, the Manager Environmental Health Services may by notice require the owner of the dwelling house to -

        (a) provide a different, or additional method of ventilation; or

        (b) cease using the dwelling house until it is properly ventilated.

    (5) The owner shall comply with a notice under subclause (4).

Division 3 - Water Supply

Water Supply

26. (1) The owner of a dwelling house shall ensure that it is connected with a separate and independent water supply from the mains of a licensed water service operator or a water supply to the satisfaction of the Manager of Environmental Health Services.

    (2) The water supply shall at all times deliver an adequate supply of drinking water to each tap in the dwelling house or on the site on which the dwelling house is located.

Rain Water Tanks

27. The owner or occupier of a dwelling house for which part of the water supply is drawn from a rain water tank shall -

    (a) maintain in a clean condition -

        (i) the roof forming the catchment for the tank; and

        (ii) the guttering and downpipes appurtenant to the roof;

    (b) ensure that each rain water tank is fitted with a tight-fitting mosquito proof cover which shall not be removed at any time except for the purpose of cleaning, repairing or maintaining the tank;

    (c) at least once in each year, thoroughly clean any tank the water from which is used for human consumption;

    (d) when directed by an Environmental Health Officer, empty, clean and disinfect any tank upon the premises, the water from which is used for human consumption.

Wells

28. The owner or occupier of any premises shall not use or permit for human consumption the use of the water of any bore or well unless the bore or well is—

    (a) at least 30 metres from any soak well or other possible source of pollution unless otherwise approved by the Executive Director, Public Health; and

    (b) covered with a tight-fitting cover without openings of any sort other than those essential for the insertion of a pump.

Pollution

29. A person shall not deposit on or under any land, any sewage, offensive matter or any other things, which may pollute or render unfit for human consumption, water from a well or other underground source.

Division 4 - Second-hand Furniture, Bedding and Clothing

Prohibition on Sale

30. A person shall not offer for sale or sell any second-hand furniture, bedding or clothing, which is filthy or infested with vectors of disease.

Prohibition of Possession

31. A dealer in second-hand furniture, bedding or clothing shall not have on any premises used for the operation of the business any second-hand furniture, bedding or clothing which is filthy or infested with vectors of disease.

Division 5 - Morgues

Licensing of Morgues

32. (1) No person, other than the Government, shall own or operate a morgue unless it is licensed by the Council under this Local Law.

(2) An application for licensing of a morgue shall be –

(a) made in the form prescribed in Schedule 8;

(b) forwarded to the CEO together with –

(i) the fee as fixed from time to time by the Council under section 344C of the Act;

(ii) a floor plan and specifications of the morgue which shall include the following details –

A. the use of each room;

B. the structural finish of each wall, floor and ceiling;

C. the position and type of each fitting and fixture; and

D. all ventilation inlets and outlets.

(3) A Certificate of Licence shall be in the form set out in Schedule 9 and the Council may impose any conditions it thinks fit upon the licence.

(4) A Certificate of Licence shall not be granted in respect of any premises unless –

(a) provision has been made for the keeping of the bodies of the dead at a temperature not exceeding zero degrees Celsius;

(b) the walls are constructed of stone or brickwork or other approved material;

(c) the interior surface of all walls is covered with glazed tiles or is rendered impervious so as to be non-absorbent and washable;

(d) all floors are constructed of some impervious material, having a fall to an outlet discharging over a trapped gully; and

(e) the premises are adequately ventilated by direct communication with the outside air.

Inspection of Morgues

33. (1) An Environmental Health Officer –

(a) may conduct an annual inspection of a morgue;

(b) who has reason to believe that the morgue poses a threat to public health may submit a written report to Council outlining the reasons for that belief;

(2) The Council may impose a fee for the inspection of a morgue.

Revocation of Registration

34. (1) Subject to subclause (3), the Council may, at any time, revoke the registration of a morgue for any reason, which in the opinion of the Council, justifies the revocation.

(2) Without limiting the generality of subclause (1), the Council may revoke a registration upon any one or more of the following grounds –

(a) that the morgue has not, to the satisfaction of the Council, been kept free from vectors of disease or in a clean, wholesome and sanitary condition;

(b) that the proprietor of the morgue has –

(i) been convicted of an offence against these local laws in respect of a morgue;

(ii) not complied with a requirement of this Part; or

(iii) not complied with a condition of registration;

(c) that the Council, having regard to a report from the Police Service, is satisfied that the proprietor or manager is not a fit and proper person; and

(d) that by reason of alterations or additions or neglect to repair and renovate, the condition of the morgue is such as to render it, in the opinion of the Council, unfit to remain registered.

(3) Before revoking the registration of a morgue under this clause, the Council shall give notice to the proprietor requiring him or her, within a time specified in the notice, to show cause why the registration should not be revoked.

(4) Whenever the Council revokes the registration of a morgue, it shall give the proprietor notice of the revocation and the registration shall be revoked as from the date on which the notice is served on the proprietor.

PART 4 WASTE FOOD AND REFUSE

Division 1 - Liquid Refuse

Interpretation

35. In this division, unless the context otherwise requires -

"liquid refuse" includes all washings from windows and vehicles, overflow, bleed off, condensate and drainage from air conditioning equipment including cooling towers and evaporative coolers and other liquid used for cooling purposes and swimming pool discharges;

"liquid waste" means bathroom, kitchen, scullery and laundry wastes, all

washings from animal and poultry pens and any other domestic or trade wastes that are discharged by means of a drain to a receptacle for drainage.

Deposit of Liquid Refuse

36. A person shall not deposit or cause, or permit to be deposited liquid refuse or liquid waste -

(a) on a street;

(b) in a stormwater disposal system; or

(c) on any land or place other than a place or depot duly authorised for that purpose.

Disposal of Liquid Waste

37. (1) The owner or occupier of premises shall -

(a) provide, by one of the methods prescribed in this clause, for the disposal of all liquid waste produced on the premises; and

(b) at all times maintain in good working order and condition any apparatus used for the disposal of liquid waste.

(2) Liquid waste shall be disposed of by one of the following methods—

(a) discharging it into the sewerage system of a licensed water service operator in a manner approved by the licensed water service operator;

(b) discharging it into an apparatus for the treatment of sewage and disposal of effluent and liquid waste approved by the Executive Director, Public Health or the Council;

(c) collection and disposal at an approved liquid waste disposal site in a manner approved by the Executive Director Public Health.

Division 2 - Disposal of Refuse

Interpretation

38. In this division, unless the context otherwise requires -

"collection time", where used in connection with any premises, means the time when rubbish or refuse is collected and removed from the premises by the Council or its contractor;

"litter" includes paper, plastic, food waste, wrappings and the like;

"litter bin" means the containers located in a public place for the public to deposit litter in;

"public place" includes a street, way or place which the public are allowed to use, whether the street, way or place is or is not on private property;

"rubbish" or "refuse" includes any filth, dirt, ashes, vegetation, garden refuse, waste material, waste food, sludge, offensive matter, cinders, wood or metal shavings and sawdust but does not include liquid waste or liquid refuse;

"refuse disposal site" means a waste treatment facility or depot licensed under Part V of the *Environmental Protection Act 1986* to store, treat, reuse or dispose of rubbish or refuse;

"receptacle", where used in connection with any premises, means-

(a) a polyethylene or other approved material cart fitted with wheels, a handle and a lid and having a capacity of at least 120 litres; or

(b) a container provided by the Council or its contractor for the deposit, collection and recycling of specific materials,

and supplied to the premises by the Council or its contractor;

"street alignment" means the boundary between the land comprising a street and the land that abuts thereon, but where a new street alignment is prescribed under the *Local Government (Miscellaneous Provisions) Act 1960*, means the new street alignment so prescribed.

Receptacles

39. An owner or occupier of premises shall—

(a) at all times keep the lid of the receptacle closed except when depositing rubbish or refuse or cleaning the receptacle;

(b) except for a reasonable period before and after collection time as determined by the Environmental Health Officer, keep the receptacle on the premises and located -

(i) behind the street alignment and so as not to be visible from a street or public place; or

(ii) in such other position as is approved by an Environmental Health Officer;

(c) within a reasonable period prior to collection time, place the receptacle in the street as close as practicable to the street alignment of the premises but so that it does not obstruct any footpath, cycle way, right-of-way or carriage way;

(d) if the receptacle is lost, stolen, damaged or defective, notify the Council within 7 days after the event; and

(e) ensure that the premises is provided with an adequate number of receptacles.

Exemption

40. (1) An owner or occupier of premises may apply in writing to the Council for an exemption from compliance with the requirements of subclauses 39(b) or (c).

(2) The Council may grant or refuse, with or without conditions, an application for exemption from compliance under this clause.

(3) An exemption granted under this clause shall state -

(a) the premises to which the exemption applies;

(b) the period during which the exemption applies; and

(c) any conditions imposed by the Council.

(4) An exemption granted under this clause shall cease to apply if and when the person to whom it is granted fails to comply with a condition of the exemption.

Use of Receptacles

41. An owner or occupier of premises shall -

(a) not deposit or permit to be deposited in a receptacle -

(i) more than 70 kilograms of rubbish or refuse;

(ii) hot or burning ash;

(iii) oil, motor spirit or other flammable liquid;

(iv) liquid, including liquid paint or other solvent;

(v) bricks, concrete, building rubble, earth or other like substances;

(vi) drugs, dressings, bandages, swabs or blood samples unless placed in a sealed impervious and leak-proof container;

(vii) hospital, medical, veterinary, laboratory or pathological substances containing blood unless placed in a sealed impervious and leak-proof container;

(viii) syringes, needles, surgical hardware, broken glass, sharps or other sharp objects unless placed in a sealed impervious leak-proof and impenetrable container;

(ix) used condoms unless placed in a sealed, impervious and leak-proof container;

(x) cytotoxics, radioactive substances and dangerous chemicals;

(xi) sewage, manure, nightsoil, faeces or urine;

(xii) any object which is greater in length, width, or breadth than the corresponding dimension of the receptacle or which will not allow the lid of the receptacle to be tightly closed; or

(xiii) rubbish or refuse which is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious container;

(b) unless authorised by the Manager of Environmental Health Services,

not mark or disfigure the receptacle in any manner other than by the placement of a street number or other identifying mark;

(c) at all times keep the receptacle in a clean condition;

(d) whenever directed to do so by an Environmental Health Officer, thoroughly clean, disinfect, deodorise and apply a residual insecticide to the receptacle;

(e) take all reasonable steps to prevent -

(i) fly breeding and keep the receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease; and

(ii) the emission of offensive and noxious odours from the receptacle; and

(f) ensure that the receptacle does not cause a nuisance to the occupiers of adjoining premises.

Damage to Receptacles

42. A person, other than the Council or its contractor, shall not -

(a) damage, destroy or interfere with a receptacle; or

(b) except as permitted by these local laws or as authorised by an Environmental Health Officer, remove a receptacle from any premises to which it was delivered by the Council or its contractor.

Use of Other Containers

43. (1) In the case of premises consisting of more than 4 dwelling houses, any premises used for commercial or industrial purposes or as a food premises, the Council may authorise rubbish or refuse to be deposited in a container other than a receptacle.

(2) The owner or occupier of premises who is authorised under this clause to deposit rubbish or refuse in a container shall -

(a) unless approved by the Manager of Environmental Health Services, not deposit or permit to be deposited in the container anything specified in subclauses 41(a)(ii) - (xiii);

(b) take all reasonable steps to prevent fly breeding in, and the emission of offensive or noxious odours from, the container;

(c) whenever directed by an Environmental Health Officer to do so, thoroughly clean, disinfect, deodorise and apply a residual insecticide to the container;

(d) cause the container to be located on the premises in an enclosure constructed and located as approved by the Council;

(e) ensure that the container is not visible from the street but is readily accessible for the purposes of collection; and

(f) ensure that the container does not cause a nuisance to an occupier of adjoining premises.

(3) An owner or occupier shall -

(a) provide a sufficient number of containers to contain all, rubbish and refuse which accumulates or may accumulate in or from the premises;

(b) ensure that each container on the premises -

(i) has a close fitting lid;

(ii) is constructed of non-absorbent and non-corrosive material; and

(iii) is clearly marked, for the use of, and is used only for, the temporary deposit of rubbish or refuse;

(c) keep or cause to be kept each container thoroughly clean and in good condition and repair;

(d) place any rubbish or refuse in, and only in, a container marked for that purpose;

(e) keep the cover on each container except when it is necessary to place something in, or remove something from it; and

(f) ensure that the containers are emptied at least weekly or as directed by an Environmental Health Officer.

Suitable Enclosure

44. (1) An owner or occupier of premises -

(a) consisting of more than 4 dwelling houses that have not been provided with individual receptacles for each dwelling house; or

(b) used for commercial or industrial purposes or as a food premises,

that have been provided with receptacles, shall-

(c) if required by the Manager of Environmental Health Services -

(i) provide a suitable enclosure for the storage and cleaning of receptacles on the premises;

(ii) install in the enclosure a tap connected to an adequate supply of water, and a floor waste connected to the public sewer; and

(iii) adequately roof the enclosure.

(2) An owner or occupier of premises required to provide a suitable enclosure under this clause shall keep the enclosure thoroughly clean and disinfected.

(3) For the purposes of this clause, a "suitable enclosure" means an enclosure -

(a) of sufficient size to accommodate all receptacles used on the premises but in any event having a floor area not less than 3 square metres;

(b) constructed of brick, concrete, corrugated compressed fibre cement sheet or other material of suitable thickness approved by the Council;

(c) having walls not less than 1.5 metres in height and having an access way of not less than 1 metre in width and fitted with a self-closing gate;

(d) containing a smooth and impervious floor -

(i) of not less than 75 millimetres in thickness; and

(ii) which is evenly graded to an approved liquid refuse disposal system; and

(e) which is easily accessible to allow for the removal of the receptacles.

Deposit of Litter

45. A person shall not deposit litter in any public place other than in a litter bin or receptacle.

Deposit of Refuse

46. (1) A person shall not deposit or cause or permit to be deposited any rubbish or refuse in or on any street or on any land other than a refuse disposal site.

(2) A person shall not deposit rubbish or refuse in or on a refuse disposal site except -

(a) at such place on the site as may be directed by the person in charge of the site; or

(b) if the person in charge is not in attendance at the site, as may be directed by a notice erected on the site.

Removal from Refuse Disposal Site

47. (1) A person shall not remove any rubbish or refuse from a refuse disposal site without the written approval of the Council.

(2) A person who obtains approval from the Council shall comply with any conditions imposed by the Council and set out in the approval.

Removal of Rubbish from Premises or Receptacle

48. (1) A person shall not remove any rubbish or refuse from premises unless that person is -

(a) the owner or occupier of the premises;

(b) authorised to do so by the owner or occupier of the premises; or

(c) authorised in writing to do so by the Council.

(2) A person shall not, without the approval of the Council or the owner of a receptacle, remove any rubbish or refuse from the receptacle or other container provided for the use of the general public in a public place.

Burning Rubbish or Refuse

49. (1) Subject to any other written law, a person shall not -

(a) without the written approval of the Manager of Environmental Health Services; and

(b) except in accordance with the terms and conditions to which the approval is subject,

set fire to, or cause to be set on fire, any rubbish or refuse either -

(c) in any incinerator; or

(d) on the ground.

(2) The approval of the Manager of Environmental Health Services under subclause (1) is issued subject to the following conditions -

(a) the material to be burnt -

(i) does not include any plastic, rubber, food scraps, green garden cuttings or other material offensive when burnt; and

(ii) is of such quantity, or of such a nature, as not to be suitable for removal by the Council's refuse collection service;

(b) there is no other appropriate means of disposal;

(c) burning shall not take place -

(i) during any period for which an air dispersion alert has been issued by the Bureau of Meteorology; or

(ii) where there is no current dispersion alert, outside the hours of 10.00 a.m. to 3.00 p.m.;

(d) an incinerator must meet the minimum standards specified by the Council; and

(e) an incinerator unit used for fire must be located -

(i) at least 2 metres from a fence or building; and

(ii) in such a position so as not to create a nuisance or be offensive to other persons.

(3) Subject to any other written law, the Manager of Environmental Health Services may grant approval to clear, by burning, fire breaks or vacant blocks of grass, straw, hay, undergrowth, herbage and other similar vegetation whether alive or dead and standing or not standing.

Division 3 - Transport of Butchers' Waste

Interpretation

50. In this Division, unless the context otherwise requires -

"butchers' waste" includes animal skeletons and rib cages from a boning room and the inedible products of an abattoir.

Restriction of Vehicles

51. A person shall not use, for the transport of butchers' waste -

(a) a vehicle used for the transport of food or drugs; or

(b) anything intended to be used for the packing or handling of food or drugs.

Transport of Butchers' Waste

52. (1) A person shall not transport butchers' waste otherwise than in -

(a) A compartment complying with the following specifications —

(i) the floor and 4 walls to be made of an approved impervious material of an approved thickness and the walls to be not less than 910 millimetres high;

(ii) all joints to be sealed, welded, soldered or brazed and made watertight;

(iii) the loading doors, if any, to be water-tight and kept closed at all times except when loading; and

(iv) the top to be completely covered by a tarpaulin or other impervious sheet material approved by an Environmental Health Officer, carried over, and secured to the outside of the walls at least 300 millimetres from the top so as to keep the load out of sight of the public; or

(b) a watertight, durable and impervious container fitted with a lid, which can be tightly closed.

(2) A person shall not transport any butchers' waste in a vehicle unless the vehicle and its fittings, including the compartment or container referred to in this clause, are -

(a) maintained in good order and condition; and

(b) thoroughly cleaned at the conclusion of each day's work.

(3) A person shall not load, transport, or unload butchers' waste in a manner that is or may be offensive due to -

(a) the sight of animal skeletons, bones, offal or waste matter;

(b) the odour of putrefaction, offal or waste matter; or

(c) the presence of blood and particles of flesh or fat dropping onto the surface of the street pavement or ground.

PART 5 - NUISANCES AND GENERAL

Division 1 - Nuisances

Interpretation

53. In this Division, unless the context otherwise requires -

"fertiliser" includes manure.

Footpaths etc, to be kept clean

54. An owner or occupier of premises shall keep any footpath, pavement, area or right of way immediately adjacent to the premises clean and clear from refuse and other obstacles which are or have been in the possession or control of the owner or occupier which the owner or occupier has caused or allowed to be on the footpath, pavement, area or right of way.

Escape of Smoke etc.

55. (1) Subject to subclause (2), an owner or occupier of premises shall not cause or permit the escape of smoke, dust, fumes, offensive or foul odours, liquid waste or liquid refuse from the premises in such quantity or of such a nature as to cause or to be a nuisance.

(2) Subclause (1) does not apply to smoke from the chimney of a private dwelling house.

Public Vehicles to be kept clean

56. The owner or person in control of a public vehicle shall -

(a) maintain the vehicle at all times -

(i) in a clean condition; and

(ii) free from vectors of disease; and

(b) whenever directed to do so by an Environmental Health Officer, thoroughly clean and disinfect the vehicle as directed.

Prohibition against Spitting

57. A person shall not spit -

(a) on a footpath, street or public place; or

(b) in a train, bus or other public transport.

Transportation, Use and Storage of Offal or Blood

58. A person shall not transport or store offal or blood, for the purpose of being used as manure, unless it has been sterilised by steam and properly dried.

Use or Storage of Fertiliser

59. An owner or occupier of premises shall not use or keep for the purpose of use, as fertiliser any -

(a) animal manure;

(b) human faeces; or

(c) urine.

Storage and Dispatch of Artificial Fertiliser

60. An owner or occupier of premises where artificial fertiliser is stored in bulk for sale shall -

(a) keep all artificial fertiliser in a building -

(i) of which the walls, floors and ceilings or undersides of the roof are constructed of durable and non-absorbent materials finished internally with a smooth surface; and

(ii) free from damp and properly ventilated;

(b) take proper precautions to prevent the emission of dust or offensive effluvia from the building; and

(c) ensure that all artificial fertiliser dispatched from the premises is packed in such a manner as to prevent any nuisance arising during transit.

Storage of Fertiliser in a Dwelling House

61. The owner or occupier of a dwelling house where fertiliser or compost is stored or used shall -

(a) prevent the escape of odours, dust or particles of fertiliser or compost;

(b) treat the fertiliser or compost in such a manner as to effectively prevent it attracting or being a breeding place for flies or other vectors of disease; and

(c) store only such amounts of fertiliser or compost -

(i) as can be readily used within a reasonable period; or

(ii) as may be directed by the Council.

~~Division 2 - Keeping of Animals~~

~~Cleanliness~~

~~62. An owner or occupier of premises in or on which a dog, cat or other animal or bird is kept shall -~~

~~(a) keep the premises free from excrement, filth, food waste and all other matter which is or is likely to become offensive or injurious to health or to attract rats or other vectors of disease;~~

~~(b) when so directed by an Environmental Health Officer, clean and disinfect the premises; and~~

~~(c) keep the premises, so far as possible, free from flies or other vectors of disease by spraying with a residual insecticide or other effective means.~~

~~Animal Enclosures~~

~~63. (1) A person shall not keep or cause or permit to be kept any animals or birds on premises which are not effectively drained or of which the drainage flows to the walls or foundations of any building.~~

~~(2) The owner or occupier of premises where animals or birds are kept shall, when directed by the Manager of Environmental Health Services, pave, grade and drain the floors of all structures and the surface of the ground of all enclosures used for the keeping of animals or birds.~~

~~Cats~~

~~64. (1) Subject to sub-clause (5), a person shall not, without an exemption in writing from the Council, keep more than 3 cats over the ages of 3 months on premises on any land -~~

~~(a) within the residential zone of the City of Vincent Planning Scheme; or~~

~~(b) used for residential purposes.~~

~~(2) An owner or occupier of premises may apply in writing to the Council for exemption from the requirements of sub-clause (1).~~

~~(3) The Council shall not grant an exemption under this clause unless it is satisfied that the number of cats to be kept will not be a nuisance or injurious or dangerous to health.~~

~~(4) An exemption granted under this clause shall specify -~~

~~(a) the owner or occupier to whom the exemption applies;~~

~~(b) the premises to which the exemption applies; and~~

~~(c) the maximum number of cats which may be kept on the premises.~~

~~(5) A person may keep more than 3 cats on premises used for veterinary purposes or as a pet shop.~~

~~Slaughter of Animals~~

~~65. (1) Subject to subclause (2), a person shall not slaughter any animal within the district.~~

~~(2) Subclause (1) does not apply to euthanasia of animals by veterinarians or other duly authorised persons.~~

~~Disposal of Dead Animals~~

~~66. (1) An owner or occupier of premises on which there is a dead animal shall immediately remove the carcass and arrange for its disposal at an approved disposal site.~~

~~(2) An owner, or a person having the care, of any animal that dies or is killed in a public or private place shall immediately remove the carcass and arrange for its disposal at an approved disposal site.~~

~~Division 3 - Keeping of Large Animals~~

~~Interpretation~~

~~67. In this Division, unless the context otherwise requires -~~

~~"approved animal" means a horse, cow or large animal the subject of an approval by Council under clause 68;~~

~~"cow" includes an ox, calf or bull;~~

~~"horse" includes an ass, mule, donkey or pony; and~~

~~"large animal" includes a pig, sheep, goat, alpaca, horse, deer, camel, llama, emu, ostrich, kangaroo, including miniature species of the same animal, or any animal of potential burden as determined by the Manager Environmental Health Services.~~

~~Approval Required to keep a Large Animal or Animal(s) of Potential Burden~~

~~68. (1) A cow or large animal or animal of potential burden or animals in such numbers that may cause a nuisance as determined by the Council shall not be kept on any property or premises within the City of Vincent unless prior written approval has been given by the Council.~~

~~(2) The Council may approve in exceptional temporary circumstances the keeping of a cow or large animal and may impose any conditions it considers necessary to ensure that public health standards are not compromised.~~

~~Proximity of Animals to a Dwelling House~~

~~69. The owner or occupier of premises shall not permit an approved animal to approach within 15 metres of a dwelling house.~~

~~Manure Receptacle~~

~~70. An owner or occupier of premises on which an approved animal is kept shall-~~

~~(a) provide in a position convenient to the stable a receptacle for manure, constructed of an impervious and durable material which has a smooth surface, provided with a tight-fitting hinged cover, and with no part of the base of the receptacle lower than the surface of the adjoining ground;~~

~~(b) keep the lid of the receptacle closed except when manure is being deposited or removed;~~

~~(c) cause the receptacle to be emptied at least once a week and as often as may be necessary to prevent it becoming offensive or a breeding place for flies or other insects;~~

~~(d) keep the receptacle so far as possible free from flies or other insects by spraying with a residual insecticide or other effective means; and~~

~~(e) cause all manure produced on the premises to be collected daily and placed in the receptacle.~~

~~Division 4 - Keeping of Poultry and Pigeons~~

~~Interpretation~~

~~71. In this Division, unless the context otherwise requires -~~

~~"poultry" includes fowls, peafowls, turkeys, geese, ducks and other domestic fowls;~~

~~"Miscellaneous Birds" includes all birds other than poultry and registered homing or racing pigeons;~~

~~"the Prohibited Area" means -~~

~~(a) that portion of the district bounded -~~

~~(i) to the east by Richmond Street to Loftus Street, Loftus Street to Vincent Street as far as Beaufort Street, Beaufort Street to Walcott Street and Walcott Street to the railway;~~

~~(ii) to the east by the railway to Summers Street, and then to Lord Street;~~

~~(iii) to the south by Lord Street, to Parry Street, Parry Street to Lindsay Street, Lindsay Street to Newcastle Street, Newcastle Street to Loftus Street and Loftus Street to the Mitchell Freeway; and~~

~~(b) all land classified/zoned for commercial and retail use as defined in the District City Planning Scheme.~~

~~Limitation on Numbers of Poultry, Pigeons and Miscellaneous Birds~~

~~72. (1) An owner or occupier of premises in the Prohibited Area shall not keep or permit to be kept on the premises any poultry or pigeons.~~

~~(2) Outside the Prohibited Area an owner or occupier of premises -~~

~~(a) who is not an Affiliated Person, shall not keep a combined total of more than 12 poultry and pigeons; and~~

~~(b) who is an Affiliated Person, shall not keep a total of more than 100 pigeons and 12 poultry,~~

~~on any one lot of land.~~

~~(3) In this section, "Affiliated Person" means a person who is a member of -~~

~~(a) the Pigeon Racing Federation of Western Australia;~~

~~(b) the Fancy Utility Pigeon Club of Western Australia;~~

~~(c) the Southern Districts Pigeon and Bantam Club; or~~

~~(d) any other properly constituted Pigeon Club.~~

~~(4) An owner or operator shall not keep more than 20 miscellaneous birds on any premises within the district.~~

~~(5) The Manager of Environmental Health may impose relevant conditions, and/or reduce the approved number of poultry, pigeons, or miscellaneous birds on any premises within the district, or alternatively ban the keeping of poultry, pigeons, or miscellaneous birds on a particular premises, if the conditions of this Division are not complied with or if unreasonable noise or a nuisance is being caused.~~

~~(6) An owner or occupier shall comply with a direction from the Manager of Environmental Health under this clause.~~

~~(7) Sub-section (4) does not apply to premises used for veterinary purposes or as a pet shop.~~

~~Conditions on Keeping Poultry~~

~~73. A person who keeps poultry or permits poultry to be kept shall ensure that -~~

~~(a) no poultry is able to approach within 15 metres of a dwelling house, public building or premises where people are employed or where food is stored, prepared, manufactured or sold;~~

(b) all poultry is kept in a properly constructed and securely fastened structure or enclosure provided with a smooth concrete floor at least 50mm thick and laid with a fall of 1 in 50 to the front;

(c) the structure or enclosure is in a yard having an otherwise unobstructed area of at least 30 square metres;

(d) no poultry is able to approach within 18 metres of a street other than a right of way unless, in the case of land at the junction of two or more streets, Council has approved a lesser distance;

(e) all enclosures or cages within which poultry are kept shall be maintained at all times in a clean condition and shall be disinfected or otherwise dealt with as directed by an Environmental Health Officer.

Roosters, Geese, Turkeys and Peafowls

74. (1) An owner or occupier of premises shall not -

(a) without the written approval of the Manager of Environmental Health Services; or

(b) except in accordance with any conditions imposed by the Manager of Environmental Health Services in connection with the approval under paragraph (a),

keep or permit a rooster, goose, turkey or peafowl to be kept on the premises.

(2) The Manager of Environmental Health Services may, upon written application, grant approval with conditions to the owner or occupier of premises to keep on the premises a specified number of roosters, geese, turkeys or peafowls for a prescribed period.

Pigeons or Doves

75. A person who keeps, or permits to be kept, pigeons or doves shall ensure that: -

(a) none is able to approach within 15 metres of a dwelling, public building or premises where people are employed or where food is stored, prepared, manufactured or sold; and

(b) except where registered homing pigeons are freed for exercise, the pigeons or doves are kept in a properly constructed pigeon loft or dove cote that is in a yard having an otherwise unobstructed area of at least 30 square metres.

~~Removal of Non-Conforming Structure or Enclosure~~

~~76. (1) If a structure or enclosure is used for the keeping of poultry or of pigeons or doves contrary to the provisions of sections 73 and 75, an Environmental Health Officer may direct the owner or occupier to remove it.~~

~~(2) An owner or occupier shall comply with a direction from the Environmental Health Officer under this clause.~~

~~Restrictions on Pigeon Nesting or Perching~~

~~77. (1) The Council may order an owner or occupier of a house in or on which pigeons are, or are in the habit of, nesting or perching to take adequate steps to prevent them continuing to do so.~~

~~(2) An owner or occupier shall comply with a Council order made under this clause.~~

~~Restrictions on Feeding Pigeons and Seagulls~~

~~78. (1) The Council may by resolution determine that the feeding of pigeons, doves, seagulls and other wild birds as specified, which are not kept in accordance with this Division, is prohibited within the district or specified part or parts of the district.~~

~~(2) A person shall not feed pigeons, doves, seagulls or other wild birds as specified in the district or specified part or parts of the district, as applicable, in respect of which a resolution has been made under subclause (1) if the City has –~~

~~(a) erected signs in the district or specified part or parts of the district, as applicable, notifying the public that feeding pigeons, doves, seagulls and other wild birds as specified is prohibited; or~~

~~(b) otherwise notified that person that the feeding of pigeons, doves, seagulls and other wild birds as specified is prohibited in the district or specified part or parts of the district.~~

Division 5 - Car Parks

Interpretation

~~79.~~62. In this Division, unless the context otherwise requires -

"attendant's booth" means a booth, which is positioned inside a car park for the containment of a parking attendant;

"car park" means premises, or any part of premises, set aside for parking of 3 or more motor vehicles; and

"occupier" means a person having the charge, management or control of a car park.

Ventilation

~~80.~~63. (1) A person shall not use or occupy, or permit to be used or occupied, a car park unless it is ventilated by either -

(a) natural ventilation; or

(b) mechanical means,

in accordance with AS1668.2 -2002.

(2) If, in the opinion of the Council, a car park is not properly ventilated, the Council may by notice require the occupier within a specified time to -

(a) provide a different or additional method of ventilation; and

(b) cease using the car park until it is properly ventilated.

(3) An occupier shall comply with a notice under subclause (2).

Exhaust Air Discharge Points and Exhaust Registers

~~81.~~64. An owner or occupier shall ensure that -

(1) all exhaust air that is discharged from a car park shall be discharged at discharge points -

(a) in accordance with AS1668.2 -2002; and

(b) located so that the hourly average exhaust flow rate is not reduced below the minimum requirement of AS1668.2 -2002;

(2) exhaust registers are located -

(a) as far as possible from the source of supply air; and

(b) so as to draw effluent away from staff working in the attendant's booth;

(3) in the case of a car park having a floor level below that of the external ground level, at least 50% of the required exhaust air is drawn into exhaust registers having their bottom edge located within 100 millimetres of the floor level; and

(4) any mechanical ventilation system is -

(a) maintained in good working condition; and

(b) in operation at all times when the car park is in use.

Car Park Attendant Booths

~~82.~~65. (1) An owner or occupier shall ensure that an attendant's booth -

(a) is provided with a fresh air supply ventilation system -

(i) with air flow rates that give a minimum of 40 air changes per hour; and

(ii) which is in operation whenever the booth is occupied;

(b) has intakes for fresh air located and arranged so that under all conditions of normal operation adjacent sources of pollution do not reduce the quality of fresh air;

(c) has a capacity of not less than 5 cubic metres;

(d) has all windows and doors, except at the toll taking area opening, closed at all times when an attendant is in the booth; and

(e) has a toll taking opening that is of a minimum size that is practicably required to carry out the operation of toll paying.

(2) If, in the opinion of the Council, an attendant's booth is not properly ventilated in accordance with subclause (1), the Council may by notice require the occupier to cease using the booth until it is properly ventilated.

(3) An occupier shall comply with a notice under subclause (2).

PART 6 - PEST CONTROL

Division 1 - Flies

Interpretation

~~83.~~66. In this Division, unless the context otherwise requires -

"flies" means any of the two-winged insects constituting the order *Diptera* commonly known as flies.

Fly breeding matter not to be left on Premises unless Covered or Treated

~~84.~~67. An owner or occupier of premises shall not place, throw or leave, or permit or cause to be placed, thrown or left in, on or about the premises any matter or thing which is liable to attract or be a breeding place for flies, unless that matter or thing is covered, protected, treated or dealt with in such a manner as to effectively prevent it from attracting or being a breeding place for flies.

Measures to be taken by an Occupier

~~85.~~68. An owner or occupier of premises shall ensure that -

(a) rubbish receptacles are kept clean and tightly sealed at all times except when refuse is being deposited or emptied;

(b) food scraps and uneaten pet food are wrapped tightly and deposited in a rubbish receptacle without delay;

(c) lawn clippings used on gardens as mulch are raked out thinly;

(d) fertilizers are dug well into the soil;

(e) compost heaps are kept well covered;

(f) barbecues are kept clean and free from food scraps;

(g) anything that is buried and may attract or be a breeding place for flies is covered with at least 100 millimetres of soil; and

(h) excrement from pets is collected and properly disposed of without delay.

Officer may give Notice directing measures to be Taken

~~86.~~69. Where in the opinion of an Environmental Health Officer flies are prevalent or are breeding on any premises, the Officer may give to the owner or occupier of the premises notice in writing directing him or her to take, within the time specified in the notice, such measures as in the opinion of the Officer are necessary to -

(a) control the prevalence;

(b) effect the eradication; or

(c) effectively prevent the breeding -

of flies.

Council may Execute Work and Recover Costs

~~87.~~70. (1) Where -

(a) a person is required under this Division or directed by a noticegiven under clause 86, to execute any work; and

(b) that person fails or neglects to comply with the requirement,

the Council may execute the work and may recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under these local laws.

(2) The costs and expenses incurred by the Council in the execution of a power under subclause (1) may be recovered by listing the person as a debtor of Council or alternatively in a court of competent jurisdiction from the person referred to in subclause (1).

(3) The Council shall not be liable to pay compensation or damages of any kind to the person referred to in subclause (1) in relation to any action taken by the Council under this clause, except to the extent the person has suffered unreasonable loss or damage because the action taken by the Council was negligent or in breach of its duty.

Division 2 - Mosquitoes

Interpretation

~~88.~~71. In this Division, unless the context otherwise requires -

"mosquitoes" means any of the two-winged insects constituting the family *Diptera Culicidae* commonly known as mosquitoes.

Premises to be kept free of Mosquito Breeding Matter

~~89.~~72. An owner or occupier of premises shall keep the premises free of -

(a) refuse; and

(b) water located so as to be,

liable to become the breeding place of mosquitoes.

Measures to be taken by an Owner or Occupier

~~90.~~73. An owner or occupier of premises -

(a) where there is a fountain, artificial pool, artificial pond or excavation of any kind which contains water suitable for the breeding of mosquitoes, shall take adequate and reasonable measures to prevent mosquitoes breeding; and

(b) where there is a water tank, well, cistern, vat or barrel, shall -

(i) keep it protected with a mosquito-proof cover; and

(ii) screen all openings, other than the delivery exit, with wire mesh having openings no larger than 1.2 millimetres.

Measures to be taken by Occupier

~~91.~~74. An occupier of premises where water is kept in a horse trough, poultry drinking vessel or other receptacle shall -

(a) frequently change the water; and

(b) keep the water clean and free from vegetable matter and slime.

Removal of Undergrowth or Vegetation

~~92.~~75. (1) Where it appears to the Manager of Environmental Health Services that there is, on any premises, undergrowth or vegetation likely to harbour mosquitoes, the Manager of Environmental Health Services may direct, orally or in writing, the owner or occupier of the premises to cut down and remove within a specified time the undergrowth or vegetation.

(2) An owner or occupier of premises shall comply with a direction from, and within the time allowed by, the Manager of Environmental Health Services under this clause.

Filling in Excavations etc.

~~93.~~76. Unless written permission to the contrary is obtained from the Council, a person who cuts turf or removes soil or other material from any land shall forthwith ensure that each excavation is filled in with clean sound material and made level with the surrounding surface so as not to retain water.

Drains, Channels and Septic Tanks

~~94.~~77. An owner or occupier of land shall -

(a) cause all drains and channels in or on the land to be kept in good order and free from obstruction; and

(b) where a septic tank is installed on the land -

(i) apply an approved larvicide according to the directions on the container, into the septic tank system, whenever directed to do so by an Environmental Health Officer; and

(ii) provide, and keep in sound condition at all times, wire mesh having openings no larger than 1.2 millimetres covering any inlet vent to the tank.

Drainage of Land

~~95.~~78. An owner or occupier of land upon which there is water liable to become a breeding place for mosquitoes shall, when required by the Council, effectively drain the land and, for that purpose, shall -

(a) make or provide drains on the land;

(b) remove all irregularities in the surface of the land;

(c) if necessary, adjust the surface of the land or raise the level of the surface in such a manner that -

(i) the water on the land may flow into the drains without obstruction; and

(ii) no water shall remain on any portion of the land other than the drains; and

(d) keep all drains in good order and free from obstruction.

Division 3 - Rodents

Interpretation

~~96.~~79. In this Division, unless the context otherwise requires -

"rodents" means those animals belonging to the order *Rodentia* and includes rats and mice but does not include animals (other than rats) kept as pets in an enclosure designed for the purpose of keeping as pets animals of that kind.

"contemporary rodenticide bait" means the exclusion of Warfarin baits due to resistance and inclusion of Bromadiolone or Coumatetraltyl or any future Department of Health approved rodenticide.

Measures to be taken to eradicate Rodents

~~97.~~80. (1) An owner or occupier of premises shall at all times take reasonable and effective measures to eradicate any rodents in or on the premises.

(2) Without limiting the generality of subclause (1), an owner or occupier of premises, whenever there are indications of the presence of rodents in, on or about the premises, and while such indications continue, shall -

(a) take effective measures to keep the premises free from rodents including -

(i) protecting stored food stuffs;

(ii) removing accumulated refuse or a potential rodent food source;

(iii) using a contemporary rodenticide bait or a properly baited trap if found to be effective; and

(iv) minimising rodent access to water on the premises;

(b) inspect daily each rodenticide bait or trap used and, whenever a rodent is found, shall -

(i) if it is not already dead, kill it immediately; and

(ii) dispose of the carcass in such a manner as will not create a nuisance; and

(c) take whatever measures for the eradication of rodents as an Environmental Health Officer may from time to time direct.

Waste food etc. to be kept in rodent proof Receptacles

~~98.~~81. A person shall not place or caused to be placed in or on any premises, and an owner or occupier of premises shall not permit to remain in or on the premises -

(a) any waste food, refuse or other waste matter which might attract rodents to the premises or which might afford harbourage for rodents; or

(b) any stored food intended for birds or other animals,

unless it is contained in a rodent proof receptacle or a compartment that is kept effectively protected against access by rodents.

Restrictions on materials affording harbourage for Rodents

~~99.~~82. (1) An owner or occupier of premises shall cause -

(a) any part of the premises; or

(b) any material, sewer, pipe or other thing in or on the premises,

that might afford access or harbourage to rodents to be altered, repaired, protected, removed or otherwise dealt with so as to prevent it being used as access for, or harbourage of, rodents.

(2) An Environmental Health Officer may direct, orally or in writing, an owner or occupier of premises to take whatever action that, in the opinion of the Officer, is necessary or desirable to prevent or deter the presence of rodents in or on the premises.

(3) An owner or occupier shall within the time specified comply with any direction given by an Environmental Health Officer under this clause.

Eating Houses etc. to be Cleaned After Use

~~100.~~83. An owner or occupier of an eating house, theatre or place of entertainment, whether indoor or outdoor, shall cause the premises to be cleaned by effective means to remove visible food or waste matter immediately after the last occasion on which the premises have been used on that day or, if the use extends after midnight, then immediately after that use.

Restrictions on the Sale or Keeping of Rats

~~101.~~84. (1) Subject to subclause (2) an owner or occupier of premises shall not,on or from those premises -

(a) keep or permit to be kept a rat; or

(b) sell or offer for sale or permit to be sold or offered for sale a rat.

(2) Subclause (1) shall not prevent the keeping of rats for the purpose of scientific or medical research on premises owned or occupied by -

(a) a university or school;

(b) a person approved by the Council; or

(c) a public hospital or a private hospital within the meaning of those expressions in the *Hospitals and Health Services Act, 1927.*

(3) A person or body specified in subclause (2) that keeps rats for the purpose of scientific or medical research shall -

(a) at all times ensure that all live rats are kept in the effective control of a person or in locked cages; and

(b) if a rat escapes, forthwith comply with the requirements of clause 97 and ensure that all reasonable steps are taken to destroy the rat.

Division 4 - Cockroaches

Interpretation

~~102.~~85. In this Division, unless the context otherwise requires -

"cockroach" means any of the various orthopterous insects commonly known as cockroaches -

Measures to be taken to eradicate Cockroaches

~~103.~~86. (1) An owner or occupier of premises shall take effective measures toeradicate any cockroaches in or on the premises.

(2) Without limiting the generality of subclause (1), an owner or occupier of premises, whenever there are any indications of the presence of cockroaches in, on or about the premises, and while such indications continue, shall take effective measures to keep the premises free from cockroaches including -

(a) washing and storing, immediately after use, cooking and eating utensils;

(b) wrapping and depositing in a rubbish receptacle without delay all food scraps, uneaten pet food and garbage;

(c) properly treating the premises with an insecticide, taking care not to harm the safety of humans and pets or to contaminate food or cooking or eating utensils; and

(d) whenever required by an Environmental Health Officer, treating any area with baits or other methods to eradicate cockroaches.

Division 5 - European Wasps

Interpretation

~~104.~~87. In this Division, unless the context otherwise

requires -"European Wasp" means a wasp *Vespula*

germanica.

Measures to be taken to keep premises free from European Wasps Nests

~~105.~~88. An owner or occupier of premises shall ensure that the premises are kept freefrom European Wasps nests and shall -

(a) immediately notify the Council of any wasps and their nest in, on or about the premises that is suspected to be a European Wasp nest;

(b) follow any direction of an Environmental Health Officer for the purpose of destroying the wasps and nest; and

(c) assist an Environmental Health Officer, or his or her representative, to trace any nest that may be present in, on or about the premises.

~~Division 6 - Bee Keeping~~

~~Interpretation~~

~~106. In this Division, unless the context otherwise requires -~~

~~"bee" means an insect belonging to any of the various hymenopterous insects of the super family *Apoidea* and commonly known as a bee;~~

~~"footpath" includes a path used by, or set aside or intended for use by, pedestrians, cyclists or both pedestrians and cyclists;~~

~~"hive" means a moveable or fixed structure, container or object in which a colony of bees is kept;~~

~~"lot" has the meaning given to it in the *City Planning and Development Act 1928;* and~~

~~"private street" means a street, court, alley, lane, yard, passage or thoroughfare,~~

~~(a) which is not dedicated, whether under an Act or at common law, to use as such by the public; and~~

~~(b) which forms a common access to lands or premises, separately occupied; or~~

~~(c) which is accessible from a street, court, alley, lane, yard, passage, thoroughfare, or public place, which is dedicated, whether under an Act or at common law, to use as such by the public.~~

~~Approval Required to Keep Bees~~

~~107. (1) Subject to subclause (3), a person shall not keep or permit the keeping of bees without the written consent of the Council after 30 November 2004.~~

~~(2) The Council may grant or refuse, with or without conditions, an application for consent to keep bees.~~

~~(3) A person shall comply with any conditions imposed by the Council under subclause (2).~~

~~Restrictions on Keeping of Bees in Hives~~

~~108. A person shall not keep or permit the keeping of bees in a hive on a lot unless, at all times -~~

~~(a) an adequate and permanent supply of water is provided on the lot within 10 metres of the hives;~~

~~(b) the hive is kept -~~

~~(i) outside, and at least 10 metres from, any building other than a fence;~~

~~(ii) at least 10 metres from any footpath, street, private street or public place; and~~

~~(iii) at least 5 metres from the boundary of the lot; and~~

~~(c) the hive is enclosed on all sides by a fence, wall or other enclosure.~~

~~Bees which Cause a Nuisance not to be Kept~~

~~109. (1) A person shall not keep, or permit the keeping of, bees that cause a nuisance.~~

~~(2) The Manager of Environmental Health Services may direct any person to remove any bees or beehives that in the opinion of the Manager of Environmental Health Services are causing a nuisance.~~

~~(3) A person shall comply with a direction under subclause (2) within the time specified.~~

Division 7 – Arthropod Vectors of Disease

Interpretation

~~110.~~89. In this Division, unless the context otherwise

requires -"arthropod vectors of disease" includes -

(a) fleas (*Siphonaptera*);

(b) bedbugs (*Cimex lectularius*);

(d) crab lice (*Phthirus pubis*);

(e) body lice (*Pediculus humanus* var. *corporis*); or

(f) head lice (*Pediculus humanus* var. *capitis*).

Responsibility of the Owner or Occupier

~~111.~~90. The owner or occupier of premises shall -

(a) keep the premises and any person residing in or on the premises free from any arthropod vectors of disease; and

(b) comply with the direction of an Environmental Health Officer to treat the premises, or anything on the premises, for the purpose of destroying any arthropod vectors of disease.

PART 7 - INFECTIOUS DISEASES

Division 1 – General Provisions

Environmental Health Officer may visit, inspect and report

~~112.~~91. An Environmental Health Officer -

(a) may visit and inspect any house, its occupants, fixtures and fittings; and

(b) who has reason to believe that there has been a breach of the Act, any regulation made under the Act or these local laws relating to infectious diseases, shall, as soon as possible, submit a written report on the matter to the Council.

Requirements on owner or occupier to clean, disinfect and disinfest

~~113.~~92. (1) The Manager Environmental Health Services may, by notice in writing, direct an owner or occupier of premises, within the time and in the manner specified in the notice, to clean, disinfect and disinfest -

(a) the premises; or

(b) such things in or on the premises as are specified in the notice,or

both, to the satisfaction of an Environmental Health Officer.

(2) An owner or occupier shall comply with a notice given under subclause (1).

Environmental Health Officer may disinfect or disinfest premises

~~114.~~93. (1) Where the Manager Environmental Health Services or the Medical Officer is satisfied that any case of infectious disease has occurred on any premises, the Manager Environmental Health Services or the Medical Officer may direct an Environmental Health Officer, other Council officer or other person to disinfect and disinfest the premisesor any part of the premises and anything in or on the premises.

(2) An owner or occupier of premises shall permit, and provide access to enable, an Environmental Health Officer, other Council officer or other person to carry out the direction given under subclause (1).

(3) The Council may recover, in a court of competent jurisdiction, the cost of carrying out the work under this clause from the owner or occupier of the premises in or on which the work was carried out.

(4) The Council shall not be liable to pay compensation or damages of any kind to the owner or occupier of premises in relation to any action taken by the Council or any of its staff or employees under this clause, except to the extent the person has suffered loss or damage because the action taken by the Council was negligent or in breach of its duty.

Insanitary dwelling houses, premises and things

~~115.~~94. (1) An owner or occupier of any dwelling house or premises shall maintain the dwelling house or premises free from any insanitary condition or thing.

(2) Where the Manager Environmental Health Services considers that a dwelling house is insanitary, he/she may, by notice in writing, direct an owner of the dwelling house, within the time and in the manner specified in the notice, to demolish, amend, clean or secure the dwelling house.

(3) Where an Environmental Health Officer considers that -

(a) a dwelling house or premises is not being maintained in a sanitary condition; or

(b) any thing is insanitary,

the officer may, by notice in writing, direct, as the case may be -

(c) the owner or occupier of the dwelling house or premises to amend any insanitary condition; or

(d) the owner or occupier of the thing to remove or amend it,

within the time and in the manner specified in the notice.

(4) A person to whom a notice has been given under subclauses (2) or (3) shall comply with the terms of the notice.

Medical Officer may authorise disinfecting

~~116.~~95. (1) Where the Medical Officer believes that a person is or may be infected by an infectious disease, the Officer may direct the person to have his or her body, clothing and effects disinfected at a place and in a manner directed by the Medical Officer.

(2) A person shall comply with any direction of the Medical Officer under this clause.

Persons in contact with an infectious disease sufferer

~~117.~~96. If a person in any dwelling house is, or is suspected of, suffering from an infectious disease, any occupant of the dwelling house or any person whoenters or leaves the dwelling house -

(a) shall obey such instructions or directions as an Environmental Health Officer or the Medical Officer may issue;

(b) may be removed, at the direction of an Environmental Health Officer or the Medical Officer to isolation in an appropriate place to prevent or minimise the risk of the infection spreading; and

(c) if so removed, shall remain in that place until the Medical Officer otherwise directs.

Declaration of infected dwelling house or premises

~~118.~~97. (1) To prevent or check the spread of infectious disease, the Manager Environmental Health Services or the Medical Officer may from time to time declare any dwelling house or premises to be infected.

(2) A person shall not enter or leave any dwelling house or premises declared to be infected without the written consent of the Medical Officer or the Manager Environmental Health Services.

Destruction of infected animals

~~119.~~98. (1) The Council, upon being satisfied that an animal is or may be infected or is liable to be infected or to convey infection may, by notice in writing, direct that the animal be examined by a registered veterinary officer and all steps taken to enable the condition to be controlled or eradicated or the animal destroyed and disposed of -

(a) in the manner and within the time specified in the notice; and

(b) by the person in whose possession, or upon whose premises,the animal is located.

(2) A person who has in his or her possession or upon premises occupied by him or her, an animal that is the subject of a notice under subclause (1) shall comply with the terms of the notice.

Disposal of a body

~~120.~~99. (1) An occupier of premises in or on which is located the body of a person who has died of an infectious disease shall, subject to subclause (2), cause the body to be buried or disposed of in such manner, within such time and with such precautions as may be directed by the Medical Officer.

(2) A body shall not be removed from premises where death occurred except to a cemetery or morgue.

Council may carry out work and recover costs

~~121.~~100. (1) Where -

(a) a person is required under this Division or by a notice givenunder this Division, to carry out any work; and

(b) that person fails or neglects to comply with the requirement,

that person commits an offence and the Council may carry out the work or arrange for the work to be carried out by another.

(2) The costs and expenses incurred by the Council in the execution of a power under this clause may be recovered by listing such a person as a debtor of Council or alternatively in a court of competent jurisdiction from the person referred to in subclause (1)(a).

(3) The Council shall not be liable to pay compensation or damages of any kind to the person referred to in subclause (1)(a) in relation to any action taken by the Council under this clause, except to the extent the person has suffered unreasonable loss or damage because the action taken by the Council was negligent or in breach of its duty.

Division 2 – Disposal of Used Condoms and Needles

Disposal of used Condoms

~~122.~~101. (1) An occupier of premises on or from which used condoms are producedshall ensure that the condoms are –

(a) placed in a sealed impervious container and disposed of in a sanitary manner; or

(b) disposed of in such a manner as may be directed by theManager of Environmental Health Services.

(2) A person shall not dispose of a used condom in a public place except in accordance with subclause (1).

Disposal of used Needles

~~123.~~102. A person shall not dispose of a used hypodermic syringe or needle in a public place unless it is placed in an impenetrable, leak-proof container, which includes a purpose made receptacle and deposited in a refuse receptacle.

PART 8 - LODGING HOUSES

Division 1 - Registration

Interpretation

~~124.~~103. (1) In this Part, unless the context otherwise requires -

"bed" means a single sleeping berth only. A double bed provided for the use of couples, shall have the same floor space requirements as two single beds;

"bunk" means a sleeping berth comprising one of two arranged vertically;

"dormitory" means a building or room utilised for sleeping purposes at a short term hostel or recreational campsite;

"keeper" means a person whose name appears on the register of keepers, in respect of a lodging house, as the keeper of that lodging house;

"lodger" means a person who obtains, for hire or reward, board or lodging in a lodging house;

"lodging house" includes a recreational campsite, a serviced apartment, motel, large bed & breakfast establishment and a short-term hostel.

"manager" means a person duly appointed by the keeper in accordance with this Division to reside in, and have the care and management of, a lodging house;

"recreational campsite" means a lodging house:

(a) situated on a campsite principally used for:

(i) recreational, sporting, religious, ethnic or educationalpursuits; or

(ii) conferences or conventions; and

(b) where the period of occupancy of any lodger is not more than14 consecutive days

and includes youth camps, youth education camps, church camps and riding schools.

"register of lodgers" means the register kept in accordance with section 157 of the Act and this Part;

"resident" means a person, other than a lodger, who resides in a lodging house;

"serviced apartment" means a lodging house in which each sleeping apartment, or group of sleeping apartments in common occupancy, is provided with its own sanitary conveniences and may have its own cooking facilities; and

"short term hostel" means a lodging house where the period of occupancy of any lodger is not more than 14 consecutive days and shall include youth hostels and backpacker hostels;

"vector of disease" means an arthropod or rodent that transmits or may transmit by biological or mechanical means, an infectious agent from a source or reservoir to a person, and includes fleas, bedbugs, crab lice, body lice and head lice.

(2) Where in this Part an act is required to be done or forbidden to be done in relation to any lodging house, the keeper of the lodging house has, unless the contrary intention appears, the duty of causing to be done the act so required to be done, or of preventing from being done the act so forbidden to be done, as the case may be.

Lodging House not to be kept unless registered

~~125.~~104. A person shall not keep or cause, suffer or permit to be kept a lodging houseunless -

(a) the lodging house is constructed in accordance with the requirements of this Part;

(b) the lodging house is registered by the Council under clause 127;

(c) the name of the person keeping or proposing to keep the lodging house is entered in the register of keepers; and

(d) either -

(i) the keeper; or

(ii) a manager who, with the written approval of the Manager Environmental Health Services, has been appointed by the keeper to have the care and management of the lodging house,

resides or intends to reside continuously in the lodging house whenever there is one or more lodgers in the lodging house.

Application for registration

~~126.~~105. An application for registration of a lodging house shall be -

(a) in the form prescribed in Schedule 1;

(b) duly completed and signed by the proposed keeper; and

(c) accompanied by -

(i) the fee as fixed from time to time by Council under section 344C of the Act; and

(ii) detailed plans and specifications of the lodging house.

Approval of application

~~127.~~106. The Manager Environmental Health Services may approve, with or without conditions, an application under clause 126 by issuing to the applicant a certificate in the form of Schedule 2.

Renewal of registration

~~128.~~107. A person who keeps a lodging house that is registered under this Part shall -

(a) during the month of June in each year apply to the Council for the renewal of the registration of the lodging house; and

(b) pay the fee as fixed from time to time by Council under section 344C of the Act at the time of making each application for renewal.

Notification upon sale or transfer

~~129.~~108. If the owner of a lodging house sells or transfers or agrees to sell or transfer the lodging house to another person, he or she shall, within 14 days of the date of sale, transfer or agreement, give to the Manager Environmental Health Services, in the form of Schedule 3 written notice of the full name, address and occupation of the person to whom the lodging house has been, or is to be, sold or transferred.

Revocation of registration

~~130.~~109. (1) Subject to subclause (3), the Council may, at any time, revoke the registration of a lodging house for any reason that, in the opinion of the Council, justifies the revocation.

(2) Without limiting the generality of subclause (1), the Council may revoke a registration upon any one or more of the following grounds -

(a) that the lodging house has not, to the satisfaction of Council, been kept free from vectors of disease or in a clean, wholesome and sanitary condition;

(b) that the keeper has -

(i) been convicted of an offence against these local laws in respect of the lodging house;

(ii) not complied with a requirement of this Part; or

(iii) not complied with a condition of registration.

(c) that the Council, having regard to a report from the Police Service, is satisfied that the keeper or manager is not a fit and proper person; and

(d) that, by reason of alterations or additions or neglect to repair and renovate, the condition of the lodging house is such as to render it, in the opinion of the Council, unfit to remain registered.

(3) Before revoking the registration of a lodging house under this clause, the Council shall give notice to the keeper requiring him or her, within a time specified in the notice, to show cause why the registration should not be revoked.

(4) Whenever the Council revokes the registration of a lodging house, it shall give the keeper notice of the revocation and the registration shall be revoked as from the date on which the notice is served on the keeper.

Division 2 - Construction and Use Requirements

General Construction Requirements

~~131.~~110. The general construction requirements of a lodging house shall comply withthe Building Code.

Sanitary Conveniences

~~132.~~111. (1) For the purposes of this clause –

"communal toilet" means a room which has more than one toilet with each toilet being divided from the other toilets with a cubicle surrounding it, whether or not the walls of that cubicle extend to the floor or the ceiling or both of the room;

"communal bathroom" means a room which has more than one shower or more than one bath or any combination of more than one shower and one bath, whether or not they are divided by cubicles, designed with the intention that the bathroom may be used by more than one person at any particular time;

"individual toilet" means a room that has walls extending from the floor to the ceiling and contains a single toilet;

"individual bathroom" means a room which has only one shower or only one bath or only one shower and only one bath and is designed to be used by only one person at any particular time;

(2) A keeper shall maintain in good working order and condition and in convenient positions on the premises -

(a) one or more communal toilets, and/or one or more individual toilets; and

(b) one or more communal bathrooms, and/or one or more individual bathrooms, each fitted with a wash hand basin and either a shower or a bath;

in accordance with the requirements of the Building Code.

(3) A bathroom or toilet that is used as a private bathroom or toilet to the exclusion of other lodgers or residents shall not be counted for the purposes of subclause (2).

(4) Each bath, shower and hand wash basin shall be provided with an adequate supply of hot and cold water.

(5) The walls of each shower and bath shall be of an impervious material

to a minimum height of 1.8 metres above the floor level.

(6) Subject to subclause (8) each communal toilet and communal bathroom shall –

(a) be so situated, separated and screened as to ensure privacy;

(b) be apportioned to each sex;

(c) have a distinct sign displayed in a prominent position denoting the sex for which the communal toilet or communal bathroom is provided; and

(d) be provided with adequate electric lighting.

(7) Subject to subclause (8) each individual toilet and individual bathroom shall –

(a) be so situated, separated and screened so as to ensure privacy;

(b) be fitted with a mechanism by which the door may be locked from inside the individual toilet or individual bathroom as approved by an Environmental Health Officer; and

(c) be provided with adequate electric lighting.

(8) Subclauses (6)(a)(b)(c) and (7)(a)(b) do not apply to a serviced apartment.

Laundry

~~133.~~112. (1) A keeper shall -

(a) subject to subclause (2) provide on the premises a laundry unitfor each 15 lodgers;

(b) at all times maintain each laundry in a proper sanitary conditionand in good repair;

(c) provide an adequate supply of hot and cold water to each washtrough, sink and washing machine; and

(d) ensure that the floor area of each laundry is surfaced with an impervious material with an even fall to a floor waste.

(2) The Manager Environmental Health Services may approve the provision of a reduced number of laundry units if suitable equipment of a commercial type is installed.

(3) In this clause:

'**laundry unit**' means a group of facilities consisting of:

(a) a washing machine with a capacity of not less than 4 kilograms of dry clothing;

(b) one wash trough of not less than 36 litres capacity, connected to both hot and cold water; and

(c) either an electric drying cabinet or not less than 30 metres of clothes line,

and for which a hot water system is provided that:

(d) is capable of delivering 136 litres of water per hour at a temperature of at least 75°C for each washing machine provided with the communal facilities; and

(e) has a delivery rate of not less than 18 litres per minute of each washing machine.

Kitchen

~~134.~~113. The keeper of a lodging house shall provide in that lodging house a kitchenwhich -

(a) has a minimum floor area of, -

(i) where lodgers prepare their own meals - 0.65 square metres per person;

(ii) where meals are provided by the keeper or manager - 0.35 square metres per person; or

(iii) where a kitchen and dining room are combined - 1 square metre per person,

but in any case not less than 16 square metres;

(b) has adequate -

(i) food storage facilities and cupboards to prevent contamination of food, or cooking or eating utensils, by dirt, dust, flies or other vectors of disease of any kind; and

(ii) refrigerator space for storage of perishable goods;

(c) complies with the requirements of the *Health (Food Hygiene) Regulations 1993*; and

(d) has a wash hand basin and a double bowl sink, each provided with an adequate supply of hot and cold water.

Cooking Facilities

~~135.~~114. (1) The keeper of a lodging house where lodgers prepare their own meals shall provide a kitchen with electrical, gas or other stoves and ovens approved by the Manager Environmental Health Services in accordance with the following table -

NO. OF LODGERS	OVENS	4 BURNER STOVES
1 - 15	1	1
16 - 30	1	2
31 - 45	2	3
46 - 60	2	4
Over 60	2	4 + 1 for each additional 15 lodgers (or part thereof) over 60

(2) The keeper of a lodging house where meals are provided by the keeper or manager shall provide a kitchen with cooking appliances of a number and type approved by the Manager Environmental Health Services.

Dining Room

~~136.~~115. The keeper of a lodging house shall provide in that lodging house a diningroom -

(a) located in close proximity to, or combined with, the kitchen;

(b) the floor area of which shall be not less than the greater of -

(i) 0.5 square metres per person; or

(ii) 10 square metres; and

(c) which shall be -

(i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and

(ii) provided with a suitable floor covering.

Lounge Room

~~137.~~116. The keeper of a lodging house shall provide in that lodging house a loungeroom -

(a) with a floor area of, -

(i) where the lounge is not combined with the dining room - not less than 0.6 square metres per person; or

(ii) where the lounge room is combined with a dining room - not less than 1.2 square metres per person,

but in either case having a minimum of 13 square metres; and

(b) which shall be -

(i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and

(ii) provided with a suitable floor covering.

Fire prevention and control

~~138.~~117. (1) A keeper shall -

(a) in each passage in the lodging house provide an emergency light -

(i) in such a position and of such a pattern, as approved by the Environmental Health Officer; and

(ii) which shall be kept separate from the general lighting system and kept illuminated during the hours ofdarkness;

(b) provide an approved fire blanket positioned within 2 metres of the cooking area in each kitchen; and

(c) ensure that each exit sign and fire-fighting appliance is clearly visible, accessible and maintained in good working order at all times.

(2) A keeper shall ensure that all buildings comprising the lodging house are fitted with fire protection equipment in accordance with the Building Code.

Obstruction of passages and stairways

~~139.~~118. A keeper shall not cause, suffer or permit furniture, fittings or other things to be placed either temporarily or permanently in or on -

(a) a stairway, stair landing, fire-escape, window or common passageway; or

(b) part of the lodging house in common use or intended or adapted for common use,

in such a manner as to form an obstruction to the free passage of lodgers, residents or persons in or occupying the lodging house.

Fitting of locks

~~140.~~119. A person shall not fit, or cause or permit to be fitted, to an exit door a lock or other device which prevents the door being opened from within a lodging house.

Restriction on use of rooms for sleeping

~~141.~~120. (1) Subject to subclause (3) and clause 155, a keeper shall not use orpermit to be used as a sleeping apartment a room in a lodging house -

(a) which contains food;

(b) which contains or is fitted with a cooking appliance or kitchen sink;

(c) which is used as a kitchen, scullery, store room, dining room, general sitting room or lounge room or for the preparation or storage of food;

(d) which is not reasonably accessible without passing through a

sleeping or other room in the private occupation of another person;

(e) which, except in the case of a short term hostel or recreational campsite contains less than 5.5 square metres of clear space for each lodger occupying the room;

(f) which is naturally illuminated by windows, which have an areaof less than 10% of the floor area of the room;

(g) which has an unobstructed ventilating area, which is less than 5% of the floor area of the room;

(h) in which the lighting or ventilation referred to in paragraphs (f) and (g) is obstructed or is not in good and efficient order;

(i) which is not free from internal dampness;

(j) of which any part of the floor is below the level of the adjoining ground; or

unless otherwise approved by the Manager Environmental Health Services.

(2) For the purposes of this clause, two children under the age of 10 years shall be counted as one lodger.

(3) Paragraphs (a), (b) and (c) of subclause (1) shall not apply to a serviced apartment.

Sleeping Accommodation - Short Term Hostels and Recreational Campsites

~~142.~~121. (1) A keeper of a short term hostel or recreational campsite shall provideclear floor space of not less than -

(a) 4 square metres per person in each dormitory utilising beds;

(b) 2.5 square metres per person in dormitories utilising bunks.

(2) The calculation of floor space in subclause (1), shall exclude the area occupied by any large items of furniture, such as wardrobes, but may include the area occupied by beds.

(3) The minimum height of any ceiling in a short term hostel or recreational campsite shall be 2.4 metres in any dormitory utilising beds and 2.7 metres in any dormitory utilising bunks.

(4) The minimum floor area requirements in subclause (1) will only apply if there is ventilation, separation distances, fire egress and other safety requirements in accordance with the Building Code.

(5) The keeper of any short term hostel or recreational campsite shall provide:

(a) beds with a minimum size of –

(i) in short term hostels – 800 millimetres x 1.9 metres;

(ii) in recreational campsites – 750 millimetres x 1.85

metres;

(b) storage space for personal effects, including backpacks, so that cleaning operations are not hindered and access and egress spaces are not obstructed.

(6) The keeper of any short term hostel or recreational campsite shall:

(a) arrange at all times a distance of 750 millimetres between beds and a distance of 900 millimetres between bunks;

(b) ensure that where bed or bunk heads are placed against the wall on either side of a dormitory, there is a passageway of at least 1.35 metres between each row of beds and a passageway of at least 2 metres between each row of bunks. The passageway shall be kept clear of obstruction at all times;

(c) ensure all doors, windows and ventilators are kept free of obstruction.

(7) The keeper of any short term hostel or recreational campsite shall ensure that:

(a) materials used in dormitory areas comply with AS 1530.2 - 1993 and AS 1530.3 - 1999 as follows:-

drapes, curtains, blinds and bed covers - a maximum Flammability Index of 6;

upholstery & bedding - a maximum Spread of Flame Index of 6;

- a maximum Smoke Developed Index of 5;

floor coverings - a maximum Spread of Flame Index of 7.

- a maximum Smoke Developed Index of 5;

Fire retardant coatings used to make a material comply with these indices must be -

(i) certified by the manufacturer as approved for use with the fabric to achieve the required indices;

(ii) certified by the manufacturer to retain its fire retardant effect after a minimum of 5 commercial dry cleaning or laundering operations carried out in accordance with AS 2001.5.4-1987; and

(iii) certified by the applicator as having been carried out in accordance with the manufacturer's specification,

(b) emergency lighting is provided in accordance with the Building Code;

(c) a lodger or other persons does not smoke in any dormitory, kitchen, dining room or other enclosed public place, within a short term hostel or recreational campsite; and

(d) all mattresses are fitted with a mattress protector.

Furnishing etc. of sleeping apartments

~~143.~~122. (1) A keeper shall -

(a) furnish each sleeping apartment with a sufficient number of beds and sufficient bedding of good quality;

(b) ensure that each bed -

(i) has a bed head, mattress and pillow; and

(ii) except in the case of short term hostels and recreational campsites, is provided with a pillow case, two sheets, a blanket or rug and, from the 1st day of May to the 30th day of September, not less than one additional blanket or rug; and

(c) in the case of short term hostels and recreational campsites ensure that there is for each bed a pillow case, two sheets and two blankets available for the use of lodgers either free ofcharge or upon payment of a fee;

(d) in the case of short term hostels and recreational campsites ensure that lodgers use some form of bedding to cover the pillow and mattress;

(e) except in the case of short term hostels and recreational campsites furnish each bedroom so that there are adequate storage facilities for lodgers' belongings within the room; and

(f) in the case of short term hostels and recreational campsites ensure that there is a room or rooms provided for the secure storage of lodgers' luggage.

(2) A keeper shall not cause, suffer or permit any tiered beds or bunks to be used in a sleeping apartment other than in a lodging house used exclusively as a short term hostel or recreational campsite.

Ventilation

~~144.~~123. (1) If, in the opinion of an Environmental Health Officer, a kitchen, bathroom, toilet, laundry or habitable room is not adequately or properly ventilated, he or she may direct the keeper to provide adifferent or additional method of ventilation.

(2) The keeper shall comply with any direction given under subclause (1) within such time as directed.

Numbers to be placed on Doors

~~145.~~124. (1) A keeper shall place or cause to be placed on the outside of the doorsof all rooms available to lodgers in the lodging house, serial numbers so that -

(a) the number "1" is placed on the outside of the door of the room nearest to the front or main entry door of the lodging house; and

(b) the numbers continue in sequence throughout each floor (if

there is more than one) of the lodging house.

(2) The numbers to be placed on the doors under subclause (1) shall be -

(a) not less than 40 millimetres in height;

(b) 1.5 metres from the floor; and

(c) permanently fixed either by being painted on the doors or shown by other legible means.

Division 3 - Management and Care

Keeper or manager to reside in the lodging house

~~146.~~125. Whenever there is one or more lodgers in a lodging house, a keeper ormanager shall -

(a) reside continuously in the lodging house; and

(b) not absent himself from such house unless he leaves some reputable person in charge thereof.

Register of lodgers

~~147.~~126. (1) A keeper shall keep a register of lodgers in the form of Schedule 4.

(2) The register of lodgers shall be -

(a) kept in the lodging house; and

(b) open to inspection at any time on demand by any member of the Police Service or by an Environmental Health Officer.

Keeper report

~~148.~~127. A keeper shall, whenever required by the Manager Environmental Health Services, report to the Manager Environmental Health Services, in the form of Schedule 5, the name of each lodger who lodged in the lodging house during the preceding day or night.

Certificate in respect of sleeping accommodation

~~149.~~128. (1) The Manager Environmental Health Services may issue to a keeper a certificate, in respect of each room, which shall be in the form of Schedule 6 or 7.

(2) The certificate issued under subclause (1) shall specify the maximum number of persons who shall be permitted to occupy each room as a sleeping apartment at any one time.

(3) When required by the Environmental Health Officer, a keeper shall exhibit the certificate issued under this clause in a conspicuous place in the room to which the certificate refers.

(4) A person shall not cause, suffer or permit a greater number of persons than is specified on a certificate issued under this clause to occupy the room to which it refers.

Duplicate keys and inspection

~~150.~~129. Each keeper and manager of a lodging house shall -

(a) retain possession of a duplicate key to the door of each room; and

(b) when required by an Environmental Health Officer, open the door of any room for the purposes of inspection by the Officer.

Room occupancy

~~151.~~130. (1) A keeper shall not -

(a) cause, suffer or permit more than the maximum number of persons permitted by the Certificate of Registration of the lodging house to be lodged at any one time in the lodginghouse;

(b) cause, suffer or permit to be placed or kept in any sleeping apartments -

(i) a larger number of beds; or

(ii) a larger quantity of bedding,

than is required to accommodate and provide for the maximum number of persons permitted to occupy the sleeping apartment at any one time; and

(c) use or cause, suffer or permit to be used for sleeping purposesa room that -

(i) has not been certified for that purpose; and

(ii) the Environmental Health Officer or the Medical Officerhas forbidden to be used as a sleeping apartment.

(2) For the purpose of this clause, two children under 10 years of age shall be counted as one lodger.

Maintenance of a room by a lodger or resident

~~152.~~131. (1) A keeper may permit, or contract with, a lodger or resident to service, clean or maintain the room or rooms occupied by the lodger or resident.

(2) Where permission is given or a contract entered into under subclause (1), the keeper shall -

(a) inspect each room the subject of the permission or agreement at least once a week; and

(b) ensure that each room is being maintained in a clean condition.

(3) A lodger or resident who contracts with a keeper to service, clean or maintain a room occupied by him or her, shall maintain the room in a clean condition.

Cleaning and maintenance requirements

~~153.~~132. (1) A keeper of a lodging house shall -

(a) maintain in a clean, sound and undamaged condition -

(i) the floor, walls, ceilings, woodwork and painted surfaces;

(ii) the floor coverings and window treatments; and

(iii) the toilet seats;

(b) maintain in a clean condition and in good working order -

(i) all fixtures and fittings; and

(ii) windows, doors and door furniture;

(c) ensure that the internal walls of each bathroom and toilet are painted so as to maintain a smooth impervious washable surface;

(d) whenever there is one or more lodgers in a lodging house ensure that the laundry floor is cleaned daily;

(e) ensure that -

(i) all bed linen, towels, and house linen in use are washed at least once a week;

(ii) within a reasonable time of a bed having been vacated by a lodger or resident, the bed linen is removed and washed;

(iii) a person does not occupy a bed that has been used by another person unless the bed has been provided with clean bed linen;

(iv) all beds, bedsteads, blankets, rugs, covers, bed linen, towels, house linen and floor coverings are kept clean, in good repair and free from vectors of disease;

(v) when any vectors of disease are found in a bed, furniture, floor covering, room or sleeping apartment, immediate effective action is taken to eradicate the vectors of disease; and

(vi) a room that is not free from vectors of disease is not used as a sleeping apartment;

(f) when so directed by the Environmental Health Officer, ensure that -

(i) a room, together with its contents, and any other part of the lodging house, is cleaned and disinfected; and

(ii) a bed or other article of furniture is removed from the lodging house and properly disposed of;

(g) ensure that the yard is kept clean at all times;

(h) provide all bedrooms, passages, common areas, toilets, bathrooms and laundries with adequate lighting; and

(i) comply with any direction, whether orally or in writing, given by the Council, Manager Environmental Health Services or an Environmental Health Officer.

(2) In this clause -

"bed linen" includes sheets and pillow cases and in the case of a short term hostel or recreational campsite, mattress protectors.

Responsibilities of lodgers and residents

~~154.~~133. A lodger or resident shall not -

(a) use any room available to lodgers -

(i) as a shop, store or factory; or

(ii) for manufacturing or trading services;

(b) keep or store in or on the lodging house any goods or materials which are inflammable, ~~obnoxious~~* or offensive; (* Refer to Special Government Gazette 6 October 2009 No. 180)

(c) use a bath or wash hand basin other than for ablutionary purposes;

(d) use a bathroom facility or fitting for laundry purposes;

(e) use a sink installed in a kitchen or scullery for any purpose other than the washing and cleaning of cooking and eating utensils, other kitchenware and culinary purposes;

(f) deposit rubbish or waste food other than into a proper rubbish receptacle;

(g) in a kitchen or other place where food is kept -

(i) wash or permit the washing of clothing or bedding; or

(ii) keep or permit to be kept any soiled clothing or bedding;

(h) subject to clause 155 -

(i) keep, store, prepare or cook food in any sleeping apartment; or

(ii) unless sick or invalid and unable to leave a sleeping apartment for that reason, use a sleeping apartment for dining purposes;

(i) place or keep, in any part of a lodging house, any luggage, clothing, bedding, that is infested with vectors of disease;

(j) store or keep such a quantity of furniture, material or goods within the lodging house -

(i) in any kitchen, living or sleeping apartment so as to prevent the cleaning of the floors, walls, fittings or fixtures; or

(ii) in a sleeping apartment so as to decrease the air space to less than the minimum required by this Part;

(k) obstruct or prevent the keeper or manager from inspecting or examining the room or rooms occupied by the lodger or resident; and

(l) fix any fastener or change any lock to a door or room without the written approval of the keeper.

Approval for storage of food

~~155.~~134. (1) The Manager Environmental Health Services may -

(a) upon written application from a keeper, approve the storage of food within a refrigerator or sealed container in a sleeping apartment; and

(b) withdraw the approval if a nuisance or vector of disease infestation is found to exist in the lodging house.

(2) The keeper of a serviced apartment may permit the storage and consumption of food within that apartment if suitable storage and dining facilities are provided.

PART 9 - OFFENSIVE TRADES

Division 1 - General

Interpretation

~~156.~~135. In this Part, unless the context otherwise requires -

"occupier" in relation to premises includes the person registered as the occupier of the premises in the Schedule 12 Certificate of Registration;

"offensive trade" means any one or more of the trades, businesses or occupations usually carried on, in or connected with, the following works or establishments -

(a) fish processing, shellfish and crustacean processing premises, not including retail fish shops;

(b) fish curing and fish canning premises;

(c) flock factories;

(d) laundries, dry cleaning premises and dye works;

(e) any trade as defined by section 186 of the Act.

Consent to Establish an Offensive Trade

~~157.~~136. (1) A person seeking the consent of the Council under section 187 of theAct to establish an offensive trade shall -

(a) advertise notice of his intention to apply for consent inaccordance with clause 158; and

(b) lodge with the CEO an application in the form of Schedule 10.

(2) A person who makes a false statement in an application under this clause shall be guilty of an offence.

Notice of Application

~~158.~~137. A notice required under subclause 157(1)(a) shall -

(a) contain the name, address and telephone contact details of the person who intends to make the application;

(b) contain a description of the nature of the offensive trade;

(c) contain details of the premises in or upon which it is proposed to carry on the proposed trade; and

(d) be made in a manner acceptable to the Council before the application under clause 157(1)(b) is lodged with the CEO. Advertising to adjacent property owners and tenants, on the shop front and in a local community newspaper and thereafter submitting copies to the CEO, is deemed acceptable.

Registration of Premises

~~159.~~138. An application for the registration of premises pursuant to section 191 of theAct shall be -

(a) in the form of Schedule 11;

(b) accompanied by the fee prescribed in *the Offensive Trades (Fees) Regulations 1976*; and

(c) lodged with the CEO.

Certificate of Registration

~~160.~~139. Upon the registration of premises for the carrying on of an offensive trade, the Manager of Environmental Health shall issue to the applicant a certificate in the form of Schedule 12 and list relevant conditions.

Change of Occupier

~~161.~~140. Where there is a change of occupier of the premises registered pursuant to this Division, the new occupier shall forthwith notify the CEO in writing of suchchange.

Alterations to Premises

~~162.~~141. While any premises remain registered under this Division, a person shall not, without the written permission of the Council, make or permit any change or alteration whatever to the premises.

Occupier Includes Employee

~~163.~~142. ~~Where in any clause contained in this Part a duty is imposed upon the occupier of premises in or upon which an offensive trade is carried on, the reference to the occupier shall be interpreted to include the employees of the occupier and any employee committing a breach of any provision of this Part shall be liable to the same penalties as if he were the occupier.~~ (Rescinded – Refer to Special Government Gazette 6 October 2009 No. 180)

Division 2 - General Duties of an Occupier

Interpretation

~~164.~~143. In this Division, unless the context otherwise requires -

"occupier" means the occupier, or where there is more than one occupier, each of the occupiers of the premises in or upon which an offensive trade is carried on; and

"the premises" means those premises in or upon which an offensive trade is carried on.

Cleanliness

~~165.~~144. The occupier shall -

(a) keep or cause to be kept in a clean and sanitary condition and in a state of good repair the floors, walls and ceilings and all other portions of the premises;

(b) keep or cause to be kept in a clean and sanitary condition and in a state of good repair all fittings, fixtures, appliances, machinery, implements, shelves, counters, tables, benches, bins, cabinets, sinks, drain boards, drains, grease traps, tubs, vessels and other things used on or in connection with the premises;

(c) keep the premises free from any unwholesome or offensive odour arising from the premises;

(d) maintain in a clean and tidy condition all yards, footpaths, passage ways, paved areas, stores or outbuildings used in connection with the premises; and

(e) clean daily and at all times keep and maintain all sanitary conveniences and all sanitary fittings and grease traps on the premises in a clean and sanitary condition.

Rats and other vectors of disease

~~166.~~145. The occupier shall -

(a) take all reasonably practicable measures to ensure that the premises are kept free from rodents, cockroaches, flies, and other vectors of disease; and

(b) provide in and on the premises all effective means and methods for the eradication and prevention of rodents, cockroaches, flies, and other vectors or disease.

Sanitary Conveniences and Wash Basins

~~167.~~146. The occupier shall provide on the premises in an approved position sufficient sanitary conveniences and wash hand basins, each with an adequate supply of hot and cold water for use by employees and by all other persons lawfully upon the premises.

Painting of Walls etc.

~~168.~~147. The occupier shall cause the internal surface of every wall, the underside of every ceiling or roof and all fittings as may be directed in and on the premises to be cleaned and painted when instructed by an Environmental Health Officer.

Effluvia, Vapours or Gases

~~169.~~148. The occupier shall provide, use and maintain in a state of good repair and working order, appliances capable of effectively destroying or of rendering harmless all offensive effluvia, vapours or gases arising in any process of his business or from any material, residue or other substance which may be kept or stored upon the premises.

Offensive Material

~~170.~~149. The occupier shall -

(a) provide on the premises impervious receptacles of sufficient capacity to receive all offensive material and trade refuse produced upon the premises in any one day;

(b) keep air-tight covers on the receptacles, except when it is necessary to place something in or remove something from them;

(c) cause all offensive material and trade refuse to be placed immediately in the receptacles;

(d) cause the contents of the receptacles to be removed from the premises at least once in every working day and at such more frequent intervals as may be directed by the Council or whenever so directed by a Environmental Health Officer or as otherwise negotiated with the Council; and

(e) cause all receptacles after being emptied to be cleaned immediately with an efficient and approved disinfectant.

Storage of Materials

~~171.~~150. The occupier shall cause all material on the premises to be stored so as notto be offensive or injurious to health whether by smell or otherwise and so as to prevent the creation of a nuisance.

Specified Offensive Trades

~~172.~~151. (1) For the purposes of this clause, "specified offensive trade" means one or more of the offensive trades carried on, in or connected with the following works or premises -

(a) fat rendering premises;

(b) fish curing premises, fish processing establishments (not including retail fish shops) and shellfish and crustacean establishments (not including retail fish shops); and

(c) laundries, dry cleaning premises and dye works.

(2) Where premises are used for or in relation to a specified offensive trade, the occupier shall -

(a) cause the floor of the premises to -

(i) be properly drained and paved with impervious materials;

(ii) have a smooth surface; and

(iii) have a fall to a bucket trap or spoon drain in such a way that all liquids falling on the floor shall be conducted by the trap or drain to a drain inlet situated inside the building where the floor is situated; and

(b) cause the angles formed by the walls with any other wall, and by the wall with the floor, to be coved to a radius of not less than 25 millimetres.

(c) cause all liquid refuse to be -

(i) cooled to a temperature not exceeding 26 degrees Celsius and in accordance with the *Metropolitan Water Supply, Sewerage and Drainage By-laws 1981* before being discharged into any drain outlet from any part of the premises; and

(ii) directed through such screening or purifying treatment as the Environmental Health Officer may from time to time direct.

Directions

~~173.~~152. (1) The Environmental Health Officer may give to the occupier directionsto prevent or diminish the offensiveness of a trade or to safeguard the public health.

(2) The occupier shall comply with any directions given under this clause.

Other Duties of Occupier

~~174.~~153. (1) In addition to the requirements of this Division, the occupier shall comply with all other requirements of this Part that apply to the particular offensive trade or trades carried on by him.

(2) While any premises remain registered under this Division, a person shall not, without the written permission of the Environmental Health Officer, make or permit any change or alteration whatsoever to the premises internally.

Division 3 - Fat Rendering Establishments

Interpretation

~~175.~~154. In this Division, unless the context otherwise requires -

"fat rendering establishments" means a premises where edible fats including suet, dripping or premier jus are rendered down by any heat processing method; and

"the occupier" means the occupier of any premises on which the trade of fat rendering is carried on.

Exhaust Ventilation

~~176.~~155. The occupier shall provide and maintain -

(a) a hood which shall -

(i) be of an approved design and construction;

(ii) be situated so as to arrest all effluvia, odours and smoke from the process of fat rendering; and

(iii) shall extend a minimum of 150 millimetres beyond the length of each appliance; and

(b) an exhaust ventilation system -

(i) the point of discharge of which shall be at least 1 metre above the ridge of a pitched roof or 3 metres above a flat roof and shall not be located within 6 metres of an adjoining property or any fresh air intake; and

(ii) which shall discharge in such manner and in such a position that no nuisance is created.

Covering of Apparatus

~~177.~~156. External parts of the fat rendering apparatus shall be constructed or coveredwith a non-corrosive impervious material.

