



CITY OF VINCENT

AGENDA

Council Briefing

28 March 2023

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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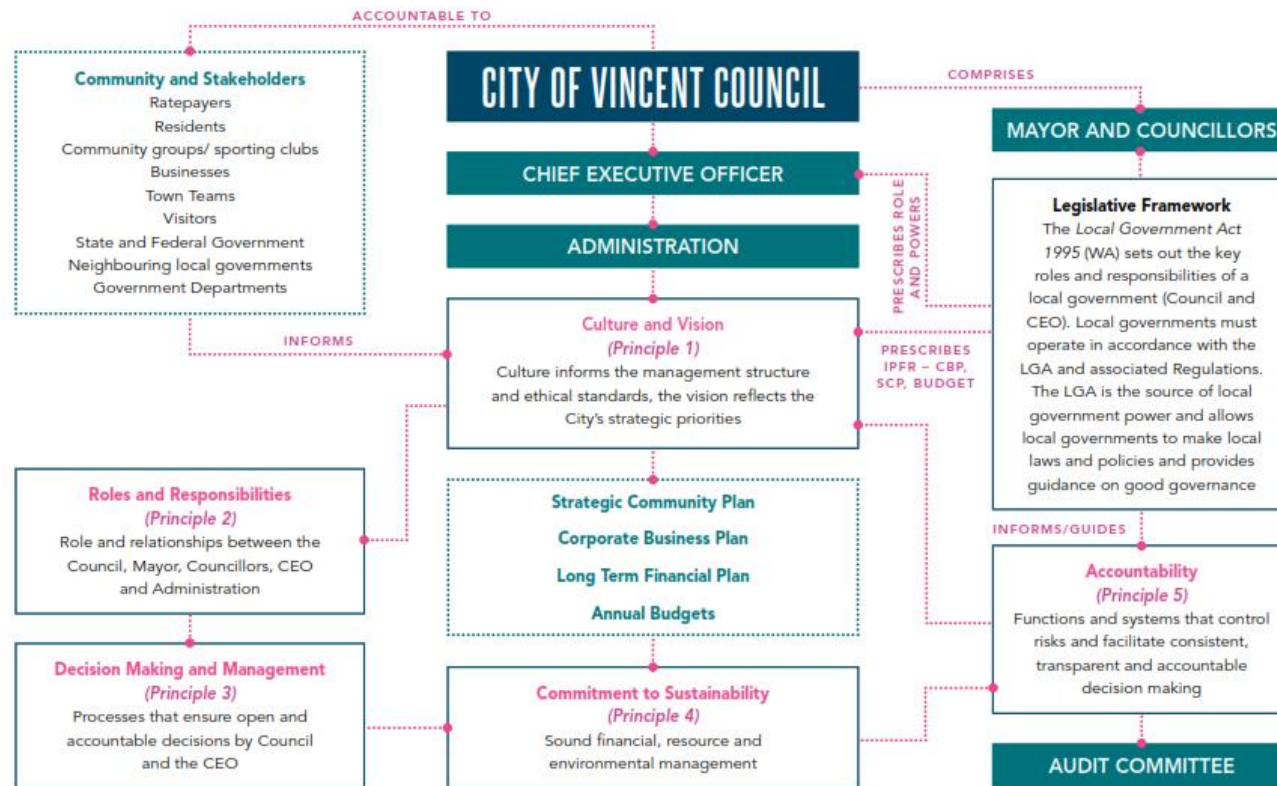
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CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW



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

Mayor Emma Cole on approved leave of absence from 28 March 2023 to 24 April 2023.

Cr Ashley Wallace on approved leave of absence from 26 March 2023 to 03 April 2023.

Cr Suzanne Worner on approved leave of absence from 15 February 2023 to 28 March 2023.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS






4 DECLARATIONS OF INTEREST

Cr Ross Ioppolo declared a potential proximity interest in Item 7.1 Financial Statements as at 28 February 2023 and Item 7.2 Authorisation of Expenditure for the Period 1 February 2023 to 28 February 2023. The extent of his interest is related to any expenditure on City of Vincent Administration Building and Leederville Early Childhood Centre at 244 Vincent Street, Leederville, as my residential property is in direct proximity to those locations.

5 STRATEGY & DEVELOPMENT

5.1 NO. 81 (LOT: 117; D/P: 2099) EAST STREET, MOUNT HAWTHORN - PROPOSED ALTERATIONS AND ADDITIONS TO SINGLE HOUSE

Ward: North

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

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for and Alterations and Additions to Single House at No. 81 (Lot: 117; D/P: 2099) East Street, Mount Hawthorn, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

1. Development Plans

This approval is for Alterations and Additions to a Single House as shown on the approved plans dated 16 March 2023. No other development forms part of this approval;

2. External Fixtures

All external fixtures, such as television antennas (of a non-standard type), radio and other antennae, 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;

3. Colour and Materials

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, to the satisfaction of the City;

4. Boundary Walls

The surface finish of boundary walls facing 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 face brick consistent with the approved plans dated 16 March 2023, or material as otherwise approved, to the satisfaction of the City;

5. 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; and

6. Landscaping

Prior to occupation of the development, all landscaping works shall be undertaken in accordance with the approved plans dated 16 March 2023, to the satisfaction of the City.

PURPOSE OF REPORT:

To consider an application for development approval for alterations and additions to a single house at No. 81 East Street, Mount Hawthorn (the subject site).

PROPOSAL:

The application proposes the partial demolition of the existing dwelling on the subject site and construction of a two-storey rear extension to the existing single house.

The proposed demolition works relate to the existing sleepout, laundry and patio to the rear of the dwelling. The proposed extension would include a kitchen, living areas and outdoor alfresco on the ground floor as well as a master bedroom, walk in robe, ensuite and home office on the upper floor.

The application proposes additional landscaping to the northern and southern boundaries as well as within the street setback area.

Apart from additional tree planting, the application does not propose any modifications to the front portion of the existing dwelling, to the street setback area or to the existing vehicle access and parking arrangements.

The proposed development plans are included as **Attachment 2**.

BACKGROUND:

Landowner:	Hannah Ruprecht & Jackson Wheeler
Applicant:	Addstyle Construction
Client:	Hannah Ruprecht & Jackson Wheeler
Date of Application:	28 October 2022
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R30
Built Form Area:	Residential
Existing Land Use:	Dwelling (Single House)
Proposed Use Class:	Dwelling (Single House)
Lot Area:	377m ²
Right of Way (ROW):	No
Heritage List:	No

Site Context and Zoning

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

The subject site and all surrounding and adjoining properties are zoned Residential R30 under the City's Local Planning Scheme No. 2 (LPS2) and are located within the Residential Built Form Area with a building height standard of two storeys under the City's Policy No. 7.1.1 – Built Form (Built Form Policy).

East Street is characterised by traditional style predominately single storey single houses with some examples of two storey dwellings within the street. Two-storey elements within the immediate East Street streetscape are predominately setback behind the respective ground floor building lines while being visible from the street.

DETAILS:**Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the LPS2, the City's Built Form Policy 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 from this table.

Planning Element	Deemed-to-Comply/ As Existing	Requires the Discretion of Council
Street Setbacks	✓	
Lot Boundary Setbacks		✓
Boundary Wall	✓	
Building Height/Storeys	✓	
Open Space	✓	
Outdoor Living Areas	✓	
Street Surveillance	✓	
Vehicle Access & Parking	✓	
Landscaping (R Codes)	✓	
Visual Privacy	✓	
Solar Access	✓	
Site Works/Retaining Walls	✓	
External Fixtures	✓	

Detailed Assessment

The Built Form Policy and R Codes provide two pathways for assessing and determining development applications. These are through design principles and local housing objectives, or through deemed-to-comply standards.

Design principles and local housing objectives are qualitative measures which describe the outcome that is sought rather than the way that it can be achieved.

The deemed-to-comply standards are one way of satisfactorily meeting the design principles or local housing objectives and are often quantitative measures.

If a planning element of an application meets the applicable deemed-to-comply standard/s then it is satisfactory and not subject to Council's discretion for the purposes of assessment against the Built Form Policy and R Codes.

If a planning element of an application does not meet the applicable deemed-to-comply standard/s then Council's discretion is required to decide whether this element meets the design principles and local housing objectives.

Lot Boundary Setbacks	
Deemed-to-Comply Standard	Proposal
R Codes Volume 1, Clause 5.1.3 – Lot Boundary Setbacks <u>Southern Boundary</u> Ground Floor - Existing Dwelling: 1.5 metres* Ground Floor – Family Room: 1.5 metres <i>*Note: this existing wall is required to be assessed. This is because the addition of the proposed southern boundary wall would be adjacent to this existing wall and the cumulative wall length increases.</i>	<u>Southern Boundary</u> Ground Floor – Existing Dwelling: 0.8 metres* Ground Floor – Family Room: 1.4 metres

Where the above planning elements of the proposal do not meet the specified deemed-to-comply standards, these have been assessed against the applicable design principles and local housing objectives in the Comments section below.

CONSULTATION/ADVERTISING:Development Plans as Originally Submitted

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 31 days between 9 January 2023 and 9 February 2023.

During the first 14 days of the consultation period, Administration became aware by community members that letters had not been posted to adjacent and adjoining properties as required by the City's Community & Stakeholder Engagement Policy. This was due to an unintentional administrative error.

Once this error was recognised, Administration sent letters to all adjoining and adjacent landowners and occupiers and extended the consultation period for an additional 17 days to ensure the consultation occurred in accordance with the Community & Stakeholder Engagement Policy. All community members who had already provided submissions were notified via email of the extension to the consultation period and advised of the error that occurred.

The method of consultation included a notice on the City's website as well as a total of 17 letters being sent, as shown in **Attachment 1**. Six (6) letters were sent to adjoining and adjacent properties and 11 letters were sent to properties in the surrounding area.

A total of 12 submissions were received at the conclusion of the advertising period including 11 objections and one submission that neither supported nor objected to the proposal but raised concerns.

All submissions received raising issues with the consultation process also raised valid planning considerations regarding the proposed development.

The key concerns raised are summarised as follows:

- The building bulk of the development encroaches onto other properties and the two-storey box design is significantly imposing to single story homes adjacent.
- The reduced lot boundary setbacks and boundary walls result in overshadowing, and loss of natural northern light and ventilation to adjoining properties.
- The setbacks will set a negative precedence for future developments in the area in relation to design and building bulk.
- The shipping box design and black colour of the development is inconsistent with the character of the street and surrounding area, and will significantly impact the street and adjoining properties.
- The development encroaches on the neighbouring properties privacy as overlooking will occur from the upper floor windows to adjoining properties rear yards.
- There is insufficient landscaping and the landscaping provided does not provide a sense of open space between dwellings.
- The lack of open space provided reduces the ability for future landscaping and planting; and
- The black colour of the additions is not environmentally sustainable and would require more cooling and result in radiation of heat due to colour and scale of the additions.

A summary of the submissions received along with the applicant's response to each comment is provided in **Attachment 3**. Administration's response to the submissions received are provided as **Attachment 4**.

Amended Plans

The applicant prepared amended plans to respond to community consultation submissions as well as comments provided from the Design Review Panel (DRP) and the City. Amended plans were submitted on 3 March 2023. Details of the modifications in the amended plans are included in the Design Review Panel section below.

The amended plans were advertised for community consultation for a period of seven days from 8 March 2023 to 14 March 2023. Previous submitters were notified, and a notice placed on the City's website. This is consistent with the City's Community & Stakeholder Engagement Policy.

Following the conclusion of the second round of community consultation, the City received one (1) submission from previous submitters reiterating their objection to the proposal.

Further amended plans were submitted on 16 March 2023. These plans included refinements to colours and materials to improve environmental sustainability performance. These refinements are also described below in the Design Review Panel section.

The amended plans dated 16 March 2023 were not readvertised. This is consistent with the City's Community and Stakeholder Engagement Policy because the plans did not alter elements that would affect the amenity of adjoining properties. Additionally, advertising the plans would compromise Administration's ability to present the application to Council in accordance with its statutory obligations under the Planning Regulations. Previous submitters have been notified of the refinements to the plans.

Design Review Panel:

Referred to DRP: Yes

The proposed development was referred to the City's DRP Chairperson for comment on three occasions.

Development Plans as Originally Submitted

The DRP Chairperson noted the following positive aspects of the proposal:

- The front streetscape interface remains largely the same as existing.
- The new addition and upper-level massing are located at the rear of the site behind the retained original house and set back a significant distance from the streetscape.
- The proposal utilises a common approach demolishing later additions or rear outhouse toilet areas to character houses and inserting a contemporary addition at the rear.
- A contemporary rear addition to a character house is a commonly recognised approach, visually representing the time periods in which both elements were constructed rather than trying to replicate the style of the character house that can often result in faux or 'mock' outcomes.
- The main living areas, alfresco space and upper-level rooms are all orientated towards northern light access.
- The applicant has thought through the visual privacy aspect which is fully compliant.
- The external Maxline and James Hardie Axon cladding products used on the rear addition are both high quality materials with a sense of depth and texture to them.

The DRP Chairperson noted the following areas for further improvement:

- External colours and materials should be nominated on the plans. An opportunity exists to differentiate the massing of the development, generate a level of visual interest, and visually break down the bulk and scale of the development through use of a diversity of colours and/or materials.
- The south elevation of the rear addition appears quite boxy in form, with a lack of diversity of colour and materiality predominantly employing a painted render finish. Given the high-quality materiality on all other elevations the applicant is encouraged to increase the use of the Maxline or James Hardie Axon cladding products on this façade to break down the scale of the development to the south.
- The southern side setback at ground floor level does not meet deemed to comply standards. The applicant should consider introducing a recess in the ground level facade where the laundry/butler's kitchen is located to articulate this façade.

Amended Plans (dated 28 February 2023)

In response to community consultation and the DRP Chairperson comments, the applicant made the following changes to the proposal:

- The setback of ground floor and upper floor from the southern boundary increased from 1.2 metres to 1.3 metres.
- A portion of Maxline cladding was added the upper floor southern elevation to reduce visual bulk and increase articulation.
- The setback from the northern boundary of the upper floor Main Bed/Home Office wall decreased from 4.7 metres to 4.6 metres.
- The indicative location of deciduous trees was provided along the northern boundary to assist enhancing visual privacy between properties, along the southern boundary to assist in softening the visual bulk of the south-facing wall, and in the front setback area to East Street to improve streetscape canopy.

- Colours for the Maxline cladding and textured acrylic render were nominated. The colour of the Axon cladding was not confirmed but was noted to be a contrasting colour.

The amended proposal was referred to the DRP Chairperson on 28 February 2023. The DRP Chairperson was supportive of the proposal but noted the following:

- The addition of the Maxline cladding on the side elevation is positive but additional areas of cladding are required. The additional setback of the ground floor and upper floor did not sufficiently break up the bulk of the southern elevation.
- The indicative tree locations and the nominated colours for the cladding and render, which includes the 'Monument Matte Finish' for the Maxline cladding are supported.
- Tree species details and full details for finishes and materials are required to be provided.
- The suggestion of adding a recess in the southern elevation near the butler's kitchen has not been addressed.

Amended Plans (dated 3 March 2023)

In response to the 28 February 2023 DRP Chairperson comments, the applicant made the following changes to the proposal:

- The setback from the southern boundary of the ground floor family wall was further increased from 1.3 metres to 1.4 metres.
- Additional Maxline cladding added to a portion of the upper floor ensuite wall and an additional minor opening was added to the WIR wall.
- The material finish of the boundary wall to the southern boundary was amended from 'Textured Acrylic Render' to 'Face Brickwork'.
- Indicative trees species details for the proposed landscaping were provided with deciduous 'Magnolia Little Gem' trees along the northern boundary to allow northern winter light into the dwelling, fast growing 'Clumping Bamboo' planting along the southern boundary to provide visual screening in the shorter term, and a 'Jacaranda' tree in the front setback to East Street, consistent with existing street trees on East Street.

The revised development plans (dated 3 March 2023) were referred to the DRP Chairperson on 7 March 2023. The Chairperson provided the following comments in respect to the final set of amended plans:

- The changes made are supported including the additional materiality and the colours information, as well as the proposal in general.
- The additional renders provided from the southern neighbour's side illustrate the recess that has been requested in previous comments. The recess would not meaningfully reduce the impact of the southern elevation on the adjoining property and is not required to be provided.

Final Set of Amended Plans (dated 16 March 2023)

Following receipt of the 3 March 2023 plans, Administration sought additional comments from the DRP Chairperson in relation to the sustainability aspects of the development through a referral on 16 March 2023. The DRP Chairperson provided the following comments on the proposal:

- The addition to the house is positively oriented east-west resulting in a large north facing aspect and northern light access.
- The ground floor north and west facing doors and windows have high levels of passive shading over them.
- The addition to the house will receive good cross ventilation through large windows with a high proportion of openable windows.
- The north facing upper level windows have shading. This shading could be extended a little. The stairwell corner window and main bed window in the western elevation are not provided with passive shading devices.
- The project does not nominate any specific renewable energy systems such as solar panels on the roof.
- The 'Night Sky' colour wall cladding and roof sheeting is not preferred from a heat absorbance perspective, although is appropriate from an architectural perspective in providing a suitable contrasting colour.

The applicant made the following changes to the proposal:

- The stairwell corner window was provided with a fixed shading device.
- Indicative location of solar panels shown on the development plans.

The applicant also confirmed the following:

- The colour of the roof sheeting is to be 'Shale Grey' which meets the heat absorbance requirements of the Built Form Policy, and the perspectives have been updated to reflect this.
- The main bed window in the western elevation will not be provided with a permanent shading device and will instead feature Low-E glass to ensure suitable sustainability performance.

The DRP Chairperson is supportive of these changes made.

A summary of the DRP progress is shown in the table below:

Design Review Progress Report				
	<i>Supported</i>			
	<i>Pending further attention</i>			
	<i>Not supported</i>			
	<i>No comment provided / Insufficient information</i>			
	<i>DRP Chair Referral 1 - 17 February 2023</i>	<i>DRP Chair Referral 2 - 28 February 2023</i>	<i>DRP Chair Referral 3 - 7 March 2023</i>	<i>DRP Chair Referral 4 - 16 March 2023</i>
Principle 1 – Context & Character				
Principle 2 – Landscape Quality				
Principle 3 – Built Form and Scale				
Principle 4 – Functionality & Built Quality				
Principle 5 – Sustainability				
Principle 6 – Amenity				
Principle 7 – Legibility				
Principle 8 – Safety				
Principle 9 – Community				
Principle 10 – Aesthetics				

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- *City of Vincent Local Planning Scheme No. 2;*
- *State Planning Policy 7.3 – Residential Design Codes Volume 1;*
- *Community and Stakeholder Engagement Policy; and*
- *Policy No. 7.1.1 – Built Form Policy.*

Planning and Development Act 2005

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

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with [Clause 67\(2\)](#) of the Deemed Provisions in the Planning Regulations and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

State Planning Policy 7.3 – Residential Design Codes Volume 1

On 23 February 2023, the State Government publicly released amendments to Volume 1 of the R Codes. The amendments split the R Codes into Part B – Low Density and Part C – Medium Density.

Part C – Medium Density will apply to grouped dwellings in areas coded R30 and above, such as the subject site.

A transitional period applies and the 2023 R Codes will be gazetted and come into operation on 1 September 2023.

During this transitional period, assessment is to be undertaken against the existing R Codes. Where deemed-to-comply provisions are not met, the assessment is required to be undertaken primarily against the design principles of the existing R Codes, with due regard given to relevant design principles of Part C – Medium Density also.

The design principles in Part C – Medium Density are generally consistent with the existing R Codes design principles.

Delegation to Determine Applications:

This application is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments, as the application received more than five objections during the community consultation period.

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 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.

The applicant has provided information about the environmental sustainability performance of the development which includes the following:

- The proposed addition is east-west oriented and achieves 57 percent open space minimising the extent of the building footprint.
- The proposed development utilises large areas of recessed/shaded glazing on the northern aspect with minimal openings to the west to reduce unwanted afternoon solar gain.
- Framed construction method with insulated R2.0 bats and lightweight, insulated cladding to be utilised for improved thermal performance.
- All proposed habitable rooms have access to two openable windows to allow for natural ventilation.
- Proposed roof sheeting is Colourbond in shale grey with a solar absorption rating 0.4, consistent with the standards of the Built Form Policy.

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:

There are no finance or budget implications from this report.

COMMENTS:Summary Assessment

In assessing the application against the planning framework, it is recommended for approval. The following key comments are of relevance:

- The proposed development scale, height and form is consistent with that expected of a R30 coded site that has a two-storey height standard under the Built Form Policy and is supported by the City's DRP Chairperson.
- The proposed development meets visual privacy and overshadowing deemed-to-comply standards, and would not unduly impact on the amenity of the adjoining property located to the south.
- The proposed building setbacks from adjoining properties are appropriate and provide articulation, and a variation in colours and materials.
- The proposed development would provide a suitable landscaping outcome that would assist in reducing the impact of the development on the surrounding properties and the streetscape.

A more detailed assessment against the discretionary aspects of the application is set out below. These relate to consideration against the R Codes and Built Form Policy.

Lot Boundary Setbacks

The existing dwelling has a wall that is setback 0.8 metres from the southern lot boundary and the proposed extension would result in a new kitchen wall built up to the southern lot boundary. The family room wall of the proposed addition would be setback 1.4 metres from the southern lot boundary.

Under the R Codes, the assessment of the setback of the existing wall would be required to consider the proposed kitchen wall and would have a setback requirement of 1.5 metres. This is to account for the combined length. The proposed family room wall would need to be setback 1.5 metres from the southern lot boundary.

The lot boundary setbacks would satisfy the [design principles](#) of the R Codes and [local housing objectives](#) of the Built Form Policy for the following reasons:

- Reducing Building Bulk: The visual bulk of the southern elevation is reduced through design elements that break up areas of solid blank wall, such as:
 - The use of a variety of colours and materials including the use of render, face brick and cladding;
 - Incorporating several openings;
 - Planting fast-growing bamboo on the southern lot boundary to assist with softening the development as viewed from the southern adjoining property;
 - Incorporating varying wall setbacks on the ground and upper floors for the existing house and proposed development; and
 - The alfresco is open sided.
- Existing Boundary Wall on Adjoining Property: There is an existing 2.3 metre high boundary wall on the adjoining southern property, with their outdoor living area adjacent to this. The proposed and existing walls are located adjacent to this boundary wall. This boundary wall of the adjoining property acts as a dividing fence and the portion of the proposed ground floor wall above this incorporates openings.
- Visual Privacy: The proposed lot boundary setbacks would not result in overlooking of the adjoining property because it relates to walls on the ground floor that would be screened by the dividing fence.
- Ventilation: The setbacks of the proposed dwelling would provide sufficient separation to allow space for air flow and cross-ventilation.
- DRP Support: The proposed design, materiality and its treatment has received support from the City's DRP Chairperson.

- Impact on Solar Access:** The total amount of overshadowing would comply with the deemed-to-comply standard of the R Codes. Notwithstanding this, the proposed wall to the Family Room that does not meet the lot boundary setback deemed-to-comply standard would not reduce the amount of sunlight provided to the southern adjoining property. This is because the shadow that would be cast by this wall would fall on the existing 2.3 metre high boundary wall. This existing boundary wall itself would cast a greater shadow compared to that from the Family Room wall, as shown below in **Figure 1**. This figure shows the shadow cast on 21 June at winter solstice when shadowing is at its worst, as per the deemed-to-comply standard in the R Codes.

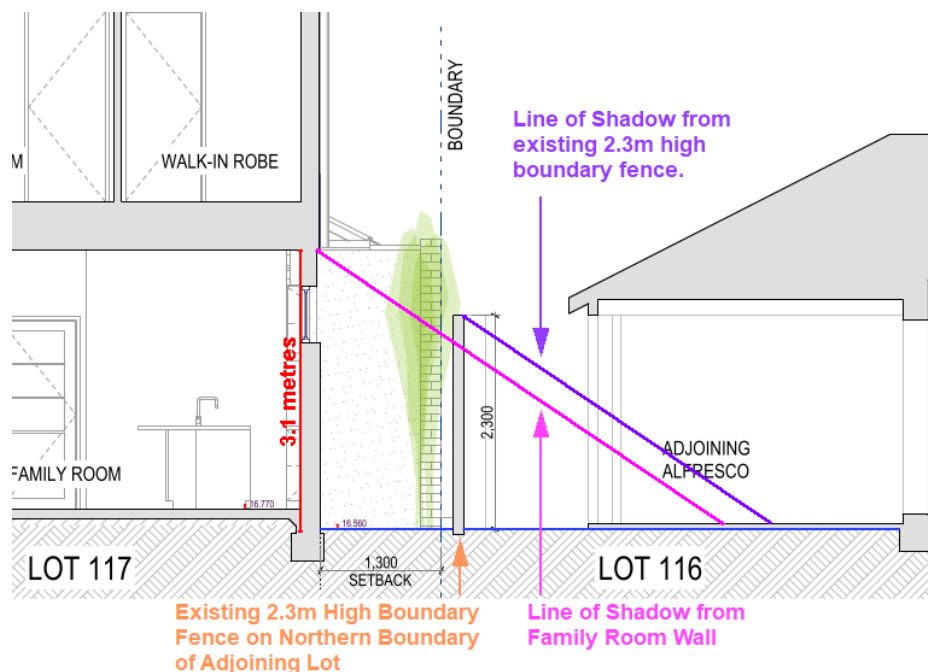


Figure 1 – Comparison of shadowing from Family Wall & existing dividing fence

Landscaping

In addition to the deemed-to-comply standards of the R Codes, the proposed additions to the single house have also been assessed against the landscaping provisions of the Built Form Policy Volume 1, Clause 5.9 that sets out deemed-to-comply standards. The deemed-to-comply landscaping standards set out in the Built Form Policy have not yet been approved by the WAPC and as such, these provisions are given regard only in the assessment of the application and do not have the same weight as other policy provisions.

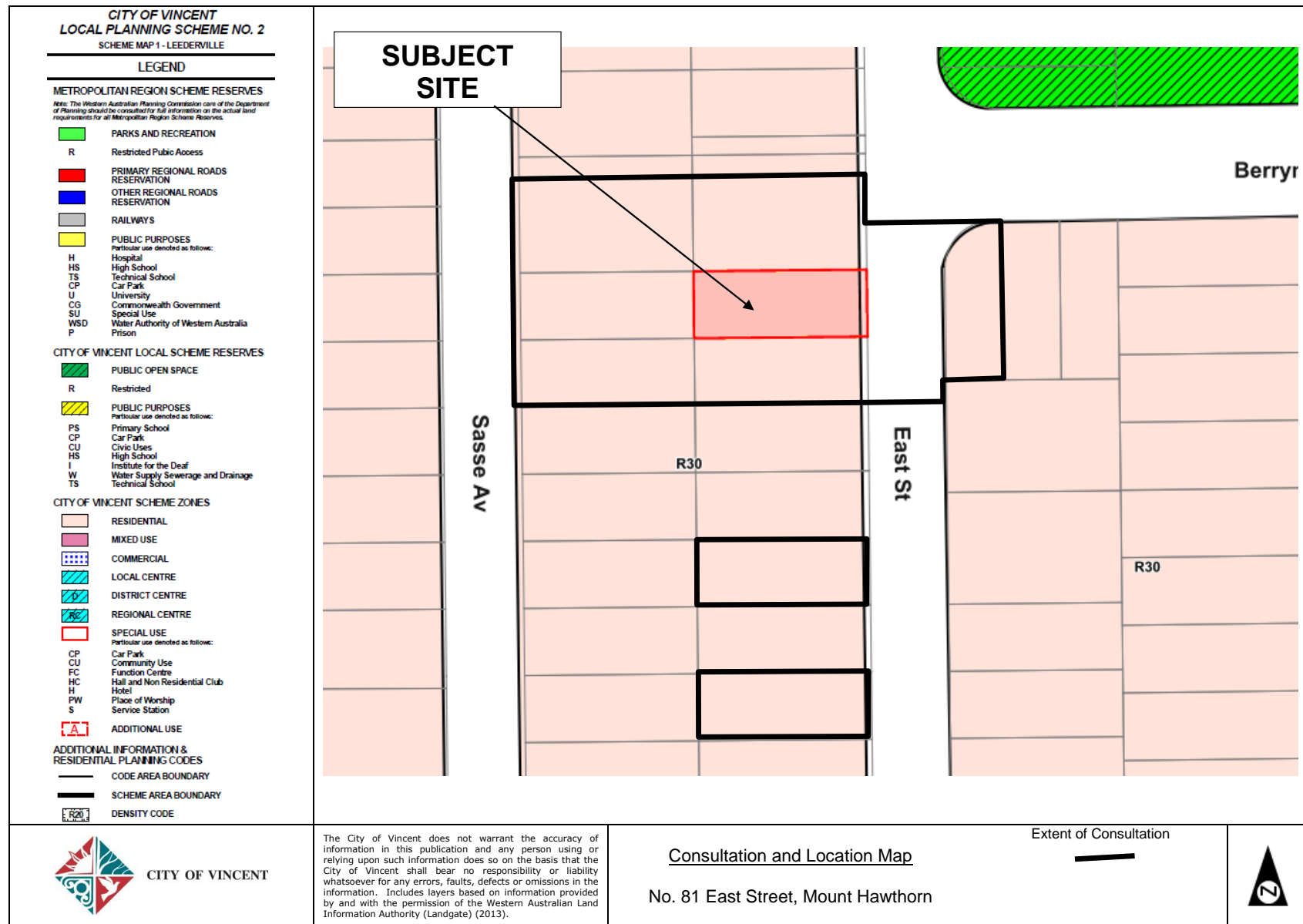
The subject site would provide 30.8 percent deep soil and planting areas, exceeding the 12 percent deep soil and three (3) percent planting areas deemed-to-comply standards under the Built Form Policy.


The Built Form Policy deemed-to-comply standard is for 30 percent of a lot to be provided as canopy coverage at maturity. The application initially did not propose any canopy coverage to the site. Following the initial community consultation period, the applicant submitted amended plans proposing six (6) trees and bamboo planting. The proposed development would provide 15.6 percent of the subject site as canopy coverage at maturity.

The proposed landscaping would satisfy the local housing objectives of the Built Form Policy for the following reasons:


- Tree Planting Location:** The proposed five (5) trees and bamboo planting along the northern and southern lot boundaries, along with other existing smaller plantings would make an effective contribution to the landscaping outcome and canopy coverage on site. This would also assist in reducing the impact of the development on the adjoining residential properties.
- Nature of the Proposal:** The additional tree planting and canopy cover is appropriate and would be commensurate with the nature of the proposal which is an addition to an existing single house. This would provide for tree planting opportunities around the existing dwelling.
- Streetscape:** A jacaranda tree is proposed to be planted within the front setback area that would assist in softening the view of the development as viewed from East Street. There is also one (1) tree in the East Street verge adjacent to the property.

- Environmental Benefits: The proposed plantings and deep soil areas would contribute towards increased urban air quality, tree and vegetation coverage and a sense of open space between the subject site and adjoining properties. This would create a greater landscaping amenity for residents and would make an effective contribution to the City's green canopy to reduce the impact of the urban heat island effect.






SUBJECT SITE



CITY OF VINCENT

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

No. 81 East Street, Mount Hawthorn



The diagram is a detailed site plan of a residential property, Lot 117, showing its layout, features, and surrounding context. The plan includes Lot 116 to the south, Lot 118 to the north, Lot 146 to the west, and East Street to the east.

Lot 117 (377m²): A single-storey brick & tile house. The plan shows a large lawn, garden, patio, and various paved areas. Key features include:





- Enclosed Patio:** Located at the rear of the house.
- Single Storey Timber & Iron House:** Located to the north of Lot 117.
- Single Storey Brick & Iron House:** Located to the south of Lot 117, separated by a 2.3m high brick rendered wall.
- Garage:** Attached to the side of the house.
- Porch:** Located at the front of the house.
- Lawn:** A large lawn area in the center of the property.
- Garden:** Various garden areas, including a 2.1m Fibro Fence Garden and a 1.8m Fibro Fence Garden.
- Paving:** Extensive paved areas throughout the property.
- Concrete Path:** Leading from the street to the house.
- Water meter:** Located near the front of the property.
- Sewer Con:** Located near the front of the property.
- Alfresco:** Located near the front of the property.
- Top Wall 18+75:** Located at the rear of the property.
- Top Wall 17+93:** Located at the front of the property.
- Water meter:** Located near the front of the property.
- Water meter:** Located near the front of the property.
- Water meter:** Located near the front of the property.

Surrounding Context:




- Lot 116:** A single-storey brick & iron house.
- Lot 118:** A single-storey timber & iron house.
- Lot 146:** A single-storey brick & iron house.
- East Street:** The street to the east of the property.
- Water meter:** Located near the front of the property.
- Water meter:** Located near the front of the property.
- Water meter:** Located near the front of the property.

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-  EXISTING GROUND FLOOR
 PROPOSED GROUND FLOOR
 PROPOSED FIRST FLOOR
 PROPOSED ALFRESCO

SHADOW DIAGRAM

- | | |
|---|--|
|  | EXISTING SHADOW PROJECTION ON
21 JUNE AT 12 NOON ~84.38m ² |
|  | PROPOSED SHADOW PROJECTION ON
21 JUNE AT 12 NOON ~89.90m ² |
|  | TOTAL PROPOSED SHADOW
PROJECTION ON 21 JUNE AT 12 NOON
~126.91m ² |
| | ADJACENT LOT ~377m ² |
| | SHADOW PERCENTAGE ~33.7% |

SITE COVERAGE

TOTAL SITE AREA:	377m ²
EXISTING GROUND FLOOR: (INCLUDING GARAGE)	105.42m ²
PROP GROUND FL ADDITION:	67.92m ²
PROP FIRST FL ADDITION:	63.70m ²
PROP ALFRESCO:	21.10m ²
EXISTING COVERAGE:	105.42m ² - 27.96%
PROPOSED COVERAGE:	150.75m ² - 39.98%
OPEN SPACE:	113.75m ² - 60.02%

OVERHEAD POWERLINES:

IN THE INSTANCE OF OVERHEAD POWERLINES
TAKE ALL NECESSARY PRECAUTIONS.