Rendering of Walls

~~178.~~157. The occupier shall cause each wall within a radius of 3 metres of the rendering apparatus or machinery to be rendered with a cement plaster with a steel float finish or other approved finish to a height of 2 metres, devoid of holes, cracks, crevices.

Division 4 - Fish Premises

Interpretation

~~179.~~158. In this Division, unless the context otherwise requires –

"appliance" includes a utensil, an instrument, a cover, a container or apparatus;

"fish" means fresh fish, frozen fish, chilled fish and cooked fish, whether cleaned, uncleaned or part cleaned and includes crustaceans and molluscs, but does not include –

(a) fish which has been cured, preserved, hermetically canned or treated to prevent putrefaction; or

(b) cleaned fish supplied in cartons or packets by a packer and sold in such cartons or packets if they are at all times kept in a deep freeze refrigeration unit at a temperature not exceeding minus 15 degrees Celsuis;

"fish processing premises" means a place where, for the purpose of sale for consumption otherwise than on the premises, fish is kept or exposed for sale or where fish is cleaned, part cleaned, scaled or cut up;

"fish curing premises" means a place where, for the purpose of sale for consumption otherwise than on the premises, fish may be part cleaned, scaled or cut up for preservation by salting, drying, smoking, or other means;

Fish Preparation Room

~~180.~~159. (1) The fish preparation room of a fish processing premises or fish curingpremises shall also have a self-closing door.

(2) The occupier shall ensure that all fish are prepared in the fish preparation room and that room is to be used solely for that purpose.

Disposal of Waste

~~181.~~160. The occupier of a fish processing premises or fish curing premises shall cause all offal and wastes, all rejected and unsaleable fish and any rubbish or refuse which is likely to be offensive or a nuisance to be -

(a) placed in the receptacles referred to in clause 170 and disposed of in accordance with that clause; or

(b) kept in a frozen state in an approved enclosure before it's removal from the premises.

Fish Containers

~~182.~~161. The occupier of a fish processing premises or fish curing premises shall notallow any box, basket or other container used for the transport of fish to -

(a) remain on the premises longer than is necessary for it to be emptied; or

(b) be kept so as to cause a nuisance or to attract flies.

Division 5 - Flock Factories

Interpretation

~~183.~~162. In this Division, unless the context otherwise requires -

"flock factory" means any premises or place where flock is produced wholly or partly by tearing up or teasing, wadding, kapok, rags, cotton, linters, fibre, or other material used or likely to be used for the filling of mattresses, pillows, bedding, upholstery, cushions or substances used in packaging material or the manufacture of underfelt; and

"the occupier" means the occupier of a flock factory.

New and Used Material

~~184.~~163. (1) Subject to subclause (2), the occupier shall not use for the manufacture of flock any material other than new material.

(2) Material other than new material may be used for the manufacture of flock if, before being used, every part of that material is subjected to moist heat maintained at a temperature of 100 degrees Celsius for at least 20 minutes.

Collection and Removal of Dust

~~185.~~164. The occupier shall provide effective means to prevent the escape into theopen air of all dust or other material from the premises.

Unclean Rags

~~186.~~165. A person shall not -

(a) collect, deliver, offer for sale or sell for the manufacture of flock;

(b) receive, store or deliver for the manufacture of flock; or

(c) make flock from,

rags which are unclean or which have been taken from any refuse or rubbish or from any receptacle used for the storage or collection of refuse or rubbish.

Bedding and Upholstery

~~187.~~166. A person shall not, for the purpose of sale or in the course of any business,remake, renovate, tease, retease, fill, refill or repair any -

(a) used bedding; or

(b) upholstery,

which is unclean, offensive, or infested with vectors of disease, unless the -

(c) material of which the bedding is made; or

(d) filling material of which the upholstery is made,

has been boiled for 30 minutes or otherwise effectively disinfected and cleaned.

Division 6 - Laundries, Dry Cleaning Establishments And Dye Works

Interpretation

~~188.~~167. In this Division, unless the context otherwise

requires -"dry cleaning establishment" -

(a) means premises where clothes or other articles are cleaned by use of solvents without using water; but

(b) does not include premises in which perchlorethylene or arklone is used as dry cleaning fluid in a machine operating on a full cycle and fully enclosed basis;

"dye works" means a place where articles are commercially dyed but does not include dye works in which provision is made for the discharge of all liquid waste therefrom into a public sewer;

"exempt laundromat" means a premises in which –

(a) laundering is carried out by members of the public using, on payment of a fee, machines or equipment provided by the owners or occupiers of those establishments;

(b) laundering is not carried out by those owners or occupiers for or on behalf of other persons; and

(c) provision is made for the discharge of all liquid waste therefrom into a public sewer;

"laundry" means any place where articles are laundered by commercial grade machinery but does not include an exempt laundromat.

Receiving Depot

~~189.~~168. An owner or occupier of premises shall not use or permit the premises to be used as a receiving depot for a laundry, dry cleaning establishment or dye works except with the written permission of the Council who may at any time by written notice withdraw such permission.

Reception Room

~~190.~~169. (1) The occupier of a laundry, dry cleaning establishment or dye worksshall -

(a) provide a reception room in which all articles brought to the premises for treatment shall be received and shall not receive or permit to be received any such articles except in that room; and

(b) cause such articles as may be directed by an Environmental Health Officer to be thoroughly disinfected to the satisfaction of the officer.

(2) A person shall not bring or permit food to be brought into the reception room referred to in this clause.

Walls and Floors

~~191.~~170. The occupier of a laundry, dry cleaning establishment or dye works shall cause -

(a) the internal surfaces of all walls to be rendered with a cement plaster with a steel float finish or other approved material to a height of 2 metres and to be devoid of holes and crevices;

(b) the floor to be impervious, constructed of concrete and finished to a smooth surface; and

(c) every floor and wall of any building on the premises to be kept at all times in good order and repair, so as to prevent the absorption of any liquid which may be splashed or spilled or may fall or be deposited on it.

Laundry Floor

~~192.~~171. The occupier of a laundry shall provide in front of each washing machine a non-corrosive grating, with a width of at least 910 millimetres, so constructed as to prevent any person from standing in water on the floor.

Escape of Dust

~~193.~~172. The occupier of a dry cleaning establishment shall provide effective means to prevent the escape into the open air of all dust or other material from the premises.

Precautions against Combustion

~~194.~~173. The occupier of a dry cleaning establishment where volatile liquids are used shall take all proper precautions against combustion and shall comply with all directions given by an Environmental Health Officer for that purpose.

Trolleys

~~195.~~174. The occupier of a dry cleaning establishment shall -

(a) provide trolleys for the use of transporting dirty and clean linen; and

(b) ensure that each trolley is -

(i) clearly designated to indicate the use for which it is intended;

(ii) lined internally with a smooth impervious non-absorbent material that is easily cleaned; and

(iii) thoroughly cleaned and disinfected on a regular basis.

Sleeping on Premises

~~196.~~175. A person shall not use or permit any room in a laundry, dry cleaning establishment or dye works to be used for sleeping purposes.

PART 10 - OFFENCES AND PENALTIES

Penalties

~~197.~~176. (1) A person who contravenes a provision of these local laws commits anoffence.

(2) A person who commits an offence under subclause (1) is liable to -

(a) a penalty which is not more than $1000 and not less than -

(i) in the case of a first such offence, $100;

(ii) in the case of a second such offence, $200; and

(iii) in the case of a third or subsequent such offence, $500; and

(b) if the offence is a continuing offence, a daily penalty which is not more than $100 and not less than $50.

(Clause 126)

Schedule 1

City of Vincent

Health Act 1911

APPLICATION FOR REGISTRATION OF A LODGING HOUSE

To: Chief Executive Officer
City of Vincent

I/We, ...
(Full Name of Applicant/s)

of.....

.....
(Residential Address of Applicant/s)

apply for the registration of premises situated (or to be situated) at .....

.....

as a lodging house to be classified as -

- a lodging house;
- a short term hostel; or
- serviced apartments

(Specify which is to apply)

and for my name to be entered in the Register as the keeper of the lodging house.

DESCRIPTION OF LODGING HOUSE

Number of storeys: .....

Rooms for private use

	Number	Area
Laundries/toilets/bathrooms	.....	.....
Bedrooms	.....	.....
Dining Rooms	.....	.....
Kitchens	.....	.....
Sitting Rooms	.....	.....
Other (Specify)	.....	.....

Rooms for lodgers

	Number	Area
Bedrooms	.....	.....
Dining Rooms	.....	.....
Kitchens	.....	.....
Sitting Rooms	.....	.....
Other (Specify)	.....	.....

Sanitary Conveniences for male lodgers

Toilets	.....
Urinals	.....
Baths	.....
Showers	.....
Wash hand basins	.....

Sanitary Conveniences for female lodgers

Toilets	.....
Baths	.....
Showers	.....
Wash hand basins	.....

Laundry Facilities

Washtroughs	.....
Washing machines	.....
Drying cabinets or clothes lines	.....

Additional Details

(a) Lodgers' meals will be provided by the manager/keeper/lodgers.

(b) The keeper will/will not reside continuously on the premises.

(c) Name and occupation of proposed manager if keeper resides elsewhere -

.....

(d) There will be .....family members residing on the premises with the keeper/manager.

Application fee of $..... is attached.

.....
(Signature of Applicant/Director)

.....
(Date)

(Clause 127)

Schedule 2

City of Vincent

Health Act 1911

CERTIFICATE OF REGISTRATION OF A LODGING HOUSE

THIS is to certify that the premises situated at.....

.....

are registered as a Lodging House and classified as:

- a lodging house
- a short term hostel
- serviced apartments
- a recreational campsite

until 30 June..... , on the following conditions:

1. that ....., whose name is entered on the register of keepers of the City of Vincent, continues to be the keeper of the lodging house;

2. that..... , appointed by the keeper to be the manager of the lodging house, continues to be the manager of the lodging house;

3. that the Certificate of Registration is not sooner cancelled or revoked;

4. that the maximum number of rooms to be used as sleeping apartments for lodgers is ..... ; and

5. that the maximum number of lodgers accommodated on the premises shall not exceed .....

This Certificate of Registration is issued subject to the *Health Act* and Health local law of the City of Vincent and is not transferable.

Dated..... .....

.....

Chief Executive Officer
City of Vincent

Fee received: $.....

(Clause 129)

Schedule 3

City of Vincent

Health Act 1911

NOTICE OF CHANGE OF OWNER OF A LODGING HOUSE

To: Chief Executive Officer
City of Vincent

I/We,.....
(Full Name of Applicant/s)

of.....

.....
(Residential Address of Applicant/s)

am/are the new owner/s of premises situated at .....

.....

which are registered in the name of.....

.....

for the carrying on of the lodging house business.

.....
(Signature of Applicant/Director)

.....
(Date)

(Clause 147)

Schedule 4

City of Vincent

Health Act 1911

(Section 157)

REGISTER OF LODGERS

Location of Lodging House:.....

.....

Date of Arrival	Name	Previous Address	Signature	Room No.	Date of Departure

(Clause 148)

Schedule 5

City of Vincent

Health Act 1911

LIST OF LODGERS

The Chief Executive Officer
City of Vincent

The following is the name of every person who resided in the lodging house at

.....

on the ..... day of ....

(Signed) .....
(Keeper)

Date: .....

(Clause 149)

Schedule 6

City of Vincent

Health Act 1911

CERTIFICATE OF SLEEPING ACCOMMODATION

To:
.....
(Name of Keeper)

of .....
(Address of Keeper)

For the registered lodging house situated at:
.....

.....

This room, No....., can be used as a sleeping apartment (for sleeping purposes only) to accommodate not more than..... persons at any one time.

Date..... .....

.....
Environmental Health Officer

(Clause 149)

Schedule 7

City of Vincent

Health Act 1911

CERTIFICATE OF SLEEPING ACCOMMODATION FOR A LODGING HOUSE WITH MORE THAN 20 SLEEPING APARTMENTS

To:
.....
(Name of Keeper)

of .....
(Address of Keeper)

For the registered lodging house situated at:
.....

.....

The rooms listed below are not to be occupied by more than the number of lodgers or residents indicated below.

ROOM NUMBER: **MAXIMUM OCCUPANCY:**

Date..... .....

.....
Environmental Health Officer

(Clause 32)

Schedule 8

City of Vincent

Health Act 1911

APPLICATION FOR LICENSING OF A MORGUE

To: Chief Executive Officer
City of Vincent

I.....
(full name in block letters)

of.....

.....
(full residential address)

apply to license the premises listed below as a Morgue

Address of premises:.....

.....

Name of premises.....

.....

Dated this ..... day of ....

Application fee of $..... is attached.

.....
(Signature of Applicant/Director)

(Clause 32)

Schedule 9

CERTIFICATE OF LICENSING OF A MORGUE

This is to certify the following premises is licensed as a Morgue from the ..... day of ....

Address of premises:.....

.....

Name of premises.....

.....

Dated this ..... day of ....

.....

Chief Executive Officer
City of Vincent

(Clause 157)

Schedule 10

City of Vincent

Health Act 1911

APPLICATION FOR CONSENT TO ESTABLISH

AN OFFENSIVE TRADE

To: Chief Executive Officer
City of Vincent

I/We,

.....
(Full Name of Applicant/s)

of.....

.....
(Residential Address of Applicant/s)

apply for consent to establish an offensive trade being

.....
(Description of Offensive Trade)

in or upon.....
(Location of the Dwelling House or Premises)

Notice of my/our intention to make this application was advertised in

.....

.....

on
.....
(Date of Advertisement)

Plans and specifications of the buildings proposed to be used or erected in connection with the proposed offensive trade are attached.

.....
(Signature of Applicant/Director)

.....
(Date)

(Clause 159)

Schedule 11

City of Vincent

Health Act 1911

APPLICATION FOR REGISTRATION OF PREMISES FOR OFFENSIVE TRADE

To: Chief Executive Officer
City of Vincent

I/We,.....
(Full Name of Applicant/s)

of.....

.....
(Residential Address of Applicant/s)

apply for registration, for the year ended.....

of .....
(Location of Premises)

being premises in or upon which there is (or is to be) carried on an offensive trade, namely .....

.....
(Description of Offensive Trade)

under the business name of .....

The prescribed registration fee of $..... is attached.

.....
(Signature of Applicant/Director)

.....
(Date)

(Clause 160)

Schedule 12

City of Vincent

Health Act 1911

CERTIFICATE OF REGISTRATION OF PREMISES FOR OFFENSIVE TRADE

This is to certify that the premises situated at .....

.....

of which .....

is the occupier, are registered for the carrying on of the trade of .....

.....

Trade Name .....

This registration expires on the ....

Dated this ..... day of ....

.....

Chief Executive Officer
City of Vincent

This Local Law was passed at the meeting of the Council of the City of Vincent held on 10th August 2004.

The Common Seal of the City of Vincent was affixed in the presence of —

IAN KER, Acting Mayor

JOHN GIORGI JP, Chief. Executive Officer

on this 19th day of August 2004.

Consented to —

Dr MARGARET STEVENS **Executive Director Public Health**

Dated this 1st day of October 2004.

Attachment 2: Review of poultry keeping laws in WA and across Australia

WA	
State wide	None. Managed under local law
Town of Cambridge	**Animals Local Law 2016** • Maximum of 6 poultry unless a member of a poultry club where maximum is 12 poultry. • Poultry must: (a) be situated 10m away from house, public building, food premises or public place (b) kept in a properly constructed/secure enclosure, impervious floor (c) not kept within 1m of any property boundary (d) maintained in a clean condition (e) feed stored in vermin proof containers (f) yard must be at least 30m^2 • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $200 • Local government may direct a person to remove structure/enclosure. • Authorised person may direct owner of occupier to abate a nuisance caused by birds.
City of Albany	**Animals Local Law 2020** • Maximum of 6 poultry unless a member of a poultry club where maximum is 12 poultry. • Poultry must: (a) kept in a properly constructed/secure enclosure, impervious floor (b) maintained in a clean condition (c) feed stored in vermin proof containers (d) do not cause a nuisance • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $150 • Local government may direct a person to remove structure/enclosure. • Authorised person may direct owner of occupier to abate a nuisance caused by birds.
Town of Bassendean	**Animals, Environment, Nuisance and Pests Local Law 2019** • Maximum of 12 poultry. • Poultry must: (g) be situated 9m away from house, public building, food premises, public place (h) kept in a properly constructed/secure enclosure, impervious floor (i) At least 1.2m from property boundaries (j) 2m^2 per poultry (k) maintained in a clean condition • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $250 • Authorised person may direct a person to remove structure/enclosure. • Authorised person may direct owner of occupier to abate a nuisance caused by birds.

City of Mandurah	**Animals, Environment and Nuisance Local Law 2010** • Maximum of 12 poultry. • Poultry must: (a) be situated 9m away from house, public building or food premises (b) not approach within 15m of public street, public building (c) kept in a properly constructed/secure enclosure, impervious floor (d) maintained in a clean condition • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $250 • Birds cannot create a nuisance
City of Armadale	**Environment, Animals And Nuisance Local Laws 2002** • Maximum of 20 poultry. • Poultry must: (a) be situated 9m away from house, public building or food premises (b) not approach within 15m of public street (c) kept in a properly constructed/secure enclosure, impervious floor (d) not kept within 1m of any property boundary (e) maintained in a clean condition • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $100-$250 depending on offence • Authorised person may direct a person to remove structure/enclosure. • Authorised person may direct owner of occupier to abate a nuisance caused by birds.
City of Gosnells	**Public Health Local Law 2017** • No more than 6 poultry zoned residential • Poultry must: (a) be situated 9m away from residential building (b) not approach within 9m of public place (c) kept in an enclosure maintained in a clean condition
South Australia	
State wide	**Local Nuisance and Litter Control Act 2016** • No local laws just state wide legislation • Captures nuisance cause by animals (includes insects) - unreasonably interferes with or is likely to interfere unreasonably with the enjoyment of the area by persons occupying a place within, or lawfully resorting to, the area • Local government can issue a Notice to deal with the nuisance
City of Salibury	Guidelines: • Poultry must: (a) 1m from a fence (b) 1.5m from others structures (c) 12m from a street (d) kept in an enclosure maintained in a clean condition Most local governments just have guidelines to deal with keeping of poultry
City of Marion	Guidelines: • No restrictions on numbers • Must not cause a nuisance

Victoria	
Bayside City Council	**Consolidated Local Law Number 2: Neighbourhood Amenity 2012** • No more than 10 poultry • 1.5m from boundary • 10m from any dwelling • Kept in a clean condition • Food kept in a rat proof receptacle
Frankston City Council	**Community Local Law 2020** • No more than 8 poultry • Must be kept in clean condition
Hobson's Bay City Council	**Community Local Law 2015** • No more than 10 poultry (not permitted in a flat or unit) • 1.5m from boundary • 10m from any dwelling • Kept in a clean condition • Food kept in a rat proof receptacle
Boroondara	**Amenity Local Law** • No more than 4 poultry • Kept in clean condition • Not cause a nuisance
Maribyrnong	**General Purposes Local Law 2015** • No more than 10 poultry (not permitted in multi-residential dwelling) • 18m from road to which land has frontage • Kept in a clean condition • Not cause a nuisance • Food kept in a rat proof receptacle
ACT	
State wide	**Animal Welfare Act 1992 & Code of Practice for Welfare of Poultry (Non-Commercial) 2010** • Minimum floor/run area of 3 m2 for housing up to six bantams or three large birds. Additional birds will require additional space at the ratio of 2.5 birds / m2. An Increase in enclosure size of 0.4 m2 for every large bird and 0.3 m2 for every small bird is recommended **Public Health Act 1997** • Deals with insanitary or unhygienic conditions **Domestic Animals Act 2000** • Deals with animal nuisance
	No local laws

NSW	
State wide	**Local Government (General) Regulation 2005** • Not to create a nuisance • Free from offensive odours • Not kept within 4.5m (or greater distance as determined by Council) of a house, public hall, school or premises used for manufacture, preparation, sale or storage of food • Enclosed yard to prevent escape • Coop must be paved **State Environmental Planning Policy (Exempt and Complying Development Codes) 2008, part 2, subdivision 21** • The chicken coop must be: ○ limited to a floor area of 15m2 ○ a maximum height of 3m above ground level (existing) ○ located in the rear yard ○ limited to one per property ○ a distance from the boundary of 3m ○ located at least 4.5m from any dwelling, public hall, school or premises used for the manufacture, preparation, sale or storage of food ○ made of materials that blend with the environment and be non-reflective ○ adequately drained ○ paved with concrete, mineral asphalt, or situated on clean sand underneath the roosts or perches ○ occupied by no more than 10 fowls or poultry.
QLD	
Brisbane City Council	**Animal Local Law 2017** • Livestock permit required • Maximum 6 poultry on block less than 800m2 • More than 1m from any dividing fence • Kept in an enclosure to prevent wandering • Must not have an adverse impact on— (a) the ability of occupiers of other premises in the locality to carry out the ordinary activities of the relevant locality; or (b) amenity of the relevant locality; or (c) health or safety of people or other animals.
Gold Coast City Council	**Subordinate Local Law No. 12 (Animal Management) 2013** • Permit required for multi-residential premises • No domestic hen to be kept on property 600m2 or less • More than 6 domestic hens permitted on property between 601m2 and 2000m2 but must provide 100m2 per bird • located 1m from property boundary • Not located within 10m of residence
Sunshine Coast Regional Council	**Subordinate Local Law No 2 (Animal Management) 2011** • Permit required for multi-residential premises • Maximum 6 poultry to be kept on property less than 800m2 • located 1m from property boundary • Not located within 6m of residence of adjoin property

Review of bee keeping laws in WA and across Australia

WA	
State wide	**Local Government Act 1995** Power to issue Notice under section 3.25: 11. Remove bees that are likely to endanger the safety of any person or create a serious public nuisance.
Town of Cambridge	**Animals Local Law 2016** • Permit not required to keep bees • Requires sufficient water supply on the land • No more than 2 hives on a lot • Each hive must be: (a) 15m from any building (b) 15m from a public place (c) 5m from boundary of the lot (d) enclosed on all sides by a fence, wall or other enclosure • A person must not allow bees or bee hives to be kept which create a nuisance. **nuisance** means— (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law; (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or (c) interference which causes material damage to land or other property on the land affected by the nuisance; • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $200 • Authorised person may direct a person to remove hives within a specified time in a Notice.
City of Stirling	**Bee Keeping Local Law 2008** • Permit not required for keeping under 3 hives • Must be a registered beekeeper under *Biosecurity and Agriculture Management (Identification and Movement Stock and Apiaries) Regulations 2013* (unless exempt) • Each hive must be: (l) 10m from footpath, street, private street, public place (m) the bee hive is screened or positioned in such a manner as to ensure, as far as practicable, that the bees do not create a nuisance* or threat to people in the locality or the public in general **Nuisance is not defined* • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $200 • City may direct a person to remove hives within a specified time in a Notice.

Town of Bassendean	**Bee Keeping Local Law 2018** • Permit required unless being kept for short term use (for a continuous period not exceeding 8 weeks in a 12 month period), for the purpose of pollinating crops or on Crown land. • Requires sufficient water supply on the land. • No more than 2 bee hives on land less than 2000m^2. • Permit holder must be a registered beekeeper under *Biosecurity and Agriculture Management (Identification and Movement Stock and Apiaries) Regulations 2013* (unless exempt) • A person must not allow bees or bee hives to be kept which create a nuisance. **nuisance** means— (a) an activity or condition which is harmful or annoying and which constitutes a reasonable basis for legal liability in the tort of public or private nuisance at law; (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or (c) an interference which causes material damage to land or other property on the land affected by the interference • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $100 • Authorised person may direct a person to remove hives within a specified time in a Notice.
City of Armadale	**Environment, Animals And Nuisance Local Laws 2002** • Permit required unless being kept in a rural zone, for short term use (for a continuous period not exceeding 8 weeks in a 12 month period), for the purpose of pollinating crops or on Crown land. • Requires sufficient water supply on the land • Permit holder must be a registered beekeeper under *Biosecurity and Agriculture Management (Identification and Movement Stock and Apiaries) Regulations 2013* (unless exempt) • Each hive must be: (a) kept at a distance specified by the Council from any thoroughfare, public place or boundary of the land (b) located near a screen or other barrier so as to prevent the bees flying low over a thoroughfare, public place or adjoining land (c) No more than 2 bee hives on land less than 2000m^2 • A person must not allow bees or bee hives to be kept which create a nuisance. **nuisance** means— (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law; (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or (c) interference which causes material damage to land or other property on the land affected by the interference. • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $100 • Authorised person may direct a person to remove hives within a specified time in a Notice.

City of Gosnells	**Public Health Local Law 2017** • Permit not required to keep bees • Requires sufficient water supply on the land • Must be a registered beekeeper under *Biosecurity and Agriculture Management (Identification and Movement Stock and Apiaries) Regulations 2013* (unless exempt) • Each hive must be: (n) 9m from building on other lot (o) 9m from footpath, street, private street, public place (p) 5m from boundary of the lot. • No more than 2 bee hives on land less than 2000m^2 • A person must not allow bees or bee hives to be kept which create a nuisance. ***nuisance*** means – (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law; (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or (c) interference which causes material damage to land or other property on the land affected by the interference; • Offence penalty = $5000 with $500 daily penalty / Modified penalty = $150 • Local government may direct a person to remove hives within a specified time in a Notice.
South Australia	
State wide	**Livestock Act 1997** • *Registration of beekeepers* **Local Nuisance and Litter Control Act 2016** • No local laws just state wide legislation • Captures nuisance cause by animals (includes insects) - unreasonably interferes with or is likely to interfere unreasonably with the enjoyment of the area by persons occupying a place within, or lawfully resorting to, the area • Local government can issue a Notice to deal with the nuisance • Provision of water within 200m of a hive is required in the Livestock Regulations 2013 (made under the Livestock Act 1997)
Victoria	
State wide	**Livestock Disease Control Act 1994** • *Registration of beekeepers* **Livestock Disease Control Regulations 2017** **Victoria Apiary Code of Practice 2011** • Provision of water on the land • Number of hives ○ 1 hive on land 500m^2 or less ○ 2 hives on land 501m^2 to 1000m^2 • If a bee flight-path interferes with the use of neighbouring land a bee proof barrier (such as trees, hedge, fence, building) must be assembled. • Deals with nuisance bees
City of Greater Shepperaton	**Local Law Number 1: Community Living Local Law 2018** • Permit not required to keep bees on private land • Authorised officer may direct a person to relocate hive (e.g. safety concern)
	Could not find any other metro local government with a local law on bees.

ACT	

State wide	**Animal Diseases Act 2005**
	• *Registration of beekeepers*
	Code of Practice for Beekeeping in Residential Areas
	• Provision of water on the land
	• Number of hives
	  ○ 2 hives on land 600m² or less
	  ○ 4 hives on land up to 1000m²
	• Deals with nuisance bees

NSW	

State wide	**Biosecurity Act 2015**
	• Managers dangers to public health & safety
	Beekeeping Code of Practice for NSW
	• Provision of water on the land
	• Number of hives
	  ○ 2 hives on small block (not defined)
	  ○ 4 hives on average block (up to 1000m²)
	• Flight paths should be above 2m when crossing property boundaries

City of Parramatta	**Local Orders Policy** • Provision of water on the land • Maximum 4 hives
	Could not find any other metro local government with a local law/policy on bees.
QLD	
State wide	**Biosecurity Act 2014** • *Registration of beekeepers*

Logan City Council	**Local Law No. 4 (Animal Management) 2002**
	• General requirement to not cause a nuisance
	Subordinate Local Law No. 4.1 – Animal Management 2002
	• Number of hives
	  ○ 0 hives on property less than 600m²
	  ○ 1 hives on property 600m² up to 1000m²

Gold Coast City Council	**Subordinate Local Law No. 12 (Animal Management) 2013** • Permit required to keep bees unless registered beekeeper, member of beekeepers association that has an approved Code of Practice • Must not cause a nuisance • Not located within 10m of adjoining premises

Sunshine Coast Regional Council	**Subordinate Local Law No 2 (Animal Management) 2011**
	• Must not cause a nuisance
	• Number of hives
	  ○ 0 hives on property less than 400m²
	  ○ 2 hives on property 400m² up to 1000m²

BEST PRACTICE GUIDE FOR URBAN BEEKEEPERS – WA APIARIST SOCIETY	
Guidelines Best-Practice Guidelines for Urban Beekeeping	• Number of hives – Maximum of two for properties up to 400m² and four for properties between 400m² and 1,000m², noting the following: ○ Good management involves splitting the hives which involves retaining the original and split hive for a period of no longer than three months. ○ These are maximum numbers and configuration of beekeepers property versus neighbour's property, including gradient and vegetation should be considered. • Hive positioning – Quiet sunny area with entry facing north-east direction, minimum allowance of 30cm between hive entry and fence where the solid fence height is a minimum of 1.8m. Otherwise a 3m boundary setback is required. Not positioned near windows and doors as bees can be attracted to bright lights. • Flight paths – Bees establish a distinct route, and this should be well clear of adjoining properties or public areas. • Water provision – Required close to hives (preferred within 5m) to avoid travelling to nearby swimming pools, bird baths and taps which can cause a nuisance to neighbours. • Notification to neighbours – This is encouraged.

9.4 RESPONSE TO PETITION RELATING TO ODOUR FROM 7 GRAMS CHICKEN, NOS. 212-214 LAKE STREET, PERTH

Attachments: **1. 212-214 Lake Street - Odour Nuisance from 7 Grams Chicken Cafe - Final Report from OPAM Consulting**

RECOMMENDATION:

That Council NOTES the response to the petition relating to odour from 7 Grams Chicken.

PURPOSE OF REPORT:

To advise of action taken in response to the petition relating to odour from 7 Grams Chicken, Nos. 212-214 Lake Street, Perth, tabled at the Ordinary Meeting of Council on 22 June 2021.

BACKGROUND:

The history of the matter and proposed course of action was reported to the Ordinary Meeting of Council on 27 July 2021.

DETAILS:

Since the petition was received the City has taken the following action:

Odour investigation

1. An independent environmental odour consultant has been appointed;
2. All petitioners were invited to attend a meeting with the odour consultant held on 15 July 2021, where nine residents attended;
3. All residents who attended the 15 July 2021 meeting have been provided fortnightly updates on the progress of the investigation;
4. The odour consultant has verified the concerns of the residents and provided a report. This report can be viewed at **Attachment 1.** The maps showing the locations of the complainants have been redacted for privacy reasons;
5. Legal advice has confirmed that the City can issue a Notice under the *Health (Miscellaneous provisions) Act 1911* (Health Act Notice); and
6. The City has issued a Health Act Notice requiring the business to stop emitting odours from the exhaust stack.

A Health Act Notice has not previously been used to address odour concerns from food businesses within the City of Vincent. While the odour consultant has suggested a solution that increases the dilution of the exhaust air at the point of discharge, the Health Act Notice allows the business to engage suitable experts or contractors to address the issue as alternative solutions may exist.

The current flume requires and has not received planning approval. The business has been required to address this matter at the same time as complying with the Health Act Notice.

Planning use investigation

Following enquires regarding the approved use of the premises, the City's Officers completed a detailed assessment of approval records for the property.

At the Ordinary Meeting of Council on 7 October 2008, Council granted conditional approval for a Change of Use from Shop to Eating House and Ancillary and Incidental Shop and Associated Alterations (Application for Retrospective Approval).

Since that time, there has been some amendments to the approval including re-consideration of cash-in-lieu and an increase in trading hours. Most recently, a Section 40 certificate was issued under the *Liquor Control Act 1988*, which confirmed compliance with relevant planning laws on 4 November 2020.

The City's Officers have visited the premises several times at different times and days to assess the proportion of dine-in vs take-away customers. This is because the City's Local Planning Scheme No. 2 defines 'fast food outlet' and 'restaurant/café' as follows:

> ***restaurant/café*** *means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licensed under the Liquor Control Act 1988.*
>
> *1. **fast food outlet** means premises, including premises with a facility for drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten –*
> *2. a) without further preparation; and*
> *3. b) primarily off the premises.*

The definition of these uses differ in where the food is 'primarily' eaten; that is, on or off premises. The planning use investigation has assessed whether the business is primarily serving dine-in customers or take away customers.

This investigation has found that the business is primarily serving food that is consumed on premises and operating within its approved planning use, being a restaurant / café, and no further action can be taken by the City in relation to this matter.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

- *Health (Miscellaneous Provisions) Act 1911;*
- *City of Vincent Health Local Law 2004;*
- *Building Act 2011;*
- National Construction Code;
- Local Planning Scheme No. 2; and
- Australian Standard 1668.2-2012 – The use of ventilation and air conditioning in buildings.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to consider this report.

STRATEGIC IMPLICATIONS:

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

<u>Innovative and Accountable</u>

Our community is aware of what we are doing and how we are meeting our goals.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

The costs of the odour consultant's and legal advice services have been met through the City's existing operational budget.

OPAM Consulting
Odour Process Audit Management

Food business odour complaints
212 - 214 Lake Street, Perth

Odour impact verification and possible mitigation

Prepared for:

City of Vincent

September 2021

OPAM Consulting

Project: Food business odour complaints
212-214 Lake Street, Perth

Scope of Work Odour impact verification and possible mitigation

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Client: City of Vincent

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REVISION HISTORY

Project Number:	OPAM 21062811			
Report Title:	Food business odour complaints, 212-214 Lake Street, Perth Odour impacts, causes and possible mitigation			
Revision #	**Date**	**Author**	**Submitted to client**	
			Copie(s)	**Date**
v0 Draft	10/09/21	Philippe Najean	1 – Electronic (email)	10/09/21
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Table of Contents

1 Introduction 3
1.1 Context 3
1.2 Scope of work 3
2 Restaurant exhausts and vicinity 4
2.1 Restaurant exhausts 4
2.2 Restaurant's vicinity 4
3 Meeting with residents 5
4 Odour patrols 6
4.1 OP #1 – Sunday 11 July 2021 – 13.15 to 14.00 8
4.2 OP #2 – Monday 19 July 2021 – 19.30 to 20.40 10
4.3 OP #3 – Wednesday 21 July 2021 – 20.45 to 21.05 11
4.4 OP #4 – Monday 9 August 2021 – 20.10 to 21.00 12
4.5 OP #5 – Thursday 12 August 2021 – 19.10 to 19.50 13
4.6 OP #6 – Monday 16 August 2021 – 18.30 to 18.50 14
5 Downwash and wake effect 15
6 Review of the extraction network and efficiency 18
7 Conclusion about odour impacts and reasons identified 18
8 Review of mitigation options 19

List of Figures

Figure 1: Former and new fume exhausts from the restaurant 4
Figure 2: Vicinity of the restaurant 5
Figure 3: Odour impacts on Sunday 11 July 2021 – 13.10 to 14.00 9
Figure 4: Odour impacts on Monday 19 July 2021 – 19.30 to 20.40 10
Figure 5: Odour impacts on Wednesday 21 July 2021 – 20.45 to 21.05 11
Figure 6: Odour impacts on Monday 9 August 2021 – 20.10 to 21.00 12
Figure 7: Odour impacts on Thursday 12 August 2021 – 19.10 to 19.50 13
Figure 8: Odour impacts on Monday 16 August 2021 – 18.30 to 18.50 14
Figure 9: Downwash effect when wind impacts a building 15
Figure 10: Stack and building downwash effect 15
Figure 11: Grounding plume under a SE/SW wind 16

Figure 12: Vertical rise of the plume under no to very light wind 17
Figure 13: Sequence #1 – plume pushed down by downwash effect..... 17
Figure 14: Sequence #2 – plume pushed down by downwash effect..... 18

List of Tables

Table 1: Odour intensity scale. 7
Table 2: wind and temperature conditions during the 6 OPs 7

List of Appendices

Appendix 1: Complainant's log about the locations of other complainants..... 2
Appendix 2: Locations of the complainants 3
Appendix 3: Black stain on the roof around the new stack 4

1 Introduction

1.1 Context

Several odour complaints have been lodged against 7 Gram Chicken Café ("restaurant"), a business located at 212-214 Lake Street, Perth that opened in November 2020. The business specialises in deep fried chicken and other fried foods.

The restaurant building is surrounded by town houses, with a large hotel located south of the restaurant.

Following the initial complaints received in November 2020, the business has been requested to review the location and height of the exhaust used to send the kitchen fumes into the atmosphere.

A new extraction network was designed, and a new exhaust stack was installed in May 2021. The tip of the new stack is higher than the previous ones, and the exhaust air is extracted at 10 m/s to the atmosphere.

However, complaints have continued after the installation of the new exhaust. The City of Vincent has been trying to understand the issue to provide some responses to the concerned residents.

1.2 Scope of work

The City of Vincent contracted OPAM Consulting to investigate and collect information that will confirm the odour impacts, explain the reasons of these impacts and possibly advise about options to mitigate emissions.

For this engagement, OPAM Consulting:

- reviewed the location, context, topography and landscape of the area where the restaurant is located;
- performed 6 odour patrols to confirm the presence of odour impacts from the restaurant stack exhaust;
- research information about the wind patterns that may be expected in the given landscape conditions that would impact plume trajectories;
- liaised with the owner and the company that designed and installed the new extraction network and exhaust stack to gather information about the specifications of the air extraction structure;
- investigated possible high-performance filters that capture oil and grease particles to replace the filters currently installed in the hood;
- performed two smoke tests to assess the plume trajectory under different wind conditions and to verify the dragging performance of the air at near distance from the hood.

2 Restaurant exhausts and vicinity

2.1 Restaurant exhausts

The restaurant is located at 212-214 Lake Street, Perth.

The restaurant specialises in deep fried chicken and other foods which are immersed into baths of oil. The kitchen is also equipped with a stove where food is prepared in pans. The oil baths and the stove are covered by a large hood equipped with four Honeycomb grease filters (size 495mmx395mm).

Odours are generated from cooking by-products which can be in the form of gas or particles.

Figure 1 presents the previous location of the kitchen exhausts and the new stack.

Initial exhausts of the cooking were located on the southern side of the building and were less than a meter high (left aerial photo on **Figure 1**).

When odour complaints started occurring, it was identified that emissions at a higher level may be necessary to create more dispersion of the plume. The two kitchen exhausts were plugged. The extraction network was re-designed to direct the exhaust fumes towards a new stack located on the northern side of the roof.

The stack height is 3.2m from the roof level, with a cross section at the tip of 450mmx450mm in size. The velocity of the exhaust air at the outlet of the stack is 10 m/s.

Figure 1: Former and new fume exhausts from the restaurant

2.2 Restaurant's vicinity

The restaurant is located within a residential area at the corner of Amy Street and Lake Street. **Figure 2** presents a 3D view of the residential area with the restaurant outlined in yellow.

The restaurant is a one-storey building that shares a wall with a town house on the northern side.

Most of the surrounding residential houses are only one-storey buildings of similar height than the restaurant building.

However, the Northbridge hotel is a much larger and taller building located to the south of the restaurant across Amy Street.

There are a few scattered trees across Amy Street.

Figure 2: Vicinity of the restaurant

3 Meeting with residents

A meeting with the residents impacted by odours from the restaurant was held at the City of Vincent Administration and Civic Centre on the 15th of July 2021.

The residents provided information about their experiences, the type of odours they have been exposed to and the conditions and periods during which this odour was most frequently experienced.

An attendee provided a map where he identified every house that has lodged an odour complaint related to the restaurant emissions (see **Appendix 1**).

Appendix 2 presents a map with red dots that point out where some of the attendees reside. The red line indicates sections of streets where odours were identified while residents were walking.

Appendix 3 presents a document provided by a resident showing a black stain on the roof around the new stack.

The company that installed the new extraction ducting and stack was contacted. The dark stain is from the waterproofing that was put in place to avoid leaks following the installation of the stack. This stain is not related to any leaks of the exhaust fumes from the ducting or the fan. The whole ducting (ceiling cavity and roof) has been tested for leak detection including leaks at the flange joints. The ducting is correctly sealed, and a strong extraction can be felt at the level of the hood indicating an efficient extraction of the cooking fumes.

Some residents felt that odours have become worse with the new stack compared to the previous exhausts, especially when the wind is strong.

The main descriptors residents used to describe the odour were greasy, rancid, burnt and garlic like.

4 Odour patrols

Philippe Najean, director of OPAM Consulting, performed six odour patrols (OPs).

Philippe Najean has his olfactory sensitivity tested according to the ASNZS 4323.3 standard and has 20+ years of experience in the odour field monitoring.

OPs were undertaken following a methodology developed by Philippe when he was working for the Department of Water and Environmental Regulation (DWER). This methodology has since been used for odour impact investigations.

OPs were undertaken under different wind conditions (velocity and direction) and with no rain.

The six OPs were undertaken between 11th of July and 16th of August 2021.

When an odour is recognised, information is noted on its intensity and character (what it smells like).

There are 3 odour intensity levels, as shown in Table 1.

Table 1: Odour intensity scale.

Obvious	Odour is easy to recognise and is always noticeable without any effort or focus necessary. Odour can be described and may be attributed to a source.
Subtle	Odour is recognised, can be described, and may be attributed to a source. However, one may need to focus by standing still, inhaling into the wind, and concentrating to recognise it.
0	• No odour • Odour is below the recognition threshold in the field.

The six odour maps presented in **Figures 3 to 8** show the locations where the presence of an odour was monitored. Each map presents the result of one OP.

Table 2 provides the 10-min wind data extracted from the Bureau of Meteorology (BoM) Perth located at Mount Lawley (2.8km NE of the investigated area - https://www.weatherzone.com.au/station.jsp?list=ob&lt=site&lc=9225&of=of_o&ot=ot_b&ut=1&dt=09%2F08%2F2021).

Table 2: wind and temperature conditions during the 6 OPs

OP#1 – Sunday 11/7/21 – 13.10 to 14.00

Time	Wind dir	Wind spd	Wind gust	Tmp
		km/h	km/h	°C
14:00	NE	28	39	18
13:50	NE	30	33	18
13:40	NE	31	37	18
13:30	NNE	28	37	18
13:20	NNE	28	31	18
13:10	NNE	30	35	18
13:00	NNE	28	35	18

OP#2 – Monday 19/7/21 – 19.30 to 20.40

Time	Wind dir	Wind spd	Wind gust	Tmp
		km/h	km/h	°C
20:50	-	0	0	14
20:40	-	0	0	14
20:30	-	0	0	14
20:20	-	0	0	14
20:10	-	0	0	14
20:00	NNE	2	6	14
19:50	-	0	0	14
19:40	-	0	2	14
19:30	NNE	2	7	14

OP#3 – Wedn. 21/7/21 – 20.45 to 21.05

Time	Wind dir	Wind spd	Wind gust	Tmp
		km/h	km/h	°C
21:10	SSW	7	9	15
21:00	SSW	9	13	15
20:50	SSW	7	9	15
20:40	SSW	7	9	15
20:30	SSW	6	11	14

OP#4 – Monday 9/8/21 – 20.10 to 21.00

Time	Wind dir	Wind spd	Wind gust	Tmp
		km/h	km/h	°C
21:00	WNW	17	37	14
20:50	W	17	31	14
20:40	WNW	13	19	14
20:30	W	19	39	14
20:20	W	24	31	15
20:10	W	19	22	15
20:00	W	20	43	15
19:50	WNW	17	28	15

OP#5 – Thursday 12/8/21 – 19.10 to 19.50

Time	Wind dir	Wind spd	Wind gust	Tmp
		km/h	km/h	°C
20:10	-	0	0	11
20:00	-	0	0	11
19:50	-	0	0	11
19:40	-	0	0	11
19:30	-	0	0	11
19:20	-	0	0	11
19:10	-	0	0	12
19:00	-	0	0	12

OP#6 – Monday 16/8/21 – 18.30 to 18.50

Time	Wind dir	Wind spd	Wind gust	Tmp
		km/h	km/h	°C
18:50	ENE	4	6	19
18:40	ENE	6	7	20
18:30	ENE	7	13	20
18:20	ENE	9	13	20

4.1 OP #1 – Sunday 11 July 2021 – 13.15 to 14.00

The wind velocity was around 3-4m/s at ground level (measured with a handheld anemometer) and around 30 km/h (8 m/s) at the BoM weather station (10m from ground level). This difference is to be expected due to the friction and the topography at ground level.

With a NE-NNE wind, upwind measurements were carried out on the corner of Lake Street, Ruth Street and Edith Street. No odour could be recognised here.

Downwind of the exhaust stack of the restaurant, obvious “fried” and “oily” odour was recognised up to 50m from the stack. This same odour was recognised at a subtle level up to 75m from the stack.

It is likely that the plume emitted by the stack was caught in the cavity created by the wind blowing over the town houses to the north of the restaurant. This plume was then brought down (downwash or wake effect) onto Amy Street in this instance. This downwash / wake effect is explained in Section 5 of this report.

This phenomenon creates significant levels of odour at ground level due to the limited dilution of the plume between the emission and ground impacts.

Figure 3: Odour impacts on Sunday 11 July 2021 – 13.10 to 14.00

4.2 OP #2 – Monday 19 July 2021 – 19.30 to 20.40

There was barely any wind on site. Wind data for this day and this period in **Table 2** indicates no wind to very light wind with a NNE direction (trend).

With no wind during the assessment, no odour could be recognised in the streets within a 160m radius. The white lines in Figure 2 indicate the path that was patrolled with no odour recognised.

This demonstrates that the plume rises with enough momentum to disperse without any ground level impacts when there is no or very light wind.

Figure 4: Odour impacts on Monday 19 July 2021 – 19.30 to 20.40

4.3 OP #3 – Wednesday 21 July 2021 – 20.45 to 21.05

The wind was very light with velocities below 1 m/s at ground level. BoM wind conditions indicated a SSW wind of about 7km/h (about 1.5 m/s).

Under such light wind, an obvious odour was recognised close to the restaurant and subtle odours could be recognised at a distance up to 80m from the restaurant building.

Figure 5: Odour impacts on Wednesday 21 July 2021 – 20.45 to 21.05

4.4 OP #4 – Monday 9 August 2021 – 20.10 to 21.00

The wind was from a westerly (W) direction with a velocity between 1.5 and 3 m/s at ground level. The wind data from the BoM also showed a general W direction and velocities between 13 and 24 km/h (i.e. 3 – 7 m/s).

An obvious odour from the restaurant could be recognised at a distance up to 100m from the restaurant's stack, and a subtle odour at a distance up to 140m.

Under this wind velocity, the wind cavity that developed over the restaurant likely dragged the plume emitted at the stack, and then cascaded down into Ruth Street and Edith Street. Therefore, limited dilution occurred and odour from the restaurant could be recognised at obvious and subtle levels in this area.

Figure 6: Odour impacts on Monday 9 August 2021 – 20.10 to 21.00

4.5 OP #5 – Thursday 12 August 2021 – 19.10 to 19.50

There was barely any wind on site. Wind data in **Table 2** indicates no wind for the duration of this OP.

The same path as OP #2 was patrolled with the same results, i.e. no odour was recognised. With no wind during the assessment, no odour could be recognised in the surrounding streets within a 160m radius.

Figure 7: Odour impacts on Thursday 12 August 2021 – 19.10 to 19.50

4.6 OP #6 – Monday 16 August 2021 – 18.30 to 18.50

The wind was very light (maximum 1 m/s) from a NE direction recorded at ground level during this OP. The wind data from the BoM showed a general ENE direction and velocities between 4 and 9 km/h (i.e. 1 – 2.5 m/s).

With little to no wind, there was only one location with subtle odour from the restaurant recognised. The possible downwash effect was likely limited during this OP due to the low wind speed.

Figure 8: Odour impacts on Monday 16 August 2021 – 18.30 to 18.50

5 Downwash and wake effect

The dispersion of exhaust from a rooftop stack on a low-rise building in an urban environment has been investigated for years using field and wind tunnel experiments.

Figure 9 presents a drawing that provides a visualisation of the wind streamlines above a building hit by the wind. A cavity is formed at the top of the building before going down at the back of the building (building wake).

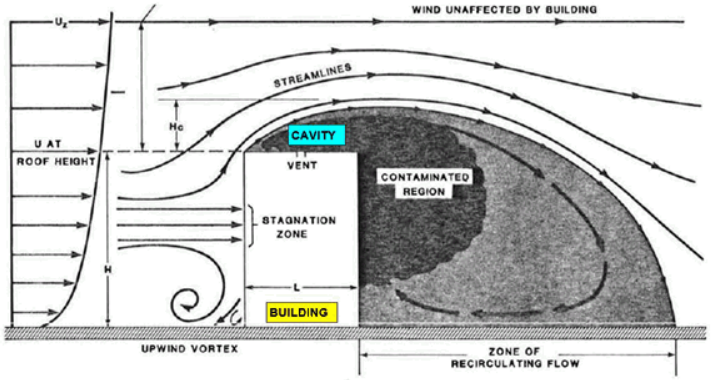
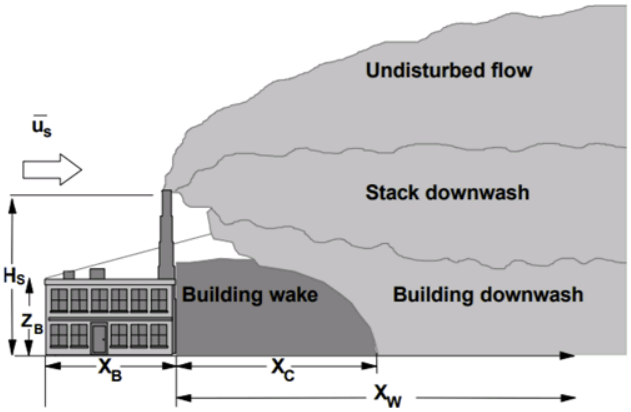


Fig. 1 Centerline Flow Patterns Around Rectangular Building[1,2]

Sce: 1981 Fundamental Handbook – Chap. 14, Airflow around buildings

Figure 9: Downwash effect when wind impacts a building

When a stack is installed on the roof of a building, stack downwash and building downwash occur downstream when they are hit by wind. An illustration of this phenomenon is provided in **Figure 10**.



Sce: Jaakko Kukkonon, Fininish Meteorological Institute, A dispersion modelling system for urban air pollution, January 1997

Figure 10: Stack and building downwash effect

Figure 10 illustrates what happens to emissions from the restaurant under westerly (W), northerly (N), and easterly (E) winds. The cavity is built at the level of the restaurant's roof or other surrounding residents' roofs. Then, the building wake (or zone of recirculating flow) takes place on either Amy Street (N wind), Lake Street (E wind) or Ruth Street (W wind). Once at ground level, any street, lane, and gaps between buildings will provide preferential pathways. This phenomenon is called the canyon effect and will transport the plume further away and possibly at an odour concentration level that can be recognised by residents.

Figure 11 shows a representation of a SE to SW wind affecting the plume emitted by the restaurant. Under these wind conditions, a cavity is formed at the top of the Northbridge hotel with the downwash effect happening at the back of the building (shown in yellow lines). Wind also travels around the side of the building and then rises above the roofs of the restaurant and residences between Amy and Ruth Streets (shown in blue lines). The building wake and zone of recirculation at the back of the building cascades down onto the roofs of the residences on the other side of Amy Street. As such, the plume emitted from the restaurant's stack is not able to rise but is pushed down to the roofs' level and then to the level of the surrounding streets (shown in red lines).

Figure 11: Grounding plume under a SE/SW wind

To be able to visualise the plume pattern at the stack, two smoke tests were organised at the restaurant. A large volume of dense smoke was injected at the level of the hood in the kitchen of the restaurant and pushed into the atmosphere at the stack.

The first test occurred on the 27th of August 2021. There was barely any wind, and it could be observed that the plume rose vertically to the atmosphere. This is what happened during OP #2, OP #5 and partly during OP #6. In this instance, the plume is diluted and either does not ground or if it does, the odour concentration in the plume is likely below the odour recognition threshold.

Figure 12 shows a photo of the plume rise under no or very light wind.

Figure 12: Vertical rise of the plume under no to very light wind

A second test occurred on the 2nd of September 2021 under a stronger WSW/SW wind (15 to 28 km/h). Under these wind conditions, the cavity above the Northbridge hotel cascaded down to Amy Street and onto the restaurant's roof. The plume emitted by the stack was caught in the downwash effect mainly due to the hotel building downwash effect. On Figures 13 and 14, the two sequences of photos show that the plume could not rise but was pushed down to the adjacent roofs. From the roofs and with the downwash effect at the back of the residences, the plume reached ground levels in the streets, lanes, or courtyards of surrounding residences.

Figure 13: Sequence #1 – plume pushed down by downwash effect

Figure 14: Sequence #2 – plume pushed down by downwash effect

6 Review of the extraction network and efficiency

During the smoke test on the 2nd of September, smoke was injected in the kitchen. It was observed that the smoke within 30-40 cm from the edge of the hood was sucked towards the hood at a velocity of several centimetres per second.

The smoke further away was also sucked towards the hood at a lower speed. However, the kitchen was clear of smoke within a period of less than 5 minutes.

This test demonstrated that the extraction efficiency of the hood is high.

There was no other point of smoke emissions at the stack other than at the tip, which confirms no leak within the extraction ducting between the hood and the stack.

The grease filters installed at the restaurant are Honeycomb grease filters 495mmx395mm in size. These filters are recommended for this purpose according to Australian Standards. A search for other types of filters with a potentially higher efficiency has not provided any other reference that would be suitable. The efficiency of capture of the current filters are among the highest existing on the market.

It was also confirmed that the filters are professionally cleaned every week to guarantee an ongoing effective capture of the grease particles and to avoid fire ignition risk.

7 Conclusion about odour impacts and reasons identified

The claims made by the residents about the odour impacts have been verified following six odour patrols performed in the vicinity of the restaurant under different wind conditions.

Suction of the hood and grease capture at the filters are performant. There is no leak in the ducting network installed to extract fumes from the restaurant's kitchen.

However, the air is still loaded with odorous compounds and remaining particles which can impact surrounding residences.

Odour impacts are driven by wind direction and velocity and are the result of downwash effects caused by all buildings in the area including the restaurant building.

8 Review of mitigation options

Mitigation solutions should always start at the source of the emissions and move downstream towards the end point of the emissions should no solution be identified upstream.

The extraction effectiveness of the hood has been verified. The grease capture efficiency is among the highest on the market. There is no leak in the ducting network installed for fumes extraction in the kitchen.

The next level of mitigation would be treatment technologies in the ducting network between the hood and the stack. OPAM Consulting tried to identify technologies that would treat the exhaust air prior to it being released into the atmosphere.

Possible options are cold plasma / UV ionisation system or ozone injection technologies.

However, these technologies will unlikely be a solution for the present issue. The reasons for this are:

- They require a significant upfront capital expenditure and a similarly important operational expenditure for electrical power and maintenance (frequent cleaning or spare parts) which may not be sustainable for this business structure;
- They all require some space to be installed which may not be available in the restaurant building;
- They were primarily designed for antimicrobial activity and decontamination, not for odour mitigation. Therefore, none of them will guarantee a high odour abatement efficiency; past information collected by OPAM Consulting has confirmed the limited efficiency of such technology installed within kitchen exhausts;
- Ozone based equipment requires a fine tuning to ensure that no ozone is released into atmosphere.

The following level of mitigation is related to the stack height and location on the roof.

The stack is 3.2m above the roof level and its tip is at 6.5m from ground level, but less than 1m above the apex of the restaurant's roof. This means that the plume will be subject to a downwash effect for any wind direction. To avoid the downwash effect of the plume, it is generally recommended to increase the height of the stack and/or change the location of the stack on the roof.

Increasing the height is not a viable option for the City of Vincent (planning issue).

It should be noted that an increase of the height of the stack by several meters would not solve the issue due to the presence of the large structure of the Northbridge hotel. The plume will still be emitted below the roof level of the hotel and will therefore be subject to the downwash effect of this building.

Due to the presence of the hotel, changing the location of the stack on the roof will not improve the situation either.

In summary, the extraction system is efficient, it is unlikely that a treatment technology will be an effective solution, and the stack cannot be modified.

The last possible solution would be an increased dilution at the stack prior to the fumes being emitted into the atmosphere. The current plume, once diluted by the air under the downwash phenomenon can still be recognised by the residents. A purposely increased dilution prior to emission into the atmosphere would create a plume with lower concentrations of odorous compounds. It is then expected that the dilution due to the downwash effect added to this initial dilution would suffice for the grounding air not to be recognised by the residents.

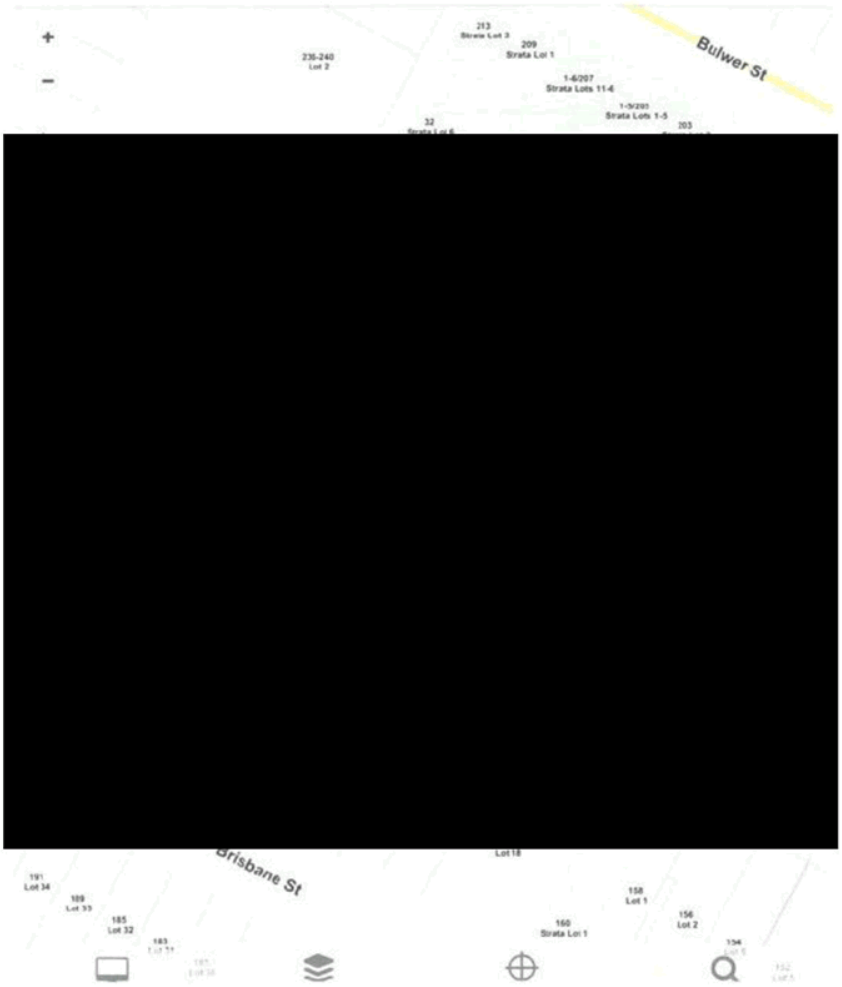
This solution would require an achievable and viable engineered design to create the dilution prior to any further consideration, as well as trials to assess efficiency.

APPENDICES

Appendix 1: Complainant's log about the locations of other complainants

This document was provided by a complainant during the 15/07/21 meeting.

Map from complainants received at 15/7/2021 meeting



2

Appendix 2: Locations of the complainants

This map was annotated by the attendees at the 15/07/21 meeting.

Appendix 3: Black stain on the roof around the new stack

This photo was provided by a complainant during the 15/07/21 meeting.

9.5 PUBLIC HEALTH PLAN 2020 - 2025 - ANNUAL REVIEW

Attachments:
1. **Annual Review - Public Health Plan - 2020-2025**
2. **Policy No. 3.8.11 - Shade and Sunsmart Policy**

RECOMMENDATION:

That Council:

1. **NOTES the annual review and progress towards the deliverables within the Public Health Plan 2020 – 2025, at Attachment 1; and**

2. **REPEALS Policy No. 3.8.11 – Shade and Sunsmart, as at Attachment 2.**

PURPOSE OF REPORT:

To update Council on the progress of the City's Public Health Plan 2020 – 2025 (PHP) following the first 12 months of its implementation.

BACKGROUND:

The PHP was adopted by Council on 20 October 2020. It sets out 41 deliverables to be implemented across five key pillars of public health, being:

1. Public Health Leadership;
2. Social Environment;
3. Built Environment;
4. Natural Environment; and
5. Health Protection.

DETAILS:

The first annual review of the 41 deliverables in the PHP has been completed. Actions and achievements relating to each deliverable is detailed in **Attachment 1**. These actions include one-off projects, multi-year programs and ongoing initiatives.

The status of each deliverable has been reported using one of the three categories in the following table:

Colour Code	Meaning
On Track	Deliverable is expected to be completed as originally planned
Not Started	Deliverable has not yet started
At risk	Deliverable is at risk of not being delivered or completed

Out of the 41 deliverables within the PHP, 34 deliverables (83 percent) are on track and seven deliverables (17 percent) have not been started. These deliverables are scheduled for implementation in future years.

PHP actions are tracked and measured through an Implementation Plan which is an administrative working document. It is intended to be a flexible and living document, allowing for new opportunities to be added as they arise over the life of the PHP. The Implementation Plan is under continuous review to facilitate effective and efficient progress.

Key highlights in 2020/2021 include:

- **Amendment to the City's Governance Framework** to ensure that the implications on the priority health outcomes of the PHP are considered in each decision by Council. This was in effect from December 2020 with priority health outcomes reported in 74 reports (out of 161 reports);

- Progress towards **Smoke Free Town Centres** by consulting the community and businesses on five draft smoke free Town Centre boundaries. Imagine Vincent captured 324 online responses and five information sessions were delivered by the Project Team within each Town Centre;

- Inclusion of clauses within the **draft Local Government Property Local Law 2021** to enable a smoke free area determination and a penalty for smoking in a smoke free area;

- Establishment of a **Local Drug Action Group** (funded by Mental Health Commission) in collaboration with City of Subiaco and City of Perth to develop strategies to reduce alcohol and other drug related harm in the community;

- Development of an **annual health and wellbeing communication plan** to inform and engage with the community on priority health topics for the City, which includes regular social media posts on health campaigns;

- Involvement in planning for the **Local Government Health and Wellbeing Group**. The purpose of the group is to facilitate knowledge sharing between local governments to achieve health promotion and community health and wellbeing outcomes for the local community;

- Delivery of a **Youth Engagement Summit** with discussion topics including resilience, mental health, compassion, social responsibility and the impact of social media on wellbeing;

- Completion of **Banks Reserve Active Zone** for all ages and abilities to enjoy;

- Increasing **female participation in sport** through City funding for Girls Come and Try Event (Mount Hawthorn Cardinals), Beach Volleyball for Mums (Beach Volleyball Hub) and Increase Young Girls Participation in Sport (Floreat Athena);

- Delivery of a **random act of kindness project** to our community that encouraged community connection and positive mental health and wellbeing;

- Published **case study** developed by Public Health Advocacy Institute of WA (funded by Healthway) on the process and journey City of Vincent took to developing the Public Health Plan; and

- Performed over 400 **COVID-19 inspections of contact registers and COVID Safe Plans** required for food businesses, public buildings and lodging houses since December 2020.

Next Steps in 2021/2022:

- Launch of **Smoke Free Town Centres** project, which will include the development of smoke-free signage, promotional material and a public awareness campaign and education sessions. The project is forecast to be launched in May 2022;

- Development of **healthy food and drink guidelines** for the City;

- Support and partner with external stakeholders to **deliver programs to seniors** including reducing injuries associated with falls;

- Explore options that would **prohibit the sale and consumption of tobacco and other products** under the planning framework;

- Develop strategies to **reduce alcohol and other drug related harm in the community** in collaboration with City of Subiaco and City of Perth through the Local Drug Action Group (funded by Mental Health Commission);

- Partner with Telethon Kid's Institute and East Metropolitan Health Service to trial a food outlets dietary risk assessment tool measuring **healthy food environments** in Vincent;

- Develop and promote resources that encourage **good communication between neighbours**, with consideration of the City's existing partnerships with organisations such as Neighbourhood Watch and WA Police;

- Explore networking opportunities to ensure meaningful engagement with **priority populations**; which include Aboriginal and Torres Strait Islanders, people living in low socioeconomic circumstances, people living with a disability, people experiencing homelessness, seniors and culturally and linguistically diverse populations;

- Continue to promote and deliver **events which celebrate cultural diversity** and reduce social isolation; and

- Incorporate public health awareness and risk management principles as part of the City's **environmental health services** continuous improvement.

Policy No. 3.8.11 – Shade and Sunsmart review:

Policy No. 3.8.11 – Shade and Sunsmart (the Policy) was adopted on 9 February 2010 and reviewed on 23 August 2016. The Policy has been reviewed in line with the City's Policy Document Register and Review Plan and the requirement of provisions outlined in clause 1.3 of the Policy Development and Review Policy.

The findings of Administration review has determined that there is no longer a requirement for this Policy as its objective is adequately delivered through the following:

- Public Health Plan 2020 – 2025;
- Policy No. 7.1.1 – Built Form Policy;
- Greening Plan 2018 – 2023;
- Public Open Space Strategy 2018;
- Work Health and Safety Policy; and
- Guidelines for Concerts, Events and Organised Gatherings (WA Department of Health 2009).

One of the long term health outcomes within the PHP is 'reduced exposure to ultraviolet radiation' and performance on this long term health outcome will be reported through the PHP.

CONSULTATION/ADVERTISING:

No community consultation is required for the repeal of the Policy.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to repeal Policy No. 3.8.11 – Shade and Sunsmart Policy.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our parks and reserves are maintained, enhanced and well utilised.
Our urban forest/canopy is maintained and increased.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.

Connected Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.
Our community facilities and spaces are well known and well used.
We are an inclusive, accessible and equitable City for all.

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

Sustainable Transport
Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased healthy eating

Increased mental health and wellbeing

Increased physical activity

Reduced injuries and a safer community

Reduced harmful alcohol use

Reduced exposure to environmental health risks

Prevent and control of communicable diseases

Reduced smoking

Mitigate the impact of public health emergencies

Promote screening and immunisation

Reduced exposure to ultraviolet radiation

FINANCIAL/BUDGET IMPLICATIONS:

In the 2020/2021 operating budget, $7,000 was allocated to the Public Health Plan with $4663.11 spent on projects and programs.

Funding for the PHP deliverables has been included in the City's 2021/22 budget. The PHP will be used to inform the City's Corporate Business Plan, Long Term Financial Plan and annual budgets.

Future initiatives and actions will be subject to Council consideration and/or external grant funding. External grant funding opportunities will continue to be sought as opportunities arise.

COMMENTS:

The City is committed to improving the health and wellbeing of our community, and the PHP is guiding the integration of a public health focus into existing services, programs and future public health initiatives over its lifespan.

Attachment 1 **Public Health Plan Annual Reporting - October 2021**

Table 1	**Public Health Leadership. City of Vincent Leading by example.**		
Priority Area	**Deliverable**	**Status**	**What have we achieved?**
Civic Leadership	1.1 - Incorporate public health, wellbeing and health equity principles and priorities into City policies, plans, reports, programs and activities.	**On Track**	• **Council Reports -** Priority health outcomes of the City's Public Health Plan 2020-2025 have been included in Council Report templates since December 2020. Training provided to City staff. Priority health outcomes included in 74 reports (out of 161 reports). • **Youth Action Plan.** The inclusion of an action to 'Identify opportunities to promote and support the mental health and wellbeing of our young people through partnerships with service providers'. • **Leederville Town Centre Place Plan -** The inclusion of Smoke Free Town Centre action within plan to 'deliver a smoke-free town centres project with involvement from the community, health partners, and local businesses'. • **Repeal of five health policies due to existence of the new PHP** – Safe Needle Syringe Collection and Disposal Strategy; Public Buildings - Use of Open Fires; Rodent and Vermin Control - Assistance to Ratepayers; Healthy Vincent; and Food Act 2008. • **Review of Shade and Sunsmart Policy -** The findings of Administration review has determined that there is no longer a requirement for this Policy as its objective is adequately delivered through a number of plans and policies including the Public Health Plan 2020 – 2025; Built Form Policy (7.1.1); Greening Plan 2018 - 2023; Public Open Space Strategy 2018; Work Health and Safety Policy; and Guidelines for Concerts, Events and Organised Gatherings (WA Department of Health 2009).
	1.2 - Pursue grant funding opportunities to increase the health and wellbeing of our community through projects, activities and services.	**On Track**	• **Youth Skate Facility - State** commitment to develop a Youth Skate Facility at Mount Hawthorn over the next four years. • **Active Zone at Birdwood Square** - State commitment in year 2023/24. • **Sport lighting upgrades to our public open spaces** - External funding commitments for sport lighting upgrades to our public open spaces - Leederville Tennis Club, Forest Park Croquet Club, Britannia Reserve and Forrest Park. • **State Graffiti Funding -** Received funding for targeted graffiti removal, education and deterrence initiatives.
	1.3 -Support a healthy and happy workplace for City staff with a focus on wellbeing and work life balance, and promote this approach to our stakeholders	**On Track**	• **Gold Recognition for Healthy Workplace WA.** Successful in receiving gold recognition in November 2020. Seven activities included Health Checks, Yoga, Breast Aware Workshops, Skin Checks, Flu Immunisation, Self Defence Courses and Mental Health first aid training. • **Subsidised Beatty Park Gym Memberships** available to City staff. • **Employee Assistance Program.** Counselling and support services available for all employees and their immediate families through People Sense.

Priority Area	Deliverable	Status	What have we achieved?
Advocacy	2.1 - Advocate to improve public health and wellbeing outcomes on behalf of our community to State and Federal government, agencies, private organisations and peak bodies for our priority population groups #	**On Track**	• **Statutory Review of the Western Australian Tobacco Products Control Act 2006.** City response submitted in October 2020. • **National survey of local government policies in relation to obesity prevention and healthy food environments (Global Obesity Centre and WALGA).** City survey response to local government healthy food policies in council owned sports and recreation facilities. • The City provides submissions to **Racing and Wagering WA** in relation to the social impacts of new gambling and liquor venues. • **Planning Reform - Phase 2.** City submission including the City requests the Department of Planning, Lands and Heritage and the Department of Health to work together to ensure the planning framework provides State and Local Governments opportunity to give public and environmental health and social impacts due regard as part of any planning decision in the interest of the community of Western Australia.
Public awareness and engagement	3.1 - Partner with external agencies and community groups on key projects and activities that empower and enable people to live healthy, happy and connected lives in Vincent	**On Track**	• **See deliverable 6.1 for more details of partnerships with external agencies.** • **Published case study** - Developed by Public Health Advocacy Institute of WA (funded by Healthway) on the process and journey City of Vincent took to developing the Public Health Plan. • **Two applications for Children's Environment and Health Local Government Policy Awards in 2020.** • **Injury Matters WA i**ncluded on funding panel for 'Stay on your Feet' falls prevention funding in December 2020.
	3.2 - Develop a communication plan to inform, engage and educate residents, visitors, businesses and community organisations on the priority health topics for Vincent	**On Track**	• **Annual health and wellbeing communication plan.** Plan developed with regular social media posts delivered on health campaigns including – Play it Safe Food Campaign, Asbestos Awareness week, R U OK? Day, Men's Health Week, International Women's Day and Heart Week. • **Library Health and wellbeing books.** Books available on wellbeing, self-development and resilience. Cook book of the month promoted at the Library and via social media. Stay at home book bags also offered to customers during COVID-19 closure of the Library.
Smoke-free Town Centres by 2025	4.1 - Design and implement a smoke-free Town Centre project which considers policy and regulatory options with involvement from health partners and local businesses.	**On Track**	• **Smoke Free Town Centre project plan completed.** • **Smoke Free Town Centre boundary community consultation -** Imagine Vincent captured 324 online responses and five information sessions were delivered within each Town Centre, with a proposal to be presented to Council in later 2021/early 2022. • **Local Government Property Local Law 2021.** Inclusion of a procedure to make a smoke free area determination and a penalty for smoking in a smoke free area. Feedback on the draft Local Government Property Local Law 2021 closed on 24 September 2021.
	4.2 - Deliver a public awareness campaign to focus on the benefits of smoke-free environments.	**Not Started**	**Commence in February 2022 to** • Develop of a variety of clear, friendly and effective smoke-free signage and promotional material • Communicate, promote and increase awareness of the harms of smoking, promote behaviour change and the benefits of quitting through a public awareness campaign and education sessions.

Priority Area	Deliverable	Status	What have we achieved?
Smoke-free Town Centres by 2025	4.3 - Review proposals to introduce new smoke-free environments on City owned land.	**Not Started**	**Commence in July 2022 to** • Audit future proposed public places that can become smoke-free within Vincent • Present to Council proposed public places to designate as smoke-free areas by resolution.

Table 2 **Social Environment - Strengthen community connections and champion physical, mental and social health and wellbeing of our community.**

Priority Area	Deliverable	Status	What have we achieved?
Healthy Eating	5.1 - Increase healthy food and drink options at City venues, public open spaces, events, festivals and community activities.	**On Track**	• **Hyde Park commercial kiosk tender** - Healthy food and drink options included in the tender and assessment criteria in August 2021. • **Healthy Food and Drink Guidelines** to commence in 2021/2022.
	5.2 - Promote and support healthy and sustainable food environments, particularly to our priority population groups.	**On Track**	• **Future Community Garden** - Incorporated into the Robertson Park Development Plan to support healthy and sustainable food environments • **Kyilla Farmers Market** - City supports annual waiver of certain fees and charges to support healthy and sustainable food environments
Community activities and programs	6.1 - Deliver and promote activities and programs that contribute to increased physical activity and mental health and wellbeing; including local sports, fitness, community groups and cultural activities.	**On Track**	• **Random Acts of Kindness project** - City staff contributed to 11 kindness activities delivered to our community over February 2021 that encouraged community connection and positive mental health and wellbeing. Activities included handing out flowers in our town centres, offering free passes to Beatty Park, writing kindness messages on paths in our parks, replanting town centre planter boxes in town centres and attaching words of kindness messages to transaction receipts at the Customer Service desk. • **Youth First Aid classes** - City provided funding to YMCA to deliver classes. • **Youth Mental Health Workshops.** Headspace delivered three workshops at Aranmore College to year 9's and 12's. • **Helping Minds workshops -** Three workshops delivered to 20 participants at the Library that focused on mental health and wellbeing. • **Skate clinics at Leederville Skate Park** - Partnership with Skateboarding WA. • **Youth Week Activities -** City delivered activities including BMX workshop at Brittania Reserve; Youth week awards and Budgeting workshop • **LiveLighter Information Day -** Workshops delivered to seniors in May 2021. • **Digital health literacy workshop.** Library received $500 grant from State Library to deliver workshop in August 2020. • **Yoga -** Free Yoga held at Mary Street Piazza in January 2021 • **NAIDOC Week** - Celebration with activities that focused on physical, mental and social health and wellbeing of our community.

Priority Area	Deliverable	Status	What have we achieved?
Community activities and programs	6.2 - Develop new and promote current initiatives that encourage residents to connect with their neighbours and local community, and encourage neighbour connection through the City's service delivery.	**On Track**	• **Vincent Community Support Network** - Network set up to help support vulnerable residents who may be at higher risk of being impacted by COVID-19 including seniors, immune-compromised, people with disability, socially isolated, CALD or Indigenous backgrounds.
Inclusive Communities	7.1 - Deliver and promote inclusive health and wellbeing programs and services, particularly through supporting stakeholders that provide health and community support to our priority population groups.	**On Track**	• **Books on Wheels service** - Catering for residents at 6 Nursing homes and 16 individual homes of vulnerable people including seniors over the age of 60 and people with disability. • **Meals on Wheels service** - Catering for 10 eligible residents through the City of Stirling Community Care 'Community Food Services' program. • **Angelfish program.** Inclusive swimming program at Beatty Park for people with a disability engaged with 14 participants • **Sport and recreation opportunities to the most hard to reach people in our community.** 103 organisations utilising Beatty Park Leisure Centre with their clients through RecLink.
	7.2 – Ensure meaningful engagement with our priority population groups that are at risk of or experiencing social exclusion and advocate for health equity within policies, programs and services.	**On Track**	• **Youth Engagement Summit.** Topics of discussions included resilience, mental health, compassion and social responsibility and the impact of social media on wellbeing. • Explore **networking opportunities** to ensure meaningful engagement with priority populations including young people.
	7.3 - Provide support to organisations working with people experiencing socio-economic hardship including homelessness	**On Track**	• **Leederville Gardens Trust - Nearly** $1 million has been provided to local service providers who are supporting the local community in a variety of areas including (but not limited to), financial assistance, food and shelter provision, mental health and outreach. • **Nyoongar Outreach Service** - Partnership Agreement to deliver service in the local area to people experiencing socio-economic hardship including homelessness. • **Rough Sleeper Count -** Participation in six monthly rough sleeper counts with City of Perth and other LGAs to identify and monitor trends. Supporting upcoming Connections Week coordinated by Ruah Community Services to actively map and survey homeless people in the area. Financial support was secured for the development of Safe night spaces for men and women which is currently being trialled within the City of Perth. • **Outreach Collaboration Meetings -** Purpose of the meetings are to bring inner city homeless outreach providers and other core support services together (including WA Police and Local Governments) to coordinate service provision to achieve greater outcomes. This includes general networking, sharing current service provision and scheduling, identifying hotspots, discussing service gaps, flagging safety concerns, sharing challenges and success stories. By attending, the City is supporting organisations working with people who are experiencing, or at risk of, homelessness.

Priority Area	Deliverable	Status	What have we achieved?
Inclusive Communities	7.3 - Provide support to organisations working with people experiencing socio-economic hardship including homelessness	**On Track**	• **Department of Communities Homelessness Working Group -** Purpose of the group is to focus on timely and coordinated response to emerging homelessness issues. By attending, the City is supporting organisations working with people who are experiencing, or at risk of, homelessness. • **Accreditation Process of Homeless Services in the Public Realm -** City involvement in the Homeless Framework Committee that works with providers and goodwill groups to provide services to people experiencing homelessness either at Moore Street Accreditation site or in a roving capacity, depending on approval. A person experiencing homelessness can access food, health services, hygiene services and donations of essential items at one place, one time.
Festivals and Events	8.1 - Deliver and promote festivals and events that encourage community connections, reduce social isolation and cultural barriers.	**On Track**	• **Five events supported by City funding** - Hyde Park Fair $15,000, Neon Picnic $5,000, City of Vincent Football Match $7,500, Pickle District After Dark $20,000 and Revelation Film Festival $20,000. These events are designed to encourage connection, participation and engagement which is important in supporting the mental health and personal wellbeing of our community. • **COVID Safety Plans for events.** City responsible for approving low and medium (COVID) risk events and communicating WA Department of Health requirements to event organisers. • The City's Health Services provided guidance and **assistance to Kyilla Farmers Market throughout COVID restrictions** to ensure the market continued through lockdowns and state-wide restrictions, as an essential service.
Sporting clubs, community groups and non-government organisations	9.1 - Build the capacity of local clubs, groups and organisations to deliver health and wellbeing activities and encourage participation of priority population groups including females in sport	**On Track**	• **Three programs supported to increase female participation in Sport** - City funded Girls come and try event (Mt Hawthorn Cardinals), Beach Volleyball for Mums (Beach Volleyball Hub) and Increase young girls participation in sport (Floreat Athena). • **Club development and support** - City appointed a Coordinator Club Development to support the 26 Sporting Clubs (ranging from winter season, summer season and all year round clubs). The Coordinator Club Development regularly communicates with all clubs to discuss issues, challenges and requests and to support club development, operational and facility management responsibilities. • **95 KidSport vouchers (KidSport program).** This program aims to reduce barriers to get more children in the local community playing sport and growing local clubs. 95 KidSport vouchers handed out in 2020 & 2021 totalling over $14,000 to support priority population groups play a range of sports in different clubs • **26 community and sporting groups waiver of rates -** City supports 26 community and sporting groups by waiving rates at City leased properties. These groups contribute to increased physical activity and mental health and wellbeing through local sports, fitness, community groups and cultural activities.

Table 3	Built Environment - Build, enhance and maintain well designed places and infrastructure to support the health, wellbeing and growth of our community.		
Priority Area	**Deliverable**	**Status**	**What have we achieved?**
City Buildings and facilities	10.1 – Incorporate public health principles including Healthy Active by Design into City plans and strategies to influence the planning, and development of the built environment	**On Track**	• **Project planned for 2022/2023 financial year** • **Crime Prevention Through Environmental Design** - Training provided to 15 City staff members.
	10.2 - Provide and promote welcoming and accessible facilities to encourage greater utilisation by our community and priority population groups	**On Track**	• **Beatty Park Leisure Centre** - Memberships total 3560 with 116 programs delivered weekly. New programs include Pilates and increasing Yoga classes. • **Beatty Park Indoor Pool -** Successful opening of upgraded indoor pool at Beatty Park in August 2021. • **55 leasing contracts with groups and organisations -** 7 leases with small community groups, 17 leases with local sporting clubs and community groups, 22 leases with state sporting organisations and commercial organisations and 9 leases with government organisations. • **55 bookable City facilities** - Bookable City facilities for community and sporting groups to access include 7 indoor facilities including pavilions and halls, 10 Sportsgrounds and 38 passive parks and reserves. • **Sporting infrastructure and funding.** Floodlight upgrades and changeroom upgrades, to assist clubs in growing their memberships (especially women and girls) and to encourage an increase in participation and physical activity levels. These include Leederville Oval (Subiaco Football Club & East Perth Football Club) unisex changerooms, Loftus Recreation Centre unisex changerooms. LED Floodlight upgrades include Forest Park Croquet, Club North Perth Tennis Club, Leederville Oval, Forrest Park (Perth Soccer Club) and Leederville Tennis Club.
Active Transport	11.1 - Develop a wayfinding strategy and promote programs to improve walkability of the City.	**On Track**	• **Accessible City Strategy** - Adoption of strategy in May 2020 with a vision to Create a safe transport environment; Ensure consistent accessibility and connectivity into, around and beyond Vincent; Promote environmentally friendly and healthy transport modes and initiatives; and Make it enjoyable for people to get around the local area. • **Wayfinding Plan** - Aspect Studios appointed as the preferred consultant to complete the Wayfinding Plan. The background analysis for the project is currently being undertaken. This will include a series of 'walk shops' with key stakeholders to gain a greater understanding of the local Vincent context and the unique character of each of the town centres. • **Safe Active Streets** - A Feasibility Study is being carried out for a new Safe Active Street proposed through North Perth / Mount Lawley. The route will connect the Hyde Park area to the Mount Lawley High School area. • **Cycle Parking and repair stations** - Over 450 parking rails and nine cycle repair stations maintained. Additional rails provided in response to demand or specific requests.

Priority Area	Deliverable	Status	What have we achieved?
Active Transport	11.1 - Develop a wayfinding strategy and promote programs to improve walkability of the City.	**On Track**	• **Wayfinding signs** - Seven new wayfinding signs will be installed on the Principal Shared Paths, funded by Department of Transport to improve walkability of the City. • **Wayfinding artwork** - To be installed on the Principal Shared Path near Richmond Street, funded through Department of Transport. • **Speed reduction -** Angove Street speed limit lowered from 50 to 40 through advocating to Main Roads WA. Implementation expected in September 2021. • **School Speed Zone** - Mount Hawthorn Primary School will extend their School Speed Zone.
	11.2 - Deliver programs and events that promote active transport to support the community to be more physically active.	**On Track**	• **Four Learn to Ride and Social Riding Courses -** Four cycling courses delivered over September to October 2020 and April to June 2021. These courses are designed for women who had never previously ridden or wanted to increase their confidence to ride independently. • **Two Bike Markets** - Two community Bike Markets held in October 2020 and March 2021 through Bicycles for Humanity.
Town Centres	12.1 - Deliver active spaces within our town centres to increase community connection	**On Track**	• **Parklets** - Two new parklets constructed in the Leederville Town Centre to increase community connection • **Vibrant Public Spaces Policy** - Community consultation undertaken in early 2021 to determine the community's current attitude towards parklets and how these spaces should evolve in the future. The City is in the process of drafting the Vibrant Public Spaces Policy which will provide guidance for all structure types and verge alterations relating to the creation of vibrant public spaces. • **Place Plans** - Leederville Town Centre, The Pickle District and Beaufort Street Place Plans were drafted and adopted at September Ordinary Council Meeting. The Vincent wide, North Perth Town Centre, and Mount Hawthorn Town Centre Place Plans are currently under review with the progress of these to be reported at the October Ordinary Council Meeting. The William Street Place Plan is to be developed in the coming year.
Safer communities	13.1 - Implement the Safer Vincent Plan to improve community safety outcomes	**On Track**	• **See deliverable 7.3 & 18.1 for more details of safer Vincent actions• Constable Care** - Ten in-theatre-education performances delivered to 458 students within City of Vincent schools and community youth venues. Topics included protective behaviours, LGBTQI+, bullying and cyber safety • **Neighbourhood Watch and Eyes on the Street** - Programs promoted through City's website, social media and community safety forums with the aim to reduce the incidence of preventable and opportunistic crime.
	13.2 - Support and partner with external stakeholders to deliver programs to seniors including reducing injuries associated with falls	**On Track**	• **Nine seniors health and wellbeing activities -** The City delivered activities and workshops that increased physical activity and mental health and wellbeing for seniors. Activities included Chair yoga, Move for life exercise class, Recipe swap, Chess sessions, Mahjong sessions, Table tennis, Laughter yoga, Wellness sessions and a subsidised bus trips for seniors. • **Energywise** - Seniors exercise class delivered at Beatty Park. Membership in 2021 is 12 seniors.

Table 4	Natural Environment - Provide a sustainable natural environment for the health and wellbeing of our community.		
Priority Area	**Deliverable**	**Status**	**What have we achieved?**
Greening the community	14.1 - Increase the number of trees and green spaces to support the health and wellbeing of our community.	**On Track**	• **Ten tree planting projects** - As part of the Greening Plan, the City is increasing the number of trees planted to support the health and wellbeing of our community. 10 projects include Coogee Street Carpark, Little Walcott Street, Russell Avenue, Little Russell Street, Highlands Road, Howlett Street, Hawthorn Street, Pansy Street and carpark, Pickle District Cleaver Street median and Litis Stadium tree planting along Western bank. • **Eco-zoning** - Beatty Park eco-zoning project along Charles Street which is converting turfed areas to native garden areas.
Parks, reserves and other open spaces	15.1 - Deliver active and passive parks, playgrounds and additional public open spaces for all ages and abilities to enjoy.	**On Track**	• **Pop up play** - Locations for Pop Up Play spaces were sourced and discussed with the Children and Young People Advisory Group. Consultation on the Edinboro Street Reserve in Mount Hawthorn has been completed with Leake/Alma Street Reserve and Redfern/Northam Street Reserve to follow. • **Leederville Skate Park and Oxford Street Reserve.** Concept planning being developed. • **Banks Reserve Active Zone** - Completed for all ages and abilities to enjoy. • **Robertson Park Development Plan** - Proposes a range of additions including multi-sports courts, additional gardens, upgrading the playground and a new dog exercise area for all ages and abilities to enjoy. • **Shakespeare Street Reserve** - Reinstated turf areas, installed gravel path for better access to playground, logs in mulched area for informal play. • **Continued planning for public open spaces** - These include Woodville Reserve, Robertson Park, Haynes Street Reserve, Banks Reserve, Leederville Oval and Britannia Reserve
	15.2 - Incorporate Healthy Active by Design principles to enhance parks, reserves and other public open spaces	**On Track**	• **Healthy Active by Design principles** - Principles considered when developing Master Plans and Development Plans
	15.3 - Partner with organisations to develop and implement sun protection strategies	**Not Started**	• **Project planned for 2023/2024 financial year**
Climate Change	16.1 – Encourage, empower and support the community to make choices that consider the health and environmental impacts of climate change.	**On Track**	**Sustainable Environment Strategy deliverables for community education:** • Energy – promoted solar and energy efficiency via solar workshop, sustainability pop-up hub at native plant sale, pull-up banners in community buildings, community signage in parks, promoting and supporting the Climate Clever Homes program. • Water – Produced e-brochure on water saving and reuse in the home, featured greywater/rainwater harvesting at the sustainability pop-up hub. • Waste – FOGO community education campaign rolled out. • Greening – Native plant sale, community planting day, Adopt a Verge program and requirements for development to maximise tree canopy. • Transport – Your Move Program, Safe Active Streets and promotion of electric vehicles via demonstration at sustainability pop-up hub.

Priority Area	Deliverable	Status	What have we achieved?
Climate Change	16.1 – Encourage, empower and support the community to make choices that consider the health and environmental impacts of climate change.	**On Track**	• **Embedding climate adaptation/mitigation in policy/strategy.** July 2020: The City's Built Form Policy was amended to expand environmentally sustainable design requirements to single houses and grouped dwellings (these are now required to demonstrate how they will reduce lifetime greenhouse gas emissions by 50% compared to the industry standard). • **Council supported the 'Statement of Principles' announced by the Mayors of the C40 Climate Leadership Group.** These principles has a goal to build a better, more sustainable, more resilient and fairer society out of the recovery from the COVID-19. The Public Health Plan has been considered against the Statement of Principles and has been found to be in alignment. The goal of the Statement of Principles is to build a better, more sustainable, more resilient and fairer society out of the recovery from the COVID-19.

Table 5	**Health Protection - Deliver evidence based health protection services and programs for our community.**		
Priority Area	**Deliverable**	**Status**	**What have we achieved?**
Environmental Health	17.1 - Deliver quality environmental health services and programs to improve public health outcomes.	**On Track**	• **Investigation and resolution of Environmental Health customer service requests.** The Health Services team investigated and resolved over 480 customer service requests, with Noise Pollution, Air Pollution, Waste and Hazardous Materials (asbestos) being common concerns cited. • **Service delivery review** of environmental health services to ensure optimal public health outcomes are reached, and environmental health services are aligned with other City plans and strategies.
	17.2 - Support and encourage our local businesses to provide safe and healthy food environments to our community.	**On Track**	• **COVID-19 contact registers and COVID Safe Plans -** The City's Environmental Health Officers are Authorised under Emergency Management Directions to inspect COVID-19 contact registers and COVID Safe Plans required for food businesses, public buildings, lodging houses and the like. Since December 2020, the team have performed over 400 inspections of registers. • **158 Food business application -** The City's Health Services team received, processed and approved 158 food business applications in the 20-21 financial year. • **Food business assessments -** Environmental Health Officers conducted over 800 food business on site assessments. • **Food handler training -** The City provided access to free Food Handler training for 195 people.
	17.3 - Monitor, investigate and report current and emerging trends in communicable diseases.	**Not Started**	• **Project planned for 2024/2025 financial year**
	17.4 - Increase the City's understanding to assess the risks of climate change to environmental health.	**Not Started**	• **Project planned for 2024/2025 financial year**

Priority Area	Deliverable	Status	What have we achieved?
Environmental Health	17.5 - Review and improve the City's frameworks to respond to environmental health risks such as urban and environmental noise, asbestos and food safety to reduce their impact on human health.	**On Track**	• **COVID-19 'Advice for Businesses' page** -- City's website developed and continuously updated with current information on state-wide restrictions, requirements and emergency management directions - targeted to Food Businesses, Sport and Recreation Facilities, Licensed Premises, Beauty and Personal Services, Aquatic Facilities, Lodging Houses and Places of Worship. • **Review of City of Vincent website -** 'Develop and Build' - Health Services pages for regulated businesses, providing a 'one stop shop' for new business operators.
Alcohol and Smoking	18.1 - Develop partnerships with the community, organisations and licenced premises to reduce the risk of antisocial behaviour and alcohol related harm in the community.	**On Track**	• **Local Drug Action Group** - Collaboration with City of Subiaco and City of Perth to develop strategies to reduce alcohol and other drug related harm in the community. • **Local Government Health and Wellbeing Group** - The City hosted the group in September 2021 with a focus on reducing harmful alcohol use in our communities. Presenters include Cancer Council WA and Alcohol and Drug Foundation • **Engagement with WA Police** - Strong links with WA Police to manage arising issues around antisocial behaviour and alcohol related harm in the community.
	18.2 - Support the implementation of alcohol and or smoke free environments including festivals, events, activities and or clubs	**Not Started**	• **Project planned for 2022/2023 financial year**
	18.3 - Incorporate public health principles into applications involving the sale and supply of alcohol.	**Not Started**	• **Project planned for 2022/2023 financial year**
	18.4 - Advocate for reduced exposure to alcohol and tobacco advertising, marketing, promotion and sponsorship.	**On Track**	• **Planning framework review regarding tobacco outlets** - Aim to reduce the sale of tobacco and other products
Emergency Management	19.1 - Lead the development of innovative approaches to care for the health and wellbeing of the community when responding to and recovering from emergencies	**On Track**	• **Vincent Rebound Plan.** Plan was endorsed in September 2020. All 21 Rebound Plan actions have commenced and 11 of the 52 associated deliverables have been completed. The following deliverables relate the most closely to the Public Health Plan. • **See deliverables 12.1 and 15.1 for** 'engage the community to determine Pop Up Play locations' and 'relaunch, promote and showcase Open Streets Events, street activation and Pop Up Play' • **See deliverable 6.1 and 11.3 for** 'build relationships with local community and wellbeing service providers and increase the visibility of mental health and wellbeing service providers through promotion' and 'identify vulnerable cohorts and support the delivery of targeted services and rebound activities that supports segments in need'

Priority Area	Deliverable	Status	What have we achieved?
Emergency Management	19.1 - Lead the development of innovative approaches to care for the health and wellbeing of the community when responding to and recovering from emergencies	**On Track**	• **Local Emergency Management Committee (LEMC) -** The City is members of both the Western Central, and City of Perth LEMC's. The agenda focuses on Local Government roles in local recovery management in the case of a disaster and identifying risks that may contribute to such emergencies. The last 12 months include screening the COVID pandemic, reviewing our Local Recovery Management Plan and identifying potential risks and treatment plans. Local Emergency Management Arrangements and a Regional Recovery Plan, both documents and acknowledge the recovery role to be played by Local Government whilst making reference to the welfare of the impacted community with particular reference to vulnerable groups. • **LEMC Workshop -** City hosted workshop on the 10th of May which included completion of the 2021 Annual and Preparedness Report Capability Survey (State Emergency Management Committee (SEMC)) in June 2021. • **Local Government Covid-19 Post Exercise Report -** City completed report that was initiated by the State Exercise Coordination Team with the SEMC. • **Department of Communities Local Emergency Welfare Plan -** The City has nominated a series of facilities that may be used as welfare or evacuation centres for the Perth and Fremantle Regions. Memorandum of Understanding between 8 local governments ensures welfare centres and other recovery resources will be shared if the impact of an emergency event exceeds the capacity of the local government.
Screening and Immunisation	20.1 - Promote screening and immunisation campaigns to local residents around childhood immunisations, flu vaccination and screening (e.g. cervical cancer).	**On Track**	• **Breast Awareness Workshop** - Two workshops delivered to residents and staff in May 2021 • **Roll up for WA Campaign** - Promotion of Campaign to residents.

POLICY NO: 3.8.11

SHADE AND SUNSMART POLICY

OBJECTIVES

To:

- provide guidance to the Council to reduce community exposure to ultraviolet radiation (UVR) through the creation of shaded environments and initiatives at City of Vincent controlled activities and events; and
- promote, encourage and support sun protection at community events and activities.

POLICY STATEMENT

1. The Council recognises that:

   1.1 Australia has the highest rate of skin cancer in the world, (mainly caused by exposure to the sun) with at least one in every two Australians being diagnosed with skin cancer in their lifetime.

   1.2 The City is well placed to support efforts to reduce exposure to ultraviolet (UV) radiation in the community as it has an integral role in the town planning process, is responsible for granting planning and development approvals, and also control and operates a range of recreational and community facilities. Additionally, a significant proportion of the City's workforce work outdoors for part or all of the day.

   1.3 It has a responsibility to take appropriate actions to minimise exposure to the sun, which can be achieved by:
   (a) informing the community and City employees about sun protection; and
   (b) taking a lead role for activities under its control.

2. The City of Vincent shall:

   2.1 Ensure that whenever planning approval is sought for any new building, structure or renovation whether on City controlled or private property, every endeavour will be made to give consideration to the City of Vincent Shade Policy, which is based on the Cancer Foundation of WA document *"The Shade Handbook: A practical guide for shade development in Western Australia 2007"*.

   2.2 Ensure that whenever assessing planning approval for any new development including building, structures or renovations, the provision of shade in accordance with this policy will be a consideration. The proposed retention of any existing shade shall be included in any plans submitted for approval.

   2.3 Ensure developers are advised of the existence of the City of Vincent Shade Policy. Shade will be actively promoted as an approval consideration for both renovations to existing premises and in the planning of new premises and developments.

   2.4 Conduct periodic audits of community facilities it controls.

2.5 Advocate the use of natural shade wherever possible.

2.6 Advocate that new shade structures be designed in accordance with building regulations and that the design principles encompass safety, be cost effective, comply with UVR protection, and be aesthetically pleasing.

2.7 Promote community safety as the foremost consideration when planning built and natural shade.

2.8 Ensure that every endeavour is made to provide protection from excessive UVR for employees in accordance with the City's Occupational Safety and Health Plan.

2.9 Take advantage of existing campaigns and strategies to promote "sun safe and sunsmart" behaviours to City employees and to the community, including messages through newsletters, brochures, posters.

2.10 When conducting a City event, it will wherever practicable, make the event as safe and enjoyable as possible and will:

(a) Schedule with the peak UV period in mind:
- Schedule events/activities to avoid the middle of the day or offer shaded/indoor alternatives, noting levels of UV are highest between 10am and 3pm.

(b) Provide shade:
- When selecting an outdoor venue, will ensure adequate shade is available and make maximum use of existing shade.
- Where required, provide portable shade structures.
- Provide SPF 30+ broad spectrum, water resistant sunscreen freely available to persons who attend the event.

(c) Ensure and encourage employees and volunteers to role model sun protection behaviour:
- Encourage event officials to:
  - use shaded areas as much as possible
  - wear brimmed hats, sun protective clothing, sunglasses and sunscreen.

(d) Remind patrons to use sun protection:
- Promote the importance of sun protection in pre-event publicity and literature including event flyers, tickets and programs and announce periodic messages during the event.

Date Adopted:	**9 February 2010**
Date Amended:	
Date Reviewed:	**23 August 2016**
Date of Next Review:	**August 2021**

9.6 AMENDMENT TO COUNCIL DELEGATIONS - DELEGATION TO ISSUE INFRINGEMENT NOTICES UNDER THE BUILDING REGULATIONS 2012

Attachments: **1. New Delegation - Building Infringement Notices**

RECOMMENDATION:

That Council DELEGATES BY ABSOLUTE MAJORITY the power to appoint and revoke "authorised officers" and "approved officers" to issue infringement notices under Part 2 of the *Criminal Procedure Act 2004* for offences specified under Schedule 6 of the *Building Regulations 2012*, to the Chief Executive Officer, as detailed in Attachment 1.

PURPOSE OF REPORT:

To delegate power to the Chief Executive Officer to:

1. Appoint an "authorised officer" who is to have by virtue of that appointment, the power under the *Criminal Procedure Act 2004* (CP Act) Part 2, to issue infringement notices, for offences specified under *Building Regulations 2012* (Regulations) Schedule 6;

2. Appoint an "approved officer" who is to have by virtue of that appointment, the powers under the CP Act Part 2, to extend and withdraw infringement notices, for offences specified under Regulations Schedule 6; and

3. Revoke an appointment under (1) or (2) at any time.

BACKGROUND:

In April 2019 Schedule 6 of the Regulations was amended to prescribe offences and modified penalties for offences under the *Building Act 2011* (Building Act) and the Regulations. The power to issue infringement notices under the Building Act and Regulations have not been delegated to the Chief Executive Officer.

DETAILS:

Section 127 of the Building Act provides that a local government may delegate any of its powers or duties as a permit authority to a local government employee.

Existing Delegation 4.9 'Designate employees as Authorised Persons' provides Authority to designate an employee as an "Authorised Person", however this delegation does not include appointment of "authorised officers" and "approved officers" under the CP Act Part 2.

Part 2 of the CP Act provides that regulations made under a prescribed Act may prescribe an offence for which an infringement notice may be issued.

The offences prescribed under the Building Act and Regulations are:

Offence under the Act		Modified penalty
s. 33(1)	Failure to give notice of completion	$500
s. 34(3)	Failure to give notice of cessation	$250
s. 42	Failure to display or bring attention to occupancy permit details	$250
s. 76(1)	Encroachment beyond boundaries without consent, court order or other authority	$2 500

s. 80(1)	Removal of fence, gate or other barrier to land without consent, court order or other authority	$1 000
s. 80(3)	Failure to erect adequate temporary barrier	$1 000

Offence under the Regulations		Modified penalty
r. 50(1)	Failure to install barrier around private swimming pool	$1 000
r. 56(1)	Failure to ensure smoke alarms compliant prior to transfer of dwelling	$1 000
r. 58	Failure to ensure smoke alarms compliant prior to tenancy	$1 000
r. 59	Failure to ensure smoke alarms compliant prior to hire of dwelling	$1 000

The purpose of delegating this power is to enable enforcement action to be undertaken in accordance with the City's Prosecution and Enforcement Policy.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Part 2 of the CP Act.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve the new delegation.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

Where appropriate, infringement notices for offences are much less time consuming and cost effective compared to prosecution proceedings.

4.12 Issue of Building Infringement Notices

Delegation from Council to CEO

Head of power to Delegate: *Power that enables a delegation to be made*	Section 127 of the *Building Act 2011*
Express Power or Duty Delegated:	Regulations 70(1), 70(2) and 70(3) of the *Building Regulations 2012*
Delegate:	Chief Executive Officer
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. The power to appoint an "authorised officer" who is to have by virtue of that appointment, the power under the Criminal Procedure Act 2004 Part 2, to issue infringement notices, for offences specified under Building Regulations 2012 Schedule 6. 2. The power to appoint an "approved officer" who is to have by virtue of that appointment, the powers under the Criminal Procedure Act 2004 Part 2, to extend and withdraw infringement notices, for offences specified under Building Regulations 2012 Schedule 6. 3. Revoke an appointment under (1) or (2) at any time. 4 Give an identity card to an authorised person under (1). Note: The CEO may appoint officers pursuant to the provisions identified, who then have the powers referred to, by virtue of Building Regulations 2012, Regulations 70(2) or 70(1) as applicable.
Council Conditions on this Delegation:	(a) A person appointed under (1) or (2) must be an employee of the City. (b) A person cannot be appointed under (1) unless the person has already been authorised for the purpose of performing functions under Section 9.16 of the Local Government Act 1995. (c) A person cannot be appointed under (1) if the person holds an appointment under (2). (d) A person cannot be appointed under (2) unless the person has already been authorised for the purpose of performing functions under Section 9.19 and/or 9.20 of the Local Government Act 1995. (e) A person cannot be appointed under (2) if the person holds an appointment under (1). (f) Records of all appointments made under delegation to be kept on appropriate file or register. Statutory Power to Delegate: Building Act 2011, Section 127(6A).
Express Power to Sub-Delegate:	*Building Act 2011* Section 172 (6A) - CEO may delegate any of the CEO's powers and duties to other employees, other than power of delegation, subject to any conditions, qualifications, limitations or exceptions imposed on the delegation.

9.7 RESPONSE TO NOTICE OF MOTION - LOCAL PLANNING SCHEME NO. 2 AMENDMENT REGARDING TOBACCO OUTLETS

Attachments: **1. May 2021 Minutes Extract - Notice of Motion**

RECOMMENDATION:

That Council REQUESTS the Chief Executive Officer:

- **prepare a new local planning policy to address provisions relating to Restricted Premises and businesses whose primary means of trade are through the sale and consumption of tobacco products; and**
- **consider the definition of 'Restricted Premises', and the Use Permissibility and Additional Site and Development Requirements for this land use as part of the next Local Planning Scheme Review.**

PURPOSE OF REPORT:

To present options that could prohibit smoking/cigar rooms, tobacconists, and other outlets whose primary purpose of the premises is where tobacco and other products to be used for smoking are offered for sale or consumed, under the planning framework.

BACKGROUND:

Vincent's Public Health Plan 2020-2025 (PHP) includes a key priority area of reducing the levels of smoking within the community. Consistent with this priority, the PHP sets a priority health outcome to reduce smoking in the Vincent community and aims to embed public health into the Vincent's policies and plans.

At the 18 May 2021 Ordinary Council Meeting (OCM), Council endorsed a Notice of Motion (NoM) as shown in **Attachment 1**. The NoM requested the CEO provide a report to Council exploring options to change the planning framework to effectively prohibit uses whose primary purpose is for the sale or consumption of tobacco and other smoking products.

DETAILS:

The City's Local Planning Scheme No. 2 (the Scheme) defines most businesses that sell tobacco as a 'Shop' land use, as follows:

premises other than a bulky goods showroom, a liquor store – large or a liquor store – small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services.

Shops' are exempt from the requirement for planning approval in commercial, centre and mixed use zones.

Businesses that primarily sell smoking implements, however, are classed as 'Restricted Premises', defined as:

premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of –
…
(c) smoking-related implements;

Under the Scheme, 'Restricted Premises' are not permitted in any zone unless they have been granted development approval following public advertising.

If the primary purpose of a land use is the consumption of tobacco or the smoking of other products on site (such as a cigar room or shisha bar), this land use would not reasonably be covered by any of the existing land uses under the Scheme and would be assessed against clause 18(4) (Unlisted Uses) of the Scheme. Clause 18(4) requires that unlisted uses are assessed against the objectives of the zone to determine whether it should be permitted. A premises primarily dedicated to smoking on site could be consistent with

the objectives of any of the Scheme zones, which could result in these types of uses being permitted to operate in undesirable areas, without proper Scheme and policy guidance.

Prohibited Uses Option

With respect to the NoM, in order to effectively prohibit uses primarily dedicated to smoking on site, or the sale or consumption of tobacco and other smoking products, the Scheme requires amendment to:

1. Split the current 'Restricted Premises' land use into two uses, one whose primary purpose is the consumption of tobacco or smoking of other products on site as well as the sale of smoking relating products (Restricted Premises - Smoking) and the other that relates to all other aspects of the current 'Restricted Premises' land use; and;

2. Apply an 'X' classification to the 'Restricted Premises – Smoking land use in all zones.

The Department of Planning, Lands and Heritage (DPLH) have advised that these changes would not be favourable, as they deviate from the 'Model Scheme Text' on which all local planning schemes are based. DPLH also advised that the proposal would not be outright refused just because it is inconsistent with the model.

Guidance

In addition to pursuing the above Scheme amendment to wholly prohibit 'Restricted Premises – Smoking', Council could use policies to implement assessment criteria for this type of land use. Such policies could:

- Prohibit such premises in certain locations, such as on the ground floor of any tenancy;
- Restrict the extent and type of signage permitted; and
- Not support the continued operation of unauthorised smoking related land uses while retrospective approval was being sought.

This would remove these types of business from street level and their visual prominence. This would be backed through a policy statement and objective of reducing the sale and consumption of smoking in Vincent.

Administration recommends a combination of both changes to the Scheme and policy guidance as being the best way to use the planning framework to limit the availability and visual prominence of smoking focused commercial premises in Vincent, in line with the PHP.

The City is beginning the process for a local planning scheme and strategy review and it is recommended that the Scheme changes form part of this process. Embedding the issues around smoking within the Strategy and Scheme would reinforce consistent decision making around these types of uses and activities. The development of policy provisions would be progressed as soon as practicable, with a draft policy to be presented to Council this financial year.

CONSULTATION/ADVERTISING:

Any amendments to the City's Local Planning Scheme No. 2 or a new local planning policy would be advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and the City's Community Consultation Policy.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- Local Planning Scheme No. 2;
- Public Health Plan 2020-2025; and
- Policy No. 4.1.5 Community Consultation.

RISK MANAGEMENT IMPLICATIONS

Low. Restricting uses whose primary purpose is the sale and consumption of tobacco and smoking products will not be supported by some members of the community. The reputational risk this poses to the City can be

managed through community consultation and clear engagement around the public health implications of these types of uses. This reputational risk must be balanced against the clear evidence of that smoking and secondhand smoke leads to disease and disability.

STRATEGIC IMPLICATIONS:

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

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced smoking

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

13.1 NOTICE OF MOTION - CR JONATHAN HALLETT - LOCAL PLANNING SCHEME NO. 2 AMENDMENT REGARDING TOBACCO OUTLETS

That Council:

1. NOTES that:

1.1 31 May is *World No Tobacco Day* which is held annually to inform the public on the dangers of using tobacco, the business practices of tobacco companies, what the World Health Organization is doing to fight the tobacco epidemic, and what people around the world can do to claim their right to health and healthy living and to protect future generations; and

1.2 the promotion of tobacco use is inconsistent with the intent of the City of Vincent Public Health Plan 2020-2025, the State Government's Sustainable Health Review 2019, Western Australian Health Promotion Strategic Framework 2017-2021 and State Public Health Plan 2019-2024, the Federal Government's National Drug Strategy 2017–2026 and Draft National Preventive Health Strategy, and the *WHO Framework Convention on Tobacco Control* of which Australia is a signatory; and

2. REQUESTS the:

2.1 the Chief Executive Officer provide a report to Council by 31 October 2021 outlining options for changes to the planning framework to list smoking/cigar rooms, tobacconists, and other outlets whose primary purpose of the premises is where tobacco and other products to be used for smoking are offered for sale or consumed as uses that are not permitted in future developments; and

2.2 the Chief Executive Officer/Mayor advocate to the WA Departments of Health and Planning/Ministers for Health and Planning to instigate measures that reduce the number of outlets whose primary purpose of the premises is where tobacco and other products to be used for smoking are offered for sale or consumed.

COUNCIL DECISION ITEM 13.1

Moved: Cr Hallett, Seconded: Cr Castle

That the recommendation be adopted.

CARRIED UNANIMOUSLY (8-0)

For: Mayor Cole, Cr Gontaszewski, Cr Castle, Cr Fotakis, Cr Hallett, Cr Loden, Cr Topelberg and Cr Wallace

Against: Nil

(Cr Smith was an apology for the Meeting.)

9.8 EXTENSION OF LEASE - NORTH PERTH SPECIAL NEEDS (SHALOM COLEMAN) DENTAL CLINIC, 31 SYDNEY STREET, NORTH PERTH

Attachments:

1. **Letter from Minister for Health dated 4 August 2021 requesting a lease extension for the Special Needs Dental Clinic to mid 2022.**
2. **North Perth Dental Clinic Transition Plan**
3. **Haynes Street Reserve Development Plan - Proposed Transition Plan**

RECOMMENDATION:

That Council:

1. **RECEIVES the request from the Minister for Health as set out in the letter at Attachment 1 for the lease for 31 (lot 100) Sydney Street, North Perth for the purpose of the Special Needs Dental Clinic to be extended until mid-2022, in order to ensure continuity of this service and minimise disruption to clients of the clinic;**

2. **APPROVES a short term extension of the current lease of 31 (Lot 100) Sydney Street, North Perth to the Minister for Health (Dental Health Services) and short-term licence of 9 car bays within the carpark at 25 (Lot 93) Sydney Street, North Perth, to provide the Dental Health Services with further time to secure an alternative permanent site to operate the special needs dental clinic, on the following key terms:**

   2.1 **3 month extension of lease and licence term, commencing 1 January 2022 and expiring 31 March 2022;**

   2.2 **3 month further extension of lease and licence term, at the discretion of the City's Chief Executive Officer based on the progress made by the Minister for Health to relocate to an alternative permanent site;**

   2.3 **Inclusion of an early termination clause should the site be vacated earlier; and**

   2.4 **All other lease and licence terms to remain the same;**

3. **APPROVES the following variation to the Haynes Street Reserve Transition Plan timing for the conversion of 31 Sydney Street, North Perth to a park from June 2021 to June 2022 as set out in Attachment 3;**

4. **REFERS the variation to the Haynes Street Reserve Transition Plan, as set out in Recommendation 3. above, to the Attorney General for approval, without additional public comment; and**

5. **Subject to final satisfactory negotiations being carried out between the Chief Executive Officer and the Minister for Health in respect to the variation of the lease and licence to extend the term as set out in Recommendation 2. above, AUTHORISES the Mayor and Chief Executive Officer to affix the common seal and execute the Deed of Variation of Lease and Licence.**

PURPOSE OF REPORT:

To consider:

- a further short term extension of the lease for 31 (Lot 100) Sydney Street, North Perth; and
- variation of the Haynes Street Reserve Transition Plan, which will be subject to the approval of the Attorney General.

BACKGROUND:

At its October 2020 Meeting Council adopted the Haynes Street Development Plan (Development Plan). The Minister for Health was updated throughout the preparation of the Development Plan and the City advised

that the adopted Development Plan would mean 31 Sydney Street would be converted to a park upon the expiration of the Minister for Health's lease on 30 June 2021. The Minister for Health did not make a formal request for an initial lease extension until late 2020.

At its meeting held 27 April 2021 Council resolved (in part) to approve a short term extension of the lease of 31 (Lot 100) Sydney Street, North Perth to the Minister for Health (Dental Health Services) and short-term licence of car bays within the carpark at 25 (Lot 93) Sydney Street, North Perth to provide dental health services with further time to secure an alternative site to operate the special needs dental clinic, on the following key terms:

(a) 3 month extension of lease and licence term, commencing 1 July 2021 and expiring 30 September 2021;
(b) 3 month further extension of lease and licence term, at the discretion of the City's Chief Executive Officer based on the progress made by the Minister for Health to secure an alternative site – the Minister for Health must submit its relocation plan and timeframe to the City by 31 August 2021; and
(c) All other lease and licence terms to remain the same.

Council also approved a variation to the Haynes Street Reserve Transition Plan to align with this lease extension and referred this to the Attorney General for approval.

A subsequent letter addressed to the Mayor from the Minister for Health dated 4 August 2021 (**Attachment 1**) noted the intention of Kids Galore to relocate from the adjacent property of 25 Sydney Street, North Perth to a new site by mid-2022 and further observed that the concerns most expressed by the clients of the SNDC is to minimise the potential disruption of moving to an interim solution before the establishment of a new permanent clinic.

The Minister asked that the Council consider aligning the lease extension of the SNDC to be in parity with the potential timeframe that Kidz Galore has provided and requested a further lease extension for the SNDC of approximately six months to mid-2022.

The City received the SNDC Transition Plan on 20 August 2021 (**Attachment 2**).

At the Council Meeting held 14 September 2021 the General Manager of the State's Dental Health Service, Mr Sam Carrello addressed Council noting that the Transition Plan had been submitted to the City and reiterated the concerns and the request for extension as detailed in the Minister for Health's letter.

DETAILS:

The SNDC Transition Plan notes that the Fremantle General Dental Clinic can be accessed to deliver the services provided by SNDC prior to the current expiry of the lease on 31 December 2021.

The City's Administration contacted Mr Carrello to clarify whether there are any further reasons beyond those already expressed by the Minister for Health as justification for a further six months extension to the lease.

Mr Carrello outlined that the transitional arrangements at the Fremantle General Dental Clinic decreases accessibility for the clients to the special needs dental services compared to that able to be delivered at the North Perth premises, and given the nature of the clients a minimisation of disruption would be of significant benefit.

The potential relocation of Kidz Galore to new premises by mid-2022 provides the City the opportunity to bring forward the overall objectives of the Haynes Street Development Plan by two years. The City could deliver economies of scale to the project across both 25 and 31 Sydney Street without having to stage the works.

Given the benefits from not having to stage the Haynes Street Development Plan, there would no longer be an imperative for the SNDC to vacant the premises by 31 December 2021.

Administration supports the extension of the lease by three months to 31 March 2021, with an optional additional three months to 30 June 2022.

The Development Plan is proposed to be updated to reflect the further delay proposed in the conversion of 31 Sydney Street to a park (**Attachment 3**). This variation is subject to the approval of the Attorney General

due to the Deed of Trust on No. 15 (Lot 9) Haynes Street which is leased to Kidz Galore as a child care premises.

CONSULTATION/ADVERTISING:

Public notice of the extension of the Minister for Health's lease and licence is not required as this is an exempt disposition in accordance with section 3.58 of the *Local Government Act 1995*, as the lease and licence are to a state government entity. As a result, the exemption under Regulation 30(2)(c) of the *Local Government (Functions and General) Regulations 1996* applies.

LEGAL/POLICY:

- Section 3.58 of the *Local Government Act 1995.*
- Regulation 30(2)(c) of the *Local Government (Functions and General) Regulations 1996*.
- Legal issues related to the Development Plan were included in the 28 January 2020 Special Council Meeting.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve the short term extension of this lease, as it will assist in the continuity of the dental health clinic, and has minimal impacts on the implementation of the Development Plan.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our parks and reserves are maintained, enhanced and well utilised.

Connected Community

We are an inclusive, accessible and equitable City for all.
We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased mental health and wellbeing

Mitigate the impact of public health emergencies

FINANCIAL/BUDGET IMPLICATIONS:

The current annual rent is approximately $14,500, and licence fee is $3,600 per annum. This extension of lease and licence will result in an additional income of approximately $9,000 (for 6 months).

City Of Vincent Records
RECEIVED
12 AUG 2021
CTN Ref:
REC No:

Deputy Premier
Minister for Health; Medical Research;
State Development, Jobs and Trade; Science

Our Ref: 60-40439

Ms Emma Cole
Mayor
City of Vincent
244 Vincent Street
LEEDERVILLE WA 6007

Dear ~~Ms Cole~~ Emma,

Thank you for your letter of 17 May 2021 regarding 31 Sydney Street, North Perth, which the Department of Health lease from the City of Vincent.

North Metropolitan Health Service (NMHS) has provided my office with several updates regarding the status of the lease and its submission to the City of Vincent in respect to seeking parity with the extension offered to the co-located Child Care Centre –Kidz Galore. I am also aware of the concerns expressed by clients and consumers of the Special Needs Dental Clinic (SNDC) in regard to the relocation of the service.

NMHS has informed my office of the outcome of the City of Vincent Council meeting held on 27 April 2021. Thank you for the offer of a six month extension to the current lease to 30 December 2021, dependent on the submission of a relocation plan by 31 August 2021.

I have been informed that a consumer/client engagement session was held at the SNDC on 7 July 2021 where two options for an "interim" solution were presented to the group. The group agreed on a preferred option and a relocation plan will be presented to the City of Vincent by the due date of 31 August 2021.

NMHS have informed my office of an article that appeared in the West Australian Newspaper on 16 June 2021 that stated Kidz Galore have purchased a site in North Perth and envisage being relocated to the new site by mid 2022. The concern most expressed by the clients/consumers of the SNDC is that they would appreciate minimising the disruption of having to move to an interim solution and then finally to a new clinic.

Level 13, Dumas House, 2 Havelock Street, West Perth, Western Australia, 6005.
Telephone +61 8 6552 6500 Email: Minister.Cook@dpc.wa.gov.au

2

Given that Kidz Galore will now occupy the existing site for a shorter time than the Council approved extension to 2025, can the Council please consider aligning the lease extension of the SNDC to be in parity with the updated timeframe that Kidz Galore have provided. A further extension of approximately 6 months to mid-2022 would lessen the time of the proposed "interim" solution and would reduce consumer/client concerns and disruption.

Thank you for bringing this matter to my attention.

Yours sincerely

HON ROGER COOK MLA
DEPUTY PREMIER;
MINISTER FOR HEALTH

- 4 AUG 2021

Government of Western Australia
North Metropolitan Health Service
Mental Health, Public Health and Dental Services

Special Needs Dental Clinic

Transition Plan Overview 2021-23

nmhs.health.wa.gov.au

Background

The Special Needs Dental Clinic (SNDC) is currently situated in a purpose built four-chair dental clinic in North Perth. To be eligible to access the SNDC, patients must be registered with the Department of Communities under one of the following criteria:

- Intellectual disability
- Global Developmental Delay
- Autism Spectrum registered with DSC prior to 1 September 2006.

Dental care is also provided to people with acquired brain injury or residents of the Quadriplegic Centre. The State provides free dental care to SNDC patients.

The building that accommodates the SNDC, is leased from the City of Vincent (CoV) who initially advised that it will not be renewing the lease (expiring 30 June 2021) as CoV intends to redevelop the site into green space (under the Public Open Space Strategy). Following discussions between the CoV, Dental Health Services(DHS) and SNDC consumers, the CoV has offered an extension to the current lease until January 2022 pending the delivery of an SNDC transition plan by DHS.

Stakeholder Views

Dental Health Services have and continue to engage with stakeholders to garner consumer opinions and preferences regarding new SNDC requirements. Stakeholders have been informed of developments and remain engaged in discussion regarding next steps.

There is an understandably heightened concern among key stakeholders due to the affinity and bond special needs clients have with their own clinic. Stakeholders have petitioned the CoV and have corresponded with the Minister for Health requesting support in obtaining an extension to the lease.

Development options

Replacing the existing SNDC would provide Dental Health Services with an opportunity to develop a contemporary model for State funded dental care, focused on people with special needs to improve oral health outcomes and reduce the impact of poor oral health. It would also improve physical access to dental treatment facilities for people with special needs. This outcome aligns with the State Oral Health Plan 2016-2020, which recommends that the provision of care in a dedicated facility with access to appropriate services is preferred.

Relocating the SNDC is a priority in the draft NMHS Strategic Asset Plan, as a new clinic also addresses compliance to the State's Disability Access and Inclusion Plan. Whilst a funding source is being finalised, and requirements prioritised, SNDC patients and staff will be re-located to an alternative General Dental Clinic when the SNDC is closed.

This risk mitigation strategy will result in a reduction of available dental chairs for SNDC patients. This will result in increased waiting time for dental care and reduced access to care for this priority population group. The delivery of dental care to existing clients of the General Dental Clinic should not be impacted. This should be considered a short to medium-term mitigation strategy, until a more suitable solution is developed for special needs patients.

A business case requesting funding for the relocation of the SNDC has been submitted in readiness for assessment by Treasury as part of the 2021/22 Budget process.

Transition planning

On 7 July 2021, consumers attended a consumer engagement session. DHS informed consumers of the proposed transition plan and voted for one of the two interim location options for Special Needs patients to receive their Oral Health Care.

Dental Health Services and the Department of Health continue to collaborate with the CoV to ensure minimal disruption to client dental needs. The CoV have considered DHS' request for an extension to the current lease conditional on a transition plan being tabled before Council.

The following plan has been endorsed by consumers as their preferred transition option and forms the submission to the request of Council to demonstrate the timeframes between a business case being approved and the delivery of a new clinic for the Special Needs patients.

No	Issue/Task Description	Due Date	Comments
1	Business case seeking funding for the relocation of the Special Needs Dental Clinic	Feb 2021	• Draft Business Case submitted to the Department of Health for consideration.
2	Consumer engagement session to provide information regarding the interim solution for the relocation of the SNDC	July 2021	• Session held on 7 July 2021 where consumers were asked to choose which of the two relocation options they preferred. • Consumer consensus was to utilise the Fremantle General Dental Clinic where disability access was already in place and requires no minor works. Work processes and service delivery will require some minor changes. • Communications plan under development • Relocation plan has been discussed*
3	Business case approval • Funding strategy and approval • Evaluation framework and methodology	Aug 2021	• Approvals required from ○ Department of Health ○ North Metropolitan Health Service ○ Department of Treasury NB: Timeline affected by State Election and delayed budget release. Consumers/Carers and City of Vincent informed of outcome and timelines.
4	Project Initiation Document • Project Steering Group appointed	Sep 2021	

No	Issue/Task Description	Due Date	Comments
5	Development of planning documentation • Developmental Approval • Procurement Plan • Project Implementation Plan • Financial Plan • Risk Management Plan • Quality Management Plan • Acceptance Plan • Communication Plan • Change Management Plan	Oct 2021	• Change Management Plan to include "interim" solution should timelines for the relocation and build of a new Special Needs Dental Clinic be negatively impacted.
6	Design Development and planning	Oct 2021	• Requires input of staff, consumers and carers.
7	Tender via Dept of Finance—Building Management Works (BMW)	Nov 2021	
8	BMW Tender assessment and awarding of contract	Dec 2021	
9	Site preparation	Jan 2022	
10	Construction works commence	Jan 2022	
11	Practical completion	June 2023	

No	Issue/Task Description	Due Date	Comments
12	Commissioning of new dental clinic	July 2023	
13	Evaluation of project implementation	Jan 2024	• Incorporating consumer evaluation of the new clinic

*** Detailed considerations and planning include:**

- August 2021: Notification to consumers of preferred co-location/transition site as Fremantle General Dental Clinic.
- September 2021: Notification to consumers of next steps including dates for last treatment appointments at the current Special Needs Dental Clinic. Anticipated last appointments at the clinic will be in the week commencing 13 December 2021.
- September/October 2021: Dental Health Service staff from the two clinics (Special Needs and Fremantle General Dental Clinic) consider logistics to be addressed in preparation to treat the SNDC patients at Fremantle hospital. This will include:
    - Sterilising Equipment requirements,
    - Patient flow in and out of the clinic----Essentially operating two clinics within the one clinic. Patients will be kept separate and as clientele of either the Fremantle General Dental Clinic or the Special Needs Clinic. Dedicated staff allocated to both client groups to remain,
    - Patient flow analysis to consider historical patient volumes and care provided to ensure the facilities at Fremantle are maximised without overcrowding. Keeping patient experience as satisfied is important,
    - Location of clerical staff to be determined,
    - How the two teams will collaborate and interact to be documented.
- November 2021: Communications to Special Needs Patients regarding new phone numbers, booking processes etc to be sent out.
- December 2021: Dental Health Services staff remove equipment and patient records from the North Perth Clinic. This will be completed by 24 December 2021.
- December 2021: Special Needs Clinic staff to organise January 2022 bookings for consumers at the allocated surgeries within the Fremantle General Dental Clinic.

Visual Timeline

The following chart depicts the anticipated transition process by quarters of a calendar year.

Step	Q1 2021	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024
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HAYNES STREET RESERVE

Proposed Transition Plan

v3 - October 2021

Criteria:

- Maximise percentage of public parkland
- Manage financial implications responsibly
- Achieve compliance with Deed of Trust
- Minimise disruption to existing services

Dec 2020

NO CHANGE

Jan 2021 – June 2022

Current lease expired
*New or extended lease to begin

Existing carpark

Dec 2022

Current lease expires
Convert to park

Existing carpark

Dec 2025

Lease expires,
building removed

Temporary building
removed by Kidz Galore

End result

9.9 CAR PARKING LICENCE FOR MINISTER FOR EDUCATION (SCHOOL OF ISOLATED AND DISTANCE EDUCATION)

Attachments:
1. **Original Car Parking Licence**
2. **Parking Plan - SIDE Licence 20 Bays and Reciprocal Access 12 Bays**

RECOMMENDATION

That Council

1. **APPROVES a Licence to the Minister for Education for the use of the City's car parking bays at Leederville Oval in accordance with the following terms:**

1.1.	**Initial term:**	31 December 2020 to 31 December 2023
1.2.	**Option:**	3 x 3-year options by agreement
1.3.	**City's car bays:**	20 car bays marked for 'SIDE' at LR3157/914 (Leederville Oval)
1.4.	**Licence Fee:**	Refer to City's Schedule of Fees and Charges as amended from time to time for the Private Car Park Annual Registration Fee (currently $200).
1.5.	**City's car bays hours of use**	Between 7:00am and 5:00pm Monday to Friday
1.6.	**Minister's car bays**	In consideration for the use of the City's car bays during the times outlined in 1.5, the Minister will allow 120 car bays on SIDE's land to be used by football club players/members and the general public during the hours specified below.
1.7.	**Minister's car bays hours of use:**	Between 4pm and 7am Monday to Friday; and at any time on Saturday, Sundays and Public Holidays.

2. **NOTES that the remaining general terms and conditions will be similar to the Car Parking Licence between the Minister and the City dated 3 December 2004 (Attachment 1).**

PURPOSE OF REPORT:

To consider granting a licence to the Minister for Education (Minister) to use 20 of the City's car parking bays at Leederville Oval.

BACKGROUND:

The School of Isolated and Distance Education (SIDE) is located at 164 Oxford Street, Leederville. The property is owned by the Department of Education. Immediately to the west is 246 Vincent Street (Leederville Oval), over which the City has a management order.

For the last 17 years, the City has licensed SIDE to use 20 of its parking bays at Leederville Oval. In return, SIDE has allowed 120 car bays on their land to be used by football club players and members, and the general public, outside of SIDE's business hours.

The previous licence is dated commenced 1 January 2005 and expired 31 December 2008. Three option periods of three years each expired 31 December 2017. Since then, the licence has been expired but the arrangement continued informally through the parking signs that remained on site.

DETAILS:

The proposed licence terms are mostly similar to the previous licence at **Attachment 1**. The operative provision is that the City allow use of 20 of its car bays at Leederville Oval in exchange for use of 120 of SIDE's parking bays. The primary change in regard to this is that the previous licence only permitted use of SIDE's bays to the football clubs. SIDE has now agreed to broaden this to the general public.

The proposed licence also include a slight change in hours. Previously SIDE was permitted to use the City's bays from 7:00am-4:30pm, this is now proposed to change to 7:00am-5:00pm to more accurately reflect staff working hours. The bays are identified on **Attachment 2.**

The proposed licence includes a three year initial term with three options to extend for a further three years each, upon agreement. The term is considered appropriate since there are unlikely to be major changes to Leederville Oval or SIDE within the next three years that would increase risk of default of the licence.

The remaining terms of the proposed licence are general and not proposed to change. This includes:

- The City and the Minister must ensure each other's car bays are kept generally clean and unobstructed.
- Repairs and maintenance on the City's land are to be carried out by the City, while repairs and maintenance on the Minister's land will be carried out by the Minister.

CONSULTATION/ADVERTISING:

The proposed licence is exempt from the requirements of s3.58 of the *Local Government Act 1995* pursuant to regulation 30(2)(c)(ii) of the *Local Government (Functions and General) Regulations 1996*.

LEGAL/POLICY:

- *Local Government Act 1995*; and
- *Local Government (Functions and General) Regulations 1996)*.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to enter into a reciprocal parking arrangement with the Minister for Education.

STRATEGIC IMPLICATIONS:

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

<u>Accessible City</u>

We have better integrated all modes of transport and increased services through the City.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

Sustainable Transport

While the proposal does not directly encourage the use of sustainable travel initiatives, it does mean more efficient use of existing land designated for parking, and mitigates the need to set aside further land for parking.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025.* While providing reciprocal parking arrangements helps to reduce land required for parking, providing this easier access to parking may have an indirect negative impact of encouraging car travel.

FINANCIAL/BUDGET IMPLICATIONS:

A $200 annual fee will be paid by SIDE to help offset the cost of City Rangers patrolling and enforcing parking requirements on SIDE's land. The remaining cost can be met by the City's existing operating budget.

Dated 07 May 2004

PARTIES

TOWN OF VINCENT
(Town)

MINISTER FOR EDUCATION
(Minister)

STATE SOLICITOR'S OFFICE
COMMERCIAL
PERTH

TELEPHONE: (08) 9264 1176
SSO: 3315-04 MC1

TABLE OF CONTENTS

SCHEDULE.....1
1. Definitions and Interpretation.....2
2. Licence.....4
3. Extension of Term.....5
4. Lighting.....5
5. Town's Obligations.....5
6. Disclaimer and Indemnity.....6
7. Covenants by Minister.....8
8. Covenants by Town.....9
9. Repairs.....10
10. Removal of Motor Vehicles.....10
11. General Provisions.....11
12. Default and Termination.....12
13. Miscellaneous.....13

SCHEDULE

Item 1	**Town** **TOWN OF VINCENT** of 244 Vincent Street Leederville Western Australia
Item 2	**Minister** **MINISTER FOR Education** being a body corporate pursuant to the provisions of the School Education Act 1999 of 151 Royal Street, East Perth, Western Australia
Item 3	**Town's Parking Bays** 20 bays
Item 4	**Minister's Parking Bays** 120 bays but not including the bus parking bay, the loading bay and 5 other bays of which the Minister will advise the Town
Item 5	**Term** The period of Three (3) years from the Commencement Date to the Expiry Date. **Commencement Date**: 1st JANUARY 2005 **Expiry Date**: 31st DECEMBER 2008
Item 6	**Option to Extend this Licence** (1) **First Option Period**: The period of Three (3) years commencing on the third anniversary of the Commencement Date. (2) **Second Option Period:** The period of Three (3) years commencing on the sixth anniversary of the Commencement Date. (3) **Third Option Period** The period of Three (3) years commencing on the third anniversary of the commencement

CAR PARKING LICENCE made 3rd December 2004

BETWEEN: The party or parties named in Item 1 of the Schedule. (**"Town"**)

AND: The party named in Item 2 of the Schedule. (**"Minister"**)

AGREEMENT

1. Definitions and Interpretation

1.1 Definitions

In this Licence :

(1) "**Authority**" includes any governmental or public authority of any kind;

(2) "**Car**" means any motor car or other vehicle weighing less than 2 tonnes;

(3) "**Commencement Date**" means the commencement date specified in Item 5 of the Schedule;

(4) "**Expiry Date**" means the expiry date specified in Item 5 of the Schedule;

(5) "**Insolvency Event**" means the happening of any of the following events in relation to a party:

(a) the party is unable to pay all the party's debts as and when they become due and payable or the party has failed to comply with a statutory demand as provided in section 459F of the Corporations Act, or the party is deemed to be unable to pay the party's debts under section 585 of the Corporations Act;

(b) a meeting is convened to place the party in voluntary liquidation or to appoint an administrator;

(c) an application is made to a court for the party to be wound up;

(d) the appointment of a controller (as defined in section 9 of the Corporations Act) of any of the party's assets;

(e) the party proposes to enter into or enters into any form of arrangement (formal or informal) with the party's creditors or any of them, including a deed of company arrangement;

(f) the party becomes an insolvent under administration, as defined in section 9 of the Corporations Act; or

anything else or having a similar effect to the events described happens to a party, including a party who is a natural person.

(6) "**Minister's Parking Bays**" means the number of car parking bays referred to in Item 4 of the Schedule as designated from time to time by the Minister;

(7) "**Town**" includes the Town's successors and assigns;

(8) "**Town's Parking Bays**" means the number of car parking bays referred to in Item 3 of the Schedule as designated from time to time by the Town;

(9) "**Requirement**" means any requirement, notice, order or direction properly given by any Authority;

(10) "**Schedule**" means the schedule at the beginning of this Licence;

(11) "**Minister**" includes the Minister's successors and permitted assigns;

(12) "**Minister's Employees**" means each of the Minister's employees, contractors and agents and those persons over whom the Minister exercises control in relation to the Car Bays;

(13) "**Minister's Land**" means Reserve 2618;

(14) "**Term**" means the term of this Licence stated in Item 4 of the Schedule;

(15) "**Town's Authorised Times of Use**" means the times set out in clause 2.4;

(16) "**Town's Employees**" means each of the Town's employees, contractors and agents and those persons over whom the Town exercises control in relation to the Car Bays;

(17) **Town's Land"** *means* lot 10926 on Deposited Plan 216914 being the whole of the land described in Crown Land Certificate of Title Volume 3049 Folio 447 also known as Leederville Oval; and

(18) "**Weekdays**" means Monday, Tuesday, Wednesday, Thursday and Friday.

1.2 **Interpretation**

In this Licence:

(1) a reference to a statute, code or other written law includes State and Federal statutes, codes or other written laws and any regulations and other instruments under them and consolidations, amendments, re-enactments or replacements of any of them occurring at any time before or after the Commencement Date;

(2) a reference to "law" includes any statute, rule, regulation, proclamation, ordinance or by-law, whether sate, federal or otherwise;

(3) a reference to the termination of this Licence includes the expiry of the Term;

(4) a reference to the Minister using the Town's Parking Bays means and includes the use of the Town's Parking Bays by the Minister or any of its employees agents contractors licensees or invitees; and

(5) a reference to the Town using the Minister's Parking Bays means and includes the use of the Minister's Parking Bays by the Town or any of its employees agents contractors licensees or invitees including members of the East Perth and Subiaco Football Clubs.

1.3 **Schedule and Appendices**

All the provisions in the Schedule at the front of this Licence are incorporated in and form part of this Licence.

2. Licence

2.1 In consideration of the Minister granting the Town a licence to use the Minister's Parking Bays as set out in clause 2.4, the Town grants to the Minister for the Term or until such time as the Minister divests himself or is divested of his rights over or in the Minister's Land (whichever occurs sooner) the exclusive licence to park Cars in the Town's Parking Bays between the hours of 7.00am and 4.30pm on Weekdays during the Term.

2.2 The Town also grants to the Minister a non exclusive licence to park Cars in such other parking bays as the Town advises the Minister are available for short term visitor use as long as such other parking bays are not being used by anyone else.

2.3 The Town further grants to the Minister for the Term or until such time as the Minister divests himself or is divested of his rights over or in the Minister's Land (whichever occurs sooner) during the times set out in clause 2.1 the non-exclusive licence to use the driveways on the Town's Land and all other means necessary for the Minister to be able to have access to and from the Town's Parking Bays and the parking bays specified in clause 2.2.

2.4 In consideration of the Town granting the Minister a licence to use the Town's Parking Bays as set out in clause 2.1, the Minister grants to the Town for the Term or until such time as the Minister divests himself or is divested of his rights over or in the Minister's Land (whichever occurs sooner) the exclusive licence to park Cars in the Minister's Parking Bays:

(a) after 4pm on those Weekdays that the Town's Land is being used for approved football training or football games (both during the football season and pre-season);

(b) Saturdays and Sundays and Public Holidays during the football season and pre-season; and

(c) After 4pm on weekdays and on Saturdays, Sundays and Public Holidays when the Town's land is being used for an approved function and prior approval has been obtained from the Minister or the Minister's representative.

2.5 The Town will only use of the Minister's Parking Bays when the Town's Land is being used for football training or football games or for approved functions, when prior parking approval has been granted by the Minister or the Minister's representative.

2.6 The Minister further grants to the Town for the Term or until such time as the Minister divests himself or is divested of his rights over or in the Minister's Land (whichever occurs sooner) during the times set out in clause 2.4 the non-exclusive licence to use the driveways on the Minister's Land for the Town to be able to have access to and from the Minister's Parking Bays.

3. Extension of Term

3.1 First Option Period

If a period is stated in Item 6(1) of the Schedule ("**First Option Period**") either party has the option to extend this Agreement for the First Option Period, if that party is not in default under this Agreement when the option is exercised. This option may be exercised by that party notifying the other party in writing that the first mentioned party wants to extend this Agreement for that period at least 1 year before the Expiry Date.

3.2 Second Option Period

If a period is stated in Item 6(2) of the Schedule ("**Second Option Period**") either party has the option to extend this Agreement for the Second Option Period, if that party is not in default under this Agreement as extended when the option is exercised. This option may be exercised by that party notifying the other party in writing that the first mentioned party wants to extend this Agreement for that period at least 1 year before the last day of the First Option Period.

4. Lighting

4.1 Minister's Car Bays

The Town will at its own cost and expense within 3 months of the Commencement Date install maintain and operate lighting for the Minister's Parking Bays to a level that complies with normal lighting illumination requirements for a metropolitan parking facility and to the satisfaction of the Minister. The Town will meet all maintenance and lighting costs, subject to the light poles and fittings remaining the property of the Town.

5. Town's Obligations

5.1 The Town warrants that at the Commencement Date and during the Term the Town's Parking Bays are safe and fit for the use permitted by this Licence.

5.2 During the Term, subject to the other provisions of this Licence, the Town must ensure that the Town's Parking Bays comply with any law or Requirement concerning the Town's Land or the Town's Parking Bays including any law or Requirement relating to the environment.

5.3 The Town will ensure that the boom gate at the Oxford Street entrance to the Minister's Parking Bays is lowered before the parking attendants leave at the end of the Town's Authorised Times of Use of the Minister's Parking Bays.

5.4 The Town agrees not to use nor allow the football clubs who use the Town's Land to place any rubbish in the rubbish bins located on the Minister's Land.

5.5 The Town will remove all rubbish from the Minister's Parking Bays at the end of the Town's Authorised Times of Use of the Minister's Parking Bays.

5.6 The Town acknowledges and agrees that the gate providing vehicle access between the Minister's Land and the Town's Land will remain locked until the commencement of the Town's Authorised Times of Use of the Minister's Parking Bays and the Town will be responsible for unlocking that gate at those times and for locking that gate at the end of the Town's Authorised Times of Use of the Minister's Parking Bays.

5.7 The Town must advise the Minister when the boom gate at the Oxford Street entrance to the Minister's Parking Bays is required to be opened on any Friday that football games are played on the Town's Land.

5.8 The Town will advise the Minister in writing annually prior to the beginning of the football season of the date, day and time of the football games that are to played on the Town's Land and will advise the Minister of any changes thereto as soon as the Town becomes aware of such changes.

5.9 The Town will be responsible for any clean up and repair costs required at the Minister's property that were caused during the Town's use of the property as per clause 2.5.

6. Disclaimer and Indemnity

6.1 Town Not Liable

The Town is not liable or responsible for any claim:

(1) against the Minister arising from the exercise of the Town's rights under this Licence;

(2) against the Minister in connection with the Minister being permitted to park Cars in the Town's Parking Bays under this Licence; or

(3) by any person for damage to any Car or anything in a Car which is parked in the Town's Parking Bays;

except to the extent that the claim is caused by the Town's default or negligent act or omission.

6.2 **Indemnity by Minister**

Except to the extent that any or all such damage is caused by any act, omission, neglect or default of the Town:

WEST ONE/SIDE will indemnify the Town and keep the Town indemnified from and against all costs, claims, demands and expenses suffered by the Town arising from any damage caused to any Motor Vehicle or the Building or any injury to or death of any person caused by WEST ONE/SIDE or any person authorised by WEST ONE/SIDE parking any Motor Vehicle in any of the Licensed Bays or using any of the Car Parking Areas to gain access to or egress from any of the Licensed Bays;

The Town shall not be liable for any loss damage or injury that may be sustained at any time in the Car Parking Areas or in any of the accessways giving access to or egress from the Car Parking Areas:

- by any Motor Vehicle owned or used by WEST ONE/SIDE or by any person lawfully authorised by WEST ONE/SIDE to use any of the Licensed Bays;
- resulting from the theft of any property (including any Motor Vehicle) within or from the Car Parking Areas or any of those accessways;
- by WEST ONE/SIDE or any other person lawfully authorised by WEST ONE/SIDE to use any of the Licensed Bays.

6.3 **Minister Not Liable**

The Minister is not liable or responsible for any claim:

(1) against the Town arising from the exercise of the Minister's rights under this Licence;

(2) against the Town in connection with the Town being permitted to park Cars in the Minister's Parking Bays under this Licence; or

(3) by any person for damage to any Car or anything in a Car which is parked in the Minister's Parking Bays;

except to the extent that the claim is caused by the Minister's default or negligent act or omission.

6.4 **Indemnity by Town**

The Town is responsible for and indemnifies the Minister against any liability resulting from:

(1) any loss of or damage to property or any injury to or death of any person occurring on the Minister's Land or caused by the Town wherever occurring; or

(2) any reasonable action taken by the Minister to remedy a default by the Town.

This indemnity does not apply to the extent that the liability is caused to by the Minister.

7. Covenants by Minister

7.1 Compliance with Laws and Requirements

The Minister must comply with and observe any law or Requirement concerning the Minister's use of the Town's Parking Bays or the driveways or other means of access on the Town's Land.

7.2 Town's Regulations

The Minister must:

(1) follow all reasonable instructions given by the Town relating to the use of the Town's Parking Bays and the parking of Cars; and

(2) comply with any reasonable directions and regulations displayed on the Town's Land in relation to the use of the Town's Parking Bays.

7.3 Use of Parking Bays

The Minister must:

(1) not cause or permit any rubbish to be left in or near the Town's Parking Bays;

(2) not grease, oil, wash or repair any Cars in the Town's Parking Bays except mechanical repairs in cases of emergency or where a Car is immobilised through breakdown or mechanical malfunction;

(3) not write, paint, affix or erect notices, advertisements, signs or other devices in the Town's Parking Bays;

(4) not bring on to the Town's Parking Bays any inflammable or dangerous substance (except for fuel in the tanks of Cars); or

(5) not use the Town's Parking Bays or allow the Town's Parking Bays to be used in any noxious or offensive manner or cause or permit any nuisance, annoyance or obstruction to the Town or other users, occupiers or tenants of the Town's Land or of any adjoining or nearby properties.

(6) obstruct the driveways or other means of access on the Town's Land to the Town's Parking Bays;

(7) ensure all Cars parked within the Town's Parking Bays:

(a) are parked within the defined area of each of the Town's Parking Bays;

(b) are kept locked;

(c) are not left with the engine running;

(d) do not drip oil or any other deleterious substance on the Town's Parking Bays;

(e) clearly display any parking permit or sticker issued by the Town to the Minister for the purpose of this Licence.

8. Covenants by Town

8.1 Compliance with Laws and Requirements

The Town must comply with and observe any law or Requirement concerning the Town's use of the Minister's Parking Bays or the driveways or other means of access on the Minister's Land.

8.2 Minister's Regulations

The Town must:

(1) follow all reasonable instructions given by the Minister relating to the use of the Minister's Parking Bays and the parking of Cars; and

(2) comply with any reasonable directions and regulations displayed on the Minister's Land in relation to the use of the Minister's Parking Bays.

8.3 Use of Parking Bays

The Town must not:

(1) cause or permit any rubbish to be left in or near the Minister's Parking Bays;

(2) grease, oil, wash or repair any Cars in the Minister's Parking Bays except mechanical repairs in cases of emergency or where a Car is immobilised through breakdown or mechanical malfunction;

(3) write, paint, affix or erect notices, advertisements, signs or other devices in the Minister's Parking Bays;

(4) bring on to the Minister's Parking Bays any inflammable or dangerous substance (except for fuel in the tanks of Cars); or

(5) use the Minister's Parking Bays or allow the Minister's Parking Bays to be used in any noxious or offensive manner or cause or permit any nuisance, annoyance or obstruction to the Minister or other users, occupiers or tenants of the Minister's Land or of any adjoining or nearby properties.

(6) obstruct the driveways or other means of access on the Minister's Land to the Minister's Parking Bays;

(7) ensure all Cars parked within the Minister's Parking Bays

(a) are parked within the defined area of each of the Minister's Parking Bays;

(b) are kept locked;

(c) are not left with the engine running;

(d) do not drip oil or any other deleterious substance on the Minister's Parking Bays;

(e) clearly display any parking permit or sticker issued by the Minister to the Town for the purpose of this Licence.

9. Repairs

9.1 Repairs by Town

Subject to first providing the Minister with reasonable prior written notice, the Town shall be entitled to restrict the times during which the Minister may exercise the rights granted by this Licence to the extent reasonably necessary to enable the Town to carry out maintenance or repairs to the Town's Land or the Town's Parking Bays.

9.2 Repairs by Minister

Subject to first providing the Town with reasonable prior written notice, the Minister shall be entitled to restrict the times during which the Town may exercise the rights granted by this Licence to the extent reasonably necessary to enable the Minister to carry out maintenance or repairs to the Minister's Land or the Minister's Parking Bays.

10. Removal of Motor Vehicles

10.1 Removal by Minister

On termination of this Licence, the Minister must permanently remove all Cars from the Town's Parking Bays.

10.2 Removal by Town

If the Minister fails to comply with clause 11.1, the Town may remove any Cars parked in the Town's Parking Bays at the risk and as the agent of the Minister and may retain them until the Minister pays the costs incurred by the Town in their removal and storage and any other money owing by the Minister to the Town in connection with this Licence.

10.3 Removal by Town

On termination of this Licence, the Town must permanently remove all Cars from the Minister's Parking Bays.

10.4 **Removal by Minister**

If the Town fails to comply with clause 11.3, the Minister may remove any Cars parked in the Minister's Parking Bays at the risk and as the agent of the Town and may retain them until the Town pays the costs incurred by the Minister in their removal and storage and any other money owing by the Town to the Minister in connection with this Licence.

11. General Provisions

11.1 **No Assignment**

Neither party will assign transfer sub-licence mortgage charge or otherwise part with the benefit of this Licence without the prior consent of the other party.

11.2 **No Proprietary Interest**

(1) This Licence does not confer upon the Minister any property estate or interest in the Town's Parking Bays or the Town's Land.

(2) This Licence does not confer upon the Town any property estate or interest in the Minister's Parking Bays or the Minister's Land.

11.3 **Control of Town's Parking Bays**

The legal possession and control of the Town's Parking Bays remains vested in the Town.

11.4 **Control of Minister's Parking Bays**

The legal possession and control of the Minister's Parking Bays remains vested in the Minister.

11.5 **Waiver**

(1) The failure of or delay by either party to exercise a power or right does not operate as a waiver of that power or right.

(2) The exercise of a power or right does not preclude either its exercise in the future or the exercise of any other power or right.

(3) A waiver is not effective unless it is in writing.

(4) Waiver of a power or right is effective only in respect of the specific instance to which it relates and for the specific purpose for which it is given.

11.6 **Consent**

Unless otherwise stated, if the consent or approval of either party is required it:

(1) will not be unreasonably refused or delayed; and

(2) is not effective unless it is in writing.

11.7 **Governing Law and Jurisdiction**

(1) The law of Western Australia governs this Licence.

(2) The parties submit to the non-exclusive jurisdiction of the courts of Western Australia and the Federal Court of Australia.

12. Default and Termination

12.1 **Minister's Default**

The Minister is in default if :

(1) the Minister fails to comply with any of the Minister's obligations under this Licence within 14 days (or such further time as the Town may in any such case specify) after the Town has given the Minister a notice specifying the default and requiring it to be remedied; or

(2) an Insolvency Event occurs in relation to the Minister.

12.2 **Forfeiture of Licence**

(1) Subject to giving any prior demand or notice required by any law if the Minister is in default in any manner specified in clause 11.1 the Town may by notice to the Minister, terminate this Licence on the date of giving the notice or on any later date.

12.3 **Town's Default**

The Town is in default if :

(1) the Town fails to comply with any of the Town's obligations under this Licence within 14 days (or such further time as the Town may in any such case specify) after the Minister has given the Town a notice specifying the default and requiring it to be remedied; or

(2) an Insolvency Event occurs in relation to the Town.

12.4 **Forfeiture of Licence**

(1) Subject to giving any prior demand or notice required by any law if the Town is in default in any manner specified in clause 11.3 the Minister may by notice to the Town, terminate this Licence on the date of giving the notice or on any later date.

13. Miscellaneous

13.1 **Notices**

(1) Any notice by any party under this Licence is valid if signed by any authorised representative or the solicitor of that party.

(2) Any notice by the Minister to the Town must be given by being sent to :

Chief Executive Officer
Town of Vincent
Administration and Civic Centre
244 Vincent Street (corner Loftus)
Leederville WA 6099

Facsimile number : (08) 9273 6099

(3) Any notice by the Town to the Minister must be given by being sent to :

General Manager
West One
1 Prospect Place
West Perth WA 6005

Facsimile number : (08) 9229 5296

(4) All notices sent by post may be addressed to the address stated in this Licence or, if another address is used by the Town or the Minister, to that other address.

(5) Any notice sent by:

(a) post is taken to be given on the 3rd Business Day after the day it was posted; or

(b) facsimile is taken to be given at the time that the notice was transmitted unless the sender's facsimile machine indicates a malfunction in the transmission.

13.2 **Costs and Expenses arising on Default**

A party who is in default must pay to or reimburse the other party on demand the amount of all costs and expenses (including legal costs and expenses) arising as a result of enforcing any right under this Licence including giving a notice under section 81 of the Property Law Act.

13.3 **Other Costs and Expenses**

Unless otherwise stated in this Licence, each party will pay its own costs and expenses (including legal costs and expenses) in connection with this Licence or anything done or to be done under this Licence.

13.4 **Duties and Fees**

The Minister must pay or reimburse the Town on demand the amount of all stamp duty and fees (but not including fines and penalties not attributable to the Minister) payable in connection with this Licence.

EXECUTED as a Deed.

Signed for and on behalf of the)
MINISTER FOR EDUCATION by)
)

MARGARET BANICS
(Full Name)

(Signature)

the Deputy Director General, Schools)
of the Department of Education and)
Training the officer duly delegated)
this authority by the Minister for)
Education under Section 225(1) of the)
School Education Act 1999 (WA))
in the presence of)

TONI DENISE MAHER
(Full Name)
Officer Department of Education and Training
Western Australia

(Signature)

THE COMMON SEAL of **TOWN OF VINCENT**)
was hereunto affixed by the authority of a)
resolution of the Council in the presence of :)

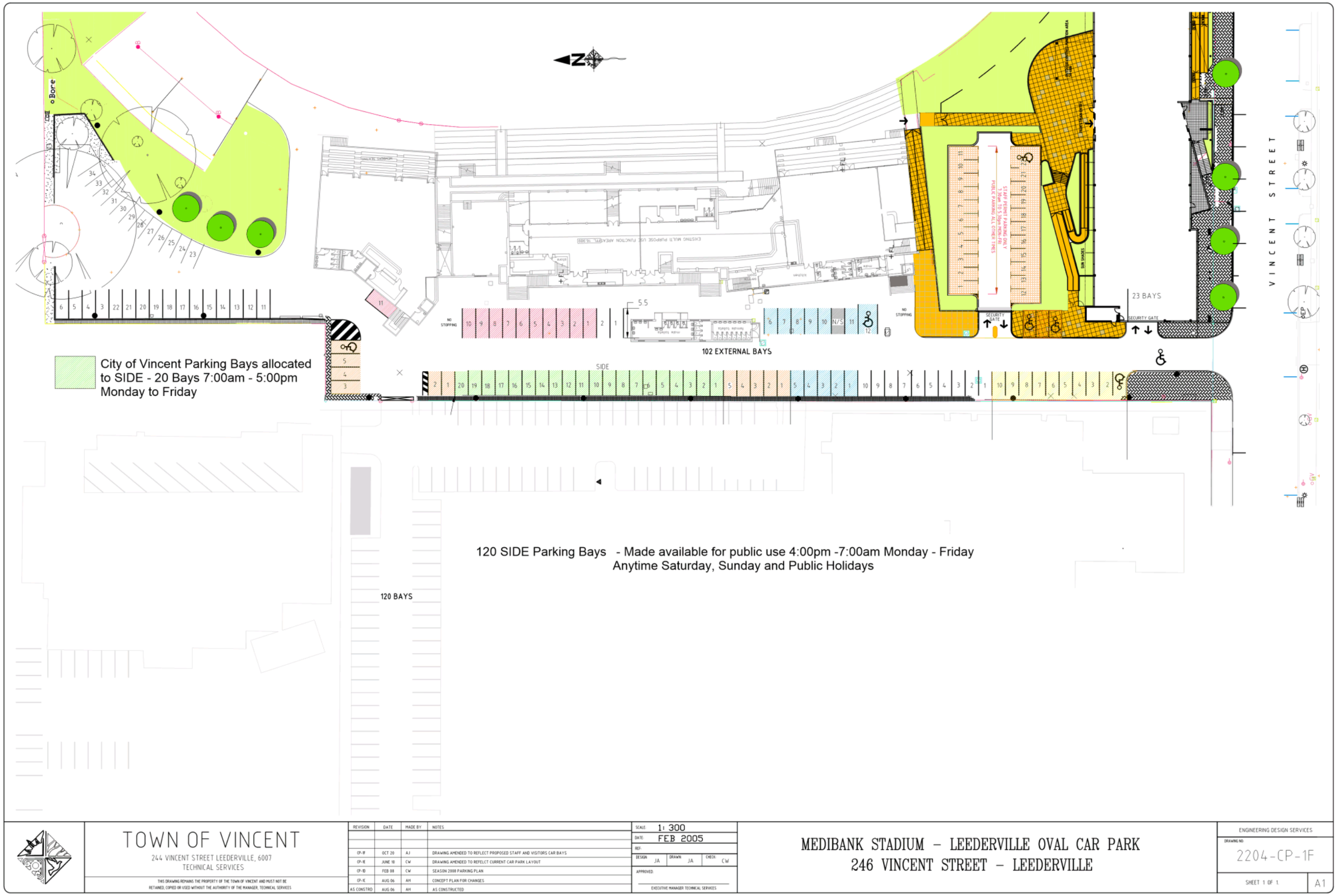
Nick Catania, JP Mayor
MAYOR

John Giorgi, JP Chief Executive Officer
CHIEF EXECUTIVE OFFICER

APPROVED FOR THE PURPOSES OF SECTION 18 OF THE LAND ADMINISTRATION ACT 1997.

by Order of the Minister for Lands

APPROVED FOR THE PURPOSES OF SECTION 18
OF THE LAND ADMINISTRATION ACT 1997
by Order of the Minister for Lands
This document is still subject to the registration
requirements of the Transfer of Land Act 1893.


City of Vincent Parking Bays allocated to SIDE - 20 Bays 7:00am - 5:00pm Monday to Friday
102 EXTERNAL BAYS
23 BAYS
120 SIDE Parking Bays - Made available for public use 4:00pm -7:00am Monday - Friday Anytime Saturday, Sunday and Public Holidays
120 BAYS
VINCENT STREET
TOWN OF VINCENT
244 VINCENT STREET LEEDERVILLE, 6007
TECHNICAL SERVICES
THIS DRAWING REMAINS THE PROPERTY OF THE TOWN OF VINCENT AND MUST NOT BE RETAINED, COPIED OR USED WITHOUT THE AUTHORITY OF THE MANAGER, TECHNICAL SERVICES
REVISION | DATE | MADE BY | NOTES
CP-1F | OCT 20 | AJ | DRAWING AMENDED TO REFLECT PROPOSED STAFF AND VISITORS CAR BAYS
CP-1E | JUNE 10 | CW | DRAWING AMENDED TO REFELCT CURRENT CAR PARK LAYOUT
CP-1D | FEB 08 | CW | SEASON 2008 PARKING PLAN
CP-1C | AUG 06 | AH | CONCEPT PLAN FOR CHANGES
AS CONSTRD | AUG 06 | AH | AS CONSTRUCTED
SCALE: 1: 300
DATE: FEB 2005
REF:
DESIGN JA DRAWN JA CHECK CW
APPROVED:
EXECUTIVE MANAGER TECHNICAL SERVICES
MEDIBANK STADIUM – LEEDERVILLE OVAL CAR PARK
246 VINCENT STREET – LEEDERVILLE
ENGINEERING DESIGN SERVICES
DRAWING NO:
2204-CP-1F
SHEET 1 OF 1
A1

9 INFRASTRUCTURE & ENVIRONMENT

10.1 UPDATE ON HOMELESS MEAL SERVICE PROVISION AT WELD SQUARE

Attachments: **Nil**

RECOMMENDATION:

That Council:

1. **NOTES that there has been a marked reduction in anti-social behaviour at Weld Square since the cessation of the meal service in December 2020;**

2. **NOTES that feedback from service providers indicates that those in need are linked to other food services, including the central City of Perth Homeless Services Accreditation Site on Moore Street;**

3. **NOTES that Administration maintains formal and regular networks with Department of Communities, WA Police, Nyoongar Outreach Services and other outreach services to manage any arising concerns in a coordinated manner;**

4. **DETERMINES that no new goods and service provision, including meal services, are to be permitted at Weld Square until further notice.**

PURPOSE OF REPORT:

At the ordinary Council Meeting on 20 October 2020, Council determined that:

> *"the Manna Inc. meal service and any other goods and service provision will cease and not be permitted at Weld Square from 31 December 2020 for 12 months to allow for an assessment of the impact on amenity and safety and Weld Square",* with a further report due to Council *"no later than October 2021 relating to the provision of a food service in the Perth/Northbridge area and any changes to the activity and usage of Weld Square".*

The purpose of this report is to provide that update.

BACKGROUND:

Manna Inc. moved their free meal service to Weld Square in August 2008 and Council granted successive twelve-month approvals for the use of Weld Square until 2020, with a range of associated conditions that aimed to address concerns raised by nearby residents, businesses and other stakeholders.

During 2020, anti-social behaviour escalated at Weld Square with residents, businesses and visitors feeling increasingly unsafe and unable to use Weld Square as a local public space.

Further to this, there were also broader changes to the provision of homeless services in the public realm within the inner-city area over this period, in line with the Action Plan of the City Homeless Framework Committee, led by the City of Perth, in which the City of Vincent participated.

Of most significance in this regard, the City of Perth launched their Moore Street accreditation site early in 2020, to support the coordination of homeless service provision in the inner-city area. The Moore Street site currently operates an evening service on weekdays between 4:30pm and 8:00pm, and Sunday mornings between 8:00am and 11:00am.

The City of Perth works with providers and goodwill groups to provide services at the Moore Street site or in a roving capacity, depending on approvals. This process coordinates groups and services providing support to people experiencing or at risk of homelessness within the City and provides a single site and standard time of delivery to improve accessibility to essential services including food, health and hygiene services and access to donations of essential items.

This initiative also ensures a safe standard of service delivery, reduces duplication of services, identifies gaps in service and aims to best utilise the sector's finite resources.

During the transition period, Administration worked closely with Manna Inc. to communicate these changes to clients, other service providers and key stakeholders, outreach services, local businesses and residents, with information about other targeted assistance and supports offered to meal service clients at Weld Square before cessation of the service in December 2020. This included information about various COVID-19 relief initiatives for specific groups, including non-Australian residents, those visiting from other areas and those which have identified as housed but in financial distress and not accessing other crisis services and support.

As a result, Administration has received minimal queries regarding cessation of the meal service over the past twelve months.

Whilst Manna Inc. have not pursued a move to the central Moore Street site at this time, they do continue to provide other valuable services in the community, such as their school breakfast and inter-agency support programs and a message on their website notes that:

> *"Whilst the decision to cease the Weld Square food services was effected by the City of Vincent, I would like to acknowledge and commend them for their efforts in always keeping us informed, involved and included during the process"* and that they will *"continue to explore and prospect other options/partnerships to ensure a coordinated approach to service delivery for our clients within the Cities of Perth and Vincent".*

DETAILS:

Feedback from a range of stakeholders was sought during the preparation of this report and is included below:

Western Australian Police Force

Perth Police have advised that there have been 22 incidents reported at Weld Square since July 2021, a decrease from the same period last year.

Operation Four Square remains ongoing, with police bike teams regularly patrolling and monitoring Weld, Wellington, Russell and Yagan Squares.

Police encourage the community to report issues focussing on specific anti-social behaviours, rather than just the presence of street present persons, so that they can respond accordingly. This may include things such as creating a disturbance, threatening or disorderly behaviour, drug use and trespass.

Police reiterated that homelessness is a complex issue and they continue to work closely with local government, service providers and the community to address concerns.

Ranger Services

The City's Ranger Services have noted a significant decrease in issues at Weld Square since the cessation of the meal service and continue to monitor the location proactively through CCTV and patrols. This includes obstructions, abandoned property, waste/litter, camping and anti-social behaviour.

Rangers continue to offer information and referrals to outreach services to street present persons and rough sleepers and engage with a range of stakeholders to facilitate a coordinated response to any issues arising.

Nyoongar Outreach Services

Nyoongar Outreach Services advised that feedback from staff and clients indicated no concerns with the cessation of the Weld Square meal service and that clients were generally accessing services from the Moore Street site. Further, staff have noted a decrease in street present persons and anti-social behaviour in the vicinity of Weld Square since cessation of the meal service in December 2020.
This feedback has been reflected in discussion with other outreach and service providers in the area.

Nyoongar Outreach Services have also suggested a need to clarify the role of outreach services in the community, and Administration will work with services to raise awareness in this regard.

Local residents/businesses

Administration has received a decrease in reports from local residents and businesses of anti-social behaviour, litter/waste and large groups gathering at Weld Square since cessation of the meal service.

It has recently been reported that on occasion, some unauthorised service provision is occurring at Weld Square and Administration is currently investigating this and following up with providers.

Local residents and businesses have communicated that a lot of continuing anti-social behaviour in the area, including noise, property crime and drug use is perceived to be linked to a few longer-term street present persons who frequent the area and Administration continues to liaise with WA Police, Department of Communities and service providers to offer supports and manage these concerns.

As suggested by local residents, Administration will also seek to promote community safety initiatives such as Neighbourhood Watch in the area and raise awareness of the correct reporting numbers, in collaboration with WA Police and outreach services.

CONSULTATION/ADVERTISING:

The Safer Vincent Advisory Group met in September 2021 to collect and discuss feedback from WA Police, Ranger Services, outreach services and local business and residents.

Administration continues to work with the Department of Communities, WA Police, outreach services including Nyoongar Outreach Services and Uniting WA, neighbouring local governments including the City of Perth and other key stakeholders regarding homeless service provision in the inner-city area and in the referral of those frequenting Weld Square to appropriate services and support.

LEGAL/POLICY:

The City's commitment to the provision of support to organisations working with people experiencing homelessness and the maintenance of an interagency approach through collaboration with outreach services and other community organisations are key actions of the Safer Vincent Plan 2019/2022 and the Action Plan of the City Homeless Framework Committee in which the City participated.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to receive this report and determine not to permit any new goods or service provision at Weld Square given the decrease of anti-social behaviour and alternative meal and service provisions available in the broader inner-city area.

Weld Square and the surrounding area do experience anti-social behaviour associated with both close proximity to licensed premises and support services, and the prevalence of vulnerable persons at risk of or experiencing homelessness within the inner City area. This cohort often present with complex needs relating to mental health, health, cognitive impairment, drug/alcohol use and trauma. The City continues to work collaboratively with State agencies, support services and other stakeholders to manage these risks.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our parks and reserves are maintained, enhanced and well utilised.

Connected Community

Our community facilities and spaces are well known and well used.

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial implications to this decision.

COMMENTS:

Administration engages regularly with homeless service organisations and key stakeholders in the sector through monthly Department of Communities Homelessness Working Group meetings and six-weekly Outreach Collaboration Meetings, as well as other forums as required, to monitor homelessness trends, challenges and needs in the area.

The City also participates in six-monthly rough sleeper counts facilitated by the City of Perth and will also support an upcoming Connections Week exercise coordinated by Ruah Community Services in November 2021 which aims to better understand who is experiencing homelessness in our community and their needs for support and housing.

10.2 TENDER NO IE 108/2021 TREE WATERING AND TREE PLANTING

Attachments:
1. **Evaluation Summary - Confidential**
2. **In-house Service Evaluation**

RECOMMENDATION:

That Council

1. **NOTES the outcome of the evaluation process for Tender IE108/2021 Tree Watering and Tree Planting, and**

2. **ACCEPTS the tender submitted by Leo Heaney Pty Ltd for Tender IE108/2021 for Tree Watering and Tree Planting service.**

PURPOSE OF REPORT:

To report to Council on the outcome of Tender IE108/2021 and to recommend the acceptance of a tenderer.

BACKGROUND:

The City undertakes a number of tree planting activities each year including programmed Greening Plan projects as well as residential requests.

The majority of new trees are planted in areas where there is no reticulation and manual tree watering is required for the first few years to assist in establishment and ensure tree survival.

The current three (3) year contract expired on the 6 August 2021 and the City is seeking to appoint a new contractor to ensure continuity of this service.

DETAILS:

Tender Advertising

The estimated value of the tender over three years is in excess of $1,500,000. As the total budget exceeds $250,000, Policy 1.2.3 – Purchasing, requires an open tender process to be undertaken.

Under CEO delegation 1.19, the Executive Director of Infrastructure and Environment approved the Procurement Plan, which included the following Evaluation Criteria.

EVALUATION CRITERIA *(Regulation Part 4 S14(2a))*			
Criteria		**Weighting**	**How it will be evaluated**
1.	Relevant Experience	50%	Respondents must, as a minimum, address the following information: a) Experience, expertise in the care and general requirements of trees located within parks and streetscapes. b) Provision of an organisation and management structure consistent with implementing all tasks to the required standard.
2.	Resources and Key Personnel Skills	40%	Respondent must demonstrate that it has the required plant, equipment, materials and appropriately skilled staff to undertake the service. Respondents must, as a minimum, address the following information: a) Evidence of the tenderer having the required plant/equipment (up to four trucks/tanks) to undertake the scope of works required.

EVALUATION CRITERIA *(Regulation Part 4 S14(2a))*			
Criteria		**Weighting**	**How it will be evaluated**
3.	Environmental Responsibility	10%	Respondent to address the following information: a) Provide details of your organisations environmental policy and/or practices which manage or reduce the impact on the environment. b) Offer details of any initiatives that would support the City's sustainability objectives and environmental targets. (i.e., recycle, reuse and reduce.)
TOTAL		**100%**	

At the close of the consultation period, five (5) tender responses were received, all of which were judged compliant, from the following companies:

- Baroness Holdings Pty Ltd
- Landscape Australia Construction
- LD Total
- Leo Heaney Pty Ltd
- United Lawns and Landscaping

Tender Assessment

The tenders were assessed by members of the evaluation panel (below) and each tender was assessed using the above Evaluation Criteria, with a scoring system being used as part of the assessment process.

Title	Role
Coordinator Parks Strategy & Projects	Voting
Supervisor Parks Operations	Voting
Technical Officer Parks	Voting
Procurement and Contracts Officer	Non-Voting

Evaluation

A summary table for each compliant Tenderer is provided below. A full outline of the Qualitative Evaluation Criteria for each Tenderer and pricing is contained with **Confidential Attachment 1**.