WIND CLASSIFICATION:

IN ACCORDANCE WITH 'AS 4055' THIS SITE
IS CLASSIFIED AS: N- / TC- / T- / -S

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CLIENT:

Hannah Ruprecht & Jackson Wheeler

81 East Street
Mount Hawthorn WA 6016

ADDRESS:

DRAWN

A. Pratama

CHECKED

#Checked By

DESIGNER

A. Pratama

DATE _____

16/03/2023

JOB No

2629

DWG No

2 of 9

REV

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[illegible]

DATE	JOB No	DWG No	REV
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Architectural elevation drawing of a house. The drawing includes the following annotations and dimensions:

- Annotations:**
 - MAXLINE CLADDING TO EXTERNAL WALLS
 - NOTE: COLOUR TO BE 'MONUMENT MATTE FINISH'
 - SCYON 'AXON' 133MM GRAINED CLADDING PAINTED IN 'CEDAR' WOOD STAIN
 - FIXED SHADING DEVICE TO W-03
 - EXISTING HOUSE
 - W-02
 - W-03
- Dimensions:**
 - 23.340 (elevation)
 - 2.820 (height)
 - 2.400 (height)
 - 2.820 (height)
 - 19.590 (elevation)
 - 20.090 (elevation)
 - 19.590 (elevation)
 - 16.770 (00c) (elevation)
 - 22.490 (elevation)
- Level Callouts:**
 - EXISTING CL (28c +WP) 19.590
 - EXISTING/PROP. FL 16,770 (00c)
 - PROPOSED FL 20.090
 - EXIST/PROP CL 19.590
 - EXISTING CL 16,770 (00c)
 - PROPOSED STAIR VOID CL 22.490

Architectural elevation drawing showing a proposed building extension and an existing house. The drawing includes the following details:

- Proposed Building Extension:**
 - Materials and Finishes:**
 - TEXTURED ACRYLIC RENDER APPLIED TO EPS WALL CLADDING IN 'DULUX VANILLA QUAKE'
 - COLORBOND TRIMDECK SHEET ROOFING AT 2° PITCH IN 'SHALE GREY'
 - MAXLINE CLADDING TO EXTERNAL WALLS. NOTE: COLOUR 'MONUMENT MATTE FINISH'
 - BOUNDARY WALL FACE BRICKWORK
 - Dimensions and Levels:**
 - EXISTING CL 22.890
 - PROPOSED FL 20.090
 - EXIST/PROP CL 19.590
 - ALFRESCO/UTILITY CL 19.170
 - EXISTING CL 16.770 (00c)
 - 23.340 (Roof Level)
 - 19.570 (Wall Top Level)
 - 19.684 (Wall Top Level)
 - 16.530 (Ground Level)
 - 16.560 (Ground Level)
 - 16.680 (Ground Level)
 - 16.470 (Ground Level)
 - 16.01c (Ground Level)
 - 6.4m APPROX. FROM GL (Height from ground level)
 - 1.800 (Wall Height)
 - 2.400 (Wall Height)
 - 2.820 (Wall Height)
 - 500 (Wall Height)
 - 2.800 (Wall Height)
 - Windows and Doors:**
 - W-01 (Large window/door)
 - W-08 (Small window)
 - W-09 (Small window)
 - Other Features:**
 - INDICATIVE LOCATION OF SOLAR PANELS (BY CLIENT'S AGENT)
 - GALVANISED STEEL 120x120MM SHS POSTS SUITABLE FOR PAINT FINISH (COLOUR: NIGHT SKY)
 - LINE OF EXISTING SCREEN WALL
- Existing House:**
 - EXISTING HOUSE (Label on the existing house)

OVERHEAD POWERLINES:

IN THE INSTANCE OF OVERHEAD POWERLINES
TAKE ALL NECESSARY PRECAUTIONS.

WIND CLASSIFICATION:

IN ACCORDANCE WITH 'AS 4055' THIS SITE
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SCYON 'AXON' 133MM GRAINED CLADDING
IN 'CEDAR' WOOD STAIN TO EXTERNAL
STAIRWELL WALLS

MAXLINE CLADDING TO EXTERNAL WALLS
IN COLORBOND MONUMENT MATTE

23.340

EXISTING CL 22.890

2.800

W-07

COLORBOND TRIMDECK SHEET
ROOFING AT 2° PITCH

PROPOSED FL 20.090

19.570

EXISTING CL 19.590

1.500

D-03

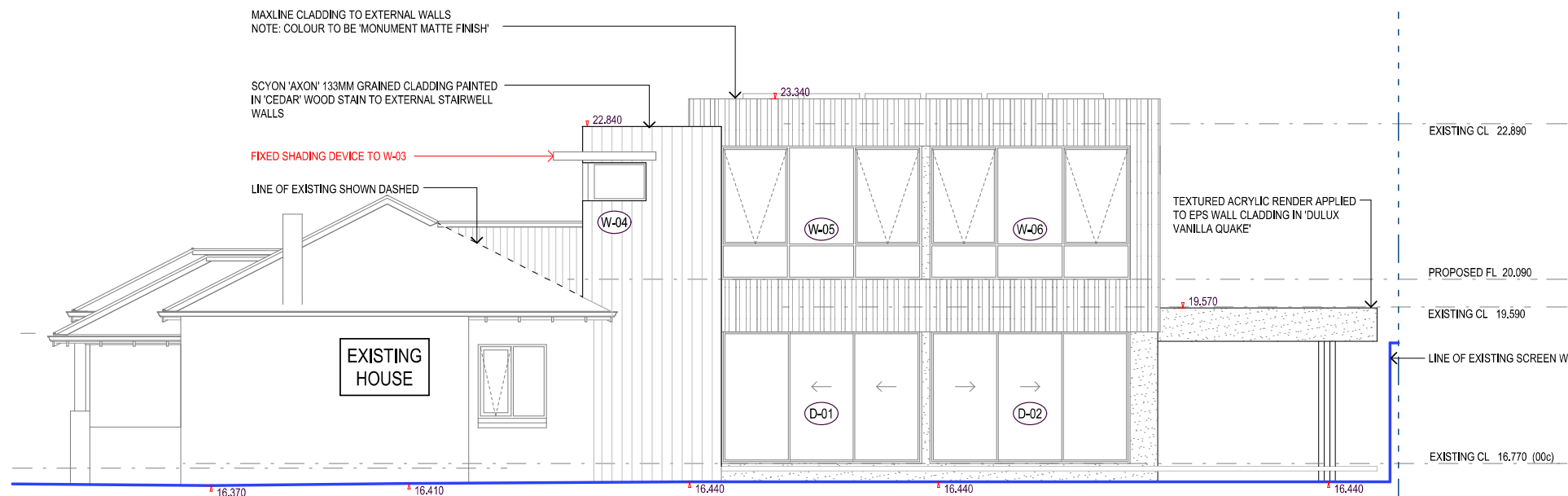
LINE OF EXISTING SCREEN
WALL

2.820

EXISTING CL 16.770 (00c)

16.440 16.410 16.430 16.470

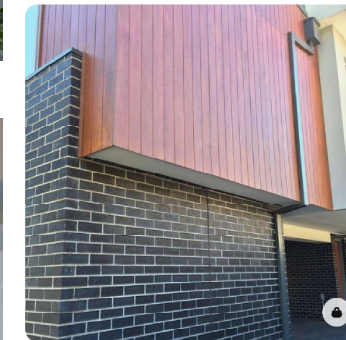
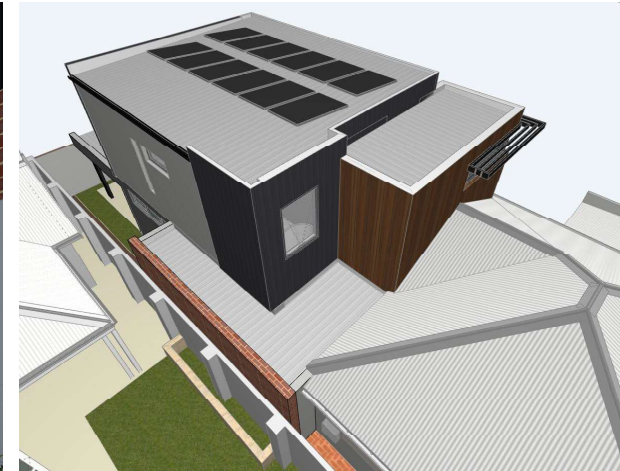
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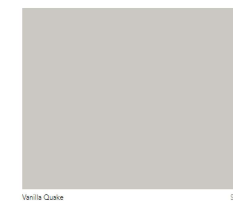
REV	ITEM	DATE
A	ISSUE FOR DTC	21/09/2022
B	LAYOUTS ADDED	12/13/2022
C	AMENDED FOR DA	28/02/2023
D	AMENDED FOR DA	03/03/2023
E	AMENDED FOR DA	16/03/2023

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Vanilla Quake S14A1

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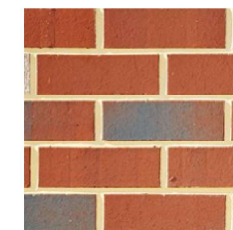
Vanilla Quake

S14

CITY OF VINCENT
RECEIVED
16 March 2023



NIGHT SKY



Restoration Red

COLOUR SCHEDULE

COLORBOND CLADDING: MONUMENT MATTE FINISH
COLORBOND ROOF: SHALE GREY (NOT VISIBLE FROM /ADJOINING LOTS)
ALUMINIUM JOINERY FRAMES: NIGHT SKY
ALFRESCO POSTS: NIGHT SKY
SCYON AXON: WOOD STAIN - CEDAR
ACRYLIC RENDER: DULUX 'VANILLA CAUKE'
FACE BRICKWORK: MIDLAND BRICK 'RESTORATION RED'

OVERHEAD POWERLINES:

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CLIENT:

Hannah Ruprecht & Jackson Wheeler

81 East Street
Mount Hawthorn

ADDRESS:

DRAW

A. Pratama

	CHECKED
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DESIGNER

A. Pratama

DATE
16/03/2023

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8 of 8

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E

Summary of Submissions:

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

Comments Received in Objection:	Applicant Comment:
<u>Open Space</u> <ul style="list-style-type: none"> The lack of open space reduces the ability for future landscaping and planting 	<ul style="list-style-type: none"> Site coverage is compliant with R-codes and LPS. Tree planting proposed along Northern boundary, as well as within front setback. Proposal achieves over 60% open space, that is 15% more than the minimum 45% required by the Residential Codes of WA, Table 1.
<u>Lot Boundary Setbacks</u> <ul style="list-style-type: none"> The building bulk of the development encroaches onto other properties The two-storey box design is significantly imposing to single story homes adjacent The reduced setbacks result in loss of sunlight to adjoining properties as well as reduced ventilation The reduced setbacks affect the outlook from the neighbouring backyards and windows Boundary wall heights will provide building bulk impacts to adjoining properties and reduce sunlight The reduced setbacks will set a negative precedence for future developments in the area. 	<ul style="list-style-type: none"> South-elevation has been amended with increased setback and more articulation following comments from DRP chair and meeting with Scout Walsh. As demonstrated on shadow diagram, existing boundary wall on adjoining lot 116 already overshadows the courtyard. Height and setback of the 2-storey element are compliant. The element that constitutes "reduced setback" only refers to the lower portion of the wall, which is almost completely screened by the boundary wall on the adjoining lot. The upper floor portion is fully compliant. This is outlined and discussed in the letter of justification included in our initial submission. Please refer to shadow diagram and photographs included on the last few pages.
<u>Noise & Odour</u> <ul style="list-style-type: none"> Concerns relating to increased noise due to AC locations which is adjacent to bedrooms and alfresco areas. Concerns relating to range hood emissions to adjoining properties Location of alfresco in close proximity to adjoining properties will impact noise and amenity of adjacent areas. 	<ul style="list-style-type: none"> Air-con/HVAC is not within applicant's scope of works. External unit may be roof-mounted or located closer to the front of the dwelling, away from bedrooms/areas of concern. Commenter is welcome to discuss with landowner. Location of proposed new kitchen is not unusual. Range hood emission will be discharged in the conventional manner i.e. through the roof (not at door/window level), into the atmosphere above. Unfortunately we have no control over wind directions and the fate of said emission once expelled. Nothing in our proposal contravenes the current health regulations/by-laws.
<u>Landscaping</u> <ul style="list-style-type: none"> There is insufficient landscaping provided and minimal trees Landscaping is under the 30% canopy cover requirement Location of additions will damage adjoining properties existing trees and gardens that have existed for a long time. The landscaping provided does not provide a sense of open space 	<ul style="list-style-type: none"> Additional tree planting proposed. There is currently zero tree on site. Most dwellings do not meet this 30% canopy cover requirement. We are showing genuine and reasonable attempt at increasing it from its current state. Unclear and doubtful how location of additions will damage trees on the adjoining properties. Footings will be constructed to engineer's detail and contained wholly within the lot. Proposed addition set back significantly from the street and located behind

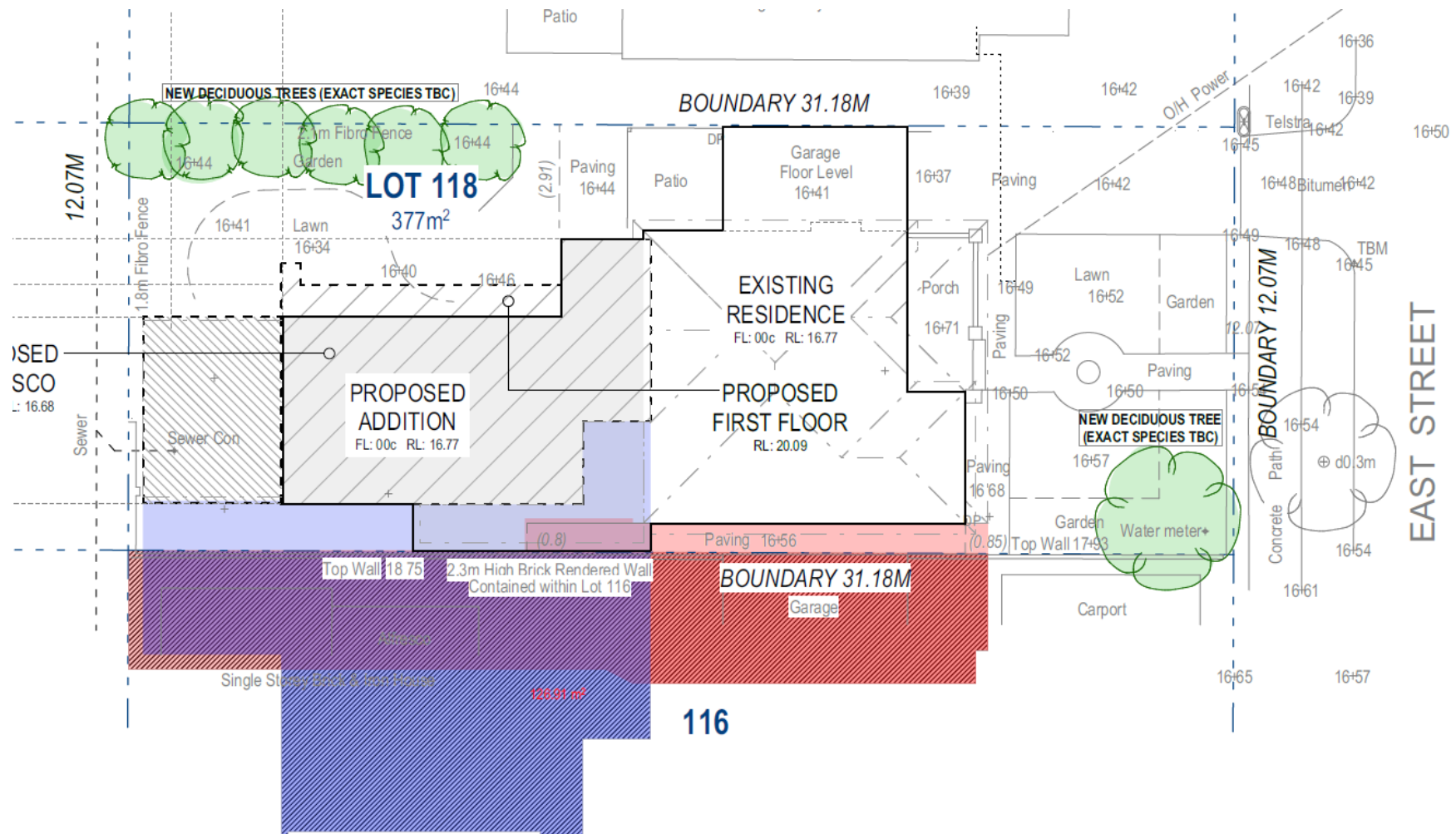
Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
between dwellings	existing dwelling. maintaining 'traditional' streetscape and preserving the "sense of open space".
<u>Visual Privacy</u> <ul style="list-style-type: none"> The development encroaches on the neighbouring properties privacy Overlooking proposed from UF windows to adjoining properties rear yards. Request these windows are frosted 	<ul style="list-style-type: none"> All major openings are sufficiently set back and compliant in terms of privacy/overlooking requirement as per the R-Codes (4.5m for bedrooms and study/office). There is no need for visual screening and/or obscure glazing in this instance. Commenters' request for frosted glazing will not be accommodated.
<u>Overshadowing</u> <ul style="list-style-type: none"> Concerns relating to overshadowing from boundary walls and reduced setbacks Shadowing to the southern property will significant impact natural northern light in winter months Concerns relating to lawn and plant growth due to vast shadowing proposed Shadowing to adjoining properties will increase damp and moss/mould build-up Concerns relating to solar power generation due to shadowing. Results in ongoing power loss and financial burden. 	<ul style="list-style-type: none"> Boundary wall is already in place, wholly contained within adjoining lot and extent of existing overshadowing demonstrated on shadow diagram. Again, no "reduced setback" proposed regarding the element of the proposal responsible for potential overshadowing. Upper floor has been moved further from the South boundary to ameliorate overshadowing. Additional shadow cast by proposed addition falls mainly over roof of the dwelling on adjoining lot. There is sufficient roof area on adjoining dwelling unaffected by proposed addition in terms of overshadowing. Also noted as per 18 January 2023 there are no solar panels on the roof of adjoining dwelling. "Ongoing power loss and financial burden" is purely speculative and conjectural.
<u>Design</u> <ul style="list-style-type: none"> The shipping box design and black colour of the development is inconsistent with the character of the street and surrounding area and will significantly impact the street and adjoining properties The box design of the additions is not appealing to look at The style is taking away from the federation style of Mt Hawthorn. Design of the development provides an adverse precedence to the area and encourages "concrete jungle" The black colour of the development will loom over adjoining properties. 	<ul style="list-style-type: none"> Contrasting a traditional dwelling with a modern/contemporary addition is not an uncommon approach and respects the integrity and character of what's currently in place. It is the standard practice when dealing with heritage-listed building fabric as it is important to distinguish original/significant elements from a latter-day addition. Doing a 'mock heritage' addition would devalue the original home as dwellings of such scale in such setting would be highly unusual in the 1940s. 'Not appealing to look at' is highly subjective. While we do not claim to be arbiter of taste, we are well-regarded within the construction industry, being the most award-winning renovation builder in WA. Appearance of original dwelling, including the main roof line is preserved. We recognise the character of the locality and opted to respect the original built form by not proposing to build over the original house. The black metal cladding only appears on elevations that are set back from the boundary and not "loom over adjoining properties". On the South elevation, external walls would mostly be rendered in Dulux 'Vanilla Quake', a soft, warm neutral.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
<u>Environmental Design</u> <ul style="list-style-type: none"> The black colour of the additions are not environmentally sustainable and would require more cooling Concerns regarding radiation of heat due to colour and scale of the additions. Concerns relating to radiation of heat and reflection due to mass of structure in summer months The black box will provide more urban heat than near any other design. The development will have a negative thermal performance. 	<ul style="list-style-type: none"> Proposed addition will be subject to 6-star energy efficiency rating, and has been designed to leverage the northern aspect by means of North-facing openings, and minimal opening to the South and West. Metal cladding on framed structure has little thermal mass in comparison to masonry or concrete which will retain, reflect and radiate heat. White cladding would create more glare and reflection onto neighbouring houses. Other local government bodies e.g. Town of Cambridge prohibit light-coloured roof/ cladding for this reason. While, on the surface, white/surfmist seem an ideal choice for thermal performance, its impact on the amenity of neighbouring dwelling is potentially greater.
<u>Fence</u> <ul style="list-style-type: none"> Concerns regarding the removal of dividing fences and financial implications of this for neighbouring properties 	<ul style="list-style-type: none"> Portion of fence removed will be replaced by boundary wall, finished in either cement render or face brickwork to adjoining landowner's preference/satisfaction. Builder will make good dividing fence affected by works. Should landowner and neighbour choose to upgrade the existing fencing, any financial implication will be in accordance with Dividing Fence Act 1961.

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

Summary of Submissions:

Site plan/shadow diagram. Orange shading indicates existing overshadowing, predominantly caused by 2.3m high brick rendered wall contained within Lot 116. Proposed overshadowing in blue shows it'll mostly overlap with existing shadow, or cast over the roof of adjoining dwelling on Lot 116.

Summary of Submissions:

Existing 2.3m rendered brick boundary wall on Lot 11 -note the height in relation to top of doors/windows.

With this wall in place, it makes no perceptible difference whether the South-facing wall to proposed family room is set back 1.3m (proposed) or 1.5m (compliant) when viewed from adjoining lot. This is also discussed in the justification letter included in initial submission.

We feel some of the received comments focused on the “reduced setback” aspect of the variation without proper understanding that the proposed South-facing wall when viewed in its entirety is compliant.

Moreover, the setback to South boundary has been increased as reflected in the amended plans following meeting with Scout Walsh and subsequent RFI receipt.

Thank you for the opportunity to respond to the received submissions, and kindly contact the undersigned if further response/information is required.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Anthony Pratama', is written over a light blue horizontal line.

Anthony Pratama
Addstyle Constructions

Summary of Submissions:

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

Comments Received in Objection:	Administration's Comment:
<p><u>Open Space</u></p> <p>The lack of open space reduces the ability for future landscaping and planting.</p>	<p>The development proposes 57 percent open space which would exceed the minimum of 35 percent under the deemed-to-comply standards of the R Codes. This means that discretion is not being sought for this planning element.</p> <p>Deep soil and planting areas are provided within these open space areas that would enable future landscaping and planting opportunities, including five additional trees to the northern lot boundary, a tree within the front setback area and bamboo planting to the southern lot boundary.</p>
<p><u>Lot Boundary Setbacks</u></p> <ul style="list-style-type: none"> • The building bulk of the development encroaches onto other properties. • The two-storey box design is significantly imposing to single story homes adjacent. • The reduced setbacks result in loss of sunlight to adjoining properties as well as reduced ventilation. • The reduced setbacks affect the outlook from the neighbouring backyards and windows. • Boundary wall heights will provide building bulk impacts to adjoining properties and reduce sunlight. • The reduced setbacks will set a negative precedence for future developments in the area. 	<ul style="list-style-type: none"> • The scale, height and form of the proposed development is consistent with that of a R30 coded site that has a two-storey height standard under the Built Form Policy and which applies to the subject site and surrounding properties. • The proposed addition has been designed to incorporate contrasting colours and materials, and articulation provided through varying wall setbacks and openings to assist in reducing building bulk as it presents to adjoining properties and the street. • The ground floor wall of the southern elevation includes a family room wall and alfresco that is setback 1.4 metres in lieu of the 1.5 metre deemed-to-comply standard. This portion of wall would meet the deemed-to-comply building height and overshadowing, with its shadow cast entirely within the shadow that results from an existing 2.3 metre high wall on the boundary of the adjoining property. The majority of this portion of wall would also be obscured by the existing 2.3 metre high boundary wall on the adjoining property. • The ground floor wall that does not meet the deemed-to-comply standard incorporates varying colours and materials, and articulation through varying wall setbacks and openings to assist in reducing building bulk. • The proposed boundary wall to the southern lot boundary satisfies the deemed-to-comply standards. • Future development proposals are required to be assessed on their own merits against the applicable planning framework through the development application process.

Summary of Submissions:

Comments Received in Objection:	Administration's Comment:
<p><u>Noise & Odour</u></p> <ul style="list-style-type: none"> Concerns relating to increased noise due to AC locations which is adjacent to bedrooms and alfresco areas. Concerns relating to range hood emissions to adjoining properties. Location of alfresco in close proximity to adjoining properties will impact noise and amenity of adjacent areas. 	<ul style="list-style-type: none"> The location of any future air conditioning units has not been provided by the applicant. The location of any future air conditioning units would be required to comply with the standards of the City's Built Form Policy for air conditioning fixtures for single houses to be placed at the rear of the ground floor below the existing fence line. Odour can only be assessed by the City's Environmental Health Officers in consideration of a nuisance when the development has been constructed and should odour become an issue. Administration has no reason to believe that the proposed addition to a single house would result in an amenity impact by odour emission. All properties are required to maintain ongoing compliance with the <i>Environmental Protection (Noise) Regulations 1997</i> which includes the location and noise associated with air conditioning units and outdoor living areas.
<p><u>Landscaping</u></p> <ul style="list-style-type: none"> There is insufficient landscaping provided and minimal trees. Landscaping is under the 30% canopy cover requirement. Location of additions will damage adjoining properties existing trees and gardens that have existed for a long time. The landscaping provided does not provide a sense of open space between dwellings. 	<ul style="list-style-type: none"> Six (6) trees are proposed to the northern lot boundary and the street setback area. Bamboo planting along the southern lot boundary would be provided in addition to existing smaller plantings. This landscaping would make an effective contribution to the landscaping outcome and canopy coverage on site. 15.6 percent of the subject site as canopy coverage at maturity, noting that the City's Built Form Policy deemed-to-comply standard of 30 percent has not been approved by the Western Australian Planning Commission and are given regard only. All works are contained wholly within the lot boundaries to ensure there is no impact on adjoining properties. The landscaping outcome together with 57 percent open space which would exceed the minimum of 45 percent under the deemed-to-comply standards of the R Codes would ensure a sense of space between dwellings. The additional tree planting and canopy cover is appropriate and would be commensurate with the nature of the proposal which is an addition to an existing single house. This would provide for tree planting opportunities around the existing dwelling.

Summary of Submissions:

Comments Received in Objection:	Administration's Comment:
<ul style="list-style-type: none"> Erosion issues, lack of mature landscapes and grassed areas leads to increased pollution and sedimentation in rivers and streams. Erosion also destroys fertile land and leads to more flooding. Landscaping, especially grass and shrubs, hold the soil together with their roots. Mature trees and landscaping assist in air purification which will be affected. Without mature coverage of 30 percent, the natural cooling properties and shade opportunities in the summer are eliminated and discourages natural wildlife and ecosystems. 	<ul style="list-style-type: none"> The development proposes to maintain the existing grassed areas in the front setback area and is proposing deep soil throughout the site in excess of the requirements of the Built Form Policy which would be landscaped. The subject site is within an urban location and is not in proximity to rivers and streams. Landscaping and mature trees assist in improving air quality. The subject site does not include any large mature trees that are being removed. The proposal includes the provision of six trees on-site. The proposed landscaping would provide 15.6 percent canopy coverage, in addition to other soft landscaping on-site. The landscaping would contribute to the creation of microclimates which would support the reduction in the urban heat island effect and provide habitat for wildlife.
<u>Visual Privacy</u>	
<ul style="list-style-type: none"> The development encroaches on the neighbouring properties privacy. Overlooking proposed from upper floor windows to adjoining properties rear yards. Request these windows are frosted. 	<ul style="list-style-type: none"> The development proposes setbacks for major openings on the upper floor which meet the deemed-to-comply standards of the R Codes. This means that they are not subject to Council's discretion and are not required to be treated/obscured. The applicant has proposed five 'Magnolia Little Gem' trees on the northern side boundary which would assist in providing visual screening to the north facing upper floor major openings. The 'Magnolia Little Gem' is a commonly used tree species to provide visual screening due to its dense foliage and fast growing nature.
<u>Overshadowing</u>	
<ul style="list-style-type: none"> Concerns relating to overshadowing from boundary walls and reduced setbacks. Shadowing to the southern property will significant impact natural northern light in winter months. Concerns relating to lawn and plant growth due to vast shadowing proposed. Shadowing to adjoining properties will increase damp and moss/mould build-up. Concerns relating to solar power generation due to shadowing. Results in ongoing power loss and financial burden. 	<ul style="list-style-type: none"> The overshadowing of the southern adjoining property that would result from the proposed development would satisfy the deemed-to-comply standards of the R Codes and is not subject to discretion. The shadow cast from the from the ground floor family room wall that is setback 1.4 metres in lieu of the deemed-to-comply 1.5 metres would fall entirely within the shadow already cast by the existing 2.3 metre high wall on the northern boundary of the adjoining property. The overshadowing assessment reflects a 'worst case scenario' at winter solstice (midday 21 June). Adjoining properties would retain access to direct sunlight for portions of the day. No solar panels are present on the properties to the south of the subject site and shadow would be cast to its southern aspect and would not impact on any future ability to install solar panels to take advantage of the northern aspect.

Summary of Submissions:







Comments Received in Objection:	Administration's Comment:
<p><u>Design</u></p> <ul style="list-style-type: none"> The shipping box design and black colour of the development is inconsistent with the character of the street and surrounding area and will significantly impact the street and adjoining properties. The box design of the additions is not appealing to look at. The style is taking away from the federation style of Mt Hawthorn. Design of the development provides an adverse precedence to the area and encourages "concrete jungle". The black colour of the development will loom over adjoining properties. Decreases street aesthetic and value of properties. 	<ul style="list-style-type: none"> The design of the proposed development is supported by the City's Design Review Panel (DRP) Chairperson. The DRP Chairperson noted that the development provides high quality materials with a sense of depth and texture to them. The DRP Chairperson also noted that a contemporary rear addition to a character house is a commonly recognised approach, visually representing the time periods in which both elements were constructed rather than trying to replicate the style of the character house. The upper level massing of the proposed development is located at the rear of the site reducing the visual impact on the streetscape. The development mitigates the impact of building bulk from adjoining properties through the variation of colours and materials. The DRP Chairperson noted that the 'Monument' cladding provides contrast to the design which is supported from an architectural perspective. Property values are not a relevant consideration under the planning framework.
<p><u>Environmentally Sustainable Design</u></p> <ul style="list-style-type: none"> The black colour of the additions are not environmentally sustainable and would require more cooling. Concerns regarding radiation of heat due to colour and scale of the additions. Concerns relating to radiation of heat and reflection due to mass of structure in summer months. The black box will provide more urban heat than any other design. The development will have a negative thermal performance. 	<ul style="list-style-type: none"> The upper floor would be framed construction with reduced thermal mass, which would limit the potential to radiate heat to adjoining properties. The roof sheeting proposed is 'Shale Grey' in colour which has a solar absorption rating consistent with the standards of the City's Built Form Policy. The proposed development incorporates a mix of colours and materials including face brickwork, painted render and wood finish cladding. The extent of use of the 'Monument' colour is acceptable in considering the sustainability of the proposed addition in its entirety, noting that the Built Form Policy in itself does not prohibit the use of this colour for wall cladding. The DRP Chairperson also commented that a lighter colour cladding would have the potential to create more glare to adjoining property owners than the 'Monument' colour proposed.
<p><u>Dividing Fence</u></p> <p>Concerns regarding the removal of dividing fences and financial implications of this for neighbouring properties.</p>	<p>Dividing fences are a civil matter to be resolved between the affected parties and governed by the <i>Dividing Fences Act 1961</i>. Dividing fences are not dealt with under the planning framework and no modifications to dividing fences are being considered as part of this application.</p>

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

Determination Advice Notes:

1. This is a development approval issued under the City of Vincent 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 two 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. This 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.
6. The applicant is responsible for ensuring that all lot boundaries as shown on the approved plans are correct.
7. NO verge trees shall be removed. The verge trees shall be RETAINED and PROTECTED from any damage including unauthorised pruning.
8. An Infrastructure Protection Bond together with a non-refundable inspection fee shall be lodged with the City by the applicant, prior to the commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.
9. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
10. 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.
11. All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City. No further consideration shall be given to the disposal of 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.

5.2 REVIEW OF DESIGN GUIDELINES

- Attachments:
1. Design Guideline Review [!\[\]\(633dd45d48d71eb51a85c6dd83ee51e9_img.jpg\)](#) 
 2. Summary of Submissions [!\[\]\(944943bcf87a12c5b9337bf7ed1ef546_img.jpg\)](#) 
 3. Schedule of Modifications [!\[\]\(beb4ee3dc3a91926258601f02c4f4582_img.jpg\)](#) 
 4. Draft LPP Brookman & Moir Street Heritage Area [!\[\]\(66ee83dc9a723348caa7f40b8aaad75e_img.jpg\)](#) 
 5. Draft LPP Lacey Street Character Area [!\[\]\(737f95ac934b65b692ba079db1728de4_img.jpg\)](#) 
 6. Community and Stakeholder Engagement Policy - Tracked [!\[\]\(4d010c77a70f0c386c4c7c7bd65bbe28_img.jpg\)](#) 

RECOMMENDATION

That Council:

1. PREPARES:

- 1.1. An amendment to Appendix 6 – Brookman and Moir Streets Design Guidelines, included in Attachment 4, for the purpose of community consultation, pursuant to clause 5 of Schedule 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- 1.2. An amendment to Appendix 17 – Design Guidelines for Lacey Street, included as Attachment 4, for the purposes of community consultation, pursuant to clause 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- 1.3. An amendment to Local Planning Policy No. 7.1.1 – Built Form to align building height requirements with the heights outlined in Appendix 18 – Design Guidelines for William Street, for the purpose of community consultation, pursuant to clause 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- 1.4. A notice of revocation for the following appendices, for the purpose of community consultation, pursuant to clause 6 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:
 - 1.4.1 Appendix 3 – Design Guidelines for Richmond on the Park;
 - 1.4.2 Appendix 8 – Highgate Design Guidelines;
 - 1.4.3 Appendix 12 – Elven on the Park Design Guidelines;
 - 1.4.4 Appendix 14 – Design Guidelines for No. 95 Chelmsford Road;
 - 1.4.5 Appendix 15 – Joel Terrace Design Guidelines;
 - 1.4.6 Appendix 16 – Design Guidelines Perth; and
 - 1.4.7 Appendix 18 – Design Guidelines for William;
2. PROPOSES designation of Brookman and Moir as a Heritage Area, for the purposes of community consultation, pursuant to clause 9 of Schedule 2, Part 3, Clause 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
3. PREPARES, DETERMINES and PROCEEDS an amendment to the Community and Stakeholder Engagement Policy, included as Attachment 6, as a minor amendment and proceeds with this pursuant to clauses 4 and 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
4. NOTES Administration will commence an administrative amendment to Local Planning Policy: Character Areas and Heritage Areas to move the Harley Street Heritage Area and Janet Street Heritage Area to a single, separate local planning policy relating to Heritage Areas along with the Brookman and Moir Streets Heritage Area.

PURPOSE OF REPORT:

For Council to consider the outcomes of preliminary consultation of the Design Guidelines.

BACKGROUND:Design Guidelines

The Design Guidelines were originally adopted and amended as follows:

Design Guideline	Adoption and Amendments	Context	Number of lots
Appendix 3 Design Guidelines for Richmond on the Park	8 February 2000 24 April 2001	The site was previously the City of Vincent Depot. In September 1999 Vincent sought to purchase a portion of the City of Perth depot in Osbourne Park for relocation. The design guidelines were prepared for the development of the land to ensure it fit with the context and addressed Smiths Lake Reserve appropriately.	17
Appendix 6 Brookman and Moir Streets Development Guidelines	27 March 2001 11 May 2004 28 August 2012	The Brookman and Moir Streets area is a place of special significance. It is made up of two streets in Perth comprising 58 semi-detached residences and one detached residence in two variants of the Federation Queen Anne style, constructed of limestone and brick with corrugated iron roofs in 1897-98, during the Western Australian Gold Boom period for the Colonial Finance Corporation. The design guidelines were prepared to protect and enhance this heritage precinct.	59
Appendix 8 Highgate Design Guidelines	9 October 1995	The Western Australian Planning Commission (WAPC) granted conditional subdivision approval in 1995. Condition 9 of the preliminary approval required the preparation of design guidelines. The design guidelines were prepared to address elements including the interface to existing dwellings in the locality and the streetscape, height and bulk of buildings, setbacks and car parking.	58
Appendix 12 Elven on the Park Design Guidelines	13 September 2005	The City completed a five lot subdivision of Elven Street. There was no condition to prepare the design guidelines. The design guidelines were prepared for the development of the land to ensure it fit with the context and addressed Smiths Lake Reserve appropriately.	5
Appendix 14 Design Guidelines for No. 95 Chelmsford Road	28 June 2005	In 2004 the WAPC provided subdivision approval including condition 11 to create design guidelines. The design guidelines were prepared to address issues of building orientation, site coverage, setbacks, the location of driveway crossovers, location of party walls, common fencing and parking.	3

Design Guideline	Adoption and Amendments	Context	Number of lots
Appendix 15 Joel Terrace Design Guidelines	27 September 2005 28 August 2012	Four lots were created from the subdivision of Nos. 128, 128A, 130 and 130A Joel Terrace, Mount Lawley. The design guidelines were prepared to control and guide future development of the site to ensure it considers its setting overlooking the Swan River, preserves the Camphor Laurel tree and integrates with and preserves the amenity of the surrounding area.	4
Appendix 16 Design Guidelines Perth	13 March 2007 2 December 2008 16 June 2020	A significant development application was submitted in 2005 for the sites. The design guidelines were prepared to guide the assessment.	19
Appendix 17 Design Guidelines Lacey Street	5 December 2006 12 February 2013	The design guidelines were prepared to provide developers and landowners with a set of guidelines and direction that reflect the City's expectations with respect to the protection and development of this street. The intent of the Guidelines is that the original building stock in Lacey Street be retained and conserved.	29
Appendix 18 Design Guidelines for William Street	2 December 2008 16 June 2020	The design guidelines were prepared to rejuvenate the area along William Street (all lots between Bulwer and Newcastle Streets, including corner lots to the north of Bulwer Street), to reposition the area (between Brisbane and Newcastle Streets) as a Town Centre, and to strengthen its role as a vibrant cultural precinct.	54

Community and Stakeholder Engagement Policy

The Community and Stakeholder Engagement Policy was adopted by Council on 14 September 2021. It currently has the same consultation requirements for a heritage and character area regarding minor variations to deemed-to-comply criteria.

DETAILS:

Guidelines Review

Administration has reviewed the Design Guidelines as detailed in **Attachment 1**.

This review was previously presented to Council Members in the 18 March 2022 Policy Paper. The below table includes a summary of the recommendations for each design guideline.

Design Guideline	Recommendation
Appendix 3 Design Guidelines for Richmond on the Park	Recommend revoke: <ul style="list-style-type: none"> The provisions are suitably covered by Local Planning Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R-Codes). The current built form aligns with the design guidelines, through the Built Form Policy this will be maintained.
Appendix 6 Brookman and Moir Streets Development Guidelines	Recommend initiating a Heritage Area: <ul style="list-style-type: none"> Reclassify as a Heritage Area in accordance with the Regulations; Regulations statement regarding the Heritage Area at the start of the Policy followed by provisions aligned with the R-Codes; The provisions reformed into design principles and deemed to comply to differentiate between guidance and requirements; and Send to the State Government for comment.

Design Guideline	Recommendation
Appendix 8 Highgate Design Guidelines	Recommend revoke: <ul style="list-style-type: none"> The provisions are suitably covered by the Built Form Policy and R-Codes. The current built form aligns with the design guidelines, this will be maintained through the Built Form Policy.
Appendix 12 Elven on the Park Design Guidelines	Recommend revoke: <ul style="list-style-type: none"> The provisions are suitably covered by the Built Form Policy and R-Codes. The current built form aligns with the design guidelines, this will be maintained through the Built Form Policy.
Appendix 14 Design Guidelines for No. 95 Chelmsford Road	Recommend revoke: <ul style="list-style-type: none"> The provisions are suitably covered by the Built Form Policy and R-Codes. The current built form aligns with the design guidelines, this will be maintained through the Built Form Policy.
Appendix 15 Joel Terrace Design Guidelines	Recommend revoke: <ul style="list-style-type: none"> The provisions relate to the protection of a large tree in close proximity to the lots. As the tree is a registered tree of significance the tree it would already require development approval for removal. The remaining provisions are covered by the Built Form Policy and R-Codes. The current built form aligns with the design guidelines, this will be maintained through the Built Form Policy.
Appendix 16 Design Guidelines Perth	Recommend revoke: <ul style="list-style-type: none"> The provisions are suitably covered by the Built Form Policy and R-Codes. The current built form aligns with the design guidelines, this will be maintained through the Built Form Policy.
Appendix 17 Design Guidelines Lacey Street	Recommend initiating a Character Area: <ul style="list-style-type: none"> Retain the character of the area through amended local planning policy provisions; Review the significance of the place; and Seek feedback as to the designation as a Heritage Area to enable the retention of dwellings.
Appendix 18 Design Guidelines for William Street	Recommend revoke: <ul style="list-style-type: none"> The provisions are suitably covered by the Built Form Policy and R-Codes, except for building height, which was not reflected correctly in Amendment 2 to the Built Form Policy. Instead of showing 4-6 storeys, the Built Form Policy currently shows a building height of 4 storeys. This is proposed to be corrected by Administration unless any objections are received through advertising. The current built form aligns with the design guidelines, this will be maintained through the Built Form Policy.

Design Guideline Preliminary Consultation

As a result of the review, preliminary consultation was undertaken for Appendix 6 – Brookman and Moir Streets Design Guidelines, Appendix 8 – Highgate Design Guidelines and Appendix 17 – Design Guidelines for Lacey Street.

This consultation occurred between 17 May and 7 June 2022. The engagement included letters to the residents in the guideline areas inviting them to an on-street meeting in their guideline area and inviting comments on the City's webpage, Imagine Vincent.

The key discussion points resulting from on-street and online consultation are outlined below.

Appendix 6 – Brookman and Moir Streets Design Guidelines:

- Beautiful street with history and connection to many, a street of social and aesthetic heritage significance;
- A great community feel because people meet on the street when coming out to their cars;
- Debate regarding additions to the rear of the homes – Suitable in only one location due to the slope of the land & discussion about how a second storey addition may be suitable on Wellman street - however do not want this to dominate the existing heritage facades;
- Drainage continues to be an issue, especially in the middle of the street and is eroding the heritage structures and needs to be considered; and
- Discussion around car parking and its future in terms of battery storage in front car ports. Residents park on the street due to limited on-site parking. Would appreciate being included in the underground power program.

Appendix 8 – Highgate Design Guidelines

- Concerned about surrounding large scale development, did not want this to happen in the guidelines area or changes to the guidelines to facilitate this; and
- With an increase in people living in the dwellings and some being rented, car parking is becoming difficult.

Appendix 17 – Design Guidelines for Lacey Street

- A great community feel and friendly neighbourhood;
- There is so much history in the place and many people have connection to it, it should be retained; and
- Do not want to see demolition and may be open to heritage listing the street.

A full summary of submissions is included as **Attachment 2**.

Draft Local Planning Policies

The key changes proposed are as follows:

Appendix 6 – Brookman and Moir Streets Design Guidelines and Appendix 17 – Design Guidelines for Lacey Street are proposed to be modified to ensure the provisions can be implemented suitably within the Local and State Planning Framework. The reform of the provisions is to remove terms which are inconsistent with the planning framework and replace these with Local Housing Objectives and Deemed to Comply Criteria.

A schedule of modifications is included in **Attachment 3**.

Discretion wording has been removed as it is perceived as providing a loophole to otherwise complying with the provisions. Discretion remains as all development would be subject to a planning approval and would need assessment against the policy.

Draft Amended Local Planning Policy - Brookman and Moir Heritage Area

Community consultation is proposed on the designation of Brookman and Moir Streets as a Heritage Area, based on the provisions in the current Brookman and Moir Design Guidelines which aim to retain and conserve the existing dwellings. Preliminary consultation undertaken with the community noted the interest in protecting the precinct and for the existing guidelines to be updated to reduce ambiguity.

Befitting Brookman and Moir's inclusion into the State Register of Heritage Places, it is appropriate that development should occur in accordance with provisions contained within a Heritage Area Local Planning Policy.

The draft Local Planning Policy: Brookman and Moir Streets Heritage Area is included as **Attachment 4**.

Draft Amended Local Planning Policy - Lacey Street Character Area

Community consultation is proposed on the designation of Lacey Street as a Character Area, based on the provisions in the current Lacey Street Design Guidelines which aim to conserve the existing dwellings. There was interest from residents through preliminary consultation to protect the character of existing dwellings.

As Lacey Street does not have a heritage designation, the existing design guidelines provisions which do not permit complete demolition of the existing dwellings are not enforceable. Preliminary consultation indicated support for designation as a Heritage Area, Administration will investigate the significance of the area by engaging a heritage consultant and seek feedback regarding the designation during the formal consultation period.

The draft Local Planning Policy: Lacey Street Character Area is included as **Attachment 5**.

Remaining Appendices

The review of Appendix 8 – Highgate Design Guidelines included a site visit to deliver consultation letters and an on-site meeting with residents. Through this review and the comments received through the preliminary consultation it was clear that there was a variety of building styles in the area and the guidelines contained outdated features which are no longer relevant. Due to this it is recommended that the policy be revoked as the Built Form Policy recognises the context of the area through the requirement of an urban design study and the remaining requirements of the current guidelines are suitably covered through the Built Form Policy.

The remaining appendices are proposed to be revoked as there is suitable planning controls in the existing planning framework, through the Built Form Policy.

Community and Stakeholder Engagement Policy

To differentiate between character and heritage it is proposed to separate the consultation requirements for these within the Community and Stakeholder Engagement Policy.

Developments which do not meet any deemed-to-comply requirements, are currently required to be advertised to their entire Character Area. This is considered unnecessary in many situations where a proposal only affects a small number of landowners or residents. An amendment to the Community and Stakeholder Engagement Policy is proposed to require advertising of such proposals in a Character Area to be only to those neighbours who are impacted by the proposal. For instance, a patio that proposes a variation to a setback requirement should not be advertised to the entire area, instead this should be advertised to the impacted properties.

Developments in Heritage Areas are not proposed to change. In those circumstances, any development proposing not to meet the deemed-to-comply requirements will be advertised to the entire Heritage Area.

The proposed modification is shown tracked in **Attachment 6**.

Structure of Policies

The Harley Street Heritage Area and Janet Street Heritage Area are guided by the City's Local Planning Policy: Character Areas and Heritage Areas. Administration proposes to restructure Local Planning Policy: Character Areas and Heritage Areas such that it only applies to Character Areas, helping to further differentiate between character and heritage. All Heritage Areas would then be contained within a single separate policy.

This will be prepared during advertising subject to this report and will not require further advertising.

CONSULTATION/ADVERTISING:

In accordance with the City's [Community and Stakeholder Engagement Policy](#), community consultation 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.

The above will be undertaken for each of the proposed revoked policies and the proposed amendment to the Built Form Policy.

In addition to the items above, an information evening and discussion will be undertaken for Draft Local Planning Policies for Brookman and Moir Streets Heritage Area and Lacey Street Heritage Area.

The draft amendment to the Community and Stakeholder Engagement Policy is minor in nature and maintains the intent of the policy. Advertising is not considered to be necessary under clause 5 of the policy.

LEGAL/POLICY:

The City's [Policy Development and Review Policy](#) sets out the process for the development and review of the City's policy documents.

The *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) provide the criteria for creating, amending, and reviewing Local Planning Policies.

Development controls are contained within the City's Local Planning Scheme No. 2 and State Planning Policy 7.3 – Residential Design Codes of Western Australia (R-Codes). The draft policies operate by augmenting and amending the R-Codes, which provides two pathways to achieve development approval, a prescriptive 'deemed to comply' standard (right hand column) and a performance-based 'design principle' and 'local housing objective' (left hand column).

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to undertake community consultation of the proposed local planning policies.

STRATEGIC IMPLICATIONS:

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

Sensitive Design

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

Our built form character and heritage is protected and enhanced.

Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.

SUSTAINABILITY IMPLICATIONS:

This is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

The preparation of local planning policies aims to achieve sustainable development outcomes in the future by encouraging the retention and renovation of older building stock through flexible guidelines.

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

FINANCIAL/BUDGET IMPLICATIONS:

The cost of advertising and implementing the local planning policies will be met through the City's existing operational budget.

COMMENTS:

Administration recommends rescinding and modifying the design guidelines and policies to simplify the planning framework within the City whilst ensuring development is in keeping with the City's *Strategic Community Plan 2018-2028*.

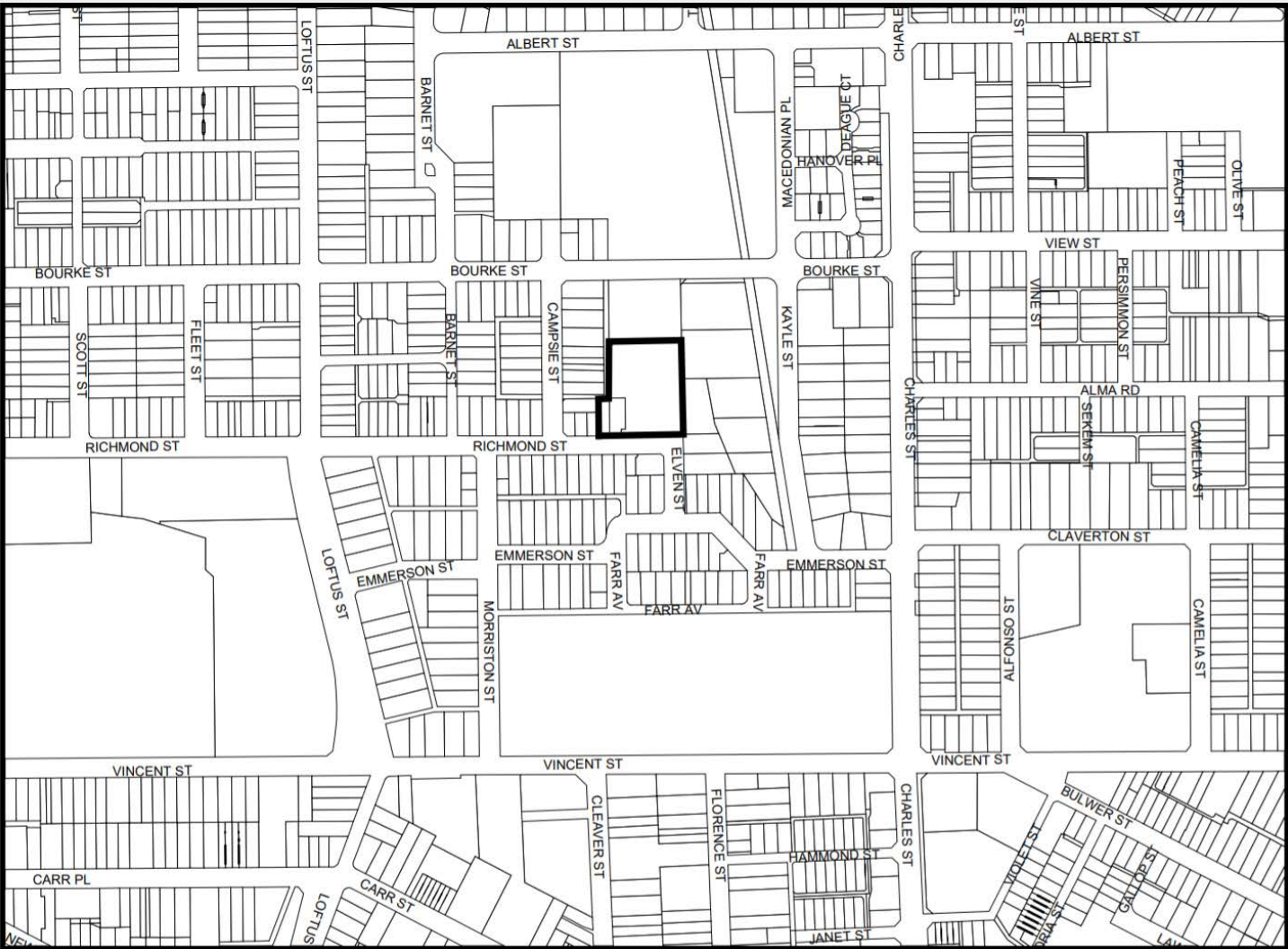
Appendix 3 - Design Guidelines for Richmond on the Park

Adopted 8 February 2000
Amended 24 April 2001

Number of Lots 17

Zone - Residential
Code - R40
Built Form Area - Residential

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
1 - Introduction; 2 - Context; and 4 - Development Objectives Each clause does not have measurable provisions however these describe the place and the outcomes sought.	-	-	Clause 1,2 & 4 of guidelines	-		These provisions provide context for the location and what is to be achieved. The location has been built to the majority of objectives of the policy. The site was previously the City of Vincent Depot. In September 1999 Vincent sought to purchase a portion of the City of Perth depot in Osbourne Park for relocation. Overall recommendation for the guidelines: There are only some relevant provisions and guidance that remain in the policy. It is recommended that the guidelines be rescinded.
5ia) Land use Residential to accommodate single dwelling.	-	-	-	-		Recommend rescind. Land use is governed by the Scheme. The lots have been built with single dwellings.
b) Density R40	-	-	-	-		Recommend rescind. Density is controlled by the Scheme.
c) Access No vehicle access to/from Richmond Street for any lots.	N/A	Clause 5.3.5 of the R Codes Volume 1 remains and applies: - From ROW; - From secondary street; or - From primary street (where there is no alternative).	-	-		Recommend rescind.
d) Car parking - 2 bays per dwelling	-	Clause 5.3.3 of the R Codes Volume 1 remains and applies. - Requires 1 car parking bay.	-	One bay would be required instead of two.		Recommend rescind.
e) Setbacks Lot 601 - 6m setback from Richmond & 1.5m from the access road; Lot 602 - 1.5m setback from Richmond Lot 611 to 615 - 4m from access road & nil side setbacks Lot 602 to 610 - 4m from Smiths Lake Reserve & nil side setbacks. Carports open on all sides to access road or right of way on the western side of all lots.	V1, Clause C5.1.1 - Primary street setback, average of 5 a side; V1, Clause C5.1.6 - Ground floor secondary street setback as per the R Codes.	Clause 5.1.2 C2.2 = 1m setback at R40	-	Lot 601 may be the only lot impacted by a slightly reduced setback resulting from an average of 5 a side; and The side setbacks as per the R Codes are 1m instead of 1.5m. The lots are uniformly built - using the average of 5 properties either side would result in a similar setback for the remaining lots.		Recommend rescind.
f) Height 2 storey maximum.	V1, Clause C5.3.1 - 2 storeys	-	-	-		Recommend rescind.
iiia) Streetscape - Address & enhance the streetscape with orientation and landscaping WSUD; - Balconies and other openings (up to a depth of 0.75m) on upper floor walls; - Active frontage to Richmond Street, Access Road and Smiths Lake Reserve; and - Solar orientation of the courtyards and living areas.	5.6 Street Surveillance - Primary st elevation to address the street and include the entry to the dwelling.	5.2.3 Street Surveillance - Address the st with defined entry points.	5iia)	-		Recommend rescind. There is some design guidance in the clause however the same outcomes would be delivered through the Built Form Policy & R Codes.
iiia) Amenity - Complementary to other dwellings and minimise glare; and - Dwellings designed for individuality.	-	-	5iiaa)	-		Recommend rescind.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/Rescind/Review	Comment (Rescind, Review or Retain)
iiib) Overlooking - Dwellings designed to minimise overlooking	-	Clause 5.4.1 Visual Privacy of the R Codes Volume 1 remains and applies. - Setback appropriately or permanently screened to restrict views.	5iib)	-		Recommend rescind.
iiic) Service/Serviceing - 1sqm for services	5.10 External Fixtures, Utilities and Facilities	5.4.4 External Fixtures, Utilities and Facilities C4.1 and C4.2 of the R Codes Volume 1 remain and apply.	5iic)	-		Recommend rescind.
iiid) Landscaping - Car parking and hard surface areas are to be landscaped to reduce visual impact and provide shade.	*The Built Form Policy Deemed to Comply provisions represent a Council adopted policy position however do not apply as Deemed to Comply provisions until the Western Australian Planning Commission (WAPC) have granted approval in accordance with section 7.3 of the R Codes Volume 1. Until the WAPC have granted approval the relevant Deemed to Comply provisions of the R Codes Volume 1 apply. - Deep soil areas; - Planting areas; - Canopy coverage; and - Tree retention.	-	5iiid)	-		Recommend rescind. The built form policy does not seek hard surface landscaping - the policy seeks deep soil areas and canopy coverage which are more extensive than these requirements. These elements that the BFP seek are subject to WAPC approval.
iiie) Fencing/Walls - Fencing maximum height 1.8m above the footpath level (2m for decorative capping on piers). - Front setback fencing and gates (Richmond Street, Access Road and Smiths Lake Reserve) solid up to 1.2m above footpath level any fencing above is to be 50% visually permeable wrought iron/metal infill panels with brick or masonry piers. - Fibro cement sheets or recycled material is not permitted.	V1, Clause C5.7.2 - Primary street setback area - Maximum height 1.8m; - Decorative capping of piers to 2m; and - Maximum solid portion of wall 1.2m.	-	5iiie)	The fences to Smiths Lake Reserve may be considered rear fences without this guidance - and may not allow passive surveillance on the ground floor. Passive surveillance would still be provided by the upper floor.		In order to maintain passive ground floor surveillance on Smiths Lake Reserve and the open fencing style a provision or guidance may be needed.
iiif) Courtyards - 20 sqm; and - Minimum dimension 4m.	-	V1, Clause 5.1.4 C4. - 20sqm	5iiif)	The R Codes does not provide a minimum dimension.		Recommend rescind. The overall open space area requirement remains and applies.

Appendix No. 6 Brookman and Moir Streets Development Guidelines

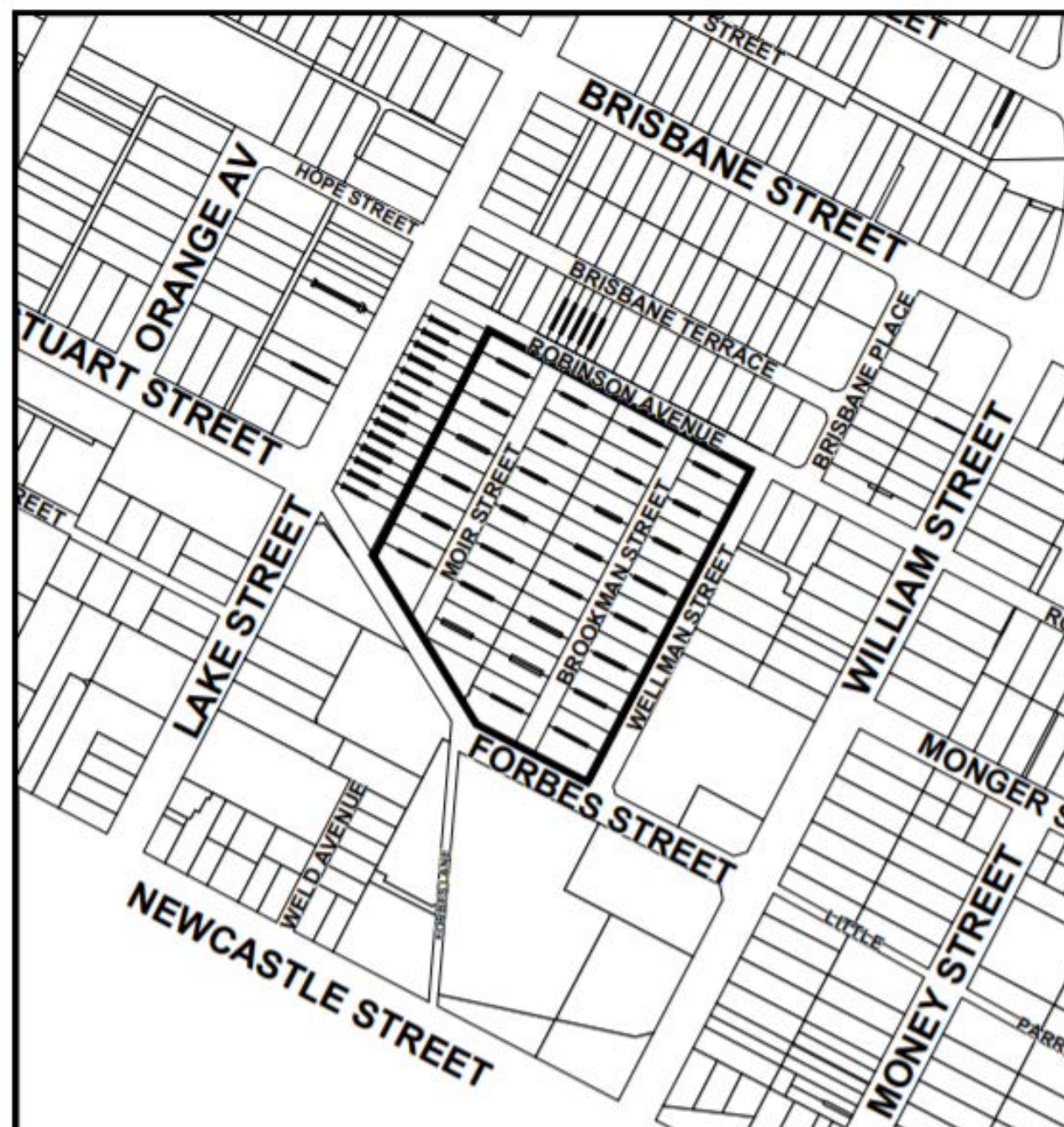
Adopted

27 March 2001

Amended

11 May 2004

28 August 2012

Number of Lots 58**Zone** - Residential**Code** - R25**Built Form Area** - Residential**All properties State and Local heritage listing.**

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
1 INTRODUCTION; 2 AIM OF THE GUIDELINES 3 ALTERATIONS AND ADDITIONS	-	-	1 - Outline of the area and reasons why the place is significant in terms of its Heritage; 2 - Outlines the intent of the provisions and how they operate (would be more suitable as an 'assessment process' and/or 'relationship to other documents' section; 2.1 - Clear objectives; 3 - Alteration and Additions: This sections details that the original features should be maintained and all features than can be viewed from the street and also provides a definition of 'viewed from the street'. Original features should not be lost - external facade treatments should be minimal and restoration of original detail be carried out to	There would be limited guidance for development if these clauses were rescinded.		All properties in the area are Heritage Listed; Development Approval of the City would be required for any works to the properties (P&D Act Part 10, Division 5, s. 163); Assessment and determination would be in accordance with LPP made under LPS2 which would be to conserve in line with the Burra Charter; Retain items that are original and restore. The guidelines are comprehensive and detail many of the elements of the traditional homes and how these can be recreated or repaired to match the traditional dwellings. A detailed way (deign guidelines) of how to keep the traditional streetscape and ensure the dwellings continue to resemble the description provided in the heritage listing. As an overall recommendation for the guidelines: - Reinststate as a Heritage Area; - The provisions changed into deemed to comply and guidance; - Sent to the State Government for comment; - Unesco for comment; - Regulations statement at the start of the policy and then LPP provisions aligned with the R Codes to follow. Notes: - Clause 63(3) of the P&D Regulations can require plans of existing and adjoining properties and materials. - Considered to be given due regard to the provisions of the Design Guidelines in accordance with Schedule 2, Part 9, Clause 67 (g), (k), (l) and (zb) of the P&D (LPS) Regulations 2015. Consistently referred to as a Heritage Precinct within the Design Guidelines.
4 - Roofs 30 degree pitch; Materials = Rolled-top ridges, timber barge caps (not metal), with Ogee gutters and circular down pipes, are required when replacing roof details; Television aerials, air conditioning and other fittings may be roof-mounted, but must not be visible from the public domain. Carports will not be permitted.	-	-	4, 4.1, 4.2, 4.3 & 4.4 Traditional Z600 Custom Orb profile sheeting, laid in short lengths Deep red and deep green are the two colours that should be used as roof colours. Roof colours should match with the neighbouring attached dwelling, due to the historical nature of giving two semi-detached dwellings the appearance of a more substantial residence. The reconstruction of missing	There are no other requirements for roof pitch in the planning framework the 30 degree angle and suggested materials would not be required.		Recommend remain. This clause adds to the guidance that should be maintained however this may not be suitable to be a deemed to comply instead add to the character statement regarding roofs. The roof pitch is part of the context and should be recognised as part of the character statement that would be typical of a Federation Queen Anne Style.
5 - External Walls (<i>Front walls does not include Street Walls or Fences</i>) - Retain existing - Advice on materials to be used - Render should be removed - particularly where damp is present.	-	-	5, 5.1, 5.2, 5.3 & 5.4	-		Recommend remain. This clause adds to the guidance that should be maintained however this may not be suitable to be a deemed to comply instead add to the character statement regarding front external walls.
6 - Front Verandas Advice on material and form to be used and what will be acceptable in replacement.	-	-	6	No impact. As these dwellings are heritage listed assessment would determine whether any changes were happening to the façade of the dwellings. Consideration of the conservation principle article 1.4 of the Burra Charter would form part of the assessment.		Recommend remain. This clause adds to the guidance that should be maintained however this may not be suitable to be a deemed to comply instead add to the character statement regarding front verandahs.
7 - Windows Description of the form and material of windows and how these are to be retained or if need be replaced.	-	-	7	No impact. As these dwellings are heritage listed assessment would determine whether any changes were happening to the façade of the dwellings. Consideration of the conservation principle article 1.4 of the Burra Charter would form part of the assessment.		Recommend remain. This clause adds to the guidance that should be maintained however this may not be suitable to be a deemed to comply instead add to the character statement regarding windows. These guiding clauses provide additional explanation of how each place should be conserved to align with the Heritage Assessment and Statement of Significance.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
8 - Front Doors and Hopper Lights Retain the form and materials of doors; Specifies different doors for 2 & 4 Brookman on the street.	-	-	8	No impact. As these dwellings are heritage listed assessment would determine whether any changes were happening to the façade of the dwellings. Consideration of the conservation principle article 1.4 of the Burra Charter would form part of the assessment.		Recommend review. Character statement to include: - the retention of original front doors and hopper lights; - Where security screens are required stainless steel mesh fly screens or other visually permeable security screens may be considered. Add this information to the character statement. Remove some of the statements including the below. Curious language: 'Where security screens are required stainless steel mesh fly screen are highly advisable, as illustrated by the City of Vincent's own heritage properties.'
9 - Chimneys To be retained (all); Except in areas where additions are allowed.	-	-	9	No impact. As these dwellings are heritage listed assessment would determine whether any changes were happening to the façade of the dwellings. Consideration of the conservation principle article 1.4 of the Burra Charter would form part of the assessment.		Recommend remain. The information relating to the materials of the chimneys is good guidance however the clause should be amended to include only the requirement to retain. Difficult for compliance - the chimney could be illegally removed with no recourse: 'Where original chimneys have been altered and simplified, these changes may be retained.'
10 - External Decorative Details Retained if original; Removed if damaged beyond conservation; or Reinstatement to original detail is encouraged.	-	-	10	No impact. As these dwellings are heritage listed assessment would determine whether any changes were happening to the façade of the dwellings. Consideration of the conservation principle article 1.4 of the Burra Charter would form part of the assessment.		Recommend remain. This clause adds to the guidance that should be maintained however this may not be suitable to be a deemed to comply instead add to the character statement regarding external decorative details. These guiding clauses provide additional explanation of how each place should be conserved to align with the Heritage Assessment and Statement of Significance.
11 - Front Street Fences and Secondary Street Fences 750mm solid or 1200mm open - allowed; Small or no fences are encouraged.	-	V1, Cl. 5.2.4 Street Walls & Fences Visually permeable above 1.2m. V1, Cl. 5.2.5 - Sight lines Provides unobstructed views at vehicle access points.	11	Development of higher fences (above 1.2) may be deemed to comply if these provisions were rescinded; however Maintaining the heritage streetscape would mean maintaining views to the dwellings with low fencing - the heritage listing would require the development of a low fence.		Recommend remain. R Codes allows the amendment or replacement of Street Walls and Fences clause. Review clause to provide clear deemed to comply criteria.
12 - Front Gardens: Small scale front gardens; large trees discouraged.	V1, Clause 5.9 - Landscaping <i>These provisions are subject to the approval of the WAPC.</i>	N/A Landscaping clause 5.3.2 C2.1 only applies to Grouped & Multiple Dwellings	12	No Impact. The provision is currently guidance and advice.		Recommend review. The provisions may need to outline the traditional front gardens and that the provisions relating to Landscaping of the Built Form Policy should be delivered at the rear of the lot.
13 - Car parking: No garages or carports permitted; nor Any on-site parking in the front setback.	-	5.3.5 - Vehicular Access C5.1	13	No impact. As these dwellings are heritage listed assessment would determine whether any changes were happening to the façade of the dwellings. Consideration of the conservation principle article 1.4 of the Burra Charter would form part of the assessment.		Recommend remain. The guidance provides interpretation of the heritage impact assessment. Guidance would be suitable however deemed to comply criteria would require the approval of the WAPC as the R Codes does not allow amendments or replacements of deemed to comply criteria related to Vehicular Access as per Clause 7.3.1.
14 - Rear Garages: Reasonable to contemplate rear garages (where the rear water closet is not demolished) as these would not detract from the streetscape; Studios may be accepted above - however should not be seen from the street.	-	5.3.5 - Vehicular Access C5.2	14	No impact. As these dwellings are heritage listed assessment would determine whether any changes were happening to the façade of the dwellings. Consideration of the conservation principle article 1.4 of the Burra Charter would form part of the assessment.		Recommend review. This guidance is also relevant to additions in the area as it echoes the provision that these be concealed from street view.
15 - Rear Water Closets: To be kept; unless Council will only consider the demolition of water closets where retention is no longer prudent or feasible.	-	-	15	-		Recommend rescind. This clause adds to the guidance that may be maintained and would add to the character statement regarding Rear Water Closets. These guiding clauses provide additional explanation of how each place should be conserved to align with the Heritage Assessment and Statement of Significance.
16 - Colours Paint scraping encouraged to reveal the original colours, restoration to these colours encouraged.	-	-	16	-		Recommend rescind. Heritage assessment would include suitable colours.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
17 - Internal Planning No essential requirements; reinstatement of fireplaces and rooms is encouraged.	-	-	17	-		Recommend rescind. Heritage assessment does not consider the internal planning of spaces, this is of lesser import than the external appearance and continued use of the place.
18 - Demolition Not permitted; unless In exceptional circumstances.	-	-	18	-		Recommend review. The demolition of a heritage listed property is not allowed unless development approval has been provided. In accordance with the Regulations.
19 - Open Space Meet the performance criteria of the R Codes as there is limited space to meet the deemed to comply criteria.	-	Clause 5.1.4 of the R Codes Volume 1 remains and applies. - R25 - 50% of the site as open space; and - 30sqm outdoor living area	19	-		Recommend review. Due to the lack of space around these dwellings it is noted that a lesser amount of open space is suitable (to satisfy 5.1.4 P4 of the R Codes) as it would ensure the heritage building is maintained in its form rather than demolished for open space. Guidance would be suitable however deemed to comply criteria would require the approval of the WAPC as the R Codes does not allow amendments or replacements of deemed to comply .
20 - Development considerations May balance a number of items to ensure conservation of the original dwellings is achieved.	-	-	20	-		Recommend review. These provisions outline what the City will consider in determining development. It outlines that the conservation of the dwellings is of high priority and to do so would allow consideration of these elements as a performance assessment rather than needing to meet the deemed to comply criteria.
21 - Infrastructure upgrades should not detract from the heritage.	-	-	21	-		This does not seem to be the most suitable place for this to be captured.
22, 23 & 24 - Figures Useful figures demonstrating acceptable addition areas and outlining the original features of the homes.	-	-	22, 23 & 24	Reduces the visual tools for guidance of how to retain the dwellings.		Recommend remain. This should form part of guidance as these are clear demonstrations of the guidelines.
-	-	-	-	-	-	Clarification is required on the building height provisions and acceptability within the precinct. Built Form Policy allows 2 storeys to the area however the guidelines do not provide any building height details. Wording of the provisions could be read to prohibit or constrain 2 storey development. Expected outcomes to only be of a single storey scale, however this is not explicitly referred to anywhere.