Company	Qualitative Score/100	Ranking
Leo Heaney Pty Ltd	81	1st
Baroness Holdings Pty Ltd	81	1st
United Lawns and Landscaping	75	2nd
LD Total	68	3rd
Landscape Australia Construction	20	4th

CONSULTATION/ADVERTISING:

The Request for Tender IE108/2021 was advertised in the West Australian and on both the City's website and Tenderlink portal on the 17 April 2021.

LEGAL/POLICY:

The Request for Tender was prepared and advertised in accordance with The City's Purchasing protocol, Policy No. 1.2.3 – Purchasing.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to accept the preferred tenderer.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our urban forest/canopy is maintained and increased.
Our parks and reserves are maintained, enhanced and well utilised.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.

Thriving Places

Our physical assets are efficiently and effectively managed and maintained.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced exposure to ultraviolet radiation

FINANCIAL/BUDGET IMPLICATIONS:

Costs associated with tree watering and tree planting are charged against the Greening Plan capital budget or street trees operating account.

Total projected expenditure for each of the tenderers over the three (3) year life of the tender, as shown in the confidential attachment, was modelled on past typical annual tree watering and planting programs as a means of providing a comparison of anticipated expenditure.

Whilst the annual expenditure under this tender can vary from year to year dependant on programmed projects and seasonal growing conditions, it is estimated that the total value will be in the order of $550,000 to $650,000 per financial year.

COMMENTS:

The tender submission from Leo Heaney Pty Ltd complies with all the tender requirements. The submission was satisfactorily presented and included all relevant and specific information required and requested within the tender specification.

The Evaluation Panel deemed the response to be convincing and credible, demonstrating the capability, capacity and experience to all Evaluation Criteria.

The Evaluation Panel recommends that Leo Heaney Pty Ltd be accepted for Tender IE108/2021 Tree watering and Tree Planting as it offers the best overall value for money to the City.

City Of Vincent

Request for Tender IE108-2021 Tree Watering and Tree Planting Services

In-house Service

Scenario 1 - All in-house labour, 2 trucks in-house, balance of trucks hired			**Estimated Total Cost Over 3 Year Tender Period**
In-house labour costs		1,257,882	
In-house truck costs			
- Depreciation	125,520		
- Fuel	83,779		
- Other (R&M, insurance, registration)	38,280		
Total - in-house truck costs		247,579	
Hired truck costs			
- Truck hire	368,653		
- Fuel	38,017		
Total - hired truck costs		406,670	
Scenario 1 - Total Costs			**$ 1,912,130**

Scenario 2 - All in-house labour, all hire trucks			
In-house labour costs		1,257,882	
Hired truck costs			
- Truck hire	1,181,053		
- Fuel	121,796		
Total - hired truck costs		1,302,849	
Scenario 2 - Total Costs			**$ 2,560,731**

Scenario 3 - All hire labour and hire trucks			
Hired labour costs		1,398,279	
Hired truck costs			
- Truck hire	1,181,053		
- Fuel	121,796		
Total - hired truck costs		1,302,849	
Scenario 3 - Total costs			**$ 2,701,128**

10 COMMUNITY & BUSINESS SERVICES

11.1 REPEAL OF DISASTER APPEALS - DONATIONS AND ASSISTANCE POLICY (4.1.27)

Attachments: **1. Disaster Appeals - Donations and Assistance Policy (4.1.27)**

RECOMMENDATION:

That Council repeal the Disaster Appeals – Donations and Assistance Policy (4.1.27) at Attachment 1.

PURPOSE OF REPORT:

To seek Council approval to repeal the Disaster Appeals – Donations & Assistance Policy (4.1.27).

BACKGROUND:

The Disaster Appeals – Donations & Assistance Policy (4.1.27) has been reviewed, in alignment with the City's Policy Document Register and Review Plan.

It was first adopted in November 2005 and last reviewed April 2018. The objective of the policy is to provide guidance to the Council when considering requests for the provision of financial assistance and other support to alleviate the impact of disasters and other significant emergencies.

On review it was found there was no need for a documented position on this topic and some aspects of the policy regarding in kind assistance did not align to current emergency management practices.

DETAILS:

The policy was found to provide minimal direction to assist Elected Members in decision making.

The policy states that it is Council's role to make a determination on a Disaster Appeal donation and does not provide significant guidance beyond this practice, apart from specifying a maximum amount that may be donated.

If a request were to come for an unbudgeted donation outside our current funding streams, it would require Council approval. Administration would provide a comprehensive report to Council with sufficient and relevant information to make a decision.

Administration does not consider a policy position to be required.

The policy also duplicates Emergency Management responses, which are covered by the Local Emergency Recovery Plan and the City's relationship with the State Emergency Management Committee.

Emergency in-kind support would be quickly activated under existing delegations to the CEO.

CONSULTATION/ADVERTISING:

No community consultation is required for the repeal of the policy.

LEGAL/POLICY:

Nil

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to repeal the policy.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Deleting this policy does not impact on the achievement of specific sustainability outcomes in the *City's Sustainable Environment Strategy 2019-2024.*

PUBLIC HEALTH IMPLICATIONS:

Deleting this policy does not impact on the achievement of the *City's Public Health Plan 2020-2025.*

FINANCIAL/BUDGET IMPLICATIONS:

Nil

POLICY NO: 4.1.27

DISASTER APPEALS – DONATIONS AND ASSISTANCE

OBJECTIVES

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

POLICY STATEMENT

1. Council to Approve Requests

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

2. Financial Support

(a) Financial support shall be limited to a maximum of **$7,009** (Indexed by CPI on 1 July of each year – includes 2017 increase) to any one disaster or other significant emergency appeal.

(b) In the event of more than one relief organisation/agency being involved in the Disaster Appeal, the Council shall determine the most appropriate relief organisation to receive the support.

(c) Financial support will only be made to approved agencies/organisations and cash donations will not be made directly to individuals.

3. Non-financial Support

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

(a) the provision and use of the City's resources, machinery, vehicles, equipment for disasters which occur within Australia;

(b) the use of the City's buildings and facilities for emergency accommodation and other approved purposes;

(c) support for employees with professional expertise who wish to assist in the disaster by releasing the person on payment of their current salary and conditions, assistance to travel costs and incidental costs, provision of emergency clothing, equipment and the like which is necessary for the duration of the employees absence to a maximum of **$7,009** (Indexed by CPI on 1 July of each year – includes 2017 increase);

(d) the use of City as a receiving agent for any donations by the public; and

(e) any other bona fide requests which may arise from a disaster or emergency.

4. Disasters outside Australia

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

5. Definitions

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

(a) Natural Disasters include:

- Floods
- Fire
- Cyclones/storms
- Tsunami
- Earthquake
- Famine
- Disease Threat
- Landslide

(b) Disasters other than Natural Causes include:

- Civil unrest
- War/invasion
- Political, cultural, Religious conflicts
- Acts of terrorism.

Date Adopted:	**22 November 2005**
Date Amended:	
Date Reviewed:	**November 2010, April 2018**
Date of Next Review:	**November 2015, April 2023**

DISASTER APPEALS – DONATIONS AND ASSISTANCE
POLICY NO: 4.1.27

CPI INCREASES FROM JULY 2009
(Perth Based CPI)

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

11.2 INVESTMENT REPORT AS AT 31 AUGUST 2021

Attachments: **1. Investment Statistics as at 31 August 2021**

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 31 August 2021 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 August 2021 and the interest amounts earned year to date.

BACKGROUND:

The City's surplus funds are invested in bank term deposits for various terms to facilitate maximum investment returns in accordance with the City's Investment Policy (No. 1.2.4).

Details of the investments are included in **Attachment 1** and outline the following information:

- Investment performance and policy compliance charts;
- Investment portfolio data;
- Investment interest earnings; and
- Current investment holdings.

DETAILS:

Summary of key investment decisions in this reporting period

The City's investment portfolio is diversified across several accredited financial institutions.

- This month, funds have been invested in AMP Bank, Bank of Queensland and Macquarie Bank.

8 reinvestments were undertaken in August as follows:

- $13,346,244 relating to Municipal funds and
- $5,500,000 relating to Reserves

As of 31 August 2021, $3,860,091 (8.2%) of the City's investments are held in the financial institutions considered to be investing in non-fossil fuel related activities. Further increases in non-fossil fuel investment is restricted due to:

- Record low interest rates offered by banks divested in fossil fuel activities; and
- Smaller divested banks have capped the number of term deposits they can undertake due to surplus cash positions primarily fuelled by low borrowing costs in the market.

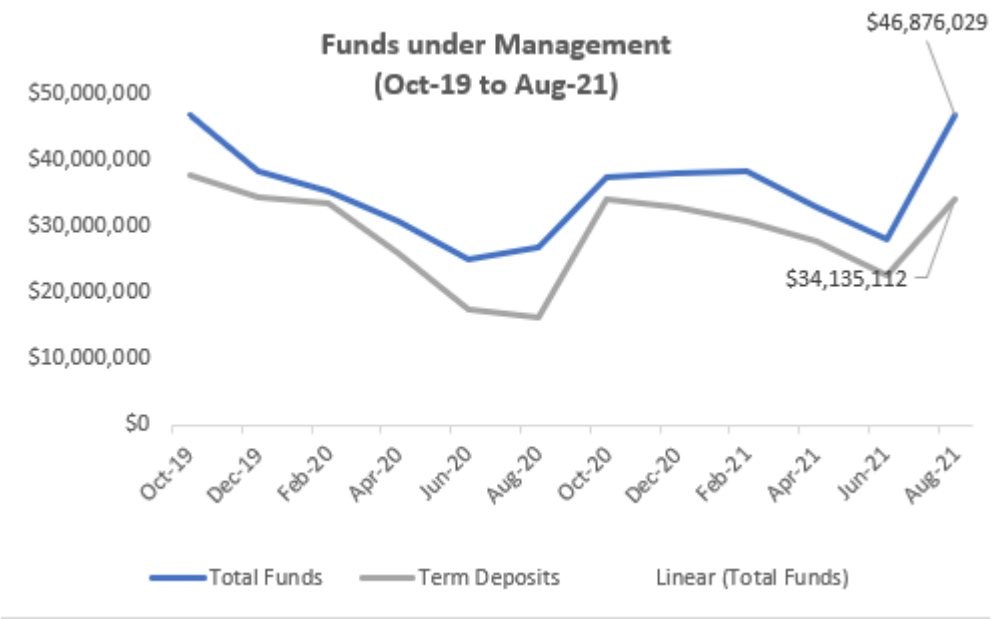
Investment Status

As of 31 August 2021, the total funds held in the City's operating account (including on call) is $46,876,029 compared to $26,788,392 for the period ending 31 August 2020. The difference has arisen due to the earlier collection of rates compared to the previous year.

Interest bearing term deposits account for $39,248,776, non-interest bearing account for $7,646,253 and the remaining $11,000 is held in equity shares.

The total term deposit investments for the period ending 31 August 2021 are $34,135,112 compared to $16,238,861 for the period ending 31 August 2020.

The following chart shows funds under management since Oct 2019.



Interest Status

Total accrued interest earned on investments as at 31 August 2021 is:

Total Accrued Interest Earned on Investment	Budget Adopted	Budget YTD	Actual YTD	% of FY Budget
Municipal	$100,000	$8,721	$ 15,083	172.95%
Reserve	$100,000	$15,023	$28,914	192.47%
Subtotal	**$200,000**	**$23,744**	**$43,997**	**185.30%**
Leederville Gardens Inc Surplus Trust*	$0	$0	$18,189	0.00%
Total	**$200,000**	**$23,744**	**$62,186**	**261.90%**

**Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2020/21 Budget as actual interest earned is restricted.*

The City has a weighted average interest rate of 0.41% for current investments whereas the Reserve Bank 90 days accepted bill rate for July 2021 is 0.02%. The online Saver interest rate has been maintained at 0.2% and is subject for review by CommBank in September 2021.

Sustainable Investments
The City's investment policy requires that in the first instance, the City considers rate of return of the fund. All things being equal, the City then prioritises funds with no current record of funding fossil fuels. The City can increase the number of non-fossil fuel lenders but will potentially result in a lower rate of return.

Administration utilises ‘Market Forces’ to ascertain the level of exposure banks have in fossil fuel activities and utilises a platform called ‘Yield Hub’ to determine daily interest rates published by banks.

The investment guidelines which is the supplementary document to the Council Investment Policy has been updated to increase the maximum exposure limits to divested institutions, this has now been increased to 90% as reflected in the below table. The majority of divested institutions lie within A-2 and A-1 categories.

Short Term Rating (Standard & Poor’s) or Equivalent	Direct Investments Maximum %with any one institution		Maximum % of Total Portfolio	
	Guideline	Current position	Guideline	Current position
A1+	30%	30.0%	90%	39.8%
A-1	25%	12.9%	90%	11.9%
A-2	20%	10.6%	90%	48.3%

Administration will continuously explore options to ascertain if a balanced investment strategy can be developed where investments in divested banks can be increased with a minimal opportunity cost of loss in interest rate returns for instances when banks not divested in fossil fuel activities offer a higher rate of return.

RISK MANAGEMENT IMPLICATIONS

Low: Administration has developed effective controls to ensure funds are invested in accordance with the City's Investment Policy. This report enhances transparency and accountability for the City's investments.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.
Our community is aware of what we are doing and how we are meeting our goals.
Our community is satisfied with the service we provide.
We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024,* however focussing on non-fossil fuel investments contributes to a Sustainable Environment.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes of the City's Public Health Plan 2020-2025.

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 31 AUGUST 2021

	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	$	$	$	$	%
BY INVESTMENT HOLDINGS					
Municipal Account	7,646,253	0	0	7,646,253	16.0%
Online Saver	5,083,664	0	0	5,083,664	11.0%
Term Deposits	18,446,244	11,996,592	3,692,276	34,135,112	73.0%
Equity Shares	11,000	0	0	11,000	0.0%
	31,187,161	**11,996,592**	**3,692,276**	**46,876,029**	**100.0%**
BY INSTITUTION					
Bank of Queensland	8,376,244	4,500,000	899,629	13,775,873	29.4%
Commonwealth Bank of Australia	12,729,917	0	0	12,729,917	30.0%
Members Equity Bank Ltd.	0	1,805,262	852,499	2,657,761	5.7%
National Australia Bank	2,500,000	1,500,000	0	4,000,000	10.0%
North Perth Community Bank	11,000	0	0	11,000	0.0%
Westpac Banking Corp	0	0	1,940,148	1,940,148	4.1%
AMP Bank	2,970,000	2,000,000	0	4,970,000	10.6%
Macquarie Bank	4,600,000	1,000,000	0	5,600,000	12.9%
Defense Bank	0	1,191,330	0	1,191,330	3.0%
	31,187,161	**11,996,592**	**3,692,276**	**46,876,029**	**100.0%**
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	15,229,917	1,500,000	1,940,148	18,670,065	39.9%
A-1	4,600,000	1,000,000	0	5,600,000	11.9%
A-2	11,357,244	9,496,592	1,752,128	22,605,964	48.2%
	31,187,161	**11,996,592**	**3,692,276**	**46,876,029**	**100.0%**
BY TERMS					
0-30 days	12,729,917	0	0	12,729,917	27.2%
31-90 days	0	3,500,000	0	3,500,000	7.5%
91-180 days	3,600,000	0	0	3,600,000	7.7%
181-270 days	8,023,756	7,496,592	852,499	16,372,847	34.9%
270-365 days	4,876,244	1,000,000	2,839,777	8,716,021	20.0%
> 1 year	1,957,244	0	0	1,957,244	5.1%
	31,187,161	**11,996,592**	**3,692,276**	**46,876,029**	**100.0%**
BY MATURITY					
0-30 days	15,329,917	1,500,000	1,940,148	18,770,065	40.0%
31-90 days	11,000	4,500,000	0	4,511,000	9.6%
91-180 days	3,589,000	3,996,592	1,752,128	9,337,720	19.9%
181-270 days	4,523,756	0	0	4,523,756	9.7%
270-365 days	7,722,488	0	0	7,722,488	16.5%
> 1 Year	11,000	2,000,000	0	2,011,000	4.3%
	31,187,161	**11,996,592**	**3,692,276**	**46,876,029**	**100.0%**
BY FOSSIL FUEL EXPOSURE *(as determined by www.marketforces.org.au)*					
Fossil Fuel Lending	31,176,161	9,000,000	2,839,777	43,015,938	91.8%
Non Fossil Fuel Lending	11,000	2,996,592	852,499	3,860,091	8.2%
	31,187,161	**11,996,592**	**3,692,276**	**46,876,029**	**100.0%**

1

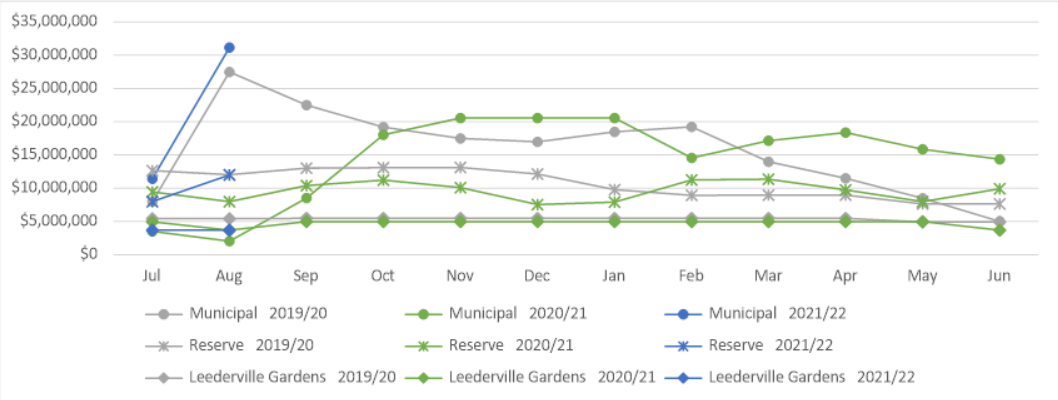
CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 31 AUGUST 2021

Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal $
OPERATING ACCOUNTS						
Municipal	Commonwealth Bank of Australia				0.00%	7,646,253
Municipal	Commonwealth Bank of Australia		Ongoing		0.20%	5,083,664
Total Operating Funds						**12,729,917**
EQUITY SHARES	North Perth Community Bank	23/11/2001				11,000
Total Equity Shares						**11,000**
TERM DEPOSITS						
Leederville Gardens Inc Surplus Trust	Westpac Banking Corp	01/09/2020	01/09/2021	365	0.80%	1,940,148
Reserve	National Australia Bank	29/01/2021	20/09/2021	234	0.30%	1,500,000
Reserve	Macquarie Bank	01/02/2021	01/11/2021	273	0.55%	1,000,000
Leederville Gardens Inc Surplus Trust	Bank of Queensland	18/03/2021	20/12/2021	277	0.40%	899,629
Municipal	Macquarie Bank	18/03/2021	13/09/2021	179	0.40%	2,600,000
Reserve	Defense Bank	18/03/2021	13/12/2021	270	0.37%	1,191,330
Municipal	National Australia Bank	18/03/2021	18/10/2021	214	0.31%	2,500,000
Reserve	Members Equity Bank Ltd.	18/06/2021	14/01/2022	210	0.45%	1,805,262
Leederville Gardens Inc Surplus Trust	Members Equity Bank Ltd.	30/06/2021	28/01/2022	212	0.45%	852,499
Reserve	Bank of Queensland	18/06/2021	14/01/2022	210	0.45%	1,000,000
Reserve	AMP Bank	20/08/2021	20/08/2022	366	0.75%	1,976,244.00
Reserve	AMP Bank	20/08/2021	18/08/2022	183	0.75%	2,000,000.00
Reserve	Bank of Queensland	20/08/2021	17/11/2021	90	0.25%	3,500,000.00
Municipal	Macquarie Bank	20/08/2021	18/02/2022	182	0.40%	1,000,000.00
Municipal	Macquarie Bank	30/08/2021	30/11/2021	92	0.40%	1,000,000.00
Municipal	AMP Bank	30/08/2021	01/03/2022	183	0.35%	1,023,756.00
Municipal	Bank of Queensland	30/08/2021	29/03/2022	211	0.33%	3,500,000.00
Municipal	Bank of Queensland	30/08/2021	02/06/2022	276	0.35%	4,876,244.00
Total Term Deposits						**34,165,112**
Total Investment Including At Call						**46,906,029**

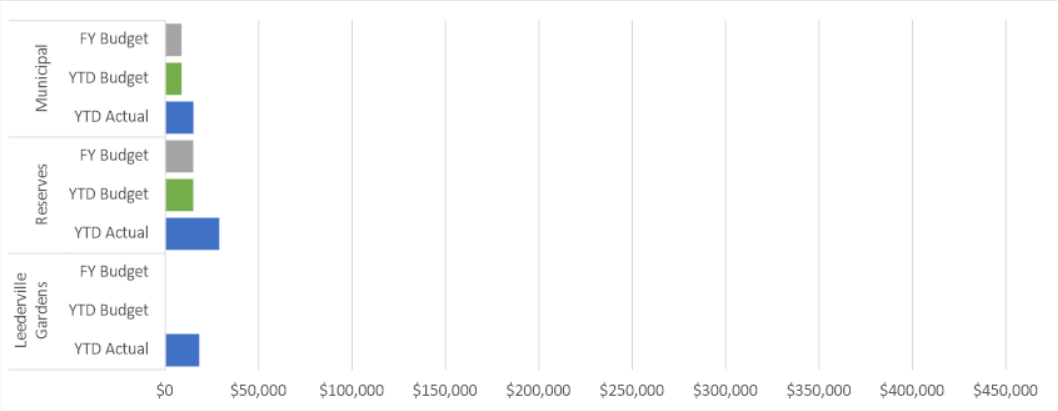
2

CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 AUGUST 2021

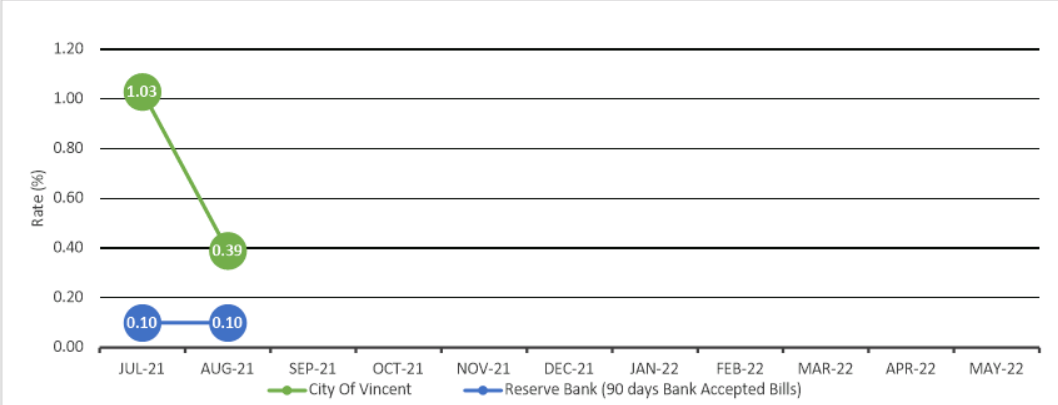
FUNDS INVESTED (ONLINE SAVER AND TERM DEPOSITS)



INTEREST EARNINGS



INTEREST RATE COMPARISON



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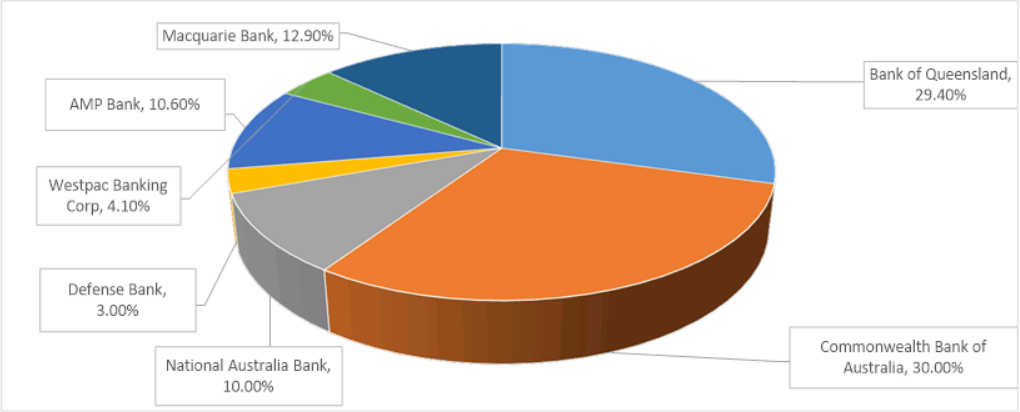
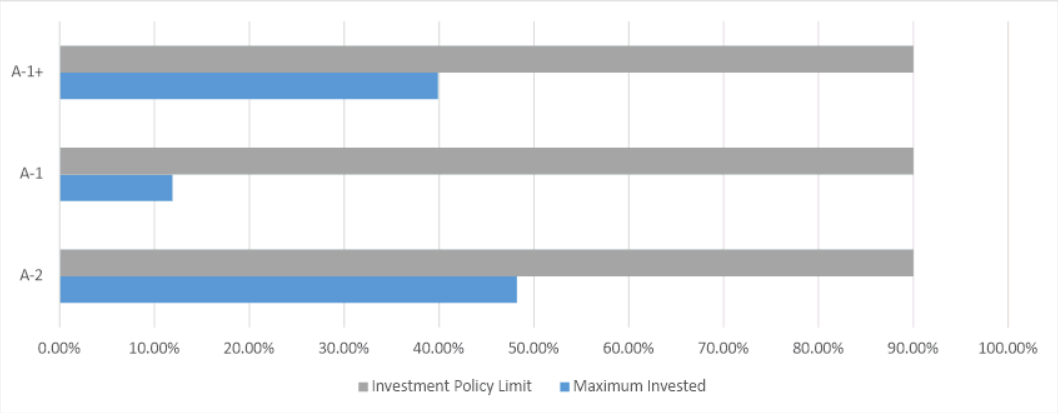
CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 AUGUST 2021

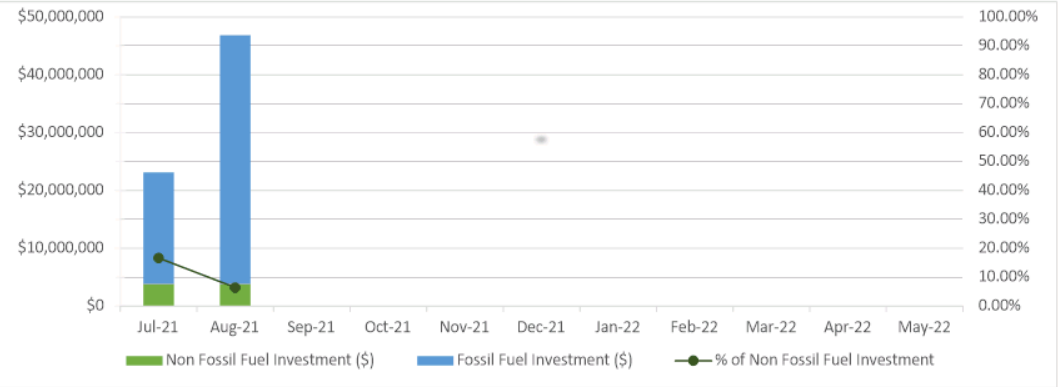
TOTAL PORTFOLIO EXPOSURE



TOTAL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



** Selection of non fossil fuel investments is based on information provided by www.marketforces.org.au.*

4

CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 31 AUGUST 2021

	YTD 31/08/2021 $	YTD 31/08/2020 $	FY 2021/22 $	FY 2020/21 $
MUNICIPAL FUNDS				
Budget	8,721	8,793	8,721	70,000
Interest Earnings	15,083	11,195	15,083	69,957
% Income to Budget	172.95%	127.32%	172.95%	99.94%
RESERVE FUNDS				
Budget	15,023	32,096	15,023	90,000
Interest Earnings	28,914	20,766	24,879	79,826
% Income to Budget	192.47%	64.70%	165.61%	88.70%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	18,189	10,645	18,189	58,921
% Income to Budget	0.00%	0.00%	0.00%	0.00%
TOTAL				
Budget	23,744	40,889	23,744	160,000
Interest Earnings	62,186	42,606	58,151	208,704
% Income to Budget	261.90%	104.20%	244.91%	130.44%
Variance	38,442	1,717	34,407	48,704
% Variance to Budget	161.90%	4.20%	144.91%	30.44%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	23,744	40,889	23,744	160,000
Interest Earnings	43,997	31,961	39,962	149,783
% Income to Budget	185.30%	78.17%	168.30%	93.61%
Variance	20,253	(8,928)	16,218	(10,217)
% Variance to Budget	85.30%	-21.83%	68.30%	-6.39%

11.3 ADVERTISING OF AMENDED POLICY - INVESTMENT POLICY

Attachments:
1. **Proposed Amended Investment Policy**
2. **Marked up copy - Investment Policy 1.2.4**

RECOMMENDATION

That Council:

1. **APPROVES the proposed amendments to the Investment Policy, at Attachment 1, for the purpose of public notice;**

2. **AUTHORISES the Chief Executive Officer to provide local public notice of the proposed new policy and invite public comments for a period of at least 21 days; and**

3. **NOTES that at the conclusion of the public notice period any submissions received would be presented to Council for consideration.**

PURPOSE OF REPORT:

For Council to approve the proposed amendments to the Investment Policy for public notice.

BACKGROUND:

The requirement of provisions outlined in clause 1.3 of the Policy Development and Review Policy were presented to Elected Members in the 6 August 2021 Policy Paper.

The Investment Policy (Policy 1.2.4) was adopted on 24 February 1997 and last reviewed on 6 December 2017.

DETAILS:

The Investment Policy is well overdue for review and Administration proposes this minor policy review to address immediate issues with the policy.

Amendments to the Policy Objectives:

The following objective is proposed to be modified:

Current objective	Proposed objective	Reason
have investment funds achieve an overall return of the UBS Bank Bill Index	maximise investment returns ~~funds achieve an overall return of the UBS Bank Bill Index~~	The UBS Bank Bill Index has not existed since 2014

Requirement for a documented City position (including community need or legislative requirement):

A documented policy position is required to ensure that the City's investment risk appetite is defined and compliant with regulatory requirements, including:

- Local Government Act 1995 – Section 6.14.
- Trustees Act 1962 – Part III
- Local Government (Financial Management) Regulations 1996
- Australian Accounting Standards

The policy is administered via Council Delegation 2.2.28.

An evaluation of the effectiveness of the existing policy:

The findings of Administrations review of are as follows:

Performance Criteria for this Policy	Comments
Regulatory Compliance	There have been no compliance breaches.
Adverse Audit Findings	There have been no adverse audit findings.
Complies with Delegations	Investment decisions have been made in accordance with approved Council delegations.
Processes are appropriate, documented and complied with	A detailed set of procedures supports the operation of this policy. The procedures were last reviewed in March 2021 and comply with the policy.
Take a conservative approach to investments, but with a focus to add value through prudent investment of funds	Conservative and prudent investment is demonstrated by maintaining or increasing the total value of the investment portfolio each year.
Maximise investment returns	Investment returns have met or exceeded the Reserve Bank cash rate.
Achieve a high level of security of the overall portfolio by using recognised rating criteria	Investments are always informed by rating criteria, and are highly secure.
Maintain an adequate level of diversification	A diversified portfolio is achieved by the application of both the policy and procedures. Divestment profiles also consider the funding of fossil fuels by the relevant institution.
Give preference to investments with institutions that are assessed to have higher social and environmental responsibility ratings	
Have ready access to funds for day-to-day requirements, without penalty	The City has maintained adequate liquidity, without penalty.

The following documented policy changes are required:

- When exercising the power of investment, the Risk Profile (at section 7) is amended so that it *explicitly states that Administration will give consideration to the non-fossil fuel status of the investment*, as one of a number of equally important considerations.

1. **This does not change the risk profile of investments, and must be considered alongside other factors, including the purpose of the investment, the likely return, the liquidity, the aggregate value, and the cost structure.**

- When giving preference to an investment with institutions that have a record of funding fossil fuels, due to providing a higher rate of return, the following statement is removed:

  … and the additional return generated will be invested back into carbon abatement initiatives within the City of Vincent.

  The City does not explicitly quantify the additional return generated, and how this is invested into carbon abatement initiatives, and is non-compliant with the policy as currently written. The policy requirement is difficult to quantify and administer.

  However, Administration is confident that the City is compliant with the intent of this policy requirement, as the City annually invests significant funds in carbon abatement initiatives including tree planting, energy efficiency, and other sustainability initiatives.

CONSULTATION/ADVERTISING:

In accordance with the City's Community Consultation Policy, public notice of all new and significantly amended policies must be provided for a period exceeding 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers;
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre; and
- letters distributed to relevant local businesses and community groups

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The City's Policy Development and Review Policy sets out the process for the development and review of the City's policy documents.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to provide public notice of the proposed amended policy. The policy amendments do not alter the risk profile of the City's investment approach.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

When exercising the power of investment, the City considers the impact on the environment and considers non-fossil fuel options.

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

The City seeks to optimise the rate of return in its investments, which in turn generates revenue for other City activities. The policy includes criteria that minimises the risk of investment to the City.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

Sustainable Energy Use/Greenhouse Gas Emission Reduction

Refer to the enhanced environment outcomes described above.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Reduced exposure to environmental health risks

The City's focus on minimising the use of fossil-fuel investments provides downward pressure on these investments, thereby influencing the reduction of harmful environmental health impacts of fossil fuel industries.

FINANCIAL/BUDGET IMPLICATIONS:

The investment policy has an impact on the City's annual budget. It provides policy settings that impact the level of interest revenue generated, the liquidity of cash available to fund operations and the sustainability of special purpose reserves.

INVESTMENT POLICY

Legislation / local law requirements	*Local Government Act 1995* – Section 6.14 *Trustees Act 1962* - Part III *Local Government (Financial Management) Regulations 1996 – R19* Australian Accounting Standards
Relevant delegations	Council Delegation 2.2.28 – Power to invest and manage investments
Related policies, procedures and supporting documentation	D21/58375 Investment Guidelines and Procedures

PRELIMINARY

INTRODUCTION

The City of Vincent will invest surplus funds in accordance with the Local Government Act and Council Delegations.

PURPOSE

This policy sets guiding principles and financial controls to balance risk and return when managing the investment of City funds. Investment decisions will also reflect the City of Vincent community's social and environmental expectations.

OBJECTIVE

The purpose of this policy is to

- Ensure the City takes a conservative approach to the investment of funds,but will add value through prudent investment.
- maximise investment returns.
- achieve a high level of security of the overall portfolio by using recognised rating criteria.
- maintain an adequate level of diversification.
- give preference to investments with institutions that are assessed to have a higher social and environmental responsibility rating.
- have ready access to funds for day-to-day requirements, without penalty.

INVESTMENT POLICY

SCOPE

Refers to the investment and management of all funds held by the City, including operating accounts, investment accounts and funds managed under a Trust.

POLICY PROVISIONS

POLICY

The City of Vincent will apply the following principles to all investments made in accordance with section 6.14 of the Local Government Act 1995:

1. Prudent Person Standard

The investment will be managed with the care, diligence, and skill that a prudent person would exercise. The City of Vincent will manage the investment portfolios to safeguard the portfolios and not for speculative purposes.

2. Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of the City of Vincent investment portfolio. Officers will disclose any conflict of interest to the Chief Executive Officer.

3. Authorised Investments

Authorised investments shall be limited to:

- Fixed and floating rate interest bearing deposits with a term to maturity of 12 months or less, with authorised institutions.
- State and Commonwealth Government Bonds with a term to maturity of 3 years or less
- Specific securities approved by Council.

4. Prohibited Investments

This policy prohibits the use of leveraging (borrowing to invest) of an investment.

5. Risk Profile

When exercising the power of investment, the following are to be given consideration:

- The purpose of the investment, and its needs together with the circumstances.
- The nature of and the risk associated with the different investments.
- The need to maintain the real value of capital and income.
- The risk of capital loss or income loss.
- The likely income return and the timing of that return.
- The liquidity and the marketability of the proposed investment during, and at thedetermination of the term of, the proposed investment.
- The aggregate value of the investment.
- The costs (including commissions, fees, charges and duties payable) ofmaking the proposed

INVESTMENT POLICY

investment.

- The non-fossil fuel status of the proposed investment.

6. Divestment Profile of Institutions

When exercising the power of investment, preference is to be given to investments with institutions that have been assessed to have no current record of funding fossil fuels, providing that doing so will secure a rate of return that is at least equal to alternatives offered by other institutions.

7. Variation to Policy

The Chief Executive Officer or their delegated representative is authorised to approve variations to this policy if the investment is to the City of Vincent's advantage and/or due to revised legislation.

All variations to this policy, actioned under this clause, are to be report to Council within 14 days.

OFFICE USE ONLY	
Responsible Officer	Executive Manager Financial Services
Initial Council Adoption	24 February 1997
Previous Title	Not Applicable
Reviewed / Amended	27 March 2001, 27 June 2006, 12 August 2008, 28 July 2009, 14 January 2014, 23 August 2016, 12 December 2017
Next Review Date	07/2022

POLICY NO: 1.2.4

INVESTMENT POLICY

OBJECTIVES

To:

- ~~take~~ ensure the City takes a conservative approach to the investment of funds~~s~~, but ~~with a focus to~~will add valuethrough prudent investment ~~of funds~~;
- ~~have investment funds achieve an overall return of the UBS Bank Bill Index;~~
- maximise investment returns
- achieve a high level of security of the overall portfolio by using recognised rating criteria;
- maintain an adequate level of diversification;
- give preference to investments with institutions that are assessed to have higher social and environmental responsibility rating; and
- have ready access to funds for day to day requirements, without penalty.

POLICY STATEMENT

1. AUTHORITY FOR INVESTMENT

All investments are to be made in accordance with:

- *Local Government Act 1995* – Section 6.14.
- *The Trustees Amendment Act 1997* – point 6, re: Part 111 Investments.
- *Local Government (Financial Management) Regulations 1996* – Regulations 19, 19C, 28 and 49.
- Australian Accounting Standards

2. DELEGATION OF AUTHORITY

Chief Executive Officer or his delegated representative has authority to invest surplus funds.

3. PRUDENT PERSON STANDARD

The investment will be managed with the care, diligence and skill that a prudent person would exercise. ~~Officers are to~~to The City of Vincent will manage the investment portfolios to safeguard the portfolios ~~in accordance with the spirit of this Investment Policy~~, and not for speculative purposes.

4. ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with the proper execution and management of ~~Council's~~ the City of Vincent investment portfolio. ~~This policy requires~~ officers ~~to~~ will disclose any conflict of interest to the ~~CEO~~ Chief Executive Officer.

5. AUTHORISED INVESTMENTS

Authorised Investment shall be limited to:

- Fixed and floating rate interest bearing deposits with a term to maturity of
  - 12 months or less with authorised institutions:
- State and Commonwealth Government Bonds with a term to maturity of 3 years or less; and
- Specific securities approved by Council.

6. PROHIBITED INVESTMENTS

This Policy prohibits the use of leveraging (borrowing to invest) of an investment.

7. RISK PROFILE

When exercising the power of investment the following are to be given consideration:

- The purpose of the investment, and its needs together with the circumstances.
- The nature of and the risk associated with the different investments.
- The need to maintain the real value of capital and income.
- The risk of capital loss or income loss.
- The likely income return and the timing of that return.
- The liquidity and the marketability of the proposed investment during, and at the determination of the term of, the proposed investment.
- The aggregate value of the investment.
- The costs (including commissions, fees, charges and duties payable) of making the proposed investment.
- The non-fossil fuel status of the proposed investment.

8. DIVESTMENT PROFILE OF INSTITUTIONS

When exercising the power of investment, preference is to be given to investments with institutions that have been assessed to have no current record of funding fossil fuels, providing that doing so will secure a rate of return that is at least equal to alternatives offered by other institutions.

~~Where an investment is made with an institution that has been assessed to have a record of funding fossil fuels, due to providing a higher rate of return, the additional return generated will be invested back into carbon abatement initiatives within the City of Vincent.~~

9. VARIATION TO POLICY

The Chief Executive Officer or their delegated representative be authorised to approve variations to this policy if the investment is to Council's advantage and/or due to revised legislation.

All changes to this policy, actioned under this clause, are to be reported to Council within 14 days.

Date Adopted:	**24 February 1997**
Date Amended:	**27 March 2001, 27 June 2006, 12 August 2008, 28 July 2009, 14 January 2014, 23 August 2016, 12 December 2017.**
Date Reviewed:	**~~6 December 2017~~ 5 October 2021**
Date of Next Review:	**~~23 August 2019~~ 30 June 2022**

11.4 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

Attachments:

1. **Payments by EFT and Payroll August 21**
2. **Payments by Cheque August 21**
3. **Payments by Direct Debit August 21**

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 August 2021 to 31 August 2021 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	$12,676,858.43
Cheques	$1,070.30
Direct debits, including credit cards	$137,994.80
Total payments for August 2021	**$12,815,923.53**

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 August 2021 to 31 August 2021.

BACKGROUND:

Council has delegated to the Chief Executive Officer (Delegation No. 2.2.18) the power to make payments from the City's Municipal and Trust funds. In accordance with *Regulation 13(1) of the Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

DETAILS:

The Schedule of Accounts paid for the period 1 August 2021 to 31 August 2021, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	**2705-2709 and 2711-2717**	$10,816,072.00
Payroll by Direct Credit	**August 2021**	$1,860,786.43
Sub Total		**$12,676,858.43**
Cheques		
Cheques	**82669-82670**	$1,070.30
Cancelled cheques		$0.00
Sub Total		**$1,070.30**

Direct Debits (including Credit Cards)

Lease Fees	$395.84
Loan Repayments	$100,782.60
Bank Charges – CBA	$27,450.67
Credit Cards	$9,365.69
Sub Total	**$137,994.80**
Total Payments	**$12,815,923.53**

Payment to Mindarie Regional Council

Payment to Mindarie Regional Council on 24 August 2021 for $7,083,333 relates to operational changes arising from the strategic review of Mindarie Regional Council (MRC). This was approved during as part of the Annual Budget adoption in June 2021.

The MRC and BioVision have mutually agreed to terminate their processing agreement at the Resource Recovery Facility (RRF) with effect from 31 August 2021.

A number of the MRC's member councils have been progressively providing Garden Organics (GO) bins to their residents as a transition step. The organics collected in these bins is currently being processed by external recyclers. The City of Vincent is commencing a Food Organics Garden Organics service this year.

The change to organics handling in Perth, now and into the future, means that the RRF is no longer the most suitable processing infrastructure and technology for this material stream. The MRC will take ownership of the RRF and is currently assessing how best it can be used in the future.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996* refers, i.e.-

"12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

- *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
- *otherwise, if the payment is authorised in advance by a resolution of Council.*

(2) Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to Council."

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996* refers, i.e.-

"13. Lists of Accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –

- *the payee's name;*
- *the amount of the payment;*
- *the date of the payment; and*
- *sufficient information to identify the transaction.*

(2) A list prepared under sub regulation (1) is to be —

- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
- *recorded in the minutes of that meeting."*

RISK MANAGEMENT IMPLICATIONS:

Low: Management systems are in place that establish satisfactory controls, supported by the internal and external audit functions. Financial reporting to Council increases transparency and accountability.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure covered in this report includes various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

Creditors Report - Payments by EFT and Payroll
01/08/21 to 31/08/21

Date	Payee	Description	Amount
20/08/2021	A Duckworth-Smith	Design advisory meeting and consultancy fees	$ 800.00
20/08/2021	A E Lanyon	Rates refund - due to overpayment	$ 1,584.58
20/08/2021	A Fink	Fitness instructor fees	$ 66.32
20/08/2021	A Poustie	Part refund of dog registration	$ 150.00
11/08/2021	Aaron Luke Dollas	Reimbursement from heritage assistance fund	$ 2,507.50
20/08/2021	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	$ 1,419.00
13/08/2021	Addstyle Constructions Pty Ltd	Refund of infrastructure bond	$ 1,500.00
20/08/2021	Adelphi Apparel	Uniform supplies - Rangers	$ 220.00
20/08/2021	Affordable Earthworks	Refund of infrastructure bond	$ 1,000.00
11/08/2021	Ailsa Foster	Part refund of dog registration	$ 100.00
11/08/2021	Alinta Energy	Gas charges - various locations	$ 175.15
20/08/2021	Alinta Energy	Gas charges - various locations	$ 2,461.55
11/08/2021	All Class Tiling Services	Pool retiling project - BPLC	$ 141,421.31
20/08/2021	Alsco Pty Ltd	Mat supplies - BPLC	$ 611.82
20/08/2021	Ampol Australia Petroleum Pty Ltd	Fuel and oils	$ 24,749.19
20/08/2021	Anna Cappelletta	Fitness instructor fees	$ 1,890.00
11/08/2021	Apace Aid (INC.)	Supply of plants	$ 118.80
20/08/2021	APARC	Central management system, software licensing, Ticketor enforcement, meter maintenance, sensor maintenance, credit card transactions and refurbishment of parking ticket machines	$ 67,413.67
11/08/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	$ 15,323.80
20/08/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	$ 1,300.00
11/08/2021	Aranan Murugamoorthy	Refund of infrastructure bond	$ 275.00
11/08/2021	Ausblue Pty Ltd	Ad blue supplies - additive to reduce truck carbon emissions	$ 1,070.72
11/08/2021	Australia Post	Postage charges	$ 4,896.41
11/08/2021	Australia Post (Agency Commission)	Commission charges	$ 512.52
20/08/2021	Australia Wide First Aid	First aid workshops - BPLC staff	$ 351.00
11/08/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations	$ 2,593.98
20/08/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - Admin	$ 275.00
21/08/2021	Australian HVAC Services Pty Ltd	Replace two evaporative coolers - Loftus Recreation Centre	$ 24,563.00
13/08/2021	Australian Services Union	Payroll deduction	$ 284.90
30/08/2021	Australian Services Union	Payroll deduction	$ 284.90
13/08/2021	Australian Taxation Office	Payroll deduction	$ 195,418.00
30/08/2021	Australian Taxation Office	Payroll deduction	$ 178,964.00
11/08/2021	Azility	Environmental monitoring service 2021/22	$ 7,348.00

Page 1 of 11

Date	Payee	Description	Amount
11/08/2021	B C Fiebig	Fitness instructor fees	$ 56.84
20/08/2021	BCITF Building & Construction Industry Training	Levy collection	$ 11,384.94
11/08/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	$ 18.67
20/08/2021	BDD Australia Pty Ltd	Milk supplies - BPLC	$ 11.45
20/08/2021	Benara Nurseries	Supply of plants	$ 7,551.06
11/08/2021	Benerin Electrical Services	Install bus shelter mesh panels - Charles Street	$ 3,498.00
11/08/2021	Bill Bunbury Productions	Author presentation - 'Many Maps'	$ 360.00
20/08/2021	Billi Australia Pty Ltd	Water heater repairs - BPLC	$ 374.00
11/08/2021	Blackwoods	Hardware supplies - Depot	$ 1,098.05
20/08/2021	Blackwoods	Hardware supplies - Depot	$ 1,492.22
20/08/2021	BOC Limited	Medical oxygen supplies and CO2 for beverage	$ 563.29
20/08/2021	Boral Construction Materials Group Limited	Concrete supplies	$ 918.89
20/08/2021	Boyan Electrical Services	Electrical services - various locations	$ 630.16
19/08/2021	Brayco Commercial	Supply of air chairs for indoor pool area - BPLC	$ 2,025.00
20/08/2021	Briskleen Supplies Pty Ltd	Toiletry and cleaning products - BPLC	$ 5,688.33
20/08/2021	Bucher Municipal Pty Ltd	Plant repairs and maintenance	$ 5,166.87
20/08/2021	Budget Rent a Car	Vehicle hire - commercial bin removal project	$ 1,476.75
20/08/2021	Bunnings Trade	Hardware supplies - Depot	$ 941.54
11/08/2021	Burdens Australia Pty Ltd	Supply of park benches - Beaufort Street	$ 5,893.80
11/08/2021	C Rizzeri	Part refund of Beatty Park Leisure Centre fees	$ 848.26
20/08/2021	Cat Haven	Cat impound fees	$ 137.50
20/08/2021	CB Construct Pty Ltd	Refund of infrastructure bond	$ 1,500.00
11/08/2021	Charmaine Amanda Magness	Fitness instructor fees	$ 227.36
13/08/2021	Child Support Agency	Payroll deduction	$ 937.48
30/08/2021	Child Support Agency	Payroll deduction	$ 886.30
11/08/2021	Chindarsi Architects	Design advisory consultancy fee	$ 220.00
20/08/2021	Chindarsi Architects	Design advisory meeting and consultancy fees	$ 770.00
20/08/2021	Christina Neubauer	Bicycle riding and learning to ride sessions	$ 3,921.50
20/08/2021	City Of Perth	BA archive retrievals	$ 170.93
20/08/2021	City of Stirling	Meals on Wheels	$ 676.48
21/08/2021	City of Stirling	Rates - Depot 2021/22	$ 23,519.10
13/08/2021	City of Vincent	Payroll deduction - staff contributions to vehicles	$ 785.51
30/08/2021	City of Vincent	Payroll deduction - staff contributions to vehicles	$ 745.59
13/08/2021	City of Vincent Staff Social Club	Payroll deduction	$ 540.00
30/08/2021	City of Vincent Staff Social Club	Payroll deduction	$ 538.00
20/08/2021	Cleanaway	Waste bin removal - Hyde Park Fair 2021	$ 709.03
20/08/2021	CMJ Australia	Merchandise - BPLC	$ 1,088.00
11/08/2021	Colin Shaikh	Refund of infrastructure bond	$ 1,000.00
11/08/2021	Colleagues Nagels	Supply of notebooks - Rangers	$ 655.00

Date	Payee	Description	Amount
20/08/2021	Colleagues Nagels	Integrated transferable parking permits	$ 3,933.00
11/08/2021	Connect Call Centre Services	After hours calls service	$ 1,342.17
11/08/2021	Contraflow Pty Ltd	Traffic management services - various locations	$ 2,079.00
20/08/2021	Contraflow Pty Ltd	Traffic management services - various locations	$ 20,112.58
11/08/2021	Corsign WA Pty Ltd	Sign supplies - various	$ 1,459.70
20/08/2021	Corsign WA Pty Ltd	Sign stickers - various	$ 3,671.80
13/08/2021	Cr A Castle	Council meeting fee	$ 1,935.83
13/08/2021	Cr Ashley Wallace	Council meeting fee	$ 1,935.83
13/08/2021	Cr D Loden	Council meeting fee	$ 1,935.83
13/08/2021	Cr J Fotakis	Council meeting fee	$ 1,935.83
13/08/2021	Cr J Hallett	Council meeting fee	$ 1,935.83
13/08/2021	Cr J Topelberg	Council meeting fee	$ 1,935.83
13/08/2021	Cr S Gontaszewski	Council meeting fee	$ 3,255.70
13/08/2021	Cr Sally Smith	Council meeting fee	$ 1,935.83
20/08/2021	CSE Crosscom Pty Ltd	Software and network access for hand held radios	$ 6,688.00
20/08/2021	CSP Group Pty Ltd	Plant repairs and maintenance	$ 606.00
11/08/2021	D B Green	Fitness instructor fees	$ 625.24
11/08/2021	D Dama	Fitness instructor fees	$ 341.04
20/08/2021	D Dama	Fitness instructor fees	$ 56.84
20/08/2021	D E Stotzer	Refund of playgroup fees	$ 190.00
11/08/2021	D Parker	Expense reimbursement- catering for City event - staff	$ 230.39
20/08/2021	Dale Alcock Homes	Refund of infrastructure bond	$ 2,000.00
20/08/2021	Danica Zuks Photography	Photography services - COV tree planting	$ 198.00
11/08/2021	Daniela Toffali	Fitness instructor fees	$ 585.00
20/08/2021	David Gray & Co Pty Ltd	Plant repairs and maintenance	$ 114.75
11/08/2021	David Sainty	Refund of infrastructure bond	$ 500.00
20/08/2021	Department of Mines, Industry Regulation and Safety	Building services levy collection	$ 20,421.47
11/08/2021	Department of Planning Lands and Heritage	Amended DAP fee	$ 5,946.00
13/08/2021	Depot Social Club	Payroll deduction	$ 56.00
30/08/2021	Depot Social Club	Payroll deduction	$ 56.00
20/08/2021	Design Right Pty Ltd	Design services - various locations	$ 26,400.00
11/08/2021	Devco Builders	Maintenance and repairs - various locations	$ 73,221.81
20/08/2021	Devco Builders	Maintenance and repairs - various locations	$ 36,269.56
11/08/2021	DFES Direct Brigade Alarm Monitoring	Annual fire alarm monitoring - various locations	$ 5,643.00
11/08/2021	Domus Nursery	Supply of plants	$ 1,857.68
11/08/2021	Donegan Enterprises Pty Ltd	Playground repairs and maintenance -various locations	$ 17,754.00
20/08/2021	Donegan Enterprises Pty Ltd	Playground safety inspection - Braithwaite Park	$ 132.00
11/08/2021	Downer EDI Engineering Power Pty Ltd	Upgrade of CCTV - Depot	$ 17,736.86
11/08/2021	Dsatco Pty Ltd	Mulch supplies	$ 1,545.12

Date	Payee	Description	Amount
20/08/2021	Duo Build Pty Ltd	Refund of planning application fee	$ 147.00
11/08/2021	E Bentley	Expense reimbursement - Fitness Aust registration	$ 195.00
20/08/2021	E Gauntlett	Rates refund - due to overpayment	$ 475.97
20/08/2021	Eclipse Soils Pty Ltd	Supply of mulch	$ 6,710.00
20/08/2021	Element Advisory Pty Ltd	Community engagement panel - partial payment	$ 7,110.13
21/08/2021	Element Advisory Pty Ltd	Concept plan - Robertson Park development	$ 4,303.75
20/08/2021	Elite Pool Covers Pty Ltd	Supply and install indoor pool blanket and gear box for pool roller - BPLC	$ 10,076.00
11/08/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	$ 690.66
20/08/2021	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance	$ 110.50
20/08/2021	Enigin Partners Pty Ltd	Energy monitoring service - various COV locations	$ 4,207.50
20/08/2021	Enviro Sweep	Road sweeping services	$ 10,451.41
20/08/2021	Enviroblast Cannington	Pressure cleaning services	$ 1,719.30
20/08/2021	Erban Development Pty Ltd	Refund of building application fee	$ 1,184.34
20/08/2021	F D Moscarda	Refund for Seniors outing	$ 34.00
21/08/2021	F D Moscarda	Part refund of Beatty Park Leisure Centre fees	$ 405.02
11/08/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	$ 26,766.39
20/08/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	$ 31,443.19
20/08/2021	Flick Anticimex Pty Ltd	Pest control services - various locations	$ 2,393.49
11/08/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	$ 8,764.39
20/08/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	$ 5,932.93
11/08/2021	G Burgess	Distribution services - 17500 junk verge collection pamphlets	$ 4,620.00
11/08/2021	G Edwards	Fitness instructor fees	$ 170.52
20/08/2021	G Edwards	Fitness instructor fees	$ 101.84
11/08/2021	Go Print	Print services - various departments	$ 462.00
20/08/2021	Green Gurus	Solar photovoltaic workshop for Strata on behalf of COV	$ 990.00
11/08/2021	Greg W Astill	Refund of infrastructure bond	$ 850.00
20/08/2021	Grove Propagation Nursery	Supply of plants	$ 351.95
11/08/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	$ 595.03
20/08/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	$ 887.00
11/08/2021	Halls Head College ESC	Supply of plants	$ 1,100.00
11/08/2021	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Marketing	$ 5,928.03
13/08/2021	Health Insurance Fund of WA	Payroll deduction	$ 178.10
30/08/2021	Health Insurance Fund of WA	Payroll deduction	$ 178.10
20/08/2021	Hotchkin Hanly	Professional services - review BPLC membership form	$ 1,925.00
11/08/2021	HR Dept Fremantle and Cockburn	HR consulting services	$ 7,920.00
20/08/2021	Imagesource Digital Solutions	Printing services - BPLC	$ 1,386.00
11/08/2021	Innovations Catering	Catering for City event - Council	$ 595.00
20/08/2021	Innovations Catering	Catering for City events - Council and training and development	$ 1,339.00
20/08/2021	Insight Enterprises Aust Pty Ltd	Licence subscription - Nitro productivity suite for PDF	$ 3,095.40

Date	Payee	Description	Amount
11/08/2021	Ivan and Felicia Olsen	Crossover subsidy - 96 Lawler Street Nor	$ 680.00
11/08/2021	Ivan and Felicia Olsen	Refund of infrastructure bond	$ 275.00
11/08/2021	J Fondacaro	Expense reimbursement - diesel for fire pump station (BPLC)	$ 118.27
20/08/2021	J Lowden	Fitness instructor fees	$ 113.68
11/08/2021	Janet Verburg	Fitness instructor fees	$ 293.68
20/08/2021	JMAC Holdings Pty Ltd	Refund of infrastructure bond	$ 1,000.00
11/08/2021	K Grant	Fitness instructor fees	$ 420.00
11/08/2021	K Harcus	Fitness instructor fees	$ 240.00
24/08/2021	KJ Concha Pty Ltd ATF HODL Superannuation Fund	Superannuation	$ 1,225.88
20/08/2021	Kleenheat Gas	Forklift gas supplies - Depot	$ 137.65
20/08/2021	Konica Minolta Business Solutions Australia Pty Ltd	Supply of printers- BPLC	$ 4,070.00
21/08/2021	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - various departments	$ 773.40
11/08/2021	KS Black Pty Ltd	Bore/pump maintenance and electrical works - various locations	$ 75,850.50
20/08/2021	L M Bowerman	Refund for meditation class, cancelled due to COVID lockdown	$ 6.00
13/08/2021	L.G.R.C.E.U.	Payroll deduction	$ 20.50
30/08/2021	L.G.R.C.E.U.	Payroll deduction	$ 20.50
11/08/2021	Landgate	Gross rental valuations for interims	$ 1,187.62
20/08/2021	Landgate	Gross rental valuations for interims	$ 478.22
11/08/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	$ 13,002.00
20/08/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	$ 36,498.00
20/08/2021	Les Mills Asia Pacific	Licence fees for fitness classes	$ 1,235.86
11/08/2021	LGISWA	Various insurance contributions - 2021/22 first instalment	$ 493,562.18
20/08/2021	Limitless Promotions	Supply of dog and cat registration tags	$ 480.00
11/08/2021	Line Marking Specialists	Line marking services - various locations	$ 2,761.00
20/08/2021	Line Marking Specialists	Line marking services - Stirling/Newcastle Street	$ 316.80
11/08/2021	Liveable Group Pty Ltd	Tree pruning and removal services - various locations	$ 10,252.00
20/08/2021	Liveable Group Pty Ltd	Tree pruning and removal services - various locations	$ 40,609.80
20/08/2021	LIWA Aquatics	LIWA memberships and conference registration	$ 5,000.00
20/08/2021	Local Government Planners Association	Staff training - Incentivising community benefits	$ 85.00
11/08/2021	LO-GO Appointments	Temporary staff - Payroll	$ 4,867.99
20/08/2021	M B Humphreys	Part refund of dog registration	$ 150.00
11/08/2021	M E McKahey	Expense reimbursement - Catering for City event - staff event	$ 202.10
11/08/2021	M G Jajko	Fitness instructor fees	$ 113.68
20/08/2021	M G Jajko	Fitness instructor fees	$ 113.68
11/08/2021	M M Sialtsis	Refund for Seniors outing	$ 68.00
20/08/2021	M P Slyth	Refund for chair yoga session	$ 6.00
20/08/2021	M Slater	Fitness instructor fees	$ 60.29
20/08/2021	M V Vessels (USE 10110)	Part refund of dog registration	$ 150.00
20/08/2021	M2M One Pty Ltd	Mobile SIMs for parks reticulation devices	$ 308.37

Date	Payee	Description	Amount
11/08/2021	Major Motors Pty Ltd	Truck repairs and maintenance	$ 1,702.82
20/08/2021	Manheim Pty Ltd	Towing services	$ 555.50
20/08/2021	Market Creations	Website dedicated IP address	$ 88.00
11/08/2021	Marketforce Pty Ltd	Advertising services - various departments	$ 1,380.50
20/08/2021	Marketforce Pty Ltd	Advertising services - various departments	$ 4,926.51
11/08/2021	Marsh Pty Ltd	Asbestos management framework project	$ 4,878.50
20/08/2021	Marzano Consulting Psychologists	Management coaching sessions	$ 2,955.00
11/08/2021	Massey's Herd	Milk supplies - Depot	$ 405.45
20/08/2021	Massey's Herd	Milk supplies - Depot	$ 520.20
20/08/2021	Matrix Traffic and Transport Data Pty Ltd	Bicycle and pedestrian data collection	$ 9,262.00
20/08/2021	Max Wax Auto Detailing	Vehicle detailing services	$ 65.00
11/08/2021	Maxima Group Training	School based trainees - Apprenticeship Cert II in business	$ 214.01
20/08/2021	Maxima Group Training	School based trainees - Apprenticeship Cert II in business	$ 214.01
13/08/2021	Mayor E Cole	Council meeting fee	$ 7,875.25
20/08/2021	McLeods Barristers & Solicitors	Legal services - compliance matter, SAT matter 3 Bulwer Avenue and advice regarding the termination of the lease for 594-596 Beaufort Street	$ 8,870.11
02/08/2021	Mercer Spectrum	Superannuation	$ 4,823.28
11/08/2021	Mercer Spectrum	Superannuation	$ 5,090.80
20/08/2021	MessageMedia	SMS integrating for Phoenix	$ 113.47
20/08/2021	Metal Artwork Creations	Supply of staff name badges - various departments	$ 64.68
11/08/2021	Metal Works Perth	Supply and install bus shelters - part payment	$ 9,900.00
11/08/2021	Metro Count	Supply of traffic data collection equipment	$ 9,724.00
20/08/2021	Michael Dryka Architects	Refund of design review panel application fee, paid twice	$ 705.00
11/08/2021	Michael Page International Australia Pty Limited	Temporary staff - Engineering	$ 3,378.93
20/08/2021	Michael Page International Australia Pty Limited	Temporary staff - Engineering	$ 1,433.78
11/08/2021	Michelle Kiddie Photography	Photography services - budget newsletter	$ 198.00
11/08/2021	Mind Over Matter Health and Fitness	Seniors weekly fitness classes	$ 280.00
11/08/2021	Mindarie Regional Council	Processable and non processable waste	$ 103,644.93
20/08/2021	Mindarie Regional Council	Processable and non processable waste	$ 177,943.83
21/08/2021	Mindarie Regional Council	Reimbursement of administration expenses - July 21	$ 32,208.09
24/08/2021	Mindarie Regional Council	COV capital contribution - RRFA	$ 7,083,333.00
20/08/2021	Minus18	Supply of pronoun badges	$ 254.00
11/08/2021	Mobile Mouse	Staff training - Excel essentials	$ 1,675.00
11/08/2021	My Best Friend Veterinary Centre	Vet services Jun 21	$ 1,540.50
20/08/2021	My Best Friend Veterinary Centre	Vet services Jul 21	$ 1,750.20
11/08/2021	My Ride Perth Central	Ebike repairs	$ 272.88
20/08/2021	N Wellington	Expense reimbursement-Parking & food	$ 80.15
11/08/2021	Nexus Home Improvements	Refund of infrastructure bond	$ 1,500.00
11/08/2021	Nightlife Music Pty Ltd	Crowd DJ and hire of audio/video equipment - BPLC	$ 518.77

Date	Payee	Description	Amount
20/08/2021	Noma Pty Ltd	Design advisory meeting fee	$ 550.00
11/08/2021	NovoFit WA Pty Ltd	Gym equipment service - BPLC	$ 396.00
20/08/2021	NovoFit WA Pty Ltd	Gym equipment service - BPLC	$ 291.48
11/08/2021	O A Morgan	Part refund of dog registration	$ 77.50
20/08/2021	Officeworks Ltd	Office supplies and consumables	$ 45.30
20/08/2021	Optima Press	Printing services - reminder notices	$ 823.12
11/08/2021	P Carroll	Refund of parking permits	$ 360.00
20/08/2021	P Robertson	Part refund of Beatty Park Leisure Centre fees	$ 242.60
11/08/2021	P Tran	Fitness instructor fees	$ 56.84
20/08/2021	P Tran	Fitness instructor fees	$ 56.84
11/08/2021	Paraquad Industries	Library van delivery service 2021/22	$ 6,793.60
11/08/2021	Parks and Leisure Australia	Staff training - Community sport conference	$ 462.00
20/08/2021	Parks and Leisure Australia	Staff training - Parks and environment conference	$ 231.00
11/08/2021	PeopleSense by Altius	Counselling services	$ 1,751.20
20/08/2021	PeopleSense by Altius	Counselling services; annual management fee	$ 2,015.86
11/08/2021	Perth Property Management	Partial refund of parking permits	$ 245.44
11/08/2021	Perth Property Solutions	Rates refund - due to overpayment	$ 1,867.07
20/08/2021	Phase3 Landscape Construction Pty Ltd	Construction of Banks Reserve 'Active Zone' - payment of retention claim	$ 15,148.95
20/08/2021	Place Score	COV data from the 2021 Australia liveability census	$ 2,200.00
20/08/2021	Plantrite	Supply of plants	$ 628.65
11/08/2021	Plastic Card Printing Pty Ltd	Supply of authorisation cards	$ 30.80
20/08/2021	Poolshop Online Pty Ltd	Pool chemicals - BPLC	$ 1,757.80
11/08/2021	Print and Sign Co	Printing services - various departments	$ 1,404.92
20/08/2021	Print and Sign Co	Printing services - various departments	$ 777.92
20/08/2021	Proficiency Group Pty Ltd	Information management and ICT support services	$ 110.00
11/08/2021	Programmed Integrated Workforce Ltd	Temporary staff - Parks	$ 5,241.28
20/08/2021	Programmed Integrated Workforce Ltd	Temporary staff - Parks	$ 2,083.02
11/08/2021	Programmed Skilled Workforce Limited	Temporary staff - various departments	$ 13,795.28
20/08/2021	Programmed Skilled Workforce Limited	Temporary staff - various departments	$ 3,989.16
11/08/2021	Protector Fire Services Pty Ltd	Service fire equipment - various locations	$ 1,455.46
20/08/2021	Protector Fire Services Pty Ltd	Service fire equipment - various locations	$ 3,465.00
11/08/2021	QED Environmental Services	Slip resistance measurement - BPLC pool surrounds	$ 770.00
20/08/2021	QuickMail	Mail drop print and distribution - North Perth mini roundabout consultation	$ 594.37
20/08/2021	R K Oldham	Rates refund - due to overpayment	$ 1,458.58
20/08/2021	Rada & Neso Services	Cleaning services - BPLC	$ 11,850.00
11/08/2021	Raymond Lesley Espinos	Fitness instructor fees	$ 454.72
11/08/2021	Realmark Commercial	Rates refund - due to overpayment	$ 6,551.29
11/08/2021	REALMstudios Pty Ltd	Design advisory consultancy fees	$ 800.00
20/08/2021	REALMstudios Pty Ltd	Design advisory meeting fees	$ 880.00

Date	Payee	Description	Amount
11/08/2021	Rebecca Mathias	Fitness instructor fees	$ 100.00
11/08/2021	Redimed Pty Ltd	Employee medical services	$ 341.00
11/08/2021	Regents Commercial	Trent and variable outgoings - Barlee Street car park	$ 8,710.48
20/08/2021	Renew Property Maintenance	Clearing rights of way and tipping fees - various locations	$ 8,844.00
11/08/2021	Rentokil Initial Pty Ltd	Pest control services - BPLC	$ 2,084.61
20/08/2021	Road Specialist Australia	Plant repairs and maintenance	$ 1,445.95
20/08/2021	Royal W.A. Historical Society Inc.	Annual subscription 2021/22	$ 95.00
11/08/2021	RPG Auto Electrics	Plant repairs and maintenance	$ 574.86
20/08/2021	RPG Auto Electrics	Plant repairs and maintenance	$ 701.07
11/08/2021	Rubek Automatic Doors	Repair automatic door - Library	$ 1,035.10
20/08/2021	Rubek Automatic Doors	Repair automatic door - BPLC	$ 1,326.60
20/08/2021	S Morton	Part refund of Beatty Park Leisure Centre fees	$ 736.31
11/08/2021	S Patchett	Fitness instructor fees	$ 720.00
20/08/2021	S T Turner	Refund of playgroup fees	$ 190.00
11/08/2021	S Walsh	Artist fee - artwork for BPLC pool tile design	$ 4,600.00
20/08/2021	Salomone Projects Pty Ltd	Refund of infrastructure bond	$ 1,000.00
11/08/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	$ 176.00
20/08/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	$ 5,984.00
20/08/2021	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	$ 65.00
11/08/2021	SAS Locksmiths	Key cutting and lock maintenance service - various locations	$ 18.00
20/08/2021	SAS Locksmiths	Key cutting and lock maintenance service - various locations	$ 289.69
11/08/2021	Scarboro Toyota	Vehicle service and repairs	$ 1,154.74
20/08/2021	Scarboro Toyota	Vehicle service and repairs	$ 553.99
11/08/2021	Sean Cappeau	Installation of stickers on signage - HBF Park	$ 1,212.00
11/08/2021	Securus	Security services - Britannia Reserve	$ 98.49
20/08/2021	Securus	Security services - various locations	$ 1,512.40
11/08/2021	ServiceFM Pty Ltd	Cleaning services and cleaning materials - various locations (part of July 21)	$ 32,223.56
20/08/2021	ServiceFM Pty Ltd	Cleaning services and cleaning materials - various locations (part of May 21)	$ 53,160.59
20/08/2021	Seton Australia	Supply of filter retainers - BPLC	$ 87.80
20/08/2021	Shaaron Taylor	Fitness instructor fees	$ 97.50
11/08/2021	Shoreside Pty Ltd	Refund of infrastructure bond	$ 3,000.00
20/08/2021	Shred-X Pty Ltd	Security bin exchange - BPLC	$ 115.50
11/08/2021	Sigma Chemicals	Pool chemicals - BPLC	$ 852.74
20/08/2021	Sigma Chemicals	Pool chemicals and pool equipment repairs - BPLC	$ 1,253.05
20/08/2021	SJR Civil Consulting Pty Ltd	Consultancy services - Black spot submissions 2022/23	$ 3,432.00
11/08/2021	Soundtown	Accessories to PA system - BPLC	$ 237.00
20/08/2021	SpacetoCo Pty Ltd	Facilities weekly reporting and financial handling	$ 660.00
11/08/2021	SPP Group WA Pty Ltd	Mechanical consultancy - Admin air conditioning upgrade	$ 5,445.00
11/08/2021	Steann Pty Ltd	Bulk verge hard waste collection	$ 70,752.55

Date	Payee	Description	Amount
20/08/2021	Steann Pty Ltd	Bulk verge hard waste collection	$ 49,155.15
24/08/2021	Steeg Banham Superannuation Fund	Superannuation	$ 242.83
11/08/2021	Steve Hawke	Speaker fee - 'The Boy from Birdum'	$ 660.00
11/08/2021	Stompcoffee House	Mobile coffee service - National tree day	$ 605.00
11/08/2021	Stott Hoare	Supply of USB soft phones and ear phones	$ 13,398.00
20/08/2021	Stott Hoare	Network switching infrastructure and accessories	$ 88,554.40
20/08/2021	StrataGreen	Garden equipment supplies - various	$ 1,648.21
20/08/2021	Suez Recycling & Recovery Pty Ltd	Waste collection - BPLC	$ 1,377.20
24/08/2021	SuperChoice Services Pty Ltd	Superannuation	$ 218,744.48
11/08/2021	Synergy	Electricity and gas charges - various locations	$ 37,648.47
20/08/2021	Synergy	Electricity and gas charges - various locations	$ 95,494.75
11/08/2021	T&H Wilkes Pty Ltd	Gravel supplies	$ 1,210.00
11/08/2021	Teena Smith	Fitness instructor fees	$ 240.00
11/08/2021	Telstra Corporation Ltd	Telephone and internet charges - various locations	$ 1,183.72
20/08/2021	Temptations Catering	Catering for City events - workshops	$ 938.89
20/08/2021	The BBQ Man	BBQ and pressure cleaning services - various locations	$ 6,337.64
11/08/2021	The Bin Guys	Skip bin hire - Wade Street	$ 1,780.00
20/08/2021	The Hybrid Minds	Videography services - Mount Hawthorn welcome to my neighbourhood	$ 919.60
20/08/2021	The Royal Life Saving Society Western Australia Inc	Training course - youth first aid	$ 792.00
21/08/2021	The Royal Life Saving Society Western Australia Inc	Servicing of AIDS memorial fountain	$ 891.00
20/08/2021	The Stainless Steel Monument Co Pty Ltd	Plaque for artwork - Connections by Liz Gray	$ 295.90
24/08/2021	The Trustee for Fergco Family Super Fund	Superannuation	$ 1,938.03
24/08/2021	The Trustee for Guild Retirement Fund	Superannuation	$ 577.81
11/08/2021	Thinkproject Australia Pty Ltd	Digital asset and work management software support and maintenance 2021/22	$ 11,719.19
11/08/2021	Time & People Pty Ltd	Annual subscription - visitor management system	$ 2,352.90
20/08/2021	TNUT Climbing	Refund of planning application fee	$ 295.00
11/08/2021	Tom Lawton - Bobcat Hire	Bobcat hire	$ 11,127.60
20/08/2021	Tom Lawton - Bobcat Hire	Bobcat hire	$ 6,186.40
20/08/2021	Toolmart Australia Pty Ltd	Hardware supplies - Depot	$ 198.00
20/08/2021	Total Green Recycling	Electronic waste recycling	$ 964.35
20/08/2021	Total Packaging WA Pty Ltd	Supply of bin liners	$ 4,259.20
20/08/2021	Totally Workwear Mt Hawthorn	Uniform supplies - various departments	$ 7,942.38
11/08/2021	Town Team Movement	Workshop - customer experience design thinking	$ 5,500.00
20/08/2021	Travis Hayto Photography	Videography services - various events	$ 756.25
11/08/2021	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance - BPLC	$ 930.88
11/08/2021	Trisley's Hydraulic Services Pty Ltd	Pool filtration renewal and associated works - BPLC	$ 274,888.35
20/08/2021	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance - BPLC	$ 649.00
21/08/2021	Trisley's Hydraulic Services Pty Ltd	Pool filtration renewal and associated works - BPLC	$ 143,656.70
11/08/2021	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	$ 483.95

Date	Payee	Description	Amount
11/08/2021	Turf Developments (WA) Pty Ltd	Turf maintenance - various locations	$ 2,590.50
20/08/2021	Turf Developments (WA) Pty Ltd	Turf maintenance - Shakespeare Street Reserve	$ 2,329.80
20/08/2021	Tyres4U Pty Ltd	Tyre replacements and maintenance	$ 2,516.10
11/08/2021	United Way WA Inc	Community donation - Little Library	$ 500.00
20/08/2021	Universal Diggers	Plant hire - Depot	$ 583.00
11/08/2021	Vibe DJ Service	DJ for BPLC indoor pool opening event - deposit	$ 125.00
13/08/2021	Vibe DJ Service	DJ for BPLC indoor pool opening event - balance	$ 300.00
24/08/2021	Vision Super	Superannuation	$ 1,840.92
11/08/2021	W.A. Hino Sales & Service	Plant repairs and maintenance	$ 2,020.70
20/08/2021	WA Genealogical Society Inc.	Annual subscription 2021/22	$ 100.00
11/08/2021	WA Library Supplies	Supply of table - Library	$ 248.00
11/08/2021	WALGA	Annual membership subscription - 2021/22	$ 52,983.71
11/08/2021	Walter & Doolan - Leisha Eatts	Welcome to Country - 'Many maps' talk	$ 600.00
11/08/2021	Water Corporation	Water charges - various locations	$ 6,336.37
20/08/2021	Water Corporation	Water charges - various locations	$ 4,988.57
20/08/2021	Way Funky Company Pty Ltd	Merchandise - BPLC	$ 11,899.95
20/08/2021	WC Convenience Management Pty Ltd	Maintenance of exeloos - various locations	$ 3,992.44
11/08/2021	West Coast Profilers Pty Ltd	Profiling services - Coronation Street	$ 2,332.00
11/08/2021	West Oz Sand Supplies	Concrete supplies - BPLC slides and surrounding area	$ 14,300.00
20/08/2021	West-Sure Group Pty Ltd	Cash collection services - various locations	$ 1,087.85
11/08/2021	Wilson Security	Security services - Depot	$ 214.50
20/08/2021	Wilson Security	Security services - Loftus Recreation Centre	$ 143.00
11/08/2021	Winc Australia Pty Ltd	Office supplies and consumables	$ 110.29
20/08/2021	Winc Australia Pty Ltd	Office supplies and consumables	$ 884.74
20/08/2021	Work Metrics Pty Ltd	Online inductions - BPLC	$ 110.00
11/08/2021	Workwear Group Pty Ltd	Uniform supplies - Engineering	$ 157.55
11/08/2021	Worldwide East Perth	Printing services - various events	$ 110.00
20/08/2021	Worldwide East Perth	Printing services - various events	$ 418.00
11/08/2021	Y Cham	Refund of parking permits	$ 180.00
11/08/2021	YogaNut	Fitness instructor fees	$ 420.00
11/08/2021	Yolande Gomez	Fitness instructor fees	$ 658.40
20/08/2021	Yolande Gomez	Fitness instructor fees	$ 146.84
20/08/2021	Youth Affairs Council Of WA	Annual membership 2021/22	$ 275.00
11/08/2021	Zenien	Replacement and installation of CCTV cameras - BPLC	$ 16,439.85
20/08/2021	ZIP Heaters Aust Pty Ltd	Hydrotap maintenance - various locations	$ 4,278.78
11/08/2021	Zumba Fitness Patricia Rojo	Fitness instructor fees	$ 248.00
20/08/2021	Zumba Fitness Patricia Rojo	Fitness instructor fees	$ 310.00
			$ 10,816,072.00

Date	*Payee*	*Description*	*Amount*
Payroll			
03/08/21	Pay 3		$ 638,152.20
06/08/21	Ad hoc		$ 103.70
17/08/21	Pay 4		$ 596,709.46
31/08/21	Pay 5		$ 625,821.07
Total Payroll			**$ 1,860,786.43**
Total Payments			**$ 12,676,858.43**

Page 11 of 11

Creditors Report - Payments by Cheque				
01/08/21 to 31/08/21				
Creditor	***Date***	***Payee***	***Description***	***Amount***
00082669	04/08/2021	Petty Cash - Library	Petty cash recoup	$ 30.30
00082670	24/08/2021	Department of Health of WA Hawthorn	Rates refund - due to overpayment	$ 1,040.00
Total Nett Cheque Payments				**$ 1,070.30**

Page 1 of 1

Creditors Report - Payments by Direct Debit				
01/08/21 to 31/08/21				
Credit Card Transactions for the Period 7 July 21 - 5 August 21				
Card Holder	***Date***	***Payee***	***Description***	***Amount***
CEO	08/07/2021	Landgate	Change of name application fee	$ 181.30
	24/07/2021	WA News	Newspaper subscription	$ 83.60
	27/07/2021	Dept of Local Government	Parking fee - Development WA meeting	$ 18.00
	29/07/2021	Australian Institute of Management - WA	Staff training course - Coping with pressure	$ 755.00
	05/08/2021	Business News Pty Ltd	Subscription	$ 1,375.00
				$ 2,412.90
Director Community & Business Services	15/07/2021	Business News Pty Ltd	Politics and policy seminar - two attendees	$ 260.00
	22/07/2021	Local Government Management	Staff training - ESP network	$ 120.00
	27/07/2021	Business News Pty Ltd	Post budget seminar - two attendees	$ 260.00
	28/07/2021	Raine Square	Parking fee - meeting with heritage architect	$ 20.25
				$ 660.25
Director Infrastructure & Environment	14/07/2021	Perth Magistrates Court	Court lodgements - parking matters	$ 489.90
	15/07/2021	Irrigation Australia	Waterwise irrigation expo - one attendee	$ 214.50
	15/07/2021	Irrigation Australia	Waterwise irrigation expo - one attendee	$ 214.50
	28/07/2021	Aldi Stores	Catering for City event - workshop/seminar	$ 19.33
	28/07/2021	City of Joondalup	Parking fee - external meeting	$ 2.60
				$ 940.83
Manager Marketing & Partnerships	07/07/2021	Survey Sparrow	Online survey software	$ 632.97
	07/07/2021	International transaction fee	Online survey software	$ 15.82
	07/07/2021	Facebook	Advertising	$ 165.00
	08/07/2021	Facebook	Advertising	$ 48.54
	15/07/2021	Shutterstock	Image download subscription	$ 99.00
	20/07/2021	Simplebooklet.com	Subscription - online booklet maker	$ 2.51
	20/07/2021	International transaction fee	Subscription - online booklet maker	$ 0.06
	21/07/2021	McMahons	Youth sector summit 2021 - one attendee	$ 158.35
	23/07/2021	Asana.com	Subscription - work flow graphic design tool	$ 830.71
	23/07/2021	International transaction fee	Subscription - work flow graphic design tool	$ 20.77
	30/07/2021	BCF Australia	Supply of beach balls - BPLC pool opening day	$ 25.93
	31/07/2021	Facebook	Advertising	$ 1.89
	31/07/2021	Facebook	Advertising	$ 18.46

Page 1 of 2

Card Holder	*Date*	*Payee*	*Description*	*Amount*
	31/07/2021	Facebook	Advertising	$ 27.73
	03/08/2021	Woolworths	Catering for City event - workshop/seminar	$ 27.90
	03/08/2021	Woolworths	Catering for City event - workshop/seminar	$ 100.93
				$ 2,176.57
Manager ICT	07/07/2021	Sendgrid	Application programming interface software	$ 120.15
	07/07/2021	International transaction fee	Application programming interface software	$ 3.00
	09/07/2021	FS.com Pty Ltd	IT accessories - transceivers	$ 73.70
	19/07/2021	Zoom.com	Video conferencing	$ 307.89
	21/07/2021	M2M one Pty Ltd	Mobile SIMs for parks reticulation devices	$ 308.31
	22/07/2021	Town of Victoria Park	Parking fee - external meeting	$ 2.00
	01/08/2021	Safetyculture	Mobile inspection application	$ 79.20
	02/08/2021	Austin Computers	IT accessories - ethernet adapters	$ 68.00
	02/08/2021	Assetsonar.com	IT asset management software	$ 272.33
	02/08/2021	International transaction fee	IT asset management software	$ 6.81
	03/08/2021	Intruder Systems Ltd	Subscription - cyber security testing	$ 342.59
	03/08/2021	International transaction fee	Subscription - cyber security testing	$ 8.56
	04/08/2021	Deputy.com	Online timesheet software	$ 859.10
				$ 2,451.64
Procurement and Contracts Officer	10/07/2021	Mailchimp	Email campaign	$ 679.50
	20/07/2021	Facebook	Advertising - transaction disputed	$ 44.00
				$ 723.50
Total Corporate Credit Cards				**$ 9,365.69**
Direct Debits				
Lease Fees	23/08/2021	Pitney Bowes Leasing	Postal scales	$ 395.84
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre, Loftus Underground Car Park and Beatty Park Leisure Centre	**$ 100,782.60**
Bank Fees and Charges		Commonwealth Bank	Bank fees	**$ 27,450.67**
Total Direct Debits including Credit Cards				**$ 137,994.80**

Page 2 of 2

11.5 FINANCIAL STATEMENTS AS AT 31 AUGUST 2021

Attachments: **1. Financial Statements as at 31 August 2021**

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 August 2021 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 August 2021.

BACKGROUND:

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity including the sources and applications of funds, as compared to the budget.

DETAILS:

The following documents, included as **Attachment 1**, comprise the statement of financial activity for the period ending **31 August 2021: -**

Note	Description	Page
1.	Statement of Financial Activity by Program Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature or Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-14
5.	Capital Expenditure including Funding graph and Capital Works Schedule	15-21
6.	Cash Backed Reserves	22
7.	Rating Information and Graph	23-24
8.	Debtors Report	25
9.	Beatty Park Leisure Centre Financial Position	26

Comments on the Statement of Financial Activity (as at Attachment 1)

Operating revenue is reported separately by '*Program'* and '*Nature or Type'* respectively. The significant difference between the two reports is that operating revenue by *'Program'* includes 'Profit on sale of assets and the report for '*Nature or Type'* includes 'Rates revenue'.