Appendix No. 8 Highgate Design Guidelines

Adopted 9 October 1995

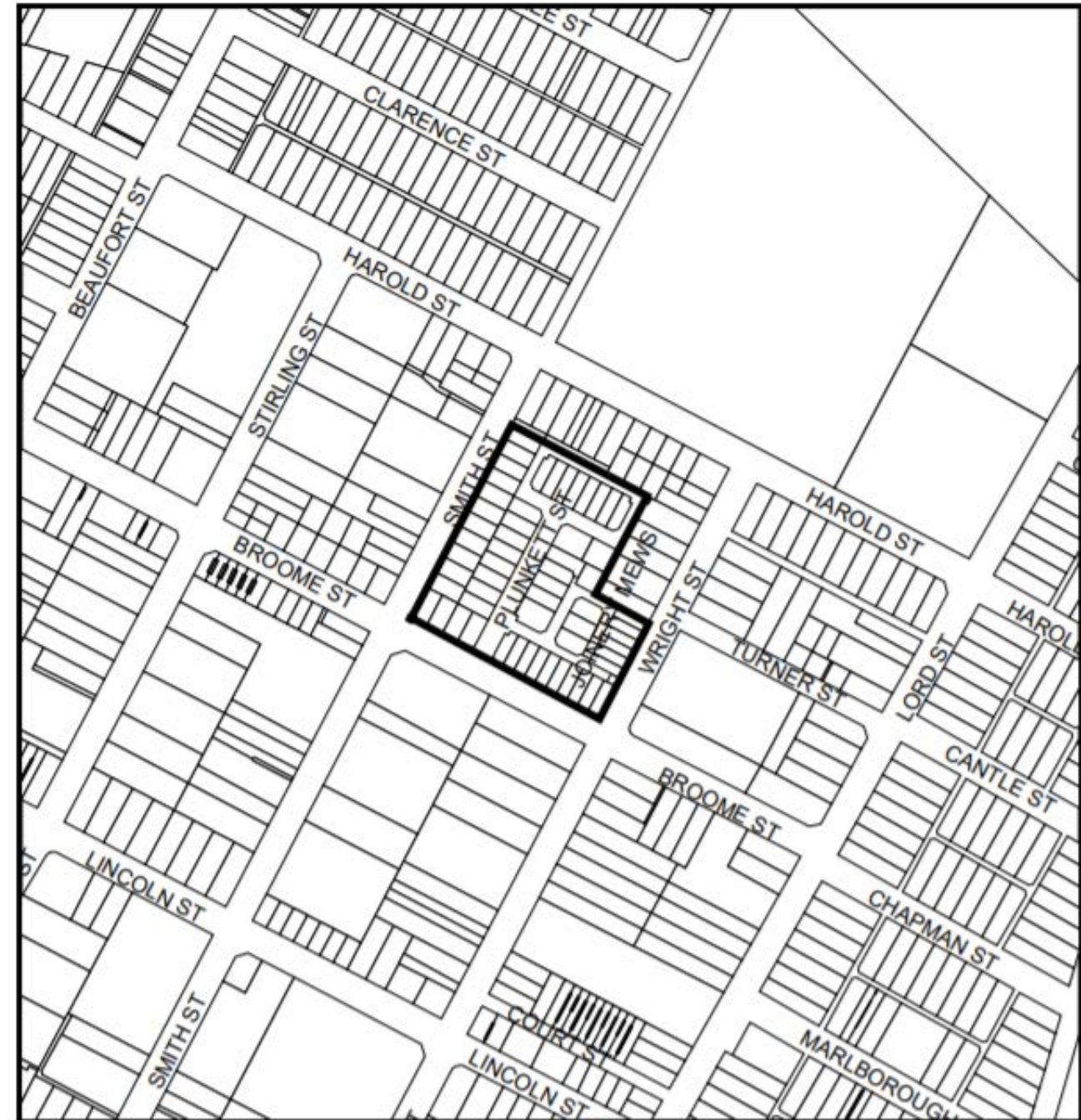
Number of Lots = 58

Zone - Residential

Code - R80

Built Form Area - Residential

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/Rescind/Review	Comment (Rescind, Review or Retain)
1 - CONTEXT 2 - SCOPE OF GUIDELINES These clauses provide a background, context and operation of the guidelines.	-	-	1 & 2	-		Recommend rescind. The description is outdated describing a delicatessen on the corner of Smith & Broome Street, this appears to be a professional office. <i>There are Restrictive Covenants on many of the lots in this area. Reviewing these guidelines may impact the restrictive covenants and should be made clear in any consultation.</i>
3 Building Form - Developed in line with existing context; - Address the primary street; - Orient living spaces with northern openings; and - Major apertures facing or providing access to the garden.	5.12 - Urban Design Study; - Context 1.8 Environmentally Sustainable Design - Orientation	5.2.3 - Street Surveillance - Address the primary street 5.3.1 - Outdoor living areas - Access to garden.	3	-		Recommend rescind.
4 Building Envelope - Figures 2, 3 & 4 providing sections for typical building envelopes.	-	-	4	-		Recommend rescind. The image provides some measurable provisions however it is ambiguous.
5 Privacy - Acoustic and visual with attention to: - - Construction materials and techniques to reduce impact; - - Layout - reduce impact of conflicting uses; - - Design to reduce overlooking.	-	5.4.1 Visual Privacy	5	-		Recommend rescind.
6 Roof - Pitch 30-45 degrees	5.12 - Urban Design Study	-	6	-		Recommend rescind. The provisions do not seek a greater outcome.
7 Narrow lots Appropriate design of a narrow lot including vertical articulation.	5.12 - Urban Design Study	-	7	-		Recommend rescind.
8 Articulation and design - Building elements to provide fine grained interest; - Variety, richness and individuality and reduction of bulk; - Corner buildings to address both streets; and - Reduced impact of garages and carports.	5.12 - Urban Design Study	-	8	-		Recommend rescind.
9 Setbacks - Corner lots to have a 1m setback for the length of 25 per cent of a nominated boundary - the remaining setback to be in accordance with Design Guideline table; - 6m for enclosed garages to the street; or 0m where adjoining the Mews. - 1.5m for open car ports; 0m from the Mews; - Opportunity exists to build to the boundary;	5.1 Street Setback; 5.2 Lot Boundary Setback; and 5.4 Garages & Carports.	5.1.2 Street Setback; 5.1.3 Lot Boundary Setback; and 5.2.1 Garages and carports.	9	Street setback: The lots are uniformly built - using the average of 5 properties either side would result in a similar setback for the remaining lots; Lot boundary setbacks are in line with the R Codes - no impact; and Garages and carports provisions in the built form policy operate in the same way where		Recommend rescind. Figure 1 and Table 1 are not suitable to be implemented where they diminish the R Code set by the Scheme and should be rescinded to avoid confusion.
10 Sector Density & Lot Yield - Diversity in housing through a variety of density.	-	-	10	Rescinding will provide clarity that the Local Planning Scheme shows the density of the site.		Recommend rescind.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
11 Zero lot line - The guidelines nominate a boundary to have nil setback. This provides a suitable solar access to adjoining sites.	-	5.4.2 Solar access for adjoining sites	11	Rescinding will provide clarity as to where boundary walls are appropriate and where a setback is necessary. Further to this the R Codes provides protection for solar access to adjoining properties.		Recommend rescind.
12 Access and parking - Pedestrian access to the street; - May provide a 1 or 2 bays.	-	5.3.3 Parking; & 5.3.6 Pedestrian access	12	-		Recommend rescind. Covered by the R Codes.
13 Open Space - Accessible from living area; - 40sqm with 4m dimension; - Can be on ground or balcony; - Site cover maximum 60%	-	5.1.4 Open space	13	If rescinded: 40sqm to 16sqm minimum outdoor living area; 40% to 30% - minimum open space; and 4m minimum dimension to nil.		Recommend rescind. Contradicts the R Codes.
14 Services - Integrate meter boxes.	5.12 - Urban Design Study	-	14	-		Recommend rescind.
15 Colours and Materials - A variety is allowed to provide interest; - Reflective glass is not permitted.	5.12 - Urban Design Study	-	15	-		Recommend rescind.
16 Fencing and retaining - Solid 1.2m visually permeable above; - Should not exceed 1.8m.	-	V1, Cl. 5.2.4 Street Walls & Fences Visually permeable above 1.2m.	16	-		Recommend rescind. The built form policy provides suitable guidance in aligned with the design guideline provisions.
17 Landscaping - Permeable paving; - Scale of trees should relate to building mass; - Deciduous trees to shield windows; - Plant species to complement subdivision.	-	5.9 Landscaping	17	The provisions of the built form policy seek a greater landscaping outcome.		Recommend rescind.
Note Lots 201-204, 224-231, 239-248 and 249-254: - Height to match adjoining or within 600mm; - 30cm minimum & 2 storey minimum; - Roofs to match one another; - Balconies and decks can project 1m into the front setback as long as the are 1.8m deep; - Window opening proportion	5.3 Building height; 5.1 Street setback	5.1.2 Street setback	Note.	-		Recommend rescind. The provisions are unnecessary and confusing.

Appendix 12 Elven on the Park Design Guidelines

Adopted 13 September 2005

Number of Lots = 5

Zone - Residential
Code - R40
Built Form Area - Residential

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
1 INTRODUCTION; 2 CONTEXT; 4; DEVELOPMENT OBJECTIVES	-	-	1, 2 & 4.	Less guidance and context of the area to inform decisions.		Recommend rescind. Clause 2 is a good statement of the history and context. Clause 4 has clear objectives which have been realised. Overall recommendation rescind.
5ia) Land use Residential to accommodate single dwelling. 5ib) Density To be R40.	-	-	5ia & 5ib	No impact. The Local Planning Scheme contains The land use and density.		Recommend rescind.
5ic) Access - From street only.	-	Clause 5.3.5 of the R Codes Volume 1 remains and applies: - From ROW; - From secondary street; or - From primary street (where there is no alternative).	5ic	-		Recommend rescind.
5id) Car Parking - Minimum ratio of 2; - One covered.	5.4 Garages & Carports.	Clause 5.3.3 of the R Codes Volume 1 remains and applies. - Requires 1 car parking bay.	5id	One bay would be required instead of two.		Recommend rescind. The clause also refers to a rescinded policy.
5ie) Setbacks - Street 3m; - Secondary Street 1.5m; - Rear 2m.	V1, Clause C5.1.1 - Primary street setback, average of 5 a side; V1, Clause C5.1.6 - Ground floor secondary street setback as per the R Codes.	Clause 5.1.2 C2.2 = 1m setback at R40	5ie	The side setbacks as per the R Codes are 1m instead of 1.5m. The lots are uniformly built - using the average of 5 properties either side would result in a similar setback for the remaining lots.		Recommend rescind. All lots have been built in accordance with these setbacks.
5if) Height - 2 Storeys	V1, Clause C5.3.1 - 2 storeys	-	5if	-		Recommend rescind.
5ig) Roof - Pitch 30-45 degrees	5.12 - Urban Design Study	-	5ig	-		Recommend rescind. The provisions do not seek a greater outcome.
5iia) Streetscape - Identifiable front entrant - Avoiding blank facades; and - Surveillance of the street.	5.12 - Urban Design Study 5.6 Street Surveillance - Primary st elevation to address the street and include the entry to the dwelling.	5.2.3 Street Surveillance - Address the st with defined entry points.	5iia	-		Recommend rescind.
5iib) Open Space - In accordance with rescinded policy.	-	5.1.4 Open space	-	-		Recommend rescind.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/Rescind/Review	Comment (Rescind, Review or Retain)
Siic) Outdoor living area - In accordance with rescinded policy.	-	5.3.1 Outdoor living areas	-	-		Recommend rescind.
Siia) Amenity Protect and preserve local amenity.	Policy objectives 4	-	Siia)	-		Recommend rescind.
b) Overlooking - In accordance with R Codes.	-	Clause 5.4.1 Visual Privacy of the R Codes Volume 1 remains and applies. - Setback appropriately or permanently screened to restrict views.	Siib)	-		Recommend rescind.
c) Landscaping	-	5.9 Landscaping	Siic)	The provisions of the built form policy seek a greater landscaping outcome.		Recommend rescind.
d) Fencing/Walls - Maximum 1.8m high; - Visually permeable above 0.9m; - Fibro cement sheets or recycled material is not permitted.	V1, Clause C5.7.2 - Primary street setback area - Maximum height 1.8m; - Decorative capping of piers to 2m; and - Maximum solid portion of wall 1.2m.	-	Siid)	The fences to Smiths Lake Reserve may be considered rear fences without this guidance - and may not allow passive surveillance on the ground floor. Passive surveillance would still be provided by the upper floor.		In order to maintain passive ground floor surveillance on Smiths Lake Reserve and the open fencing style a provision or guidance may be needed.
e) Noise Attenuation - External fixtures appropriately located to minimise noise.	5.10 5.4.4 External fixtures, utilities and facilities - Air conditioning to be below fence line to reduce noise impacts.	5.4.4 External fixtures, utilities and facilities	Siie)	-		Recommend rescind.
f) Location of General Plant - Not within 3m of fence.	-	5.4.3 Outbuildings - Allowed within 1m of the boundary.	Siif)	1m in R Codes instead of 3m in Design Guidelines.		Recommend rescind.
Subdivision plan	-	-	-	-		Recommend rescind.

Appendix 14 Design Guidelines for No. 95 Chelmsford Road

Adopted 28 June 2005

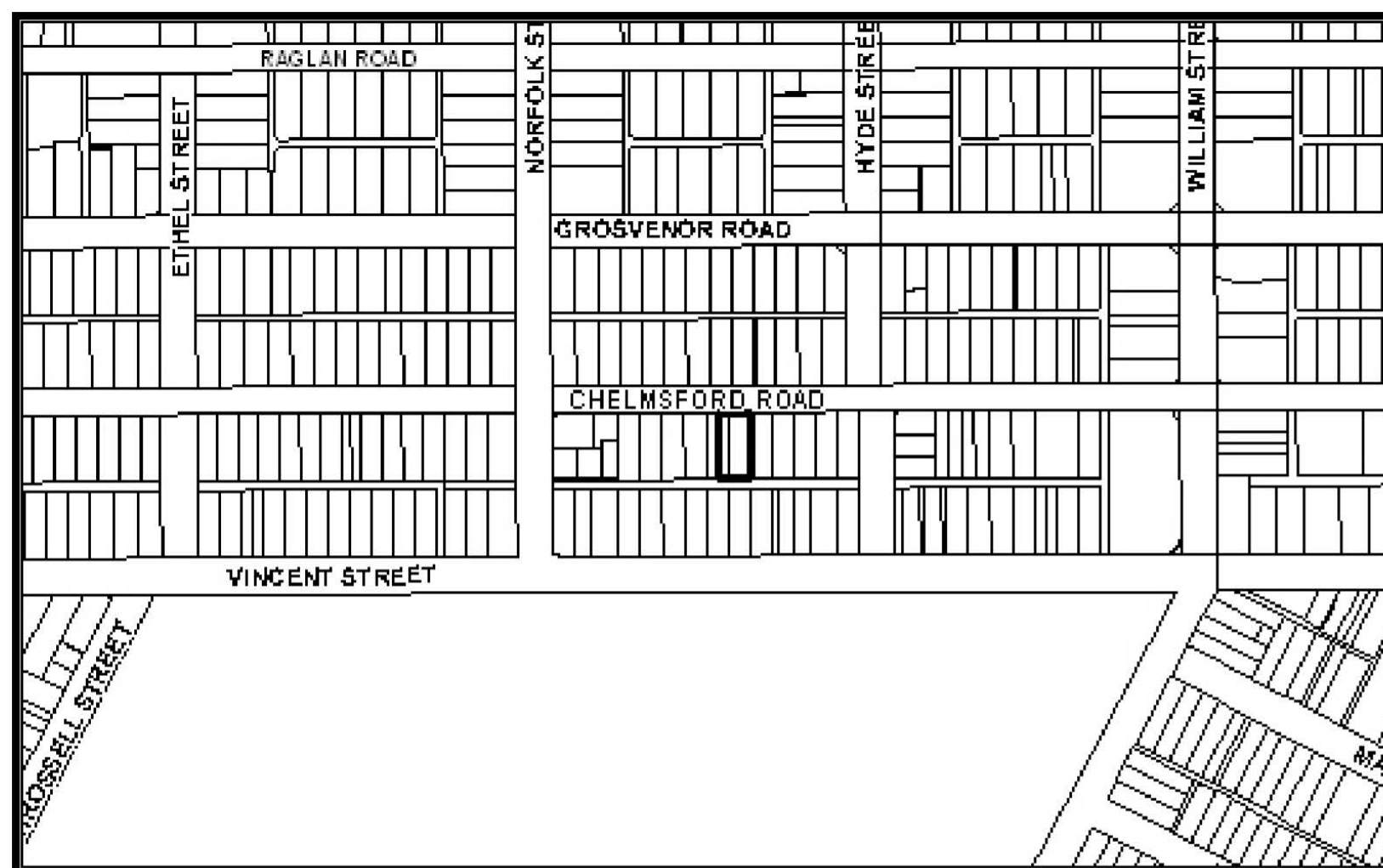
Number of Lots = 3

Zone - Residential

Code - R40

Built Form Area - Residential

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
1 INTRODUCTION; 2 CONTEXT; 4; DEVELOPMENT OBJECTIVES	-	-	1, 2 & 4.	Less guidance and context of the area to inform decisions.		Recommend rescind. Clause 2 is a good statement of the history and context. Clause 4 has clear objectives which have been realised. Overall recommendation rescind.
5ia) Land use Residential to accommodate single dwelling. 5ib) Density To be R40. 5ic) Site Coverage	-	-	5ia	No impact. The Local Planning Scheme contains The land use and density.		Recommend rescind.
5ic) Access - From Jack Marks lane.	-	Clause 5.3.5 of the R Codes Volume 1 remains and applies: - From ROW; - From secondary street; or - From primary street (where there is no alternative).	5ic	-		Recommend rescind.
5id) Car Parking	5.4 Garages & Carports.	Clause 5.3.3 of the R Codes Volume 1 remains and applies. - Requires 1 car parking bay.	5id	One bay would be required instead of two.		Recommend rescind.
5if) Setbacks - Street 6m; - Side dependent on height and length of walls;- Also outlined in figures.	V1, Clause C5.1.1 - Primary street setback, average of 5 a side; V1, Clause C5.1.6 - Ground floor secondary street setback as per the R Codes.	Clause 5.1.2 C2.2 = 1m setback at R40	5if	The lots are uniformly built - using the average of 5 properties either side would result in a similar setback for the lots.		Recommend rescind.
g) Orientation - Passive solar access; and - Passive surveillance.	5.12 - Urban Design Study; - Context 1.8 Environmentally Sustainable Design - Orientation	5.2.3 - Street Surveillance - Address the primary street 5.3.1 - Outdoor living areas - Access to garden.	g	-		Recommend rescind.
h) Height - 2 storey; - Garage 1 storey.	V1, Clause C5.3.1 - 2 storeys	-	h	-		Recommend rescind.
i) Roof form 30-45 degrees.	5.12 - Urban Design Study	-	6	-		Recommend rescind. The provisions do not seek a greater outcome.
Party walls - Not allowed.	-	-	j	-		Recommend rescind.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
5iia) Streetscape - Address Chelmsford and Jack Marks; - Projections to provide interest; - Balconies and other openings to provide interest.	5.12 - Urban Design Study 5.6 Street Surveillance - Primary st elevation to address the street and include the entry to the dwelling.	5.2.3 Street Surveillance - Address the st with defined entry points.	5iia	-		Recommend rescind.
5iib) Open Space	-	5.1.4 Open space	-	-		Recommend rescind.
5iic) Outdoor living area	-	5.3.1 Outdoor living areas	-	-		Recommend rescind.
b) Overlooking	-	Clause 5.4.1 Visual Privacy of the R Codes Volume 1 remains and applies. - Setback appropriately or permanently screened to restrict views.	5iib)	-		Recommend rescind.
d) Fencing/Walls - In accordance with rescinded policies.	V1, Clause C5.7.2 - Primary street setback area - Maximum height 1.8m; - Decorative capping of piers to 2m; and - Maximum solid portion of wall 1.2m.	-	5iicd)	-		Recommend rescind.
6i) Site services - Reticulation to and cables to be concealed; - Solar and wind energy collectors are to be concealed. ii) Air conditioning - Concealed from view and noise.	5.10 5.4.4 External fixtures, utilities and facilities - Air conditioning to be below fence line to reduce noise impacts.	5.4.4 External fixtures, utilities and facilities	6i & 6ii	-		Recommend rescind.
6iii) Bin storage areas - Suitable and convenient.	V1 5.10 External Fixtures, Utilities and Facilities	V1, 5.4.4 External Fixtures, Utilities and Facilities	6iii	-		Recommend rescind.
6iv) Meter boxes - Concealed.	5.12 - Urban Design Study	-	6iv	-		Recommend rescind.
Figure 2 & 3. Unclear images of building envelopes and subdivision.	-	-	-	-		Recommend rescind.

Appendix 15 Joel Terrace Design Guidelines

Adopted 27 September 2005
Amended 28 August 2012

Number of Lots = 4

Zone - Residential

Code - R60

Built Form Area - Residential

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
1 INTRODUCTION 2 CONTEXT 3 SCOPE OF GUIDELINES -	-	-	1, 2 & 3	-		Recommend rescind. Overall recommendation rescind .
4.1 General - Northern orientation (including outdoor living area) [already in R Codes][and LHO of BFP for ESD].	V1, 1.9 Urban Design Study; and V1, 1.8 ESD.	V1, 5.3.1 Outdoor Living Areas	4	The local housing objectives of the Built Form Policy seek better outcomes.		Recommend rescind.
4.1 General Bin stores & waste & external fixtures. [already in R Codes 5.4.4	V1 5.10 External Fixtures, Utilities and Facilities	V1, 5.4.4 External Fixtures, Utilities and Facilities	4.1	-		Recommend rescind.
4.2 Setbacks Covered by R Codes; and BFP; and Swan River Trust Development Control Area (policy 42 & 48) Online mapping determines lots which are impacted -mostly lots adjoining the river.	V1, 5.1 & 5.2 Street 5 a side; Lot boundary dependent on coding.	V1, 5.1.2 & 5.1.3 Lot boundary 1m-1.5m dependent on wall length and height.	4.2	-		Recommend rescind.
4.2 Setbacks Setback of 3m from the Significant Tree from lot 4. Removal of Trees of Significance in LPS2 and LPP 7.6.3 however not specific setback requirement.	-	-	Setbacks; and Appendix A - Tree Management Plan	The deemed to comply setback is not outlined however a review of the tree from the City's Parks team would determine a suitable setback to reduce the impact on the tree.		Recommend rescind. The setback of one lot 3m from the significant tree is not captured anywhere as a deemed to comply criteria however a recommendation of the parks team would outline a suitable setback for development to minimise impact on the significant tree.
4.3 Height & Scale 2 Storey height limit (plus a loft); 6m top of wall; 9m top of ridge; and 7m to for concealed roof.	Part 1 Preliminary, Relationship to other documents	Nil	4.3	-		Recommend review. Conflicts with adjoining properties 3 storey height limit. Needs to be considered in Scheme or height review for the area. This is not captured. Three lots have height limits on their certificate of titles.
4.4 Fencing, Walls and Retaining In accordance with R Codes; and Swan River Trust.	No retaining wall requirements in the BFP	V1, 5.3.7 Site works	4.4	-		Recommend rescind.
4.5 Surveillance Seeks surveillance of the common driveway and foreshore reserve.	5.6 seeks surveillance of street and ROWs	5.2.3 Surveillance of the street	4.5	-		Recommend rescind. The provisions to provide surveillance of the reserve area are not needed in this policy as they are covered by Section 5.14 of the Design Out Crime Planning Guidelines of the WAPC.
4.6 Camphor Laurel Tree Management Plan prepared in accordance with the conditions imposed by the WAPC survey strata subdivision and the City's Planning approval.	Nil	Nil	Setbacks; and Appendix A - Tree Management Plan	-		Recommend rescind. Covered in tree management plan imposed as condition of approval.
4.7 Car Parking and Access Access in accordance with the R Codes.	Nil	5.3.5	4.7	Require 1 in accordance with the R Codes instead of 2 in the design guidelines.		Recommend rescind.
4.8 Overlooking In accordance with the R Codes.	Nil	5.4.1	4.8	-		Recommend rescind.

Appendix 16 Design Guidelines Perth

Adopted 13 March 2007

Amended
2 December 2008
16 June 2020

Number of Lots = 19

Zone - Commercial; and Mixed Use
Code - R160
Built Form Area - Activity Corridor

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
1 Introduction, 2 Context, 3 Key Characteristics & 4 Opportunities This clause is not measurable but is a good (slightly dated) statement of character.	N/A	N/A	-	Less guidance and context of the area to inform decisions.		Recommend rescind. Clause 2 is a good statement of the former character. Clause 3 outlines some characteristics which may have changed. Clause 4 explores Opportunities some which have been realised. It should be noted that there is a billboard on the south-west corner of the design guideline area. Overall recommendation rescind.
6 Development Objectives Could inform a statement of Character for the area.	N/A	N/A	-	Provides objectives for development to meet. Other objectives would be used in assessment.		Recommend rescind.
7i Subdivision The clause encourages amalgamation. WAPC determines applications of subdivision (with referral to the LG)	N/A	N/A	-	-		Recommend rescind. This clause would be of little consequence in the determination of a subdivision application.
7ii Density and Mix Mixed use within the area zoned Residential/Commercial, with a minimum 66 per cent residential (commensurate with R160 density) and compatible commercial and non-residential uses, such as offices and consulting rooms;	N/A	R Codes V2, Table 2.1 Primary Controls; and Clause 2.5 applies. V1, Clause 5.1.1	-	-		Recommend rescind. Density and land use are controlled by Local Planning Scheme No. 2. The mix described in the area may be suitable to feed into a character statement for the area.
7iii Height and Massing Contains building heights and descriptions of the locations of heights: - Frontage to primary street: Minimum 2 storeys, Maximum 4; - Frontage to Fitzgerald St & Pendal Lane 6 Storeys. Setback of 10m for the fourth storey from Fitzgerald St; and Setback of 30m from Fitzgerald St above four storeys.	Guidelines replace BFP - Part 1, Relationship to other documents. The heights of the guidelines are reflected in Part 1 Figure 2 - Building Heights.	BFP replaces R Codes V2, Table 2.1 Primary Controls	7iii Locations of height and massing; Locations where additional height would be considered - Particularly corner sites - suggestions of chamfering, curving, additional height, varying roof forms, verandahs, balconies or other design elements which accentuate corners;	-		Recommend rescind. These provisions could be rescinded however the specific design that these provisions seek would be removed. The lots are predominately developed and these provisions may be challenged in a development application. The age (initially adopted over 10 years ago) of these design guidelines may present an issue in holding a contemporary development application.
7iv Plot Ratio	The technical operation of this clause would refer to the design guidelines in accordance with Clause Relationship to other documents. The lots south west of the area are R80 and would be subject to the plot ratio of R80.	R Codes V2, Table 2.1 Primary Controls; and Clause 2.5 applies.	7iv	Provides clarity.		Recommend rescind.
7v Connectivity and Legibility Encourages activity and passive surveillance of Pendal Lane.	N/A	R Codes V2, Element Objective O3.6.2	7v	-		Recommend rescind.
7vi Façade and Interface Setbacks: - Nil to all boundaries; - Openings onto all streets; - Weather protection (awnings) over the footpaths; - Repeats nil setbacks to all boundaries.	V2, Clause 1.3 Refers to the R Codes for setbacks adjoining non-residential built form areas being nil and upper storey setbacks.	R Codes V2, Table 2.1 Primary Controls; and Clause 2.4 applies.	7vi	No impact. Nil setbacks in the design guideline and in the built form policy.		Recommend rescind. There would be minimal difference in the requirements of the guidelines and the BFP & R Codes provisions.
7vii Vehicle and Pedestrian Access From ROW & ceding 1m for laneway widening; Where only available from Primary St (no on-street parking) and access unobtrusive. Pedestrian access from Pendal lane and Primary St.	V2, Clause 1.6 Vehicle Access; and V2, Clause 1.5 Pedestrian access and entries.	V2, Clause 3.7 & 3.8	7vii	-		Recommend rescind. The outcomes would not be impacted. Planning bulletin 33 of describes the ability in the P&D Act to dedicate ROWs to ensure these are 6m wide. Pendal lane is approximately 5m wide.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
7viii Car Parking In accordance with LPS2, LPP and R Codes; Will consider variation given the accessibility to public transport and whether a lesser amount would impact the area.	LPP 7.7.1 Non-residential Development Parking Requirements	V2, Clause 3.9 Residential Car & Bicycle Parking requirements	7viii	-		Recommend rescind.
ix High Quality Design and Function - No measurable requirements; - Also mentions use of CPTED.	V2, Clause 1.8 Particularly A1.8.3 to create an urban design study.	V2, Clause 4.10 Façade design	7ix	-		Recommend rescind. Design Review would be required for development of this density. In addition an urban design study of the context is required.
x Total Open and Personal Outdoor Space and External Amenities - In accordance with the R Codes; - Mentions variations due to the proximity to Robertson Park.	N/A	V2, Clause 3.4 Communal Open Space; and V2, Clause 4.4 Private open space and balconies.	x	-		Recommend rescind - private open space is necessary in residential development and should be in accordance with the R Codes (which in meeting the Element Objective would allow variation due to the close proximity public open space.)
xi Landscaping and Public Art - No measurable criteria.	Increased landscaping requirements in the BFP not approved by the WAPC and do not apply.	V2, Clause 3.3 Tree canopy and deep soil areas.	xi	The provisions of the built form policy seek a greater landscaping outcome.		Recommend rescind - landscaping should be in accordance with the R Codes measurable requirements. Percent for Art LPP applies.
xii Sound Attenuation and Proximity to Commercial and Entertainment Uses - Seeks mixed use compatibility between commercial and residential through sound attenuation policy.	N/A - BFP; however Policy 7.5.21 - Sound Attenuation	V2, Clause 4.7 Managing the impact of noise; and Clause 4.14 Mixed Use.	xii	-		Recommend rescind - refers to Sound Attenuation Policy (which would apply regardless).
xiii Location of General Plant - Concealed from public view	N/A	V2, Clause 4.18 Utilities	xiii	-		Recommend rescind - covered by R Codes.
xiv Affordability Affordable housing encouraged; Suggests density bonus as an incentive.	Part 1, Policy Objective 20	Clause 1.1 - Policy Objectives	xiv	-		Recommend rescind - cannot be enforced as it contradicts LPS2.
xv Environment Sustainability - Seeks and ESD report but does not require an measurement to be achieved; - Allows variation to this requirement depending on the size of development.	1.10 Energy Efficiency	4.15 Energy Efficiency	xv	The provisions of the built form policy seek a greater landscaping outcome.		Recommend rescind - cannot be implemented as it contradicts the R Codes (and NCC). If BFP provisions are accepted by the WAPC these provisions would be met.
xvi Access - Universal access however no measurable requirement.	N/A	V2, Clause 4.9 Universal Design	xvi	-		Recommend rescind - covered by R Codes.
xvii Bin Stores - Seeks concealed bin stores in convenient locations.	N/A	V2, Clause 4.17 Waste management	xvii	-		Recommend rescind.

Appendix 17 Design Guidelines Lacey Street

Adopted 5 December 2006
Amended 12 February 2013

Number of Lots = 29

Zone - Mixed Use

Code - R80

Built Form Area - Mixed Use

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
DESCRIPTION Character & context statement.	-	-	DESCRIPTION	Less guidance for the style of dwellings in the area.		Recommend retain. The clause provides an area for the description to apply. Overall recommendation review.
Defining the Area Outlines the properties which contribute to the streetscape and which ones are gateway properties into the area. These are also mapped.	-	-	Defining the Area	Less guidance for the style of dwellings in the area.		Recommend retain. The clause provides the context of the area.
KEY EXISTING CHARACTERISTICS; ISSUES/THREATS; and POLICY STATEMENT Are all good examples of what could be a character statement.	-	-	KEY EXISTING CHARACTERISTICS; ISSUES/THREATS; and POLICY STATEMENT	Less guidance for the style of dwellings in the area.		Recommend retain. The clause provides the context of the area.
Existing Building Stock - Retention of original intact (alterations & additions to be sympathetic & distinguishable) Federation dwellings; - Avoiding demolition of front rooms of intact dwellings; - Gateway development should be sympathetic in terms of scale.	V2, S1, C1.8, A1.8.3 - Urban Design Study	V2, C4.10, O4.10.1 - Facades which reference the character of the local area. V1 - N/A	Element objectives relating to 'Existing Building Stock' - Page 4.	-		The policy provision provides guidance for the character of the street to remain. The properties are not heritage listed so these guidelines whilst they provide limited protection - it is the only 'statement of character' that could guide development in this location. If the properties are to be retained: - An investigation into the heritage significance of the properties should be undertaken; or - A character street should be investigated.
Landscape - Prepare a landscape plan for all DA's; - Minimise paved areas; - Retain existing and provide for new landscaping; - Avoid losing private front gardens.	Increased landscaping requirements in the BFP not approved by the WAPC and do not apply.	V2, Clause 3.3 Tree canopy and deep soil areas. V1 - N/A	Element objectives relating to 'Landscape' - Page 4.	-		Recommend review- landscaping should be in accordance with the R Codes measurable requirements. The R Codes provides for a better outcome. Minor changes made to paving measures.
Lot Size Maintain lot sizes and configuration of the street.	N/A	R Codes V2, Table 2.1 Primary Controls; and Clause 2.5 applies. V1, Clause 5.1.1	Element objectives relating to 'Lot size' - Page 4.	-		Density and land use are controlled by Local Planning Scheme No. 2 Advice given on lot arrangement and design.
Setbacks - All buildings need to be setback from at least one side boundary; - Front setback to be the average of the two adjoining properties; - Garages and carports should not be incorporated into the façade - behind the building line; - Gateway properties in accordance with these setbacks and upper storeys setback enough to not interrupt the streetscape.	V2, Clause 1.2 & 1.3 - Nil street setbacks; - Side & rear refers to R Codes.	R Codes V2, Table 2.1 Primary Controls, Clause 2.4 applies: - Side 2m-3m; and - Rear 2m-6m. V1, Cause 5.1.2 & 5.1.3 - R80 1m Primary or Secondary; - Setback in accordance with Table 2a & 2b or boundary walls.	Element objectives relating to 'Setbacks' - Page 4.	The street setback may be impacted as this place is noted as Mixed Use Area in the BFP. Instead of the average of two adjoining dwellings, a nil setback would be allowed.		Recommend review. The Built Form Area for these properties should change or this should be a character street.
Height and Building Form - Reflect the context of the street; - Single storey at the street; - Second storey not visible from the street.	Guidelines replace BFP - Part 1, Relationship to other documents. The heights of the guidelines are reflected in Part 1 Figure 2 - Building Heights.	BFP replaces R Codes V2, Table 2.1 Primary Controls	Element objectives relating to 'Height and Building Form' - Page 5.	Development of two storeys to the street would be deemed to comply.		Recommend review. The single storey to the street height limit - with additional development to the rear should be in a character street.
Materials and design detail - Compliment existing - New gateway buildings sympathetic to scale of existing street.	V1, Clause 1.9 - Urban Design Study, Local Housing Objectives.	V2, Façade Design O4.10.1 No relevant clause in the R Codes Volume 1.	Element objectives relating to 'Materials and design detail' - Page 5.	The City would seek an Urban Design Study to be submitted with the DA to ensure the context was addressed.		Recommend review
Front boundary treatment - Solid wall 0.75m high, 1.2m high overall height; - Fences above 0.75m 50% visually permeable.	-	V1, Cl. 5.2.4 Street Walls & Fences Visually permeable above 1.2m. V1, Cl. 5.2.5 - Sight lines Provides unobstructed views at vehicle access points.	Element objectives relating to 'Front boundary treatment' - Page 5.	Instead of a height limit of 1.2m new fences would be able to be built to 50% visual permeability above 1.2m to 1.8m		Recommend retain. R Codes allows visually permeable fencing above 1.2m high - the guidelines has a maximum wall height of 1.2m. Development of higher fences may be deemed to comply if these provisions were rescinded. Fence height would be determined in the Urban Design Study as immediate context however would be a local housing objective and not a deemed to comply provision.

Appendix 18 Design Guidelines for William Street

Adopted 2 December 2008

Amended 16 June 2020

Number of Lots = 54

Zone - District Centre; & Mixed Use

Code - R80

Built Form Area - Town Centre & Mixed Use Area

No heritage listing.



Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
1 - Introduction, 2 - Context, 3 - Key Characteristics, 4 - Opportunities - These sections are suitable and somewhat generic character statements of the area. Some of the information is dated but relevant. The section refers to Vincent Vision 2024.	-	-	Objectives relating to context.	Less guidance regarding context in assessment.		Recommend rescind. These clauses are a good statement of the (former) character. Clause 3 outlines some characteristics which may have changed. Clause 4 explores Opportunities some which have been realised. Overall recommendation rescind.
5 - Relationship with other documents; and 6 - Development Objectives - These clauses clearly outline the operation of the Policy and what it is aiming to achieve.	-	-	-	Less guidance regarding context in assessment.		Recommend rescind..
7i Density and Mix	N/A	R Codes V2, Table 2.1 Primary Controls; and Clause 2.5 applies. V1, Clause 5.1.1	7i	Less guidance regarding context in assessment.		Recommend rescind. Density and land use are controlled by Local Planning Scheme No. 2. The mix described in the area may be suitable to feed into a character statement for the area.
7ii Open Space and Outdoor Living	N/A	V2, Clause 3.4 Communal Open Space; and V2, Clause 4.4 Private open space and balconies.	7ii	-		Recommend rescind.
7iii Height and Massing	Guidelines replace BFP - Part 1, Relationship to other documents. The heights of the guidelines are reflected in Part 1 Figure 2 - Building Heights.	BFP replaces R Codes V2, Table 2.1 Primary Controls	7iii Locations of height and massing; Locations where additional height would be considered - Particularly corner sites - suggestions of chamfering, curving, additional height, varying roof forms, verandas, balconies or other design elements which	Height limits are in the built form policy. Rescinding this clause would diminish the site specific guidance regarding the development height and massing.		Recommend rescind. The lots are predominately developed and the design guideline provisions may be challenged in a development application. The age (initially adopted over 10 years ago) of these design guidelines may present an issue in assessing a contemporary development application.
7iv Architectural Style a) Colours and Materials	V2, Clause 1.8 Particularly A1.8.3 to create an urban design study.	V2, Clause 4.10 Façade design	7ix	Less guidance regarding context, colours & materials in assessment.		Recommend rescind. Design Review would be required for development of this density. In addition an urban design study of the context is required.
7iv Architectural Style b) Roof Forms - Height of fascia's to vary every 7m-12m - Outlines facades that are to be retained. Not heritage listed but mentioned in the clause: 342-344 William 434-438 William 464-466 William	V2, Clause 1.8 Particularly A1.8.3 to create an urban design study.	V2, Clause 4.10 Façade design	7iv	Less guidance regarding context, colours & materials in assessment.		Recommend rescind. These properties are noted as being considered however all of the context should be considered in a new development through the design and review process.
7v Façade and Interface a) Setbacks - Nil to front, side and rear boundaries b) Street Front Openings - Openings to be recessed 0.5m from the front of the building. c) Awnings - Above footpath 2.75m d) Pedestrian Access - Mandatory access from street e) Non-Residential/Residential Development Interface - Refers to a policy which has been rescinded.	V2, 2.3 & 2.4 Nil to boundaries.	R Codes V2, Table 2.1 Primary Controls; and Clause 2.4 applies.	7v	The setback provisions of the built form policy offer similar guidance including nil setbacks adjoining non-residential built form area. The awning provisions of the Built Form Policy seek better outcomes than the design guidelines.		Recommend rescind. There would be minimal difference in the setback requirements of the guidelines and the BFP & R Codes provisions. The BFP provides better guidance for awning's.

Relevant Measurable Provisions	Built Form Policy (Equivalent)	R Codes (Equivalent)	Relevant Guiding Provisions	Impact if rescinded	Amend/ Rescind/ Review	Comment (Rescind, Review or Retain)
7vi) Vehicle Access and Car Parking - From secondary streets; - If only available from William, crossover to be unobtrusive; and - Car parking not permitted in front setback.	1.6 - Vehicle Access; & 1.7 - Car and bicycle parking.	3.8 - Vehicle Access; & 3.9 - Car and bicycle parking.	7vi	-		Recommend Rescind The BFP provisions and non-residential parking requirements provide clear guidance for where and how many car parking bays are suitable.
7vii) Heritage - Refers to Local Heritage Policies; and - Requirements of the P&D Regulations for referral of State Heritage listed properties.	-	-	7vii	No impact. These properties are heritage listed and would be guided by the City's heritage policies.		Recommend rescind.
7viii) Services a) Signage - To comply with City's policy.	-	-	-	-		Recommend rescind.
7viii) Services b) Bin Storage - Not visible from the street or adjacent properties.	-	V2, Clause 4.17 Waste management	-	-		Recommend rescind.
7viii) Services c) External Fixtures - Not visible from the street	-	V2, Clause 4.18 Utilities	-	-		Recommend rescind.
7ix) Environmental Sustainability - Green star report before building permit of 4 stars.	1.10 Energy Efficiency	4.15 Energy Efficiency	7ix	The provisions of the built form policy seek a greater ESD outcome.		Recommend rescind.
7x) Affordability Affordable housing encouraged; Suggests density bonus as an incentive.	Part 1, Policy Objective 20	Clause 1.1 - Policy Objectives	7x	-		Recommend rescind The ability to vary the density of the Local Planning Scheme does not exist.
7xi) Landscaping and Public Art - No measurable criteria.	Increased landscaping requirements in the BFP not approved by the WAPC and do not apply.	V2, Clause 3.3 Tree canopy and deep soil areas.	xi	The provisions of the built form policy seek a greater landscaping outcome.		Recommend rescind. Landscaping should be in accordance with the R Codes measurable requirements. Percent for Art LPP applies.
7xii) Safer Design - Use of CPTED and 'Designing out crime'.	-	V2, Clause 3.7 - Pedestrian Access & Entries V2, Clause 4.14 - Mixed Use	xii	-		Recommend rescind.
7xiii) Amalgamation - Encourages amalgamation of lots.	-	-	xiii	-		Recommend rescind.
7xiv) Sound Attenuation - Seeks mixed use compatibility between commercial and residential through sound attenuation policy.	N/A - BFP; however Policy 7.5.21 - Sound Attenuation	V2, Clause 4.7 Managing the impact of noise; and Clause 4.14 Mixed Use.	xii	-		Recommend rescind - refers to Sound Attenuation Policy (which would apply regardless).

Brookman and Moir Streets Development Guidelines - Summary of Submissions

	Comment	Submitter	Administration Comment	Recommended Modification
	<i>The character of an area includes building design and elements that are visible from the street. With this in mind, what part of the buildings in your area do you love?</i>			
1.	Front gardens and their variety of styles.	1	Noted, this is included in the draft policy.	No modification.
2.	Existing drive-ways are suitable, do not want more. Grassed areas in the front setback may be a suitable alternative.	1	Noted, this is included in the draft policy.	No modification.
3.	Front facades and gardens.	2	Noted, this is included in the draft policy.	No modification.
4.	Streetscape.	3	Noted, this is included in the draft policy.	No modification.
	<i>What elements of buildings or buildings design would you like to see more of in your area?</i>			
5.	A return to open concept community village where fences and walls are not apparent.	2	The guidelines cannot remove structures that have been approved prior to their existence. The guidelines seek to maintain the heritage streetscape by seeking traditional features in redevelopment.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
6.	Streetscape preservation.	3	The existing planning framework limits height in this area to two storeys which is proposed to be maintained.	No modification.
	<i>What elements of buildings or building design do you think is 'out of character' with the area?</i>			
7.	High front walls	1	Noted.	No modification.
8.	Double storey extensions.	2	Noted, the existing planning framework limits height in this area to two storeys which is proposed to be maintained. The policy is proposed to be modified to clarify that two storeys at the front of a property is not in line with the objectives.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
9.	High voltage power lines.	2	Noted.	No modification.
10.	Car parking within the front garden.	3	The current policy prohibits parking in the front setback.	No modification.
11.	Two-storey development within the precinct is not in keeping with the 'modest, working-class' nature of the historic housing of the precinct.	4	The existing planning framework limits height in this area to two storeys which is proposed to be maintained.	No modification.
	<i>What would you like to see changed in the guidelines?</i>			
12.	These should remain pragmatic and allow a negotiated outcome	1	Noted. This is how the revised Policy has been drafted.	No modification.
13.	Provision for solar panel placement which is not visible from the street	2	Noted. This is required through the heritage listing.	No modification.

	Comment	Submitter	Administration Comment	Recommended Modification
14.	Electric vehicle charging options	2	Since this is a public realm idea, it cannot be implemented through this planning policy. This may be an option once underground power is installed.	No modification.
15.	Prevent commercial use of the properties (particularly short stay accommodation) – the heritage is residential.	3	The City has recently introduced a policy specifically to address these issues. While the land use itself is not restricted, please advise the City of any arising or ongoing impacts on the amenity of the area.	No modification.
16.	The guidelines are in need of review, since they did not prevent the 2-storey development that has been approved within the precinct.	4	The policy was never intended to completely prohibit 2-storey development. It was intended to protect the view from the street from imposing and out-of-scale development. This has been maintained.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
17.	<p>The guidelines strengthened, with no loopholes or ambiguity, in particular pertaining to 2 level additions, but also maintaining the general working class appeal of The Precinct. I sincerely hope there is no intention to relax the guidelines to something superficial.</p> <p>Concerned the current guidelines have very little that can be enforced other than complete demolition</p> <p>opportunity to be progressive in preserving the homogenous, modest, single story workers cottages, beyond that of the front façade</p>	5	Planning policy operates by providing options and discretion for all decisions, including building height. The policy has been strengthened to cover 2-storey additions, and that they should not be visible from the street, however, it still allows for 2-storey additions at the rear of properties.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
<i>Do you have any general comments to make on the guidelines?</i>				
18.	Underground the power.	2	The City is undertaking an undergrounding power program, this area is not included but we will request Western Power to investigate.	No modification.
19.	Safety of the street parked cars are a concern.	2	Noted.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
20.	The guidelines have sought to remove vehicles from the streetscape however in some instances there is new parking in front setbacks – an alternative should be considered and ensure resident on-street parking and space for electronic vehicle infrastructure.	3	Noted.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.

	Comment	Submitter	Administration Comment	Recommended Modification
21.	The cultural heritage of the area is family homes, allowing two storey additions which are not visible from the street is important to conserve the cultural heritage and family nature of the street.	3	The existing planning framework limits height in this area to two storeys which is proposed to be maintained.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
22.	The heritage architect who drafted the current development design guidelines has stated that he did not think that a 2 storey development would ever be considered within the precinct, given it consists exclusively of single storey, row housing; and that the scale of the housing is explicitly and repeatedly referred to in the guidelines as an intrinsic feature of the housing within the precinct.	4	The existing planning framework limits height in this area to two storeys which is proposed to be maintained. The policy has been strengthened to cover 2-storey additions, and that they should not be visible from the street, however, it still allows for 2-storey additions at the rear of properties.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
23.	<p>Before this unique precinct is lost to total gentrification, The City of Vincent has the opportunity to be progressive in preserving the homogenous, modest, single story workers cottages, beyond that of the front façade. After discussions for a recent planning application, the modest size of these houses appears to be overlooked in preference of providing the modern amenity of larger homes found in suburbia. There doesn't appear to be any value placed on the origins of their cultural heritage, and why decades ago people campaigned to maintain this area as an intact precinct.</p> <p>I have a strong belief that the heritage of the precinct goes beyond the built form of the street facades, it has a rich cultural heritage of working class accommodation, for both the emerging city of Perth and workers for the WA goldfields. I don't want the uniqueness of this modest housing estate to disappear as if the streets were like any other within the City of Vincent. I don't want modest to be a subjective term, it currently appears, after its last interpretation for a planning application, to be anything smaller than a mansion.</p>	5	<p>These are all valid points that are reinforced in the draft policy. However, planning guidance should not only protect the heritage aspects, but also respond to current needs. In the context of Brookman/Moir, the draft policy is clear about the scale of dwellings when viewed from the street, and it is clear that the existing dwelling must be retained. It is not as simplistic as protecting just the front façade.</p> <p>In the City's opinion, the draft policy does not diminish the uniqueness of the precinct in any way. It was never the intent of heritage listing to keep the property in its exact state forever. The heritage listing is there to protect the key elements that are valuable while allowing for creative and respectful improvements. Some flexibility is required to keep heritage listed areas well-maintained and in high demand. If heritage areas are too strict and allow no changes, we would likely see them lost at a faster rate as there would be minimal demand for listings.</p> <p>It should also be noted that planning policy must be subjective by the legislative power given to it through the Local Planning Scheme. The weight applied to a planning policy has been the subject of many appeals, even when it is written apparently without discretion. These precedents also change over time, so it is important to update policy to match.</p>	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.

	Comment	Submitter	Administration Comment	Recommended Modification
	<p>Championing working class accommodation may be an unpopular but it's largely forgotten or dismissed as an unimportant part of our built heritage, so long as we favour more grander residences & commercial buildings. Our State heritage listing notes how rare & unique the working class houses in Moir & Brookman Streets are both in WA and Australia, built as an 'estate' alongside Lake Street's Bakers Terrace.</p> <p>It should also be noted, the 2 streets gained their State Heritage Listing in 2007, having previously been listed on both the City of Perth then City of Vincent Municipal Registers, so there has been a level of protection for decades. But a comment made by sitting Council in recent times, regarding reviewing the guidelines, seemed to infer that the current loose mandates no longer reflect what current owners wanted when it came to developing their properties. When buying a heritage property no matter how modest, we should understand that whilst it is out home we are custodians of something unique that has great historical merit for future generations.</p>		<p>In the draft policy, the 'local housing objectives' will be heavily relied on for any future development applications. All applications will need to meet these objectives, but they may attempt to do so in any number of ways. It will then be up to the decision-maker to determine whether a proposal is in line with the objectives.</p>	

Highgate Design Guidelines - Summary of Submissions

	Comment	Submitter	Administration Comment	Recommended Modification
	<i>The character of an area includes building design and elements that are visible from the street. With this in mind, what part of the buildings in your area do you love?</i>			
1.	Tuck pointing, buildings that pay homage to the late 1800's and early 1900's.	1	The immediate design guideline area does not include heritage dwellings built in the late 1800's and early 1900's. The area includes distinct character features sought in the design guidelines.	No modification.
2.	The streetscapes are in harmony and provide local people and visitors with a unique and pleasing aesthetic.	2	The building envelopes in the design guideline area are consistent however there is a variety of homes built within the last 30 years. The existing planning framework has suitable controls to maintain the building envelopes and seek development that recognises the context of the area.	The design guidelines are recommended to be revoked.
3.	The village feel of the neighbourhood.	3	Noted.	No modification.
4.	Multiple storey houses and quiet street.	4	Noted.	No modification.
	<i>What elements of buildings or buildings design would you like to see more of in your area?</i>			
5.	Buildings which pay homage to the late 1800's and early 1900's	1	The immediate design guideline area does not include heritage dwellings built in the late 1800's and early 1900's. The area includes distinct character features sought in the design guidelines.	No modification.
6.	Development kept to a minimum to maintain the character and amenity of the area	2	The existing planning framework limits height in this area to two storeys which is proposed to be maintained.	No modification.
7.	Solar access for solar power generation.	3	Solar access is provided for in the R Codes.	No modification.
8.	Higher density.	4	The density code for this area is set by the local planning scheme and is not proposed to change in this review.	No modification.
9.	Streets that are greener, more tree coverage.	5	The City's Greening Plan 2018-2023 seeks to increase tree canopy in the public realm. The City's Built Form Policy which applies to this area provides for increased landscaping, these provisions are not proposed to change as part of the review.	No modification.
	<i>What elements of buildings or building design do you think is 'out of character' with the area?</i>			
10.	Anything modern looking; Brick facade unless it's tuck pointed	1	Noted.	No modification.
11.	Apartment complexes which do not add character	2	Noted.	No modification.

	Comment	Submitter	Administration Comment	Recommended Modification
12.	Houses which are not maintained	3	The City cannot enforce the maintenance of private properties through local planning policy.	No modification.
13.	Open carports with roller doors are unusual in an inter-city area with high crime rate	4	The current policy provides for car parking to be provided on site and provides the option for these to be enclosed. This would be carried on through the Built Form Policy.	No modification.
14.	High strata density are out of character and take up street parking.	5	High density areas are outside of this guideline area and subject to separate planning controls. While developments should be allowing for parking on-site if it's needed, street parking is available for all users, residents, visitors and businesses as long as they are compliant with signage.	No modification.
<i>What would you like to see changed in the guidelines?</i>				
15.	Any changes should not impact the ability for residents to enjoy the local amenities of the area including local businesses and events	2	Noted.	The design guidelines are recommended to be revoked.
16.	The guidelines are redundant as all of the houses are built in accordance with the guidelines.	3	Noted.	The design guidelines are recommended to be revoked.
17.	<p>These should be updated and should not stifle current best practice or innovation in modern design.</p> <p>Brick paved roads, red masonry roof tiles, gables and non-native species are outdated and almost unfashionable.</p> <p>Carports should be able to be converted into closed safe area.</p> <p>Fencing is to be 50% transparent however these become no longer transparent where plants are grown to fill the space.</p>	4	<p>The Built Form Policy provisions allow discretion to be applied and do not stifle innovation where it meets the objectives.</p> <p>Where landscaping does not obscure vehicular access sightlines it is appropriate to use in fencing.</p>	No modification.

	Comment	Submitter	Administration Comment	Recommended Modification
	<i>Do you have any general comments to make on the guidelines?</i>			
18.	Maintain the design, amenities and character of the area, it is unique and beautiful	2	Noted, this can be achieved by the Built Form Policy.	The design guidelines are recommended to be revoked.
19.	Dwelling fronting Harold Street should not have vehicular access from Plunkett Street	3	Noted, this can be achieved by the Built Form Policy.	The design guidelines are recommended to be revoked.
20.	Plunkett Street is dated with gable roofing, brick paved streets and European tree species that struggle to survive through the summer. Design should reflect a modern appearance including the tree species	4	Noted, this can be achieved by the Built Form Policy.	The design guidelines are recommended to be revoked.
21.	Concern about character listing - Impact on future renovations/improvements	5	Noted, not recommended.	The design guidelines are recommended to be revoked.

Lacey Street Design Guidelines - Summary of Submissions

	Comment	Submitter	Administration Comment	Recommended Modification
	<i>The character of an area includes building design and elements that are visible from the street. With this in mind, what part of the buildings in your area do you love?</i>			
1.	The uniformity of the houses and their character - and the size of the blocks.	1	Noted, this is controlled through the guidelines and the local planning scheme.	No modification.
2.	The intact workers cottages. The front rooms, facades and shape of the houses should be retained.	2	Noted.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
3.	Tuck-pointed brickwork, lacework on bullnose verandas and chimneys are all features that make Lacey Street special.	3	Noted.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
4.	Representation of a specific period of Perth culture and history, showcasing working class houses. Unity in the designs, the houses all being variations of 3 designs. The low fences facilitate a community experience and the verandahs provide outside recreation areas open to the street.	4	Noted.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
	<i>What elements of buildings or buildings design would you like to see more of in your area?</i>			
5.	Retention of character windows and doors with leadlights - or replacing modern features with more sympathetic character features.	1	Noted. This is included in the draft policy.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
6.	Light poles which match the character of the street.	2	Noted, the light poles are not part of the consideration of this review as they are public infrastructure, however this will be considered during undergrounding of power.	No modification.
7.	Underground power.	2	This area is included in the underground power program.	No modification.
8.	Reinstatement of verge gardens	2	Noted. This is included in the draft policy.	No modification.
9.	Reinstatement of original features	3	Noted. This is included in the draft policy.	No modification.
10.	Low fences and front verandahs which increase interaction.	4	Noted. This is included in the draft policy.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.

	Comment	Submitter	Administration Comment	Recommended Modification
11.	<p>The physical fabric is of a consistent scale and the street presentation as such should remain.</p> <p>The verandahs and front 2 rooms should definitely be retained but beyond that alterations can be permitted to ensure the street remains relevant and occupied as it is today.</p>	5	Noted. This can only be achieved with a heritage listing.	Recommended to advertise Lacey Street as a heritage area.
<i>What elements of buildings or building design do you think is 'out of character' with the area?</i>				
12.	<p>The fencing surrounding some properties and positioning of solar panels on the front of properties are not sympathetic to the existing character properties.</p> <p>The commercial properties that have rear access on Lacey Street detract from the character of the street and given that traffic flow and parking in the street is limited - any further non-residential or larger scale development would only worsen the exiting congestion problems. Large trucks delivering goods to the commercial properties frequently park in the street while they are unloading - blocking the traffic.</p>	1	Noted. Please contact the City's Rangers if there are any parking and access issues in future. The commercial properties have their own requirements in the draft policy that are intended to complement the streetscape character.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
13.	Concrete verges	2	The policy cannot prohibit concrete, but soft landscaping is included as a 'deemed-to-comply' provision.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
14.	Power poles	2	Noted. Power poles are planned for removal through the underground power program.	No modification.
15.	Solar panels viewed from the street (acknowledging that there are limited alternatives)	3	Noted, this is included in the draft policy.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
16.	High fences	4	Noted, this is included in the draft policy.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.

	Comment	Submitter	Administration Comment	Recommended Modification
17.	Visually obtrusive second storeys.	4	Noted, this is included in the draft policy.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
<i>What would you like to see changed in the guidelines?</i>				
18.	Firmer protection of the heritage aspects of the street and no modern large scale developments for such small blocks which may dwarf existing properties.	1	This can only be achieved with a heritage listing	Recommended to advertise Lacey Street as a heritage area.
19.	The existing guidance should not be removed.	2	Noted. Existing guidance is not being removed but must be rewritten to provide for discretion and unique circumstances.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
20.	Prohibit concrete verges and include trees and gardens instead.	2	The policy cannot 'prohibit' anything, but soft landscaping is included as a 'deemed-to-comply' provision.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
21.	Single storey streetscape;	3	Noted, this is included in the draft policy.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.
22.	Prohibition of demolition; and	4	This can only be achieved with a heritage listing.	Recommended to advertise Lacey Street as a heritage area.
23.	The street should be heritage listed	4	Noted, the City is recommending to advertise a heritage listing to gauge community interest.	Recommended to advertise Lacey Street as a heritage area.
24.	Means of parking vehicles should be permitted within the front setback providing it is unobtrusive and does not detract from the existing fabric. To force occupants to park at the rear or side of dwelling stifles opportunity for development on already limited land area. In addition any parking at the rear clearly inhibits useable open space for families, something to be encouraged in this street in particular. I also do not believe the Guidelines are accurate when they maintain a key characteristic is infrequent driveway interruptions.	5	Noted.	The design guidelines are recommended to be modified to include local housing objectives and deemed to comply criteria to retain the character of the streetscape.

	Comment	Submitter	Administration Comment	Recommended Modification
	<p>The majority of properties in the street do have driveways.</p> <p>To digress slightly on the traffic front:</p> <p>1. The 2 way traffic at present works with drivers in the main being understanding and courteous and pull over to permit passing traffic.</p> <p>2. A 1-way system means that if a parking spot is overlooked initially either reversing, with its inherent problems, or a trip around the block is required.</p> <p>3. The Council's position on commercial waste removal has significantly increased heavy truck traffic in this narrow street which does have growing numbers of children. This contrary to the aim of maintaining a domestic scale.</p>			
	<i>Do you have any general comments to make on the guidelines?</i>			
25.	<p>Yes, more consultation on the streetscape aspects such as footpaths, verges and street trees. The power lines in the street are problematic with the size of remaining large Plane trees. The latter are inappropriate for the narrow street, anyway - they shed leaves, irritant pollen and branches all year over the houses and gardens - and disrupt the pathways. They should be replaced with a more suitable enhancing tree-type which is consistent in species along the streetscape. Underground power would enhance the aesthetics of the street.</p>	1	<p>Noted. These comments will be passed to the Parks team to consider, however, it is unlikely that any trees will be replaced unless they are posing a hazard.</p> <p>The area is included in the underground power program.</p>	No modification.
26.	<p>Support the intention of the guidelines and the residential family nature of the street</p>	2	Noted.	No modification.

	Comment	Submitter	Administration Comment	Recommended Modification
27.	Concerned about the impact of the development of Stirling Street on Lacey Street	3	Noted. The City will soon be undertaking further work on 'transition' areas between high and low density. At present, the City's Built Form Policy is successful in controlling direct impacts such as overlooking and overshadowing.	No modification.
28.	Lacey Street is unique with features that have facilitate community interaction	4	Noted.	No modification.
29.	The beautiful heritage of the homes and street should be preserved for the street and broader community	4	This can only be achieved with a heritage listing.	Recommended to advertise Lacey Street as a heritage area.
30.	The guidelines allow flexibility so that extensions can be modern and allow families to stay in the area	4	Noted. This will remain in the revised policy.	No modification.
31.	Street trees contribute to the use of the street by residents and pedestrians.	4	Noted.	No modification.
32.	Lacey St is a unique street through its built form and mix of occupants.	5	Noted.	No modification.

Schedule of Modifications – Appendix No. 6 Brookman and Moir Streets Development Guidelines

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
1.	Policy Title	All	All	The local planning policy relates to the heritage precinct of Brookman and Moir Streets. The Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) provide provisions for Heritage Areas to have Local Planning Policies to guide development.	Amend the policy title as follows: Brookman and Moir Streets – Heritage Area Development Guidelines
2.	2 Aim of the guidelines	2	2	<p>The purpose of the review of the guidelines is to ensure the provisions can be implemented suitably within the Local and State Planning Framework. The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>Aim of the Guidelines has now been incorporated into the Statement of Significance, Purpose, Objectives and Policy Scope</p>	<p>Delete the following wording from Clause 2:</p> <p>These Guidelines contain essential controls, discretionary controls, advice and encouragement. The following interpretations are to apply:</p> <p>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.</p> <p>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.</p> <p>Encouragement: is a set of information that would assist in enhancing individual properties and the Brookman and Moir Streets area as a whole.</p> <p>Advice: is offered as to the manner in which improvements can be made.</p> <p>Please note: The City of Vincent can offer free advice on all heritage matters, that is appropriate design, colour schemes and materials, and it is advised that prior to consideration of any building works to contact the City of Vincent as soon as possible.</p>
3.	N/A	N/A	4	New section: Relationship to Planning Framework	New wording is included denoting the relationship of this planning policy to other planning legislation and policies.
4.	N/A	N/A	4 & 5	New section: Additional Requirements for Development Applications	Additional documentation is now required to be included with development applications to aid in assessing the application.
5.	N/A	N/A	5 & 6	New section: Definitions	Additional definitions now included into policy
6.	N/A	N/A	6	New section: Explanatory Notes	Information that will aid in assessing development applications as well as in developing designs for new builds have been collated into this section

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
7.	N/A	N/A	15 & 16	New Section Modifications to SPP 7.3 Residential Design Codes (Volume 1)	Relationship between proposed provisions and the existing R-Code are shown here
8.	3 Alterations and Additions	4	10	This clause and its provisions are now contained within Clause Built Form and the explanatory notes, provisions have been reviewed and replaced with Local Housing Objectives and deemed to comply criteria	<p>Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 3 Built Form</p> <p>Delete or amend the following wording:</p> <p>Significant original external features must be retained and conserved. Where original features have been removed or obscured, their reinstatement should be considered, especially where the losses are detrimental to the presentation of the place. That is to say intrusive features such as carports, solid high brick fences, high close boarded timber fences and concrete paved gardens should be removed, where the opportunity exists.</p> <p>The level of change to the front rooms of the houses has been somewhat limited. The remaining original planning and fabric of these rooms should be retained and conserved and adapted only as much as is necessary and as little as possible.</p> <p>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</p> <p>While it is acknowledged that many internal features have been altered and extended under the skillion roof additions, many of these changes have improved the basic levels of amenity of the houses and living standards.</p> <p>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.</p> <p>Additions to the rear must be unobtrusive and meet the requirements of the Residential Design Codes. The City will exercise some discretion to achieve improved dwellings and good conservation outcomes.</p> <p>The external appearance of many of the dwellings has been changed over time, either as a building maintenance response (render over brickwork and removal of decaying timberwork) or through changing fashion, relating to the changes in demographics. It is essential that further losses of original detail do not occur and that opportunities for the reinstatement of missing detail are encouraged, providing reinstatement can be properly carried out to conservation standards.</p> <p>The Development Guidelines that follow will assist in managing change so that the Brookman and Moir Streets area retains its integrity.</p>

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
9.	4 Roofs	5	8	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>This provision is now included under Clause 2 Conservation.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 2.1 Roofs
10.	5. External Walls	5	8	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>This provision is now included under Clause 2 Conservation.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 2.2 External Walls
11.	6 Front Verandahs	6	8	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the retention and should be removed.</p> <p>The proposed deleted reference to the Heritage Assessment is covered in the 'Scope' section of the draft Local Planning Policy.</p> <p>This provision is now included under Clause 2 Conservation.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 2.3 Front Verandahs

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
12.	7 Windows	7	8	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the retention and should be removed.</p> <p>The proposed deleted encouraged wording is irrelevant as the City does not own heritage properties in Brookman or Moir Streets and should be removed.</p> <p>This provision is now included under Clause 2 Conservation.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 2.4 Windows
13.	8. Front Doors and Hopper Lights		8	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the retention and should be removed.</p> <p>The proposed deleted encouraged wording is irrelevant as the City does not own heritage properties in Brookman or Moir Streets and should be removed.</p> <p>This provision is now included under Clause 2 Conservation.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 2.5 Front Doors and Hopper Lights

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
14.	9. Chimneys	8	8	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the retention and should be removed.</p> <p>This provision is now included under Clause 2 Conservation.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 2.6 Chimneys
15.	10. External decorative details	8	8	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the retention and should be removed.</p> <p>This provision is now included under Clause 2 Conservation.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 2.7 External decorative details
16.	11. Front Street Fences and Secondary Street Fence	8	12	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the retention and should be removed.</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 4

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
				<p>Secondary street provisions have been deleted as the secondary street streetscape does not contribute to the heritage precinct and in these areas the walls are suitable to be 1.8m.</p> <p>This provision is now included under Clause 4 Front Street Fences, Secondary Street Fence & the Front Garden</p>	
17.	12. Front Gardens	9	12	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>This provision is now included under Clause 4 Front Street Fences, Secondary Street Fence & the Front Garden</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 4
18.	13. Car parking	9	13	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the ability to exercise discretion and should be removed.</p> <p>This provision is now included under Clause 5 Car Parking</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 5

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
19.	14. Rear garages	10	13	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording is not necessary in this policy as it is covered in other legislation and should be removed.</p> <p>This provision is now included under Clause 5 Car Parking</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 5
20.	15. Rear Water Closets	10	7	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted essential and discretionary wording contradicts the retention and should be removed.</p> <p>This provision is now included under Clause 1 Demolition</p>	Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria and moved to Clause 1
21.	16. Colours	10	14	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives.</p> <p>This provision is now included under Clause 6 Materials and Colours</p>	Amend the wording to become Deemed to Comply and Local Housing Objectives and moved to Clause 6
22.	17. Internal Planning	11	6	These provisions have been moved to the Explanatory Notes section	Amend the wording and move to Explanatory Notes

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
23.	18. Demolition	11	7	<p>The reform of the provisions is to remove the wording Essential Control, Discretionary Control, Encouragement and Advice to be replaced with Local Housing Objectives and Deemed to Comply Criteria.</p> <p>The proposed deleted discretionary wording contradicts the retention and should be removed.</p> <p>This provision is now included under Clause 1 Demolition</p>	<p>Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria moved to Clause 1 Demolition</p> <p>The following wording is to be deleted:</p> <p>Partial demolition of dwelling will only be considered in exceptional circumstances.</p>
24.	19. Open space	11	-	<p>The proposed deleted wording is not necessary in this policy as it is covered in other legislation and should be removed.</p>	<p>The following wording is to be deleted:</p> <p>Development should meet the performance criteria of the Residential Design Codes in regard to Open Space. As most dwellings in the precinct would not achieve the required percentage of open space on these lots due to historical development, it is essential that an outdoor living area is required. Due regard will be given to the configuration of outdoor living areas and the availability of existing open space, with particular reference to those dwellings with rear and secondary street vehicular access.</p> <p>Outdoor Living Areas are to comply with the requirements of the Residential Design Codes.</p>
25.	20. Development considerations	12	-	<p>In considering an application for development approval the local government is to have due regard to the matters outline in Schedule 2, Part 9, Clause 67 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. The items listed in the clause only capture a few considerations in development assessment and do not show all considerations which may be misleading and should be deleted.</p>	<p>The following wording is to be deleted:</p> <p>The City acknowledges the constraints of land development within the heritage precinct, and the following statements aim to achieve a balance between potential overdevelopment and heritage character.</p> <p>Where overdevelopment facilitates conservation of original fabric the proposal will be assessed by the degree of possible congestion on the built environment and the impact of development on heritage values including all relevant considerations such as zoning, residential amenity and or/ environmental issues specified by the Town Planning Scheme and outlined in the relevant Policies of the City of Vincent.</p> <p>This will be measured by discretionary control to allow new development and to allow a specific design response of each site (property), to demonstrate positive conservation outcome and contribution to the precinct.</p>

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
					<p>To achieve the conservation goals and desires of the Council the following items will be given consideration within the heritage precinct. This is to achieve overall conservation objectives.</p> <ul style="list-style-type: none"> • Significant reduction in the open space provision • Availability of land to accommodate parking • Impact of the new development on the site as a whole • Protection and conservation of the existing site • The heritage significance of the site and context especially in terms of the streetscape and public domain • Compatibility to neighbouring properties in terms of scale, bulk, height, quality of design, materials and refinement of details and craftsmanship <p>Protection of valued residential amenity of the locality</p>
26.	21. Urban Infrastructure 21.1 Intent	12	-	The wording is proposed to be deleted as it has been captured in the objectives of the policy.	<p>The following wording is to be deleted:</p> <p>Future upgrade of infrastructure elements such as: road and verge treatment, lighting, paving and public seating are required to be compatible with the heritage significance of the area and should not detract from the character of the precinct.</p> <p>Ensure that the design of new street furniture and utility services are to be sympathetic to the streetscape character of the precinct.</p> <p>The design, scale and location of new or replacement street signs, street lighting or any other new street furniture should complement the streetscape character.</p> <p>Roads, kerbs and footpaths should retain their current alignment and surfacing treatment should be consistent throughout the precinct.</p> <p>Traffic control and traffic calming devices should be located outside of Brookman and Moir Streets. Traffic management issues should be referred to the City of Vincent for consideration.</p> <p>Consideration will be given to intrusive traffic signage being kept as an essential minimum where possible.</p>

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
27.	22. FIGURE 1 - A TYPICAL ORIGINAL HOUSE PLAN 23. FIGURE 2 - TYPICAL ORIGINAL FRONT ELEVATION FEATURES 24. FIGURE 3 - PRINCIPLES OF EXTERNAL EXTENSIONS	13, 14 and 15	9, 10 and 11	All figures and notes to be maintained but graphically updated .	Graphics have been aesthetically modified.