Revenue by Program (on page 1) is tracking higher than year to date budgeted revenue by $251,865(7.1%). The following item materially contributed to this position:

- A favourable variance of $194,270 due to higher than anticipated instalment fees on rates as an increased number of rate payers electing to take the instalment option **(General Purpose)**.

Revenue by Nature or Type (on page 4) is tracking slightly higher than the year to date budgeted revenue by $240,510 (0.6%). The following item materially contribute to this position: -

- An unfavourable variance of $250,649 due to one month delay in opening of indoor swimming pool **(Fees and Charges).**
- A favourable variance of $110,044 due to higher than anticipated instalment fees on rates **(Interest Earning).**

- A favourable Variance of $ 359,095 – higher than anticipated variable recoups and licence permit fees **(Other Revenue)**
-

Expenditure by Program (on page 1) is favourable, attributed by an under-spend of $2,357,104 (14.2%) compared to the year-to-date budget. The following items materially contributed to this position: -

- A favourable variance of $940,812 mainly contributed by timing variances of works relating to waste collection and tipping costs and timing variance for events and programmes (**Community Amenities).**
- An under-spend of $965,097 mainly contributed by timing variances of maintenance works at various City facilities, various works in parks and reserves and due to delay in opening of swimming pool **(Recreation and Culture).**
- A favourable variance of $141,984 mainly pertaining to infrastructure maintenance and costs relating to street lighting **(Transport)**.

Expenditure by Nature or Type (on page 4) is favourable, attributed by an under-spend of $2,357,104 (14.2%). The following items materially contributed to this position:-

- Employee costs reflect a favourable variance of $305,260 mainly attributed to the following items:
    - Under-spend in staff training courses and agency labour costs, compared to budget
    - Vacant staff positions within business units yet to be filled.
    - Savings at Beatty Park as a result of not engaging casuals at the moment.

- There is an under-spend of $1,816,698 (16.9%) primarily attributed by timing variances of works and reversal of accrual amounts relating to expenditure for works completed in the last financial year **(Materials and Contracts).** The following items materially contributed to this position:-
    - Waste services - $230,325 relating to tipping, bulk verge & recycling costs;
    - Maintenance works - $456,500 relating to building maintenance; various sites & street cleaning works;
    - Information Technology software licences - $233,732 relating to timed phasing of purchases;
    - Operating projects within multiple areas of $620,856 relating to timed phasing of strategic planning programs and leisure planning programmes

- There is an under-spend of $149,213 contributed by cumulative timing variances of works across multiple areas that are individual immaterial. **(Other expenditure)**

Surplus Position – 2020/2021

The surplus position brought forward in 2021/2022 is $7,730,738, compared to the adopted budget amount of $5,166,974. The actual opening surplus figure will be adjusted once the year audit has been finalised in November 2021.

Content of Statement of Financial Activity

An explanation of each report in the Statement of Financial Activity (**Attachment 1**), along with some commentary, is below:

1. Statement of Financial Activity by Program Report (Note 1 Page 1-3)

   This statement of financial activity shows operating revenue and expenditure classified by Program

2. Statement of Comprehensive Income by Nature or Type Report (Note 2 Page 4)

   This statement of Comprehensive Income shows operating revenue and expenditure classified by Nature or Type.

3. Net Current Funding Position (Note 3 Page 5)

   'Net current assets' is the difference between the current assets and current liabilities, less committed assets and restricted assets.

4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 14)

   This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.

5. Capital Expenditure and Funding Summary (Note 5 Page15 - 21)

Below is a summary of the year-to-date expenditure of each asset category and the funding source associated to the delivery of capital works.

	Adopted Budget $	YTD Budget $	YTD Actual $	Remaining Budget %
Land and Buildings	9,328,220	465,000	397,563	95.7%
Infrastructure Assets	7,831,761	195,000	157,201	98.0%
Plant and Equipment	2,991,056	0	0	100.0%
Furniture and Equipment	2,007,673	100,000	95,539	95.2%
Total	**22,158,710**	**760,000**	**650,303**	**97.1%**

FUNDING	Adopted Budget $	YTD Budget $	YTD Actual $	Remaining Budget %
Own Source Funding - Municipal	16,315,377	(1,629,150)	(1,190,253)	107.3%
Cash Backed Reserves	3,365,850	380,000	334,549	90.1%
Capital Grant and Contribution	1,704,483	1,236,150	578,574	66.1%
Other (Disposals/Trade In)	773,000	773,000	927,433	-20.0%
Total	**22,158,710**	**760,000**	**650,303**	**97.1%**

The full capital works program is listed in detail in Note 5 in **Attachment 1**.

6. Cash Backed Reserves (Note 6 Page 22)
The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The provisional balance as at 31 August 2021 is $11,709,321.

7. Rating Information (Note 7 Page 23 – 24)

The notices for rates and charges levied for 2021/22 were issued on 22 July 2021. *The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment are:

	Due Date
First Instalment	27 August 2021
Second Instalment	29 October 2021
Third Instalment	7 January 2022
Fourth Instalment	11 March 2022

Rates debtors for 2021/22 was raised on 7July 2021 after the adoption of the budget.

There has been a stronger than expected uptake of instalment payment options, which has resulted in lower collectables, and higher instalment fees.

The outstanding rates debtors balance as of 31 August 2021 was $20,545,505 excluding deferred rates of $109,217.

The outstanding rates percentage as of 31 August 2021 was 49% compared to 82% for the similar period last year, noting rates in 2020/21 was raised in August 2020 as compared to July 2021 for the current financial year.

8. Receivables (Note 8 Page 25)

Total trade and other receivables as of 31 August 2021 was $2,361,873.

Below is a summary of the significant items with an outstanding balance over 90 days: -

- $1,378,901 relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are referred to the Fines Enforcement Registry (FER), which then collects the outstanding balance on behalf of the City for a fee.

  $971,183 of the unpaid infringements has been transferred to long-term infringement debtors (non-current portion).

  As a result, a doubtful debt provision has also been allowed for:

- $181,310 has been provided for doubtful debt (Current – Up to 12 months).
- $194,671 has been provided for doubtful debt (non-Current. Over 12 months). This complies with Australian Accounting standard (AASB 9).
- The debtors provision for the 2020/21 financials will be reviewed during the year end audit process.

- $233,312 relates to cash-in-lieu of car parking debtors. In accordance with the *City's Policy 7.7.1 Non-residential parking*, Administration has entered into special payment arrangements with long outstanding cash in lieu parking debtors to enable them to pay their debt over a fixed term of five years.

  However, on 8 April 2020, the Minister of Planning WA issued a provision that exempts proponents from making cash in lieu related payments for existing or new non-residential development to the City. This exemption is effective up to the earlier date of either: -

  a) 90 days after the date upon which the State of Emergency Declaration ceases to have effect or is revoked: or
  b) Midnight, 1 May 2023.

- Tenancy related debts have been dealt with in accordance with the direction approved by the City's COVID-19 Committee.

- Health licenses debtors are being followed up with final reminders. Thereafter, the debts will be sent to the debt collectors for further follow up.

9. Beatty Park Leisure Centre – Financial Position report (Note 9 Page 26)

As of 31 August 2021, the Centre's operating surplus position was $234,124 (excluding depreciation) compared to the year to date budgeted surplus amount of $296.

10. Explanation of Material Variances

The materiality thresholds used for reporting variances are 10% and $20,000, respectively. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year-to-date budget and where that variance exceeds $20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2020/2021 and is used in the preparation of the statements of financial activity when highlighting material variance in accordance with *Financial Management Regulation 34(1) (d)*.

In accordance with the above, all material variances as of 31 August 2021 have been detailed in the variance comments report in **Attachment 1**.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 6.4 of the Local Government Act 1995 requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates. *Section 6.8 of the Local Government Act 1995* specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

STRATEGIC IMPLICATIONS:

Reporting on the City's financial position is aligned with the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

Our community is aware of what we are doing and how we are meeting our goals.

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

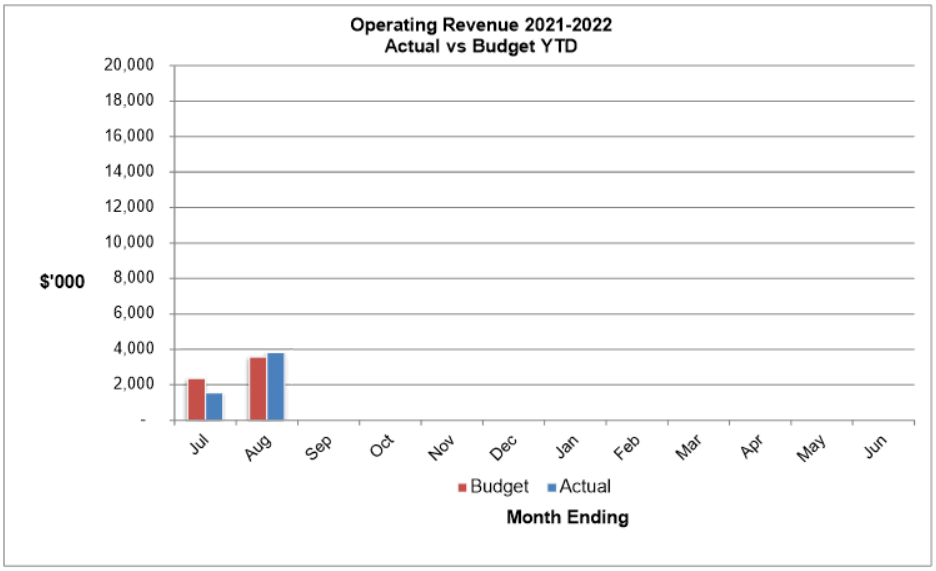
The June provisional monthly financials are still to be finalised and audited. Once the audit has been completed this will be presented to Council and will result in the opening balances being updated.

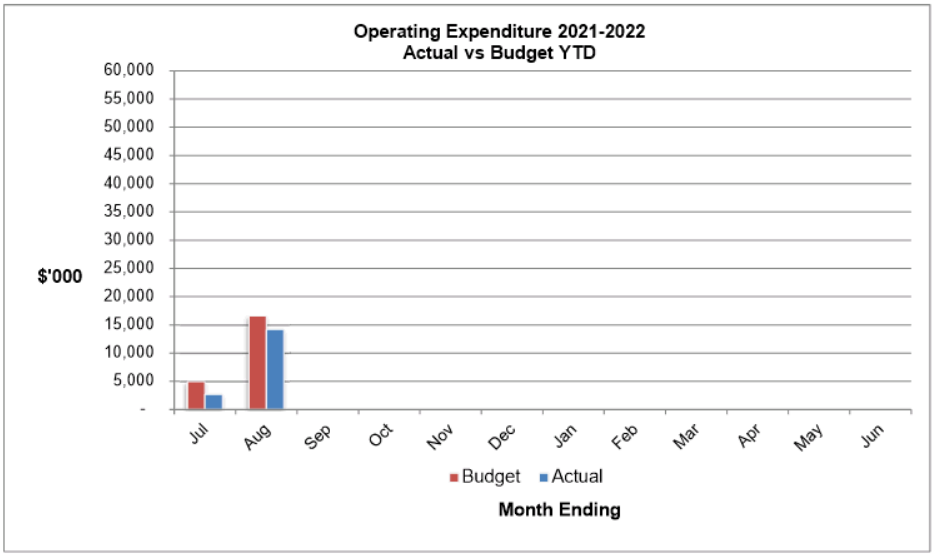
CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAM
FOR THE PERIOD ENDED 31 AUGUST 2021

	Adopted Budget 2021/22	YTD Budget 31/08/2021	YTD Actual 31/08/2021	YTD Variance	YTD Variance
	$	$	$	$	%
Opening Funding Surplus/(Deficit)	**5,166,974**	**5,166,974**	**7,730,738**	**2,563,764**	**49.6%**
Revenue from operating activities					
Governance	57,050	9,037	668	(8,369)	-92.6%
General Purpose Funding	1,408,000	279,310	473,580	194,270	69.6%
Law, Order and Public Safety	308,062	37,831	40,924	3,093	8.2%
Health	336,542	125,587	29,848	(95,739)	-76.2%
Education and Welfare	139,094	36,064	38,442	2,378	6.6%
Community Amenities	637,194	183,430	175,813	(7,617)	-4.2%
Recreation and Culture	9,432,058	1,420,426	1,515,693	95,267	6.7%
Transport	8,829,651	1,371,614	1,465,618	94,004	6.9%
Economic Services	278,425	45,323	48,512	3,189	7.0%
Other Property and Services	1,347,125	58,079	29,468	(28,611)	-49.3%
	22,771,201	3,566,701	3,818,566	251,865	7.1%
Expenditure from operating activities					
Governance	(3,143,338)	(470,801)	(357,777)	113,024	-24.0%
General Purpose Funding	(716,799)	(93,164)	(101,542)	(8,378)	9.0%
Law, Order and Public Safety	(4,569,291)	(683,116)	(599,888)	83,228	-12.2%
Health	(1,768,032)	(257,107)	(222,008)	35,099	-13.7%
Education and Welfare	(399,312)	(25,303)	(8,395)	16,908	-66.8%
Community Amenities	(24,676,227)	(10,950,353)	(10,009,541)	940,812	-8.6%
Recreation and Culture	(26,050,709)	(3,270,824)	(2,305,727)	965,097	-29.5%
Transport	(8,716,982)	(525,329)	(383,345)	141,984	-27.0%
Economic Services	(625,753)	(97,278)	(66,239)	31,039	-31.9%
Other Property and Services	(2,211,484)	(182,238)	(143,947)	38,291	-21.0%
	(72,877,927)	(16,555,513)	(14,198,410)	2,357,104	-14.2%
Add Deferred Rates Adjustment	0	0	13,803	13,803	0.0%
Add Back Depreciation	14,068,923	0	0	0	0.0%
Adjust (Profit)/Loss on Asset Disposal	(1,890,054)	0	0	0	0.0%
Restricted Unspent Grant					
	12,178,869	0	13,803	13,803	0.0%
Amount attributable to operating activities	**(37,927,857)**	**(12,988,812)**	**(10,366,041)**	**2,622,772**	**-20.2%**
Investing Activities					
Non-operating Grants, Subsidies and Contributions	7,249,525	0	17,320	17,320	0.0%
Purchase Property, Plant and Equipment	(14,326,949)	(565,000)	(437,076)	127,924	-22.6%
Purchase Infrastructure Assets	(7,831,761)	(195,000)	(213,227)	(18,227)	9.3%
Proceeds from Joint Venture Operations	1,633,333	0	0	0	0.0%
Proceeds from Disposal of Assets	502,833	0	27,728	27,728	0.0%
Amount attributable to investing activities	**(12,773,019)**	**(760,000)**	**(605,255)**	**154,745**	**-20.4%**
Financing Activities					
Proceeds from Self Supporting Loan	0	0	0	0	0.0%
Principal elements of finance lease payments	(92,839)	(23,210)	(23,210)	0	0.0%
Repayment of Debentures	(1,366,872)	(136,198)	(136,198)	0	0.0%
Proceeds from New Debentures	8,368,366	0	7,083,333	7,083,333	0.0%
Transfer to Reserves	(3,190,415)	(709,551)	(812,343)	(102,792)	14.5%
Transfer from Reserves	5,177,037	681,539	655,070	(26,469)	-3.9%
Amount attributable to financing activities	**8,895,277**	**(187,420)**	**6,766,652**	**6,954,072**	**-3710.4%**
Surplus/(Deficit) before general rates	(36,638,625)	(8,769,258)	3,526,095	12,295,353	-140.2%
Total amount raised from general rates	36,745,248	36,583,231	36,571,877	(11,354)	0.0%
Closing Funding Surplus/(Deficit)	**106,623**	**27,813,973**	**40,097,972**	**12,283,999**	**44.2%**

1

CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAM - GRAPH
AS AT 31 AUG 2021





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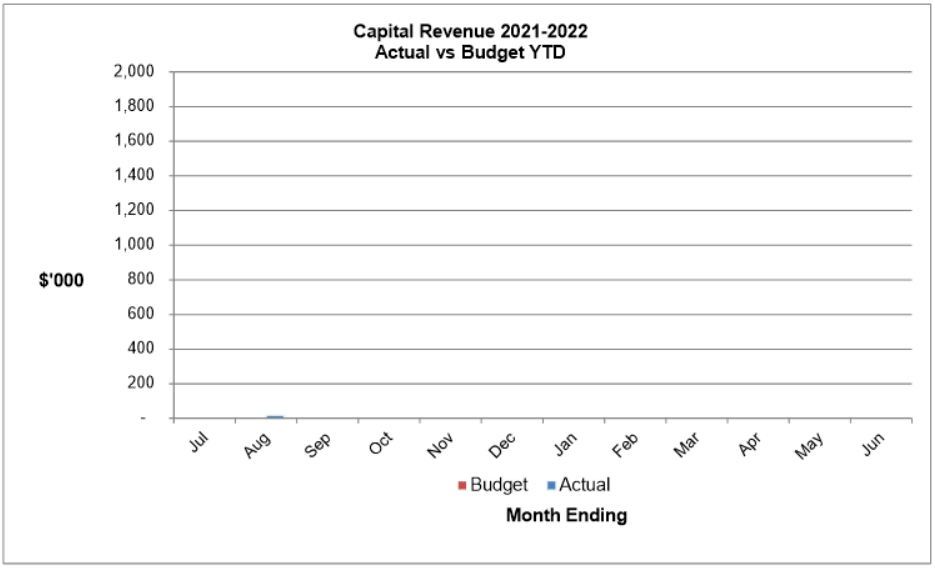
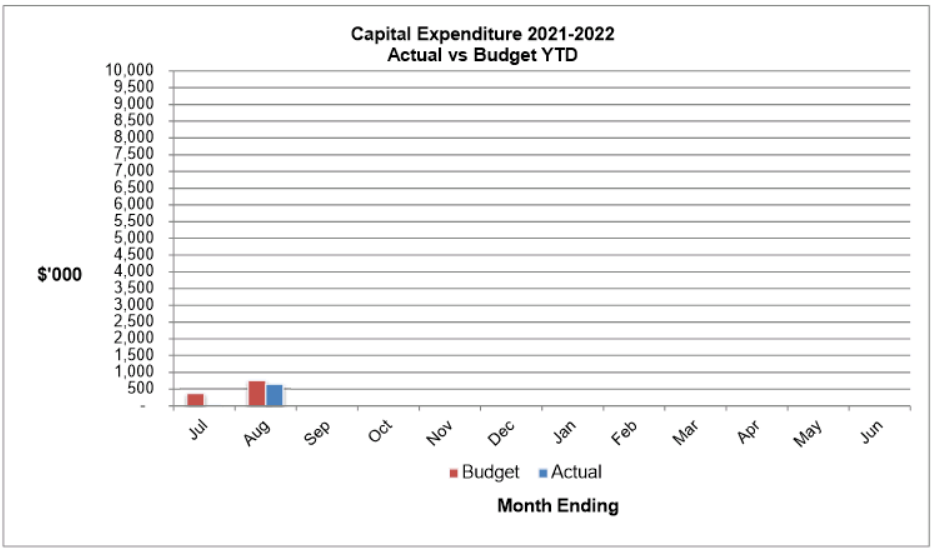
CITY OF VINCENT
NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM
AS AT 31 AUG 2021





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CITY OF VINCENT
NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE PERIOD ENDED 31 AUGUST 2021

	Adopted Budget 2021/22	YTD Budget 31/08/2021	YTD Actual 31/08/2021	YTD Variance	YTD Variance
	$	$	$	$	%
Revenue					
Rates	36,745,248	36,583,231	36,571,877	(11,354)	0%
Operating Grants, Subsidies and Contributions	810,383	176,196	209,570	33,374	18.9%
Fees and Charges	18,429,368	3,134,628	2,883,979	(250,649)	-8.0%
Interest Earnings	503,000	69,669	179,713	110,044	158.0%
Other Revenue	1,133,174	186,208	545,303	359,095	192.8%
	57,621,173	40,149,932	40,390,442	240,510	0.6%
Expenses					
Employee Costs	(26,815,330)	(4,331,891)	(4,026,631)	305,260	-7.0%
Materials and Contracts	(27,146,539)	(10,770,957)	(8,954,259)	1,816,698	-16.9%
Utility Charges	(1,603,890)	(267,530)	(176,802)	90,728	-33.9%
Depreciation on Non-Current Assets	(14,068,923)	0	0	0	0.0%
Interest Expenses	(553,948)	(65,817)	(65,817)	0	0.0%
Insurance Expenses	(604,121)	(92,859)	(97,656)	(4,797)	5.2%
Other Expenditure	(2,079,954)	(1,026,459)	(877,246)	149,213	-14.5%
	(72,872,705)	(16,555,513)	(14,198,410)	2,357,104	-14.2%
	(15,251,532)	23,594,419	26,192,033	2,597,614	11.0%
Non-operating Grants, Subsidies and Contributions	7,249,525	0	17,320	17,320	0.0%
Profit on Disposal of Assets	1,061,943	0	0	0	0.0%
Loss on Disposal of Assets	(5,222)	0	0	0	0.0%
Profit on Assets Held for Sale (TPRC Joint Venture)	833,333	0	0	0	0.0%
	9,139,579	0	17,320	17,320	0.0%
Net result	**(6,111,953)**	**23,594,419**	**26,209,353**	**2,614,934**	**11.1%**
Other comprehensive income					
Items that will not be reclassified subsequently to profit or loss					
Total comprehensive income	**(6,111,953)**	**23,594,419**	**26,209,353**	**2,614,934**	**11.1%**

CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 3 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 31 AUGUST 2021

	Note	YTD Actual	FY Actual
		31/08/2021	30/06/2021
		$	$
Current Assets			
Cash Unrestricted		31,727,770	30,053,209
Cash Restricted		11,709,321	12,957,246
Investments		11,000	11,000
Receivables - Rates	7	20,545,505	18,908,584
Receivables - Other	8	2,361,873	3,489,587
Inventories		194,780	217,622
		66,550,249	65,637,248
Less: Current Liabilities			
Payables		(12,054,430)	(11,090,101)
Provisions - employee		(4,673,932)	(3,920,290)
		(16,728,362)	(15,010,391)
Unadjusted Net Current Assets		**49,821,887**	**50,626,857**
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(11,709,321)	(12,957,246)
Less: Restricted- Sundry Debtors(Non-Operating Grant)		0	0
Less: Shares transferred from non current asset		(11,000)	(11,000)
Add: Current portion of long term borrowings		937,942	6,077,033
Add: Infringement Debtors transferred to non current asset		971,183	0
Add: Current portion of long term finance lease liabilities		87,280	0
		(9,723,916)	(6,891,213)
Adjusted Net Current Assets		**40,097,971**	**43,735,644**

5

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget 2020/21	YTD Budget 31/08/2021	YTD Actual 31/08/2021	YTD Variance	% Variance	Variance Commentary
Chief Executive Office						
01000 - Chief Executive Officer						
Expenditure						
Employee Costs	410,727	66,363	75,183	8,820	-16%	
Internal Allocations	26,547	2,381	2,030	(351)	-9%	
Internal Recovery	(609,834)	(120,793)	(144,641)	(23,848)	-20%	
Materials and Contracts	149,200	49,140	67,886	18,746	-33%	
Other Employee Costs	22,362	2,876	2,957	81	-13%	
Other Expenditure	1,000	33	1	(32)	-3%	
Expenditure Total	**2**	**0**	**3,416**	**3,416**	**-94%**	
01000 - Chief Executive Officer Total	**2**	**0**	**3,416**	**3,416**	**-94%**	
01005 - Members Of Council						
Expenditure						
Employee Costs	84,333	13,628	6,268	(7,360)	-16%	
Internal Allocations	46,294	6,571	5,339	(1,232)	-14%	
Materials and Contracts	410,200	50,366	49,406	(960)	-12%	
Other Employee Costs	20,200	3,368	0	(3,368)	-17%	
Other Expenditure	47,600	4,184	3,268	(916)	-9%	
Expenditure Total	**608,627**	**78,117**	**64,281**	**(13,836)**	**-68%**	
01005 - Members Of Council Total	**608,627**	**78,117**	**64,281**	**(13,836)**	**-68%**	
01015 - Human Resource						
Income						
Reimbursements	(50,000)	(8,987)	0	8,987	-18%	
Income Total	**(50,000)**	**(8,987)**	**0**	**8,987**	**-18%**	
Expenditure						
Employee Costs	1,039,585	144,437	137,462	(6,975)	-14%	
Internal Allocations	57,952	4,435	3,685	(750)	-6%	
Internal Recovery	(1,289,127)	(180,149)	(174,148)	6,001	-14%	
Materials and Contracts	89,599	14,934	19,384	4,450	-17%	
Other Employee Costs	146,600	24,266	13,617	(10,650)	-17%	
Other Expenditure	6,391	1,064	1	(1,063)	-17%	
Expenditure Total	**50,000**	**8,987**	**1**	**(8,987)**	**-87%**	
01015 - Human Resource Total	**0**	**0**	**1**	**0**	**-105%**	
01020 - Information Technology						
Expenditure						
Employee Costs	575,384	92,980	90,353	(2,627)	-16%	
Internal Allocations	53,858	4,405	3,854	(551)	-6%	
Internal Recovery	(2,230,527)	(370,931)	(151,807)	219,124	-17%	
Materials and Contracts	1,597,125	272,852	39,120	(233,732)	-17%	Budget phasing variance in relation to software license expenses which is to be adjusted during budget review.
Other Employee Costs	3,960	660	0	(660)	-17%	
Other Expenditure	200	34	18,479	18,445	-17%	
Expenditure Total	**0**	**0**	**(1)**	**(1)**	**-92%**	
01020 - Information Technology Total	**0**	**0**	**(1)**	**(1)**	**-92%**	
01025 - Records Management						
Income						
Fees and Charges	(300)	(50)	(468)	(418)	-17%	
Income Total	**(300)**	**(50)**	**(468)**	**(418)**	**-17%**	
Expenditure						
Employee Costs	300,895	48,627	44,273	(4,354)	-16%	
Internal Allocations	30,290	2,272	1,880	(392)	-8%	
Internal Recovery	(372,289)	(57,751)	(46,753)	10,998	-16%	
Materials and Contracts	39,400	6,568	1,059	(5,509)	-17%	
Other Employee Costs	2,004	334	9	(325)	-17%	
Other Expenditure	0	0	0	0	0%	
Expenditure Total	**300**	**50**	**468**	**418**	**-74%**	
01025 - Records Management Total	**0**	**0**	**0**	**0**	**-91%**	
Chief Executive Office Total	**608,629**	**78,117**	**67,697**	**(10,421)**	**-13%**	
Community and Business Services						
01035 - Director Community and Business Services						
Expenditure						
Employee Costs	308,254	49,807	51,421	1,614	-16%	
Internal Allocations	17,621	1,337	1,106	(231)	-6%	
Internal Recovery	(334,846)	(51,672)	(53,243)	(1,571)	-15%	
Materials and Contracts	2,700	16	92	76	-1%	
Other Employee Costs	4,571	512	624	112	-11%	
Other Expenditure	1,500	0	0	0	0%	
Expenditure Total	**0**	**0**	**0**	**0**	**-61%**	
01035 - Director Community and Business Services Total	**0**	**0**	**0**	**0**	**-61%**	

6

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01040 - Customer Services Centre						
Expenditure						
Employee Costs	667,305	111,062	84,622	(26,440)	-16%	Favourable variance as less casual staff was required.
Internal Allocations	14,735	1,946	3,665	1,719	-13%	
Internal Recovery	(738,144)	(115,024)	(91,175)	27,849	-16%	
Materials and Contracts	16,300	2,716	1,337	(1,379)	-17%	
Other Employee Costs	9,804	1,634	0	(1,634)	-17%	
Other Expenditure	10,000	1,666	1,552	(114)	-17%	
Expenditure Total	**0**	**0**	**1**	**1**	**-96%**	
01040 - Customer Services Centre Total	**0**	**0**	**1**	**1**	**-96%**	
01045 - Mindarie and Tamala Park						
Income						
Fees and Charges	(61,000)	(9,154)	(11,333)	(2,179)	-15%	
Reimbursements	(80,000)	(3,327)	(3,004)	323	-4%	
Income Total	**(141,000)**	**(12,481)**	**(14,337)**	**(1,856)**	**-19%**	
Expenditure						
Other Expenditure	32,000	0	0	0	0%	
Expenditure Total	**32,000**	**0**	**0**	**0**	**0%**	
01045 - Mindarie and Tamala Park Total	**(109,000)**	**(12,481)**	**(14,337)**	**(1,856)**	**-19%**	
01060 - Rates						
Income						
Fees and Charges	(265,000)	(67,141)	(138,177)	(71,036)	-26%	Additional fee revenue due to more rate payers electing for the instalment option for the payment of rates.
Interest Earnings	(303,000)	(45,925)	(158,210)	(112,285)	-15%	Additional fee revenue due to more rate payers electing for the instalment option and rate smoothing option for the payment of rates.
Rates	(36,745,248)	(36,583,231)	(36,571,877)	11,354	-100%	
Reimbursements	(10,000)	0	0	0	0%	
Income Total	**(37,323,248)**	**(36,696,297)**	**(36,868,264)**	**(171,967)**	**-140%**	
Expenditure						
Employee Costs	277,512	44,846	48,043	3,197	-16%	
Internal Allocations	154,337	21,918	17,621	(4,297)	-14%	
Materials and Contracts	284,450	26,398	35,822	9,424	-9%	
Other Employee Costs	0	0	24	24	0%	
Other Expenditure	500	2	33	31	0%	
Expenditure Total	**716,799**	**93,164**	**101,543**	**8,379**	**-39%**	
01060 - Rates Total	**(36,606,449)**	**(36,603,133)**	**(36,766,721)**	**(163,588)**	**-179%**	
01065 - Insurance and General Purpose						
Income						
Fees and Charges	(38,000)	0	0	0	0%	
Grants and Subsidies	(570,000)	(142,500)	(155,690)	(13,190)	-25%	
Interest Earnings	(200,000)	(23,744)	(21,504)	2,240	-12%	
Other Revenues	(20,000)	0	0	0	0%	
Reimbursements	(75,000)	(34,019)	(1,780)	32,239	-45%	Lower than expected insurance claims.
Income Total	**(903,000)**	**(200,263)**	**(178,974)**	**21,289**	**-82%**	
Expenditure						
Insurance Expenses	604,121	92,859	97,656	4,797	-15%	
Internal Recovery	(604,121)	(100,466)	(91,885)	8,581	-17%	
Other Expenditure	5,000	380	0	(380)	-8%	
Expenditure Total	**5,000**	**(7,227)**	**5,771**	**12,998**	**-40%**	
01065 - Insurance and General Purpose Total	**(898,000)**	**(207,490)**	**(173,203)**	**34,287**	**-122%**	
01080 - Financial Services						
Income						
Other Revenues	(1,000)	(29)	(140)	(111)	-3%	
Income Total	**(1,000)**	**(29)**	**(140)**	**(111)**	**-3%**	
Expenditure						
Employee Costs	1,147,440	185,422	182,244	(3,178)	-16%	
Internal Allocations	103,353	7,755	6,407	(1,348)	-8%	
Internal Recovery	(1,446,253)	(200,419)	(193,457)	6,962	-14%	
Materials and Contracts	126,100	5,727	4,909	(818)	-5%	
Other Employee Costs	8,860	1,460	0	(1,460)	-16%	
Other Expenditure	60,500	84	37	(47)	0%	
Expenditure Total	**1,000**	**29**	**140**	**111**	**-69%**	
01080 - Financial Services Total	**0**	**0**	**0**	**0**	**-82%**	

7

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01066 - Rec Centre / Beatty Park						
Income						
Contributions	(950)	(158)	(181)	(23)	-17%	
Fees and Charges	(7,168,453)	(1,146,129)	(692,263)	453,866	-16%	The opening of the new swimming pool was delayed, resulting in reduced admission fees and merchandise sales. For a detailed breakdown of the different service lines, please refer to the Beatty Park report.
Internal Allocations	(2,795,950)	(465,990)	(863,142)	(397,152)	-17%	
Internal Recovery	2,795,950	465,990	455,554	(10,436)	-17%	
Other Revenues	0	0	(29)	(29)	0%	
Reimbursements	(47,344)	(8,835)	(9,042)	(207)	-19%	
Income Total	**(7,216,747)**	**(1,155,122)**	**(1,109,103)**	**46,019**	**-96%**	
Expenditure						
Depreciation	1,286,772	0	0	0	0%	
Employee Costs	3,917,945	633,288	559,733	(73,555)	-16%	As the opening of the new swimming pool was delayed, extra staff was not required for August. For a detailed breakdown of the different service lines, please refer to the Beatty Park report.
Interest Expenses	331,604	49,423	49,423	0	-15%	
Internal Allocations	4,736,956	520,493	445,338	(75,155)	-11%	
Internal Recovery	(4,363,985)	(461,540)	(395,381)	66,159	-11%	
Materials and Contracts	1,417,870	299,709	165,216	(134,493)	-21%	- Furniture and equipment purchases were held off until new swimming pool was opened. - Consultant fees not incurred as project has not commenced. - Other variances are individually immaterial. - For a detailed breakdown of the different service lines, please refer to the Beatty Park report.
Other Employee Costs	36,278	4,962	7,297	2,335	-14%	
Other Expenditure	234,663	38,491	13,040	(25,451)	-16%	Plant maintenace expenses were less than expected. Other variances are individually immaterial.
Utilities	420,000	70,000	8,742	(61,258)	-17%	Water and electricity expenses were reduced due to the delay in the opening of the new pool.
Expenditure Total	**8,018,103**	**1,164,826**	**863,408**	**(301,418)**	**-121%**	
01066 - Rec Centre / Beatty Park Total	**801,356**	**(298)**	**(265,695)**	**(265,399)**	**-207%**	
01070 - Marketing and Communication						
Expenditure						
Employee Costs	688,571	111,267	118,776	7,509	-16%	
Internal Allocations	329,221	46,737	37,736	(9,001)	-14%	
Materials and Contracts	304,500	44,399	2,791	(41,608)	-15%	Timing variance relating to invoices.
Other Employee Costs	3,000	1,800	0	(1,800)	-60%	
Other Expenditure	110,200	16,034	5,287	(10,747)	-15%	
Expenditure Total	**1,436,492**	**220,237**	**164,590**	**(55,647)**	**-120%**	
01070 - Marketing and Communication Total	**1,436,492**	**220,237**	**164,590**	**(55,647)**	**-120%**	
01075 - Art & Culture						
Expenditure						
Materials and Contracts	30,000	5,000	323	(4,678)	-17%	
Expenditure Total	**30,000**	**5,000**	**323**	**(4,678)**	**-17%**	
01075 - Art & Culture Total	**30,000**	**5,000**	**323**	**(4,678)**	**-17%**	
01080 - Community Partnership						
Income						
Fees and Charges	(500)	0	(227)	(227)	0%	
Grants and Subsidies	(25,725)	(1,788)	0	1,788	-7%	
Income Total	**(26,225)**	**(1,788)**	**(227)**	**1,561**	**-7%**	
Expenditure						
Employee Costs	483,807	78,184	68,378	(9,806)	-16%	
Internal Allocations	236,719	36,833	29,949	(6,884)	-16%	
Materials and Contracts	283,300	52,218	4,854	(47,364)	-18%	Timing of variance of programmes and events.
Other Employee Costs	7,430	1,238	541	(697)	-17%	
Other Expenditure	115,000	19,166	168	(18,998)	-17%	
Expenditure Total	**1,125,256**	**187,639**	**103,890**	**(83,749)**	**-54%**	
01080 - Community Partnership Total	**1,099,031**	**185,851**	**103,663**	**(82,188)**	**-91%**	
01085 - Library Services						
Income						
Fees and Charges	(8,550)	(1,426)	(3,462)	(2,036)	-17%	
Grants and Subsidies	(800)	(134)	(31,290)	(31,156)	-17%	Grant income to be adjusted during budget review.
Other Revenues	(2,000)	(334)	(6)	328	-17%	
Income Total	**(11,350)**	**(1,894)**	**(34,758)**	**(32,864)**	**-61%**	
Expenditure						
Employee Costs	854,070	138,021	136,592	(1,429)	-16%	
Internal Allocations	442,906	68,529	58,378	(10,151)	-15%	
Materials and Contracts	86,250	12,193	12,298	105	-14%	
Other Employee Costs	8,100	1,350	369	(981)	-17%	
Other Expenditure	14,100	2,352	79	(2,273)	-17%	
Expenditure Total	**1,405,426**	**222,445**	**207,716**	**(14,729)**	**-79%**	
01085 - Library Services Total	**1,394,076**	**220,551**	**172,958**	**(47,593)**	**-100%**	
01090 - Senior and Disability services						
Income						
Fees and Charges	(4,000)	(666)	(1,958)	(1,292)	-17%	
Grants and Subsidies	(2,000)	(334)	0	334	-17%	
Income Total	**(6,000)**	**(1,000)**	**(1,958)**	**(958)**	**-34%**	
Expenditure						
Materials and Contracts	35,500	5,920	425	(5,495)	-17%	
Other Expenditure	5,000	834	0	(834)	-17%	
Expenditure Total	**40,500**	**6,754**	**425**	**(6,329)**	**-34%**	
01090 - Senior and Disability services Total	**34,500**	**5,754**	**(1,533)**	**(7,287)**	**-68%**	

8

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01095 - Loftus Community Centre						
Income						
Fees and Charges	(46,000)	(7,666)	(9,644)	(1,978)	-17%	
Income Total	**(46,000)**	**(7,666)**	**(9,644)**	**(1,978)**	**-17%**	
Expenditure						
Employee Costs	0	0	820	820	0%	
Materials and Contracts	12,650	2,110	175	(1,935)	-17%	
Other Employee Costs	1,000	166	0	(166)	-17%	
Other Expenditure	500	84	849	765	-17%	
Utilities	22,500	3,750	1,180	(2,570)	-17%	
Expenditure Total	**36,650**	**6,110**	**3,024**	**(3,086)**	**-68%**	
01095 - Loftus Community Centre Total	**(9,350)**	**(1,556)**	**(6,620)**	**(5,064)**	**-86%**	
Community and Business Services Total	**(32,828,344)**	**(36,187,663)**	**(36,776,674)**	**(589,012)**	**2%**	
Infrastructure and Environment						
01135 - Director Infrastructure and Environment						
Expenditure						
Employee Costs	410,858	66,386	61,994	(4,392)	-16%	
Internal Allocations	29,915	2,537	3,158	621	-8%	
Internal Recovery	(505,341)	(73,033)	(81,625)	(8,592)	-14%	
Materials and Contracts	49,750	57	14,979	14,922	0%	
Other Employee Costs	14,318	4,045	1,475	(2,570)	-28%	
Other Expenditure	500	8	18	10	-2%	
Expenditure Total	**0**	**0**	**(1)**	**(1)**	**-68%**	
01135 - Director Infrastructure and Environment Total	**0**	**0**	**(1)**	**(1)**	**-68%**	
01140 - Ranger Services/Administration						
Income						
Contributions	(2,800)	(569)	0	569	-20%	
Fees and Charges	(1,500)	0	0	0	0%	
Income Total	**(4,300)**	**(569)**	**0**	**569**	**-20%**	
Expenditure						
Employee Costs	2,804,537	453,185	385,346	(67,839)	-16%	As hiring for the additional rangers are still in process, this has resulted in less than the anticipated employee expenses.
Interest Expenses	1,801	450	450	0	-25%	
Internal Allocations	1,302,074	201,307	166,538	(34,769)	-15%	
Internal Recovery	(4,367,689)	(656,806)	(586,632)	70,174	-15%	
Materials and Contracts	169,500	1,243	31,683	30,440	-1%	
Other Employee Costs	61,934	5,147	4,712	(435)	-8%	
Other Expenditure	65,500	984	935	(49)	-2%	
Expenditure Total	**37,667**	**5,510**	**3,032**	**(2,478)**	**-82%**	
01140 - Ranger Services/Administration Total	**33,367**	**4,941**	**3,032**	**(1,909)**	**-102%**	
01145 - Animal Control / Dog Pound						
Income						
Fees and Charges	(92,150)	(13,493)	(8,862)	4,631	-15%	
Income Total	**(92,150)**	**(13,493)**	**(8,862)**	**4,631**	**-15%**	
Expenditure						
Internal Allocations	262,956	39,543	35,318	(4,225)	-15%	
Materials and Contracts	29,500	685	2,003	1,318	-2%	
Other Expenditure	500	194	918	724	-39%	
Expenditure Total	**292,956**	**40,422**	**38,239**	**(2,183)**	**-56%**	
01145 - Animal Control / Dog Pound Total	**200,806**	**26,929**	**29,377**	**2,448**	**-71%**	
01160 - Local Laws and Abandoned Vehicles						
Income						
Fees and Charges	(151,300)	(15,435)	(32,062)	(16,627)	-10%	
Income Total	**(151,300)**	**(15,435)**	**(32,062)**	**(16,627)**	**-10%**	
Expenditure						
Internal Allocations	788,869	118,629	105,400	(12,229)	-15%	
Materials and Contracts	6,000	0	505	505	0%	
Other Expenditure	0	0	675	675	0%	
Expenditure Total	**794,869**	**118,629**	**107,580**	**(11,049)**	**-15%**	
01160 - Local Laws and Abandoned Vehicles Total	**643,569**	**103,194**	**75,518**	**(27,676)**	**-25%**	
01165 - Community and Safety						
Income						
Grants and Subsidies	(50,000)	(8,334)	0	8,334	-17%	
Income Total	**(50,000)**	**(8,334)**	**0**	**8,334**	**-17%**	
Expenditure						
Employee Costs	52,774	8,627	6,914	(1,613)	-16%	
Internal Allocations	26,919	4,164	4,104	(60)	-15%	
Materials and Contracts	82,550	12,561	(478)	(13,039)	-15%	
Other Employee Costs	360	60	0	(60)	-17%	
Expenditure Total	**162,603**	**25,312**	**10,540**	**(14,772)**	**-83%**	
01165 - Community and Safety Total	**112,603**	**16,978**	**10,540**	**(6,438)**	**-90%**	

9

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01160 - Infringement and Inspectorial Control						
Income						
Fees and Charges	(2,678,637)	(455,818)	(432,560)	23,258	-17%	Revenue was originally budgeted for 3 additional rangers which are still in the process of being hired.
Other Revenues	(200)	0	(91)	(91)	0%	
Income Total	**(2,678,837)**	**(455,818)**	**(432,651)**	**23,167**	**-17%**	
Expenditure						
Depreciation	258,884	0	0	0	0%	
Internal Allocations	3,283,007	493,693	440,946	(52,747)	-15%	
Materials and Contracts	622,000	31,912	40,441	8,529	-5%	
Other Expenditure	196,500	54,190	4,683	(49,507)	-28%	Timing on receipt of fine lodgement fees.
Expenditure Total	**4,360,391**	**579,795**	**486,070**	**(93,725)**	**-48%**	
01160 - Infringement and Inspectorial Control Total	**1,681,554**	**123,977**	**53,419**	**(70,558)**	**-56%**	
01165 - Car Parks and Kerbside Parking						
Income						
Fees and Charges	(5,350,815)	(915,796)	(1,032,967)	(117,171)	-17%	Higher than expected parking ticket revenue. To be adjusted during budget review.
Income Total	**(5,350,815)**	**(915,796)**	**(1,032,967)**	**(117,171)**	**-17%**	
Expenditure						
Depreciation	362,540	0	0	0	0%	
Employee Costs	100,100	16,694	(2,393)	(19,087)	-17%	
Materials and Contracts	463,622	52,976	31,902	(21,074)	-11%	All variances are individually immaterial.
Other Expenditure	446,915	74,004	38,222	(35,782)	-17%	Lower than expected expenditure on equipment maintenance.
Utilities	0	0	2,564	2,564	0%	
Expenditure Total	**1,373,477**	**143,674**	**70,295**	**(73,379)**	**-46%**	
01165 - Car Parks and Kerbside Parking Total	**(3,977,338)**	**(772,122)**	**(962,672)**	**(190,550)**	**-62%**	
01170 - Engineering Design Services						
Income						
Contributions	(1,500)	(288)	(424)	(135)	-19%	
Fees and Charges	(82,000)	0	0	0	0%	
Grants and Subsidies	(31,000)	0	0	0	0%	
Income Total	**(114,500)**	**(288)**	**(424)**	**(136)**	**-19%**	
Expenditure						
Depreciation	121,644	0	0	0	0%	
Employee Costs	774,268	125,159	115,653	(9,506)	-16%	
Internal Allocations	414,345	60,152	49,284	(10,868)	-15%	
Materials and Contracts	384,500	38,830	39,676	846	-10%	
Other Employee Costs	39,913	8,659	21,527	12,868	-22%	
Other Expenditure	15,500	2,500	1,941	(559)	-16%	
Utilities	760,500	126,659	104,402	(22,257)	-17%	Favourable variance on electricity costs.
Expenditure Total	**2,510,670**	**362,169**	**332,483**	**(29,686)**	**-96%**	
01170 - Engineering Design Services Total	**2,396,170**	**361,881**	**332,059**	**(29,822)**	**-116%**	
01175 - City Buildings						
Income						
Contributions	(2,000)	(359)	(436)	(77)	-18%	
Income Total	**(2,000)**	**(359)**	**(436)**	**(77)**	**-18%**	
Expenditure						
Employee Costs	369,193	59,013	49,251	(9,762)	-16%	
Internal Allocations	176,996	27,419	22,403	(5,016)	-15%	
Materials and Contracts	20,000	3,334	1,730	(1,604)	-17%	
Other Employee Costs	5,100	850	706	(144)	-17%	
Expenditure Total	**567,289**	**90,616**	**74,090**	**(16,526)**	**-95%**	
01175 - City Buildings Total	**565,289**	**90,257**	**73,654**	**(16,603)**	**-93%**	
01180 - Roads and Public Works Admin						
Income						
Contributions	(36,000)	(6,896)	(7,317)	(421)	-19%	
Fees and Charges	(21,500)	(2,363)	(3,536)	(1,173)	-11%	
Other Revenues	(500)	0	0	0	0%	
Income Total	**(58,000)**	**(9,259)**	**(10,853)**	**(1,594)**	**-50%**	
Expenditure						
Employee Costs	443,674	71,739	85,023	13,284	-16%	
Internal Allocations	593,039	92,089	76,994	(15,095)	-16%	
Materials and Contracts	53,450	1,409	8,225	6,816	-3%	
Other Employee Costs	40,259	6,710	8,039	1,329	-17%	
Other Expenditure	0	0	763	763	0%	
Expenditure Total	**1,130,422**	**171,947**	**179,044**	**7,097**	**-52%**	
01180 - Roads and Public Works Admin Total	**1,072,422**	**162,688**	**168,191**	**5,503**	**-82%**	

10

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01185 - Parks and Environmental Services						
Income						
Fees and Charges	(90,157)	(15,174)	(4,309)	10,865	-17%	
Income Total	**(90,157)**	**(15,174)**	**(4,309)**	**10,865**	**-17%**	
Expenditure						
Depreciation	994,392	0	0	0	0%	
Employee Costs	2,312,150	386,146	314,810	(71,336)	-17%	- $31k labour cost on verges not yet required. - All other variances individually immaterial.
Internal Allocations	382	64	64	0	-17%	
Materials and Contracts	3,278,290	712,380	347,451	(364,929)	-22%	- $22k timing variance on environmental programmes. - $14k reactive maintenance not yet required for Hyde Park. - $22k timing variance on planned maintenance for street trees. - $20k maintenance not yet required for Streetscapes. - $185k timing variance on power line pruning program. - All other variances individually immaterial.
Utilities	0	0	3,212	3,212	0%	
Expenditure Total	**6,585,174**	**1,098,590**	**665,537**	**(433,053)**	**-66%**	
01185 - Parks and Environmental Services Total	**6,495,017**	**1,083,416**	**661,228**	**(422,188)**	**-73%**	
01190 - Waste Services						
Income						
Contributions	(3,200)	(534)	(726)	(192)	-17%	
Fees and Charges	(132,500)	(121,343)	(108,404)	12,939	-92%	
Other Revenues	(1,000)	(166)	(8,255)	(8,089)	-17%	
Income Total	**(136,700)**	**(122,043)**	**(117,385)**	**4,658**	**-126%**	
Expenditure						
Depreciation	39,742	0	0	0	0%	
Employee Costs	2,012,339	329,786	369,092	39,306	-16%	- $34k timing variance on worker's compensation. - $62k variance on wages to be corrected and journaled to waste collection expenses next month.
Interest Expenses	104,673	0	0	0	0%	
Internal Allocations	1,123,244	174,314	142,999	(31,315)	-16%	
Internal Recovery	(369,505)	(61,584)	(83,607)	(22,023)	-17%	
Materials and Contracts	11,819,711	8,214,856	7,611,128	(603,738)	-70%	- $417k variance on the resource recovery facility payout which is to be adjusted during budget review. - $16k timing variance on programmes and events. - $62k variance on waste collection contractors to be fixed and journaled from wage expenses next month. - $33k timing variance on waste collection plant hire. - $160k timing variance on waste recycling costs. - All other variances individually immaterial.
Other Employee Costs	50,028	8,338	7,157	(1,181)	-17%	
Other Expenditure	922,500	921,250	902,395	(18,855)	-100%	
Expenditure Total	**16,702,732**	**9,686,970**	**8,949,164**	**(837,806)**	**-256%**	
01190 - Waste Services Total	**16,566,032**	**9,464,927**	**8,831,779**	**(833,148)**	**-262%**	
01195 - Works Depot						
Income						
Contributions	(1,000)	(181)	(242)	(61)	-18%	
Income Total	**(1,000)**	**(181)**	**(242)**	**(61)**	**-18%**	
Expenditure						
Employee Costs	188,621	30,462	26,900	(3,562)	-16%	
Internal Allocations	96,099	14,852	12,950	(1,902)	-15%	
Internal Recovery	(296,220)	(47,247)	(42,381)	4,866	-16%	
Materials and Contracts	6,000	1,000	84	(916)	-17%	
Other Employee Costs	2,500	416	364	(52)	-17%	
Other Expenditure	4,000	668	2,314	1,646	-17%	
Expenditure Total	**1,000**	**181**	**241**	**60**	**-98%**	
01195 - Works Depot Total	**0**	**0**	**(1)**	**(1)**	**-116%**	
01200 - Plant Operating						
Expenditure						
Depreciation	1,125,690	0	0	0	0%	
Employee Costs	0	0	4,690	4,690	0%	
Internal Allocations	85,624	14,298	12,768	(1,530)	-17%	
Internal Recovery	(1,046,425)	(174,235)	(172,796)	1,439	-17%	
Materials and Contracts	631,000	142,666	91,235	(51,431)	-23%	Favourable variance on fuel and repairs.
Expenditure Total	**796,889**	**(17,271)**	**(64,103)**	**(46,832)**	**-67%**	
01200 - Plant Operating Total	**796,889**	**(17,271)**	**(64,103)**	**(46,832)**	**-67%**	
01215 - Public Works						
Expenditure						
Depreciation	4,223,876	0	0	0	0%	
Employee Costs	1,364,500	234,924	176,890	(58,034)	-17%	- $40k labour costs for street cleaning not yet required. - $20k road maintenance costs not yet required. - Other variances individually immaterial.
Internal Recovery	(767,740)	(127,956)	(57,796)	70,160	-17%	
Materials and Contracts	1,310,335	162,763	141,460	(21,303)	-12%	All expenses individually immaterial.
Expenditure Total	**6,130,971**	**269,731**	**260,554**	**(9,177)**	**-46%**	
01215 - Public Works Total	**6,130,971**	**269,731**	**260,554**	**(9,177)**	**-46%**	
01220 - Child Care and Play Groups						
Income						
Fees and Charges	(58,352)	(23,954)	(27,571)	(3,617)	-41%	
Reimbursements	(20,990)	(2,789)	(703)	2,086	-13%	
Income Total	**(79,342)**	**(26,743)**	**(28,274)**	**(1,531)**	**-54%**	
Expenditure						
Depreciation	87,636	0	0	0	0%	
Internal Allocations	4,439	738	746	8	-17%	
Materials and Contracts	40,025	4,313	642	(3,671)	-11%	
Utilities	9,450	1,574	872	(702)	-17%	
Expenditure Total	**141,550**	**6,625**	**2,260**	**(4,365)**	**-45%**	
01220 - Child Care and Play Groups Total	**62,208**	**(20,118)**	**(26,014)**	**(5,896)**	**-99%**	

11

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01225 - Stadium and Ovals						
Income						
Fees and Charges	(46,798)	(30,516)	(31,578)	(1,062)	-65%	
Reimbursements	(146,988)	(24,498)	(21,396)	3,102	-17%	
Income Total	**(193,786)**	**(55,014)**	**(52,974)**	**2,040**	**-82%**	
Expenditure						
Depreciation	2,390,736	0	0	0	0%	
Employee Costs	0	0	348	348	0%	
Internal Allocations	14,277	2,360	2,360	30	-17%	
Materials and Contracts	258,500	26,415	12,944	(13,471)	-10%	
Other Expenditure	12,813	0	0	0	0%	
Utilities	67,800	11,300	12,362	1,062	-17%	
Expenditure Total	**2,744,126**	**40,075**	**28,044**	**(12,031)**	**-44%**	
01225 - Stadium and Ovals Total	**2,550,340**	**(14,939)**	**(24,930)**	**(9,991)**	**-126%**	
01230 - Public Halls						
Income						
Fees and Charges	(141,918)	(28,071)	(34,476)	(6,405)	-20%	
Reimbursements	(3,281)	(83)	(63)	20	-3%	
Income Total	**(146,199)**	**(28,154)**	**(34,539)**	**(6,385)**	**-23%**	
Expenditure						
Depreciation	240,384	0	0	0	0%	
Employee Costs	1,000	0	0	0	0%	
Internal Allocations	7,273	1,170	1,218	48	-16%	
Materials and Contracts	125,050	33,145	29,839	(3,307)	-27%	
Other Expenditure	583	0	0	0	0%	
Utilities	27,150	4,524	4,017	(507)	-17%	
Expenditure Total	**401,440**	**38,840**	**35,074**	**(3,766)**	**-60%**	
01230 - Public Halls Total	**255,241**	**10,686**	**535**	**(10,151)**	**-83%**	
01235 - Community and Welfare Centre						
Income						
Fees and Charges	(30,398)	(6,814)	(6,373)	441	-22%	
Reimbursements	(16,916)	(1,507)	(1,836)	(329)	-9%	
Income Total	**(47,314)**	**(8,321)**	**(8,209)**	**112**	**-31%**	
Expenditure						
Depreciation	172,224	0	0	0	0%	
Employee Costs	0	0	649	649	0%	
Internal Allocations	7,768	1,318	1,302	(16)	-17%	
Materials and Contracts	27,650	8,701	2,359	(6,342)	-31%	
Utilities	9,620	1,905	1,400	(505)	-20%	
Expenditure Total	**217,262**	**11,924**	**5,710**	**(6,214)**	**-68%**	
01235 - Community and Welfare Centre Total	**169,948**	**3,603**	**(2,499)**	**(6,102)**	**-99%**	
01240 - Sporting Clubs Buildings						
Income						
Fees and Charges	(55,235)	(9,544)	(10,123)	(479)	-15%	
Reimbursements	(79,753)	(8,910)	(5,011)	3,899	-11%	
Income Total	**(144,988)**	**(18,654)**	**(15,134)**	**3,420**	**-26%**	
Expenditure						
Depreciation	657,024	0	0	0	0%	
Employee Costs	0	0	278	278	0%	
Internal Allocations	33,125	5,488	5,548	60	-17%	
Materials and Contracts	74,600	23,798	6,549	(17,249)	-32%	
Utilities	75,780	12,628	9,070	(3,558)	-17%	
Expenditure Total	**840,629**	**41,914**	**21,445**	**(20,469)**	**-96%**	
01240 - Sporting Clubs Buildings Total	**695,641**	**23,360**	**6,311**	**(17,049)**	**-92%**	
01245 - Reserves Pavilions and Facilities						
Income						
Fees and Charges	(17,510)	(3,064)	(4,244)	(1,180)	-17%	
Reimbursements	(3,066)	(304)	(242)	62	-10%	
Income Total	**(20,576)**	**(3,368)**	**(4,486)**	**(1,118)**	**-27%**	
Expenditure						
Depreciation	231,228	0	0	0	0%	
Internal Allocations	6,801	1,107	1,138	31	-16%	
Materials and Contracts	410,701	65,721	44,804	(20,917)	-16%	All variances are individually immaterial.
Utilities	45,490	7,582	6,449	(1,133)	-17%	
Expenditure Total	**694,220**	**74,410**	**52,391**	**(22,019)**	**-49%**	
01245 - Reserves Pavilions and Facilities Total	**673,644**	**71,042**	**47,906**	**(23,137)**	**-76%**	
01250 - Health Clinics						
Income						
Fees and Charges	(26,820)	(14,382)	(14,707)	(325)	-54%	
Reimbursements	(2,902)	(242)	(163)	79	-6%	
Income Total	**(29,722)**	**(14,624)**	**(14,870)**	**(246)**	**-52%**	
Expenditure						
Depreciation	54,432	0	0	0	0%	
Employee Costs	0	0	1,103	1,103	0%	
Internal Allocations	2,126	349	356	7	-16%	
Materials and Contracts	80,500	4,735	2,850	(1,885)	-6%	
Other Expenditure	1,895	0	0	0	0%	
Utilities	6,300	1,050	1,019	(31)	-17%	
Expenditure Total	**145,253**	**6,134**	**5,328**	**(806)**	**-39%**	
01250 - Health Clinics Total	**115,531**	**(8,490)**	**(9,542)**	**(1,052)**	**-101%**	

12

CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01265 - Road Reserves						
Expenditure						
Employee Costs	97,200	16,188	2,659	(13,529)	-17%	
Materials and Contracts	37,950	9,634	3,720	(5,914)	-25%	
Utilities	0	0	993	993	0%	
Expenditure Total	**135,150**	**25,822**	**7,372**	**(18,450)**	**-42%**	
01265 - Road Reserves Total	**135,150**	**25,822**	**7,372**	**(18,450)**	**-42%**	
01266 - Operational Buildings						
Income						
Contributions	(70,608)	(11,768)	(11,763)	5	-17%	
Fees and Charges	(917,590)	(31,654)	(154,504)	(122,850)	-3%	
Reimbursements	(535,824)	(89,444)	(83,184)	6,260	-17%	
Income Total	**(1,524,022)**	**(132,866)**	**(249,451)**	**(116,585)**	**-37%**	
Expenditure						
Depreciation	1,529,400	0	0	0	0%	
Employee Costs	7,000	1,334	790	(544)	-19%	
Interest Expenses	115,870	15,944	15,944	0	-14%	
Internal Allocations	58,956	9,771	9,874	103	-17%	
Internal Recovery	(857,363)	(54,485)	(55,937)	(1,452)	-6%	
Materials and Contracts	524,504	105,514	52,799	(52,715)	-20%	Timing variance of building and maintenance works.
Other Expenditure	587,867	0	0	0	0%	
Utilities	131,300	21,882	17,607	(4,275)	-17%	
Expenditure Total	**2,097,634**	**99,960**	**41,077**	**(58,883)**	**-93%**	
01266 - Operational Buildings Total	**573,612**	**(32,906)**	**(208,374)**	**(175,468)**	**-130%**	
01270 - Depot Buildings						
Expenditure						
Depreciation	183,564	0	0	0	0%	
Internal Allocations	7,482	1,240	1,252	12	-17%	
Internal Recovery	(294,723)	(40,800)	(36,989)	3,811	-14%	
Materials and Contracts	48,500	7,717	8,566	849	-16%	
Other Expenditure	27,177	27,177	23,519	(3,658)	-100%	
Utilities	28,000	4,666	2,914	(1,752)	-17%	
Expenditure Total	**0**	**0**	**(738)**	**(738)**	**-164%**	
01270 - Depot Buildings Total	**0**	**0**	**(738)**	**(738)**	**-164%**	
01275 - Parks Services Administration						
Income						
Contributions	(2,800)	(467)	(629)	(162)	-17%	
Income Total	**(2,800)**	**(467)**	**(629)**	**(162)**	**-17%**	
Expenditure						
Depreciation	108,655	0	0	0	0%	
Employee Costs	1,337,384	217,226	206,361	(10,865)	-16%	
Internal Allocations	1,448,236	224,826	188,807	(36,019)	-16%	
Internal Recovery	(1,386,743)	(231,122)	(169,575)	61,547	-17%	
Materials and Contracts	70,500	9,416	1,768	(7,648)	-13%	
Other Employee Costs	83,125	13,856	12,386	(1,470)	-17%	
Other Expenditure	19,000	3,166	1,915	(1,251)	-17%	
Expenditure Total	**1,680,167**	**237,368**	**241,662**	**4,294**	**-96%**	
01275 - Parks Services Administration Total	**1,677,367**	**236,901**	**241,033**	**4,132**	**-113%**	
01280 - Recoverable Works						
Income						
Reimbursements	(32,660)	(2,110)	(2,116)	(6)	-6%	
Income Total	**(32,660)**	**(2,110)**	**(2,116)**	**(6)**	**-6%**	
Expenditure						
Employee Costs	12,655	2,110	516	(1,594)	-17%	
Materials and Contracts	20,000	0	204	204	0%	
Expenditure Total	**32,655**	**2,110**	**720**	**(1,390)**	**-17%**	
01280 - Recoverable Works Total	**(5)**	**0**	**(1,396)**	**(1,396)**	**-23%**	
Infrastructure and Environment Total	**38,628,808**	**11,214,487**	**9,502,237**	**(1,712,250)**	**-15%**	
Strategy and Development						
01010 - Corporate Strategy and Governance						
Income						
Other Revenues	0	0	(200)	(200)	0%	
Income Total	**0**	**0**	**(200)**	**(200)**	**0%**	
Expenditure						
Employee Costs	497,367	80,387	74,755	(5,632)	-16%	
Internal Allocations	279,986	40,817	34,315	(6,502)	-15%	
Materials and Contracts	146,450	24,404	2,528	(21,876)	-17%	Budget phasing variance in relation to legal fees, audit fees and consultant fees which are individually immaterial.
Other Employee Costs	3,000	500	0	(500)	-17%	
Other Expenditure	1,750	292	204	(88)	-17%	
Expenditure Total	**928,553**	**146,400**	**111,802**	**(34,598)**	**-82%**	
01010 - Corporate Strategy and Governance Total	**928,553**	**146,400**	**111,602**	**(34,798)**	**-82%**	
01030 - Sustainability and Environment						
Expenditure						
Employee Costs	225,948	36,499	33,434	(3,065)	-16%	
Internal Allocations	120,664	17,060	13,688	(3,372)	-14%	
Materials and Contracts	70,000	8,334	14,717	6,383	-12%	
Other Employee Costs	1,500	250	0	(250)	-17%	
Expenditure Total	**418,112**	**62,143**	**61,839**	**(304)**	**-69%**	
01030 - Sustainability and Environment Total	**418,112**	**62,143**	**61,839**	**(304)**	**-69%**	

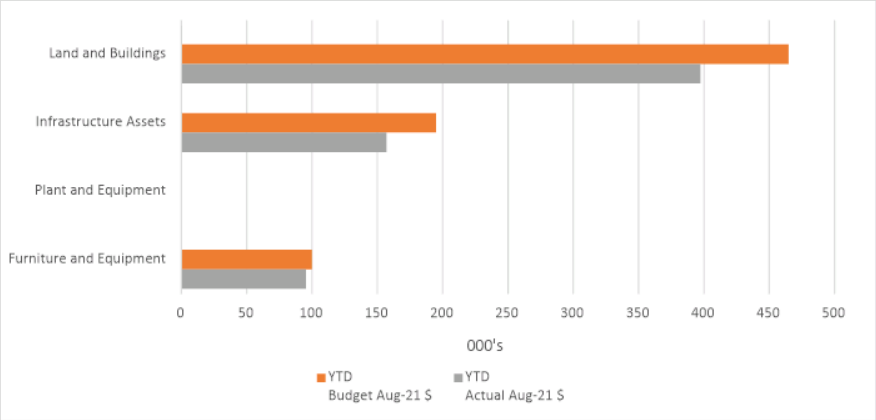
CITY OF VINCENT
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
BY SERVICE AREAS
AS AT 31 AUGUST 2021

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance	% Variance	Variance Commentary
01105 - Director Strategy and Development						
Expenditure						
Employee Costs	323,275	52,233	47,283	(4,950)	-16%	
Internal Allocations	17,821	1,337	1,106	(231)	-8%	
Internal Recovery	(344,696)	(53,827)	(48,553)	5,274	-16%	
Materials and Contracts	1,450	44	31	(13)	-3%	
Other Employee Costs	1,800	200	132	(68)	-11%	
Other Expenditure	350	13	1	(12)	-4%	
Expenditure Total	**0**	**0**	**0**	**0**	**-68%**	
01105 - Director Strategy and Development Total	**0**	**0**	**0**	**0**	**-68%**	
01110 - Development and Design						
Income						
Contributions	(1,300)	(216)	(145)	71	-17%	
Fees and Charges	(338,840)	(56,916)	(60,380)	(3,464)	-17%	
Income Total	**(340,140)**	**(57,132)**	**(60,626)**	**(3,393)**	**-34%**	
Expenditure						
Employee Costs	1,140,495	184,296	177,949	(6,347)	-16%	
Internal Allocations	608,069	87,368	64,740	(22,628)	-14%	
Materials and Contracts	149,350	32,565	(1,855)	(34,420)	-22%	• $22k legal and consultant fees not yet required. • Other variances are individually immaterial.
Other Employee Costs	11,074	1,871	1,111	(760)	-17%	
Other Expenditure	32,600	7,600	5,946	(1,654)	-23%	
Expenditure Total	**1,941,588**	**313,700**	**247,891**	**(65,809)**	**-92%**	
01110 - Development and Design Total	**1,601,448**	**256,568**	**187,366**	**(69,202)**	**-126%**	
01115 - Health Admin and Food Control						
Income						
Contributions	(3,300)	(756)	(242)	514	-23%	
Fees and Charges	(302,520)	(110,041)	(14,735)	95,306	-36%	Timing variance of food premise licence fees.
Other Revenues	(1,000)	(166)	0	166	-17%	
Income Total	**(306,820)**	**(110,963)**	**(14,977)**	**95,986**	**-76%**	
Expenditure						
Employee Costs	993,154	160,490	154,262	(6,228)	-16%	
Internal Allocations	505,719	71,831	59,560	(12,271)	-14%	
Materials and Contracts	96,837	14,140	1,722	(12,418)	-15%	
Other Employee Costs	15,319	2,554	1,136	(1,418)	-17%	
Other Expenditure	11,750	1,958	2	(1,956)	-17%	
Expenditure Total	**1,622,779**	**250,973**	**216,682**	**(34,291)**	**-79%**	
01115 - Health Admin and Food Control Total	**1,315,959**	**140,010**	**201,706**	**61,696**	**-155%**	
01120 - Compliance Services						
Income						
Contributions	(2,000)	(367)	(484)	(117)	-18%	
Fees and Charges	(20,000)	(3,334)	3,005	6,339	-17%	
Income Total	**(22,000)**	**(3,701)**	**2,521**	**6,222**	**-36%**	
Expenditure						
Employee Costs	453,529	74,505	82,411	7,505	-16%	
Internal Allocations	259,947	36,971	29,369	(7,602)	-14%	
Materials and Contracts	55,100	9,184	7,084	(2,100)	-17%	
Other Employee Costs	7,717	1,286	669	(617)	-17%	
Other Expenditure	2,000	332	69	(263)	-17%	
Expenditure Total	**778,293**	**122,679**	**119,602**	**(3,077)**	**-81%**	
01120 - Compliance Services Total	**756,293**	**118,978**	**122,123**	**3,146**	**-116%**	
01125 - Building Control and License						
Income						
Contributions	(1,600)	(281)	0	281	-16%	
Fees and Charges	(267,500)	(44,584)	(48,059)	(3,475)	-17%	
Other Revenues	(2,750)	(458)	(453)	6	-17%	
Income Total	**(272,050)**	**(45,323)**	**(48,512)**	**(3,188)**	**-60%**	
Expenditure						
Employee Costs	361,703	61,683	51,371	(10,312)	-16%	
Internal Allocations	205,768	29,211	23,979	(5,232)	-14%	
Materials and Contracts	8,000	1,336	147	(1,189)	-17%	
Other Employee Costs	28,282	4,714	(9,414)	(14,128)	-17%	
Other Expenditure	2,000	334	157	(177)	-17%	
Expenditure Total	**625,753**	**97,278**	**66,240**	**(31,038)**	**-81%**	
01125 - Building Control and License Total	**353,703**	**51,955**	**17,728**	**(34,226)**	**-151%**	
01130 - Policy and Place Services						
Income						
Contributions	(1,600)	(266)	0	266	-17%	
Fees and Charges	(3,525)	0	0	0	0%	
Income Total	**(5,125)**	**(266)**	**0**	**266**	**-17%**	
Expenditure						
Employee Costs	1,597,964	258,214	228,259	(29,955)	-16%	Salary savings due to vacant position that was in the process of being filled.
Internal Allocations	731,768	103,914	84,343	(19,571)	-14%	
Materials and Contracts	1,089,360	154,892	(4,282)	(159,174)	-14%	Timing variance of works relating operating initiatives and programmes.
Other Employee Costs	16,404	2,732	1,408	(1,324)	-17%	
Other Expenditure	30,000	5,000	2,522	(2,478)	-17%	
Expenditure Total	**3,465,496**	**524,762**	**312,250**	**(212,502)**	**-78%**	
01130 - Policy and Place Services Total	**3,460,371**	**524,496**	**312,250**	**(212,236)**	**-95%**	
Strategy and Development Total	**8,844,439**	**1,300,640**	**1,014,613**	**(286,026)**	**-22%**	
Net Operating	**16,251,632**	**(23,684,419)**	**(26,192,027)**	**(2,507,609)**	**11%**	

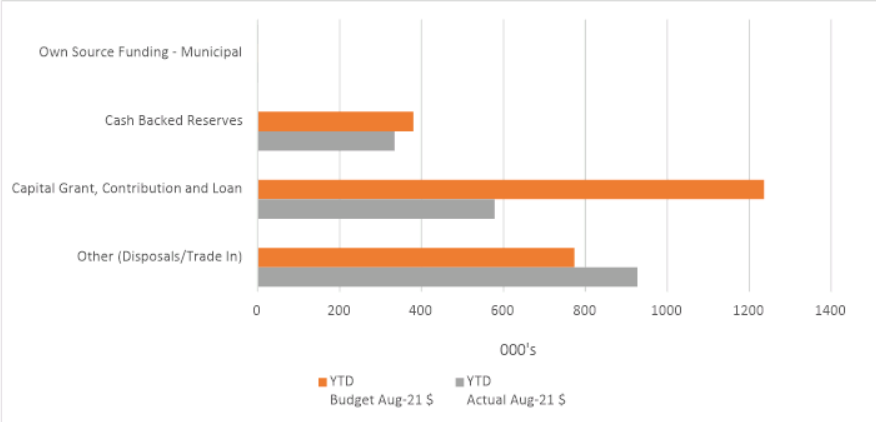
14

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2021/22
AS AT 31 AUGUST 2021

CAPITAL EXPENDITURE	Adopted Budget 2021/22	YTD Budget Aug-21	YTD Actual Aug-21	YTD Variance	Variance
	$	$	$	$	%
Land and Buildings	9,328,220	465,000	397,563	(67,437)	-15%
Infrastructure Assets	7,831,761	195,000	157,201	(37,799)	-19%
Plant and Equipment	2,991,056	0	0	0	0%
Furniture and Equipment	2,007,673	100,000	95,539	(4,461)	-4%
Total	**22,158,710**	**760,000**	**650,303**	**(109,697)**	**-14%**



FUNDING	Revised Budget 2021/22	YTD Budget Aug-21	YTD Actual Aug-21	YTD Variance	Variance
	$	$	$	$	%
Own Source Funding - Municipal	16,315,377	(1,629,150)	(1,190,253)	438,897	-27%
Cash Backed Reserves	3,365,850	380,000	334,549	(45,451)	-12%
Capital Grant, Contribution and Loan	1,704,483	1,236,150	578,574	(657,576)	-53%
Other (Disposals/Trade In)	773,000	773,000	927,433	154,433	20%
Total	**22,158,710**	**760,000**	**650,303**	**(109,697)**	**-14%**



15

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2021/22
AS AT 31 AUGUST 2021

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
LAND & BUILDING ASSETS							
ADMIN CENTRE							
Air Conditioning & HVAC Renewal - Admin Building HVAC	344,000	5,000	4,950	(50)	-1%	(10,089)	Works in progress.
BEATTY PARK LEISURE CENTRE							
Beatty Park Leisure Centre - Facilities Infrastructure Renewal	1,500,000	400,000	324,495	(75,505)	-19%	407,623	Works in progress.
Beatty Park Leisure Centre – Concourse Tiling	165,000	10,000	36,338	26,338	263%	0	Works in progress.
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	450,000	10,000	0	(10,000)	-100%	0	Works in planning stage.
LIBRARY							
Upgrade Library counter to enhance customer service delivery	48,500	0	0	0	0%	0	
VINCENT COMMUNITY CENTRE							
Vincent Community Centre – Air Conditioning & HVAC Renewal	170,000	30,000	22,330	(7,670)	-26%	0	Works in progress.
DEPARTMENT OF SPORTS AND RECREATION							
DLGSC LED lighting upgrade/renewal	225,000	-	0	0	0%	0	Works in planning stage.
DLGSC Air Conditioning & HVAC Renewal	250,000	5,000	4,950	(50)	-1%	0	Works in planning stage.
DLGSC renewal/upgrade-Lease obligation	80,000	-	0	0	0%	0	Works in planning stage.
MISCELLANEOUS							
Infrastructure Works - Litis Stadium	3,000,000	-	0	0	0%	0	Design phase.
413 Bulwer Street, West Perth - Replacement of shed (Vollleyball WA)	50,000	-	0	0	0%	0	Quotation phase.
Works Depot - Non fixed assets renewals	95,000	-	0	0	0%	0	Quotation phase.
Lease Property Non Scheduled Renewal	50,000	-	0	0	0%	0	Works to commence in September 2021.
99 Loftus Street, Leederville - Loftus Child Health leasing requirements	20,000	-	0	0	0%	0	Quotation phase.
Loftus Recreation Centre, 99 Loftus Street, Leederville - ventilation installation	20,000	-	0	0	0%	15,360	Works to be Scheduled.
North Perth Main Town Hall - Kitchen and toilet renewal	180,000	-	0	0	0%	6,000	Design phase.
North Perth Lesser Town Hall - Kitchen and toilet renewal	120,000	-	0	0	0%	0	Design phase.
Library Renewals	80,000	-	0	0	0%	0	Works in planning stage.
Menzies Park Pavilion & Ablutions	330,000	-	0	0	0%	7,500	Design Phase.
Miscellaneous Assets Renewal (City Buildings)	100,000	-	0	0	0%	0	Works to commence in September 2021.
Aircon & HVAC Miscellaneous Renewals all properties	50,000	-	0	0	0%	18,913	Design Phase.
Water and Energy Efficiency Initiatives	75,000	-	0	0	0%	992	Works in planning stage.
Hyde Park West	220,000	5,000	4,500	(500)	-10%	3,000	Design Phase.
Leederville Tennis Club - fencing upgrade	75,000	-	0	0	0%	0	Works to be Scheduled.
Leederville Oval Stadium - Light posts renewal	1,100,000	-	0	0	0%	0	Design Phase.
Forrest Park Croquet Club	16,450	-	0	0	0%	0	Works to commence in September 2021.
Solar Photovoltaic Panel System Installation - Mt Hawthorn Community Centre	8,732	-	0	0	0%	8,850	Works to be Scheduled.
Solar Photovoltaic Panel System Installation - Vincent Community Centre	20,150	-	0	0	0%	0	Works in planning stage.
Solar Photovoltaic Panel System Installation - Britannia Reserve Pavilion	8,900	-	0	0	0%	0	Works in planning stage.
Roofing Renewal-Loton Park Tennis Club Room	178,400	-	0	0	0%	0	Works to commence in September 2021.
Leederville Oval Stadium - Electrical renewal - 3 boards	298,088	-	0	0	0%	115,953	Quotation Phase.
FOR LAND & BUILDING ASSETS	**9,328,220**	**465,000**	**397,563**	**(67,437)**	**-15%**	**574,101**	

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2021/22
AS AT 31 AUGUST 2021

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
INFRASTRUCTURE ASSETS							
LOCAL ROADS PROGRAM							
Lake Street - Bulwer Street to Brisbane Street	110,307	-	0	0	0%	7,879	Works to be Scheduled.
Lake Street - Stuart Street to Newcastle Street	116,615	-	0	0	0%	11,096	Works to commence in September 2021.
Glyde Street - Coogee Street to Matlock Street	45,562	10,000	9,371	(629)	-6%	530	Works in progress.
Richmond Street - Scott Street to Oxford Street	62,141	-	0	0	0%	500	Works to be Scheduled.
Eton Street - Gill Street to Ellesmere Street	132,596	50,000	34,647	(15,353)	-31%	1,180	Works in progress.
Grosvenor Road - Ethel Street to Fitzgerald Street	73,279	-	0	0	0%	500	Works to be Scheduled.
Lawley Street - Fitzgerald Street to R.O.W	21,734	-	0	0	0%	250	Works to be Scheduled.
Richmond Street - Leicester Street to Cul-de-sac	37,429	-	0	0	0%	250	Works to be Scheduled.
Britannia Road - Federation Street to Kalgoorlie Street	96,305	-	0	0	0%	500	Works to be Scheduled.
Bouverie Place - Federation Street to Kalgoorlie Street	86,953	10,000	7,294	(2,707)	-27%	1,246	Works in progress.
Ashby Street - Egina Street to East Street	100,341	-	0	0	0%	500	Works to be Scheduled.
Ashby Street - Kalgoorlie Street to Egina Street	105,907	-	0	0	0%	0	Works to be Scheduled.
Ashby Street - Kalgoorlie Street to Egina Street	53,984	-	0	0	0%	0	Works to be Scheduled.
Ashby Street - Flinders Street to Coogee Street	53,984	-	0	0	0%	0	Works to be Scheduled.
Thompson Street - Barnet Street to Loftus Street	2,500	-	0	0	0%	500	Works to be Scheduled.
Bruce Street - Barnet Street to Loftus Street	2,500	-	0	0	0%	500	Works in planning stage.
Egina Street - Berryman Street to Anzac Road	5,000	-	0	0	0%	500	Works in planning stage.
Egina Street - Tasman Street to Berryman Street	5,000	-	0	0	0%	500	Works in planning stage.
Minor Traffic Management Improvements Program	80,000	-	0	0	0%	6,042	Works in planning stage.
Chelmsford Road to Raglan Road	-	-	1,368	1,368	100%	(2,281)	Actuals from FY 20-21, to be adjusted during budget review.
ROAD TO RECOVERY							
Tennyson Street - Loftus Street to Shakespeare Street	200,377	-	0	0	0%	500	Works in planning stage.
Glyde Street - Matlock St to Coogee St	33,363	25,000	20,742	(4,258)	-17%	2,570	Works in progress.
Ellesmere Street - Shakespeare St to London St	90,170	-	0	0	0%	500	Works in planning stage.
TRAFFIC MANAGEMENT							
Alma/Claverton Local Area Traffic Management	48,955	-	0	0	0%	0	Design Phase.
Harold and Lord St Intersection	26,000	-	0	0	0%	0	Design Phase.
Mini Roundabouts	-	-	2,492	2,492	100%	2,271	Actuals from FY 20-21, to be adjusted during budget review.

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2021/22
AS AT 31 AUGUST 2021

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
BLACK SPOT PROGRAM							
Grosvenor Road - Install half seagull islands on Grosvenor Rd to ban through and right turn mo	100,000	-	0	0	0%	0	Works to commence in September 2021.
Leederville Parade - Vincent Street to Loftus Street	200,000	-	0	0	0%	9,440	Works in planning stage.
Intersection of Bulwer and Stirling St, Perth	95,960	-	0	0	0%	3,000	Works to be Scheduled.
Intersection of Green, Tyler & Merredin St, Mt Hawthorn/Joondanna	30,000	-	0	0	0%	700	Design Phase.
Intersection of Loftus and Vincent Streets, West Perth/Leederville	245,270	-	0	0	0%	31,055	Works to be Scheduled.
STREETSCAPE IMPROVEMENTS							
Streetscape Improvements Program	35,000	-	0	0	0%	0	Works in planning stage.
Streetscape Improvements-Angove St and Fitzgerald St	10,000	10,000	8,420	(1,580)	-16%	(8,420)	Works in progress.
ROADWORKS - REHABILITATION (MRRG PROGRAM)							
Oxford Street - Leederville Parade to Vincent Street	118,376	-	30,184	30,184	100%	6,526	Works in progress.
Loftus Street - North bound lanes Vincent Street to Bourke Street	157,528	-	414	414	100%	160,686	Works in progress.
Loftus Street - South bound lanes Vincent Street to Bourke Street	149,145	-	33	33	100%	143,611	Works in progress.
Bourke Street - Charles Street to Loftus Street	173,745	-	0	0	0%	0	Works in planning stage.
Carr Street - Fitzgerald Street to Charles Street	110,518	10,000	5,364	(4,636)	-46%	4,468	Works in progress.
Fitzgerald Street - Central lanes Burt Street to Walcott Street	211,842	-	0	0	0%	221,349	Works to be Scheduled.
Walcott Street - North-west bound lanes William Street to Beaufort Street	162,281	-	0	0	0%	141,009	Works to be Scheduled..
Newcastle Street - Eastbound lane Money Street to Beaufort Street	77,271	40,000	37,817	(2,183)	-5%	3,923	Works in progress.
RIGHTS OF WAY							
Annual review based upon the most recent condition assessment survey	100,000	-	0	0	0%	13,535	Works in progress.
Laneway Lighting Program	20,000	-	0	0	0%	0	Works in planning stage.
SLAB FOOTPATH PROGRAMME							
Footpath Upgrade and Renewal Program	446,309	-	0	0	0%	0	Works to be Scheduled.

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2021/22
AS AT 31 AUGUST 2021

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
BICYCLE NETWORK							
Florence/Strathcona/Golding Safe Active Street	-	-	6,887	6,887	100%	(15,352)	Actuals from FY 20-21, to be adjusted during budget review.
Travel Smart Actions	10,500	-	0	0	0%	0	Works in planning stage.
Construct Norfolk St N/S Route Stage 1	375,000	-	0	0	0%	0	Design Phase.
Design for Norfolk St N/S Route	8,635	-	0	0	0%	0	Design Phase.
DRAINAGE							
Britannia Reserve Main Drain Renewal stage 1&2	143,635	-	0	0	0%	0	Quotation Phase.
Minor drainage improvement program	50,000	-	0	0	0%	11,490	Design Phase.
Gully Soak-well program	60,000	20,000	29,699	9,699	48%	11,926	Works in progress.
CAR PARK DEVELOPMENT							
Car Parking Upgrade/Renewal Program	330,300	-	0	0	0%	0	
Accessible City Strategy Implementation	205,000	-	0	0	0%	0	
Car Parking Upgrade-Strathcona St angled parking	20,000	-	0	0	0%	0	
Depot - Car park lighting Renewal	-	-	16,124	16,124	100%	0	Actuals from FY 20-21, to be adjusted during budget review.
PARKS AND RESERVES							
Greening Plan-West End Arts Precinct	-	-	240	240	100%	(240)	Actuals from FY 20-21, to be adjusted during budget review.
Leederville Parade (Greening Plan)	200,000	-	0	0	0%	0	Works in planning stage.
Drummond Place (Greening Plan)	10,000	-	0	0	0%	570	Works in planning stage.
Old Aberdeen Place (Greening Plan)	10,000	-	0	0	0%	3,924	Works in planning stage.
Stirling Street (Greening Plan)	30,000	-	0	0	0%	570	Works in planning stage.
Edward Street (Greening Plan)	20,000	-	0	0	0%	570	Works in planning stage.
Dunedin Street Car Park (Greening Plan)	15,000	-	0	0	0%	570	Works in planning stage.
Flinders Street Car Park (Greening Plan)	15,000	-	0	0	0%	570	Works in planning stage.
Brittania Reserve – Floodlight Repair	741,444	-	520	520	100%	10,541	Works in progress.
Litis Stadium & Britannia Res End of Le	-	-	(58,377)	(58,377)	100%	3,136	Variance due to accrual reversal for FY20-21, will be cleared when invoice is processed
Greening Plan - Coogee St Car Park	-	-	990	990	100%	(990)	Actuals from FY 20-21, to be adjusted during budget review.
Greening Plan - Howlett Street	-	-	609	609	100%	0	Actuals from FY 20-21, to be adjusted during budget review.
Greening Plan - Little Russell Street	-	-	323	323	100%	0	Actuals from FY 20-21, to be adjusted during budget review.
Auckland/Hobart Street Reserve - replace irrigation	-	-	2,040	2,040	100%	(4,395)	Actuals from FY 20-21, to be adjusted during budget review.
RETICULATION							
Menzies Park - Replace Irrigation System	180,000	-	0	0	0%	0	Works in planning stage.
Weld Square - Renew electrical cubicle and Upgrade in ground reticulation system/electrical cu	15,000	-	0	0	0%	0	Works to be scheduled.