Schedule of Modifications – Appendix No. 17 Design Guidelines Lacey Street

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
1.	Policy Title	All	All	The Design Guidelines relate to a collection of intact federation-style buildings in Lacey Street. The Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) provide provisions for Heritage Areas to have Local Planning Policies to guide development.	Amend the policy title as follows: Design Guidelines Lacey Street – Character Area
2.	DESCRIPTION	1	1	The proposed deleted wording is not accurate, the remaining wording provides suitable context.	Modify the introduction wording as follows: Lacey Street is a unique street possessing qualities reminiscent of a time gone by with its narrow road reserve and collection of intact federation-style buildings. Lacey Street is one of few streets with an intact single storey streetscape and given its proximity to the central business district and the growing demand for unfettered land there is growing pressure on properties in this street for redevelopment. The area is distinctive due to the predominance of dwellings in the Federation Bungalow and Federation Georgian style of architecture. The cohesive streetscape is characterised by small dwellings, which have a two room presentation to the street and feature bull nose and skillion verandahs and protruding bays surmounted in gables. The dwellings are constructed of brick with some render detailing and have hipped and pitched roof forms, with highly visible chimneys. Fenestration pattern includes simple window arrangements of single sash and casement windows with centrally located front doors.
3.	ISSUES/ THREATS	3	2	The wording is covered in the objectives of the design guidelines and the provisions, this is a negative repetition of the objectives of the guidelines.	The following wording is to be deleted: <ul style="list-style-type: none"> • Loss of single storey streetscape. • Loss/demolition of intact housing stock. • Loss of consistent roof pattern. • Loss of open streetscape with high fencing and car storage structures. • Changes to the dominant setback pattern. • Inappropriate, out of scale development on gateway properties. The retention of the original house and many features is essential, and entire demolition of dwellings will not be permitted.

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
4.	POLICY STATEMENT	3	2	The wording is to be updated to remove previous terms used and update reference as well as include policy objectives	<p>PURPOSE The purpose of this policy is to Conserve and enhance the significant and distinctive qualities and characteristics of Lacey Street Heritage Area, This policy identifies those contributory buildings are to be retained and that alterations and additions to these buildings are carried out in a way which respects the integrity and aesthetic value of the streetscape, whilst also illustrating innovative architectural and sustainable design excellence.</p> <p>OBJECTIVES The objectives of this Policy are to:</p> <ul style="list-style-type: none"> • Retain and conserve the existing contributory dwellings. • Provide design guidance to ensure new development and alterations and additions to existing buildings conserve and enhance the heritage significance of the heritage area whilst not adversely affecting the significance of neighbouring dwellings. • Retain the uniformity in lot sizes to ensure the rhythm of the traditional streetscape is not eroded. • Maintaining the absence of interruptions to the streetscape by restricting car storage and driveways in the front setback. • Ensure front fences, if required, are low height or open style which are consistent with the precinct in terms of materiality and colour; and • Encourage a high standard of architectural and sustainable building design for new development and alterations to contributory buildings.
5.	n/a	N/A	4	New section: Relationship to Planning Framework	New wording is included denoting the relationship of this planning policy to other planning legislation and policies.
6.	N/A	N/A	4 & 5	New section: Additional Requirements for Development Applications	Additional documentation is now required to be included with development applications to aid in assessing the application.
7.	N/A	N/A	5	New section: Definitions	Additional definitions now included into policy
8.	N.A	N/A	6	New Clause: 1. Demolition	Befitting of Lacey Street being classed as a heritage area, demolition clause has been inserted as to protect existing building stock, An intent statement, Local housing objectives and deemed-to-comply criteria has also been included
9.	N.A	N/A	6	New Clause: 2. Conservation	Befitting of Lacey Street being classed as a heritage area, a conservation clause has been inserted as to protect existing building stock, An intent statement, Local housing objectives and deemed-to-comply criteria has also been included

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
10.	Existing Building Stock	4	7-9	<p>Change the title of the element for clarity.</p> <p>The 'Objective' is proposed to be retained as 'Local Housing Objectives'.</p> <p>The 'Design Response' and 'Avoid' criteria is worded as deemed to comply and cannot be included as 'Deemed to comply' criteria as the R Codes do not allow local government to provide deemed to comply criteria for elements not included within the R Codes without the approval of the Western Australian Planning Commission. Retention of the dwelling is covered in the introduction</p>	<p>Modify the element heading as follows:</p> <p>Existing Building Stock Clause 3 New Development</p> <p>This clause is to have an intent statement and two subclauses, 3.1 Setbacks and 3.2 Form and Scale</p> <p>Amend the wording to become Local Housing Objectives and Deemed to Comply criteria</p>
11.	Landscape	4	10	<p>The 'Objective' is proposed to be retained as 'Local Housing Objectives'.</p> <p>The 'Design Response' and 'Avoid' criteria is worded as deemed to comply and cannot be included as 'Deemed to comply' criteria as the R Codes do not allow local government to provide deemed to comply criteria for elements not included within the R Codes without the approval of the Western Australian Planning Commission. Retention of the dwelling is covered in the introduction</p>	<p>New clause number</p> <p>Amend the wording to become Local Housing Objectives and Deemed to Comply criteria</p>
12.	Lot Size	4	10	<p>Lot size is controlled through the Local Planning Scheme which applies a zone and coding to properties. The size of lots as per each code is determined by the Residential Design Codes. Nonetheless, clause is to be included to guide subdivision design</p>	<p>Modify the element heading as follows:</p> <p>Lot Size Clause 4 Subdivision</p> <p>Include an intent statement and amend the wording to become Local Housing Objectives and Deemed to Comply criteria</p>

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
13.	Setbacks	5	7	<p>The 'Objective' is proposed to be retained as 'Local Housing Objectives'.</p> <p>The 'design response' (with the exception of garages and carports) has been included as 'deemed to comply' criteria as these amend and apply in addition to 5.1.2 and 5.1.3 of the R Codes. The garages and carports 'design response', 'behind the building line', is proposed to be deleted as this contradicts the objectives.</p> <p>The 'avoid' criteria is proposed to be deleted as it is a repetition of the 'objectives' and 'deemed to comply' criteria.</p>	<p>Move the clause into subclause 3.1 Setbacks</p> <p>Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria</p>
14.	Height and Building Form	5	7	<p>The 'Objective' is proposed to be retained as 'Local Housing Objectives'.</p> <p>The 'design response' has been included as 'deemed to comply' criteria as these amend and apply in addition to 5.1.6 of the R Codes.</p> <p>The 'avoid' criteria relating to a single storey streetscape is proposed to be reworded as a local housing objective.</p>	<p>Move the clause into Clause 3 New Development</p> <p>Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria</p> <p>Move the below to Definitions.</p> <p><u>Public domain view means sightlines 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</u></p>
15.	Materials and design detail	5	11	<p>The 'Design Response' and 'Avoid' criteria is worded as deemed to comply criteria and cannot be included as the R Codes do not allow local government to provide deemed to comply criteria for elements not included within the R Codes, without the approval of the Western Australian Planning Commission.</p>	<p>Modify the element heading as follows:</p> <p>Materials and design detail <u>Clause 7 Materials and Colours</u></p> <p>Include an intent statement</p> <p>Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria</p>

No.	Existing Clause Name/Number	Existing Page	New Page	Comment	Recommended Modification
				<p>In lieu of this, the 'objective' has been included as a local housing objective. And reference to required accompanying material has been included in the 'scope' of the proposed policy.</p> <p>The 'avoid' criteria is proposed to be deleted as it is does not provide clarity to meet the objectives.</p>	
16.	Front boundary treatment	5	10		<p>Amend the heading of the element: Front boundary treatment <u>Clause 5 Street Fences</u></p> <p>Include an intent statement</p> <p>Amend the wording to become Local Housing Objectives and Deemed-to-comply criteria</p>
17.	Diagrams	4	8-10	The diagrams clearly articulate the provision relating to height and should be maintained.	Existing diagrams have been graphically updated with new diagrams being included.
18.	N/A	N/A	12 & 13	New Section Modifications to SPP 7.3 Residential Design Codes (Volume 1)	Relationship between proposed provisions and the existing R-Code are shown here

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Legislation / local law requirements	This policy has been prepared under the provisions of clause 9(2) of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme
Related policies, procedures and supporting documentation	<p>Planning and Development (Local Planning Schemes) Regulations 2015;</p> <p>Heritage Act 2018;</p> <p>State Planning Policy 7.3 – Residential Design Codes (Volume 1)</p> <p>Local Planning Policy 7.7.1 Built Form</p> <p>Local Planning Policy 7.6.1 Heritage Management – Development Guidelines for Heritage and Adjacent Properties</p>

PRELIMINARY

STATUTORY BACKGROUND

Brookman and Moir Streets Heritage Area is designated as a heritage area in accordance with clause 9 of Schedule 2 Part 2 (the deemed provisions) of the *Planning and Development (Local Planning Scheme) Regulations 2015*.

This local planning policy is adopted consistent with Clause 9(2) of the deemed provisions, which requires a local planning policy for each heritage area. In addition to the minimum requirements outlined in the deemed provisions, this policy identifies the contribution, or otherwise, of all places within the heritage area; and sets out planning controls that support conservation of the identified heritage values of the area.

Brookman and Moir Streets Heritage Area is also included on the State Register of Heritage Places as it has cultural heritage value at a state level. Under Section 73(1) of the *Heritage Act 2018* the City must elect to refer any development proposal to the Heritage Council for advice if it is considered that the proposal has the potential to affect the significance of the place.

STATEMENT OF SIGNIFICANCE

The following statement of significance relates to extent of the Heritage Area is identified in Map 1. Brookman and Moir Streets Heritage Area is made up of two streets comprising 58 semi-detached residences and one detached residence. The prevailing architectural style is 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;

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- 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 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.

PURPOSE

The primary purpose of this policy is to conserve and enhance the heritage significance and cohesive streetscape character of the Brookman and Moir Streets Heritage Area. This policy identifies those contributory buildings are to be retained and that alterations and additions to these buildings are carried out in a way which respects the integrity and aesthetic value of the streetscape, whilst also illustrating innovative architectural and sustainable design excellence.

OBJECTIVES

The Objectives of this policy are to:

- Retain, conserve, and protect the cultural heritage significance of the Brookman and Moir Streets Heritage Area as identified by its entry of the State Register of Heritage Places and as a designated Heritage Area protected under the City's Local Planning Scheme No. 2.
- Ensure that additions to existing heritage places do not adversely affect the significance of the area, the contributory buildings, or neighbouring heritage places;
- Ensure that future development is sympathetic to the existing built form, context of the streetscape, roof form, and public domain in all elements of design;
- Maintain and improve existing street vegetation and front gardens in a manner that conserves the significance;
- Ensure front fences, if required, are low height or open style which are consistent with the precinct in terms of materiality and colour; and
- Encourage a high standard of architectural and sustainable building design for alterations to contributory buildings.

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POLICY SCOPE AND CONTRIBUTION OF INDIVIDUAL PLACES

This policy applies to all proposals for development within the Brookman and Moir Heritage Area in Perth, as listed and shown on the below map.



Map 1: Brookman and Moir Heritage Area.

Level of Significance	Description	Desired Outcome
Contributes	Contributes to the significance of the Heritage Area; recommended for entry in the Heritage List	Conservation of the place is desirable. Any external alterations or extensions should reinforce the significance of the area, in accordance with the Design Guidelines.
Does not contribute	Does not contribute to the significance of the Heritage Area.	Existing fabric does not need to be retained. Any new (replacement) development on the site should reinforce the significance of the area, in accordance with the Design Guidelines.

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RELATIONSHIP TO THE PLANNING FRAMEWORK

This policy is made pursuant to Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and Part 7 of State Planning Policy 7.3 Residential Design Codes Volume 1 (R Codes Volume 1).

This Local Planning Policy forms part of the City of Vincent's (the City) local planning policy framework, including but not limited to, the City's Local Planning Policy 7.1.1 Built Form (Built Form Policy) and Local Planning Policy 7.6.1 Heritage Management – Development Guidelines for Heritage and Adjacent Properties (LPP 7.6.1). Where this Policy is inconsistent with the City's local planning scheme, the local planning scheme prevails.

Where inconsistency exists between this policy and a state planning policy or another local planning policy, this policy prevails to the extent of the inconsistency.

Where a development application does not satisfy the deemed to comply requirements, it will require a performance assessment against the relevant Local Housing Objectives and the Objectives of this policy, as well as the Local Housing Objectives of the Built Form Policy.

ADDITIONAL REQUIREMENTS FOR DEVELOPMENT APPLICATIONS

Applications for development approval within the Brookman and Moir Heritage Area must be accompanied by the following documentation. The City may also elect to obtain its own independent advice on any of the following items to assist in the development application process.

1.1 Heritage Impact Statement

i. The Heritage Impact Statement undertaken by a qualified heritage professional in accordance with the Department of Planning, Lands and Heritage publication 'Heritage Impact Statement: A Guide' will be required for the following types of development proposals:

- i. Partial or full demolition of a **Contributory Place** including proposed new development.
- ii. Alterations or additions.
- iii. Seeking variations to any built form controls set out in this policy.

Note: Some alterations and additions may be exempt from requiring a Heritage Impact Statement, Contact the City's Development & Design directorate for further information.

The Heritage Impact Statement is a written report to be undertaken by a qualified heritage professional in accordance with the Department of Planning, Lands and Heritage publication 'Heritage Impact Statement: A Guide' addressing:

- i. How will the proposed works affect the cultural significance of the place and the Heritage Area?
- ii. What measures (if any) are proposed to ameliorate any adverse impacts?
- iii. Will the proposal result in any heritage conservation benefits that might offset any adverse impacts?

1.2 A contextual street elevation drawn on one continuous scale no smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land subject to the application;

1.3 Detailed schedule of all finishes, including materials and colours of the proposed development and how

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these related to the adjoining developments.

1.4 Sightline drawings of any additions when viewed from the public realm. Diagrams/images from multiple viewpoints from the street will be required.

1.5 Structural Condition Assessment in case of demolition.

If structural failure is cited as a justification for demolition, evidence in the form of a structural condition assessment is required, provided by a practicing structural engineer with experience in heritage buildings, in line with Building Act requirements. The assessment must demonstrate that the structural integrity of the building has failed to the point where it cannot be rectified without removal of a majority of its significant fabric. Financial considerations are secondary to heritage and structural considerations.

An application for development approval may be referred to the City's Design Review Panel comprising of suitably experienced and qualified members as appointed by the City for advice regarding the proposal.

In addition, it should be noted that a condition of development approval will require the submission of a construction and demolition plan prior to the commencement of development. This plan is to be in accordance with the City's LPP 7.5.23 *Construction Management Plans*.

DEFINITIONS

Unless otherwise noted, terms used in this policy have common meanings and include those defined in the *Planning and Development Act 2005*; Planning and Development (Local Planning Schemes) Regulations 2015, and the *Heritage Act 2018*.

Contributory Place means places and structures that make a positive contribution to the cultural heritage significance of the Brookman and Moir Heritage Area.

Non-Contributory Place means buildings and structures which do not contribute to the cultural heritage significance of Brookman and Moir.

Character is the defining features of a place, including scale, materiality, style or repetition.

Heritage Impact Statement means a document that evaluates the likely impact of proposed development on the significance of a heritage place and its setting any conservation areas within which it is situated. The Heritage Impact Statement should outline measures proposed to minimize any identified impact and any conservation benefits associated with the proposal. It should be prepared in accordance with the Heritage Council's Guide 'Heritage Impact Statement – a Guide'

Streetscape means the collective elements that contribute to a street, including architectural styles, front yards, car parking structures and access, infrastructure, footpaths, signage, street trees and landscaping and fencing and front boundary treatments

Sympathetic or complementary means a design outcome that respects its context. It would not be identical to historic neighbours, nor would it intrude on their presence in the streetscape. It would be of a similar or lesser scale.

Public Domain View means sightline from the front property line on the opposite side of the road of Brookman Street and Moir Street with a viewing height of 1.65 metres above the level of the pavement. The

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rear right of way behind Moir Street and Wellman Street are not included in this requirement. Refer to **figure 4** for further guidance.

EXPLANATORY NOTES

Demolition of any building in the Heritage Area requires approval by Council with advice from the Heritage Council.

Contributory places are those identified on Map 1.

Decorative detail includes the treatment of the gables, with timber barges, barge caps, finials, pierced timber fretwork, fretwork verge closing boards, modillions, console brackets to gutters, and decorative cast-iron lacework. Refer to Figure 2 for further guidance.

The plan of contributory buildings (refer to Figure 3) has five principal rooms under the pitched roof and then a series of spaces under a skillion roof of the rear verandah.

Contributory external features within the 'additions zone' (refer to Figure 5), such as the rear skillion additions are not intended to be retained or conserved.

The original colours of the dwellings were drawn from a very limited palette. Houses that retain their original features sometimes retain strong evidence of the original colours. Paint scraping can reveal original colours and assist with making new colour choices.

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POLICY PROVISIONS

1. Demolition

Intent: The loss of a contributory place negatively impacts on the cultural significance and character of the heritage area. Demolition of a contributory building is rarely appropriate, and demolition of a contributory buildings located within a state registered heritage place will have a negative impact.

It is acknowledged that there will be some circumstances where demolition cannot be avoided. In these circumstances, the obligation rests with the applicant to provide a sound justification for demolition to a Contributory Place.

Local Housing Objectives

LO1.1 Demolition of the **Contributory Place** and associated structures to be avoided. In exceptional circumstances where demolition approval is sought the onus rests with the applicant to provide a compelling justification via an assessment by a qualified structural engineer with heritage experience supported by a **Heritage Impact Statement** prepared by a qualified heritage consultant.

LO1.2 Partial demolition of non-contributory or intrusive elements to accommodate conservation and enhancement of Brookman and Moir Heritage Area is encouraged.

Deemed to Comply

C1.1 All **contributory buildings** are retained and conserved in accordance with this policy.

C1.2 Demolition of the **Contributory Place** will not be permitted where there has been a demonstrable period of neglect leading to deterioration in the building's condition.

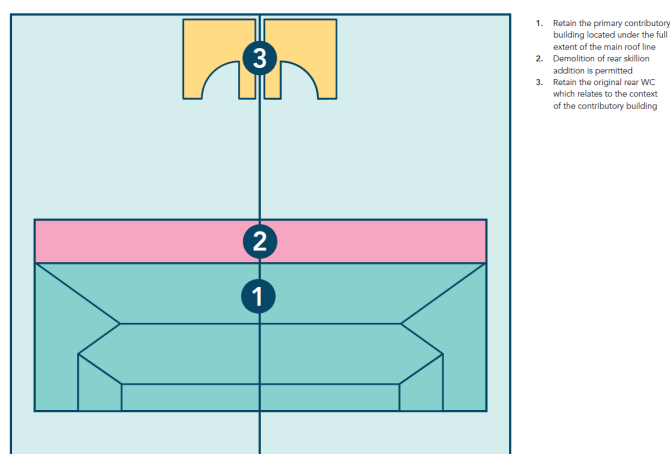


Figure 1: Retention of Contributory Buildings

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2. Conservation of Contributory Places

Intent: Conservation works are essential for protecting a contributory place and ensuring its long-term survival and contribution to the significance of the Brookman and Moir Heritage Area. Conservation works can include repair, maintenance, restoration and reconstruction. The appropriate conservation approach for individual buildings should be based on an understanding of the significance of that place and in consultation with a qualified heritage professional.

2.1 Roofs

Local Housing Objectives

Deemed to Comply

LO 2.1.1 Roof forms that incorporate proportions, materials and design elements that respect and reference the character of the precinct

C2.1.1 Roof pitches visible from the street match the existing roof pitches.

C2.1.2 Rolled-top ridges, timber barge caps (not metal), with Ogee gutters and circular down pipes are included when replacing roof details.

C2.1.3 Television aerials, air conditioning and other fittings may be roof-mounted but are not visible from the public domain.

2.2 External Walls

Local Housing Objectives

Deemed to Comply

LO 2.2.1 Building façades that incorporate proportions, materials and design elements that respect and reference the character of the precinct.

C2.2.1 Original features are retained and conserved. Previously unpainted surfaces must not be painted.

C2.2.2 The streetscape presentation of Contributory Places reflects their original appearance either by preservation or restoration back to the original aesthetic.

2.3 Front Verandahs

Local Housing Objectives

Deemed to Comply

LO2.3.1. Front verandahs are retained and conserved to match the original appearance.

C2.3.1. The open verandahs and decorative features must be retained and conserved in their original form where they still exist. Material that is damaged beyond conservation is reconstructed correctly to original detail.

2.4 Windows

Local Housing Objectives

Deemed to Comply

LO2.4.1 Windows are retained and conserved to match the original appearance.

C2.4.1. All original timber window features, including single pane double hung sashes and sun hoods are retained.

C2.4.2 Development does not propose enlargement of openings and the use of aluminium window frames.

2.5 Front Doors and Hopper Lights

Local Housing Objectives

Deemed to Comply

LO2.5.1 Front doors are retained and conserved to match the original appearance.

C2.5.1. All original four-panel timber doors are retained. Hopper lights must not be removed. With the exception of Nos. 2 and 4 Brookman Street retaining their five panel front doors.

2.6 Chimneys

Local Housing Objectives

Deemed to Comply

LO2.6.1. Chimneys are retained and conserved to match the original appearance.

C2.6.1 All original brick chimneys are retained except those located within the addition zone (refer to Figure X)

2.7 External Decorative Details

Local Housing Objectives

Deemed to Comply

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



CITY OF VINCENT

LO2.7.1. Decorative details are retained and conserved to match the original appearance.

C2.7.1 All original decorative details are retained or reconstructed correctly to detail.

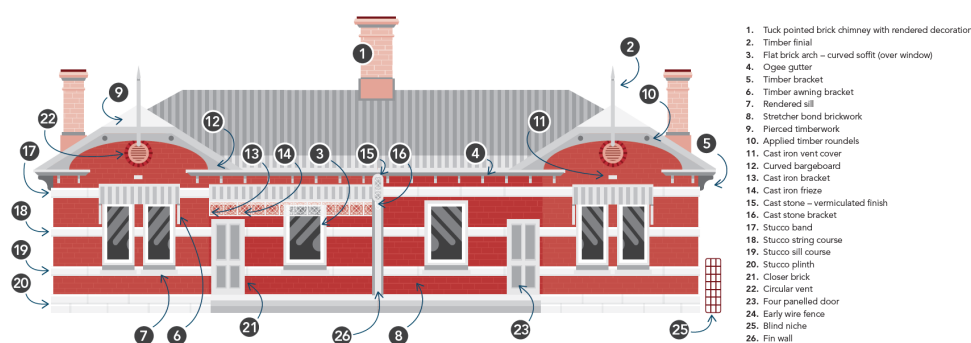


Figure 2: Front Elevation

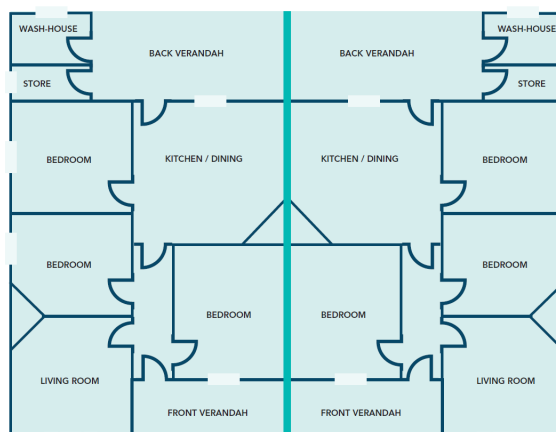


Figure 3 – Typical Mirrored House Plan

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



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3. Built form

Intent: Most existing buildings can accept some level of alteration or new additions without having a negative impact on the cultural significance and character of the Brookman and Moir Heritage Area. Acceptable new alterations and additions to the building envelope do not visually intrude on Contributory Places or the overall streetscape and are consistent with the character of the area in which they are located taking into account style, scale, materiality, form, function and siting.

Local Housing Objectives

LO3.1 Additions respect the predominant scale (height, bulk, density and pattern of arrangement) of the existing building and do not have an adverse visual impact on it.

LO3.1 Additions are compatible to the predominant form and character of the existing building, its streetscape context and the urban character in the surrounding area.

LO3.1 Development preserves and enhances the visual character of existing streetscape by considering building bulk and scale

Deemed to Comply

C3.1 Above ground level extensions should be setback behind the main roofline of the building as so they are not visible from the **public domain view** of Brookman and Moir street. Refer to **Figure 4** for further information.

C3.2 Where additions are visible from the public domain view of Forbes Street and Robinson Avenue, they are to be sympathetic to the contributory-built form in terms of scale, form, colour and materiality.

C3.3 Side setbacks to corner lots shall not encroach into the setback established by the contributory building

1. Additions are located behind the primary building to areas not visible from the public realm
2. Retain contributory built form
3. Ground floor height to complement existing ceiling height
4. Additions to be sympathetic/complement the existing built form
5. Line of existing skillion roof addition allowed to be demolished
6. Retain any mature trees

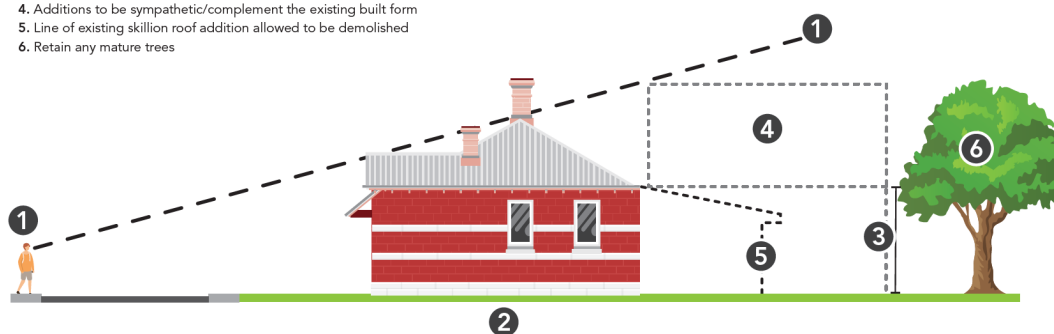


Figure 4: Line of Sight Diagram

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



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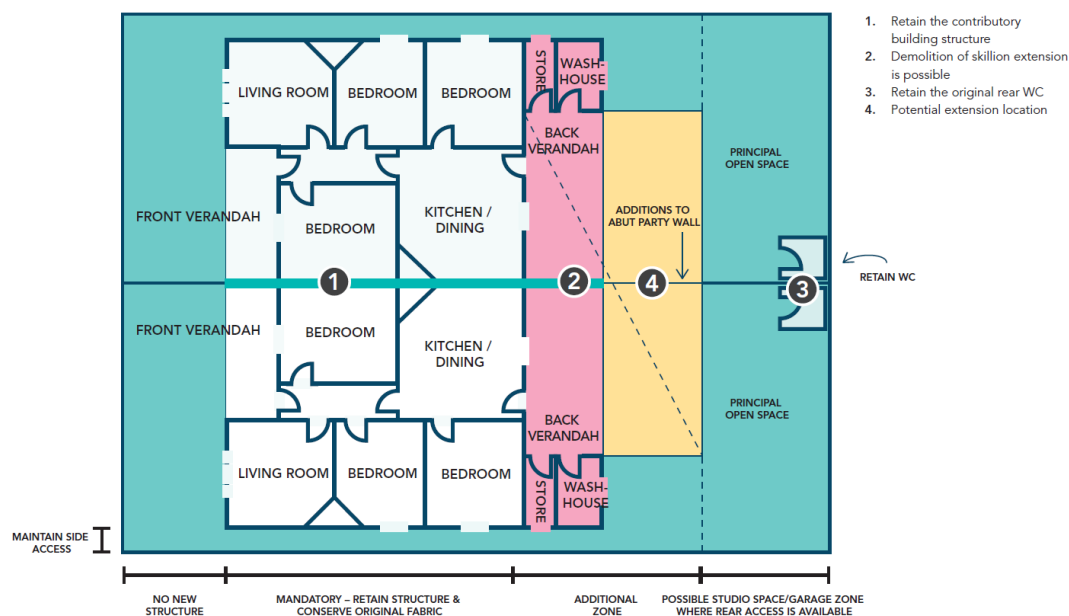


Figure 5 – Principles of external extensions

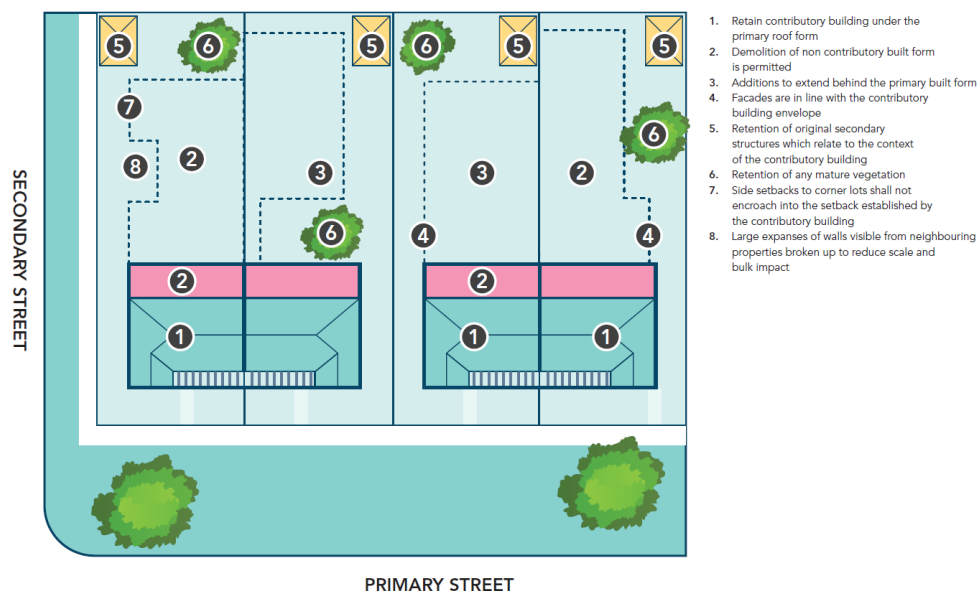


Figure 6: Potential Form and Scale of New Development

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



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4. Front Street Fences, Secondary Street Fence & the Front Garden

Intent: The treatment of front setback area has a significant impact on the streetscape. Retaining uniformity in the scale and proportions of front fences and gates and walls will allow visual transparency between the heritage buildings and the streetscape which is critical in maintaining the character of the Heritage Area.

The landscape character of the small front gardens reflects their heritage as workers cottages.

Local Housing Objectives

LO4.1. Fences that incorporate proportions, materials and design elements that respect and reference the character of the precinct.

LO4.2 Fences in the front setback which maintain views of the heritage dwellings.

LO4.3 Any landscape is to be low in scale as to not obscure the heritage places

Deemed to Comply

C4.1. Front fences can be solid up to 0.75m and visually permeable above to maximum of 1.2m

C4.2. Visually permeable secondary street (Forbes Street and Robinson Avenue) fences are to have a maximum height of 1.8m.

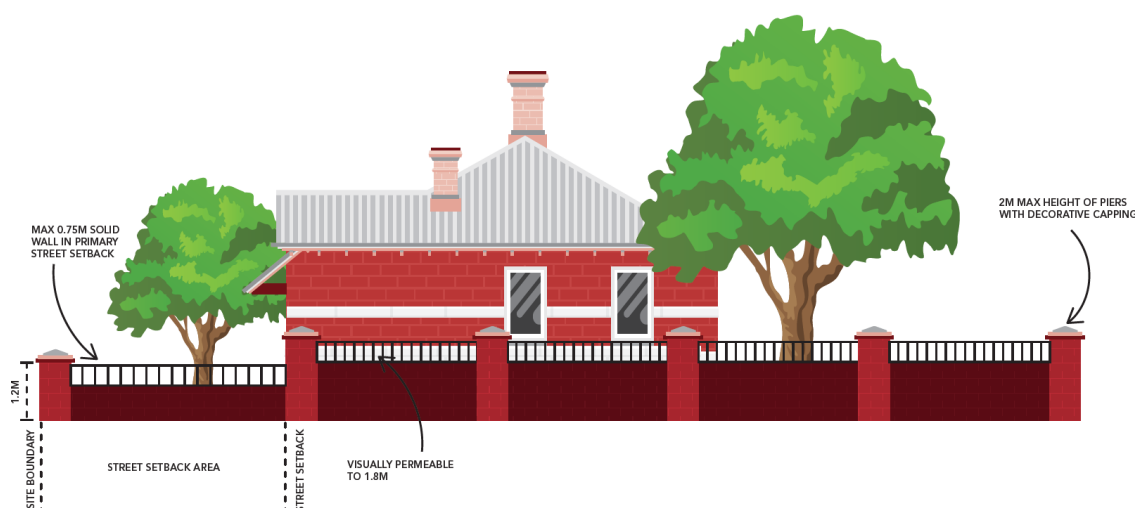


Figure 7: Fencing

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



5. Car Parking

Intent: The precinct was developed prior to the cars coming into common usage. As a result, the homes within the Brookman and Moir Heritage Area have not been designed to accommodate the parking of vehicles. The introduction of garages and carports can become a dominant feature in the streetscape as such they must be carefully sited and designed to avoid negative impacts to the heritage character.

Local Housing Objectives

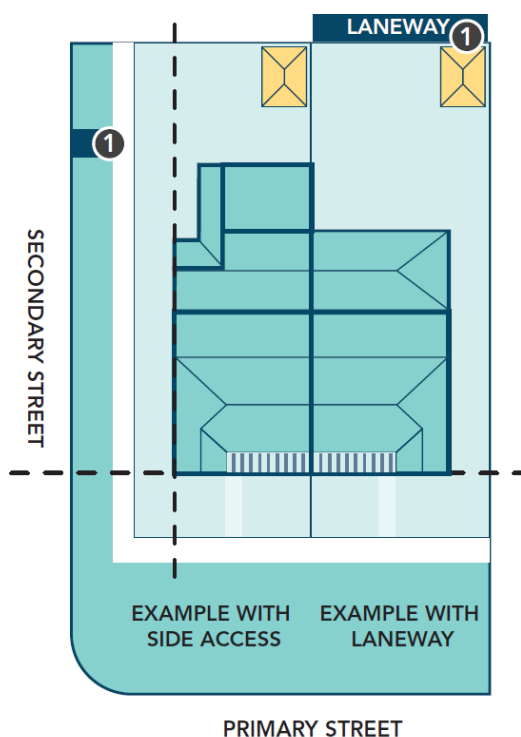
LO5.1 The introduction of car parking to minimise the impact of parking infrastructure on the heritage dwellings and streetscape.

Deemed to Comply

C5.1. Garages are to be located at the rear boundary and do not involve the demolition of the original rear water closet.

C5.2. There is no minimum number of on-site car parking spaces required to be provided.

C5.3 Carports are not located within the street setback.