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2021/22
AS AT 31 AUGUST 2021

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
PARKS FURNITURE							
Implementation and renewal of parks signage	20,000	-	0	0	0%	0	Works in planning stage.
Norwood Park - replace electric BBQ (double)	15,000	-	0	0	0%	9,010	Works to be scheduled.
Banks Reserve Masterplan - Infrastructure Improvements (benches/seating)	40,000	-	0	0	0%	0	Works in design phase.
Auckland/Hobart Street Reserve – replacement perimeter fencing	20,000	-	0	0	0%	0	Works in planning stage.
Hyde Park - upgrade of path lighting	90,000	-	0	0	0%	0	Quotation Phase.
Britannia Reserve - shade sail replacement (south)	18,000	-	0	0	0%	0	Quotation Phase.
Charles Veryard Reserve - Flood Lighting	100,000	-	0	0	0%	9,875	Quotation Phase.
PARKS DEVELOPMENT							
Haynes Street Reserve Development Plan Implementation Stages 1 & 2	340,000	-	0	0	0%	0	Works in planning stage.
Monmouth Street	10,000	-	0	0	0%	0	Design Phase.
Edinboro Street Reserve	20,000	-	0	0	0%	0	Works in planning stage.
Hyde Park re-asphalt Pathways	100,000	-	0	0	0%	0	Works in planning stage.
Les Lilleyman – Playground and softfall replacement	115,000	-	0	0	0%	0	Works in planning stage.
Tolcon Place Reserve - replace playground soft fall	20,000	-	0	0	0%	0	Works to be scheduled.
Cricket Wicket Renewal Program	25,000	-	0	0	0%	0	Works to be scheduled.
PLAYGROUND EQUIPMENT							
Menzies Park – replace exercise equipment	60,000	-	0	0	0%	0	Works in planning stage.
Forrest Park - replace exercise equipment (deferred from 2019/20)	60,000	-	0	0	0%	0	Works in planning stage.
Charles Veryard Reserve - Replace playground softfall and exercise equipment	45,000	-	0	0	0%	0	Works to be scheduled.
Gladstone Street Reserve - upgrade & replace playground equipment	105,000	-	0	0	0%	0	Works in planning stage.
STREET FURNITURE							
Bus Shelter Replacement and Renewal Program	30,000	20,000	0	(20,000)	-100%	0	Variance due to accrual reversal for FY20-21, will be cleared when invoice is processed
Street Lighting Upgrade Program	55,000	-	0	0	0%	0	Works completed.
MISCELLANEIOUS							
Public Open Space Strategy Implementation Plan	50,000	-	0	0	0%	0	Works in planning stage.
Mary Street Piazza - Festoon Light Improvements	20,000	-	0	0	0%	0	Works in planning stage.
FOR INFRASTRUCTURE ASSETS	**7,831,761**	**195,000**	**157,201**	**- 37,799**	**12**	**808,689**	

20

CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2021/22
AS AT 31 AUGUST 2021

Description	Adopted Budget 2021/22	YTD Budget 2021/22	YTD Actual 2021/22	YTD Variance	Variance	Commitment (PO) Balance	Variance Commentary
PLANT & EQUIPMENT ASSETS							
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME							
Light Fleet - Annual Changeover	547,500	0	0	0	0%	185,500	Works in progress.
MAJOR PLANT REPLACEMENT PROGRAMME							
5 Tonne Rubbish Compactor Small Rear Loader	340,000	0	0	0	0%	0	Works in design phase.
Road Sweeper	380,000	0	0	0	0%	0	Works in design phase.
Single Axle Tipper Truck	170,000	0	0	0	0%	0	Quotation Phase.
Scarifier and vacuum system	20,000	0	0	0	0%	0	Quotation Phase.
Elevated Work Platform - Squirrel	60,000	0	0	0	0%	0	
Mower / Ride On Rotary Toro Quad Steer	40,000	0	0	0	0%	37,640	Works in progress.
Mower / Ride On Rotary	35,000	0	0	0	0%	30,460	Works in progress.
MISCELLANEOUS							
FOGO 3 Bin	1,378,556	0	0	0	0%	0	Works in progress.
Parking Machines Asset Replacement Prog	20,000	0	0	0	0%	0	Quotation Phase.
TOTAL EXPENDITURE FOR PLANT & EQUIPMENT ASSETS	**2,991,056**	**0**	**0**	**0**	**0%**	**253,600**	
FURNITURE & EQUIPMENT ASSETS							
F&E ASSETS - BP LEISURE CENTRE							
Lifeguard Tower renewal, Shade Sails, Fire alarm System, Umbrellas, Floor Scrubber and for o	132,000	0	0	0	0%	4,790	Works commenced.
Gym equipment - Strength and Group Fitness EquipmentGym equipment - Cardio and Fans	868,366	0	0	0	0%	0	Tender review in process.
FURNITURE AND EQUIPMENT							
Building Management System software-Admin	120,000	0	0	0	0%	0	
INFORMATION TECHNOLOGY							
Enterprise Applications upgrade	238,080	-	0	0	0%	61,434	
ICT infrastructure renewal (switches, UPS, audio visual, network links)	275,000	100,000	80,504	(19,496)	-19%	10,490	Works in progress.
Beatty Park Leisure Centre							
Beatty Park Leisure Centre - Non Fixed Assets Renewal	0	0	15,035	15,035	100%	(32,825)	Variance due to accrual reversal for FY20-21.
MARKETING & COMMUNICATIONS							
COVID-19 Artwork relief project	374,227	0	0	0	0%	0	
TOTAL EXPENDITURE FOR FURNITURE & EQUIPMENT ASSETS	**2,007,673**	**100,000**	**95,539**	**(4,461)**	**-4%**	**39,099**	
TOTAL CAPITAL EXPENDITURE	**22,158,710**	**760,000**	**650,303**	**(109,697)**	**-14%**	**1,675,490**	

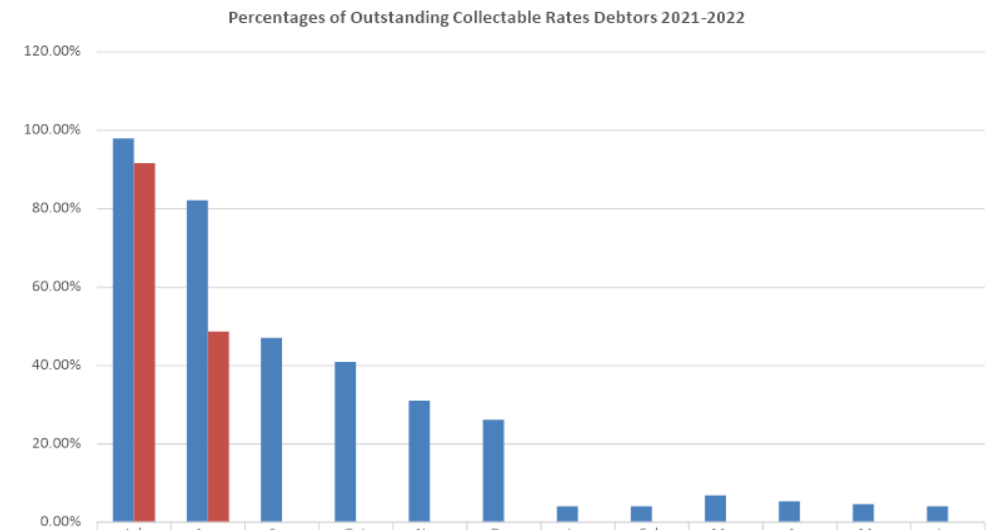
21

CITY OF VINCENT
NOTE 6 - CASH BACKED RESERVES
AS AT 31 AUGUST 2021

Reserve Particulars	Budget Opening Balance 01/07/2021 $	Actual Opening Balance 01/07/2021 $	Budget Transfers to Reserve 30/06/2022 $	YTD Actual Transfers to Reserve 31/08/2021 $	Budget Interest Earned 30/06/2022 $	YTD Actual Interest Earned 31/08/2021 $	Budget Transfers from Reserve 30/06/2022 $	YTD Actual Transfers from Reserve 31/08/2021 $	Budget Closing Balance 30/06/2022 $	Actual Closing Balance 31/08/2021 $
Asset Sustainability Reserve	5,890,677	5,512,487	701,114	111,965	45,550	15,003	(2,726,156)	(655,070)	3,911,185	4,984,385
Beatty Park Leisure Centre Reserve	102,048	102,096	0	0	789	260	0	0	102,837	102,356
Cash in Lieu Parking Reserve	1,540,735	1,469,067	0	0	11,914	3,924	(441,000)	0	1,111,649	1,472,991
Hyde Park Lake Reserve	160,575	160,649	0	0	1,242	409	0	0	161,817	161,058
Land and Building Acquisition Reserve	299,910	300,049	0	0	2,319	764	0	0	302,229	300,813
Leederville Oval Reserve	94,840	94,885	0	0	733	242	0	0	95,573	95,127
Leederville Tennis Reserve	0	0	0	0	-	0	0	0	0	0
Loftus Community Centre Reserve	37,204	37,219	0	0	288	96	0	0	37,492	37,315
Loftus Recreation Centre Reserve	224,595	220,496	59,458	14,967	1,737	572	0	0	285,790	236,035
Office Building Reserve - 246 Vincent Street	288,445	311,925	0	0	2,230	734	(290,675)	0	0	312,659
Parking Facility Reserve	106,473	106,521	0	0	823	271	0	0	107,296	106,792
Percentage For Public Art Reserve	401,299	401,577	0	0	3,103	1,022	(374,227)	0	30,175	402,599
Plant and Equipment Reserve	22,667	22,680	0	0	175	58	(22,667)	0	175	22,739
POS reserve - General	0	0	1,450,120	656,167	11,213	0	(190,000)	0	1,271,333	656,167
State Gymnastics Centre Reserve	120,783	119,423	11,144	0	934	307	0	0	132,861	119,730
Strategic Waste Management Reserve	1,005,650	1,006,113	0	0	7,776	2,561	(982,312)	0	31,114	1,008,674
Tamala Park Land Sales Reserve	1,093,870	1,093,870	833,333	0	4,591	1,512	0	0	1,931,794	1,095,382
Underground Power Reserve	211,773	211,870	0	0	1,638	539	0	0	213,411	212,409
Waste Management Plant and Equipment Reserve	221,752	221,856	0	0	1,715	565	0	0	223,467	222,421
POS reserve - Haynes Street	159,194	159,265	35,245	0	1,231	405	(150,000)	0	45,670	159,670
			0							
	11,982,490	**11,552,048**	**3,090,414**	**783,099**	**100,000**	**29,244**	**(5,177,037)**	**(655,070)**	**9,995,867**	**11,709,321**

22

CITY OF VINCENT
NOTE 7 - RATING INFORMATION
AS AT 31 AUGUST 2021



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2020-2021	97.84%	82.11%	47.06%	40.96%	31.04%	26.23%	4.07%	4.07%	6.87%	5.34%	4.71%	4.07%
2021-2022	91.53%	48.64%										

CITY OF VINCENT
NOTE 7 - RATING INFORMATION
FOR THE MONTH ENDED 31 AUGUST 2021

	Rateable Value	Rate in Dollar	Budget	Actual	Rates Levied to Budget
	$	Cents	$	$	%
Rate Revenue					
General Rate					
10902 Residential	245,429,636	0.0797	19,828,111	19,621,826	99.0%
182 Vacant Residential	4,265,470	0.0761	354,712	322,920	91.0%
1622 Other	124,588,530	0.0672	8,379,858	8,350,806	99.7%
46 Vacant Commercial	2,437,750	0.1282	312,447	350,064	112.0%
Minimum Rate					
6144 Residential @ $1,241.00	78,076,012		7,633,391	7,650,886	100.2%
185 Vacant Residential @ $1,170.00	1,822,160		183,690	190,268	103.6%
157 Other @ $1,197.70	1,886,030		188,039	188,039	100.0%
0 Vacant Commercial @ $1,516.40			0	0	
Interim Rates	0		300,000	13,095	4.4%
Rates Waiver	0		(135,000)	(116,028)	85.9%
Total Amount Made up from Rates	458,505,588		37,045,248	36,571,877	
Non Payment Penalties					
Instalment Interest @ 5.5%			170,000	145,637	85.7%
Penalty Interest @ 8%			133,000	12,573	9.5%
Administration Charge - $8 per instalment			150,000	110,946	74.0%
Legal Costs Recovered			10,000	0	0.0%
			37,508,248	36,841,033	
Other Revenue					
Exempt Bins - Non Rated Properties			100,000	85,800	85.8%
Commercial / Residential Additional Bins			16,000	20,248	126.6%
Swimming Pools Inspection Fees			18,800	14,800	78.7%
			37,643,048	36,961,881	
Opening Balance				**1,053,606**	
Total Collectable			**37,643,048**	**38,015,487**	**100.99%**
Less					
Cash Received				20,809,708	
Rebates Allowed				(1,102,033)	
Rates Balance To Be Collected			**37,643,048**	**18,307,811**	**48.64%**
Add					
ESL Debtors				1,221,518	
Pensioner Rebates Not Yet Claimed				902,134	
ESL Rebates Not Yet Claimed				223,260	
Less					
Deferred Rates Debtors				(109,217)	
Current Rates Debtors Balance				**20,545,505**	

24

CITY OF VINCENT
NOTE 8 - DEBTOR REPORT
FOR THE MONTH ENDED 31 AUGUST 2021

DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	$	$	$	$	$
DEBTOR CONTROL - HEALTH LICENCES	2,003	(1,055)	(2,072)	122,892	121,768
DEBTOR CONTROL - RUBBISH CHARGES					0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING			97,200	136,112	233,312
DEBTOR CONTROL - PROPERTY INCOME	75,794	(47,856)	134,012	6,891	168,841
DEBTOR CONTROL - RECOVERABLE WORKS	1,164	(1,164)	1,164	930	2,093
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	1,100				1,100
DEBTOR CONTROL - OTHER	35,008	51,606		110,527	197,141
DEBTOR CONTROL - % ART CONTRIBUTIONS					0
DEBTOR CONTROL - PLANNING SERVICES FEES	(100)			705	605
DEBTOR CONTROL - GST	241,162	(241,162)	(100,115)	100,130	15
DEBTOR CONTROL - INFRINGEMENT	101,700	51,467	45,736	1,378,901	1,577,804
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(181,310)	(181,310)
IMPAIRMENT OF RECEIVABLES	0	0	0	(194,671)	(194,671)
TOTAL DEBTORS OUTSTANDING AS AT 31/08/2021	**457,831**	**(188,163)**	**175,924**	**1,481,106**	**1,926,698**

ACCRUED INCOME	17,575
ACCRUED INTEREST	28,220
PREPAYMENTS	389,380
TOTAL TRADE AND OTHER RECEIVABLES	**2,361,873**

DATE	SUNDRY DEBTORS OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
11/03/2019	Tennis Seniors Western Australia	5,728.05	Building Insurance 2018/19 & 2019/20	In the process to debt collection
23/02/2021	Kre8 Constructions	929.50	Damaged to ROW 47 Redfern St	In the process to debt collection
01/04/2021	Hospitality Industry Service Providers (HISP)	2,844.27	Monthly lease fee	Financial hardship
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act	Have been handed over to FER
22/08/2018	C D Hunter	12,514.30	Outstanding court costs awarded to COV	$100 Monthly Repayment in progress from 27/10/20
21/01/2019	Matthew Slinger	20,084.80	Outstanding court costs awarded to COV	Have been handed over to FER.
09/07/2019	R Cox	1,170.00	Breach of condition of hall hire	Sent to debt collection agency.
5808.09	D Bianchi	15,000.00	Court fines and costs re: 193-195 Scarborough	$200 Monthly Repayment in progress from 30 Dec 20
21/07/2020	Kamran Beykpour	25,813.00	Outstanding court costs awarded to COV	Pleaded not guilty. Court trial adjourned to 27 July 2021
28/11/2019	A Kindu	2,339.25	Damage/vandalism to hired venue	with debt collector
BALANCE OF 90 DAY DEBTORS OVER $500.00		**115,023.17**		

25

CITY OF VINCENT
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 31 AUGUST 2021

	Original Budget 2021/22 $	YTD Budget Aug-21 $	YTD Actuals Aug-21 $	YTD Actuals Aug-20 $	Month Actuals Aug-21 $	Month Actuals Aug-20 $
ADMINISTRATION						
Revenue	0	0	0	0	(48,048)	0
Expenditure	0	0	0	(254)	47,648	(253)
Surplus/(Deficit)	**0**	**0**	**0**	**(254)**	**(400)**	**(253)**
SWIMMING POOLS AREA						
Revenue	2,209,329	348,311	189,812	204,529	119,552	104,645
Expenditure	(3,957,666)	(505,918)	(419,787)	(263,762)	(319,274)	(179,271)
Surplus/(Deficit)	**(1,748,337)**	**(157,607)**	**(229,975)**	**(59,233)**	**(199,722)**	**(74,626)**
SWIM SCHOOL						
Revenue	1,530,316	222,886	48,910	212,699	44,638	139,191
Expenditure	(1,107,574)	(177,797)	(106,647)	(173,842)	(76,030)	(124,494)
Surplus/(Deficit)	**422,742**	**45,089**	**(57,737)**	**38,857**	**(31,392)**	**14,697**
CAFÉ						
Revenue	0	0	0	1,890	0	879
Expenditure	0	0	0	(36,024)	110	(32,746)
Surplus/(Deficit)	**0**	**0**	**0**	**(34,134)**	**110**	**(31,867)**
RETAIL SHOP						
Revenue	551,116	91,852	53,979	73,139	37,466	40,598
Expenditure	(472,039)	(86,538)	(59,213)	(42,041)	(57,475)	(27,669)
Surplus/(Deficit)	**79,077**	**5,314**	**(5,234)**	**31,098**	**(20,009)**	**12,929**
HEALTH & FITNESS						
Revenue	1,732,874	288,812	680,783	249,598	159,582	119,780
Expenditure	(1,336,438)	(198,757)	(176,197)	(124,951)	(130,075)	(86,226)
Surplus/(Deficit)	**396,436**	**90,055**	**504,586**	**124,647**	**29,507**	**33,554**
GROUP FITNESS						
Revenue	675,362	112,560	100,061	90,150	58,683	43,708
Expenditure	(505,476)	(78,913)	(69,737)	(71,756)	(49,516)	(47,024)
Surplus/(Deficit)	**169,886**	**33,647**	**30,324**	**18,394**	**9,167**	**(3,316)**
AQUAROBICS						
Revenue	254,553	41,838	37,207	34,798	22,069	16,116
Expenditure	(226,334)	(38,275)	(20,446)	(13,249)	(14,954)	(9,518)
Surplus/(Deficit)	**28,219**	**3,563**	**16,761**	**21,549**	**7,115**	**6,598**
CRECHE						
Revenue	61,333	10,222	9,674	8,764	5,395	4,365
Expenditure	(210,712)	(29,987)	(34,275)	(32,318)	(24,779)	(22,874)
Surplus/(Deficit)	**(149,379)**	**(19,765)**	**(24,601)**	**(23,554)**	**(19,384)**	**(18,509)**
Net Surplus/(Deficit)	**(801,356)**	**296**	**234,124**	**117,370**	**(225,008)**	**(60,793)**
Less: Depreciation	(1,286,772)	0	0	73,452	0	73,452
Cash Surplus/(Deficit)	**485,416**	**296**	**234,124**	**43,918**	**(225,008)**	**(134,245)**

26

11 CHIEF EXECUTIVE OFFICER

12.1 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 6 SEPTEMBER 2021

Attachments:

1. **Audit Committee Meeting Minutes - 6 September 2021**
2. **Attachments to Audit Committee Minutes - 6 September 2021**
3. **Audit Log - 6 September 2021 - Confidential**
4. **Corporate Risk Register - 6 September 2021 - Confidential**

RECOMMENDATION:

That Council:

1. **RECEIVES the minutes of the Audit Committee Meeting of 6 September 2021, as at Attachment 1;**

2. **NOTES the recommendation of the Audit Committee with respect to item 5.2 and 5,4;**

3. **ADOPTS the recommendations of the Audit Committee with respect to items 5.3, 5.5 and 5.6.**

PURPOSE OF REPORT:

To report to Council the proceedings of the Audit Committee at its meeting held on 6 September 2021 in accordance with clause 2.21(1) of the City's Meeting Procedures Local Law 2008.

BACKGROUND:

The City's Audit Committee is a statutory committee of Council, established in accordance with section 7.1A of the *Local Government Act 1995*. The role of the Audit Committee is to provide independent advice and assurance to Council over the City's risk management, internal controls, legislative compliance and financial management.

The Audit Committee meets approximately every two months and comprises of three external independent members (one of which is the Audit Committee Chair) and four Elected Members.

DETAILS:

At its meeting on 6 September 2021 the Audit Committee considered seven agenda items as follows:

5.1 Report on the non-structural risks associated with the City's ageing sporting infrastructure assets
5.2 External audit interim management letter 2020/2021
5.3 Internal Audit Program – Appointment of Auditor
5.4 Privacy Policy Framework Review
5.5 Review of the City's Audit Log
5.6 Review of the City's Corporate Risk Register

Details of the agenda items are set out below.

5.1 Report on the non-structural risks associated with the City's ageing sporting infrastructure assets

This report was postponed. The Committee requested that the CEO provide an update (via email to Committee Members) on this report inter-sessionally before the next meeting.

5.2 External audit interim management letter 2020/2021

The Committee received the external audit interim management letter and noted that there were 3 significant and 2 moderate findings, and that they would be added to the Audit Log.

5.3 Internal Audit Program – Appointment of Auditor

The Committee received the proposed Internal Audit Program and requested that additional quotes be obtained through the CUA for the 2021/22 audit program, and that Administration provide an updated risk based prioritisation schedule for internal audit to the Audit Committee by March 2022.

5.4 Privacy Policy Framework Review

The Committee noted that the Privacy Policy Framework is under review, using the checklist provided by the Office of the Australian Information Commissioner.

5.5 Review of the City's Audit Log

A summary of the items completed and ongoing as at 31 August 2021 is below. No items were added to the Audit Log at this meeting.

A summary of the Audit Log items is below, including the risk rating:

	Total	Significant	High	Moderate	Minor
Closed at 6 July 2021	6	1	1	4	
Open at 31 August 2021	5	2	0	2	2
Confidential items open at 31 August 2021	11	1	1	9	0
Complete at 31 August 2021	4	2	0	2	0
Total Ongoing as at 31 August 2021	**15**	**3**	**1**	**11**	**0**
New items at 31 August 2021	4	3	0	2	-
Items overdue from original due date	-	-	-	0	0
Items overdue for 3 months	-	-	-	0	0
Items overdue for 6 months	-	-	-	-	-

2 The only current significant items are:

1. EA: 2021/08 (3) Office of the Auditor General Interim Audit for 2020/21 – Access Levels within Authority

2. EA: 2020/12 (14) Office of the Auditor General – Financial Audit – Access Levels within Authority.

5.6 Review of the City's Corporate Risk Register

The Committee reviewed the City's Risk Register and noted the management actions for the high and extreme risks.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Clause 2.21 of the City's Meeting Procedures Local Law 2008 states that the report and minutes of a Committee meeting are to be provided to Council.

The Audit Committee Terms of Reference govern the functions, powers and membership of the Audit Committee.

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to consider the report and minutes of the Audit Committee meeting on 4 May 2021.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

There are no implications to the priority health outcomes of the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

CITY OF VINCENT

MINUTES

Audit Committee

6 September 2021

Table of Contents

1 Introduction and Welcome 3

2 Apologies / Members on Approved Leave of Absence 3

3 Declarations of Interest 3

4 Confirmation of Minutes 3

5 Business Arising 5

5.1 Report on the non-structural risks associated with the City's ageing sporting infrastructure assets 5

5.4 Privacy Policy Framework Review 6

5.2 External audit interim management letter 2020/2021 7

5.3 Internal Audit Program - Appointment of Auditor 16

5.5 Review of the City's Audit Log 23

5.6 Review of the City's Corporate Risk Register 35

6 General Business 39

7 Next Meeting 39

8 Closure 39

MINUTES OF CITY OF VINCENT
AUDIT COMMITTEE
HELD AS E-MEETING AND AT
ADMINISTRATION AND CIVIC CENTRE
244 VINCENT STREET, LEEDERVILLE
ON MONDAY, 6 SEPTEMBER 2021

PRESENT:	**Mr Conley Manifis**	**Independent External Member (Chair) (electronically) (Left at 2.27pm after item 5.3)**
	Cr Joshua Topelberg	**South Ward (left at 2.28pm after Item 5.3 and rejoined electronically during Item 5.4)**
	Cr Dan Loden	**North Ward (electronically joined at 1.47pm during item 5.4)**
	Cr Ashley Wallace	**South Ward**
	Mr Robert Piper	**Independent External Member**
	Cr Susan Gontaszewski	**South Ward (Presiding Member from Item 5.5)**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	Virginia Miltrup	**Executive Director Community & Business Services**
	Vanisha Govender	**Executive Manager Financial Services**
	Peter Ferguson	**Executive Manager Information and Communication Technology (left after item 5.4)**
	Peter Varris	**Executive Manager Corporate Strategy & Governance**
	Jordan Koroveshi	**Coordinator, Policy & Place**
	Wendy Barnard	**Council Liaison Officer**

1 INTRODUCTION AND WELCOME

The Presiding Member, Conley Manifis, declared the meeting open at 1.07pm and read the following Acknowledgement of Country statement:

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

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Mr Aaron Smith was an apology for this meeting.

3 DECLARATIONS OF INTEREST

Conley Manifis declared an impartiality interest. The extent of his interest is that his company is contracted by the Office of the Auditor General to complete external audits.

4 CONFIRMATION OF MINUTES

COMMITTEE DECISION

Moved: Mr Piper, Seconded: Cr Wallace

That the minutes of the Audit Committee held on 31 August 2021 be confirmed.

CARRIED (5-0)

For: Mr Manifis, Cr Topelberg, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Cr Loden was an apology for this Item.)

(Mr Smith was an apology for the Meeting.)

5 BUSINESS ARISING

5.1 REPORT ON THE NON-STRUCTURAL RISKS ASSOCIATED WITH THE CITY'S AGEING SPORTING INFRASTRUCTURE ASSETS

Attachments: **Nil**

This report has been postponed to allow time for RiskWest to provide their report.

The Chief Executive Officer provided a brief summary on the specific sporting infrastructure being assessed.

ACTION: The Committee requested that the CEO provide an update (via email to Committee Members) on this report inter-sessionally before the next meeting.

At 1.47pm Cr Dan Loden joined the meeting electronically.

5.4 PRIVACY POLICY FRAMEWORK REVIEW

Attachments: Nil

RECOMMENDATION:

That the Audit Committee:

1. **NOTES that the City's Privacy Management Policy is being reviewed; and**
2. **NOTES a review of the City's privacy framework is being undertaken using a checklist provided by the Office of the Australian Information Commissioner.**

Moved: Cr Topelberg, Seconded: Cr Gontaszewski

That the recommendation be adopted.

AMENDMENT

Moved: Cr Topelberg, Seconded: Cr Gontaszewski

That the recommendation be amended as follows:

3. **NOTES an update will be provided on the framework review as part of the CBP quarterly review and a further report to be provided no later than March 2022.**

CARRIED (6-0)

For: Mr Manifis, Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Smith was an apology for the Meeting.)

COMMITTEE DECISION ITEM 5.4

That the Audit Committee:

1. **NOTES that the City's Privacy Management Policy is being reviewed; and**
2. **NOTES a review of the City's privacy framework is being undertaken using a checklist provided by the Office of the Australian Information Commissioner.**
3. **NOTES an update will be provided on the framework review on as part of the CBP quarterly review and a further report to be provided no later than March 2022.**

CARRIED (6-0)

For: Mr Manifis, Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Smith was an apology for the Meeting.)

5.2 EXTERNAL AUDIT INTERIM MANAGEMENT LETTER 2020/2021

Attachments: **1. Interim Management Letter Attachment - City of Vincent - 30 June 2021**

RECOMMENDATION:

That the Audit Committee:

NOTES the external audit interim management letter for 2020/2021 at Attachment 1.

AMENDMENT

Moved: Cr Gontaszewski, Seconded: Mr Piper

That recommendations be added as follows:

2. NOTES that there were 3 significant and 2 moderate findings

3. NOTES that these items will be added to the Audit Log.

AMENDMENT CARRIED (6-0)

For: Mr Manifis, Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Smith was an apology for the Meeting.)

COMMITTEE DECISION ITEM 5.2

Moved: Cr Wallace, Seconded: Cr Gontaszewski

That the Audit Committee:

1. NOTES the external audit interim management letter for 2020/2021 at Attachment 1.

2. NOTES that there were 3 significant and 2 moderate findings

3. NOTES that these items will be added to the Audit Log.

CARRIED (6-0)

For: Mr Manifis, Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Smith was an apology for the Meeting.)

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
Findings identified in the current audit			
1. Review of Landgate triennial GRV update	✓		
2. Accounting for lease incentives		✓	
Finding from prior year audits			
3. Access levels within Authority	✓		
4. Evidence of review of changes to employee masterfile	✓		
5. Timing of monthly reconciliations		✓	

KEY TO RATINGS

The ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

Significant - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating may be reported as a matter of non-compliance in the audit report in the current year, or in a subsequent reporting period if not addressed. However, even if the issue is not likely to impact the audit report, it should be addressed promptly.

Moderate - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.

Minor - Those findings that are not of primary concern but still warrant action being taken.

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

1. Review of Landgate triennial GRV update

Finding
We noted that the upload of Gross Rental Value (GRV) revaluation provided by Landgate triennially and effective 1 July 2020 was not reviewed or approved by an independent officer.

Rating: Significant
Implication
Without an independent review, there is a risk that errors may not be detected and resolved promptly, resulting in incorrect rate notices being issued.

Recommendation
Management should review the GRV upload as at 1 July 2020 and ensure this was correctly reflected within Authority, any adjustments required should be processed for the year ended 30 June 2021. In addition, we recommend that the City ensure the triennial GRV revaluation data uploaded into the Authority Rates Module is reviewed by an appropriate independent officer, and evidence of the review retained.

Management comment
The GRV re-valuation received from Landgate triennially will be reviewed by Management and reconciled to the uploaded GRV data.

Responsible person: Executive Manager Financial Services
Completion date: 31 July 2021

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

2. Accounting for lease incentives

Finding
The City has extended a lease agreement with the Department of Finance – Minister for Works for a period of 10 years commencing December 2020. As part of the lease agreement a lease incentive of $3,044,200 was provided. $1,625,000 of this incentive is provided by way of cash payments over three annual payments beginning from 1 July 2020.

The City in the current year has accounted for the cash payment of $558,333 as an operating expense.

The above accounting treatment is likely not consistent with the requirements of AASB 16 *Leases* paragraph 81, this states "a lessor shall recognise lease payments from operating leases as income on either a straight-line basis or another systematic basis. The lessor shall apply another systematic basis if that basis is more representative of the pattern in which benefit from the use of the underlying asset is diminished."

AASB 16 defines lease payments as being net of lease incentives.

Rating: Moderate
Implication
Accounting for the lease incentive paid in the current year as an operating expense likely overstates the City's expenses, revenues and understates their assets. The accounting is also likely not compliant with the requirements of AASB 16.

Recommendation
We recommend management review their accounting surrounding the lease incentive provided to Department and ensure the accounting aligns with the requirements of AASB 16. In addition, we recommend the City review their lease portfolio and ensure any lease incentives provided by the City are accounted for in accordance with AASB 16.

Management comment
The City will offset the annual incentive payment of $162,500 to the rental income and the advance payment on the incentive payment will be transferred to the payment made in advance (debtor) account.

Responsible person: Executive Manager Financial Services
Completion date: 31 July 2021

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

3. Access levels within Authority

Finding
We noted numerous users with access to modules within Authority which appear to not be required to undertake their role within the City, identified as:

- Accounts payable (supplier masterfile, invoice entry and credit note entry)
- Accounts receivable (debtor masterfile, invoice entry and credit note entry)
- Rates module (debtor masterfile, invoice entry and credit note entry)

In some instances, the City does have mitigating controls in place, however these controls are generally of a manual and detective nature.

We understand the project the City has commissioned with their IT vender to resolve this issue is expected to be completed in August 2021

A similar finding was raised in the 2019-20 financial year and the following management comment was received:

2019-20 Management Comment
The City accepts Finding 1. In response to this finding, the City has commissioned a project with Civica (vendor for Authority software) to provide 'Authority User Access and Security Restructure'. The overall objectives of the project are to provide:

- *A structured, consistent and more easily understood Authority security model*
- *Better visibility of user access and permissions*
- *Simpler administrative management control of users and permissions*

The project has been estimated to run for 8 – 10 weeks. The City is reviewing scheduling with Civica given several other Authority changes already in motion, in particular the software upgrade from version 6.11 to 7.1. If Civica is not able to commit additional resources to this project in early 2021, completion will be aligned to 7.1 go live in August 2021.

Responsible Person: Executive Manager ICT
Completion Date: August 2020

Rating: Significant
Implication
Excessive user access to the accounting package may allow staff to use the system inappropriately. For example, this access could be used to undermine the effectiveness of system controls (such as segregation of duties) and diminish accountability.

Additionally, this weakness in financial controls is considered a matter of material non-compliance and impacts on the audit opinion for the current year. The following will be included under our report on other legal and regulatory compliance:

"Access controls over a key system of the City were inadequate to enforce adequate segregation of duties. This could lead to inappropriate use of the system, however our audit testing did not identify any inappropriate use."

Recommendation
Management should continue the project with their IT vendor to conduct a thorough user access review in consultation with its IT support with a view to restricting user access to the required and appropriate level of authority or delegation.

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

Management comment

Per the original 2019-20 Management Comment, access review and application of restrictions will complete as part of the Civica 7.1 upgrade project. The upgrade project is currently scheduled to go live in October 2021.

Responsible person:	Executive Manager Information and Communication Technology
Completion date:	31 October 2021

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

4. Evidence of review of changes to employee masterfile

Finding
The City does not have a process to evidence of independent review and authorisation of changes made to the employee masterfile. This includes changes to an employee's bank account details.

A similar finding was raised in the 2019-20 financial year and the following management comment was received:

2019-20 Management Comment
Currently changes to the employee master file are checked by the Payroll Officer/Payroll Support Officer, however not recorded. Based on changes to the employee master file, Human Resources/Payroll will implement the following:

1. *A change of bank details and superannuation form.*
2. *All changes to employee master file are requested via a form or letter pertaining to a change of employee entitlements. These forms/letters are added to Content Manager (records system) and work-flowed to the applicable Payroll Officer/Support Officer depending on portfolio.*

Once adjustments are made to the employee master file based on the form/letter, the Payroll Officer changes the workflow item from 'action' to 'completed'. The Payroll Officer will then workflow the form/letter to the other Payroll representative in Content Manager for review. The Payroll representative will review and if approved, change the workflow from 'review' to 'completed'.

Each time a form/letter is added to Content Manager, an audit trail will be created of when an item is 'completed' and 'reviewed'.

Responsible Person: Executive Manager HR
Completion Date: 1. 30 December 2020
2. 31 January 2021

Rating: Significant
Implication
The absence of an independent review of changes made to the employee masterfile increases the risk of unauthorised or erroneous changes to key information.

Additionally, this weakness in financial controls is considered a matter of material non-compliance and impacts on the audit opinion for the current year. The following will be included under our report on other legal and regulatory compliance:

"No evidence was retained to demonstrate whether changes to the employee master file, including bank account details, were being authorised by an officer other than the person making the amendment. This increases the risk that unauthorised changes may be made, resulting in errors or funds being inappropriately transferred. Our audit did not identify any instance of unauthorised changes."

Recommendation
Management should implement a process for an independent review of changes to the employee masterfile.

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

Management comment
Fortnightly the employee master file maintenance report will be run and validated by an independent reviewer. The report will be validated to supporting documents and will be checked prior to the pay-run.

Responsible person: HR Manager
Completion date: 30 August 2021

ATTACHMENT

CITY OF VINCENT

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2021

FINDINGS IDENTIFIED DURING THE AUDIT

5. Timing of monthly reconciliations

Finding
During our audit, we identified the following key reconciliations were prepared prior to close of the sub modules which led to variances between the reconciled balances within the end of month trial balance:

- Accounts payable
- Accounts receivable
- Rates receivable

In some instances a manual reconciliation was prepared to bridge the gap between the module close off and the end of month trial balance, however reconciling items were not appropriately adjusted for.

In addition, we identified the reconciliation of the fixed assets register, as at 30 April 2021, was not completed in a timely manner. Although the reconciliation report was dated as prepared on 30 April 2021, it was confirmed the system generates this preparation date to coincide with the month end. The actual date of preparation and review of the reconciliation is 3 June 2021.

A similar finding was raised in the 2019-20 financial year and the following management comment was received:

2019-20 Management Comment
All monthly reconciliations are undertaken as part of preparing the month end financial statements. However, due to a timing variance the reconciliation process will be reviewed and updated

Responsible Person: Coordinator Financial Services
Completion Date: 31 January 2021

Rating: Moderate
Implication
Reconciliations are a key control for ensuring financial data is completely and accurately reflected in the general ledger from which financial statements are derived. The absence of a robust process by the City of Vincent over the reconciliations on period end balances can result in errors or omissions remaining undetected, leading to misstatements in the financial statements.

Recommendation
We recommend management review their current processes for monthly reconciliations and ensure balances reconciled are those reported and reconciling items are appropriate and where required adjustments are made as part of the monthly reconciliation process. Additionally, the City should ensure monthly reconciliations are reviewed in a timely manner.

Management comment
The City will ensure all sub ledger reconciliation are balanced to the monthly Trial Balance prior to finalising the reconciliation. The timeliness of reconciliation will be reviewed via the implementation of timetable.

Responsible person: Coordinator Financial Services
Completion date: 30 August 2021

5.3 INTERNAL AUDIT PROGRAM - APPOINTMENT OF AUDITOR

Attachments: 1. Draft Amended Internal Audit Program

RECOMMENDATION:

Moved: Cr Gontaszewski, Seconded: Mr Piper

That the Audit Committee recommends to Council that it:

1. **NOTES the Internal Audit Program 2021/22 – 2023/24 cannot be delivered within the timeframe without additional budget over the next three years in the order of $150,000.**

2. **APPROVES the modified Internal Audit Program, as at Attachment 1, which reflects a prioritised list of audits with no target timeframes.**

AMENDMENT - WITHDRAWN

Moved: Cr Gontaszewski, Seconded: Mr Piper

That the recommendation be amended as follows:

3. **REQUESTS that Administration obtain additional quotes through the State's Common Use Agreements (CUA) for the 2021/22 audit program.**

NOTE: Due to Committee discussion on establishing three priority internal audits for 2021/2022 and to pursue further quotes for the internal audit program via the States Common Use Agreements, Cr Gontaszewski withdrew the above amendment with the consent of the seconder.

ALTERNATIVE RECOMMENDATION

Moved: Cr Gontaszewski, Seconded: Mr Piper

That Council:

1. **RECOMMENDS that Council APPROVES an amended internal audit program for the 2021/22 financial year to perform 3 audits:**

   - **Tender contracts/contractors**
   - **Credit card use**
   - **Fleet, assets and CCTV Management**

2. **REQUESTS that Administration obtain additional quotes through the CUA for the 2021/22 audit program.**

3. **REQUESTS Administration provide an updated risk based prioritisation schedule for internal audit to the Audit Committee by March 2022.**

REASON:

Due to concerns over lack of clear timeframes being a risk to the City and a desire to ensure that high risk audits are performed this financial year.

CARRIED (6-0)

For: Mr Manifis, Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Smith was an apology for the Meeting.)

INTERNAL AUDIT PROGRAM 2021/22-2023/24

CITY OF VINCENT

Responsible directorate	Office of the CEO
Responsible team	Corporate Strategy and Governance
Responsible officer	Executive Manager, Corporate Strategy and Governance
Affected teams	All
Legislation / local law requirements	Regulation 17 *Local Government (Audit) Regulations 1996*
Relevant delegations	Nil
Related policy procedures and documents	Risk Management Policy and Procedure Corporate Risk Register

PURPOSE

To set out the City of Vincent's internal audit program prioritised by urgency and importance for the next three years, commencing in 2021/22.

The internal audit program takes a risk-based approach. It is aimed at addressing the City's key high risks, which relate to non-compliance and fraud, corruption and misconduct (see below). The purpose of this internal audit program is to test the effectiveness and adequacy of the City's controls, processes and practices aimed at managing these two high risks.

BACKGROUND

The internal audit program has been developed based on the following:

- City's key strategic risks as set out in the Corporate Risk Register
- Results and recommendations of the regulation 5 and regulation 17 audits completed by Stantons International in November 2020
- Office of the Auditor General's Financial and Information Systems Audit for 2019/20

The City's Corporate Risk register includes the following two high risks:

- Non-compliance with the City's legislative and governance obligations under the *Local Government Act 1995*; and
- Failure to ensure robust corporate governance, including preventing occurrences of fraud, corruption and misconduct.

The actions identified in response to these risks are:

- Develop and implement an internal audit program to monitor compliance and performance.
- Undertake independent audits of high risk areas, including payments made and services delivered pursuant to high value / high risk contracts.
- Conduct regular internal audits on fraud and corruption.

INTERNAL AUDIT PROGRAM ~~2021/22–2023/24~~

CITY OF VINCENT

- Conduct regular audits against findings by integrity bodies like CCC, PSC and OAG (for example, OAG performance audits).

The internal audit program includes the audit item (with the associated risks listed based on the critical success factor risk identification), the risk causes, the inherent risk rating, the risk categories and the associated audit actions required. The audit items have been prioritised based on the high risk areas and when an audit was last undertaken.

~~There are six internal audits proposed for each year.~~

IMPLEMENTATION OF PROGRAM AND REPORTING

The City will engage a suitable qualified auditor as a contractor or employee to undertake the audits set out in this program ~~independently. The auditor will be appointed for a one year term, with two one year extensions, subject to the satisfactory completion of all the audits listed for the first year.~~

~~The audit plans for each specific audit will be prepared by the appointed internal auditor (party independent of the City) in consultation with the Executive Manager Corporate Strategy and Governance and the Audit Committee.~~

The appointed auditor will liaise only with the Executive Manager Corporate Strategy and Governance and the Audit Committee Chair, if required.

The outcomes of each audit will be reported to the City's Executive Management Committee and the Audit Committee.

Actions identified as a result of the audits will be added to the City's Audit Log and monitored until complete. It is intended that the findings of the audits will lead to improvements to the effectiveness of risk management, internal controls, legislative compliance and governance processes.

INTERNAL AUDIT PROGRAM ~~2021/22–2023/24~~

CITY OF VINCENT

AUDIT ~~PLAN 2021/22 – 2023/24~~PRIORITIES

Audit Item	Risk causes identified	Risk rating (inherent)	Audit Focus Area	Admin comment ~~- March 2021~~
~~YEAR 1 – 2021/22~~				
1. **Tender contracts/contractors** – risk of failure to detect and prevent overcharging, fraud and corruption	Lack of oversight/review of expenditure on high value maintenance contractors/contracts	Medium risk – reputation, compliance and finance	Review and assessment of items charged/invoiced to the City by contractors where that contractor was procured via a tender process. To include one or more of the City's general maintenance contractor/contracts.	Identified by Council as an area of risk, requires separate review
2. **Records management** - including FOI process – risk of non-compliance with governance and legislative requirements	Unclear processes and roles and responsibilities	Medium risk - reputation, compliance, financial	Review use of document management system Review FOI process	Stantons Audit Nov 2020 recommended that a review of the useability of the Records Management System occur. Compliance testing of record keeping required.
3. **Credit card use** - risk of failure to detect and prevent occurrences of fraud and corruption	Lack of oversight in use/lack of checks	High risk - reputation, compliance, financial	Review relevant policies and processes	High risk area, needs separate review.
4. **Swimming pool inspection process** - risk of non-compliance with legislative requirements and damage to public health	Documentation of processes. Clarity of delegations.	Medium risk – reputation, compliance, financial, public safety	Random review of approval assessment process, including online processes and disclosure of COI.	Not previously reviewed independently.
5. **Gifts and COI** – risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Unclear gift provisions and lack of understanding by staff	High risk - reputation, compliance, financial	Review Governance Framework and COI requirements, including communication to all staff Review induction and training material Review COI and gift registers and record keeping	Stantons Audit Nov 2020 recommended that legislative compliance form part of internal audit. Noted governance framework created, need to check implementation

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Internal Audit Program ~~2021/22-2023/24~~ – D2~~0/248510~~1/147228

3

INTERNAL AUDIT PROGRAM 2021/22- 2023/24

CITY OF VINCENT

6. **Detection and reporting of fraud and corruption, PID disclosures, whistleblowing and cyber security** - risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Unclear roles and responsibilities and avenues for reporting	High risk - reputation, compliance, financial	Review Fraud Plan and Policy, Governance Framework and anonymous reporting system, and implementation / communication to organisation	Stantons Audit Nov 2020 noted that anonymous reporting system had been set up, needs to be tested. OAG Performance Audit 2019 – Fraud Prevention – Plan prepared to meet requirements of Audit, Training provided in April 2021
7. **Fleet, assets and CCTV management** – risk of misuse of fleet and resources, including ICT assets and buildings	Lack of verification and controls	High risk – property, reputation, financial, safety	Review relevant strategies, policies and processes – Asset Strategy and CCTV Policy	Not previously reviewed independently. Ageing assets pose significant risk to City. High risks relating to ICT systems.
~~YEAR 2 – 2022/23~~				
8. **Procurement and contract management** – risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Poor procurement and contract management awareness.	High risk – property, reputation, financial, compliance	Review relevant policies, frameworks and processes. Review training process. Review separation of duties. Compliance testing – contracts, quotes, journals, variations of POs.	External audits and Stantons Audit Nov 2020 identified this as high-risk area. Significant improvements made, need to test effectiveness.
9. **HR policies and procedures, including payroll** – risk of failure to maintain staff health and wellbeing, and act in compliance with legislation and good governance	Outdated policies and processes	Low risk – reputation, compliance, financial	Review policies and procedures and communication to staff. Review payroll practices / compliance testing.	Policies updated in 2018 and in need of review.
10. **Business continuity and emergency planning –** risk of lack of service continuity in business disruption or emergency (including ICT response)	Unclear roles and responsibilities, lack of documented processes	Medium risk – reputation, financial, people, safety, property	Review BCP and emergency management plans, and communication to staff. Annual business continuity scenario / workshop.	Not previously reviewed independently. Need to test BCP which was developed in March 2020 and reviewed in March 2021.
11. **Project management –** risk of failure to ensure projects are delivered within scope	Unclear framework and roles and responsibilities	Medium risk – reputation, financial, project	Review effectiveness and adequacy of current framework and how it aligns with current practices	Not previously reviewed independently. Significant changes implemented since 2019. Need to review effectiveness and adequacy.
12. **Audit Committee role and functions**– risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with	Unclear roles and responsibilities and lack of knowledge across organisation	Medium risk – reputation, financial, people, compliance	Review Audit Committee Terms of Reference and current practices and processes. Review OAG Better Practice Guide.	Audit Committee not previously reviewed independently. Significant changes made in 2020 – need to review adequacy and effectiveness of current practices.

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INTERNAL AUDIT PROGRAM 2021/22–2023/24

CITY OF VINCENT

good governance and legislative requirements			Review induction materials and training for members.	
13. **Information security** – risk of information loss, compromise and availability	Poor ICT systems (vulnerability and lack of controls)	Medium risk - reputation, compliance, financial	Review information security Review privacy policy	Compliance testing of information security required.
YEAR 3 – 2023/24				
14. **Risk management** - Lack of robust (financial and non-financial) risk management 15.	Unclear roles and responsibilities and knowledge across organisation. Lack of ownership by managers / directors.	Low risk – property, reputation, compliance, financial	Review effectiveness and adequacy of Risk Management Policy and Procedure. Review reporting of risks through Corporate Risk Register. Review risk appetite and tolerance statements.	Stantons Audit Nov 2020 found that RMF well documented. Senior staff received training on applying Risk Management Policy and Procedure in December 2021. Need to assess adequacy and effectiveness of new RMF annually.
16. **Documentation of processes** – risk of lack of continuity of services and inconsistency in decision making / service delivery	Poor documentation of processes due to time / training / access	High risk - property, reputation, compliance, financial	Review Corporate Process Management Charter and documentation by teams. Review use of Promapp – including consistency and controls. Review use of Content Manager.	Corporate process management charter and framework adopted and licence with ProMapp. Documentation of processes occurring by some teams (available to all teams). Testing of adequacy and effectiveness of documentation required.
17. **Legislative compliance and Council processes** - risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Unclear processes, lack of checks	Medium risk - reputation, compliance, financial	Review processes – compliance calendar, CAR, Council reporting, Governance Framework	The City now has a compliance calendar and dedicated communication channel for legislative changes / requirements. Stantons Audit Nov 2020 recommended that legislative compliance form part of the internal audit plan. CAR also assists with legislative compliance (annual).
18. **Electoral Roll** – risk of failure to detect and prevent occurrences of fraud and corruption and non-compliance with good governance and legislative requirements	Lack of oversight / random checks of electoral roll	High risk - reputation, compliance, financial	Undertake random checks of electoral roll, identify patterns	Identified as risk area in City of Perth Inquiry. Random compliance testing will be conducted by Rates Team prior to 2021 election.
19. **ICT systems and security –** risk of failure to provide adequate and effective ICT systems, ensure good	Inadequate security, systems and controls	High risk - reputation,	Review changes implemented as a result of 2020 ICT audit by OAG.	OAG audit on ICT systems identified significant shortfalls in City's controls

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Internal Audit Program 2021/22-2023/24 – D20/248510 1/147228

5

INTERNAL AUDIT PROGRAM 2021/22- 2023/24

CITY OF VINCENT

governance and prevent fraud and corruption		compliance, financial		and systems. Changes implemented to address these. Need to test these.
20. **Integrated planning and reporting framework (SCP, CBP, CWP, LTFP, budget) –** risk of failure to make decisions and delivery projects ad services in line with strategic priorities and legislation	Unclear roles and responsibilities	Medium risk – reputation, compliance, financial	Review corporate calendar and IPRF process for compliance and best practice.	Not previously reviewed independently.

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OFFICE USE ONLY	
Approved by CEO	DATE: <APPROVAL DATE>, REF# <TRIM REF>
Reviewed / Amended	DATE: <APPROVAL DATE>, REF#: <TRIM REF>
Next Review Date	DATE: <REVIEW DATE>,

Internal Audit Program 2021/22-2023/24 – D20/248510 1/147228

6

At 2.27pm Conley Manifis left the meeting.

As the Chair was no longer present and the Deputy Chair was unable to take the chair, a vote was taken to appoint a new Presiding Member.

PROCEDURAL MOTION

Moved: Mr Piper, Seconded: Cr Gontaszewski

That Cr Gontaszewski be appointed as Presiding Member.

CARRIED (6-0)

For: Mr Manifis, Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Smith was an apology for the Meeting.)

At 2.28pm Cr Joshua Topelberg left the meeting

At 2.35pm Cr Joshua Topelberg rejoined the meeting electronically.

5.5 REVIEW OF THE CITY'S AUDIT LOG

Attachments:
1. **Audit Log as at 23 August 2021**
2. **Confidential Audit Log as at 23 August 2021 - Confidential**

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. NOTES the status of the City's Audit Log at Attachments 1 and 2, and

2. APPROVES proposed completion dates as specified at Attachments 1 and 2;

COMMITTEE DECISION ITEM 5.5

Moved: Cr Wallace, Seconded: Mr Piper

That the recommendation be adopted.

CARRIED (6-0)

For: Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Smith was an apology for the Meeting.)

(Mr Manifis was an apology for this Item.)

AUDIT LOG

CITY OF VINCENT

Contents

Office of the Auditor General Information Systems Audit....2
EA:2020/10 (1) (a) and (b) (CONFIDENTIAL)....2
EA:2020/10 (3) (CONFIDENTIAL)....2
EA:2020/10 (9) (CONFIDENTIAL)....2
EA:2020/10 (10) (CONFIDENTIAL)....2
EA:2020/10 (11) (CONFIDENTIAL)....2
EA:2020/10 (12) (CONFIDENTIAL)....3
EA:2020/10 (14) (CONFIDENTIAL)....3
EA:2020/10 (19)....3
EA:2020/10 (20)....4
EA:2020/10 (22) (CONFIDENTIAL)....4
Stanton Reg 5 & 17 Review....5
EA:2020/12 (8)....5
EA:2020/12 (9) (CONFIDENTIAL)....5
EA:2020/12 (11)....6
Office of the Auditor General – Financial Audit....6
EA:2020/12 (14) (CONFIDENTIAL)....6
Office of the Auditor General Interim Audit for 2020/21....7
EA: 2021/08 (1)....7
EA: 2021/08 (2)....8
EA: 2021/08 (3)....9
EA: 2021/08 (4)....10
EA: 2021/08 (5)....11

Summary of open Confidential items (D21/61059)

Office of the Auditor General Information Systems Audit:

1.	EA:2020/10 (1) (a) and (b)	High
2.	EA:2020/10 (3)	Moderate
3.	EA:2020/10 (9)	Moderate
4.	EA:2020/10 (10)	Moderate
5.	EA:2020/10 (11)	Moderate
6.	EA:2020/10 (12)	Moderate
7.	EA:2020/10 (14)	Moderate
8.	EA:2020/10 (22)	Moderate

Stanton Reg 5 & 17 Review

9.	EA 2020/12 (9)	Moderate

Office of the Auditor General – Financial Audit

10.	EA 2020/12 (14)	Significant

SC2566 - D19/147633 Page 1

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
Office of the Auditor General Information Systems Audit				
EA:2020/10 (1) (a) and (b) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** High Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (3) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (9) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (10) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (11) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

SC2566 - D19/147633 Page 2

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA:2020/10 (12) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (14) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (19) **Office of the Auditor General Information Systems Audit – Disaster Recovery Plan** **Finding** We found that the City does not have an ICT disaster recovery plan (DRP). **Implication** Without an adequate DRP and appropriate testing, there is an increased risk that key business functions and processes may not be restored in a timely manner after a disruption, affecting the operations of the City. **Recommendation** The City should develop and test its DRP to confirm that systems can be recovered in accordance with business expectations and key staff should be familiar with the plan and their specific roles and responsibilities in a disaster situation. The results of testing should be recorded, and the relevant actions taken to improve the plan where necessary. **Risk Rating (prior to controls)** Moderate **Risk Rating (with current controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology	Administration will introduce managed backup and infrastructure services that include disaster recovery capability. Disaster recovery and information security continuity processes will then be will be formalised per the Information Security Program noted in OAG Finding 5. A formal plan will then be prepared for publication to staff and testing purposes.	August 2021	Disaster Recovery policy now in place. Operational systems (backup and recovery) now compliant for onsite backup. Bandwidth upgrade procured to enable transit of backup files for offsite storage. Offsite backup/recovery service commissioned and providing partial coverage. Bandwidth upgrade scheduled for April 2021 to enable full coverage. Formal DR plan being documented, including 6 monthly test schedule. DR/BCP plan drafted. Business teams to review Impact Assessments ahead of final report to EMC.	December 2021

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA:2020/10 (20) **Office of the Auditor General Information Systems Audit – Business Continuity Plan – Testing** **Finding** We found that appropriate tests of the business continuity plan (BCP) have not been undertaken. Due to the lack of testing, the effectiveness of the plans and the City's ability to execute them is unknown. **Implication** Without appropriate testing of the BCP there is an increased risk that key business functions and processes may not operate as expected during a major incident. In addition, the key business functions may not be appropriately recover following a major incident. This is likely to impact business operations and the delivery of key services. **Recommendation** The City should undertake appropriate tests to verify the effectiveness of the BCP. These tests should also verify that key staff are familiar with the plans and their specific roles and responsibilities in a disaster situation. The results of these tests should be recorded and the relevant actions taken to improve the plan where necessary. **Risk Rating (prior to controls)** Moderate **Risk Rating (with current controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology	There has been 0% interruption to non-library/recreational facility services throughout COVID-19 disruptions in Perth. COVID-19 has been a major incident and required significant change to how business functions operated. City staff who continue to work remotely are effectively testing part of the City's business continuity systems on a daily basis. Through improvements to data backup and infrastructure recovery noted in OAG Finding 20, Administration will expand business continuity testing to include system and infrastructure incidents as part of a managed services agreement.	August 2021	On track per EA:2020/10 (19) above. Completion date updated to align with Disaster Recovery Plan activities. Backup recovery being tested in offsite environment for complete Admin building disaster scenario. DR/BCP plan drafted. Business teams to review Impact Assessments ahead of final report to EMC.	December 2021
EA:2020/10 (22) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

SC2566 - D19/147633 Page 4

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
Stanton Reg 5 & 17 Review				
EA:2020/12 (8) **Stanton Reg 5 & 17 Review – Manual Timesheet** **Finding** The City uses manual timesheets, predominately for those employees who work in the depot and recreational leisure centre. **Recommendation** The use of manual timesheets should be eliminated, it is worth noting that the City has already noted this as a finding within their own audit log. **Recommendation** **Risk Rating (prior to controls)** Moderate **Risk Rating (with current controls)** Minor Management Response **Responsible Officer:** Executive Manager Human Resources and Executive Manager Information and Communication Technology	The City requires a robust online time-sheeting system which is fit for purpose of a casual workforce (i.e. Beatty Park) that is flexible, easy to use and aligned to the relevant cost centres and employment. Administration has determined that Civica's online time-sheeting module will be suitable for the City. The module however can only be implemented once work orders are activated as part of the Chart of Accounts project scheduled for completion in July 2021. Online time-sheeting will have a mobile option as well. The scoping of this project will be requested to commence in March next year with implementation in December 2021.	December 2021	On track. Beatty Park workforce now trialling mobile application rostering and time-sheeting solution. Future rollout to other casual staff (Depot) pending trial results. Authority ERP electronic time-sheeting to be reviewed post system upgrade in late 2021. Further rollout subject to Beatty Park change management resourcing.	December 2021
EA:2020/12 (9) (CONFIDENTIAL) **Stanton Reg 5 & 17 Review** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

SC2566 - D19/147633 Page 5

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA:2020/12 (11) **Stanton Reg 5 & 17 Review – Record Keeping** **Finding** Poor retrievability of information 'term container used' Record keeping of contract documentation is inefficient and leads to poor retrievability. The record keeping system does not facilitate the use of sub folders which results in all documented related to a subject/topic being saved in a 'container'. With regards to contracts, there are a large number of supporting documentations within these 'containers' thus it can take some time to retrieve the sought-after document **Recommendations** The City should review useability of their record keeping system ensuring that it is operating effectively. For process efficiency allow user to amend and delete own purchase requisition. **Risk Rating (prior to controls)** Minor **Risk Rating (with current controls)** Minor Management Response **Responsible Officer:** Executive Manager Information and Communication Technology	The City will review its record keeping system to ensure it is operating effectively.	August 2021	On track. Functionality of the system reviewed with external support provider: the use of folders will be introduced. A staff survey for system satisfaction as well as improvement suggestions has commenced. Contract management system now operational. Carry-over to operations: Record-keeping survey results will be collated and analysed in September 2021.	September 2021
Office of the Auditor General – Financial Audit				
EA:2020/12 (14) (CONFIDENTIAL) **Office of the Auditor General – Financial Audit** **Risk Rating (prior to controls)** Significant Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

SC2566 - D19/147633 Page 6

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
Office of the Auditor General Interim Audit for 2020/21				
EA: 2021/08 (1) **Office of the Auditor General Interim Audit for 2020/21** **Review of Landgate triennial GRV update** **Finding** We noted that the upload of Gross Rental Value (GRV) revaluation provided by Landgate triennially and effective 1 July 2020 was not reviewed or approved by an independent officer. **Rating: Significant** **Implication** Without an independent review, there is a risk that errors may not be detected and resolved promptly, resulting in incorrect rate notices being issued. **Recommendation** Management should review the GRV upload as at 1 July 2020 and ensure this was correctly reflected within Authority, any adjustments required should be processed for the year ended 30 June 2021. In addition, we recommend that the City ensure the triennial GRV revaluation data uploaded into the Authority Rates Module is reviewed by an appropriate independent officer, and evidence of the review retained.	The GRV re-valuation received from Landgate triennially will be reviewed by Management and reconciled to the uploaded GRV data.	31 July 2021	Completed	**Completed** 31 July 2021

SC2566 - D19/147633 Page 7

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (2) **Office of the Auditor General Interim Audit for 2020/21** **Accounting for lease incentives** **Finding** The City has extended a lease agreement with the Department of Finance – Minister for Works for a period of 10 years commencing December 2020. As part of the lease agreement a lease incentive of $3,044,200 was provided. $1,625,000 of this incentive is provided by way of cash payments over three annual payments beginning from 1 July 2020. The City in the current year has accounted for the cash payment of $558,333 as an operating expense. The above accounting treatment is likely not consistent with the requirements of AASB 16 *Leases* paragraph 81, this states "a lessor shall recognise lease payments from operating leases as income on either a straight-line basis or another systematic basis. The lessor shall apply another systematic basis if that basis is more representative of the pattern in which benefit from the use of the underlying asset is diminished." AASB 16 defines lease payments as being net of lease incentives. **Rating: Moderate** **Implication** Accounting for the lease incentive paid in the current year as an operating expense likely overstates the City's expenses, revenues and understates their assets. The accounting is also likely not compliant with the requirements of AASB 16. **Recommendation** We recommend management review their accounting surrounding the lease incentive provided to Department and ensure the accounting aligns with the requirements of AASB 16. In addition, we recommend the City review their lease portfolio and ensure any lease incentives provided by the City are accounted for in accordance with AASB 16.	The City will offset the annual incentive payment of $162,500 to the rental income and the advance payment on the incentive payment will be transferred to the payment made in advance (debtor) account.	31 July 2021	**Completed**	**Completed** 31 July 2021

SC2566 - D19/147633 Page 8

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (3) **Office of the Auditor General Interim Audit for 2020/21** **Access levels within Authority** **Finding** We noted numerous users with access to modules within Authority which appear to not be required to undertake their role within the City, identified as: - Accounts payable (supplier masterfile, invoice entry and credit note entry) - Accounts receivable (debtor masterfile, invoice entry and credit note entry) - Rates module (debtor masterfile, invoice entry and credit note entry) In some instances, the City does have mitigating controls in place, however these controls are generally of a manual and detective nature. We understand the project the City has commissioned with their IT vender to resolve this issue is expected to be completed in August 2021. A similar finding was raised in the 2019-20 financial year and the following management comment was received: **Responsible Person:** Executive Manager ICT **Completion Date:** August 2020 **Rating: Significant** **Implication** Excessive user access to the accounting package may allow staff to use the system inappropriately. For example, this access could be used to undermine the effectiveness of system controls (such as segregation of duties) and diminish accountability. Additionally, this weakness in financial controls is considered a matter of material non-compliance and impacts on the audit opinion for the current year. The following will be included under our report on other legal and regulatory compliance: "Access controls over a key system of the City were inadequate to enforce adequate segregation of duties. This could lead to inappropriate use of the system, however our audit testing did not identify any inappropriate use." **Recommendation** Management should continue the project with their IT vendor to conduct a thorough user access review in consultation with its IT support with a view to restricting user access to the required and appropriate level of authority or delegation.	Per the original 2019-20 Management Comment, access review and application of restrictions will complete as part of the Civica 7.1 upgrade project. The upgrade project is currently scheduled to go live in October 2021. **2019-20 Management Comment** *The City accepts Finding 1. In response to this finding, the City has commissioned a project with Civica (vendor for Authority software) to provide 'Authority User Access and Security Restructure'. The overall objectives of the project are to provide:* • A structured, consistent and more easily understood Authority security model • Better visibility of user access and permissions • Simpler administrative management control of users and permissions *The project has been estimated to run for 8 – 10 weeks. The City is reviewing scheduling with Civica given several other Authority changes already in motion, in particular the software upgrade from version 6.11 to 7.1. If Civica is not able to commit additional resources to this project in early 2021, completion will be aligned to 7.1 go live in August 2021.*	31 October 2021	On track	31 October 2021

SC2566 - D19/147633 Page 9

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (4) **Office of the Auditor General Interim Audit for 2020/21** **Evidence of review of changes to employee Masterfile** **Finding** The City does not have a process to evidence of independent review and authorisation of changes made to the employee masterfile. This includes changes to an employee's bank account details. A similar finding was raised in the 2019-20 financial year and the following management comment was received: **Responsible Person:** Executive Manager HR **Completion Date:** **Rating: Significant** **Implication** The absence of an independent review of changes made to the employee masterfile increases the risk of unauthorised or erroneous changes to key information. Additionally, this weakness in financial controls is considered a matter of material non-compliance and impacts on the audit opinion for the current year. The following will be included under our report on other legal and regulatory compliance: "No evidence was retained to demonstrate whether changes to the employee master file, including bank account details, were being authorised by an officer other than the person making the amendment. This increases the risk that unauthorised changes may be made, resulting in errors or funds being inappropriately transferred. Our audit did not identify any instance of unauthorised changes." **Recommendation** Management should implement a process for an independent review of changes to the employee masterfile.	**2019-20 Management Comment** Currently changes to the employee master file are checked by the Payroll Officer/Payroll Support Officer, however not recorded. Based on changes to the employee master file, Human Resources/Payroll will implement the following: 1. A change of bank details and superannuation form. 2. All changes to employee master file are requested via a form or letter pertaining to a change of employee entitlements. These forms/letters are added to Content Manager (records system) and work-flowed to the applicable Payroll Officer/Support Officer depending on portfolio. Once adjustments are made to the employee master file based on the form/letter, the Payroll Officer changes the workflow item from 'action' to 'completed'. The Payroll Officer will then workflow the form/letter to the other Payroll representative in Content Manager for review. The Payroll representative will review and if approved, change the workflow from 'review' to 'completed'. Each time a form/letter is added to Content Manager, an audit trail will be created of when an item is 'completed' and 'reviewed'. **Fortnightly the employee master file maintenance report will be run and validated by an independent reviewer. The report will be validated to supporting documents and will be checked prior to the pay-run.**	1. 30 December 2020 2. 31 January 2021	**Completed**	**Completed** 30 August 2021

SC2566 - D19/147633 Page 10

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (5) **Office of the Auditor General Interim Audit for 2020/21** **Timing of monthly reconciliations** **Finding** During our audit, we identified the following key reconciliations were prepared prior to close of the sub modules which led to variances between the reconciled balances within the end of month trial balance: - Accounts payable - Accounts receivable - Rates receivable In some instances a manual reconciliation was prepared to bridge the gap between the module close off and the end of month trial balance, however reconciling items were not appropriately adjusted for. In addition, we identified the reconciliation of the fixed assets register, as at 30 April 2021, was not completed in a timely manner. Although the reconciliation report was dated as prepared on 30 April 2021, it was confirmed the system generates this preparation date to coincide with the month end. The actual date of preparation and review of the reconciliation is 3 June 2021. A similar finding was raised in the 2019-20 financial year and the following management comment was received: **Responsible Person:** Coordinator Financial Services **Rating: Moderate** **Implication** Reconciliations are a key control for ensuring financial data is completely and accurately reflected in the general ledger from which financial statements are derived. The absence of a robust process by the City of Vincent over the reconciliations on period end balances can result in errors or omissions remaining undetected, leading to misstatements in the financial statements. **Recommendation** We recommend management review their current processes for monthly reconciliations and ensure balances reconciled are those reported and reconciling items are appropriate and where required adjustments are made as part of the monthly reconciliation process. Additionally, the City should ensure monthly reconciliations are reviewed in a timely manner.	*The City will ensure all sub ledger reconciliation are balanced to the monthly Trial Balance prior to finalising the reconciliation. The timeliness of reconciliation will be reviewed via the implementation of timetable.* **2019-20 Management Comment** *All monthly reconciliations are undertaken as part of preparing the month end financial statements. However, due to a timing variance the reconciliation process will be reviewed and updated*	30 August 2021	**Completed**	**Completed** 30 August 2021

SC2566 - D19/147633 Page 11

5.6 REVIEW OF THE CITY'S CORPORATE RISK REGISTER

Attachments:
1. **31 August 2021 Corporate Risk Register**
2. **31 August 2021 Corporate Risk Register Confidential Items - Confidential**

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. RECEIVES the City's Corporate Risk Register as at Attachments 1 and 2; and

2. NOTES the status of risk management actions for the high and extreme risks.

COMMITTEE DECISION ITEM 5.6

Moved: Mr Piper, Seconded: Cr Wallace

That the recommendation be adopted.

CARRIED (5-0)

For: Cr Topelberg, Cr Loden, Cr Wallace, Mr Piper and Cr Gontaszewski

Against: Nil

(Mr Manifis was an apology for this Item.)

(Mr Smith was an apology for the Meeting.)

CITY OF VINCENT

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CITY OF VINCENT CORPORATE RISK REGISTER

			Impact Analysis				RISK MANAGEMENT					ACCOUNTABILITY				
Risk Category	Risk Description	Comment	Likelihood	Consequence	Remarks	Actual Risk	Current Risk Management Strategy (what happens now)	Risk Management Actions (RMA)	Strength (S<M<W)	Risk Acceptance (Y/N)	Net Risk (after RMA)	Direction of further RM	Risk Owner	Timetable	Assurances available	Last updated
Aging / unsafe assets (Beatty Park grandstand)	Emerging safety risk associated with Beatty Park grandstand, as buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	3	3		M	Essential maintenance is carried out, budget permitting. Money allocated in 2020/21 budget for essential works at Beatty Park Grandstand.	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and prioritise for assets. 2. If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income. 3. Beatty Park 2062 Option Project will identify future use and upgrade options and costs.	Medium - relies on budget for the works	N	L		CEO (report to Executive Management Committee)	01-Dec-20		08-Oct-20
Aging / unsafe assets (Litis Stadium grandstand and buildings)	Emerging safety risk associated with Litis Stadium grandstand and buildings, as buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	3	3		M	Essential maintenance is carried out, budget permitting. Grandstand and some buildings proposed for demolition.	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and prioritise for assets. 2. If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income.	Medium - relies on budget for the works	N	L		CEO (report to Executive Management Committee)	01-Dec-20		08-Oct-20
Any additional row can only be added above this row																
OH&S, employment practices																
Any additional row can only be added below this row																
Succession planning	Neglect of succession planning may result in a key person leaving the City, making City operationally vulnerable resulting in inefficient and ineffective operations, not meeting stakeholder needs.		2	3		M	Some work instructions	Continue developing corporate process management framework and develop a succession planning framework.	Strength - Once succession planning framework is completed for critical positions, risk will be low.	Y	L	Succession planning framework to be developed in 2021 per HR Strategy House.	CEO (report to Executive Management Committee)	~~10/06/2021~~ 1 Dec 2020		08-Oct-20
Safety and security practices for staff	Staff working alone, after hours works, accessing building sites and/or private property, negative interaction with members of the community. Lack of comprehensive risk management in respect to safety practices leads to a lack of understanding of the appropriate training needs and potentially inadequate action against risks.		2	4		M	Staff training, patron education, emergency equipment provision and safety audits. Follow working alone procedures, toolbox weekly for handover, vehicle handover and audit of PPE, GPS monitoring enabled enforcement and communication devices. Regular reporting of incidents to foster safety awareness culture	1. Review of safety management plan and systems 2. Identify high risk positions 3. Identify gaps in OH&S procedures 4. Refer to OH&S Committee	Medium	Y	M	Note that this risk depends on behaviour of public - which City can not control. So remains medium risk.	Council (report to Audit Committee)	30-Dec-20		08-Oct-20
Volunteer and contractor management	There is a risk that inappropriate contract management in respect to contractor/volunteer induction and adherence to COV policies and procedures is not appropriately applied to leaving the City vulnerable to contractor/volunteer injury and legal action.		3	3		M	Induction process in place for Contractors, It does rely on the staff who get the contractors in to complete the induction and educate on policies and procedures.	1. Implement a centralised induction system to induct all contractors and volunteers. Ensure all contractors and volunteers have completed mandatory training/compliance (one off compliance training or yearly/bi-yearly) 2. Monitoring contractors and volunteer compliance	Strong - Implementation of a orientation and induction program	Y	L	Budget confirmed for online induction and orientation system and framework currently being developed by April 2020	CEO (report to Executive Management Committee)	30-Jun-20	Annually	08-Oct-20
Any additional row can only be added above this row																
Business service disruption																
Any additional row can only be added below this row																
Disaster Recovery Plan & Business Continuity Management for Beatty Park Leisure Centre	Building or pool failure leading to an unexpected closure of part or whole of facility may lead to not meeting shareholder expectations and experiencing financial losses.		3	3		M	Asset audits, maintenance programs in place and reviewed regularly, communication strategies for any shutdowns	Locate/create BCP for Beatty Park	Medium - Need to increase Audit of Assets and put plan in place for maintenance including contracts and agreements	Yes - note that Medium risk as plant failure can still occur despite strategies	M	No further action	CEO (report to Executive Management Committee)	01-Jul-20		08-Oct-20
Emergency Management (Interagency)	Ineffective collaboration with agencies results in a poor relationship and ineffective cooperation regarding emergency management leading to ineffective disaster management with an impact of extended service outages, worsened disaster outcomes		2	4		M	Local emergency management arrangements are in place with City of Perth and Western Central Councils	1. Provide additional training for relevant staff members and community agencies. 2. Working towards implementation of exercises with WC LEMC	Strong	Y	L	Conduct 4 desktop exercises per year	CEO (report to Executive Management Committee)	01-Sep-20	Audit of arrangements and the number of desktop exercises per year	08-Oct-20
Critical incident response - Power outage to ICT server room	A lack of power to the on premise ICT systems though extended power outages will result in a failure after 1-2 hours of reserve power supply. If reserve power fails or cannot continue to be supplied, staff will lose access to all electronic systems, potentially leading to loss of data and service levels		2	3	Risk likelihood based on Admin Centre not being available to staff.	M	1. On-premise Back-up server with some offsite copies 2. Restoration of File servers, Email, Authority and Content Manager within 2 days. Up to 1 day data loss.	ICT Strategy House D19/98015 identifies several cloud-first objectives to mitigate server room dependency. July-2020: Offsite business systems (incl. telephony) on standby that can "go live" for Depot/remote access within 4 hours. Up to 1 day data loss. 2021/2022: File, email, records and core business system to move to cloud solutions. Depot/remote access continuous, no data loss.	Strong	Y	L	Link to BCP and BIA - need to understand the business service continuity needs	CEO (report to Executive Management Committee)	01-Jul-20 2021/22	Audit of the systems and server	08-Oct-20

CITY OF VINCENT

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CITY OF VINCENT CORPORATE RISK REGISTER

			Impact Analysis				RISK MANAGEMENT					ACCOUNTABILITY				
Risk Category	Risk Description	Comment	Likelihood	Consequence	Remarks	Actual Risk	Current Risk Management Strategy (what happens now)	Risk Management Actions (RMA)	Strength (S<M<W)	Risk Acceptance (Y/N)	Net Risk (after RMA)	Direction of further RM	Risk Owner	Timetable	Assurances available	Last updated
Primary site Internet outage	Loss of Internet will result in reduced staff access to business systems including web, email and cloud-based systems resulting in reduced or non compliance with service levels.	Impact - service outages	3	2	Communication Links review completed in 2019 to enable redundant architecture decisions.	M	1. Internet-based systems accessible via 4G-enabled tablets. 2. 2 x 4G Wi-Fi dongles available to business teams for up to 15 staff each. 3. Offsite backup to Library remains operational.	July-2020: Redundant Internet supply (and supporting security infrastructure including firewalls) implemented. Up to 1 hour outage.	Strong	Y	L		CEO (report to Executive Management Committee)	01-Jun-20		08-Oct-20
Mapping data	Inaccurate mapping data may lead to poor or incorrect business decisions and possible safety issues resulting in financial loss to the City and potential harm to the community		4	2	Risk consequence considered Minor due to current limited use of spatial layers by staff. Public spatial layers have minimal data likely to cause more than Minor consequence.	M	GIS contract resource onsite fortnightly to respond to any data issues raised by staff.	Sep-2021: GIS and Assets officer is being recruited in and this will help mitigate this risk.	Strong	Y	L	Dependant on additional resources.	CEO (report to Executive Management Committee)	01-Jul-20	Process to check GIS updates and verify data	Aug-21
Cyber Security	The City suffers a material breach of information Security through ineffective protocols and processes	This is trending as an escalating risk in many organisations	3	4	Technical Security Review completed against Australian Signals Directorate "Essential 8". For Technical Security Review and current action item status, see D19/128564	H	Anti-virus software deployed for computers, web traffic and email filtering. upgraded anti-virus software for computers and email filtering; new anti-virus software for server environment; data loss protection config in Office 365 for external file sharing; data loss protection controls are being deployed as part of Office 365 implementation - to be completed in 2019/2020; multi-factor authentication for Office 365 and remote access.	Staff awareness training being introduced;	Strong	Y	M		Council (report to Audit Committee)	Dec-21		Aug-21
COVID-19 pandemic	Disruption to City service delivery, local business and community group operations and staff and community well being	Global pandemic, declared state emergency and public health emergency	4	3	City has very limited capacity to control risk due to global nature	H	COVID-19 Relief and Recovery Committee formed, strategy and action plan developed and being implemented, staff working from home, public health directives are being implemented, community support is being provided, City's operations being reviewed	Implement COVID-19 Relief and Recovery Strategy - all risk management actions are encompassed within this document	Strong	Y	H	The Strategy and Implementation Plan are being updated every week	Council (report to Audit Committee)	Ongoing	Administration is accountable to the COVID-19 Relief and Recovery Committee	08-Oct-20
Any additional row can only be added above this row																
Governance, misconduct and fraud																
Any additional row can only be added below this row																
Corporate governance / legislative compliance	Lack of an effective governance framework and culture, including risk management, leads to complacency in corporate governance, risk management and legislative compliance, potentially resulting in a failure to comply with legislative requirements and poor decision making		3	3		M	1. Governance team undertakes manual checks to ensure legislative compliance and communicates governance principles and legislative requirements to organisation. 2. Audit Log monitors some financial and audit related risks, and improvements required, and is reported to EMC monthly and to Audit Committee. 3. Currently no clear documentation of requirements.	1. Compliance calendar and Governance Framework is being developed and will be communicated to all staff - August 2020 2. Internal audit plan and improvement plan are being reviewed and will be reported to Audit Committee (will be informed by reg 17 review) - November 2020 3. Regulation 17 review being undertaken in 2020 (internal controls, legislative compliance and risk management) - September 2020	Strong RMA once implemented, however, resourcing required to implement actions identified by previous reg 17 review (improvement plan) and implement a compliance calendar, and ongoing monitoring / compliance checks.	N	M		CEO (report to Executive Management Committee)	1. Complete - adopted 18 August 2020 2. ~~May 2020~~ Internal Audit Plan to be prepared by March 2021 ~~3. Sept 20~~ Complete	1.reg 17 review 2. planned internal audit 3. Compliance calendar creates checklist 4. Audit Log is reported to EMC and Council	08-Oct-20
Fraud Risk Management	A lack of coordinated approach to identification, mitigation, management and monitoring of fraud, through a fraud risk framework increases the Risk of fraud occurring potentially leading to reputational damage, and financial losses		4	3	Initial consideration by City has identified following fraud risk areas: 1. Payroll 2. Theft (property / money) 3. Credit card use 4. Procurement (invoices)	H	1. A number of fraud risks have been identified as a result of the OAG's Fraud Performance Audit in 2019, which recommended that the City have a coordinated approach to fraud management and a mechanism for reporting fraud. 2. These items are being actioned and progress is reported to Audit Committee. 3. Procurement risks are managed by two level approval process for purchases. 4. Note, No specific current policies & procedures to prevent, detect and respond to fraud other than step 3 above	1. Develop and communicate a fraud risk management plan, and provide staff training - December 2020 (consultant to be engaged). 2. Testing for fraud will form part of the internal audit plan, and random checks will be undertaken by procurement. - December 2020 3. Recruitment and selection process review - April 2020 4. Procurement review supplier verification - June 2020	Strong RMA, however, fraud risks must first be comprehensively identified and resourcing required to develop plan, train staff and undertake fraud testing / internal audits	N	M		Council (report to Audit Committee)	1. 30-Jun-20 2. 01-Dec-20 3. 01-Apr-20 4. 01-Jun-20	Audit Log is reported to EMC and Council; random checks on transactions, inventory and processes (e.g. HR and payroll)	08-Oct-20
Polices & Procedures	Outdated policies, procedures and controls leads to a failure to properly execute on its mandate and protect its assets leading to errors, omissions and delays in service delivery		3	2		M	1. Policies are reviewed and updated on an ad hoc basis. 2. New template, Policy Development and Review Policy and Policy Review Plan being prepared. 3. Council approval of policies is required, which functions as a form of control.	1. Finalise and implement the policy review plan - September 2020 2. Develop guidance on policy content - new Policy Development and Review Policy - Council approval required, align with SCP objectives - September 2020 3. Communicate to all staff - October 2020 4. process improvement - Continue trialling the use of a corporate process management	Strong	Yes, policy review plan and framework will provide clear guidance on policy requirements and drafting. Corporate Process Management is assisting with process documentation	M		CEO (report to Executive Management Committee)	1. 01-Sept-20 2. 01-Sept-20 3. 01-Oct-20 4. 01-Dec -20	Internal audit on policies and procedures, and their operational effectiveness	08-Oct-20

3

CITY OF VINCENT

BDO

CITY OF VINCENT CORPORATE RISK REGISTER

			Impact Analysis				RISK MANAGEMENT					ACCOUNTABILITY				
Risk Category	Risk Description	Comment	Likelihood	Consequence	Remarks	Actual Risk	Current Risk Management Strategy (what happens now)	Risk Management Actions (RMA)	Strength (S<M<W)	Risk Acceptance (Y/N)	Net Risk (after RMA)	Direction of further RM	Risk Owner	Timetable	Assurances available	Last updated
Complex land management / maintenance requirements	Management and maintenance of City controlled land within the Swan River Foreshore, Aboriginal Heritage Sites and Development Control Areas		3	3	Urgent critical path works at Banks Reserve undertaken in Feb 2019 , no s 18 consent obtained. Caution issued by DPLH, may result in reputational damage, and if further non-compliances occur that could adversely impact relationship with DPLH	M	No formalised approach/ checklist for ensuring compliance with legislation relevant to works / management of land within the Swan River Foreshore, Development Control Area or Aboriginal Hertiage Site.	1. Governance to develop a checklist of approvals required and communicate to relevant staff - December 2020 2. DPLH (Director of Heritage) to present to relevant staff on changes to Aboriginal Heritage Act and explain approval process - by December 2020	Strong	Y	L		CEO (report to Executive Management Committee)	Dec-20	Annual review of process.	08-Oct-20
Non-compliance with drafting requirements for local laws	Additional administrative time and costs associated with redrafting of local laws to meet legislative requirements for local laws	Drafting of new Local Government Property Local Law, Parking Local Law and Animal Local Law occuring	4	2	Joint Standing Committee on delegated legisaltion found errors in Parking Local Law which resulted in need for it to be repealed	M	Drafting of local laws in line with Department of Local Government's guidelines	Discuss drafting further with Department, to ensure drafting meets Joint Standing Committee's requirements	Medium	Y	L		CEO (report to Executive Management Committee)	Jul-21		08-Oct-20
State-Wide Cladding Audit	Community safety and reputational impact associated with implementation of regulatory requirements following cladding audit undertaken by DMIRS.		2	4		M	All directions to building owners are managed by the Executive Director.	Ensure safety measures are implemented where appropriate to reduce likelihood of fire events. Any further enforcement action considered by Executive Director in accordance with Risk Management Policy.	Strong	Y	L		CEO (report to Executive Management Committee)	Q2 2021		08-Oct-20
Any additional row can only be added above this row																
Information & Systems Management																
Authority database security - Confidential	See Confidential Log					H					L					
Any additional row can only be added above this row																
Community Services																
Any additional row can only be added below this row																
Fraudulent booking/use of City facilities resulting in damage to facilities and public nuisance	There are inadequate processes in place to prevent malicious or fraudulent bookings of a City facility, which could result in misuse of a City facility and potentially damage to the facility or nuisance to the public.		4	2		M	Administration reviews each booking; Applies a bond to bookings considered high risk;	1. Requirement for photo identification for all bookings in community facilities; 2. High scrutiny and review placed on weekend bookings; 3. Updated to Terms and Conditions to include requirement for bond for bookings on weekends from 6.00pm - midnight; 4. Update of Terms and Conditions to include requirement for photo identification 5. Reduction in number of bookings approved for use on weekends between 6.00pm and midnight	Medium	Y	L		CEO (report to Executive Management Committee)	01-Dec-20	Annual review of process	08-Oct-20
Any additional row can only be added above this row																
Any additional row can only be added below this row																

6 GENERAL BUSINESS

7 NEXT MEETING

2 November 2021

- Audit Log Review
- Internal Audit Program – first audit task report
- Fraud Update and Emerging Issues – Governance, Risk and Compliance
- OAG performance audit and other audit / best practice recommendations (if required)
- 3 grandstand structures (Leederville Oval, Litis Stadium and Beatty Park)

8 CLOSURE

There being no further business the meeting closed at 2.37pm.

These Minutes were confirmed at the 2 November 2021 meeting of the Audit Committee as a true record and accurate of the Audit Committee meeting held on 6 September 2021

Signed: Mr Conley Manifis

Dated

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (4) **Office of the Auditor General Interim Audit for 2020/21** **Evidence of review of changes to employee Masterfile** **Finding** The City does not have a process to evidence of independent review and authorisation of changes made to the employee masterfile. This includes changes to an employee's bank account details. A similar finding was raised in the 2019-20 financial year and the following management comment was received: **Responsible Person:** Executive Manager HR **Completion Date:** **Rating: Significant** **Implication** The absence of an independent review of changes made to the employee masterfile increases the risk of unauthorised or erroneous changes to key information. Additionally, this weakness in financial controls is considered a matter of material non-compliance and impacts on the audit opinion for the current year. The following will be included under our report on other legal and regulatory compliance: "No evidence was retained to demonstrate whether changes to the employee master file, including bank account details, were being authorised by an officer other than the person making the amendment. This increases the risk that unauthorised changes may be made, resulting in errors or funds being inappropriately transferred. Our audit did not identify any instance of unauthorised changes." **Recommendation** Management should implement a process for an independent review of changes to the employee masterfile.	**2019-20 Management Comment** Currently changes to the employee master file are checked by the Payroll Officer/Payroll Support Officer, however not recorded. Based on changes to the employee master file, Human Resources/Payroll will implement the following: 1. A change of bank details and superannuation form. 2. All changes to employee master file are requested via a form or letter pertaining to a change of employee entitlements. These forms/letters are added to Content Manager (records system) and work-flowed to the applicable Payroll Officer/Support Officer depending on portfolio. Once adjustments are made to the employee master file based on the form/letter, the Payroll Officer changes the workflow item from 'action' to 'completed'. The Payroll Officer will then workflow the form/letter to the other Payroll representative in Content Manager for review. The Payroll representative will review and if approved, change the workflow from 'review' to 'completed'. Each time a form/letter is added to Content Manager, an audit trail will be created of when an item is 'completed' and 'reviewed'. **Fortnightly the employee master file maintenance report will be run and validated by an independent reviewer. The report will be validated to supporting documents and will be checked prior to the pay-run.**	1. 30 December 2020 2. 31 January 2021	**Completed**	**Completed** 30 August 2021

AUDIT LOG

CITY OF VINCENT

Contents

Office of the Auditor General Information Systems Audit....2
EA:2020/10 (1) (a) and (b) (CONFIDENTIAL)....2
EA:2020/10 (3) (CONFIDENTIAL)....2
EA:2020/10 (9) (CONFIDENTIAL)....2
EA:2020/10 (10) (CONFIDENTIAL)....2
EA:2020/10 (11) (CONFIDENTIAL)....2
EA:2020/10 (12) (CONFIDENTIAL)....3
EA:2020/10 (14) (CONFIDENTIAL)....3
EA:2020/10 (19)....3
EA:2020/10 (20)....4
EA:2020/10 (22) (CONFIDENTIAL)....4
Stanton Reg 5 & 17 Review....5
EA:2020/12 (8)....5
EA:2020/12 (9) (CONFIDENTIAL)....5
EA:2020/12 (11)....6
Office of the Auditor General – Financial Audit....6
EA:2020/12 (14) (CONFIDENTIAL)....6
Office of the Auditor General Interim Audit for 2020/21....7
EA: 2021/08 (1)....7
EA: 2021/08 (2)....8
EA: 2021/08 (3)....9
EA: 2021/08 (4)....10
EA: 2021/08 (5)....11

Summary of open Confidential items (D21/61059)

Office of the Auditor General Information Systems Audit:

1.	EA:2020/10 (1) (a) and (b)	High
2.	EA:2020/10 (3)	Moderate
3.	EA:2020/10 (9)	Moderate
4.	EA:2020/10 (10)	Moderate
5.	EA:2020/10 (11)	Moderate
6.	EA:2020/10 (12)	Moderate
7.	EA:2020/10 (14)	Moderate
8.	EA:2020/10 (22)	Moderate

Stanton Reg 5 & 17 Review

9.	EA 2020/12 (9)	Moderate

Office of the Auditor General – Financial Audit

10.	EA 2020/12 (14)	Significant

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
Office of the Auditor General Information Systems Audit				
EA:2020/10 (1) (a) and (b) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** High Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (3) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (9) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (10) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (11) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA:2020/10 (12) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (14) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	
EA:2020/10 (19) **Office of the Auditor General Information Systems Audit – Disaster Recovery Plan** **Finding** We found that the City does not have an ICT disaster recovery plan (DRP). **Implication** Without an adequate DRP and appropriate testing, there is an increased risk that key business functions and processes may not be restored in a timely manner after a disruption, affecting the operations of the City. **Recommendation** The City should develop and test its DRP to confirm that systems can be recovered in accordance with business expectations and key staff should be familiar with the plan and their specific roles and responsibilities in a disaster situation. The results of testing should be recorded, and the relevant actions taken to improve the plan where necessary. **Risk Rating (prior to controls)** Moderate **Risk Rating (with current controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology	Administration will introduce managed backup and infrastructure services that include disaster recovery capability. Disaster recovery and information security continuity processes will then be will be formalised per the Information Security Program noted in OAG Finding 5. A formal plan will then be prepared for publication to staff and testing purposes.	August 2021	Disaster Recovery policy now in place. Operational systems (backup and recovery) now compliant for onsite backup. Bandwidth upgrade procured to enable transit of backup files for offsite storage. Offsite backup/recovery service commissioned and providing partial coverage. Bandwidth upgrade scheduled for April 2021 to enable full coverage. Formal DR plan being documented, including 6 monthly test schedule. DR/BCP plan drafted. Business teams to review Impact Assessments ahead of final report to EMC.	December 2021

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA:2020/10 (20) **Office of the Auditor General Information Systems Audit – Business Continuity Plan – Testing** **Finding** We found that appropriate tests of the business continuity plan (BCP) have not been undertaken. Due to the lack of testing, the effectiveness of the plans and the City's ability to execute them is unknown. **Implication** Without appropriate testing of the BCP there is an increased risk that key business functions and processes may not operate as expected during a major incident. In addition, the key business functions may not be appropriately recover following a major incident. This is likely to impact business operations and the delivery of key services. **Recommendation** The City should undertake appropriate tests to verify the effectiveness of the BCP. These tests should also verify that key staff are familiar with the plans and their specific roles and responsibilities in a disaster situation. The results of these tests should be recorded and the relevant actions taken to improve the plan where necessary. **Risk Rating (prior to controls)** Moderate **Risk Rating (with current controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology	There has been 0% interruption to non-library/recreational facility services throughout COVID-19 disruptions in Perth. COVID-19 has been a major incident and required significant change to how business functions operated. City staff who continue to work remotely are effectively testing part of the City's business continuity systems on a daily basis. Through improvements to data backup and infrastructure recovery noted in OAG Finding 20, Administration will expand business continuity testing to include system and infrastructure incidents as part of a managed services agreement.	August 2021	On track per EA:2020/10 (19) above. Completion date updated to align with Disaster Recovery Plan activities. Backup recovery being tested in offsite environment for complete Admin building disaster scenario. DR/BCP plan drafted. Business teams to review Impact Assessments ahead of final report to EMC.	December 2021
EA:2020/10 (22) (CONFIDENTIAL) **Office of the Auditor General Information Systems Audit** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
Stanton Reg 5 & 17 Review				
EA:2020/12 (8) **Stanton Reg 5 & 17 Review – Manual Timesheet** **Finding** The City uses manual timesheets, predominately for those employees who work in the depot and recreational leisure centre. **Recommendation** The use of manual timesheets should be eliminated, it is worth noting that the City has already noted this as a finding within their own audit log. **Recommendation** **Risk Rating (prior to controls)** Moderate **Risk Rating (with current controls)** Minor Management Response **Responsible Officer:** Executive Manager Human Resources and Executive Manager Information and Communication Technology	The City requires a robust online time-sheeting system which is fit for purpose of a casual workforce (i.e. Beatty Park) that is flexible, easy to use and aligned to the relevant cost centres and employment. Administration has determined that Civica's online time-sheeting module will be suitable for the City. The module however can only be implemented once work orders are activated as part of the Chart of Accounts project scheduled for completion in July 2021. Online time-sheeting will have a mobile option as well. The scoping of this project will be requested to commence in March next year with implementation in December 2021.	December 2021	On track. Beatty Park workforce now trialling mobile application rostering and time-sheeting solution. Future rollout to other casual staff (Depot) pending trial results. Authority ERP electronic time-sheeting to be reviewed post system upgrade in late 2021. Further rollout subject to Beatty Park change management resourcing.	December 2021
EA:2020/12 (9) (CONFIDENTIAL) **Stanton Reg 5 & 17 Review** **Risk Rating (prior to controls)** Moderate Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

SC2566 - D19/147633 Page 5

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA:2020/12 (11) **Stanton Reg 5 & 17 Review – Record Keeping** **Finding** Poor retrievability of information 'term container used' Record keeping of contract documentation is inefficient and leads to poor retrievability. The record keeping system does not facilitate the use of sub folders which results in all documented related to a subject/topic being saved in a 'container'. With regards to contracts, there are a large number of supporting documentations within these 'containers' thus it can take some time to retrieve the sought-after document **Recommendations** The City should review useability of their record keeping system ensuring that it is operating effectively. For process efficiency allow user to amend and delete own purchase requisition. **Risk Rating (prior to controls)** Minor **Risk Rating (with current controls)** Minor Management Response **Responsible Officer:** Executive Manager Information and Communication Technology	The City will review its record keeping system to ensure it is operating effectively.	August 2021	On track. Functionality of the system reviewed with external support provider: the use of folders will be introduced. A staff survey for system satisfaction as well as improvement suggestions has commenced. Contract management system now operational. Carry-over to operations: Record-keeping survey results will be collated and analysed in September 2021.	September 2021
Office of the Auditor General – Financial Audit				
EA:2020/12 (14) (CONFIDENTIAL) **Office of the Auditor General – Financial Audit** **Risk Rating (prior to controls)** Significant Management Response **Responsible Officer:** Executive Manager Information and Communication Technology			See Confidential log	

SC2566 - D19/147633 Page 6

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
Office of the Auditor General Interim Audit for 2020/21				
EA: 2021/08 (1) **Office of the Auditor General Interim Audit for 2020/21** **Review of Landgate triennial GRV update** **Finding** We noted that the upload of Gross Rental Value (GRV) revaluation provided by Landgate triennially and effective 1 July 2020 was not reviewed or approved by an independent officer. **Rating: Significant** **Implication** Without an independent review, there is a risk that errors may not be detected and resolved promptly, resulting in incorrect rate notices being issued. **Recommendation** Management should review the GRV upload as at 1 July 2020 and ensure this was correctly reflected within Authority, any adjustments required should be processed for the year ended 30 June 2021. In addition, we recommend that the City ensure the triennial GRV revaluation data uploaded into the Authority Rates Module is reviewed by an appropriate independent officer, and evidence of the review retained.	The GRV re-valuation received from Landgate triennially will be reviewed by Management and reconciled to the uploaded GRV data.	31 July 2021	Completed	**Completed** 31 July 2021

SC2566 - D19/147633 Page 7

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (2) **Office of the Auditor General Interim Audit for 2020/21** **Accounting for lease incentives** **Finding** The City has extended a lease agreement with the Department of Finance – Minister for Works for a period of 10 years commencing December 2020. As part of the lease agreement a lease incentive of $3,044,200 was provided. $1,625,000 of this incentive is provided by way of cash payments over three annual payments beginning from 1 July 2020. The City in the current year has accounted for the cash payment of $558,333 as an operating expense. The above accounting treatment is likely not consistent with the requirements of AASB 16 *Leases* paragraph 81, this states "a lessor shall recognise lease payments from operating leases as income on either a straight-line basis or another systematic basis. The lessor shall apply another systematic basis if that basis is more representative of the pattern in which benefit from the use of the underlying asset is diminished." AASB 16 defines lease payments as being net of lease incentives. **Rating: Moderate** **Implication** Accounting for the lease incentive paid in the current year as an operating expense likely overstates the City's expenses, revenues and understates their assets. The accounting is also likely not compliant with the requirements of AASB 16. **Recommendation** We recommend management review their accounting surrounding the lease incentive provided to Department and ensure the accounting aligns with the requirements of AASB 16. In addition, we recommend the City review their lease portfolio and ensure any lease incentives provided by the City are accounted for in accordance with AASB 16.	The City will offset the annual incentive payment of $162,500 to the rental income and the advance payment on the incentive payment will be transferred to the payment made in advance (debtor) account.	31 July 2021	**Completed**	**Completed** 31 July 2021

SC2566 - D19/147633 Page 8

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (3) **Office of the Auditor General Interim Audit for 2020/21** **Access levels within Authority** **Finding** We noted numerous users with access to modules within Authority which appear to not be required to undertake their role within the City, identified as: - Accounts payable (supplier masterfile, invoice entry and credit note entry) - Accounts receivable (debtor masterfile, invoice entry and credit note entry) - Rates module (debtor masterfile, invoice entry and credit note entry) In some instances, the City does have mitigating controls in place, however these controls are generally of a manual and detective nature. We understand the project the City has commissioned with their IT vender to resolve this issue is expected to be completed in August 2021. A similar finding was raised in the 2019-20 financial year and the following management comment was received: **Responsible Person:** Executive Manager ICT **Completion Date:** August 2020 **Rating: Significant** **Implication** Excessive user access to the accounting package may allow staff to use the system inappropriately. For example, this access could be used to undermine the effectiveness of system controls (such as segregation of duties) and diminish accountability. Additionally, this weakness in financial controls is considered a matter of material non-compliance and impacts on the audit opinion for the current year. The following will be included under our report on other legal and regulatory compliance: "Access controls over a key system of the City were inadequate to enforce adequate segregation of duties. This could lead to inappropriate use of the system, however our audit testing did not identify any inappropriate use." **Recommendation** Management should continue the project with their IT vendor to conduct a thorough user access review in consultation with its IT support with a view to restricting user access to the required and appropriate level of authority or delegation.	Per the original 2019-20 Management Comment, access review and application of restrictions will complete as part of the Civica 7.1 upgrade project. The upgrade project is currently scheduled to go live in October 2021. **2019-20 Management Comment** *The City accepts Finding 1. In response to this finding, the City has commissioned a project with Civica (vendor for Authority software) to provide 'Authority User Access and Security Restructure'. The overall objectives of the project are to provide:* • A structured, consistent and more easily understood Authority security model • Better visibility of user access and permissions • Simpler administrative management control of users and permissions *The project has been estimated to run for 8 – 10 weeks. The City is reviewing scheduling with Civica given several other Authority changes already in motion, in particular the software upgrade from version 6.11 to 7.1. If Civica is not able to commit additional resources to this project in early 2021, completion will be aligned to 7.1 go live in August 2021.*	31 October 2021	On track	31 October 2021

AUDIT LOG

CITY OF VINCENT

Audit Details	Action	Approved Completion Date	Status	Proposed Completion Date
EA: 2021/08 (5) **Office of the Auditor General Interim Audit for 2020/21** **Timing of monthly reconciliations** **Finding** During our audit, we identified the following key reconciliations were prepared prior to close of the sub modules which led to variances between the reconciled balances within the end of month trial balance: - Accounts payable - Accounts receivable - Rates receivable In some instances a manual reconciliation was prepared to bridge the gap between the module close off and the end of month trial balance, however reconciling items were not appropriately adjusted for. In addition, we identified the reconciliation of the fixed assets register, as at 30 April 2021, was not completed in a timely manner. Although the reconciliation report was dated as prepared on 30 April 2021, it was confirmed the system generates this preparation date to coincide with the month end. The actual date of preparation and review of the reconciliation is 3 June 2021. A similar finding was raised in the 2019-20 financial year and the following management comment was received: **Responsible Person:** Coordinator Financial Services **Rating: Moderate** **Implication** Reconciliations are a key control for ensuring financial data is completely and accurately reflected in the general ledger from which financial statements are derived. The absence of a robust process by the City of Vincent over the reconciliations on period end balances can result in errors or omissions remaining undetected, leading to misstatements in the financial statements. **Recommendation** We recommend management review their current processes for monthly reconciliations and ensure balances reconciled are those reported and reconciling items are appropriate and where required adjustments are made as part of the monthly reconciliation process. Additionally, the City should ensure monthly reconciliations are reviewed in a timely manner.	*The City will ensure all sub ledger reconciliation are balanced to the monthly Trial Balance prior to finalising the reconciliation. The timeliness of reconciliation will be reviewed via the implementation of timetable.* **2019-20 Management Comment** *All monthly reconciliations are undertaken as part of preparing the month end financial statements. However, due to a timing variance the reconciliation process will be reviewed and updated*	30 August 2021	**Completed**	**Completed** 30 August 2021

SC2566 - D19/147633 Page 11

12.2 SUSTAINABLE ENVIRONMENT STRATEGY - IMPLEMENTATION PLAN REVIEW AND PROGRESS UPDATE

Attachments: **1. SES Implementation Plan 2019-2014 Schedule of Actions**

RECOMMENDATION:

That Council:

1. NOTES

1.1 The annual review and progress update on actions in the Sustainable Environment Strategy Implementation Plan, including the Schedule of Actions at Attachment 1; and

1.2 That the annual update on progress towards Sustainable Environment Strategy targets, including relevant metrics, will be presented to Council in November 2021.

PURPOSE OF REPORT:

To update Council on the progress and status of actions in the Implementation Plan that underpins the City's Sustainable Environment Strategy (SES) 2019-2024.

BACKGROUND:

Council adopted the SES on 23 July 2019, setting targets across five Key Opportunity Areas plus an overarching target of net zero greenhouse gas emissions. Progress against these targets is reported to Council annually in November each year.

The first annual progress update (OMC 17 November 2020) showed that the City is on track to meet or exceed most of its targets.

The Implementation Plan that underpins the SES is a working document used by Administration to record and track actions that drive progress towards SES targets. It is a live document with the flexibility to add new actions as new opportunities arise and to replace those that become irrelevant or redundant due to changing technology or government policy. The Plan is under continuous review to facilitate effective and efficient progress.

On 18 August 2020 Council received the first update on the Implementation Plan. This report provides a further update current to August 2021.

DETAILS:

The SES Implementation Plan currently contains 186 actions across five Key Opportunity Areas plus the overarching target of net zero emissions. These actions are detailed in the attached Implementation Plan Schedule of Actions (**Attachment 1**) and summarised by opportunity area in the table below.

Key Opportunity Area	Actions
Net zero emissions	2
Energy	59
Transport	35
Water	42
Waste	18
Greening	30
Total No. of actions	**186**

In its first two years of implementation, twelve new actions have been added to the Plan, increasing the overall number of actions by 7%. New actions are highlighted in **Attachment 1** and summarised by Key Opportunity Area in the table below.

Only one action has been removed from the Plan (Energy action 6.3). It was replaced due to advances in smart lighting technology, which created an opportunity to trial an innovative new approach to the lighting of sporting fields and public spaces.

Key Opportunity Area	**New actions**
Net zero emissions	2
Energy	5
Transport	3
Water	1
Waste	1
Greening	0
Total new actions	**12**

The status of actions is updated in the Schedule of Actions using the Plan-Do-Check-Act cycle defined in the table below.

Descriptor	**Meaning**
Plan:	Planning phase – investigation, business case, resourcing, scheduling
Do:	Implementation phase – work in progress on project delivery
Check:	Evaluation phase – assessment of outcomes against objectives
Act:	Adjustment phase – making changes to improve outcomes

The status of actions as of August 2021 is summarised in the table below by Key Opportunity Area.

	Current status of SES implementation actions				
Key Opportunity Area	Plan	Do	Check	Act	Total no. of Actions
Net zero emissions	0	2	0	0	2
Energy	9	32	5	13	59
Transport	10	18	4	3	35
Water	14	21	4	3	42
Waste	6	7	3	2	18
Greening	3	9	11	7	30
Total No. of actions	**42**	**89**	**27**	**28**	**186**
Percentage of actions	**23%**	**48%**	**15%**	**15%**	**100%**

As shown in the attached Schedule of Actions, the Status column is colour coded to reflect tracking as follows:

Colour Code	**Meaning**
	Project is on track – actions expected to be completed as originally planned
	Project has been delayed – will still be completed, but not at the time originally planned
	Project is at risk of not being delivered – there have been significant delays and it is possible that this project will not be completed

The tracking of actions as of August 2021 is summarised in the table below by Key Opportunity Area.

	Tracking of actions		
Key Opportunity Area	**On track**	**Delayed**	**At risk**
Net zero emissions	2	0	0
Energy	50	9	0
Transport	32	3	0
Water	38	4	0
Waste	13	5	0
Greening	28	2	0
Total No. of actions	**163**	**23**	**0**
Percentage of actions	**88%**	**12%**	**0%**

The main factors contributing to delays have been:

- COVID-19 placing physical and financial constraints on the delivery of some projects;
- Staff capacity limitations resulting from competing priorities (including the COVID-19 response) and staff departures;
- Unexpected complexities discovered in the planning stages of some projects; and
- Dependency of some actions on the completion of others, which were themselves delayed.

CONSULTATION/ADVERTISING:

NIL

LEGAL/POLICY:

NIL

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to consider the progress update on SES Implementation Plan actions.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have improved resource efficiency and waste management.
We have minimised our impact on the environment.
Our urban forest/canopy is maintained and increased.

Accessible City

We have embraced emerging transport technologies.

Sensitive Design

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.*

Sustainable Energy Use/Greenhouse Gas Emission Reduction
Sustainable Transport
Water Use Reduction/Water Quality Improvement
Waste Reduction
Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased mental health and wellbeing

Increased physical activity

Reduced injuries and a safer community

Reduced exposure to environmental health risks

FINANCIAL/BUDGET IMPLICATIONS:

Funding for SES implementation actions has been included in the City's 2021/22 budget and key SES projects/programs are reflected in the City's Corporate Business Plan. Longer term funding of SES implementation is included in the City's Long-Term Financial Plan.

COMMENTS:

Implementation of SES actions is progressing well.

Two years into the five-year plan over 76% of actions have commenced or been completed.

The flexible approach creates agility and the continuous tracking of actions drives progress. Key highlights from the 2020/21 financial year include:

- Partnership with the Inner City Group of Local Governments and with WALGA's Climate Change Collaborative to establish a Carbon Accounting Working Group (objective: to develop a consistent **greenhouse gas accounting and reporting methodology** for local government);

- Progress toward a **renewable energy power purchase agreement** in partnership with WALGA and other Local Governments (memorandum of understanding to proceed with energy procurement);

- Procurement for the next phase of **solar energy installations** on City-owned buildings;

- Establishment of an **Environmentally Sustainable Design** (ESD) Forum of WA Local Governments to develop a unified approach to ESD and strengthen advocacy to State and Federal Government for improved ESD standards in Planning and Building (initiated by Vincent and Victoria Park, facilitated through WALGA; the City's officers are currently on the steering committee for this group);

- Engagement with **electric vehicle (EV) charge station** operators to facilitate the rollout of fast-chargers in Vincent and support the establishment of a metropolitan EV charging network (one operator is now progressing to site investigations);

- Review of **water sensitive design (WSD)** in the City's strategies, plans, policies and processes, with recommendations to be implemented over coming years;

- Completion of the **bike lane** along Florence, Carr, Strathcona and Golding streets;

- Significant progress toward the **electrification of the City's vehicle fleet**, including purchase of a hybrid truck;
- Rollout of **FOGO** education campaign and preparation for the **Verge Valet** trial;
- Completion of the **waste register** update and implementation of a new customer relationship management system for waste;
- Increasing the **tree canopy target for public land** (as the 2023 target has already been exceeded); and
- Winning a competitive **Urban Tree Canopy Grant** to facilitate further tree planting in Beaufort Street.

City of Vincent Sustainable Environment Strategy - Implementation Plan 2019-2024

Key Opportunity Area: Overarching Greenhouse Gas Emissions Target

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Objective: Net zero greenhouse gas emissions from operational energy, transport and municipal waste by 2030								
Control								
NEW ACTION: Investigate measurement and reporting options for major scope 3 operational greenhouse gas emissions.	do		o	o	o	Early planning phase and preliminary investigations.	Sought advice from other Local Governments that have gone down the carbon neutral path. Found that approaches are inconsistent, and tend to be costly. Joined WALGAs Climate Change Collaborative and Carbon Accounting Working Group to develop a consistent, verifiable and affordable methodology to be applied across Local Government.	2021/22: Continue working with Climate Change Collaborative, Carbon Accounting Working Group and Inner City Working Group of Councils to progress a unified carbon accounting and reporting methodology.
Strategy: Advocate to State and Federal Government to act to reduce greenhouse gas emissions across all sectors of the economy and community								
NEW ACTION: Take advantage of opportunities to advocate to State and Federal Governments – this may be in response to direct consultation or as part of proactive campaigns led by partner organisations such as the Western Australian Local Government Association or the Green Building Council of Australia	do	o	o	o	o	Submission made to the State Government in response to its climate change policy/strategy consultation process in November 2019.	Sent letters to state and federal MPs and to WALGA asking for support and adoption of the C40 Principles (for a sustainability-led recovery response to COVID-19) in September 2020. The City also raised the matter at its WALGA central zone meeting. The City's representatives met with and provided advice to Department of Transport representatives on the development of DoT's net zero emissions strategy. The Mayor signed a joint Statement with 40 other Australian Mayors, committing to a sustainable economic recovery (through Cities Power Partnership). Completed survey to inform WALGA's submission to the Productivity Commission on the Right to Repair (there are significant lifetime greenhouse gas implications for consumer goods). Worked with WALGA to establish a sustainable building design collaborative of local governments with a view to forming an advocacy voice around emissions reduction from built environment.	Continue to partner with organisations like WALGA, Climate Emergency Australia, the Green Building Council of Australia and others to advocate for climate action at the state and federal level.

City of Vincent Sustainable Environment Strategy - Implementation Plan 2019-2024

Key Opportunity Area: Energy

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 1: Reduce the energy demand of City-owned buildings through physical modifications								
Control								
1.1 Consider installing additional external shading to the northern side of the City's Administration Centre to further reduce summer heat load	act	o				Completed	n/a	n/a
1.2 Ensure all renovation/redevelopment of City owned facilities meets the energy performance standards set out in the City's Built Form Policy	do	o	o	o	o	Ongoing	Actions are ongoing. Update from responsible officer (D20/182832): Investigating how to include the lifecycle assessment specifications of the Built Form Policy in City Asset Strategies and Plans. Including: 2020/21: Consideration of this action to be included in the following: - Asset Management and Sustainability Strategy - 2021 review of Asset Management Plan for buildings; - Capital Works Program; the rationalisation program of works carried out by the Asset team.	Continue to investigate and embed in plans and procedures.
NEW ACTION: Install 100% block out blinds in North Perth Town Hall	act	o				Completed	n/a	n/a
Strategy 2: Increase the efficiency of energy use in City-owned building by upgrading energy using plant and equipment								
Control								
2.1 Complete LED lighting retrofit at Beatty Park Leisure Centre (fitness studios and administration offices)	plan	o	o	o		Deferred due to COVID.	Dale: deferred due to COVID - Will look to add 2.1 back into 2021/22 budget as part of a budget review if everything is going well.	To be completed in 2021/22.
2.2 Investigate and implement if feasible the addition of all lighting at Beatty Park Leisure Centre to the existing BMS for improved control; alternatively consider upgrading the BMS at Beatty Park to capture all functions on site	do	o	o	o		Deferred due to COVID.	To be captured as part of the indoor pool upgrade project on budget for 2021/22.	To be completed in 2021/22.
2.3 Upgrade HVAC system and controls at the City's Administration Centre	do	o	o	o		Planning undertaken in 2019/20.	procurement completed 2020/21.	2021/22: BMS throughout building, ground floor HVAC to be completed.
2.4 Complete LED lighting retrofit at the City's Administration Centre, Works Depot Canteen Building, Library & local History Centre and Loftus Community Centre	do	o	o	o	o	Admin Building completed in 2019/20 apart from Council Chamber; Loftus Community Centre ready to commence, other sites in planning stage.	Loftus Community Centre this year, opportunity at quarterly budget review for funding for this.	Library and Local History Centre (funding to be sought at mid year Budget Review), Council Chamber and Depot planned for 2021/22.
2.5 Install a BMS at the City's Administration Centre	plan	o	o			Planning undertaken in 2019/20. BMS installation on Budget for 2020/21.	Work expected November 2021	Upstairs HVAC upgrade planned for 22/23
2.6 Display switch-off signage around manually-operated energy using equipment	do	o	o	o		Most sites To be completed in 2020/21. Pending works at some sites, these may be completed later.	Sustainability Officers completed design. Assets team to print signage and install.	Install signage in 2021/22
2.7 Investigate the benefits of changing irrigation pumps to variable speed drives and prepare a replacement plan if feasible	act	o	o	o	o	Investigation completed. VSD found to be appropriate.	Actions in progress - Replace pump motors with variable speed drives at end of life.	Continue replacement program until complete.
2.8 Install variable speed drives to motors throughout City-owned facilities where efficiency gains can be demonstrated	do	o	o	o	o	Opportunities for upgrade pursued as they arise.	All relevant plant to be upgraded as part of indoor pool works this year.	Admin Building elevator mechanical upgrade planned for 2021/22; Beatty Park indoor pool works in 2020/21 with all plant to be upgraded.
2.9 Ensure all energy using plant and equipment requiring upgrade is replaced with the highest efficiency alternative	check	o	o	o	o	Ongoing - efficiency is embedded in procurement process as part of the value for money consideration	Tender Template updated to require more information from suppliers to facilitate better choices.	2021/22: Apply new tender template and continue to improve procurement process.
2.10 Consider upgrading the HVAC system at Loftus Recreation Centre and Gymnastics WA facilities	plan				o	To be informed by future lease negotiations.	Further investigation needed on the cost benefit analysis.	Business case to be developed in 2022/23 (may be brought forward if need or relevant funding opportunity arises)
2.11 Consider upgrading BMS at Beatty Park to capture all functions at that site	plan	o	o			Planning undertaken in 2019/20	Work currently planned will be on this new system with additional equipment to be integrated at time of renewal/upgrade	To be delivered as part of the $2.9M capital works at Beatty Park - will also include refrigerated air con plant (APACs).
2.12 Consider upgrading to a single, multi-user BMS to cover Beatty Park Leisure Centre, Library & Local History Centre and Administration Centre	plan			o	o	Early information gathering in progress. To be informed by BMS outcomes at Admin Centre and Beatty Park Leisure Centre in 2020/21.	Need Consultant to investigate cost benefit analysis of this action. May not have the hardware in each building to support this. Alerton brand products are being used as preferred for BMS systems where feasible/appropriate to ensure some consistency across the board.	Business case to be developed in 2022/23 (may be brought forward if need or relevant funding opportunity arises)
2.13 Consider including leased facilities in Loftus Centre in the above multi-user BMS to give leaseholders greater control over energy use	plan			o	o	To be informed by outcome of action 2.12 and future lease negotiations.		As above.
Strategy 3: Increase solar energy generation on City-owned buildings								
Control								
3.1 Complete the project to install solar photovoltaic (PV) systems at four of the City's major facilities – Administration Centre and Beatty Park Leisure Centre to be completed in 2019/20	act	o				Completed - Last of the 4 sites completed March 2020.	n/a	n/a
3.2 Investigate the feasibility of additional solar PV systems at the City's remaining facilities and sites – include consideration of battery storage, emerging innovations such as solar shade structures and opportunities for energy sharing	act	o				Completed - Sites shortlisted and scheduled for implementation from 2020/21 to 2021/23.	n/a	n/a
3.3 Install solar PV at additional facilities that are found to be feasible	do	o	o	o	o	Procurement commenced	Procurement completed 2020/21 and negotiation with leaseholders commenced	2021/22 to 2022/23: Installations to be completed.
3.4 Monitor developments in energy sharing technology and consider adopting it for sites with existing solar PV when regulatory changes make it possible	do	o	o	o	o	Enquiries made with Synergy and other electricity retailers as well as with Power Ledger (provider of energy sharing software). LG forums attended and feedback provided to Synergy & Western Power about the needs of LGs in relation to power sharing.	Enquiries and advocacy ongoing.	Continue to engage with relevant agencies and monitor progress in this area.
Strategy 4: Increase the use of renewable energy for water heating in City-owned buildings								
Control								
4.1 Complete a feasibility study for solar hot water system retrofits for the remaining City-owned facilities that were not included in the previous round of solar hot water system installations	plan			o	o	n/a	n/a	The scope may be limited - Woodville and Menzies Park pavilions are the only two remaining sites expected to be suitable for solar hot water. Shading may be an issue at Woodville Pavilion.
NEW ACTION: Investigate heat pump hot water systems for sites where solar hot water is not feasible due roof shading, roof structure or run distance to water outlets.	plan			o	o	n/a	n/a	Work to commence 2021/22
Strategy 5: Increase the use of ground source geothermal energy at Beatty Park Leisure Centre								
Control								
5.1 Upgrade and integrate the space heating system with the geothermal heating system (space heating to shift from using gas to geothermal energy)	act	o				Completed and operating as expected.	Operating as expected.	n/a

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 6: Reduce grid-supplied energy use for public open space and carpark lighting through energy efficiency and solar power								
Control								
6.1 Retrofit all remaining carpark and public open space lighting infrastructure with LED lights	do	o	o	o	o	Projects completed to date as part of the Program are LED lighting to; • Royal Park Hall, Venables Park, Beatty Park Reserve, Brigatti Gardens, Stuart St Reserve, Britannia Rd Reserve Pavilion, Leederville Oval Car Park, Administration Building, Frame court and The Avenue Car Park, Hyde Park, Lynton Street Reserve, Smiths Lake, Charles Veryard, Tony Discerni pathway, Depot external and car park, Loftus Street pathway and Robertson Park.	Assets is conducting a lighting and electricity infrastructure assessment that includes car parks, sports lighting and POS.	Work is ongoing. Expected to be completed in 2022/23 when a further $50,000 will be required.
6.2 Where possible, make new public open space lighting solar powered	do	o	o	o	o	Ongoing. This is being implemented for new lighting in public spaces where shading permits it.	Ongoing, where there is no shading	Continue to implement and integrate into new POS design projects.
~~6.3 Investigate and implement where feasible the installation of motion-sensor linked controls on public open space and car park lighting.~~								
6.3 AMENDED ACTION: Investigate and trial the use of smart lighting systems (sensor and user controlled) in public spaces and leased/hired facilities - particularly car parks and sporting fields.	do	o	o	o	o	Trialling smart lighting at Forrest Park Reserve for sporting field lighting (soccer/cricket). Upgrading to LEDs and providing hirers with time-restricted user codes.	Trial ongoing.	If trial successful, seek to expand to other sites.
Strategy 7: Increase the energy efficiency of street lighting								
Control								
7.1 Upgrade City owned and maintained street lighting to LED (around 5% of streetlights)	do	o	o	o	o	All locations planned for 2019/20 completed (including Newcastle Street in Perth).	Ongoing - Stirling and Parry Streets done in 2020/21	Other sites being considered for 2022/23 to be funded from existing operational budget.
7.2 Prioritise and where feasible upgrade selected Western Power owned and maintained street lighting to LED	do	o	o	o	o	Leederville Town Square completed 2019/20.	Ongoing.	Leederville Town Centre (Oxford Street) and Mount Hawthorn Town Centre including (Oxford Street North) planned for 2021/22. Sites for 2022/23 to be determined.
Strategy 8: Embed energy efficient behaviours within the City's operations								
Control								
8.1 Expand real-time energy monitoring to the City's Works Depot.	do	o	o	o		Quote obtained. Installation planned for 2019/20 delayed due to COVID impact on Budget.	Installation hampered by site complexities and lack of documentation of past switchboard upgrades. Installation delayed to 2021/22.	2021/22: Electricians to re-map switchboards and circuits to inform installation of monitoring system.
8.2 Track month-to-month energy bills and follow up anomalies with responsible officers	do	o	o	o	o	Awaiting allocation of staff resources requested in Sustainability & Innovation service review	Staff allocated late 2020/21 - work has commenced on mapping and auditing energy accounts.	2021/22: Engage with site staff to better understand and manage energy use. 2022/23: Embed energy management processes in daily tasks of site staff.
8.3 Make energy efficient operation of facilities a priority for staff with sign-off authority for energy bills at City managed facilities	plan	o	o	o	o	Allocation of staff resources requested in Sustainability & Innovation service review	Contingent on actions above.	Contingent on successful completion of actions above.
NEW ACTION: Expand real-time energy monitoring at Beatty Park and install ambient temperature monitoring to inform data interpretation/analysis at all monitored sites.	do	o	o	o		Quote obtained but work delayed due to COVID impact on Budget and site access for relevant staff.	Updated monitoring quote obtained for Beatty Park. Temperature sensor purchased.	Temperature sensor to be installed at Admin Building in 2021/22. Beatty Park energy monitoring upgrade be completed in 2021/22.
Strategy 9: Promote and facilitate energy efficiency in the community								
Control								
9.1a Maintain provisions within the City's planning policies that continue to drive improvements in the energy performance of new developments	act	o	o	o	o	Built Form Policy amended to expand energy and water performance requirements to single and grouped dwellings (in addition to commercial, mixed use and town centre locations)	Working with Life Cycle Assessment provider to develop and trial a simple, affordable app-based assessment reduce barriers to compliance for single and grouped dwellings.	Work to continue in 2021/22 to advocate for WAPC support of the City's environmentally sustainable design requirements
9.2a Provide ongoing training to the City's Planning Officers relating to environmentally sustainable design	do	o	o	o	o	Sustainability officers work one-on-one with Planning Officers to assist with assessment of Development Applications and provide group updates/information sessions as appropriate	Sustainability officers provided briefings to Planning Officers to assist with implementation of new requirements for single and grouped dwellings.	2021/2022: Community/industry education campaign to promote the benefits of environmentally sustainable design - to be rolled out in collaboration with the Planning team.
9.3a Review and amend the Sustainability Implications section of Council report templates to ensure that relevant information is captured and linked in a meaningful way to the outcomes of the City's Sustainable Environment Strategy	act	o				Completed	Further changes made in response to feedback from Council	Continue to amend as required by Council to keep this section of Reports meaningful and informative.
Influence								
9.1b Update the City's community education resources relating to energy efficiency	do	o	o	o	o	Energy efficiency improvements in the home - material provided by the Switch Your Thinking program shared with the community and solar pages on website updated with relevant information.	Designing and energy efficient home - material provided by the Switch Your Thinking program shared with the community and solar pages on website updated with relevant information.	Continue to monitor and update community education resources with up to date information.
9.2b Continue to deliver events to communicate the importance of energy efficiency and to share resources on how to implement this in the home	act	o	o	o	o	Events delivered as planned in 2019. 2020 events disrupted by COVID-19 pandemic control measures.	Community events schedule back on track with delivery of Sustainability Pop-up Hub event.	2021/22: Series of events to include solar PV and battery storage; solar for strata and tenants; sustainable home design 101 and Sustainable House Day
9.3b Continue to seek opportunities to collaborate and partner with industry to deliver events and educational materials to the community	do	o	o	o	o	2020 events schedule disrupted by COVID-19 pandemic control measures	Partnering solar providers, designers and related industry professionals to deliver information sessions in 2021/22, as well as groups Renew and the Switch Your Thinking program.	Continue to work with representative bodies and industry professionals to deliver up-to-date and relevant information to the community.
9.4b Measure and report on the effectiveness/impact of events and educational materials to guide future decisions about investment in different forms of community education/engagement	do	o	o	o	o	Events delivered as planned in 2019. 2020 events disrupted by COVID-19 pandemic control measures.	Assessment of community engagement with the Pop-up Hub model has led to re-thinking how we deliver community information events.	2021/22: Trial delivering the components of the Sustainability Pop-up Hub as a series of individual events targeting specific groups within the community.
9.5b Provide developers with information about energy efficient building design and technologies as part of the development approval process	check	o	o	o	o	Worked with planners on information packs for developers/applicants.	Information sheets and templates completed and rolled out.	Monitor and respond to feedback from developers/applicants to amend and update information packs and templates to improve effectiveness and compliance.
9.6b Report annually on the City's energy use, the installation of energy efficient technologies and the associated greenhouse gas and cost savings to motivate energy efficiency actions by the community	do		o	o	o	Comprehensive report for 2019/20 including all relevant metrics provided to Council in November 2020.	Comprehensive report for 2020/21 including all relevant metrics to be provided to Council in November 2021.	Continue to track and report on progress towards targets on an annual basis.
9.7b Pending a successful outcome from the Climate Clever Schools trial, offer funding for additional schools to participate in the program	act	o				COVID-19 control measures disrupted schools program, so funding was diverted to community/business program run by Climate Clever	Climate Clever Schools funding was again offered in 2020/21 and the City continued it's membership of the Climate Clever program as this provides discounted access for Vincent residents to the Climate Clever Home app.	Continue to offer Climate Clever Schools funding and actively promote to local schools until all have participated in the program. Continue to promote Climate Clever Homes and facilitate promotion of Climate Clever Business via the Place Managers to Town Teams and local businesses.

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 10: Promote and facilitate the adoption of solar energy in the community								
Control								
10.1a Maintain provisions within the City's planning policies that continue to drive improvements in the energy performance of new developments	act	o	o	o	o	Built Form Policy amended to expand energy and water performance requirements to single and grouped dwellings (in addition to commercial, mixed use and town centre locations)	Working with Life Cycle Assessment provider to develop and trial a simple, affordable app-based assessment reduce barriers to compliance for single and grouped dwellings.	Work to continue in 2021/22 to advocate for WAPC support of the City's environmentally sustainable design requirements
10.2a Provide ongoing training to the City's Planning Officers relating to environmentally sustainable design	do	o	o	o	o	Sustainability officers work one-on-one with Planning Officers to assist with assessment of Development Applications and provide group updates/information sessions as appropriate	Sustainability officers provided briefings to Planning Officers to assist with implementation of new requirements for single and grouped dwellings.	2021/2022: Community/industry education campaign to promote the benefits of environmentally sustainable design - to be rolled out in collaboration with the Planning team.
10.3a Review and amend the Sustainability Implications section of Council report templates to ensure that relevant information is captured and linked in a meaningful way to the outcomes of the City's Sustainable Environment Strategy	act	o				Completed	Further changes made in response to feedback from Council	Continue to amend as required by Council to keep this section of Reports meaningful and informative.
Influence								
10.1b Continue solar community education and promotion activities as per 2018/19	act	o	o	o	o	Ongoing - need to asses impact - workshops and events disrupted by COVID-19	Community events schedule back on track with delivery of Sustainability Pop-up Hub event.	2021/22: Series of events to include solar PV and battery storage; solar for strata and tenants; sustainable home design 101 and Sustainable House Day
10.2b Investigate and implement additional marketing opportunities for the promotion of solar resources and incentives to increase community exposure	do	o	o	o	o	Additional advertising banners printed in 2019/20 - to be used as placeholders in community eco-signs. More material to be generated in 2020/21 once budget approved.	Pull-up banners printed and displayed in public areas of City facilities.	2021/22: Delivering information specific to strata/tenants and business, including print resources with relevant guidance.
10.3b Work with the Switch Your Thinking program to expand the range of solar incentives available to the City's community	check	o	o	o	o	At the City's request, the Switch Your Thinking program has added two more solar suppliers offering discounts to its panel	New solar supplier participated in Sustainability Pop-up Hub, offering no-up-front cost solar.	Continue to work with Switch Your Thinking to grow the range of suppliers offering discounts to the City's community.
10.4b Report on the City's installation of solar PV and the associated greenhouse gas and cost savings to motivate the uptake of solar PV by the community	check	o	o	o	o	Completion of solar Phase 1 installations used as an opportunity to promote solar to the community - range of media/communication activities.	Significant increase in solar uptake by the community in the 2020 calendar year, including a sporting club that installed it's own solar PV on a City-owned building.	Continue to market and promote the City's solar actions to the community and work with community sporting cubs and other leaseholders to install solar on more City-owned buildings.
10.5b Investigate and implement feasible mechanisms for providing ongoing funding to sustainability focussed community groups that have a proven track record of delivering actions in line with the City's Sustainable Environment Strategy	do		o	o		n/a	Capacity constraints have led to delays.	Commence action in 2021/22
Strategy 11: Advocate to both State and Federal government for higher building design standards for new builds and retrofits (all building types)								
Advocacy								
11.1 Identify best practice adopted in other States and internationally	do	o	o	o	o	Preliminary research.	Joined Green Building Council of Australia Local Government Round Table and helped to establish WALGA collaborative on environmentally sustainable design.	2021/22: Continue to work with existing partners and start engaging with Australian Institute of Architects around their Zero Carbon Development Industry roadmap.
11.2 Take advantage of opportunities to make submissions to State and Federal reviews into building standards to advocate for adoption of best practice	do	o	o	o	o	Australian Government energy efficiency survey completed: Department of Industry, Science, Energy and Resources - to better understand the role of Local Governments in supporting sustainability objectives for buildings (ref: D20/116392).	Completed interview and provided case study for review into National Construction Codes energy efficiency standards.	Continue to work with existing partners and seek new opportunities to engage state and federal governments on this matter.
11.3 Partner with other organisations when opportunities arise to strengthen advocacy efforts	do	o	o	o	o	The City is a member of the Green Building Council of Australia, which advocates strongly for higher building standards.	Joined Green Building Council of Australia Local Government Round Table and helped to establish WALGA collaborative on environmentally sustainable design.	2021/22: Continue to work with existing partners and start engaging with Australian Institute of Architects around their Zero Carbon Development Industry roadmap.
11.4 Proactively engage with relevant agencies to seek support for energy performance provisions within local, State and Federal policies and standards to drive continuous improvement in new developments	do	o	o	o	o	Ongoing - the City will seek WAPC approval the amended requirements in the Built Form Policy.	Completed interview and provided case study for review into National Construction Codes energy efficiency standards.	2021/22 and beyond: Use the united voice provided by WALGA's Sustainable Design Collaborative to provide an amplified voice to higher levels of government.
Strategy 12: Advocate to State Government to require increased energy performance standards in new developments								
Advocacy								
12.1 Take advantage of opportunities to advocate to State and Federal Governments – this may be in response to direct consultation or as part of proactive campaigns led by partner organisations such as the Western Australian Local Government Association or the Green Building Council of Australia	do	o	o	o	o	Australian Government energy efficiency survey completed: Department of Industry, Science, Energy and Resources - to better understand the role of Local Governments in supporting sustainability objectives for buildings (ref: D20/116392).	Completed interview and provided case study for review into National Construction Codes energy efficiency standards.	Continue to take advantage of opportunities to make submissions in response to state and federal government consultations. Work with existing partners and seek new partners to engage state and federal governments on this matter.
Strategy 13: Advocate to State Government and relevant government agencies in relation to energy sharing and renewable energy technologies								
Advocacy								
13.1 Proactively engage with the Western Australian Planning Commission to encourage increased energy performance standards in State Planning Policy and seek support for additional energy performance provisions within local planning policies to drive continuous improvement in new developments	do	o	o	o	o	Feedback provided to WAPC on effectiveness of Design WA policy.	Conversation ongoing with WAPC on the City's Built Form Policy provisions.	Continue to advocate wo WAPC for support of the City's current and future energy provisions.
13.2 Proactively engage with relevant government agencies to seek opportunities for the City and its community to be included in trials of innovative renewable energy technologies such as community solar battery storage and microgrids	do	o	o	o	o	City's officers participated in workshops and forums with Synergy and Western Power.	Ongoing as before.	Continue to monitor and advocate as opportunities arise - both as an individual local government and in partnership with others.
13.3 Advocate to State Government for the removal of regulatory barriers to peer-to-peer energy sharing and the facilitation of energy sharing technologies	check	o	o	o	o	Have received personal communication from both Synergy and Western Power advising that regulatory change is being planned for the WA energy sector	Ongoing as before.	Continue to monitor and advocate as opportunities arise - both as an individual local government and in partnership with others.
NEW Action: Source renewable energy for City-owned facilities to supplement on-site generation and to supply sites that are not suitable for on-site generation.	do	o	o	o	o	Early investigations revealed that partnership with other LGAs would be needed to source large-scale renewable energy from external sources at an affordable price. The City's officers contacted WALGA seeking leadership and coordination.	WALGA commenced investigations into a renewable energy group-purchase for LGAs. Business case presented to the City's executive and memorandum of Understanding signed with WALGA to participate in the procurement process.	2021/22: Renewable energy power purchase agreement to commence in April 2022 for contestable sites. 2022/23 and beyond: transition non-contestable sites and gas accounts to PPA.

City of Vincent Sustainable Environment Strategy - Implementation Plan 2019-2024

Key Opportunity Area: Transport

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 1: Support and encourage City employees to use public transport, active transport and car sharing								
Control								
1.1. Continue the staff Active Transport program	check	o	o	o	o	Impacted by COVID-19 as staff shifted to work from home and avoid public transport due to infection risk.	Elements of the program reintroduced. Focus on encouraging active rather than public transport.	Continue to deliver the program with guidance and support from Department of Transport.
1.2. Review and update the Vincent TravelSmart Workplace Plan with a view to creating new initiatives to encourage and grow the confidence of staff in using active/public transport	Plan			o		n/a	To commence this year.	Implement the reviewed program.
1.3. Investigate and consider offering staff Active Transport credits in lieu of free staff parking	do	o		o		Report drafted for EMC to consider. Proposal found to be not viable as long as Loftus Centre parking remains free.	On hold for this year due to COVID impacts.	To be considered as part of the Enterprise Bargaining Agreement (EBA) negotiations in 2021/22. If not addressed through the EBA, to be revisited as part of the City of Vincent Car Parking Strategy review (2021/22).
1.4. If feasible, implement a program offering staff Active Transport credits in lieu of free staff parking	plan			o		Dependant on action 1.3 above. Not progressed independently due to budget constraints.	Dependant on action 1.3 above. Not progressed independently due to budget constraints.	To be revisited as part of the City of Vincent Car Parking Strategy review in 2021/22.
Strategy 2: Support and encourage the community to increase use of public and active transport								
Control								
2.1.a Provide active transport accommodation at City-run events (e.g. temporary bike parking infrastructure)	do	o		o	o	Ongoing from previously.	No requirement for this in 2020/21 due to COVID impact on events.	To be reinstated for future events.
2.2.a Deliver bike lane along Florence/Carr/Strathcona/Golding streets	check		o			To be completed in 2020/21.	Completed.	Review, safety checks and activation events to follow in 2021/22.
2.3.a Implement train station access improvements as determined through consultation with the Perth Transport Authority and Department of Transport	do	o	o	o		Nominated works completed in 2019/20. Ongoing process with PTA.	Access Strategy for McIver and Claisebrook train stations substantively completed - yet to be published. City's share of work completed.	Access Strategy for McIver and Claisebrook train stations to be published by PTA in 2021/22.
NEW ACTION: Norfolk Safe Active Street - Stage 1: Feasibility and concept	plan			o			In planning phase. 50% of funding to be provided by Department of Transport.	
NEW ACTION: Comprehensive review and update of the City's Bike Network Plan	plan				o		In planning phase. 50% of funding to be provided by Department of Transport. To be aligned with current State Government network and the Accessible City Strategy.	
NEW ACTION: Summers Street to Claisebrook bicycle infrastructure project	plan				o		In planning phase. 50% of funding to be provided by Department of Transport. Options to be investigated: "protected cycle lanes" on each side of the street, or bidirectional path separated from motor vehicle traffic along one side of the street.	
Influence								
2.1.b Include active transport information in the promotion of City-run events	do	o		o	o	ongoing	Little requirement for this in 2020/21 due to COVID impact on events	Continue as appropriate.
2.2.b Investigate and implement if feasible mechanisms for providing ongoing funding to sustainability focussed community groups that have a proven track record of delivering actions in line with the City's Sustainable Environment Strategy	do		o	o		n/a	Capacity constraints have led to delays.	Commence action in 2021/22
Strategy 3: Reduce the use of petroleum-based fuels in the City's vehicle fleet via renewable alternatives and increased fuel efficiency								
Control								
3.1. Progressively transition the City's passenger vehicles fleet to fully electric or alternative technologies with zero tailpipe emissions as suitable vehicles become available	do	o	o	o	o	ongoing	At end of 2020/21 the majority of passenger fleet vehicles are hybrid or fully electric.	2021/22: All of passenger fleet vehicles to become hybrid or fully electric.
3.2. For work utility vehicles seek hybrid or zero emission alternatives before purchasing conventional combustion engine technology	do	o	o	o	o	ongoing	All work utility vehicles purchased since 2019 have been the most fuel efficient available on the market.	2021/22: Seek hybrid alternatives if available and opportunity for replacement arises.
3.3. For heavy vehicles purchase the highest fuel efficiency and lowest emission vehicles in their class to minimise both greenhouse gas and fuel particulates being emitted into the local environment; and take opportunities as they arise to trial renewable alternatives in collaboration with partner organisations such as vehicle manufacturers, the City's waste contractors and the Australian Renewable Energy Agency (ARENA)	do	o	o	o	o	ongoing	Hybrid truck purchased.	Continue to seek and purchase hybrid or zero emission trucks when due for replacement.
Strategy 4: Facilitate investment in electric vehicle (EV) charging infrastructure								
Control								
4.1.a Ensure the City's planning processes and property management framework are ready to handle applications for public EV charging stations	do		o	o		n/a	Initial approaches received from EV charging operators. Preparing for City's processes to be tested.	2021/22: Identify and initiate policy/process changes if required.
4.2.a Identify and engage with businesses seeking to invest in public electric vehicle charging infrastructure in the metropolitan area	do		o	o	o	n/a	Started conversation with Evie Networks and JOLT.	2021/22: Extend discussion to RACWA and the Electric Vehicle Council (EVC) office@evc.org.au
4.3.a Work with charge station providers to ensure any infrastructure they install is in appropriate locations	plan		o	o	o	n/a	Supported Evie Networks successful bid for ARENA funding for a charge network. Nominated several sites in Vincent that may be suitable charge station locations.	2021/22: Work with Evie Networks to shortlist sites and continue conversations with other potential operators.
4.4.a Identify and implement mechanisms to encourage developers to incorporate EV charging management systems in new developments	check	o	o	o	o	Built Form Policy requirements relating to energy performance for mixed use/commercial/multi-dwelling developments.	State Government Policy now also requires provision for EV charging in new development.	Further action may not be required - monitor the situation.
Advocacy								
4.1.b Collaborate with State Government on planning for public EV charging stations	plan			o	o	n/a	n/a	2021/22: Seek guidance from the relevant state agency on the recommended approach to EV charge networks.
Strategy 5: Facilitate the establishment of electric micro-transport in the city								
Control								
5.1.a Ensure transport planning by the City includes consideration of the impact of electric micro-transport	check		o	o	o	Included in the Accessible City Strategy adopted by Council.	Waiting for guidance from State Government on the regulation of emerging electric micro-transport options.	2021/22: Trial e-scooter for local work related travel by staff. 2022 onwards: Work within State Government regulation to partner with electric micro-transport scheme operators in line with the Accessible City Strategy.
Influence								
5.1.b Use the City's communication platforms to encourage the use of electric bikes and micro-transport (including the City's community Bike Library)	do	o	o	o	o	Promotion of e-bikes is ongoing. Electric micro-transport currently not legal - laws under review nationally. Promotion pending clarification of laws.	Promotion of e-bikes is ongoing. Electric micro-transport currently not legal - laws under review nationally. Promotion pending clarification of laws.	Status of electric micro transport TBC. 2021/22: Share the findings from staff e-scooter trial with the community to inform personal transport choices. Use this as an opportunity to educate about relevant regulations. 2022 onwards: Consider inclusion of electric micro-transport options in the City's Community Bike Library.

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 6: Develop, adopt and implement an Integrated Transport Plan to set the future course for mode share, car parking and the City's bike network								
Control								
6.1. Complete the City's ~~Integrated Transport Plan~~ Accessible City Strategy, including: setting targets around mode share shift; review and update of the City's Parking Strategy; and review and update of the City's Bike Network Plan to grow the bike network and increase connectivity within Vincent and across local government boundaries	do	o	o	o		Draft prepared and circulated to Council Members for comment (input provided). Shared with STAG in August 2020 and expected to go to Council in October to approve advertising. Funding applied for to update BNP in 2021/22.	Accessible City Strategy adopted by Council.	2021/22: Commence review of Bike Network Plan (pending required resourcing).
6.2. Review and amend the Sustainability Implications section of Council report templates to ensure that relevant information is captured and linked in a meaningful way to the outcomes of the City's Sustainable Environment Strategy	act	o	o	o	o	First amended in early 2020	Further modified in 2020/21: SES drop-down menu included in most Council report templates. Planning Reports have a standard statement referencing SES outcomes as ESD performance is discussed in detail in the body of the report as standard.	Continue to amend as required by Council to keep this section of Reports meaningful and informative.
Strategy 7: Encourage and support the transition to zero emission vehicles by the community								
Influence								
7.1. Use the adoption of hybrid and zero emission vehicles by the City as an opportunity to promote similar technologies to the community	do	o	o	o	o	Adoption of zero emission vehicles promoted to the community via a range of media channels. Prominent skins applied to vehicles.	Adoption of hybrid truck also promoted and prominent skin applied.	Continue promotional activities as the proportion of hybrid and zero emission vehicles grows.
7.2. Include resource links on the City's website to educate and encourage the community to shift to EVs and to install charging stations at home (include information about safety considerations for home charging)	plan			o	o	n/a	n/a	2021/22: Seek content from EV Association to share with community.
7.3. Promote the air quality benefits of zero-emission vehicles to the community	plan			o	o	n/a	n/a	2021/22: Seek content from EV Association/RACWA to share with community.
4. Offer free parking for zero emission vehicles in the City's car parks for the term of this Strategy (to 2024)	plan	o	o	o	o	No progress - lack of clarity of about mechanism/s for implementing this across the paid parking system.	No progress - limited staff capacity to research mechanisms this year.	2021/22: Research approaches to determine is feasible and plan for implementation. 2022/23: If feasible, start implementation accompanied by marketing campaign.
Strategy 8: Work with the State Government to improve public transport services in Vincent								
Advocacy								
8.1. Continue to work with the Perth Transport Authority to improve existing bus stops/shelters	do	o	o	o	o	A number of shelters installed in 2019/20. Program Ongoing.	Two additional shelters installed in 2020/21. Upgrade of existing shelters is ongoing.	TBC pending 2021/22 Budget.
8.2. Work with the State Government to expand public transport services in Vincent for improved connectivity	do	o	o	o	o	Ongoing. No. 60 bus rerouted in 2019/20.	Advocacy remains ongoing, particularly for east-west connectivity as identified in Accessible City Strategy.	TBC
8.3. Work with the State Government to encourage the use of public transport – specifically work with the Department of Transport to deliver and coordinate the roll-out of the Your Move program in Vincent	do	o	o	o	o	Ongoing	Your Move group meets 4 times per year. Promotion to community is underway and ongoing.	Your Move group meets 4 times per year. Promotion to community is underway and ongoing.
8.4. If the trial of reduced speed zones is successful, advocate to the State Government for additional reduced speed zones in Vincent	do	o	o	o	o	Trial ongoing -- due to finish April 2021.	Trial completed May 2021. Preliminary report showed slight reduction in average speed.	Current 40k zone proposed to be extended to area encompassing new mini-roundabouts in 2021/22. Trial to be extended for 3 years as part of this. Accessible City Strategy has a target of 40k speed zones in all residential areas by 2023.
Strategy 9: Advocate to State Government for the promotion of electric vehicle charging and management infrastructure in new developments								
Advocacy								
1. Advocate to State Government for building regulations relating to electric vehicle charging infrastructure in multi-dwelling developments	act	o	o	o	o	Ongoing	State Government Policy now also requires provision for EV charging in new development.	Further action may not be required - monitor the situation.
2. Advocate to State Government to empower local government to require the inclusion of electric vehicle charging infrastructure in new developments	act	o	o	o	o	Ongoing	Given the above outcome, further action may not be required.	Monitor the situation.
3. Advocate to State Government on issues and opportunities identified in the City's Integrated Transport Plan	do		o	o	o	Ongoing	Ongoing	Ongoing

City of Vincent Sustainable Environment Strategy - Implementation Plan 2019-2024

Key Opportunity Area: Water

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 1: Increase water use efficiency in City-owned buildings by upgrading water-using fittings and fixtures and embedding water efficient behaviours within operations								
control								
1.1. Install water sub-meters at City-owned facilities that have multiple tenancies or are large complex sites.	do		o	o		n/a	Preparatory plumbing work completed at Admin/Loftus Centre complex to enable separate monitoring of water lines supplying the four separate facilities.	2021/22: Install sub-meters.
NEW ACTION: Install real-time water monitoring to facilities in action 1.1	plan		o	o		n/a	Pending work described above.	2021/22: Install real-time monitoring data loggers.
1.2. Install real-time water monitoring at facilities with high water use and where leaks are difficult to detect	plan		o	o		n/a	Initial investigations including quotes being sought for installation work and ongoing monitoring.	2021/22: Complete procurement, start installations and commence monitoring. Start with Admin/Loftus complex and consider other sites as part of the new Waterwise Council Action Plan to be completed in 2021/22.
1.3. Develop, adopt and implement a new Water Efficiency Action Plan in accordance with the Waterwise Councils Program	do		o	o		n/a	Planned for 2020/21 but deferred to 2021/22 - Water Corporation-led process, with new template made available in 2021.	2021/22: Develop and submit new Waterwise Council Action Plan to Water Corporation by October 2021.
1.4. Continue to install the most water efficient fixtures available in facility upgrades/retrofits	do	o	o	o	o	Ongoing		
1.5. Track month-to-month water bills and follow up anomalies with responsible officers	do	o	o	o	o	Awaiting allocation of staff resources requested in Sustainability & Innovation service review	Staff allocated late 2020/21 - work has commenced on mapping and auditing energy accounts, water accounts to commence in 2021/22.	2021/22: Engage with site staff to better understand and manage scheme water use. 2022/23: Embed scheme water management processes in daily tasks of site staff.
1.6. Make water efficient operation of facilities a priority for staff with sign-off authority for water bills at City managed facilities – prepare and implement a process to facilitate this	plan	o	o	o	o	Allocation of staff resources requested in Sustainability & Innovation service review	Contingent on actions above.	Contingent on successful completion of actions above.
1.7. Investigate and implement (if feasible) mechanisms to assist leaseholders to retrofit water saving/harvesting technologies in City-owned buildings	plan			o	o	n/a	n/a	2021/22: Actions to be guided by Water Corporation advice and the new Waterwise Action Plan to be completed in 2021/22.
Strategy 2: Increase groundwater use efficiency in the City's irrigation areas and work with the Department of Water and environmental Regulation to prepare for further reductions in groundwater allocation								
control								
2.1. Develop, adopt and implement a new Water Efficiency Action Plan in accordance with the Waterwise Councils Program	do		o	o		n/a	Planned for 2020/21 but deferred to 2021/22 - Water Corporation-led process, with new template made available in 2021.	2021/22: Develop and submit new Waterwise Council Action Plan to Water Corporation by October 2021.
2.2. Review the irrigation requirements of the City's reserves based on the Public Open Space Hierarchy	check		o			Completed 2020/21	n/a	n/a
2.3. Complete implementation of the City's centralised irrigation control system; identify and implement ways to optimise performance.	check		o	o	o	Commenced.	Completed - ways to optimise system identified and being implemented ongoing.	Continue to implement irrigation upgrades to optimise system.
2.4. Ensure irrigation and park maintenance crews are correctly trained to operationalise water efficient irrigation practices	check		o	o	o	Ongoing - key staff are trained and information sessions provided regularly to general parks staff.	Ongoing - key staff are trained and information sessions provided regularly to general parks staff.	Continue to take advantage of special training offered intermittently by Water Corporation as part of Waterwise Council program.
2.5. Maintain the rate of eco-zoning at 4,000m^2 per year	do		o	o	o	Ongoing and meeting annual target		
2.6. Complete further analysis of high water-use reserves specifically to identify further water saving opportunities (including landscaping treatments and changes to hydro-zoning)	check		o			n/a	Completed 2020/21	Implement treatments.
Strategy 3: Identify and utilise alternative (fit-for purpose) water sources, in partnership with relevant government agencies where appropriate								
control								
3.1. Continue to engage with Water Corporation to keep abreast of opportunities to access alternative fit-for-purpose water sources for irrigation	do	o	o	o	o	Relevant staff attended Waterwise Council forums to inform future projects.	Administration sought advice from Water Corporation and Department of Water about alternative water sources and related opportunities and completed a water sensitive urban design review of the City's strategies, policies and plans.	Continue to engage and seek opportunities with relevant agencies.
3.2. Undertake a greywater feasibility study at City-owned facilities with a view to offsetting scheme water use for irrigation of amenity plantings (consider lessons learnt by other organisations, cost of health approvals, management plans and ongoing monitoring and maintenance)	plan	o	o	o	o	Quote obtained for feasibility study.	No progressed due to staff and budget constraints.	2022/23: Further action to be informed by the Waterwise action plan developed in 2021/22.

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 4: Implement the Action Plan* developed at the City's 2018 Water Sensitive Cities Index benchmarking workshop								
Control								
4.1.a *Action 6:* Explore options for increased use of recycled water and other fit-for-purpose water supplies	do	o	o	o	o	Ongoing engagement with Water Corporation; quote obtained for greywater feasibility study	Administration sought advice from Water Corporation and Department of Water about alternative water sources and related opportunities and completed a water sensitive urban design review of the City's strategies, policies and plans.	Continue to engage and seek opportunities with relevant agencies.
4.2.a *Action 8:* Improve the City's collaboration with New WAter Ways to build water sensitive urban design capacity within the City	do			o	o	Ongoing engagement with Water Sensitive Transition Network	Completed a water sensitive urban design review of the City's strategies, policies and plans.	2021/22 and beyond: Implement recommendations of the water sensitive urban design review.
4.3.a Repeat benchmarking of the City against the Water Sensitive Cities Index in 2023/24 to measure progress toward targets	plan				o	planned for 2023/24		2022/23: Prepare to repeat indexing exercise. 2023/24: Complete indexing and update related actin plan.
Influence								
4.1.b *Action 2:* Promote responsible domestic bore (groundwater) use with guidance from the department of Water and environmental Regulation and Water Corporation	plan			o	o	Ongoing engagement and participation in the Water Sensitive Transition Network (WSTN) for Perth	No community education material available for promoting to the community at this time - to be informed by Plan Currently being developed by the WSTN.	2021/22 onwards: Seek to obtain and promote bore water guidance to community.
Strategy 5: Develop and adopt a Water Sensitive Urban Design (WSUD) Plan aligned with the Vision and Transition Strategy for Greater Perth: Capture, use and infiltrate environmental water to benefit environment and community; make use of alternative water sources; and better integrate water into green spaces								
Control								
5.1. Complete Brisbane Street car park upgrade – if feasible implement permeable carpark technology to increase stormwater infiltration into the local groundwater system	act	o				completed	n/a	
5.2. Review and update the City's Asset Management Plan for Transport Assets, addressing the following:	do					Draft completed in 2019/20. Finalisation and adoption pending adoption of the Asset Sustainability Strategy.	On hold pending adoption of Asset Sustainability Strategy and WSUD review.	2021/22: Complete and adopt Plan, informed by Adopted Asset Sustainability Strategy and WSUD review completed in 2020/21.
i. Future road and car park upgrades designed to divert stormwater to passively irrigate trees and garden beds;								
ii. Disconnection from centralised drainage systems where possible;								
iii. Biofiltration systems included in upgrade works to increase local infiltration into the groundwater system and improve the quality of receiving waters (by removing nutrients, hydrocarbons, organic carbon and pesticides); and								
iv. Replacement of hardstand where possible, to be replaced by permeable surfaces (preferably planted).		o	o	o				
5.3. Continue to trial and adopt new forms of weed control to reduce the City's use of chemical herbicides (to protect receiving waters)	do	o	o	o	o	Ongoing - steam and contact herbicides being trialled.	Ongoing - steam and contact herbicides being trialled. Hand digging weeds where appropriate.	Continue to trial non-toxic alternatives.
Strategy 6: Facilitate WSUD in private development								
Control								
6.1. Investigate and implement mechanisms to encourage WSUD in private development	do	o	o	o	o	Ongoing - water efficiency / landscaping requirements in Built Form Policy.	WSUD review completed to further inform policy and action.	2021/22 onwards: Implement recommendations of the WSUD review.
6.2. Provide ongoing training to the City's Planning Officers relating to environmentally sustainable design	do	o	o	o	o	Sustainability officers work one-on-one with Planning Officers to assist with assessment of Development Applications and provide group updates/information sessions as appropriate	Sustainability officers provided briefings to Planning Officers to assist with implementation of new requirements for single and grouped dwellings.	2021/2022: Community/industry education campaign to promote the benefits of environmentally sustainable design - to be rolled out in collaboration with the Planning team.
6.3. Follow the outcomes of greywater trials for green roofs and walls and consider introducing planning requirements for the inclusion of such green infrastructure in new developments	plan	o	o	o	o	Limited information available to date.	Evidence appears to be growing but insufficient material/confidence in methods to promote at this time.	Continue to monitor for developments in this area.
6.4. Review and amend the Sustainability Implications section of Council report templates to ensure that relevant information is captured and linked in a meaningful way to the outcomes of the City's Sustainable Environment Strategy	act	o	o	o	o	First amended in early 2020	Further modified in 2020/21: SES drop-down menu included in most Council report templates. Planning Reports have a standard statement referencing SES outcomes as ESD performance is discussed in detail in the body of the report as standard.	Continue to amend as required by Council to keep this section of Reports meaningful and informative.
Strategy 7: Expand the City's Adopt a Verge program to further reduce community water use on verges and actively promote the program to encourage continued participation								
Influence								
7.1. Consider expanding the Adopt a Verge program by 50% and implementing a marketing campaign to encourage increased community participation in the Adopt a Verge program	act	o				Completed 2019/20.		
7.2. At the time of the next Greening Plan review (2023) also review the Adopt a Verge program and its ongoing resource requirements	plan				o	n/a	n/a	2022/23: Review the program and its ongoing requirements.

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Objective 8: Encourage and assist residents and businesses to understand, apply for and install on-lot rain water and greywater systems								
Influence								
8.1. Use the City's website and social media to share up-to-date information about rainwater and greywater system suitability, installation, use and maintenance	do		o	o	o	n/a	Prepared greywater fact sheet and updated website.	2021/22: Consider waiving application fees for greywater systems to encourage increased uptake.
8.2. Share with the community lessons learned from the City's feasibility study (and potential implementation) of greywater systems	plan				o	n/a	n/a	Pending completion of feasibility study.
8.3. Deliver workshops and events including information and advice on rainwater and greywater	do	o	o	o	o	Ongoing - some activities deferred due to COVID-19	Included in Sustainability Pop-up Hub	2021/22: Consider separate greywater/rainwater information session for community.
8.4. Undertake a survey to determine the extent/success of greywater use in households where greywater systems have previously been installed	plan				o	n/a	n/a	2022/23: Collate contact list of previous installations and contact property owners/residents.
Strategy 9: Increase community water literacy, including the understanding of water efficiency, the local water cycle and connection to and ownership of local wetlands								
Influence								
9.1. Use the City's website and social media to share water-related information and resources produced by the City and third parties such as Water Corporation, Switch Your Thinking and River Guardians	do	o	o	o	o	Ongoing	Ongoing	Continue to share relevant information as it becomes available.
9.2. Continue to seek opportunities to collaborate and partner with industry to deliver events and educational materials to the community	do	o	o	o	o	Ongoing - some activities deferred due to COVID-19	Included in Sustainability Pop-up Hub	2021/22: Consider separate greywater/rainwater information session for community.
9.3. Measure and report on the effectiveness/impact of events and educational materials to guide future decisions about investment in different forms of community education/engagement	do	o	o	o	o	Events delivered as planned in 2019. 2020 events disrupted by COVID-19 pandemic control measures.	Assessment of community engagement with the Pop-up Hub model has led to re-thinking how we deliver community information events.	2021/22: Trial delivering the components of the Sustainability Pop-up Hub as a series of individual events targeting specific groups within the community.
9.4. Use signage at local wetlands to communicate their value and vulnerability to contaminants, pollutants and other human impacts (to be deployed in alignment with the Public Open Space Signage Strategy)	plan			o	o	n/a	n/a	Work with teams responsible for projects related to wetlands to inform and deploy signage.
9.5. Investigate and implement if feasible stormwater drain marking to raise awareness of the impact of pollutants on receiving environments (consider delivering this in collaboration with the community – City to supply materials and traffic control)	plan			o	o	n/a	n/a	2021/22: Commence investigation.
9.6. Investigate and implement if feasible mechanisms for providing ongoing funding to sustainability focussed community groups that have a proven track record of delivering actions in line with the City's Sustainable Environment Strategy	do		o	o		n/a	Capacity constraints have led to delays.	Commence action in 2021/22
Strategy 10: Advocate to both State and Federal Government for higher building design standards for new builds and retrofits (all building types)								
Advocacy								
10.1. Take advantage of opportunities to advocate to State and Federal Governments – this may be in response to direct consultation or as part of proactive campaigns led by partner organisations such as the Western Australian Local Government Association or the Green Building Council of Australia	do					Ongoing – both direct and indirect engagement (government surveys, advocacy partnerships etc.)	Ongoing - primarily through membership and participation in Water Sensitive Transition Network (WSTN) for Perth	Continue to seek opportunities for advocacy.
Strategy 11: Advocate to State Government to require increased water performance standards in new developments and to facilitate greywater use								
Advocacy								
11.1. Proactively engage with the Western Australian Planning Commission to encourage increased water performance standards in State Planning Policy and seek support for additional water performance provisions within local planning policies to drive continuous improvement in new developments	do	o	o	o	o	Feedback provided to WAPC on effectiveness of Design WA policy.	Conversation ongoing with WAPC on the City's Built Form Policy provisions.	Continue to advocate wo WAPC for support of the City's current and future water provisions.
11.2. Consider advocating to the State Government for the relaxation of greywater regulations that currently limit uptake (determined if current regulations are unnecessarily restrictive in the local context)	plan			o	o	n/a	n/a	Commence action in 2021/22

City of Vincent Sustainable Environment Strategy - Implementation Plan 2019-2024

Key Opportunity Area: Waste

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 1: Implement sustainable procurement practices to minimise waste generation within the City's operations								
Control								
1.1. Complete replacement of all vinyl roadside banners used by the City (via display frame installations)	do	o				Completed - with the installation of 6 permanent frames to hold recyclable eco-signs.	n/a	Consider installation of further permanent frames if required.
1.2. Replace the use of pole-mounted single-use vinyl banners with recyclable pressed cardboard signs (install pole-mounted frame structures to hold cardboard signs)	plan		o	o	o	Early investigations indicate significant infrastructure cost.	On hold pending budget.	2021/22: Seek to progress via updated costing/installation options and listing on draft Budget. Consider staged approach.
1.3. Prohibit the use of single-use vinyl roadside banners by the community (provide community access to the City's permanent frames for displaying recyclable signs)	check	o	o	o	o	Access provided to eco signs for community events	Completed	
Strategy 2: Maximise diversion of waste from landfill through existing waste collection processes								
NEW ACTION: Trial separate collection stream for dog waste from parks to enable diversion to composting	act		o	o	o	Early investigation revealed potential candidate bin but required modification.	Trial of modified prototype Doggies Dunnies completed. Reduced contamination of dog waste but bin needed further design changes to make it suitable for wider implementation.	2021/22: Seek opportunity to trial further modified bins to facilitated transition to composting of all dog waste disposed of in COV reserves.
Strategy 3: Implement the City's Waste Strategy 2018 – 2023* (Projects 1-10)								
Control								
3.1.a Actions to increase recovery of organic waste (to be guided by outcomes of *Project 1 in the City's Waste Strategy: Recovery of Organic Material Food and Green Options Appraisal (Give consideration to the greenhouse gas emissions resulting from organic material recovery and processing options)*	plan	o	o	o	o	FOGO: Project delayed due to COVID-19, council decision in March 2020 to postpone roll-out to October 2021.	FOGO education campaign is now underway. Assessment of all multi-unit developments (450+ properties) in preparation for FOGO rollout completed)	FOGO education campaign to be rolled out in 2020/21. FOGO collection to commence in 2021/22. FOGO evaluation planned for 2022/23.
3.2.a Actions to increase resource recovery from bulk hard waste (to be guided by outcomes of *Project 2 in the City's Waste Strategy: Bulk Hard Waste (junk) Service Options Appraisal)*	plan	o	o	o	o	Initial modelling and detailed options report presented to Council. Community Engagement Panel Session held.	18 Months On-demand service trial with WMRC (Verge Valet) agreed, service to commence from January 2022.	2020/21: Community Perception Survey and Report to Council to approve next steps. Jan 2022: Verge Valet Vincent trial to commence.
3.3.a *Project 5: Research Alternative Waste Treatment Options* – Find alternatives to landfill in line with the waste hierarchy	plan		o	o	o	Early planning phase	early planning phase	2021/22: Complete Project Plan/timeline and research available options. 2021/22: Liaise with external Stakeholders and undertake site visits. 2021/22: Prepare outcome report for Council.
3.4.a *Project 7: Develop Business Systems for Waste Services for Accurate Records and Reporting* – Improve business systems to deliver higher level customer service and service efficiency	do	o	o	o	o	Existing data assessed, site audits completed, waste categories/waste services workflows established along with collaborative Project Control Group (PCG). The following actions were delayed due to COVID-19: Test release and change management activities planned for May and October 2020.	Waste Register Updated, CRM system implemented	2020/21: Ensure business system availability ahead of major project implementation (FOGO and discontinuation of Commercial Waste Services)
3.5.a Actions to ensure the best service provision to businesses and provide transparency around waste collection costs to be guided by the outcomes of *Project 8: Commercial Waste Collections Options Appraisal*	check	o	o	o		Council decision adopted in-principle.	Report and business case presented to Council and commercial service changes approved in September 2020. Bin retrieval to commence in July 2021.	2020/21: Commercial services bin retrieval to be completed.
3.6.a Actions to create a transparent charging mechanism that will incentivise residents to minimise waste to landfill will be guided by the outcomes of *Project 9: Separate Waste Charge Options Appraisal*	plan			o		On hold.	n/a	Review scheduled to commence after discontinuation of commercial waste service (July 2021).
Influence								
3.1.b *Project 6: Waste and Recycling Education, Awareness and Promotional Programs* – Identify barriers, improve awareness and provide solutions to drive community behaviour higher up the waste hierarchy (maximise waste avoidance and recovery)	do		o	o	o	Ongoing education campaigns including workshops and Eco-Christmas promotion.	Ongoing education campaigns including waste reduction workshops, subsidised cloth nappy program and rollout of FOGO campaign.	Ongoing, with additional programs and education campaigns being developed to align with other projects in the Waste Strategy.
Advocacy								
3.1.c *Project 4: Regional and Cross Boundary Collaborative Partnership* – Identify solutions to shared issues (cross-boundary); Explore economies of scale; Develop consistent approach to waste on a regional level	do		o	o	o	Ongoing collaboration with City of Perth, City of Stirling, WALGA and Mindarie Regional Council.	Participated in working group - FOGO in MUDs	Ongoing collaboration with City of Perth, City of Stirling, WALGA and Mindarie Regional Council.
3.2.c *Project 10: Advocacy and Lobbying for Change to State and Federal Waste Legislation and Policy* – Advocate for change in waste management legislation and policy at State and Federal levels to enable, encourage or mandate new/alternative approaches to waste production, manufacturing, management and disposal	do		o	o	o	Ongoing - the Waste team regular reviews WALGA notifications to ensure participation in all relevant reviews and submissions.	Ongoing - the Waste team regular reviews WALGA notifications to ensure participation in all relevant reviews and submissions.	Continue ongoing actions.
Strategy 4: Investigate and implement mechanisms to ensure that developments demonstrate best practice in reducing waste associated with construction and maintenance								
Control								
4.1. Provide ongoing training to the City's Planning Officers relating to environmentally sustainable design	do	o	o	o	o	Sustainability officers work one-on-one with Planning Officers to assist with assessment of Development Applications and provide group updates/information sessions as appropriate	Sustainability officers provided briefings to Planning Officers to assist with implementation of new requirements for single and grouped dwellings.	2021/2022: Community/industry education campaign to promote the benefits of environmentally sustainable design - to be rolled out in collaboration with the Planning team.
4.2. Review and amend the Sustainability Implications section of Council report templates to ensure that relevant information is captured and linked in a meaningful way to the outcomes of the City's Sustainable Environment Strategy	act	o	o	o	o	First amended in early 2020	Further modified in 2020/21: SES drop-down menu included in most Council report templates. Planning Reports have a standard statement referencing SES outcomes as ESD performance is discussed in detail in the body of the report as standard.	Continue to amend as required by Council to keep this section of Reports meaningful and informative.
Strategy 5: Provide feedback to the community about its waste impacts and support community waste projects that benefit the environment								
Influence								
5.1. Continue to support community groups to set up local projects that reduce waste generation and increase waste diversion	check	o	o	o	o	Continued support for community composting hub and start of conversation about a potential community Tool Library.	Tools'nThings Tool Library established at Litis Stadium with the support of the City.	Continue to support community groups to take related actions.
5.2. In community education material include information about: i. The amount of greenhouse gas emissions produced by the average Vincent household through its waste; ii. Waste tonnages collected by the City (to help residents understand the volumes of waste landfilled and recycled)	plan			o	o	n/a	n/a	Commence in 2021/22
5.3. Investigate and implement if feasible mechanisms for providing ongoing funding to sustainability focussed community groups that have a proven track record of delivering actions in line with the City's Sustainable Environment Strategy	do		o	o		n/a	Capacity constraints have led to delays.	Commence action in 2021/22

City of Vincent Sustainable Environment Strategy - Implementation Plan 2019-2024

Key Opportunity Area: Greening

OBJECTIVE/ACTION	CURRENT STATUS	19/20	20/21	21/22	22/23	2019/20 COMMENTARY	2020/21 COMMENTARY	ACTIONS PLANNED FOR FUTURE YEARS
Strategy 1: Implement the City's Greening Plan 2018 – 2023								
Control								
1.1 *Objective 1: Increase Canopy Cover on Public Land*								
- Plant more trees than are lost or removed	act	o	o	o	o	Achieved for this year.	Achieved for this year.	
- Complete 1.5 kilometres of additional greenway planting per year	act	o	o	o	o	Achieved for this year.	Believed to be achieved. To be confirmed in upcoming Report to Council on progress toward Sustainable Environment Strategy targets.	2021/22: Report on progress toward targets in November 2021. Continue actions to meet 1.5km per year greenway target.
- Select trees to maximise overall canopy cover for each planting area	act	o	o	o	o	Completed	Completed	Continue action to maximise canopy cover.
- Implement quality pruning & management techniques to maximise the canopy of each individual tree	act	o	o	o	o	Completed	Established practice - ongoing. Pruning is kept to the minimum required to facilitate maximum canopy growth.	Continue action to maximise canopy cover.
1.2 *Objective 2: Enhance Habitat and Promote Biodiversity*								
- Identify existing areas of biodiversity value	check			o		Completed - in partnership with Curtin University student project. Recommendations received by the City.	Outcomes of this work to inform future planting and eco-zoning.	
- Preserve, enhance and expand existing areas of biodiversity value through supplementary planting	do	o	o	o	o	Ongoing biodiversity planting in prioritised areas.	Ongoing biodiversity planting in prioritised areas.	Ongoing biodiversity planting in prioritised areas.
- Connect existing areas of biodiversity value through additional planting of biodiversity linkages across the City	do			o	o	Continued biodiversity planting in prioritised areas.	Continued biodiversity planting in prioritised areas.	Continue action to maximise linkages.
- Prioritise the preservation & improvement of native habitat and biodiversity in all greening activities	check		o	o	o	Ongoing	Ongoing	Continue action to maximise canopy cover.
1.3 *Objective 3: Greening the Town Centre*								
- Select trees and amenity plantings based on the functional needs of each Town Centre and in consultation with relevant stakeholders	check	o	o	o	o	Ongoing - aided by tree selection tool.	Ongoing - aided by tree selection tool.	Continue action to maximise canopy cover.
- Develop a program of tree planting in City-managed open-air car parks to achieve 60% tree canopy cover in accordance with the City's Built Form Policy	do	o	o	o	o	Completed.	Program implementation ongoing.	Continue action to maximise canopy cover.
1.4 *Objective 4: Greening Private Land and New Development*								
- Use available planning instruments to mandate and incentivise the retention or reinstatement of vegetation	check					Ongoing - planning policy now in place and being implemented.	Ongoing - planning policy now in place and being implemented.	Continue action to maximise canopy cover.
- Investigate incentives for encouraging tree retention by property owners outside the development approval process	plan	o	o	o	o	Delayed due to staff capacity constraints.	Investigations under way - options appear limited.	2021/22: Continue investigations and propose approaches to action.
- Review the Built Form Policy canopy requirements to determine if the current canopy requirements are sufficient to achieve the identified target of 12% in the private domain	plan	o	o	o	o	Delayed due to staff capacity constraints.	Review under way.	2021/22: Complete review and recommend changes if appropriate.
- Provide ongoing training to the City's Planning Officers relating to environmentally sustainable design	do	o	o	o	o	Sustainability officers work one-on-one with Planning Officers to assist with assessment of Development Applications and provide group updates/information sessions as appropriate	Sustainability officers provided briefings to Planning Officers to assist with implementation of new requirements for single and grouped dwellings.	2021/2022: Community/industry education campaign to promote the benefits of environmentally sustainable design - to be rolled out in collaboration with the Planning team.
- Review and amend the Sustainability Implications section of Council report templates to ensure that relevant information is captured and linked in a meaningful way to the outcomes of the City's Sustainable Environment Strategy	act	o	o	o	o	First amended in early 2020	Further modified in 2020/21: SES drop-down menu included in most Council report templates. Planning Reports have a standard statement referencing SES outcomes as ESD performance is discussed in detail in the body of the report as standard.	Continue to amend as required by Council to keep this section of Reports meaningful and informative.
1.5 *Objective 5: Greening the Community*								
- Invite community input and participation in City driven greening initiatives	do	o	o	o	o	Ongoing. Consultation on street tree plantings and community invitation to participate in eco-zoning.	Ongoing. Consultation on street tree plantings and community invitation to participate in eco-zoning.	Continue action to keep community engaged and supportive of greening activities.
- Invite the community to nominate greening projects and initiatives to be delivered by the City	check	o	o	o	o	Previously done via Environmental Advisory Group and community budget submissions - this needs to be reviewed.	Now done via Sustainability and Transport Advisory Group. Community budget submissions on hold.	Continue current action and consider additional actions to advance this objective.
Influence								
1.2 *Objective 3: Greening the Town Centres*								
- Proactively engage with and provide technical advice to stakeholders involved in greening activities	act	o	o	o	o	Ongoing - primarily through advice provided to planning Applicants but could reach out to more residents with more staff resources.	Ongoing - primarily through advice provided to planning Applicants but could reach out to more residents with more staff resources.	2022/23: At next greening plan review consider increasing staff resources to provide more detailed advise to community and business.
1.3 *Objective 4: Greening Private Land and New Development*								
- Educate the community on the benefits of trees and soft landscaping	check	o	o	o	o	Ongoing - This is being done in a passive/reactive way. Could be more proactive with more staff resources (e.g. developing more educational materials and actively seeking out and engaging with community members).	Ongoing - This is being done in a passive/reactive way. Could be more proactive with more staff resources (e.g. developing more educational materials and actively seeking out and engaging with community members).	2022/23: At next greening plan review consider increasing staff resources for education and engagement.
- Support and advise residents in choosing appropriate tree and landscaping species	check	o	o	o	o	Ongoing - This is being done in a passive/reactive way. Could be more proactive with more staff resources.	Ongoing - This is being done in a passive/reactive way. Could be more proactive with more staff resources.	2022/23: At next greening plan review consider increasing staff resources for education and engagement.
- Engage and educate developers on the value of trees and soft landscaping to developments	check	o	o	o	o	Ongoing - primarily through advice provided to planning Applicants but could reach out to more residents with more staff resources.	Ongoing - primarily through advice provided to planning Applicants but could reach out to more residents with more staff resources.	2022/23: At next greening plan review consider increasing staff resources to provide more detailed advise to community and business.
- Advise developers in choosing appropriate tree and landscaping species	do	o	o	o	o	Ongoing - done by referral to Parks team	Ongoing - done by referral to Parks team	Continue action to maximise canopy cover.
1.5 *Objective 5: Greening the Community*								
- Provide effective communication, education and networking opportunities centred on urban greening	check	o	o	o	o	Ongoing - delivered via Parks events (Native Plant Sale and National Tree Day/Eco-zoning plantings).	Ongoing - delivered via Parks events (Native Plant Sale and National Tree Day/Eco-zoning plantings).	2022/23: At next greening plan review consider increasing staff resources for education, engagement and greening events.
- Support the community to deliver greening projects and initiatives through financial and in-kind Support from the City	check	o	o	o	o	Ongoing - delivered via Environmental Grants and collaboration with Claise Brook Catchment Group.	Ongoing - delivered via Environmental Grants and collaboration with Claise Brook Catchment Group.	Continue action to maximise canopy cover.
- Investigate opportunities to create further free community mulch piles and implement where possible	act	o				Completed. Existing mulch hub appears to be meeting the community's needs. Limited suitable sites outside this location.		May be revisited if demonstrated need for additional mulch stations.
- Place informative signage in eco-zoned areas to educate and encourage residents to undertake similar plantings on their properties and verges – to be aligned with the Public Open Space signage Strategy	plan			o	o	n/a	n/a	Work with relevant teams develop and deploy appropriate signage.
Advocacy								
1.1.c *Objective 4: Greening Private Land and New Development*								
- Advocate for changes to State planning legislation and policy to facilitate protection of both trees on privately owned land and their owners against tree-related liability	do	o	o	o	o	Feedback provided to WAPC on effectiveness current state planning policy, which favours tree planting in greenfields sites but offers little protection to trees in built up areas.	Conversation ongoing with WAPC on the City's Built Form Policy provisions.	Continue to advocate to WAPC greater tree protections in planning policy.
Strategy 2: Implement the Action Plan developed at the City's 2018 Water Sensitive Cities Index benchmarking workshop to further support the growth of the City's tree canopy and improve connection between Vincent's "green" and "blue" assets**								
Control								
2.1a *Action 1:* Prioritise local streets that connect neighbourhoods to bodies of water for biodiversity plantings to improve the walkability to nearby lakes and to the river. Include this as a Greening Plan action at the next review	do	o	o	o	o	Ongoing biodiversity planting in prioritised areas.	Ongoing biodiversity planting in prioritised areas.	2022/23: At next greening plan review consider including tuis prioritisation.
Influence								
2.1.b *Action 1:* Continue and expand the Adopt a Verge program to incentivise and assist residents to create native verge gardens that contribute links to the chain of "biodiversity islands" being established by the City to connect green and blue spaces. Include this as a Greening Plan action at the next review.	check	o				Completed - Adopt a Verge expanded, but not in a targeted way to address green-blue linkages.	n/a	2022/23: At next greening plan review consider targeting green-blue linkages specifically through Adopt a Verge.
Advocacy								
2.1.c *Action 3:* Continue to advocate for changes to State legislation to facilitate tree protection by local government	do	o	o	o	o	Feedback provided to WAPC on effectiveness current state planning policy, which favours tree planting in greenfields sites but offers little protection to trees in built up areas.	Conversation ongoing with WAPC on the City's Built Form Policy provisions.	Continue to advocate to WAPC greater tree protections in planning policy.