1. Where side or rear access is available, access should occur from these points

Figure 8: Garage and Carports

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



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6. Materials and Colours

Intent: These materials, their textures, colours and decorative treatments are important elements of character and cultural significance of the heritage area to inform the palette used on new developments

Local Housing Objectives

LO6.1. The colours are to be in keeping with the historic character and aesthetic of the area. Colour choice may be varied, but consideration should be given to the impact of a colour choice on the Brookman and Moir Streets area, as a whole.

LO6.2 Materials for new built form and repairing original will reflect the original materials used in the heritage area.

Deemed to Comply

C6.1 Materials and colours are to be selected with reference to the prevailing contributory character of the Heritage Area. Houses that retain a high proportion of original fabric, or have been conserved and restored, should have traditional colour schemes, preferably based on the evidence of paint scrapes.



Figure 9: The homogeneity of the modestly scaled, semi-detached residential buildings create a visually striking precinct in an inner-city residential area

OFFICE USE ONLY	
Responsible Officer	Manager Policy & Place
Initial Council Adoption	27 March 2001
Previous Title	Brookman and Moir Streets Development Guidelines
Reviewed / Amended	11 May 2004, 28 August 2012, 26 March 2023
Next Review Date	March 2026

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



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Modifications to SPP 7.3 Residential Design Codes (Volume 1)

SPP7.3 VOLUME 1 DESIGN ELEMENT	R-CODE DEEMED-TO-COMPLY REQUIREMENT	BMHA LPP EQUIVALENT
5.1.2 C2.1	Primary street setback -Table 1: 6m Secondary street setback - Table 1: 1.5m	3.0 Built Form C3.1-C3.3
5.1.6 C6 BUILDING HEIGHT	Top of external wall (roof above): 7m Top of external wall (concealed roof): 8m Top of pitched roof: 10m	Note: as max roof height is not specified in Policy, max roof height in the Built Form Policy will be applied.
5.2.1 C1.1-1.5 SETBACK OF GARAGES AND CARPORTS	Garages setback 4.5m from the primary street or sited at least 0.5m behind the main dwelling frontage, 3m where parallel to street, provided the parallel wall has openings, 1.5m from secondary streets, and on the boundary of communal streets or right of ways Carports setback in accordance with the primary street setback under Cl.5.1.2	5.0 Carparking C5.1 & C5.3 Garages to be located at rear of the property Carports to be provided behind the street setback
5.2.4 C4 STREET WALLS AND FENCES	50% visually-permeable above 1.2m height with pillars maximum height 1.8m with maximum horizontal dimensions 400mm x 400mm 1.8m to secondary street	4.0 Front Street Fences, Secondary Street Fence & the Front Garden C4.1. Front fences can be solid up to 0.75m and visually permeable above to maximum of 1.2m C4.2. Visually permeable secondary street (Forbes Street and Robinson Avenue) fences are to have a maximum height of 1.8m.
5.2.6 C6 APPEARANCE OF RETAINED DWELLING	Where existing dwelling retained as part of grouped dwelling development, the appearance of the retained dwelling is upgraded to match new development	2.0 – Conservation of Contributory Places
5.4.3 OUTBUILDINGS	Large & Multiple Outbuildings (i) Does not exceed 60m ² or 10% of site area, whichever is the lesser; (ii) set back as per Table 2a; (iii) wall height <2.4m; (iv) ridge height <4.2m; (v) not within the primary or secondary street setback area; and (vi) does not reduce the open space and outdoor living area as per Table 1.	3.0 Built Form C3.2 & C3.3

LOCAL PLANNING POLICY: BROOKMAN & MOIR STREETS – HERITAGE AREA



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5.4.4 C4.1, C4.2, C4.3, C4.4 EXTERNAL FIXTURES, UTILITIES AND FACILITIES

Solar collectors installed on the roof
or other parts of buildings
Television aerials and plumbing
vent pipes sited above roof line and
external roof water down pipes
All other fixtures concealed from view
Also note C4.5 lockable storage area

As per Built Form Policy requirements.

Also refer to HCWA Renewable
Energy Systems in State Registered
Places Guidelines

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



Legislation / local law requirements	This policy has been prepared under the provisions of clause 9(2) of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme
Related policies, procedures and supporting documentation	<p>Planning and Development (Local Planning Schemes) Regulations 2015;</p> <p>Heritage Act 2018;</p> <p>State Planning Policy 7.3 – Residential Design Codes (Volume 1)</p> <p>Local Planning Policy 7.7.1 Built Form</p> <p>Local Planning Policy 7.6.1 Heritage Management – Development Guidelines for heritage and Adjacent Properties</p>

INTRODUCTION

Lacey Street is a unique street possessing qualities reminiscent of a time gone by with its narrow road reserve and collection of intact federation-style buildings. Lacey Street is one of few streets with an intact single storey streetscape and given its proximity to the central business district and the growing demand for unfettered land there is growing pressure on properties in this street for redevelopment.

The area is distinctive due to the predominance of dwellings in the Federation Bungalow and Federation Georgian style of architecture. The cohesive streetscape is characterised by small dwellings, which have a two room presentation to the street and feature bull nose and skillion verandahs and protruding bays surmounted in gables. The dwellings are constructed of brick with some render detailing and have hipped and pitched roof forms, with highly visible chimneys. Fenestration pattern includes simple window arrangements of single sash and casement windows with centrally located front doors.

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



STATEMENT OF CHARACTER

Lacey Street was subdivided in the late 1890s as a residential area and to date, maintains its original housing stock constructed between 1900 and 1920. The use of some of the buildings differ from their original residential intention. The street however, maintains a residential amenity and appearance.

The key characteristics of Lacey Street are:

- narrow road reserve.
- Uniform front setbacks.
- Non-parallel side setbacks.
- Consistent architectural styles.
- Intact single storey streetscape.
- Infrequent driveway interruptions to frontages.
- Uniform lot sizes (average 302m², 24.6 metres deep with a 12.3 metre frontage).
- Majority of properties unfenced, existing fences are generally low level picket/brick or tubular steel and wire fencing.
- Generally, well kept front private gardens.
- Consistent roof forms many with street facing gables
- Lack of on-site parking creates a premium for on-street parking.
- On-street parking prohibits two-way traffic.
- Setbacks prohibit garages and carports.
- Gateway properties are inconsistent with the uniformity of Lacey Street properties (No. 25 Brisbane Street, No. 33 Brisbane Street, No. 72 Brewer Street, rear of No. 1/266 Stirling Street, No. 84 Brewer Street and No. 25 Lacey Street).

PURPOSE

The purpose of this policy is to Conserve and enhance the significant and distinctive qualities and characteristics of Lacey Street Heritage Area, This policy identifies those contributory buildings are to be retained and that alterations and additions to these buildings are carried out in a way which respects the integrity and aesthetic value of the streetscape, whilst also illustrating innovative architectural and sustainable design excellence.

OBJECTIVES

The objectives of this Policy are to:

- Retain and conserve the existing contributory dwellings.
- Provide design guidance to ensure new development and alterations and additions to existing buildings conserve and enhance the heritage significance of the heritage area whilst not adversely affecting the significance of neighbouring dwellings.
- Retain the uniformity in lot sizes to ensure the rhythm of the traditional streetscape is not eroded.
- Maintaining the absence of interruptions to the streetscape by restricting car storage and driveways in the front setback.
- Ensure front fences, if required, are low height or open style which are consistent with the precinct in terms of materiality and colour; and
- Encourage a high standard of architectural and sustainable building design for new development and alterations to contributory buildings.

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



POLICY SCOPE AND CONTRIBUTION OF INDIVIDUAL PLACES

This policy applies to all the properties identified on the below map. The properties that contribute to the streetscape are also depicted.



Map 1: Character Area and Contributory Places

Level of Significance	Description	Desired Outcome
Contributes	Contributes to the significance of the Character Area	Conservation of the place is desirable. Any external alterations or extensions should reinforce the character of the area, in accordance with this Policy
Does not contribute	Does not contribute to the significance of the Character Area.	Existing fabric does not need to be retained. Any new (replacement) development on the site should reinforce the character of the area, in accordance with this Policy

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



RELATIONSHIP TO THE PLANNING FRAMEWORK

This policy is made pursuant to Schedule 2, Part 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations), Part 1 of State Planning Policy 7.3 Residential Design Codes Volume 2 and Part 7 of State Planning Policy 7.3 Residential Design Codes Volume 1.

This policy is to be read in conjunction with Local Planning Scheme No. 2 (the Scheme) and all relevant local planning policies including but not limited to, the City's Local Planning Policy 7.1.1 Built Form (Built Form Policy) and Local Planning Policy 7.6.1 Heritage Management – Development Guidelines for Heritage and Adjacent Properties (LPP 7.6.1).

This Local Planning Policy forms part of the City of Vincent (the City) local planning policy framework, including but not limited to, the City's Local Planning Policy 7.1.1 Built Form (Built Form Policy) and Local Planning Policy 7.6.1 Heritage Management – Development Guidelines for Heritage and Adjacent Properties (LPP 7.6.1). Where this Policy is inconsistent with the City's local planning scheme, the local planning scheme prevails.

Where inconsistency exists between this policy and a state planning policy or another local planning policy, this policy prevails to the extent of the inconsistency.

Where a development application does not satisfy the deemed to comply requirements, it will require a performance assessment against the relevant Local Housing Objectives and the Objectives of this policy, as well as the Local Housing Objectives of the Built Form Policy.

ADDITIONAL REQUIREMENTS FOR DEVELOPMENT APPLICATIONS

The City may require an applicant to provide additional information which may include, but is not limited to, one or more of the following (at the applicant's expense):

- i. The Heritage Impact Statement undertaken by a qualified heritage professional in accordance with the Department of Planning, Lands and Heritage publication 'Heritage Impact Statement: A Guide' will be required for the following types of development proposals:
 - a. Partial or full demolition of a **Contributory Place** including proposed new development.
 - b. Alterations or additions.
 - c. Seeking variations to any built form controls set out in this policy.

Note: Some alterations and additions may be exempt from requiring a Heritage Impact Statement, Contact the City's Development & Design directorate for further information.

- ii. A contextual street elevation drawn on one continuous scale no smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land subject to the application;
- iii. Detailed schedule of all finishes, including materials and colours of the proposed development and how these related to the adjoining developments.
- iv. Sightline drawings of any additions when viewed from the public realm. Diagrams/images from multiple viewpoints from the street will be required.

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



- v. An application for development approval may be referred to a design review panel comprising of suitably experienced and qualified members as appointed by the City for advice regarding the proposal.

In addition, it should be noted that a condition of development approval will require the submission of a construction and demolition plan prior to the commencement of development. This plan is to be in accordance with the City's LPP 7.5.23 *Construction Management Plans*.

DEFINITIONS

Unless otherwise noted, terms used in this policy have common meanings and include those defined in the Planning and Development Act 2005; Planning and Development (Local Planning Schemes) Regulations 2015, and the Heritage Act 2018.

Contributory Place means buildings and structures that make a positive contribution to the cultural heritage significance of the Lacey Street Heritage Area.

Non-Contributory Place means buildings and structures which do not contribute to the cultural heritage significance of Lacey Street.

Character is the defining features of a place, including scale, materiality, style or repetition

Heritage Impact Statement means a document that evaluates the likely impact of proposed development on the significance of a heritage place and its setting. The Heritage Impact Statement should outline measures proposed to minimize any identified impact and any conservation benefits associated with the proposal. It should be prepared in accordance with the Heritage Council's Guide 'How to Prepare a Heritage Impact Statement'

Streetscape means the collective elements that contribute to a street, including architectural styles, front yards, car parking structures and access, infrastructure, footpaths, signage, street trees and landscaping and fencing and front boundary treatments

Sympathetic or complementary means a design outcome that respects its context. It would not be identical to historic neighbours, nor would it intrude on their presence in the streetscape. It would be of a similar or lesser scale.

Public Domain View means sightline 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.

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



POLICY PROVISIONS

1. DEMOLITION

Intent: The loss of a contributory place negatively impacts on the cultural significance and character of the heritage area. Demolition of a contributory building is rarely appropriate, and demolition should not occur to contributory buildings located in state registered heritage places.

It is acknowledged that there will be some circumstances where demolition cannot be avoided. In these circumstances, the obligation rests with the applicant to provide a sound justification for demolition to a Contributory Place.

Local Housing Objectives	Deemed to Comply
LO1.1 There is a presumption against demolition of Contributory Place . In circumstances where demolition approval is sought the onus rests with the applicant to provide a compelling justification for it.	C1.1 Front two rooms of a Contributory Place are to be retained.

2. CONSERVATION

Intent: Conservation works are essential for ensuring long-term survival and contribution of a property to the significance of the Lacey Street Heritage Area. Conservation works can include repair, maintenance, restoration and reconstruction. The appropriate conservation approach for individual buildings should be based on an understanding of the significance of that place and in consultation with a qualified heritage professional.

Local Housing Objectives	Deemed to Comply
LO2.1 Contributory Places retain their original or most significant stage of appearance and any restoration work to match that appearance is based on photographic, archival and physical evidence.	<p>C2.1. Ensure that works retain, conserve and restore the following:</p> <ul style="list-style-type: none"> i. Elements, features and finishes of any identified contributory places in their original, or most significant state. ii. Contributory elements such as ancillary buildings and secondary structures including fences, gates, outbuildings and gardens. iii. Facade elements including original openings, decorative elements and joinery to doors and windows. <p>C2.2 Ensure that conservation works:</p> <ul style="list-style-type: none"> i. Are based on historical documentation such as early drawings or photographs, physical evidence found on site or neighbouring buildings of a similar design and era.

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



3. NEW DEVELOPMENT	
<p>Intent: Most existing buildings can accept some level of alteration or new additions without having a negative impact on the cultural significance and character of the Lacey Street Area. New development should not visually intrude on Contributory Places or the overall streetscape and are consistent and complement the character of the area in which they are located taking into account style, scale, materiality, form, function and siting.</p>	
3.1 Setbacks	
Local Housing Objectives	Deemed to Comply
<p>LO3.1.1 Alterations and additions to existing buildings do not detract from the physical integrity of the streetscape.</p> <p>LO3.1.2 Development maintains the rhythm of dwelling spacing; the consistency of building front setbacks; and an open streetscape.</p> <p>LO3.1.3 Those frontages to Lacey Street of gateway sites shall be treated in accordance with the intent and principles of these setback requirements to ensure continuity in the rhythm of setbacks in Lacey Street.</p>	<p>C3.1.1 The front setback is no less or more than the average setback of the adjoining two dwellings on both sides</p> <p>C3.1.2 Above ground level extensions should be setback behind the main roofline of the building as so they are not visible from public domain, with complimentary roof forms and building massing (see figure 1 and 2)</p> <p>C3.1.3. Corner sites shall site and mass an upper storey behind the main ridgeline of the existing dwelling as so that it is visually recessive from the sightline of the Lacey Street streetscape.</p> <p>C3.1.4 Garages and carports are located behind the existing setback.</p> <p>C3.1.5 Buildings, including outbuildings, garages and carports are setback from at least one side boundary.</p>
3.2 Form and Scale	
Local Housing Objectives	Deemed to Comply
<p>LO3.2.1 New development does not visually dominate the streetscape and maintains the single storey streetscape.</p> <p>LO3.2.2 New development reflects the dominant building forms in the street, including roof forms and building proportions, in the new building design.</p> <p>LO3.2.3 Replacement buildings on the gateway sites are sympathetic to the built form and character of Lacey Street.</p>	<p>C3.2.1 New development is to respect the dominant single storey building height in the street. The height of the dwelling at the front of the dwelling is to match the street's typical single storey wall height.</p>

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



1. Additions are located behind the primary building to areas not visible from the public realm
2. Retain contributory built form
3. Ground floor height to complement existing ceiling height
4. Additions to be sympathetic/complement the existing built form
5. Line of existing skillion roof addition allowed to be demolished
6. Retain any mature trees

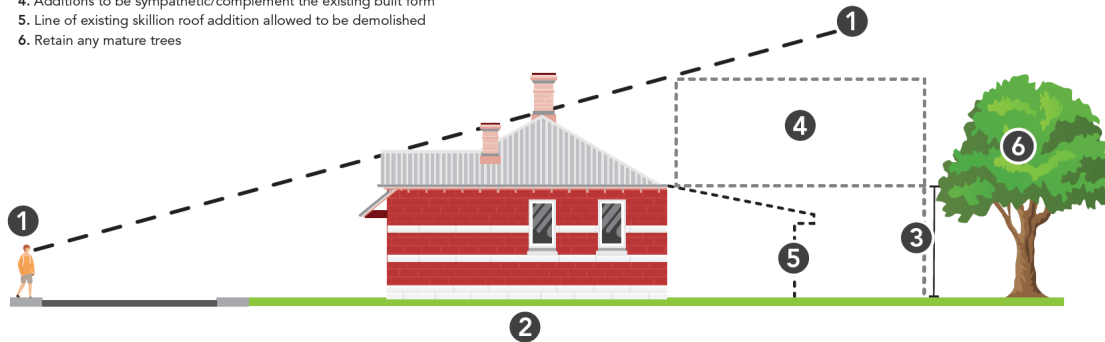


Figure 1: Line of Sight Diagram

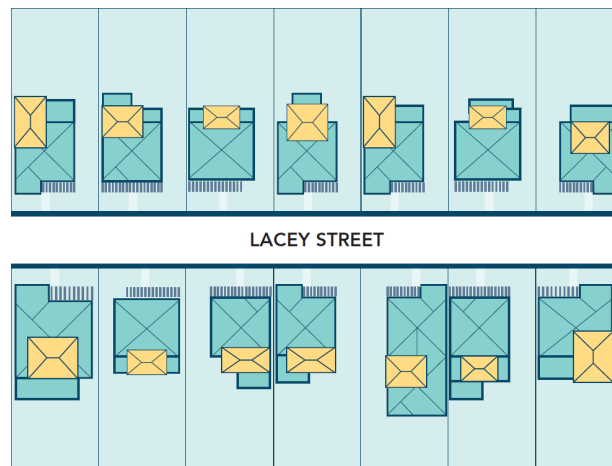


Figure 2: Nominal Second Storey Additions in Yellow

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



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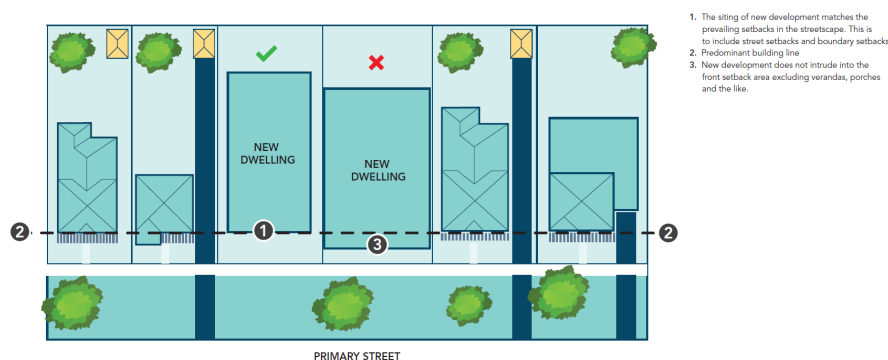


Figure 3: Street Setbacks

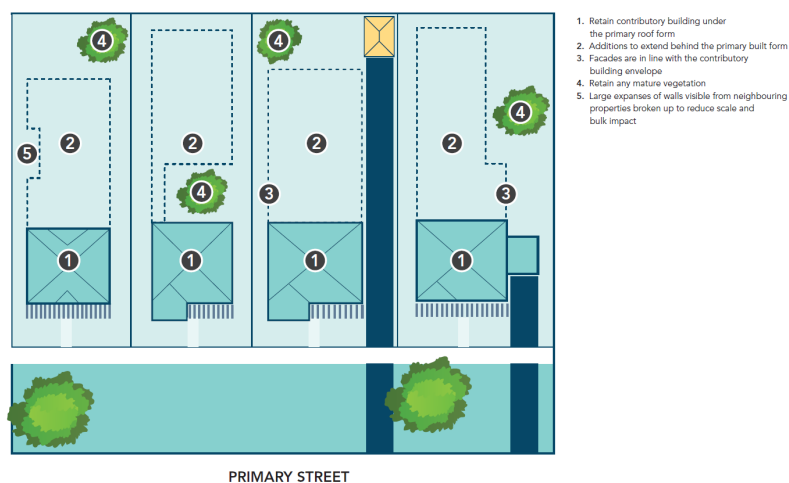
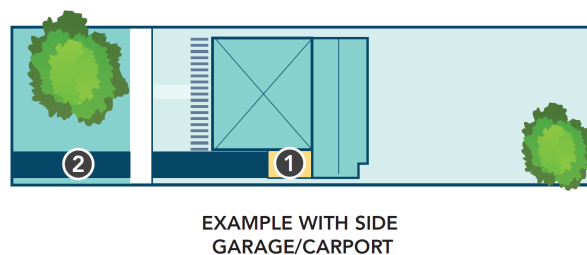


Figure 4: Notional form and scale of new development



1. Garages/carports are either incorporated into the existing built form or setback behind the primary building line so as to not be obtrusive to the streetscape
2. Driveways are a maximum 3m wide

Figure 5: Garages and Carports

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



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4. SUBDIVISION

Intent: The Lacey Street layout and subdivision pattern are an important part of its character. Subdivision or amalgamation of lots has the potential to irreversibly alter the character of the Lacey Street Heritage Area, and as such is discouraged

Local Housing Objectives

Deemed to Comply

LO4.1 Subdivision and Amalgamation is to maintain the consistency and regularity of lot sizes on the street and should affect the setting and visual prominence of contributory places in the area.

C4.1 Original lot sizes remain apparent in the Heritage Area.

C4.2 Subdivision or amalgamation of lots shall not increase the number of crossovers for the original lot

5. STREET FENCES

Intent: The treatment of fences within the front setback area has a significant impact on the streetscape. Retaining uniformity in the scale and proportions of front fences and gates and walls will allow visual transparency between the homes and the streetscape which is critical in maintain the character of Lacey Street.

Local Housing Objectives

Deemed to Comply

LO5.1 Fences maintain and enhance the openness of the streetscape.

C5.1 Front fences within the front setback area are to be solid up to 0.75m and visually permeable above to maximum of 1.2m

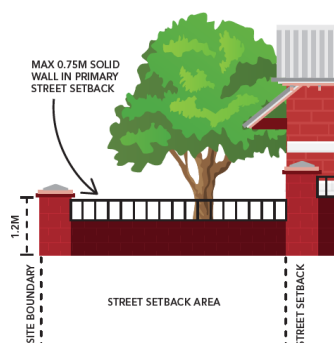


Figure 6: Fencing

6. LANDSCAPING

Intent: Lacey Street is characterised by homes with narrow frontages, where traditional lawn, flowerbed and simple cottage gardens were the norm. Maintaining these garden styles with minimal pavement will ensure for a pleasing outlook to and from the street.

Local Housing Objectives

Deemed to Comply

LO6.1 Residential amenity is maintained by strengthening the visual connection to front gardens.

C6.1 No additional paving is proposed in front of dwellings.

LO6.2 Paved areas in front of dwellings are minimised.

C6.2 Driveways are no more than 3 metres wide.

LO6.3 Significant landscaping is retained, and new trees are planted wherever possible

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



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LO6.4 Private front gardens, significant landscaping and trees are retained.

7. MATERIALS AND COLOURS

Intent: The materials, their textures, colours and decorative treatments are important elements of character and cultural significance of the heritage area. These should inform the palette used on new developments.

Local Housing Objectives

LO7.1 Building materials and finishes complement the dominant pattern within the streetscape. Styles and detailing are appropriate to the era and styles in the street.

Deemed to Comply

C7.1 Materials and colours for new additions are to be selected with reference to the prevailing contributory character of the Lacey Street Heritage Area.

C7.2 Houses that retain a high proportion of original fabric, or have been conserved and restored, should have traditional colour schemes, preferably based on the evidence of paint scrapes.

C7.3 Repairs and conservation of contributory places should retain the original materials and colours on a like-for like basis

OFFICE USE ONLY	
Responsible Officer	Manager Policy & Place
Initial Council Adoption	5 December 2006
Previous Title	Appendix 17 Design Guidelines for Lacey Street, Perth
Reviewed / Amended	12 February 2013, 28 March 2023
Next Review Date	March 2027

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



CITY OF VINCENT

MODIFICATIONS TO STATE PLANNING POLICY 7.3 RESIDENTIAL DESIGN CODES (VOLUME 1)

SPP7.3 VOLUME 1 DESIGN ELEMENT	R-CODE DEEMED-TO-COMPLY REQUIREMENT	LHA LPP EQUIVALENT
5.1.2 C2.1 STREET SETBACKS 5.1.3 LOT BOUNDARY SETBACKS 5.1.6 C6 BUILDING HEIGHT	Primary street setback -Table 1: 6m Secondary street setback - Table 1: 1.5m Table 2A & Table 2B Top of external wall (roof above): 7m Top of external wall (concealed roof): 8m Top of pitched roof: 10m Garages setback 4.5m from the primary street or sited at least 0.5m behind the main dwelling frontage, 3m where parallel to street, provided the parallel wall has openings, 1.5m from secondary streets, and on the boundary of communal streets or right of ways Carports setback in accordance with the primary street setback under Cl.5.1.2	3.1 Setbacks C3.1.1-C3.1.3 3.1 Setbacks C3.1.3 & C3.1.5 3.2 Form and Scale C3.2.1 Note: as max roof height is not specified in Policy, max roof height in the Built Form Policy will be applied. 3.1 Setbacks 3.1.4 Garages and carports are located behind the existing setback.
5.2.1 C1.1-1.5 SETBACK OF GARAGES AND CARPORTS	50% visually-permeable above 1.2m height with pillars maximum height 1.8m with maximum horizontal dimensions 400mm x 400mm 1.8m to secondary street	5.0 Street Fences C5.1 Front fences within the front setback area are to be solid up to 0.75m and visually permeable above to maximum of 1.2m
5.2.4 C4 STREET WALLS AND FENCES	Where existing dwelling retained as part of grouped dwelling development, the appearance of the retained dwelling is upgraded to match new development	2.0 – Conservation
5.2.6 C6 APPEARANCE OF RETAINED DWELLING	Large & Multiple Outbuildings (i) Does not exceed 60m ² or 10% of site area, whichever is the lesser; (ii) set back as per Table 2a; (iii) wall height <2.4m; (iv) ridge height <4.2m; (v) not within the primary or secondary street setback area; and (vi) does not reduce the open space and outdoor living area as per Table 1.	3.1 Setbacks C3.1.1-3.1.5
5.4.3 OUTBUILDINGS		

LOCAL PLANNING POLICY: LACEY STREET – CHARACTER AREA



CITY OF VINCENT

5.4.4 C4.1, C4.2, C4.3, C4.4 EXTERNAL FIXTURES, UTILITIES AND FACILITIES

Solar collectors installed on the roof
or other parts of buildings
Television aerials and plumbing
vent pipes sited above roof line and
external roof water down pipes
All other fixtures concealed from view
Also note C4.5 lockable storage area

As per Built Form Policy
requirements.

Also refer to HCWA Renewable
Energy Systems in State
Registered Places Guidelines

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



Legislation / local law requirements	<i>Local Government Act 1995</i> <i>Planning and Development Act 2005</i> <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Relevant delegations	2.1.1, 2.2.2, 2.2.4, 2.2.8, 2.2.11, 2.2.12, 2.2.29, 4.4, 12.1, 12.2, 16.1, 16.1.2, 16.1.4,
Related policy procedures and supporting documentation	Community and Stakeholder Engagement Strategy

PART 1 – PRELIMINARY

PURPOSE

Community engagement is an essential practice that allows the City to deliver its services in a way that reflects the community's vision by involving them in the decision-making process. This Policy has been developed in conjunction with the Community and Stakeholder Engagement Strategy, which details the principles on how we engage with our community.

OBJECTIVE

The objectives of this policy are to:

- Facilitate informed decision making
- Enable a proactive approach to community engagement and achieve inclusive and meaningful outcomes
- Improve consistency of community engagement practices across the organisation
- Ensure information is effectively and efficiently communicated internally and externally
- Promote an accountable, transparent, and accessible approach to engagement

SCOPE

This Policy applies to elected members, City staff, and external stakeholders working on any corporate documents (strategies, policies, and action plans), programs, projects or services that are delivered by, or on behalf of the City and have an impact on its community.

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



PART 2 – POLICY PROVISIONS

1. DEFINITIONS

Community means individuals and groups of people; stakeholders, interest groups and citizen groups (IAP2 Australasia 2020). This includes our residents, ratepayers, business owners, community groups, customers, employees, and visitors in Vincent.

Stakeholder means individuals, a group of individuals, organisations, or a political entity with a specific stake in the outcome of the City's decisions.

Engagement means the interaction we have with our community and stakeholders and includes terms such as communication, participation, consultation, and customer service.

Other terms specific to statutory and strategic planning are included within Appendix 2 of this Policy.

2. GUIDING PRINCIPLES

The following principles have been adopted by the City and will guide community engagement activities. This policy should be read in conjunction with the Community and Stakeholder Engagement Strategy which describes the intent, intended outcomes and how we will measure performance for each of the principles below.

1. Make decisions based on the needs and interests of everyone involved.
2. Hear and understand our community.
3. Meaningfully include the community in the decision-making process.
4. Engage in a way that facilitates involvement of impacted communities.
5. Communicate before, during and after a decision is made.

3. PUBLIC ENGAGEMENT SPECTRUM

The International Association for Public Participation (IAP2) has developed a spectrum that outlines the increasing levels of participation the community can have in a decision-making process.

This spectrum has been adapted and adopted by the City of Vincent and is embedded in the processes and guidelines (Appendix 1) that inform the way the City will engage with its community and stakeholders. The level of participation will be clearly outlined in each project, ensuring the community and stakeholders are aware of how their feedback will influence the decisions being made.

The levels of participation are:

- | | |
|----------|--|
| Inform: | The City will keep the community and stakeholders informed of decisions, actions or for educational purposes. |
| Consult: | The City will consult with the community and its stakeholders for the purpose of obtaining opinions and feedback and provide opportunity for the community to share their knowledge before a decision is made. |

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



Involve: The City will work with the community to ensure concerns and aspirations are reflected in alternatives developed and provide feedback on how public input influenced the decision.

Collaborate: The City will collaborate with the community to develop and build solutions. Input will be reflected in the decisions to the maximum extent possible.

4. WHEN THE CITY WILL ENGAGE

The City will engage with the community:

- When the City is required to make a decision that would affect the community or where the community may be interested and/or affected by this decision, and there is the ability for the community to influence the decision.
- To satisfy statutory obligations.
- To obtain input for strategic projects being delivered by the City.
- To notify a participant of a decision made.

5. WHEN THE CITY MAY NOT ENGAGE

There may be instances when it is impractical for the City to engage, such as when a decision must be made quickly in the interest of the City (e.g., public safety); there are legal, commercial or legislative constraints; when the City is not the determining authority; or when the decision relates to a minor operational matter that would have minimal impact on the community or stakeholders.

In these instances, the City will inform affected community members and stakeholders about the decision and the reasons for it.

6. EXCLUDED ADVERTISING PERIODS

Advertising periods are to be amended in accordance with the following requirements:

Holiday	Comment
Public Holiday	Where consultation falls on a public holiday, the consultation period shall be extended by the number of public holiday days.
Easter Holiday (a period of seven (7) days commencing on Good Friday)	Where consultation falls within this period, the number of days within this period shall be added onto the consultation period.
Christmas and New Year (18 December to 8 January)	Where consultation falls within this period, the number of days within this period shall be added onto the consultation period.

The engagement period may also need to be amended when a specific stakeholder group needs to be reached and/or the engagement activities planned conflict with a holiday period that is specific to that stakeholder group (e.g. school holidays, Chinese New Year, etc.).

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



7. AUTHORITY TO VARY THE EXTENT OF CONSULTATION

Where a proposal/significant development may be of a complex nature, affect a broader area, or be of considerable interest to the community, the Chief Executive Officer has the discretion to require the Applicant to hold one or more public meetings/forums. The meetings will be at no cost to the City, and will be to explain the proposal/development to the community.

The type, location and timing of the meeting shall be organised and communicated to the satisfaction of the Chief Executive Officer.

This document is available in other formats and languages upon request.

OFFICE USE ONLY	
RESPONSIBLE OFFICER	Manager Policy and Place
INITIAL COUNCIL ADOPTION	Date: 14/09/2021, Ref# D21/145875
REVIEWED / AMENDED	Date: <approval Date>, Ref#: <TRIM Ref>
NEXT REVIEW	Date: 14/09/2023

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 1 – How the City Engages



1. How the City Engages

To achieve best practice in community engagement, the engagement methods and sequence which form the engagement plan needs to be tailored to the specific requirements of the project. The following table outlines the process involved and seeks to meet each of the guiding principles identified within Section 2 of the Policy.

The following method is to be followed for all engagement activities undertaken by the City.

Phase	Actions
Determine if community and stakeholder engagement is required	<p>If the project does not align with a reason identified within Section 5 of the Policy 'When the City may not engage', community and stakeholder engagement is required, following the process below.</p> <p>If the project aligns with a reason within Section 5, affected community members should be informed of the decision, using the process below.</p> <p>Note: When there is no ability to influence a decision, 'Informing' the community and stakeholders of the decision may be the appropriate engagement activity.</p>
Design	<ol style="list-style-type: none"> 1. Consider and understand the context and scope of the project. 2. Consider and understand who might be interested and/or affected. 3. Consider and understand the risks that may be involved for the community, Council, and Administration. 4. Consider and understand the purpose of the engagement. 5. Consider any statutory requirements that must be complied with as part of the engagement plan. 6. Identify key milestones or other opportunities to provide updates or other important information to the community.

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 1 – How the City Engages



Plan	<p>Determine the level of community participation and select activities appropriate and aligned to achieve those outcomes.</p> <p>The activities selected should consider and reflect the most effective way to connect with the community and stakeholders. Consideration of location-based activities or other ways that facilitate personal connection are encouraged.</p> <p><u>Note:</u></p> <ul style="list-style-type: none"> • The table outlined within the <i>guide to establish level of participation</i> below provides guidance on typical levels of participation for different types of projects. • The wider the scope of the project, the higher the level of participation should be available to the community. This will result in a stronger level of community influence over the decisions being made. • The planning should consider the life of the project and how the different engagement activities can be used depending on the phase of the project and the purpose of the engagement. It is likely the level of involvement will require more than one level of involvement as identified within the IAP2 spectrum. • Minimum advertising requirements for development applications are included in Appendix 2 '<i>Statutory and Strategic Planning</i>'.
Implement and manage	<p>Prior to implementation, review the design and planning phase and consider if the steps and actions will:</p> <ul style="list-style-type: none"> • Reach the right people. • Ask the right questions. • Be delivered in a timely and meaningful way. • Inform decision making. • Consider the potential risks and contain appropriate solutions. • Be flexible enough to manage change if necessary. <p>Once satisfied, it is time to draw upon resources available to deliver the consultation project.</p> <p>While consultation is occurring, it is necessary to be available to respond to community enquiries as they arise. Providing support will assist in providing a better experience for the community, as well as building trust and developing relationships.</p>

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



Appendix 1 – How the City Engages

Review and respond	<p>The process for reviewing and responding to submissions is to:</p> <ol style="list-style-type: none"> 1. Analyse the submissions received to understand who responded, why they are interested or affected and if anyone is missing from the conversation. 2. Prepare responses including further assessment and engagement and make changes to the project to address the issue(s) raised. 3. Document the responses to be included in a report or provided as a direct response to the participants. 4. When subject to determination at an Ordinary Meeting of Council, inform participants of the meeting date, providing as much notice as possible. 5. Publish the decision/project update on the City's website and send decision/project update to participants. <p>When responding to submitters, consider how their input influenced the decision and what the best method to deliver this message is.</p> <p>It is also necessary to review and evaluate how effective the engagement was. This includes consideration of the overall engagement sequence and the engagement methods, including whether they aligned with the scope of the project and the purpose of the engagement.</p> <p>This review should determine if enough information is available to make an informed decision, or if further consultation is required.</p> <p><i>See section 1.1 Principles for responding to submissions below.</i></p>
Reflect and report	<p>Consider the effectiveness of the engagement plan and report on the findings so that others can learn from this practice. Reflecting on and reviewing the engagement process will assist in improving practices and efficiency in community consultation.</p>

1.1 Principles for responding to submissions

The following principles should be considered when responding to submissions:

- Respond to all questions within the submission prior to the decision being made.
- When required, contact submitters to clarify comments within the submission before the decision is made.
- The summary of submissions report should provide sufficient context and detail to enable responses to be understood. Submission can be included verbatim if deemed necessary and the submitter has provided consent to do so.
- Responses should be supported with evidence.
- Provide justification for not supporting suggestions, such as those that are beyond the project's scope.
- Provide reasons if a suggested change to the project has not been adopted.
- Provide a direct update to participants and publish information on the City's website if the project process is required to change.
- Responses are to be provided as soon as reasonably possible.
- Consider whether marketing/media communication is required.