12.3 INFORMATION BULLETIN

Attachments:

1. **Minutes Children and Young Peoples Advisory Group (CYPAG) 4 August 2021**
2. **Minutes Reconciliation Action Plan Working Group (RAPWG) 30 August 2021**
3. **Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 16 September 2021**
4. **Statistics for Development Services Applications as at September 2021**
5. **Register of Legal Action and Prosecutions Monthly - Confidential**
6. **Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 23 September 2021**
7. **Register of Applications Referred to the MetroWest Development Assessment Panel - Current**
8. **Register of Applications Referred to the Design Review Panel - Current**
9. **Register of Petitions - Progress Report - September 2021**
10. **Register of Notices of Motion - Progress Report - September 2021**
11. **Register of Reports to be Actioned - Progress Report - September 2021**
12. **Unconfirmed Minutes of the Arts Advisory Group Meeting 15 September 2021**

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated October 2021.

MINUTES

CITY OF VINCENT

CHILDREN AND YOUNG PEOPLE ADVISORY GROUP

Wednesday 4 August 2021 at 6pm

Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
Cr Alex Castle (Chairperson)
Cr Sally Smith (Cr Smith)

Community Representatives
Suzanne Lawrence (SL)
Laura Dunlop – o/b David Reid (LD)
Abib Imam (AI)
Daniel Langlands (DL)

City of Vincent Officers
Gemma Carter (GC) – Manager Marketing & Partnerships
Ashia Harris (AH) – Community Development Advisor- Children and Young People

1. Welcome/Declaration of Opening

The Chairperson opened the meeting at 6.04pm and delivered the Acknowledgement of Country.

2. Apologies

Shari Stockdale
Virginia Miltrup- Executive Director Community & Business Services
Karen Balm – Senior Community Partner

3. Confirmation of Previous Minutes

Confirmed minutes from 21 April and 16 June.

4. Business

4.1 Update on Implementation of the Youth Action Plan (YAP)

AH provided brief update of Youth Action Plan

4.2 Vincent Youth Network (VYN) Update

School Holiday Events

AH advised that a coding event to be held at the Community Centre during school holidays along with investigating the possibility of a maker's fair based on science and craft creations from local schools.

Debating Competition

AH advised that emails have been sent to WA Debating League, however no response has been received to date.

Discussed a potential date would need to be at the beginning of Term 4 in order to fit in with school priorities.

The Chairperson noted the trickiest part is finding a date for all and suggested to ask schools now what the no go dates are.

ACTION: 1) AH will contact schools about potential debating dates
2) AH will provide an update to CYPAG at a future meeting.

VYN Meetings

AH advised that there was a VYN meeting on 3 August and that there were some positive ideas from the group including:

- Updating the current flyer to appeal to young people;
- Updating the website;
- To catch up every two weeks on a Tuesday evening from 5pm to 6pm in the Community Centre;

AH also advised that there were six people in attendance with two of them being new members. In addition there was a representative from Subi Connect as well as Joshua Milik from Perth STEM who has previously been funded through our Youth Grants and wants to run a STEM event during school holidays.

Keys for Life

AH advised that the Keys for life initiative was no longer being supported through private schools.

AH also advised that there was a Regional Youth Driver Education Program (RYDE) at Foyer Oxford and the City is investigating a partnership. DL & AH to meet to discuss further.

Youth Sustainable Makers Market

AH suggested that the City could run a sustainable makers market that could be like an indoor youth expo in winter next year.

The Chairperson suggested that it could be upcycling art
DL suggested a sustainability focus or entrepreneur focus at the market.

Tutoring Program

AH recommended a peer led tutoring program which would involve youth running the program.

The Chairperson advised that there are a lot of young people doing this off their own bat and that it could provide opportunities for people to form a network.

DL advised that he started a tutoring group at Foyer and that there could be capacity for this to be run out of Foyer or Community Centre or Library as a space.

Barista Course

AH advised that the City was looking to deliver another Barista course. The last event was oversubscribed and the VYN are keen to do another. The Chairperson stated that the end of the year would be a perfect time.

Additional workshops

AH advised that she was also looking into a Responsible Service of Alcohol (RSA) workshop as this opens up employment opportunities. LD stated that YMCA previously run an RSA workshop which was received well.

SL discussed the value of youth becoming swim school teachers as youth who are not doing WACE finish school at the end of September. It is a great pathway for kids.

The Chairperson spoke of importance of job skills workshops and help get their foot in the door. Cr Smith discussed CV writing workshops and interview techniques. AH advised that this was discussed at the VYN and that she will be looking into skills workshop.

LD stated that there is a massive gap in education around life skills, financial literacy, car maintenance, navigating Centrelink, cooking, sewing a button, tax, superannuation.

AI advised that there are refereeing or umpiring courses for kids as a paid position. Sports can be another pathway for employment. A lot of clubs are falling behind on digital engagement. This is where kids can share their expertise.

Actions: **1) AH and Foyer Oxford to discuss possibility of expanding RYDE to other community to help kids get their hours up to pass driving test.**
2) AH & HQ to discuss possibility of partnering to conduct Life Admin Courses; and
3) GC to investigate Beatty Park Swim School promoting instructor vacancies.
4) AH to investigate skills workshop

4.3 Youth First Aid Course

The City held a First Aid Course on Saturday the 24th of July. The course generated a lot of interest from the broader community.

AI suggested for future events an online platform for ticketing and payment. Proceeds are funnelled into Humantix with profits going to Indigenous cause.

4.4 Ideas for school holiday workshops

This was noted as part of the VYN update above.

4.5 Other Business

Lucy Stonarch is the youth UN Rep. AH has been in contact to organise a consultation for the school September schools holidays. The Chairperson explained the Listening Tour Lucy is doing and the possibility of doing an event in Vincent. The Chairperson stated that youth need a reason to come and spend their time. DL advised that the City may be able to use Foyer Oxford space.

AH spoke on the Edinboro St Reserve Pop Up Play and will follow up on the survey results.

National Youth Mental Health Summit at the Duxton on 24 - 26 of August with virtual presentations. SL queried the benefit and timing of it. Enquiries were made about CYPAG members virtual attendance.

AH advised that she was going to attend the YACWA YEP Youth Sector Summit on Wednesday 22nd September. AH, LD, DL are also attending. AH to forward information through to AI

The Chairperson spoke about 'In Your Head - Zero to Hero" which is a one-day conference for young people to be held on 1 September. AH will find out more information about In Your Head – Zero to Hero"

The Chairperson spoke about $200K that is on the budget for Mt Hawthorn skate park. A Skate Working Group has met and will be looking at possible locations. If there is anyone who wants to be on committee, please advise. The results will come back to CYPAG.

ACTION: 1) AH to obtain survey results from Pop Up Play
2) AH to forward information about the YACWA Youth Summit to AI
3) AH will find out more information relating to "In Your Head – Zero to Hero" an update

5. Close/Next Meeting

The meeting was closed at 7.27pm. The next meeting is schedule for 29 September 2021, pushed back a week due to YACWA YEP Youth Sector Summit.

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

Summary of Actions	Date	Status
KA and AH to investigate Headspace sessions with local sporting clubs	16 June 2021	In Progress
AH will contact schools about potential debating dates	31 August 2021	In Progress
AH will provide an update on the progress of organising the Debating Competition to CYPAG at a future meeting.	29 September 2021	In Progress
AH and Foyer Oxford to discuss possibility of expanding RYDE to other Vincent community to help kids get their hours up to pass driving test.	31 August 2021	In Progress
AH & HQ to discuss possibility of partnering to conduct Life Admin Courses	24 September 2021	In Progress
GC to investigate Beatty Park Swim School promoting instructor vacancies.	13 September 2021	In progress
AH to investigate skills workshop	24 September 2021	In Progress
AH to obtain survey results from Edinboro Street Pop Up Play	29 September 2021	In Progress
AH to forward information about the YACWA Youth Summit to AI	05 August 2021	Complete
AH will find out more information relating to "In Your Head – Zero to Hero" and provide CYPAG an update at next meeting	01 September 2021	In progress

MINUTES

CITY OF VINCENT

RECONCILIATION ACTION PLAN WORKING GROUP

Monday, 30 August 2021 at 5:30pm

Venue: Committee Room
City of Vincent Administration and Civic Centre
244 Vincent Street, Leederville

Attendees:

City of Vincent Councillors
Cr Dan Loden (Chairperson)
Cr Joshua Topelberg (JT)
Cr Jonathan Hallett (JH)

Community Representatives
Gordon Cole (GC)
Jodey Brockhurst (JB)
Marilyn Lyford (ML)
Roslyn Harley (RH)
Mikayla King (MK)

City of Vincent Officers
Gemma Carter - (Manager Marketing & Partnerships) (GemC)

Guest
Gaya Surendorff – incoming Community Development Officer (temp) (GS)

1. Welcome/Declaration of Opening – Welcome to Country

The meeting was opened at 5.42pm with Gordon Cole providing a Welcome to Country.

2. Apologies

Maxine Brahim (MB)
Virginia Miltrup – (Executive Director Community & Business) (VM)
Karen Balm – (Coordinator Community Development) (KB)

3. Confirmation of Previous Minutes – 28 June 2021

The Minutes from the previous meeting held on 28 June 2021 were confirmed as a true and correct record.

4. Items for Discussion

4.1 Moorditj Footprints - East Perth Stories

GemC provided update on Moorditj Footprints East Perth Stories – community led project the City is assisting. The group is planning a community meeting on 4 October to invite Aboriginal families who lived in East Perth in the 60s to come and learn about the project and discuss potential interviewees. The project aims to capture oral histories of Aboriginal people who lived in East Perth, particularly families/people who haven't been interviewed before. They are promoting through Noongar Radio initially.

Cr Loden asked if there was a way to share stories with East Perth Power Station. JB indicated she would like to help with transcripts. GC asked if Perth Elders Group had been contacted. RH asked if Aunty Doolan Leisha Eatts had been contacted. The group would like to know more about who was invited to the community meeting.

Action: 1) Local History Librarian to respond to the questions from the group regarding Moorditj Footprints - East Perth Stories

4.2 Current Innovate RAP

GemC provided update on current Innovate RAP. Projects continuing include Aboriginal Heritage Trail framework. Elders & Leaders Forum to take place in October to engage with Elders on the RAP and engagement principles. As mentioned in previous meetings procurement and employment targets won't be achieved – planning to highlight these deliverables in the next Innovate RAP.

RH encouraged City to invite Noongar Chamber of Commerce to speak to staff about procurement.

GC spoke of need for buy in from senior leadership. Cr Loden suggested fulfilment of the RAP to be included in the CEO's KPIs.

MK spoke of employment and need to have Aboriginal people involved in driving employment strategy and recruitment practices that are culturally inclusive. Investment in paid Aboriginal consultants.

JB spoke of the importance of cultural fluency and focus on how we are implementing objectives of the RAP.

GC spoke of the need for new ideas, new methods and new processes giving people license to be innovative and to see and share the wins.

Action: **2) RAPWG to meet with CEO to discuss increased resourcing for procurement and employment targets and suggest Aboriginal consultants are engaged in development of strategies.**

4.3 Aboriginal Community & Stakeholder Engagement Plan

GemC spoke of the Aboriginal & Torres Strait Islander Stakeholder and Engagement Plan. City working with an Aboriginal consultant and stakeholders to identify principles of engagement. Asked group for feedback on principles to include in an Engagement Plan.

RH questioned the use of Torres Strait Islander in the plan title.

GC said it is important who you are talking to and on what topics. He suggested prioritisation included in plan: Elders (as knowledge holders), Whadjuk Noongar people, Noongar people, broader Aboriginal community.

Action: **3) City will work with Aboriginal consultant and stakeholders to develop draft principles for engagement and seek input on principles from Aboriginal Elders and Leaders forum in October.**

4.4 Request to rename Weld Square by Stirling Street Action Group

GemC provided update on the request from Weld Square. Indicated they had met with a representative of the group and provided them information on renaming/ dual naming process.

MK questioned who was making the request and what the name Weld was in honour of. JT and RH provided background on Weld and on past discussions around renaming.

If the action group had a preferred name the City could bring it to the Elders and Leaders Forum for discussion. If no preferred name, one of the key actions in the Draft RAP was renaming and co-naming opportunities for public areas in consultation with Elders.

4.5 NAIDOC Week events – delayed events

GemC noted rescheduled NAIDOC events were in planning for September - Bush Tucker with Dale Tilbrook - Monday 13 September 10am at Vincent Community Centre and two screenings of Bran Nue Dae - Thursday 30 September,11am and 2pm at Backlot Theatre.

4.6 Draft Innovate RAP

GemC presented draft vision statements for the draft RAP for feedback from the group. Preferred vision was: *Our vision is to stand side by side as one community.*

GemC asked if the group had any feedback on draft RAP. Feedback received on the previous version was to reduce the quantity and reduce the quality of actions, noting they aimed to simplify the language and had removed a number of low level administrative actions and strengthened priority actions.

Cr Loden suggested adding Reconciliation into CEO's KPIs as a possible additional action within the plan.

JB noted the current version of the RAP was an improvement on the last and read well. Liked the linkage to the Noongar Six Seasons.

GC noted that he would like to feedback suggestions, with action to meet with City to provide feedback.

GemC noted next steps were to consult on draft RAP with Elders and Leaders Forum in October, prior to Council consideration and community consultation.

Feedback from the group was important for Aboriginal community input to be sought at the community consultation stage. JB suggested a workshop encouraging Aboriginal residents to attend or one on one sessions would be better than an emailed survey. Suggested stakeholders to invite could include Aranmore students, residents of Cassian House and Foyer Oxford.

Action: **4) Update draft Innovate RAP with vision and additional action;**
5) Schedule a meeting with GC to seek feedback on draft RAP actions; and
6) Community Consultation to include a workshop or feedback sessions - reaching out to Aboriginal community to attend.

4.7 City of Perth Elders Group

GemC noted the City had reached out to the City of Perth to include the Vincent CEO on a future meeting of the City of Perth Elders Group to start a conversation. Noted inclusion in the meeting is dependent on agenda and timings. The CEO wasn't able to be included on September meeting agenda and uncertain if could be included in next meeting.

GemC noted the will engage a Noongar consultant to set up the Vincent Elders and Leaders Forum, tentatively scheduled for October. RH and GC asked who those Elders were. GemC noted that the list was still in development but could be circulated to the RAPWG.

Action: **7) Circulate list of invitees to Elders and Leaders Forum to the RAPWG.**

5. General Business

Noted last meeting for current RAPWG. Call for nominations for Working Groups around election time with new groups approved by Council following the election. RH noted that previously there had been a lag between the election and the formation of working groups. Would like to see group continuing to meet until a new Working Group could be established to keep on track.

Discussion on Terms of Reference for the Working Group. GC queried the inclusion of non-Aboriginal people on the Working Group and if the Terms could be amended, noted previous experience on Reconciliation Working Groups where Aboriginal people were a minority within the group. JB felt comfortable with inclusion of non-Aboriginal people on working group as it is about proportionality.

RH noted the City 50D Community Development role was currently vacant and hoped the City was reviewing lessons learned.

6. Action Items Update

Summary of Actions	Date	Status
GS to research Aboriginal websites and corporations and contact other local governments to enquire about their suppliers	30 June 2021	In progress
Local History Librarian to respond to the questions from the group regarding Moorditj Footprints East Perth Stories Project.	30 September 2021	In progress
RAPWG to meet with CEO to discuss increased resourcing for procurement and employment targets and suggest Aboriginal consultants are engaged in development of strategies.	TBA	In progress
City will work with Noongar consultant on engagement strategy and hold an Aboriginal Elders and Leaders forum in October.	December 2021	In progress
Update draft Innovate RAP with vision and additional action.	30 September 2021	In progress
Schedule a meeting with GC to seek feedback on draft RAP actions.	30 September 2021	Complete
Community Consultation on draft RAP to include a workshop or feedback sessions - reaching out to Aboriginal community to attend.	October/ Nov 2021	Not started
Circulate list of invitees to Elders and Leaders Forum to the RAPWG.	30 September 2021	In progress

7. Close/Next Meeting

The Chairperson closed the meeting at 7.20pm. The next meeting is to be advised.

Signed _____
Councillor Dan Loden (Chairperson)

Dated this _____ day of _____ 20__

Page 4 of 4

MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

16 SEPTEMBER 2021

CITY OF VINCENT

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

CONTENTS

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS 3
2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE 3
3 DECLARATION OF INTERESTS 4
4 PUBLIC QUESTION TIME 4
5 ANNOUNCEMENTS BY THE PRESIDING PERSON 4
6 APPLICATIONS FOR LEAVE OF ABSENCE 4
7 PETITIONS / DEPUTATIONS / PRESENTATIONS 4
8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS 4
8.1 ORDINARY COUNCIL MEETING – 12 August 2021 4
8.2 SPECIAL COUNCIL MEETING – 19 August 2021 4
9.1 CHIEF EXECUTIVE OFFICER REPORTS 6
9.1 FINANCIAL STATEMENTS FOR THE MONTH ENDED 6
31 JULY 2021 6
9.2 LIST OF PAYMENTS MADE FOR THE MONTH ENDED 9
31 JULY 2021 9
9.3 REVIEW OF COUNCIL POLICIES AND DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER 11
9.4 MINDARIE REGIONAL COUNCIL WASTE FACILITY SITE LOCAL LAW 18
9.5 MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING AND STRATEGY WORKSHOP DATES FOR 2022 23
10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 63 27
11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 27
12 URGENT BUSINESS 27
13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN 28
14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC 29
15 NEXT MEETING 29
16 CLOSURE 29

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.43 pm

2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Councillor Attendance

Cr K Vernon (Chair)	Town of Victoria Park
Cr F Cvitan, JP (Deputy Chair)	City of Wanneroo
Cr A Jacob, JP	City of Joondalup
Cr R Fishwick, JP	City of Joondalup
Cr R Gordon	City of Perth
Cr S Proud, JP	City of Stirling
Cr K Sargent	City of Stirling
Cr L Thornton	City of Stirling
Cr A Castle	City of Vincent
Cr D Newton, JP	City of Wanneroo
Cr K Shannon	Town of Cambridge

Apologies

Cr J Ferrante	City of Stirling

Leave of Absence
Nil

Absent
Nil

MRC Officers
Mr B Twine (Interim Chief Executive Officer)
Ms A Slater (Director Corporate Services)
Ms S Cherico (Manager Human Resources)
Ms D Toward (Executive Support)

Member Council Observers
Mr N Claassen (City of Joondalup)
Mr M MacPherson (City of Joondalup)
Mr M Littleton (City of Stirling)
Mr A Murphy (City of Vincent)
Mr H Singh (City of Wanneroo)
Mr S Cairns (City of Wanneroo)
Mr J Wong (Town of Victoria Park)

MRC Observers
Mr A Griffiths
Mr J Shepherd

Visitors
Nil

3 DECLARATION OF INTERESTS

Nil

4 PUBLIC QUESTION TIME

Nil

5 ANNOUNCEMENTS BY THE PRESIDING PERSON

The Chair acknowledged that this would be Cr Dot Newton's last MRC meeting and thanked Cr Newton for her time on the MRC and wished her well with her future endeavours.

The Chair also acknowledged Cr's Jacob, Fishwick and Castle who are seeking re-election at their respective councils and wished them well.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 ORDINARY COUNCIL MEETING – 12 August 2021

The Minutes of the Ordinary Council Meeting held on 12 August 2021 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 12 August 2021 be confirmed as a true record of the proceedings.

Moved Cr Proud, seconded Cr Sargent
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

8.2 SPECIAL COUNCIL MEETING – 19 August 2021

The Minutes of the Special Council Meeting held on 19 August 2021 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Special Meeting of Council held on 19 August 2021 be confirmed as a true record of the proceedings.

Moved Cr Newton, seconded Cr Cvitan
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

9.1 CHIEF EXECUTIVE OFFICER REPORTS

9.1	FINANCIAL STATEMENTS FOR THE MONTH ENDED 31 JULY 2021
File No:	FIN/5-09
Appendix(s):	Appendix No. 1 Appendix No. 2
Date:	16 AUGUST 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

SUMMARY

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

BACKGROUND

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

DETAIL

The Financial Statements for the month ended 31 July 2021 are attached at **Appendix No. 1** to this Item. The Tonnage Report for the 1 month to 31 July 2021 is attached at **Appendix No. 2.**

These financial statements are pending external auditor approval and are subject to change.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the “air space” remaining and other relevant information.

Summary of results for the year to date period ended 31 July 2021

	Actual	Budget	Variance
	t	t	t
Tonnes – Members	19,748	19,612	136
Tonnes – Others	2,882	1,172	1,710
TOTAL TONNES	**22,630**	**20,784**	**1,846**
	$	$	$
Revenue – Members	4,206,779	4,177,400	29,379
Revenue – Other	900,231	654,990	245,241
TOTAL REVENUE	5,107,010	4,832,390	274,620
Expenses	4,798,661	4,623,159	(175,502)
Profit on sale of assets	-	-	-
Loss on sale of assets	-	-	-
Impairment of assets	-	-	-
NET SURPLUS/(DEFICIT)	**308,349**	**209,231**	**99,118**

Members
Members tonnages for the month ended 31 July 2021 were 136 tonnes more than phased budget.

RRF
The Resource Recovery Facility residue tonnes have delivered 4,903 tonnes in total to Tamala Park in the month.

Trade & Casuals
The Casual and Trade tonnages are 1,710 tonnes higher than forecast for the month, 1,560 tonnes attributable to the discounted rate waste tender.

Overall tonnages for the month ended 31 July 2021 were 1,846 tonnes more than budgeted.

The net result variance against budget of $99,118 is mainly attributable to the unbudgeted tonnages received in the commercial waste tenders.

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 for the month ended 31 July 2021.

Moved Cr Sargent, seconded Cr Gordon
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

9.2	LIST OF PAYMENTS MADE FOR THE MONTH ENDED 31 JULY 2021
File No:	FIN/5-09
Appendix(s):	Appendix No. 3
Date:	16 August 2021
Responsible Officer:	Director Corporate Services

SUMMARY

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

COMMENT

The lists of payments for the month ended 31 July 2021 are at **Appendix 3** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 24 September 2020, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

Months Ended	Account	Vouchers	Amount
31 July 2021	General Municipal	Cheques	$1,190.05
		EFT	$7,288,072.56
		DP	$97,772.45
		Inter account transfers	$0.00
		Total	**$7,387,035.06**

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of payments made under delegated authority to the Chief Executive Officer, for the month ended 31 July 2021.

Moved Cr Sargent, seconded Cr Cvitan
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

9.3	REVIEW OF COUNCIL POLICIES AND DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER
File No:	D-21-0000056
Appendix(s):	Appendix 4 - Council Policies – with tracked changes Appendix 5 - Council Policies – clean copy
Attachment(s):	Attachment 1 - Register of Delegations
Date:	23 August 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The report seeks endorsement of the review undertaken by the Chief Executive Officer (CEO) on the current Council Policies and delegations to the CEO.

BACKGROUND

Sections 5.18 and 5.46 of the *Local Government Act 1995* (the Act) require that at least once every financial year, delegations are to be reviewed by the Council.

The MRC's Corporate Business plan requires that the Council Policies are relevant and reviewed by Council.

Council are requested to endorse the reviewed Delegations Register and Council Policies to ensure they are operating effectively, providing for efficient and timely administrative decisions and services in relation to discretional decisions the Council has the ability to make by virtue of the Act and other statutes.

DETAIL

The 2021 annual review of the Register of Delegations of Authority and Council Policies and was undertaken to determine the appropriateness of existing delegations and Council Policies.

The Chief Executive Officer's review of the Register of Delegations and Council Policies identified a number minor changes.

Proposed amendments/additions to the Register of Delegations and Council Policies are submitted in Attachment 1 (Register of Delegations) and Appendices 4 and 5 (Council Policies).

The Register of Delegations identified a minor change to item 2.2, the addition of conditions as per the regulations, tracked changes at Attachment 1.

A summary of the changes for the Council Policies is as follows:

CP01 – Annual Fees, Allowances and Expenses for Councillors
No change.

CP02 – Affixing of the Common Seal
No change

CP03 – Councillor Arrangements when attending an Overseas/Interstate/Intrastate Conference
Minor changes, item 3, a rate increase for cash advances, $75 per day increase to $100 per day, due to rising costs associated with travel and meal expenditures and item 7, to align with relevant conferences.

CP04 – Employee Arrangements when attending an Overseas/Interstate/Intrastate Conference
Minor change, item 3, a rate increase for cash advances, $75 per day increased to $100 per day, due to rising costs associated with travel and meal expenditures.

CP06 - Purchase of Goods and Services
Minor change, items 2, 3 and 4, the result of recommendations from the Auditors Report May 2021 and item 5 (c) due to the LG Amendment Regulations gazetted 6 November 2020.

CP08 - Provision and Use of Council Vehicles
Minor change, items 1 and 2, an increase to vehicle values of 20%, due to high demand, low stocks of new vehicles and global supply delays (COVID-19) inflating prices.
The financial component of this policy was last amended in 2013.

CP09 - Investments
No change

CP10 – Donations – Financial Assistance/Support
No change

CP11 – Use of Corporate Credit Cards
No change

CP12 – Gate Fee Setting
No change

CP13 – Budget Variance Reporting Threshold
No change

CP14 – Acting Chief Executive Officer Appointment
Minor change, item 3 add ICEO, remove Acting CEO.

CP15 – Employer/Employee Matching Community Contributions
No change

CP16 – Legal Representation for Mindarie Regional Council Elected Members, Committee Members, Committee Members and Employees
No Change

CP17 – Continuing professional development for Council Members
No change

CP18 - IT Policy
No change

EP01 – Environmental Policy
No change

CONSULTATION
Nil

STATUTORY ENVIRONMENT
Local Government Act 1995
The following extracts from the Act relate to Council's obligations in the areas of policy development and delegations to the CEO.

"2.7. Role of Council
(1) The Council —
(a) governs the local government's affairs; and
(b) is responsible for the performance of the local government's functions.
(2) Without limiting subsection (1), the Council is to —
(a) oversee the allocation of the local government's finances and resources; and
(b) determine the local government's policies.

5.42. Delegation of some powers and duties to CEO
(1) A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
(a) this Act other than those referred to in section 5.43; or
(b) the Planning and Development Act 2005 section 214(2), (3) or (5).
** Absolute majority required.*
(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO
A local government cannot delegate to a CEO any of the following powers or duties —
(a) any power or duty that requires a decision of an absolute majority of the council;
(b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
(c) appointing an auditor;
(d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
(e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
(f) borrowing money on behalf of the local government;
(g) hearing or determining an objection of a kind referred to in section 9.5;
(ha) the power under section 9.49A (4) to authorise a person to sign documents on behalf of the local government;
(h) any power or duty that requires the approval of the Minister or the Governor;
(i) such other powers or duties as may be prescribed."

POLICY IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
The 20% rate increase totalling $32,600 to CP08 Provision and Use of Council Vehicles, will be adjusted in the midyear budget.

STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS

Strategic Community Plan 2018 -2037		
OBJECTIVE 1	Long Term Viability	
Sub Objective	Good Corporate Governance	
This report is required by legislation to ensure that the Council has the opportunity to review its current policies and the delegations it has provided to the Chief Executive Officer thus maintaining the relevance of the documents.		
Corporate Business Plan 2018 – 2037		
Strategies	Actions	Responsible Officer
1.1.2	Ensure Council Policies are relevant and reviewed by Council	**CEO**
1.1.3	Review the relevance of the delegations from the Council and report findings to Council	**CEO**
These actions ensure that an officer within the organisation, in this case the CEO, has a direct responsibility to review the current Council Policies and Instrument of Delegation and report the review findings to Council.		

COMMENT
The MRC is to keep a register of the delegations made and review the delegations at least once every financial year.

VOTING REQUIREMENT
Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. **Endorses the minor changes to Council Policies as contained in Appendix 4 of this report.**

2. **Approves an increase to CAPEX expenses for CP08 Provision and Use of Council Vehicles as detained in Appendix 4 of this report.**

3. **Endorses the delegations made to the Chief Executive Officer as detailed in Attachment 1 of this report.**

(absolute majority required)

Moved Cr Newton, seconded Cr Cvitan

PROPOSED AMENDMENT
Moved Cr Vernon, seconded Cr Fishwick

1. Amend paragraph 1 to add the following words at the end of the recommendation:

   "save for Policy No. CP14 which is to be referred to the CEO for detailed review to be completed by November 2021."

2. Amend paragraph 3 to add the following words at the end of the recommendation:

   "subject to the deletion of Condition 1 in No 2.8."

Reason:

1. Policy 14 refers to interim CEO and the *Local Government Act 1995* refers to CEO and Acting CEO and not an interim CEO, as this impacts on this policy it is appropriate to send it back to CEO for a more detailed review.
2. Condition 1 in No 2.8 refers to variations to the RRFA, however, the RRFA is now at an end rendering this condition redundant.

(CARRIED UNANIMOUSLY 11/0)

SUBSTANTIVE RECOMMENDATION AS AMENDED

1. **Endorses the minor changes to Council Policies as contained in Appendix 4 of this report save for Policy No. CP14 which is to be referred to the CEO for detailed review to be completed by November 2021.**

2. **Approves an increase to CAPEX expenses for CP08 Provision and Use of Council Vehicles as detained in Appendix 4 of this report.**

3. **Endorses the delegations made to the Chief Executive Officer as detailed in Attachment 1 of this report subject to the deletion of Condition 1 in No 2.8.**

(CARRIED UNANIMOUSLY 11/0)

Attachment 1.
Mindarie Regional Council – Delegations of Authority Register

No.	Reference	Delegation	Condition(s)	Assignee(s)?
1. GOVERNANCE				
1.1	LG Act 1995 s.9.10	Appoint persons or classes of persons to be authorised for the purpose of performing a particular function.	Each authorised person to be issued with a certificate of authorisation.	No
1.2	LG Act 1995 s.5.42	Appoint an employee of the MRC to the positon of Acting CEO where the CEO is unable or expected to be unable by reason of illness, temporary absence from WA, or any other reason, to perform the function of the position.	Not exceeding 3 months in any period of 12 months	No
1. FINANCE				
2.1	LG (Functions and General) Regulations 1996 Reg. 11A	Approve requisitions and purchase orders for the supply of goods and services	Requisitions and purchase orders to be within the budget allocation as reviewed from time to time	Yes
2.2	LG (Finance Management Regulations) 1996 Reg. 8	Open and close bank accounts, access accounts electronically and transfer funds electronically	Separate accounts are to be held for municipal funds, trust funds and reserve accounts	Yes
2.3	LG (Financial Management Regulations) 1996. Reg. 11, 12 and 13.	Approved and make payment of accounts	1. In accordance with approved procedure set out in Reg. 11; 2. Where funds have been provided in the budget and the accounts are acquitted prior to payment; 3. List of accounts paid to be reported to Council as required by Reg. 13	Yes
2.4	LG (Financial Management Regulations) 1996. Reg. 34 (1) (a)	Prepare monthly financial reports	In accordance with Reg. 34	Yes
2.5	LG Act s.6.14	Invest funds surplus to the immediate needs of the Council	Subject to the internal control procedures set out in Reg.19	Yes
2.6	LG Act s.6.12	Waive fees and write off debts	1. Not exceeding a total of $10,000 for any one debtor and any financial year; 2. Ensure all reasonable effort has been made to recover the debt; 3. Where fee or debts have been waived, or concessions granted, they are to be reported in the mid-year review.	No
2.7	LG Act s.3.57	Seek Expressions of Interest and/or call tenders for goods or services	For items listed on the budget and subsequently approved for proceeding by Council	Yes

2.8	LG (Functions and General) Reg. 14 (2a) and 20	Vary contracts up to $50,000 or 10% of the contract value, whichever is the lesser.	1. For the RRFA only if it incurs no additional risk or liability to the MRC; 2. Variations approved for significant contracts, including all contracts awarded following public tenders, to be reported to the next following Council meeting.	No
2.9	LG Act s.3.58 (5) and LG Functions and General) Reg. 30(3)	Dispose, which includes writing off, of property (assets)	1. The value of the property (assets) is less than $20,000. 2. Ensure all reasonable effort has been made to secure current market prices for the item or material.	No

9.4	MINDARIE REGIONAL COUNCIL WASTE FACILITY SITE LOCAL LAW 2020
File No:	GF-21-0000550
Appendix(s):	Appendix No. 6
Date:	20 August 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to seek Council's approval to implement the Joint Standing Committee (JSC) on Delegated Legislation's undertakings for the Mindarie Regional Council (MRC) Waste Facility Site Amendment Local Law 2020.

BACKGROUND

The MRC Waste Facility Site Amendment Local Law 2020 ("the Local Law") was adopted by Council on 17 December 2020. Section 3.16 of the Local Government Act 1995 ("the Act") requires a periodic review of the Local Law.

On 25 February 2021, the MRC administration submitted the Local Law with the required Explanatory Memorandum and supporting materials to the JSC which provided proof of process to part C of the Explanatory Memorandum for Local Governments for making a local law.

On 15 June 2021, a letter was received from the JSC in response to the Local Law submission, the JSC required the MRC to respond to compliance with the Waste Avoidance and Resource Recovery Act, ss61, ss64 and ss3.12 (3) (b) and (5) of the Local Government Act and was seeking undertakings.

On 12 August 2021, the Council resolved the following:

That Council:

1. *Resolves to provide an undertaking to the Joint Standing Committee on Delegated Legislation that:*
   - *i. Within six months, the MRC will remove either item 18 or 20 in Schedule 1 of the Local Law or combine them to the same item.*
   - *ii. The MRC will not enforce the local law contrary to the undertaking in i. above.*
   - *iii. The MRC will ensure all consequential amendments arising from the undertaking will be made.*
   - *iv. Where the Local Law is made publicly available by the MRC, whether in hard copy or electronic form, the MRC will ensure that it is accompanied by a copy of these undertakings.*

Approves the Chair to write to the Joint Standing Committee on Delegated Legislation requesting the Committee to give further consideration to allow the Mindarie Regional Council Amendment Local Law 2020, on the basis that clauses 27 and 27A are deleted

DETAIL
On 18 August 2021, a letter was received from the JSC in response to the Chair's letter dated 16 August 2021.

The JSC at its meeting on 16 August 2021, resolved to discharge the notice of motion to disallow the local law, and to take no further statutory action. However, this resolution is dependent on the acceptance of four undertakings and the MRC agreement to delete clauses 27 and 27A as outlined in the Chairs letter.

To formalise this position, the JSC requests that the following amended undertakings:

1. Mindarie Regional Council, within six months, undertakes to removed clauses 27 and 27A of the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) and either item 18 or item 20 in Schedule 1 to the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) or combine them into the same item;

2. Mindarie Regional Council undertakes not to enforce the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) contrary to undertaking 1;

3. Mindarie Regional Council undertakes to ensure that all consequential amendments arising from undertaking 1 will be made; and

4. Mindarie Regional Council undertakes that, where the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) is made publicly available, whether in hard copy or electronic form, it will ensure that it is accompanied by a copy of the undertakings.

CONSULTATION
Nil

STATUTORY ENVIRONMENT
The process for advertising the Local law is covered in s1.7 and s1.8 or the *Local Government Act 1995*, which reads as follows:

"1.7. Local public notice

(1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —

(a) published in a newspaper circulating generally throughout the district; and
(b) exhibited to the public on a notice board at the local government's offices; and
(c) exhibited to the public on a notice board at every local government library in the district.

(2) Unless expressly stated otherwise it is sufficient if the notice is —
(a) published under subsection (1)(a) on at least one occasion; and
(b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —

(i) the time prescribed for the purposes of this paragraph; or

(ii) if no time is prescribed, 7 days.

1.8. Statewide public notice

Where under this Act Statewide public notice of a matter is required to be given, section 1.7 applies except that the newspaper referred to in section 1.7(1)(a) is required to circulate generally throughout the State."

The process for amending the text of a Local Law is covered in s3.12 of the *Local Government Act 1995*, which reads as follows:

"3.12 Procedure for making local laws

(1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.

(2A) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.

(2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.

(3) The local government is to —

(a) give local public notice stating that —

(i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and

(ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and

(iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;

and

(b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and

(c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

(4) After the last day for submissions, the local government is to consider any submissions made and may make the local law as proposed or make a local law* that is not significantly different from what was proposed.*

** Absolute majority required.*

(5) After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.

(6) After the local law has been published in the Gazette the local government is to give local public notice —

(a) stating the title of the local law; and

(b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and

(c) advising that the local law is published on the local government's official website and that copies of the local law may be inspected at or obtained from the local government's office.

(7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.

(8) In this section —

making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

3.13. Procedure where significant change in proposal

If during the procedure for making a proposed local law the local government decides to make a local law that would be significantly different from what it first proposed, the local government is to recommence the procedure.

3.14. Commencement of local laws

(1) Unless it is made under section 3.17, a local law comes into operation on the 14th day after the day on which it is published in the Gazette or on such later day as may be specified in the local law.

(2) A local law made under section 3.17 comes into operation on the day on which it is published in the Gazette or on such later day as may be specified in the local law.

[Section 3.14 amended: No. 1 of 1998 s. 9.]

3.15. Local laws to be publicised

A local government is to take reasonable steps to ensure that the inhabitants of the district are informed of the purpose and effect of all of its local laws.

3.16. Periodic review of local laws

(1) Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.

(2) The local government is to give local public notice stating that —

(a) the local government proposes to review the local law; and

(b) a copy of the local law may be inspected or obtained at any place specified in the notice; and

(c) submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.

(3) After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.

(4) When its council has considered the report, the local government may determine whether or not it considers that the local law should be repealed or amended.*

** Absolute majority required."*

STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

COMMENT
Nil

VOTING REQUIREMENT
Simply majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. **Resolves to provide an undertaking to the Joint Standing Committee on Delegated Legislation that:**
   i. **Mindarie Regional Council, within six months, undertakes to remove clauses 27 and 27A of the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) and either item 18 or item 20 in Schedule 1 to the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) or combine them into the same item;**

   ii. **Mindarie Regional Council undertakes not to enforce the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) contrary to undertaking i;**

   iii. **Mindarie Regional Council undertakes to ensure that all consequential amendments arising from undertaking i will be made; and**

   iv. **Mindarie Regional Council undertakes that, where the Mindarie Regional Council Waste Facility Site Local Law 2013 (as amended) is made publicly available, whether in hard copy or electronic form, it will ensure that it is accompanied by a copy of the undertakings.**

Moved Cr Jacob, seconded Cr Cvitan
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

9.5	MINDARIE REGIONAL COUNCIL ORDINARY COUNCIL MEETING AND STRATEGY WORKSHOP DATES FOR 2022
File No:	GF-20-0000072
Appendix(s):	Nil
Date:	31 August 2021
Responsible Officer:	Director Corporate Services

SUMMARY

The purpose of this report is to provide notice of the dates, times and locations for the Mindarie Regional Council's (MRC) Ordinary Council Meetings (OCM) and Strategy Workshops (SW) for 2022.

BACKGROUND

The MRC is required to schedule OCM's for the forthcoming calendar year and provide public notice of their dates, times and locations. In addition, the dates are set for two SW's.

DETAIL

In setting the dates for the 2022 OCM's consideration is given to the following:

- The Tamala Park Regional Council meeting dates for 2022
- The WALGA Metropolitan Zone meeting dates for 2022
- Availability of Member Councils' Chambers.

To achieve compliance and present financial reports within 2 months after the end of the month to which the statement of financial activity relates in accordance with *s.6.4 of the Local Government Act 1995* and *s.34(4) of the Local Government (Financial Management) Regulations 1996*, the MRC are required to meet 8 times in the year.

With a view to trying to achieve compliance, and at the same time being mindful of conflicting priorities, the following meeting dates are proposed for consideration:

27 January 2022	6.30pm	City of Joondalup	OCM	
24 March 2022	6.30pm	City of Wanneroo	OCM	
26 May 2022	6.30pm	City of Stirling	OCM	Strategic Workshop
7 July 2022	6.30pm	City of Stirling	OCM	
25 August 2022	6.30pm	Town of Cambridge	OCM	
29 September 2022	6.30pm	City of Vincent	OCM	Strategic Workshop
24 November 2022	6.30pm	Town of Victoria Park	OCM	
15 December 2022	6.30pm	City of Perth	OCM	

Traditionally the MRC also holds two strategic workshops which are included in the meeting schedule. These workshops are important as they provide Councillors, member council CEOs and representatives on the Strategic Working Group and MRC management an opportunity to review and discuss the MRC's strategic direction.

STATUTORY ENVIRONMENT

Part 12 (1) and (2) of the Local Government (Administration) Regulations 1996 requires local government to issue public notice of its meeting dates at least once per year stating:

"12. Meetings, public notice of (Act s. 5.25(1)(g))

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,

are to be held in the next 12 months.

(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

S.1.7 of the Local Government Act 1995 prescribes local public notice as:

"1.7. Local public notice

(1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —

(a) published in a newspaper circulating generally throughout the district; and

(b) exhibited to the public on a notice board at the local government's offices; and

(c) exhibited to the public on a notice board at every local government library in the district.

(2) Unless expressly stated otherwise it is sufficient if the notice is —

(a) published under subsection (1)(a) on at least one occasion; and

(b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —

(i) the time prescribed for the purposes of this paragraph; or

(ii) if no time is prescribed, 7 days."

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

COMMENT

The proposed schedule for OCM's for 2022 is submitted for approval.

VOTING REQUIREMENT
Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. Adopt the meeting dates as follows:

27 January 2022	6.30pm	City of Joondalup	OCM	
24 March 2022	6.30pm	City of Wanneroo	OCM	
26 May 2022	6.30pm	City of Stirling	OCM	Strategic Workshop
7 July 2022	6.30pm	City of Stirling	OCM	
25 August 2022	6.30pm	Town of Cambridge	OCM	
29 September 2022	6.30pm	City of Vincent	OCM	Strategic Workshop
24 November 2022	6.30pm	Town of Victoria Park	OCM	
15 December 2022	6.30pm	City of Perth	OCM	

2. Issue a Public Notice on the meeting locations, dates and times as detailed in (1) above in accordance with Part 12 (1) of the *Local Government (Administration) Regulations 1996* and the *Local Government Act 1995.*

3. Adopt two Strategy Workshops for 2022, following the Ordinary Council meeting on the following dates:

- **26 May 2022**
- **29 September 2022**

Moved Cr Proud, seconded Cr Thornton

AMENDMENT
Moved Cr Vernon, seconded Cr Thornton

Amend paragraphs 1 and 3 of the recommendation to change the date of the strategy workshop from 26 May 2022 to 24 March 2022.

Reason: It makes more sense to have a strategy workshop closer to the beginning of the calendar year, then the next one about 6 months later, which in this case is the September strategy workshop date.

(CARRIED 10/1)
For: Cr's Castle, Cvitan, Fishwick, Jacob, Newton, Proud, Sargent, Shannon, Thornton, Vernon
Against: Cr Gordon

SUBSTANTIVE RECOMMENDATION AS AMENDED

1. Adopt the meeting dates as follows:

27 January 2022	6.30pm	City of Joondalup	OCM	
24 March 2022	6.30pm	City of Wanneroo	OCM	Strategic Workshop
26 May 2022	6.30pm	City of Stirling	OCM	
7 July 2022	6.30pm	City of Stirling	OCM	
25 August 2022	6.30pm	Town of Cambridge	OCM	
29 September 2022	6.30pm	City of Vincent	OCM	Strategic Workshop
24 November 2022	6.30pm	Town of Victoria Park	OCM	
15 December 2022	6.30pm	City of Perth	OCM	

2. Issue a Public Notice on the meeting locations, dates and times as detailed in (1) above in accordance with Part 12 (1) of the *Local Government (Administration) Regulations 1996* and the *Local Government Act 1995.*

3. Adopt two Strategy Workshops for 2022, following the Ordinary Council meeting on the following dates:

- **24 March 2022**
- **29 September 2022**

(CARRIED 10/1)
For: Cr's Castle, Cvitan, Fishwick, Jacob, Newton, Proud, Sargent, Shannon, Thornton, Vernon
Against: Cr Gordon

10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 63

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 63 be received.

Moved Cr Proud, seconded Cr Sargent
RESOLVED
That the Members Information Bulletin Issue No. 63 be received.
(CARRIED UNANIMOUSLY 11/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

The Chair advised Council that Cr Newton had previously submitted questions on notice. The Chair invited Cr Newton to read out the questions and invited the Interim Chief Executive Officer to respond.

Q1. What was the overall weight of the document package?
A1. Inclusive of the cover letter, the document package weighed approximately 6kg.

Q2. What was the accosted MRC staff time spent preparing and delivering these packages?
A2. 24 hours of MRC staff time was spent preparing and delivering these packages.

Cr Newton asked an additional question Q3 that had not been previously submitted. The Chair allowed the question and invited the I/CEO to respond.

Q3: Why was the decision made to grant access to these documents?
A3. I don't have an answer to that question.

The Chair provided an additional response as follows:
The previous CEO, Mr Hoppe, sought advice from the Chair on the matter. Mr Hoppe made a decision that the documents should be made available in hard copy to all councillors.

Q4. Does the MRC intend to bring an item back to Council regarding the matter to which the packages refer?
A4. No.

Q5. How many elected members accepted their document package?
A5. Six elected members accepted their document package, and six were returned to the MRC officer at the time of issue.

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

15 NEXT MEETING

The next Ordinary Council meeting to be held on Thursday 11 November 2021 at the Town of Victoria Park commencing at 6.30 pm.

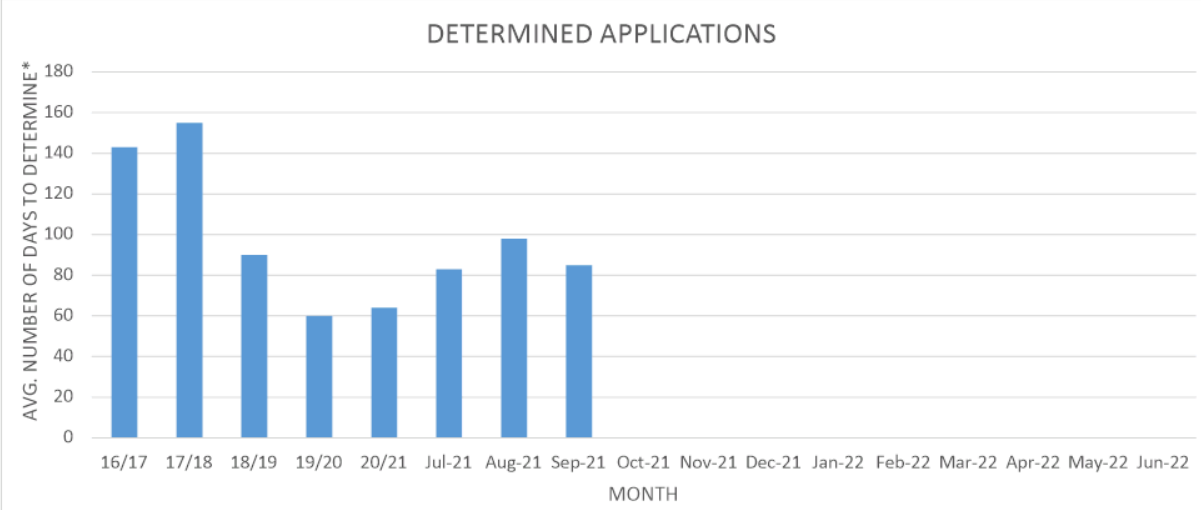
16 CLOSURE

The Chair closed the meeting at 7.20 pm and thanked the City of Vincent for their hospitality and use of their meeting facilities.

Signed……..……..…..Chair

Dated ……..day of ……2021

Statistics for Development Applications
As at the end of September 2021



** Based on agreed timeframes with the applicant, in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.*

Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2021.

Processing Days	16/17	17/18	18/19	19/20	20/21	Jul-21	Aug-21	Sept-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Minimum	7	1	0	0	0	1	19	26									
Average	143	155	85	60	64	83	98	85									
Maximum	924	1008	787	499	268	234	159	298									

	Jul-21	Aug-21	Sept-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
DA's Determined	27	33	34									
Value of Determined DA's (in millions)	11.9	12.3	9.5									

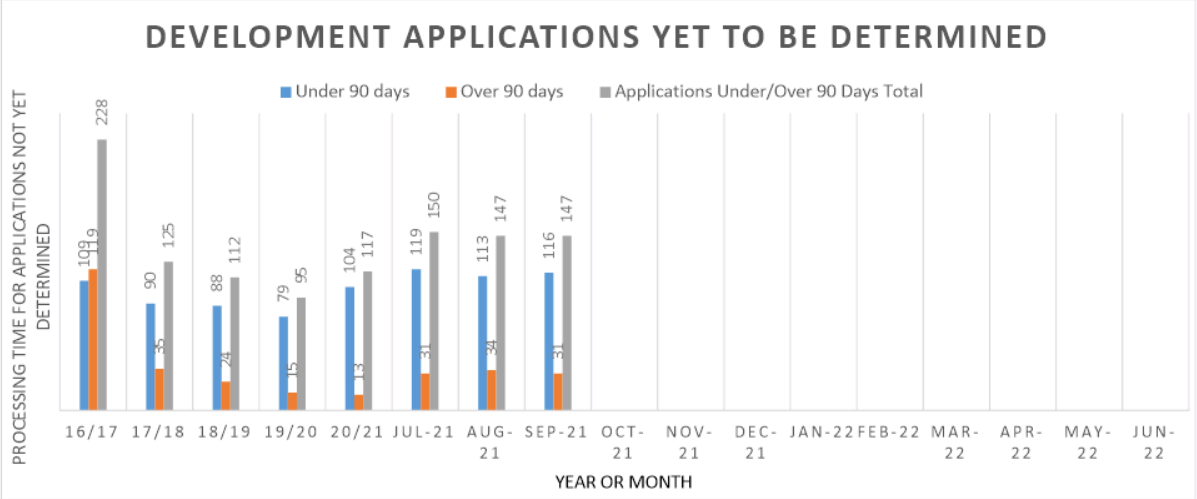


Table 2: No. of DA's to be determined

	Jul-21	Aug-21	Sept-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
DA's lodged	34	29	34									
DA's to be Determined	150	147	147									
Value of DA's to be Determined (in millions)	49.4	47.6	51.7									

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 23 SEPTEMBER 2021

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 3 Bulwer Avenue, Perth (DR 202 of 2019)	2 September 2019	Justin Mortley	Application for review of decision to give a direction under Section 214 of the *Planning and Development Act 2005* (Reinstatement of Façade). ********** Directions Hearing held on 25 October 2019. Directions Hearing held on 28 February 2020. Directions Hearing held on 22 May 2020. Directions Hearing held on 14 August 2020. SAT advised that it cannot reopen a withdrawn SAT matter and that a new Development Application may be submitted. Applicant advised that this could be lodged within 2-3 weeks (by 4 September 2020). New development application lodged with City on 11 September 2020. Development application approved under delegated authority on 12 November 2020. The works required by the condition of development approval relating to the removal of the render and painting of the façade have commenced. Direction Hearings adjourned to allow the builder additional time to carry out and complete the works. Works scheduled for completion in October 2021. Directions Hearing scheduled for 15 October 2021. *Representation by: McLeods*

Page 1 of 1

METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 23 SEPTEMBER 2021

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 79 Paddington Street and Nos. 432 & 434 Charles Street, North Perth	CF Town Planning	Form 1 – Child Care Premises	20 July 2021	Not yet scheduled.	Currently under assessment. Responsible Authority Report due 29 September 2021.
2.	Nos. 394-398 Newcastle Street, West Perth	Urbanista Town Planning	Form 2 – Mixed Use Development (Amendment to Approved)	9 August 2021	Not yet scheduled.	Currently under assessment. Responsible Authority Report due 18 October 2021.

CITY OF VINCENT DESIGN REVIEW PANEL (DRP)
REGISTER OF APPLICATIONS CONSIDERED BY DRP
AS AT 23 SEPTEMBER 2021

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
No. 257 Walcott Street, North Perth	Motivo Design Studio	Child Care Premises	25 August 2021	Pre-Lodgement Application. To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 7 July 2021.
No. 40 Frame Court, Leederville	Hatch/Roberts Day	Local Development Plan	25 August 2021	Lodged – Previously Referred. To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 19 May 2021.
Nos. 394-398 Newcastle Street	Urbanista Town Planning	Amendment to Mixed Use Development	1 September 2021	The proposal would benefit from referral to the Design Review Panel to consider the amendments made to the previous approval in relation to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R Codes). JDAP lodged.

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Petitions – Progress Report – September 2021**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:
CEO: Chief Executive Officer
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
16/6/2021	Petition with 26 signatures requesting that Council assist with the odour of frying chicken from 7 Grams Chicken at 212-214 Lake Street, Perth that has impacted the neighbourhood since mid-November. The emission of odours from the premises to the external environment is offensive and permeates outdoor areas and dwellings and has a detrimental impact on residents' quality of life.	EDSD	A report was prepared for the 27 July 2021 Ordinary Council Meeting. A further report is being prepared for the October 2021 Ordinary Council Meeting.
27/5/2021	Petition with 9 signatories requesting that Council does not install chicanes or any other road impediment to the length of Camelia Street stretching from Vincent Street through to Claverton Street	EDIE	A response will be included in the report to Council on the North Perth Traffic Calming proposal, which is due to be presented to Council once the trial has been completed in early 2022.
26/2/2021	Petition with 387 signatures requesting that Council rescind the Council decision that the Special Needs Dental Clinic at 31 Sydney Street, North Perth be vacated by 30 June 2021 and instead extend the lease until 2025, to mirror that of Kidz Galore.	CEO	At the Ordinary Council Meeting on 27 April 2021 Council approved a 3 month extension of the lease and licence term, commencing 1 July 2021 and expiring 30 September 2021, with a 3 month further extension of lease and licence term, at the discretion of the City's Chief Executive Officer based on the progress made by the Minister for Health to secure an alternative site – the Minister for Health has provided a relocation plan and Administration is currently assessing. The Minister of Health has since sought a further lease extension to mid-2022. A final lease extension will be approved by October 2021.

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Notices of Motion – Progress Report – September 2021**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

Key Index:
CEO: Office of the CEO
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Details	Action Officer	Comment
18 May 2021 – Submitted by Cr Hallett		
Local Planning Scheme No 2 – Amendment Regarding Tobacco Outlets	**EDSD**	Administration are preparing a report on options for changes to the planning framework. This will be presented to Council in October 2021.
27 April 2021 – Submitted by Cr Hallett		
Community Engagement For Ecozoning	**EDIE**	Chief Executive Officer to ensure that future eco-zoning initiatives in public parks/reserves will involve prior public engagement with the local community and park users on the design and implementation.
20 October 2020 – Submitted by Cr Topelberg		
Review of Local Planning Policy No. 7.5.2 - Signs and Advertising	**EDSD**	Notice of Motion was moved and with the timeframe amended to state the revised completion date of December 2021. Administration working on amending the policy to include the words ", excluding Clause 3(iii)," after the words "particular standard or provision of this Policy", pursuant to clause 5(1) of Schedule 2 of *Planning and Development (Local Planning Schemes) Regulations 2015*. Administration also investigating the suitability of Billboard Signs in the City of Vincent.

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	Register of Reports to be Actioned – Progress Report – September 2021
DIRECTORATE:	Chief Executive Officer

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned.

Key Index:
CEO: Office of the CEO
EDCBS: Executive Director Community & Business Services
EDSD: Executive Director Strategy & Development
EDIE: Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
14 September 2021				
9.4	Community and Stakeholder Engagement Strategy and Policy - Outcomes of Advertising & Vincent Communications Plan	**EDSD**	Strategy and policy to be published and repealed policies to be removed from website.	September 2021
9.6	Local Planning Policy Review – No. 7.5.9 – Home Business, Home Occupation, Home Office and Home Store and No. 7.5.20 – Street Addressing	**EDSD**	Community Consultation to be carried out and any comments to be presented to Council.	December 2021
9.7	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan - Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	**EDSD**	To be referred to WAPC for comment and endorsement. Comments not expected until 2022.	Mid 2022
10.7	Forrest Street Traffic Petition - Response to Petition	**EDIE**		Community Consultation to be carried out and Administration will review once completed.
11.1	Advertising of Amendments to the Access and Equity Policy	**EDCBS**	Administration will advertise this Policy in September 2021	16 November 2021
11.3	Club Night Lights Program Applications for 2022/23	**EDCBS**	Administration will forward both submissions to the Department of Local Government, Sport and Cultural Industries for consideration	30 September 2021
17 August 2021				
9.2	Local Planning Policy No. 7.5.15 - Character Areas (Formerly Character retention and Heritage Areas) Approval for Advertising	**EDSD**	Community consultation has commenced and will conclude in September 2021.	The results of consultation proposed to be presented to Council for approval in late 2021.
10.1	E-Permits Implementation Progress Report	**EDIE**	A report will be prepared for the August Audit Committee Meeting and will brought back to council for further review no later than October 2021. As a consequence of issues raised with the implementation of the permits in respect to the collection management and retention of privacy data, a review of the City's Privacy	~~October 2021~~ Early 2022

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			policy is being undertaken. A report will be submitted to Audit Committee early 2022 on the Privacy Policy.	
11.1	Advertising of Amendments to Community Funding Policy	**EDCBS**	Administration to provide a report to Council as to how funds are allocated across Strategic Community Plan areas, specifically for funds that are being provided to community organisations. This can be done as part of the budget process. Administration will advertise this Policy in September 2021.	15 November 2021
12.1	Proposed Lease to Robertson Park Artists' Studio	**EDIE**	Present a condition and compliance assessment and high level costings for renewal / upgrades of the facilities at Halvorsen Hall and present to Council at the November 2021 Ordinary Council Meeting.	November 2021 Ordinary Council Meeting
27 July 2021				
9.2	Draft Woodville Reserve Landscape Plan	**EDSD**	Community consultation will commence in August 2021	The results of consultation and a final recommended Landscape Plan proposed to be presented to Council for approval in late 2021.
22 June 2021				
9.3	Arts Rebound: Town Centre Artworks	**EDSD**	EOI was distributed on 21 July 2021.	EOI closed in September 2021. Shortlisting completed for each location. Appointment of preferred to occur in December 2021.
9.5	Britannia Reserve Development Plan	**EDSD**	Community consultation has commenced and will conclude in September 2021.	The results of consultation and a final recommended Concept Plan proposed to be presented to Council for approval in late 2021.
10.2	Waste Strategy Project 8: Commercial Waste Collection: Progress Update and Response to Petitions	**EDIE**	Project is proceeding as per Council decision. Further update on the project will be provided to Council in August as per the Council decision of June.	**Complete** Project is proceeding as per Council decision. Further update on the project will be provided to Council in August as per the Council decision of June. ~~A monthly update will be provided to Council until October OMC.~~ Project completed, final update was provided to Council at August OMC.
11.2	Management Agreement - Vincent Tool LIbrary - Portion of Britannia Reserve, 41 Britannia Road, Mount Hawthorn	**EDCBS**	Administration has provided a new lease to the Vincent Tool Library who are meeting on 22 September and will sign the documentation and then return to City.	~~15 September 2021~~ 30 September 2021
12.1	Results of Consultation - Barlee Street Car Park Options for Future Use	**EMCSG**	A further report is required to Council on potential public or shared spaces within Beaufort Street including the potential for trialling pedestrian spaces	November 2021

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			at Grosvenor Road or Barlee Street. Submitters notified of Council decision. Fee modified and signs updated. Feasibility to be prepared for removal of signs and infrastructure.	
12.2	Repeal of Local Government Property Local Law 2008 and approval to advertise Local Government Property Local Law 2021	**EMCSG**	Local law to be advertised for public comment and presented back to Council.	Local law to be advertised for public comment and presented back to Council in November 2021.
18 May 2021				
9.2	Draft Pickle District Place Plan	**EDSD**	The results of community consultation and the updated Place Plan were presented to Council for final endorsement on 14 September 2021.	**Completed** 14 September 2021
10.2	Advertising of new/amended policy - Memorials in Public Places and Reserves (2.1.5)	**EDIE**	Deferred.	To come back to Council by December 2021.
10.3	Tender no IE105/2020 Design, Supply and Install Solar Photovoltaic Systems at City of Vincent Sites	**EDIE**	Projects will proceed as per Capital Works Program.	As per Capital Works Program.
10.4	E-Permits Implementation Progress Report	**EDIE**	Monthly report.	~~Monthly reports will be presented as per Council decision~~. Council resolution from September OMC was that further monthly progress reports are no longer required. **Completed** 14 September 2021
12.3	Results of Consultation - Proposal for a Commercial Kiosk at Hyde Park	**EMCSG**	Reviewed tender submissions. Presentation to Council Workshop on options 31/08/2021	~~September 2021~~ November 2021
27 April 2021				
9.1	Draft Robertson Park Development Plan	**EDSD**	The results of community consultation and the updated Development Plan were presented to Council for final endorsement on 14 September 2021.	**Completed** 14 September 2021.
9.2	Community and Stakeholder Engagement Framework	**EDSD**	The results of community consultation and the updated Stragey and Policy were presented to Council for final endorsement on 14 September 2021.	**Completed** 14 September 2021.
9.3	Draft Leederville Precinct Structure Plan and Draft Leederville Place Plan	**EDSD**	The results of community consultation and the updated Precinct Structure Plan and Place Plan were presented to Council for final endorsement on 14 September 2021.	**Completed** 14 September 2021.
9.4	Draft Beaufort Street Town Centre Place Plan	**EDSD**	The results of community consultation and the updated Place Plan were presented to Council for final endorsement on 14 September 2021.	**Completed** 14 September 2021
10.2	Proposed 12 Month Trial of New and Amended Parking Restrictions in the Streets Surrounding Hyde Park - Vincent, Hyde, William, and Glendower	**EDIE**	Consultation has been completed and further report to be presented to Council in August 2021. Public	**Completed** 14 September 2021

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	Streets, Perth, North Perth, Mt Lawley and Highgate		consultation has been completed and based on the responses Administration has delayed the report to allow for further data to be collected. Report has been rescheduled to be presented to Council at the 14 September 2021 Council Meeting.	
12.2	Extension of Lease – North Perth Special Needs (Shalom Coleman) Dental Clinic, 31 Sydney Street, North Perth and Advertising of Sale of 25 Sydney Street, North Perth	**CEO**	Relocation plan received from NMHS. Further 6 month extension request received from NMHS. CEO to approve and execute lease. Sale of car park land will be presented separately to a future Council meeting.	~~August 2021~~ ~~September 2021~~ October 2021
23 March 2021				
9.6	Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation	**EDBBSD**	The Scheme amendment came into effect on 20 August 2021, and the policy amendment came into effect on 11 September 2021.	**Completed** September 2021
10.2	Waste Strategy Project - 2 Bulk Hard Waste Options Appraisal	**EDIE**	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Further report will be provide to council on the progress and the community feedback.	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Report to be presented to Council in March 2023
12.6	Results of community consultation - Future use of 10 Monmouth Street, Mount Lawley	**EDIE**	Sketch of the eco-zoning to be prepared in consultation with the community and presented to Council in early 2021/22.	Early 2021/22
12.7	Minutes and Motions from the Annual General Meeting of Electors held on 9 February 2021	**CEO**	Present a report to Council on affordable financial model and feasibility of underground power by November 2021	November 2021
15 December 2020				
9.9	Review of Policy No. 4.1.22 - Prosecution and Enforcement	**EDSD**	Review presented to August Council Workshop. Draft policy proposed to be presented to Council for community consultation in late 2021.	~~July August 2021~~ December 2021
10.3	North Perth Traffic Report	**EDIE**	~~Implement a 12 month trial by extending the Fitzgerald street median island through the intersection.~~ Undertake consultation with the businesses and residents in the area bounded by Angove, Charles, Vincent and Fitzgerald Streets on the installation of mid-block traffic calming measures. Present a further report at the conclusion of public consultation in ~~March~~ May 2021	Public consultation in ~~February March~~ April with report ~~March May July 2021 OMC.~~ ~~27 August~~ September 2021 OCM. Report delayed following public meeting requested by residents. Report withdrawn from September OMC to allow administration time to liaise with MRWA on the potential to

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			Inform the petitioners of the Council's decision. Undertake traffic, speed and volume and data collection on Alma Road and present to council in ~~March July~~ August 2021.	access funding from the Urban Road Safety Program. The report will be revised and re-presented to Council by March 2022 following advice from MRWA.
17 November 2020				
9.2	No. 305 (Lot: 4, D/P: 1602) Fitzgerald Street, West Perth - Change of Use from Warehouse to Recreation Private (Amendment to Approved) (Unauthorised Existing Development)	**EDSD**	Deferral to allow the applicant to arrange for an Acoustic Report to be prepared and submitted prior to consideration of the item at a future Council Meeting. Applicant is currently considering their options in how to progress the matter	~~During~~ Late 2021
20 October 2020				
10.1	Update on Manna Inc Meal Service at Weld Square	**EDIE**	Service ended 24 December 2020.	Further report to Council in October 2021. Report to include the impact of other services funded by the CoV, such as the outreach worker servicing Weld Square provided through Uniting Care West.
12.2	Request to the Minister for Lands to Acquire Six Rights of Way as Crown Land and Reserve as Public Rights of Way - Perth Precinct	**CEO**	Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months. Five RoWs completed. One pending.	~~Expected completion 31 December 2021.~~ ~~End of 2021/22 financial year.~~ ~~September 2021~~ Late 2021
15 September 2020				
9.4	City of Vincent Rebound Plan	**EDSD**	The Rebound Plan is a living document that will constantly update and evolve to meet the changing needs of businesses and the community. The plan will be updated and reported monthly to the Rebound Roundtable and COVID-19 Relief and Recovery Committee, and quarterly to Council. First update to council was in December 2020. With following updates each quarter.	The next quarterly update will be provided to Council at its meeting in December 2021.
10.1	Waste Strategy Project - 8 Commercial Waste Collections (Update Report)	**EDIE**	Administration currently preparing next steps for ending commercial services as per council approved Communications Strategy. Administration is visiting all commercial premises.	Implementation review report to Council on the discontinuation of the commercial waste service will be provided six months after implementation.
12.2	Repeal of the City of Vincent Parking and Parking Facilities Amendment Local Law 2020	**EMCSG**	The Joint Standing Committee has been advised of Council's decision. Public notice of the repeal of the amendment local law occurred in January 2021. The public comments proposed to be provided to Council in ~~mid~~ late 2021.	A new local law is being drafted for Council's review in ~~mid September~~ late2021.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
Council Meeting – 28 July 2020				
12.7	Advertising of new Local Government Property Local Law 2020 and new Election Signs	**CEO**	~~Public notice to be provided commenced in August 2020. Minster for Local Government~~ Presented to Council June 2021. Election Signs policy deferred until after election. Local Law Public Consulation closes end September 2021.	~~Report to Council on amendments proposed to draft local laws and present to Council in Mid 2021.February 2021.on outcomes of public notice in November 2020.~~ End of 2021 To Council November 2021
12.9	Advertising of amended Development on City Owned and Managed Land Policy	**CEO**	~~Public notice to be provided in August 2020. extended to September to allow updated policy with diagrams to be provided to public~~. Public consultation complete, further internal revision and discussion with relevant stakeholders required due to comments received. Report to Council proposed for-mid 2021.	~~Report to Council on outcomes of consultation by October 2020.~~ Report to Council proposed for ~~February/March Mid 2021~~ November 2021 for approval to advertise.
Council Meeting – 7 April 2020				
12.3	Sale of miscellaneous portions of City Freehold Land	**CEO**	Community consultation in respect to Brentham Street conducted September 2021. Discussions to occur with Rosewood and Aranmore regarding future sale/lease of Brentham Steet parcel.	202 Vincent Street - **Complete** 150 Charles Street -**Complete** 10 Monmouth Street – **Complete** sale not proceeding **Barlee Street carpark – complete 22 June 2021.** Brentham Street – Council November 2021
Council Meeting – 15 October 2019				
9.1	No. 51 (Lot: 192; D/P: 56091) Albert Street, North Perth – Proposed Alterations and Additions to the Club Premises and Change of Use from Club Premises to Club Premises and Child Care Premises and Licence for Use of Car Park at No. 160 Albert Street, North Perth	**CEO**	Car parking licence has been drafted and sent to applicant for review. Waiting on start date of childcare centre to be determined, as that will be commencement date of licence.	Waiting on applicant.
Council Meeting – 23 July 2019				
9.8	Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development	**EDSD**	The trial has been implemented along with a number of additional exemptions implemented through the State Government in response to the COVID-19 pandemic. The draft Policy will be reviewed in the context of the current situation and will be advertised and presented back to Council for consideration.	The revised draft Policy will be presented to Council for consideration in the ~~2020/21 financial year~~ 2021.
Council Meeting – 30 April 2019				
11.4	Transfer and dedication of lots as road - Charles Street, North Perth	**CEO**	~~Main Roads to organise State Solicitors Office to prepare have prepared transfer documents. Awaiting signing by both parties.~~ Acquisition of Lot 66 on hold due to adverse possession claim.	~~To be signed by 30 October 2020.~~ Waiting on Landgate decision

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			Resolution of adverse possession claim waiting on Landgate decision.	
Council Meeting – 2 April 2019				
11.4	Amendments to the Trading in Public Places Local Law 2008 and Local Government Property Local Law 2008	**CEO**	Local Government Property Local Laws and new Election Signs Policy report provided to Council 28 July 2020 for approval to advertise. Trading in Public Places Amendment Local Law will be redrafted in 20/21.	Local Government Property Local Law **completed** (Item 12.7 28 July 2020). Trading in Public Places Local Law will be redrafted ~~mid in June~~ late 2021.
Council Meeting – 5 March 2019				
10.1	Business Case for the Adoption of a Three Bin Food Organic/Garden Organics System	**EDIE**	Report detailing implementation considerations and further financial modelling on the implications of the adoption of FOGO system will be presented to Council as it becomes available.	~~Report now to be presented into 2021, as a result of project postponement due to COVID-19.~~ Implementation now scheduled from October 2021. ~~RFQ outcome to be discussed at 2 February Budget Workshop.~~
Council Meeting – 27 June 2017				
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	**EDSD**	Administration has forwarded the submission to WALGA. The Minister for Planning and the Attorney General were not advised of Council's position in relation to Third Party Appeal Rights.	Administration is preparing advice to the Minister for Planning and the Attorney General on WALGA's revised preferred model for Third Party Appeal Rights. This is scheduled to be sent in ~~early~~ late 2021~~2020~~.
Council Meeting – 30 May 2017				
12.5	Perth Parking Levy	**EDIE**	~~Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy.~~ State Government yet to release results of consultation.	Update scheduled to be provided in late 2021.
Council Meeting – 7 March 2017				
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	**EDSD**	Administration is reviewing the feedback received from the Department of Local Government, Sport and Cultural Industries in respect to the new Local Government Property Local Law. Drafting of the Animal Local Law will recommence, taking this into consideration. Administration expect to present the draft Animal Local Law to Council May 2021. In the interim, Administration is exercising its discretion in applying the poultry provisions of the current Health Local Law. May 2021 – Administration is currently progressing the DRAFT Animal Local Law through the legal advice process in preparation for	~~Draft proposed to be presented mid 2021.~~ ~~Draft proposed to be presented July – Sept 2021.~~ Legal advice of the Draft Local Law has been sought. Draft Local Law to be presented to the October 2021 Ordinary Meeting of Council.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			presentation to Council in the next quarter.	
Council Meeting – 27 May 2014				
9.3.4	East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	**CEO**	Further discussions ongoing as part of broader discussions with Football Clubs.	~~September 2020~~ ~~November 2020~~ ~~Mid~~ Late 2021

MINUTES

CITY OF VINCENT

ARTS ADVISORY GROUP

Wednesday 15 September at 5.30pm

Venue: Function Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
Cr Joanne Fotakis (Chairperson) (JF)
Cr Sally Smith (SS)

Community Representatives
Paula Hart (PH) Suzanne Worner (SW)

City of Vincent Officers
Georgia Lawrence, Coordinator Place (GL)
Zoe Templar, Place Planner (ZT)
Lauren Formentin, Place Planner – Pickle District (Arts) (LF)

Apologies
Alexandra Thomson (AT) Claudia Alessi (CA)
Eduardo Cossio (EC) Nathan Giles (NG)

1. **Welcome/Declaration of Opening – Acknowledgement to Country**

   5:37pm JF opened meeting

2. **Apologies**

   Alexandra Thomson, Claudia Alessi, Nathan Giles

3. **Previous Minutes**

   Accepted.

4. **Business**

   4.1 636-640 Newcastle St (Megara Foundry) percent for art application (LF)

   - JF some concern over the mirrored component of the wall sculpture, ensure it won't negatively impact on local birdlife and possible flight path of the Carnaby Cockatoos.
   - Artist fee making up a third of the budget is good.
   - Perhaps in the Percent for Art Policy review could require artist fee to be broken down further, into design fee and fabrication fee as some artists fabricate themselves and others outsource.

   4.2 Update on Making Space for Culture study (LF)

   - Think about the approach with Council once report is finalised. If budget required, plan accordingly to align with a budget review.

- Consider how the Youth Action Plan might be relevant, also how it might speak with the Arts Plan.
- Request to clarify the 4 artists studios inn Vincent and check all known studios had been included.

4.3 Community engagement approach for Arts Plan and review of arts policies (ZT/LF)

- Develop communications and community engagement plan with reference to IAP framework.
- Suggest targeting arts-related venues such as the Luna Cinemas foyer before a movie starts, or organising promotional screening before the movie (when they play trailers, etc.).
- PH – a while back had spoken to a developer named Hootan who had commissioned a large façade artwork (perhaps by Anna Kotai) in the Fremantle area as their percent for art contribution. Hootan said the apartments where the façade artwork was experienced sold extremely quickly, and the rest took a long time to sell even though they had ocean views, and the other didn't. Hootan explained if he had known this earlier, he would have commissioned a larger artwork that wrapped the entire building. It would be great to help more developers understand how successful public art can actually play a large, positive role in marketing and selling apartments.
- Consider addressing compliance issues that are challenging for creatives looking to launch events around Vincent. There should be advocacy with regards to allowing more flexibility when organising events so that they do not always require things like safety barriers or other measures to block off sections of roads or paths for events. Often these requirements are expensive and may put a stop to events proceeding.

4.4 Wrap up final meeting for this AAG (Cr. Fotakis)

- Cr. Fotakis thanked all members for their contributions and encouraged members to re-nominate for the new AAG.
- LF to let members know when EOI opens for nominations.

5 Close/Next Meeting

3 November 2021 in the Function Room

Signed _____

Councillor (Chairperson)

Dated this _____ day of _____ 20__

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1 NOTICE OF MOTION - MAYOR EMMA COLE - MINOR MODIFICATIONS TO THE CITY OF VINCENT COMMUNICATIONS PLAN

Attachments: **Nil**

That Council:

1. APPROVES the following minor modifications to the City of Vincent Communications Plan to ensure roles and responsibilities are defined in accordance with the Local Government Act 1995 and the City of Vincent Governance Framework:

1.1 Under "2. Strategic Framework" within "Legislative Framework" replace the wording with "The Local Government Act 1995 prescribes legislative requirements for communications. This includes public notices and the role of the Mayor as the spokesperson for the local government, or the CEO where the Mayor agrees."

1.2 Under "2. Strategic Framework" amend the wording "Marketing and Communications Action Plan to "Communications Plan".

1.3 Under "4. Action Plan" amend the wording for the first goal to "Support the Mayor and CEO in fulfilling their roles as spokespersons for the local government."

1.4 Under "4. Action Plan" include new action: With the CEO and Mayor, develop a 'statement of strategic intent' for strategic projects, immediately following the Council decision. This will articulate Council's strategic intent and key messaging, that will be used by the CEO to manage staff during the administration of the project.

1.5 Under "4. Action Plan" include new action: Council may request the CEO to prepare a communication plan for strategic projects, to be approved by Council and implemented by Administration.

REASON

There is a need for greater clarity in the roles of the Mayor, Council and CEO in strategic, City-wide communications.

The purpose of the Notice of Motion is to make minor amendments to the Communications Plan to ensure that it reflects communication roles and responsibilities as set out in the Local Government Act 1995 and the City of Vincent Governance Framework.

ADMINISTRATION COMMENTS

The Vincent Communications Plan (2021 – 2023) reflects the role of the Mayor and administration, as defined within the *Local Government Act 1995*. Legislation defines the role of the Council in governing the local government and determining the local government's policies (Section 2.7), and it is within that context that the Mayor's role is to 'speak on behalf of the local government' and 'liaise with the CEO on the local government's affairs and the performance of its functions' (Section 2.8).

Administration supports the proposed changes to the Communications Plan.

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)

Nil

14 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

15 URGENT BUSINESS

Nil

16 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

17 CLOSURE