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 1 – How the City Engages



1.2 Guide to establish level of participation

The following matrix guides the level of participation that would generally be expected for different project types. The level of participation can be varied and is to be determined by following the process within Section 1 (How the City Engages) above. If the project type is not listed below, consider the most similar project type in relation to community investment and impact.

	Inform	Consult	Involve	Collaborate
Ability to influence	<i>There is no ability to influence the decision.</i>	<i>There is some ability to influence the decision.</i>	<i>There is medium ability to influence the decision.</i>	<i>There is high ability to influence the decision.</i>
Our commitment	Information is circulated to assist in understanding a deliverable or decision that is going to happen or has already happened.	To seek input, feedback or advice before the project is progressed or a decision is made.	To seek input, gather ideas, identify preferred options or alternatives.	To find collective solutions or to obtain a deeper understanding of what is important to help shape the projects future.
Project	<ul style="list-style-type: none"> When a decision has already been made Implementation updates Development applications (notification of changes/ determinations) For a reason detailed in Section 5 of the Policy 	<ul style="list-style-type: none"> Infrastructure locations i.e., pop-up play, verge trees Strategic planning documents phase 2 (understanding what we heard) Minor amendments to policies and strategies Implementation of actions created within strategies or other corporate documents Development applications (when there are departures to the statutory framework and the community or stakeholders may be affected) 	<ul style="list-style-type: none"> Strategic planning documents phase 1 (visioning) Major amendments to strategic documents 	<ul style="list-style-type: none"> Master planning and design Strategic community vision documents i.e., Strategic Community Plan Place Plans New major strategic plans

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 1 – How the City Engages



2. Minimum Advertising Periods

The timeframe engagement activities should be guided by any relevant statutory requirements but determined based on its individual merits and requirements. The following identifies minimum advertising periods for engagement activities:

Project type	Minimum timeframe
Informing of project updates, notifications of decisions, etc.	Ad hoc
<ul style="list-style-type: none"> Informing of upcoming maintenance works (including but not limited to traffic management, road works, street upgrade, change to parking conditions, etc) in a local context. <p><i>Note: Where schedules of maintenance works are available, the schedule shall be published on the City's website.</i></p> <ul style="list-style-type: none"> Consultations that are targeted and specific (i.e., implementation actions created from other strategies, verge tree locations) 	14 days
<ul style="list-style-type: none"> Strategic documents (i.e., strategies, policies, and plans, including amendments) Projects that would affect large community groups (i.e., lighting or park infrastructure, changes to parking restrictions) 	21 days

Note: Timeframes for development applications are included in Appendix 2.

3. Consultation Methods

3.1 Mandatory requirements

All engagement activities must be published on the City's website.

3.2 Other consultation methods

Each community engagement plan will be different and depend on the information being sought and who the target audience is. The following non-exhaustive list provides some suggestions for appropriate methods of consultation.

- | | | |
|---|---|---|
| <ul style="list-style-type: none"> • Advisory group • Citizens' jury • Community education program • Community panel • Conversation cafe • Door knocking • E-newsletter • Flyer • Information sheets / FAQ's | <ul style="list-style-type: none"> • Interactive mobile app/ online tool • Letter • Local newspaper advertisement • Location based engagement • Online discussion forum • Open house • Phone calls • Public display | <ul style="list-style-type: none"> • Social media post • Sign on site • Specific and targeted site visits (e.g. schools, aged care, etc) • Survey • Voting • Webinar • Website • Workshop |
|---|---|---|

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 1 – How the City Engages



4. Extent of Engagement

Certain projects are highly localised and impact just a few people or households, while others could impact all residents, businesses or visitors in Vincent. The examples below provide guidance on the extent of engagement campaigns for different projects that have worked in the past.

Project Example	Impacted Stakeholders	Extent
Localised: Character Areas – Cleaver Precinct	All homeowners in the Cleaver Precinct	Doorknocking and letter drops to all affected properties
Broad: Britannia North-West Development Plan	Users of Britannia Reserve	400m letter drop, based on the walkable catchment of the park
City-wide: Food Organics Garden Organics	All residents in Vincent	Brochure to all Vincent residents

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



Development assessment or 'statutory planning' involves the assessment of development applications to use land or undertake building works against planning controls.

Development applications are assessed against the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the City's Local Planning Scheme (as amended), the Residential Design Codes and relevant Local Planning Policies.

Consultation for development applications is to occur in accordance with the minimum standards set out below to ensure a consistent approach to consultation on development applications.

1. Definitions

Complex development application means a development application which proposes or is of the type:

- Telecommunications infrastructure
- Development on City owned and managed land
- Mandatory or Optional Development Assessment Panel Form 1 applications as defined by the *Planning and Development (Development Assessment Panel) Regulations 2015*

Directly adjoining properties means only the properties with a boundary directly abutting to where the departure is proposed.

Adjoining property is as per State Planning Policy 7.3 Residential Design Codes.

Adjacent property means properties that would otherwise be adjoining to the subject site or property if not for being separated by a public road (*Refer Figure 1 and 2*).

2. Minimum Advertising Requirements

2.1. Statutory Planning

Description	Minimum comment period (Calendar days) ^{(1) (2)}	Website	Extent of consultation ⁽³⁾ ^{(9) (10)}	Sign on site	Newspaper
Uses and/or associated works ⁽⁴⁾					
"P" and "D" uses that require the exercise of discretion	14 days	Yes	All adjoining and adjacent properties	No	No
"A" uses which have not previously been approved by the City	14 days	Yes	All adjoining and adjacent properties	Yes	No
Unlisted uses	28 days	Yes	200 metres radius	Yes	Yes
Non-conforming uses	14 days	Yes	All adjoining and adjacent properties	Yes	Yes

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



Description	Minimum comment period (Calendar days) ^{(1) (2)}	Website	Extent of consultation ⁽³⁾ ^{(9) (10)}	Sign on site	Newspaper
“A” uses and Unlisted uses which have previously been approved and do not significantly increase the intensity of the site	14 days	Yes	All adjoining and adjacent properties	No	No
“X” uses	Will not be considered by the City				
Residential Development					
Residential development that does not meet all deemed-to-comply criteria.	14 days	Yes	All adjoining and adjacent properties ⁽⁵⁾	No	No
Development that proposes a building height of three storeys or more and proposes additional storeys above the deemed-to-comply height standards or Acceptable Outcomes	14 days	Yes	100 metres	No	No
Heritage Development					
Demolition of any structure/ building on a heritage protected place, unless: <ul style="list-style-type: none">written notification is provided by the City confirming the proposed structure/ building to be demolished does not contribute to the significance of the heritage place; and/ orthe works are exempt by a local planning policy.	14 days	Yes	All adjoining and adjacent properties	Yes ¹¹	Yes ¹¹

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



Description	Minimum comment period (Calendar days) ^{(1) (2)}	Website	Extent of consultation ⁽³⁾ ^{(9) (10)}	Sign on site	Newspaper
Alterations and additions of any structure/ building on a state heritage protected place, unless: <ul style="list-style-type: none"> the works are for external fixtures (as defined by the Residential Design Codes) or restoration and/ or remediation works. 	14 days	Yes	All adjoining and adjacent properties	Yes	No
Any development application within a design guideline area, or character retention area or heritage area adopted by Council through a local planning policy that does not meet all deemed-to-comply criteria. <u>With the exception of minor variations to the following deemed-to-comply criteria:</u> <ul style="list-style-type: none"> <u>lot boundary setback;</u> <u>Open Space;</u> <u>Outdoor living areas;</u> <u>Visual Privacy;</u> <u>Solar access for adjoining sites;</u> <u>Outbuildings; and</u> <u>External Fixtures, utilities and facilities.</u> ⁽⁶⁾	14 days	Yes	All owners and occupiers located within that design guideline area, or character retention area or heritage area	No	No

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



Description	Minimum comment period (Calendar days) ^{(1) (2)}	Website	Extent of consultation ⁽³⁾ ^{(9) (10)}	Sign on site	Newspaper
Any development application within a heritage area that does not meet all deemed-to-comply criteria	14 days	Yes	All owners and occupiers within the heritage area	No	No
Complex development applications					
Mandatory or Optional Form 1 DAP applications					
Telecommunications infrastructure	28 days	Yes	200 metres radius	Yes	Yes
Development on City owned and managed land					
Form 2 DAP Application ⁽⁷⁾					
Amendment to a DAP application where: discretion is required; and works may have an impact on the amenity of nearby properties	14 days OR 28 days	Yes	All adjoining and adjacent properties OR 200 metres radius	No OR Yes	No OR Yes
Public Works or Applications of State Significance or when the City is not the decision maker					
All applications where the City is not the decision maker	Owners and occupiers are to be notified of the proposal as though it was a development application being determined by the City. Submitters are to provide their comments directly to the determining authority as per the information provided on the notification letter.				

2.2. Strategic Planning

Description	Minimum comment period (Calendar days) ^{(1) (2)} ⁽⁸⁾	Website	Extent of consultation ⁽³⁾ ^{(9) (10)}	Sign on site	Newspaper
Local Planning Strategy (Strategy)					

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



Description	Minimum comment period (Calendar days) ^{(1) (2)} ₍₈₎	Website	Extent of consultation _{(3) (9) (10)}	Sign on site	Newspaper
Local Planning Strategy	21 days	Yes	Stakeholder analysis	N/A	Yes
Amendment to Strategy	21 days	Yes	Stakeholder analysis	If it affects a specific site	Yes
Local Planning Scheme (Scheme)					
New Scheme	90 days	Yes	Stakeholder analysis	N/A	Yes
Modification to new Scheme	60 days	Yes	Stakeholder analysis	If it affects a specific site	Yes
Amendments to a Local Planning Scheme (LPS)					
Complex amendment	60 days	Yes	Stakeholder analysis	If it affects a specific site	Yes
Modifications to complex amendment	42 days	Yes	Stakeholder analysis	If it affects a specific site	Yes
Standard amendment	42 days	Yes	Stakeholder analysis	If it affects a specific site	Yes
Modification to standard amendment	21 days	Yes	Stakeholder analysis	If it affects a specific site	Yes
Local Planning Framework					
Structure Plan (new or amendment)	42 days	Yes	Stakeholder analysis	Yes	Yes
Local Planning Policy (new and amendment)	21 days	Yes	Stakeholder analysis	If it affects a specific site	Yes
Local Development Plans (new or amendment)	14 days	Yes	Stakeholder analysis	Yes	Yes

Notes:

- (1) With exception of those time periods as outlined in Section 7 of this Policy in relation to advertising over weekends and holiday periods.
- (2) The advertising period commences on the date the notification letters are sent by the City and where applicable, the sign on site is erected.
- (3) The extent or radius of advertising may be extended at the discretion of the City.
- (4) Land use classifications are in accordance with Clause 18 of the City's Local Planning Scheme No. 2.

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



- (5) Where a departure may have an adverse impact on a specific property/ies, the City may reduce the extent of advertising to only those who may be affected.
- (6) Does not include the William Street Design Guideline Area and structures above or adjacent to the Graham Farmer Freeway Tunnel Northbridge Design Guideline Area.
- (7) Advertising requirement options specified is dependent on the extent of discretion sought and the extent of potential impact on the amenity of nearby properties, in the opinion of the City.
- (8) In accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015* the local government may decide not to advertise an amendment if, in the opinion of the local government and the Commission, the amendment is of a minor nature.
- (9) Includes owners and occupiers of a property.
- (10) The Policy process detailed under Appendix 1 'How the City engages' shall be followed to determine interested and affected stakeholders, and the most appropriate way to engage with them.
- (11) A sign on site and notification in the local newspaper is only required for full demolition of a structure/building on a heritage protected place.



Figure 1 – Example of the extent of consultation to adjacent properties where there are varying lot layouts.

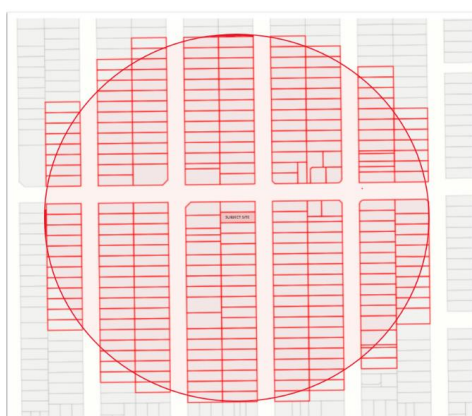


Figure 2 – Example of extent of consultation based on a radius from the boundary of a subject site.

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



3. Readvertising

Where a development application has been previously advertised and the City receives amended plans following the community consultation period, the application would be subject to a further consultation period where, in the opinion of the City:

- a) The amended plans propose new or greater departures to the deemed-to-comply or acceptable outcome (or equivalent) standard specified in the planning framework than that previously advertised and those departures may have an impact on the amenity of an adjoining property or the street; or
- b) The amended plans result in a significantly different proposal to that which was previously advertised; or
- c) Where a proposal has received opposition during advertising and subsequently significant amendments are made, the application shall be re-advertised for a minimum of 7 days. This will involve emailing or writing to all authors of previous submissions.

Where the City is satisfied the development would not have an impact on the amenity of adjoining properties and/or streetscape, community consultation may not be necessary.

Notwithstanding the above, any re-advertising may only be undertaken where it does not compromise the City's statutory obligations to comply with the timeframes and processes prescribed by the Planning and Development (Local Planning Scheme) Regulations 2015. In the instance the City is unable to readvertise the proposal, the previous submitters are to be notified of the proposed changes to the development application only.

4. Variations to advertising

There may be need to vary the advertising requirements of this Policy due to details of a particular development application. These development applications will be considered on a case-by-case basis. The City may increase the length of the advertising period or require additional methods of advertising where it is deemed to be in the public interest, and relevant to the consideration of a proposal.

The City may increase the length of the advertising period or require additional methods of advertising where, in the opinion of the City, owners and/or occupiers of properties in the vicinity of the proposed development are likely to be affected by the granting of development approval.

Variations to the requirements of this Policy may only be possible where they do not compromise the City's statutory obligations to comply with the timeframes prescribed by the *Planning and Development (Local Planning Scheme) Regulations 2015*.

5. Other requirements

- Development plans, other supporting documentation and a summary of the proposal are to be available on the City's website and at the Administration and Civic Centre, and Library and Local History Centre during the comment period.
- Where provided by the applicant perspective drawings of development proposals should be included as a document being advertised.

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

Appendix 2 – Statutory & Strategic Planning



- In instances where the applicant submits to the City written documentary evidence that the owner(s) and occupier(s) of all or some adjacent affected properties have no objection to their proposal, the City will still undertake consultation in accordance with this Policy. If the applicant does submit such documentary evidence, then this evidence will be considered together with the public submissions.
- Where the extent of consultation includes properties within another local government area, the City will obtain the owner and occupant details from the adjoining local government and advertise the proposal in accordance with the requirements of this Policy.
- Where a subject or an adjacent affected property contains between one (1) unit and twenty (20) units, inclusive, the owner(s) and occupier(s) of all units on that property, are to be notified in writing.
- Where a subject or an adjacent affected property contains more than twenty (20) units, the body corporate/strata company and the owner(s) and occupier(s) of the directly affected units, as determined by the City, are to be notified in writing.
- The City will rely on its rate records for the purpose of notifying owner(s) and occupier(s) of the adjacent affected properties. The onus is on the owner(s) and occupier(s) of a property within Vincent to inform the City in writing of any changes in their address details as and when this occurs. The *Planning and Development (Local Planning Schemes) Regulations 2015* permits costs and expenses incurred by the City in advertising a proposal, in addition to any fees paid for the application, to be payable by the applicant.

5.3 RAC RECONNECT WA 2022/23 - VIEW STREET CAR PARK, NORTH PERTH

Attachments: 1. RAC Reconnect WA 2022/23 - Proposed Carpark Reconfiguration [↓](#) 

RECOMMENDATION:

That Council AUTHORISES Administration to implement the 'Car Park to Great Place – View Street, North Perth' project in the Rosemount Hotel Car Park, View Street Car Park and North Perth Common as per the outcomes of the Stakeholder Reference Group.

PURPOSE OF REPORT:

To consider the authorisation of the 'Car Park to Great Place – View Street, North Perth' project as per Action 1.7 of the North Perth Town Centre Place Plan.

BACKGROUND:

At its 12 February 2013 Ordinary Meeting (Item 9.1.4), Council adopted the North Perth Master Plan. This identified the View Street and Rosemount Hotel Car Park sites as a significant opportunity for an integrated urban infill redevelopment with an enhanced public realm interface and pedestrian connection between View Street and Angove Street.

At its 1 May 2018 Ordinary Meeting (Item 9.10), Council adopted the North Perth Town Centre Place Plan (Place Plan). Action Item 1.7 'Prepare an Urban Design Concept for the View Street Car Park and surrounds' identifies that the City has limited land holdings in the North Perth Town Centre. It is evident that Lots 15, 16 and 40 View Street are not fulfilling their potential. The land is located adjacent to the neighbouring Rosemount Hotel Car Park and presents an opportunity to improve parking efficiencies, pedestrian links and deliver high quality infill development and urban open space. Administration is now in a position to determine how this land could be utilised for the benefit of the town centre.

The City has successfully secured an \$80,000 grant (80 percent funding of a \$100,000 total project cost) in the third round of RAC's Reconnect WA initiative 2022/23.

The objectives of RAC's Reconnect WA initiative are to:

- Create vibrant and active places for Western Australians to interact and reconnect with our cities and towns, and each other.
- Inspire and empower residents and business communities to co-design and drive change in their local area.
- Lay the foundations for longer-term changes to support safe, sustainable and connected communities.

DETAILS:

The project site is the informal pedestrian desire line through the View Street and Rosemount Hotel Car Park in the North Perth Town Centre (NPTC). Pedestrians regularly use this to move between Angove Street in the north and North Perth Common (NPC) and North Perth Plaza in the south.

The project proposes the temporary upgrade of this informal pedestrian desire line into a pedestrian-friendly shared zone flanked by active uses, testing the pedestrianisation of the space and informing the View Street Urban Design Concept, to deliver Action Item 1.7 of the Place Plan.

The transformation would be achieved through:

- Physical interventions such as the installation of catenary lighting and/or a vertical canopy, refreshing of existing or installation of new murals and/or image mapping technology on blank walls.
- A program of installations and activations such as pop-up alfresco areas, greenery, entry statements, events, art installations and other temporary activations. NPC will also be activated during this trial.

To ensure the trial can proceed safely, the temporary reconfiguration and reallocation of parking bays and associated traffic management would be required in the View Street Car Park. This includes a net reduction of seven parking bays. The proposed car park reconfiguration can be seen in **Attachment 1**. This work would cost approximately \$7,000 and would form part of the \$100,000 total project budget (\$80,000 funded by the RAC Grant).

The City has formed a Stakeholder Reference Group (SRG) with adjacent businesses and landowners to co-design all elements of the trial to suit and benefit businesses including:

- The duration, dates and times of the trial interventions;
- The spatial layout of the trial site and its subsequent impact on car parking; and
- Physical installations and a program of activations to transform the car park into a positive place.

The first SRG meeting was held on Wednesday 8 March 2023. The next SRG meeting is on Wednesday 22 March 2023 enabling a decision on the timing of the trial to be made by mid-April 2023. Additional SRG meetings will occur in April and June 2023 to discuss the trial and its outcomes in more detail.

The City would engage with the Stakeholder Reference Group on the View Street Urban Design Concept as per Action 1.7 of the Place Plan.

The trial project would also act as a form of consultation with the North Perth community on both the View Street Urban Design Concept and the North Perth Town Centre Planning Framework. The pedestrian spine through the two carparks has been repeatedly identified as a desired public amenity in recent engagement for the North Perth Town Centre Planning Framework.

CONSULTATION/ADVERTISING:

Details of the trial and associated events and activations will be promoted to the community through the City's social media channels and via physical marketing material.

LEGAL/POLICY:

- *Local Government Act 1995*;
- *Road Traffic Act 1974*; and
- City of Vincent Policy No. 3. 10.3 – Street Activation, 2018.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve the authorisation of the 'Car Park to Great Place – View Street, North Perth' project.

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.

Accessible City

Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.

Connected Community

An arts culture flourishes and is celebrated in the City of Vincent.

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 is in keeping with the following key sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

Sustainable Transport

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the following priority health outcomes of the City's *Public Health Plan 2020-2025*:

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

The funding source and proposed expenditure is outline below:

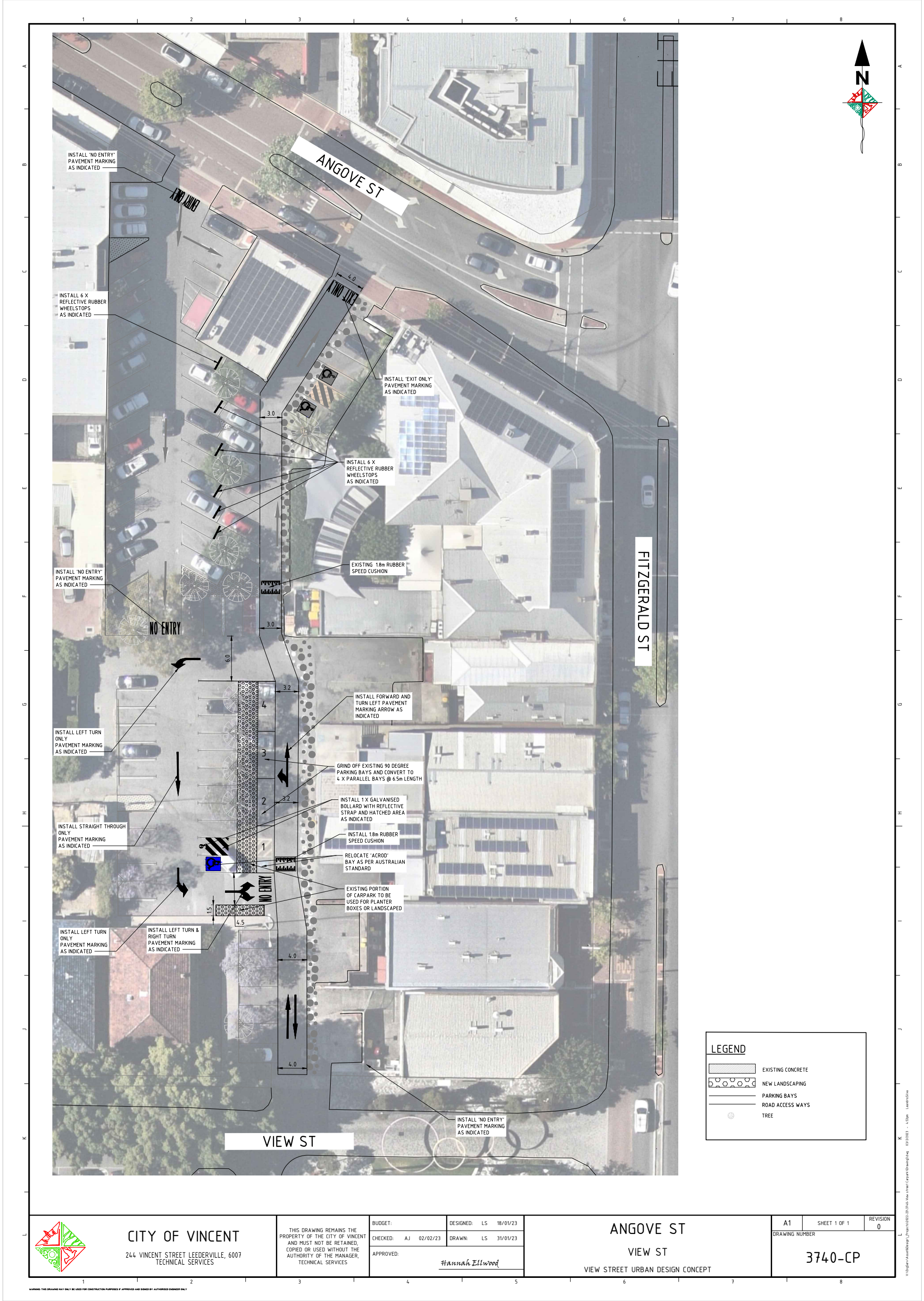
Funding Source	Cost
2022/23 North Perth Town Centre Place Plan	\$20,000.00
RAC Reconnect WA Grant	\$80,000.00
Total	\$100,000.00

Proposed Expenditure	Cost
Marketing	\$10,000.00
Traffic Management and carpark reconfiguration	\$20,000.00
Installations and Activations	\$70,000.00
Total	\$100,000.00

COMMENTS:

The 'Car Park to Great Place – View Street, North Perth' will temporarily upgrade the informal pedestrian desire line through the Rosemount Hotel and View Street Car Parks into a pedestrian-friendly shared zone flanked by active uses. It will test the pedestrianisation of the space and inform the View Street Urban Design Concept, to deliver Action Item 1.7 in the Place Plan.

The trial project would also act as a form of consultation with the North Perth community on both the View Street Urban Design Concept and the North Perth Town Centre Planning Framework.



5.4 RENT REVIEW REQUEST BEATTY PARK PHYSIOTHERAPY PTY LTD

Attachments: 1. Profit & Loss Statement - FY21/22 & YTD 31.01.23 - Confidential

RECOMMENDATION:

That Council:

1. **APPROVES** a variation of lease with Beatty Park Physiotherapy Pty Ltd (ACN 614 728 095) located at a portion Beatty Park Leisure Centre, 220 Vincent Street, North Perth to reflect rent reduction of 15 per cent of current rent per annum plus GST (equating to \$13,793.60 per annum) for a period of three (3) years or an alternative period as agreed by the Chief Executive Officer (CEO) and Beatty Park Physiotherapy Pty Ltd to commence from the date of Council's approval; and
2. **Subject to final satisfactory negotiations being carried out by the Chief Executive Officer, AUTHORISES** the Mayor and CEO to execute the Deed of Variation of Lease in accordance with the Execution of Documents Policy.

PURPOSE OF REPORT:

To consider Beatty Park Physiotherapy Pty Ltd (ACN 614 728 095) (BP Physio) request for rent reduction.

BACKGROUND:

BP Physio has leased a portion of the Beatty Park Leisure Centre (Centre) since 26 July 2017 when it took an assignment of the prior physiotherapy tenant's lease which commenced in 2014. Council at its meeting 28 July 2020 resolved to grant a new 5 year lease term to BP Physio commencing 1 October 2020 and expiring 30 September 2025 with an option term of 5 years expiring on 30 September 2030 (Lease).

DETAILS:

Pursuant to the Lease, rent commenced at \$82,170 per annum including GST subject to annual CPI. The current rent payable is \$8,249.40 per month totalling \$101,152.80 per annum including GST. Rent has increased by approximately 20 per cent since the commencement of the Lease in 2020.

Rent under the Lease was based on the market rental valuation received in 2020 and negotiated with BP Physio based on the valuer's advice on the then market conditions and BP Physio's previous financial assistance application during the COVID-19 pandemic in 2020.

The COVID-19 Relief and Recovery Committee approved financial relief to BP Physio at its 12 May 2020 Meeting. Council at its meeting 28 July 2020 provided a further waiver to BP Physio obligation to pay an estimated 30 per cent of rent and variable for the period 1 July 2020 to 30 September 2020.

BP Physio's current proposal and justifications for rent reduction are on the following terms:

Agreed Terms	15% rent reduction equating to \$13,793.60 per annum totalling \$41,380.80 for 3 years
BP Physio's justification	<ul style="list-style-type: none"> • Physiotherapy clinic has been running at a loss • Long serving tenant of more than 10 years • Strong relationship with Beatty Park Leisure Centre (BPLC) • Provide services to the community • Supportive of the City's works in and around BPLC and large events that have been disruptive to their clients and have been detrimental financially • Supporting BPLC and community: <ul style="list-style-type: none"> ○ Offering discount to BPLC members for all services offered by BP Physio ○ Promoting BPLC membership to clients ○ Providing pilates classes for BPLC • Future developments: <ul style="list-style-type: none"> ○ BP Physio has invested in becoming a NDIS provider. They are due to receive approval and will have the ability to provide physiotherapy services to people with disabilities. ○ Plans to merge with another physiotherapy clinic and create a physiotherapy hub. ○ Offer mentoring programme for students and employ new graduates. ○ Expand community involvement by providing a variety of pilates programmes and Physio Led Exercise. <p>Rent reduction would allow BP Physio to launch NDIS, complete merger and introduce new programmes.</p>

Administration is supportive of BP Physio's proposal above on the basis that:

- Rent since inception of the Lease has increased by approximately 20% due to annual CPI increases and the fact that CPI has markedly increased in the last two years.
- Based on the BP Physio's profit and loss statements (from 1 July 2021 to 31 January 2023) **Confidential Attachment 1**, the clinic operated at a loss of total income of approximately 20% from FYE 2022 until todate.
- The sole director of BP Physio, Katie Holtham returned from maternity leave in 2022 and has been instrumental in rebuilding and expanding the physiotherapy clinic as outlined above.
- Although BP Physio is a category 3 tenant and considered as a commercial entity, it has serviced and continues to enhance their services to the community through providing their services (outlined above) to the BPLC members and patrons.
- Administration concurs that past and continuing works undertaken in BPLC has affected the businesses within BPLC including BP Physio.

These works include:

- Indoor pool closed for renovation January 2021 to August 2021
- Gym closed for flooring upgrade May 2020 to June 2020
- Grandstand facade waterproofing (scaffolding across front of building for 5 months 2022)
- Electrical upgrade works to grandstand – in progress expected completion June 2023
- In addition, upcoming planned works may contribute to further disruptions to BP Physio's business:
 - Outdoor pools are planned to be retiled over the next 18 months leading to further disruptions to access, noise and loss of use of the pool area for several months.
- The City's Beatty 2062 Project is looking at future uses for the whole of the grandstand area at BPLC and BP Physio will be a major stakeholder during these discussions over the coming years.

CONSULTATION/ADVERTISING:

Administration has met with BP Physio to discuss their proposal and negotiated the agreed terms for the variation of the Lease.

LEGAL/POLICY:

BP Physio is a Category 3 tenant under the Property Management Framework. Delegation 2.2.18 of the City's Delegated Authority Register does not extend to variation of leases under category 3 which require a specific resolution of Council.

RISK MANAGEMENT IMPLICATIONS

It is low risk for Council to provide the rent reduction.

FINANCIAL/BUDGET IMPLICATIONS:

The table below demonstrates the recommended response to BP Physio's request for rent reduction associated with their existing Lease:

Rent reduction	15% rent reduction equating to \$13,793.60 per annum totalling \$41,380.80 for 3 years.
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COMMENTS:

BPLC provides an important space for various activities, programs and services that strengthen our local community through improved community connections, social participation and health and wellbeing.

BP Physio plays an important role in the community and continues to contribute an essential service to the community which is wholly supported by the City.

It is acknowledged that inflation rate for the past two years has increased significantly and it has impacted a number of tenants including BP Physio. The proposed rent reduction will enable BP Physio to get the business back on its feet and grow their business as outlined above.

5.5 PROPOSED LEASE OF PORTION OF NO. 41 (LOT 31) BRITANNIA ROAD, LEEDERVILLE AT BRITANNIA RESERVE FOR A TELECOMMUNICATIONS FACILITY

- Attachments:**
1. Options 1 and 2 tower locations 
 2. Location Plan & Drawings - Telecommunication Facility [↓](#) 
 3. ATN response to SPP5.2 [↓](#) 
 4. Market Valuation - Britannia Reserve (14 Sept 2022) - Confidential

RECOMMENDATION:
That Council

1. **APPROVES** giving public notice and inviting submissions under the provisions of section 3.58(3) of the *Local Government Act 1995* for the proposed lease of a portion of the land located at No. 41 (Lot 31) Britannia Road, Leederville at Britannia Reserve with Indara Corporation Pty Ltd (ACN 643 875 165) subject to the following key terms:
 - 1.1 **Initial Term:** Ten (10) years
 - 1.2 **Option Term:** Two x Five (5) year terms
 - 1.3 **Rent:** \$48,000 per annum (plus GST)
 - 1.4 **Rent Review:** CPI on 1 July annually
 - 1.5 **Market Rent Review:** as per Administration's recommendation but not agreed by Indara:
Market rent review at each Option Term which is to be undertaken 6 – 9 months before commencement of each Option Term.
 - 1.6 **Outgoings:** Lessee's responsibility
 - 1.7 **Rates & Taxes:** Lessee's responsibility
 - 1.8 **Permitted Use:** For the purpose of constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to accessing, installing, storing, operating, repairing, maintaining, altering, removing, adding and replacing telecommunications equipment consistent with the evolving nature of telecommunications services
 - 1.9 **Maintenance of leased area:** Lessee's responsibility
 - 1.10 **Redevelopment clause:** City will have ability to require Indara to relocate after ten (10) years provided the City provides Indara with twenty four (24) months' written notice;
2. If no submissions are received as a result of public notice period in Recommendation 1. above, **DELEGATES BY ABSOLUTE MAJORITY** to the Chief Executive Officer the power to enter into the lease in Recommendation 1. above, and **AUTHORISES** the Mayor and Chief Executive Officer to affix the common seal and execute the lease in accordance with the Execution of Documents Policy; and
3. **NOTES** that if any submissions are received as a result of the public notice period in Recommendation 1. above, the Chief Executive Officer will provide the submissions to Council for consideration and Council will determine whether to proceed with the proposed lease.

PURPOSE OF REPORT:

To consider a proposal from Indira Corporation Pty Ltd (Indara) (ACN 643 875 165) to lease a portion of No. 41 (Lot 31) Britannia Road, Leederville (Premises) at Britannia Reserve, Leederville for the purpose of a telecommunications facility (Telecommunications Facility).

BACKGROUND:Land

No. 41 (Lot 31) Britannia Road, Leederville (Land) is owned in freehold by the City and comprised in Certificate of Title Volume 1769 Folio 075. The Land forms part of Britannia Reserve.

Optus' existing facility

Optus currently maintains an existing telecommunications facility at No. 7 Lynton Street, Mount Hawthorn on land which is owned by FES Ministerial body (State Emergency Services). The lattice tower structure on which Optus and other telecommunications companies have installed equipment is also owned by the State Emergency Services. Although, the carriers have received notice to vacate the site by January 2023 due to potential redevelopment of the land, Optus is currently on a month to month tenancy at No. 7 Lynton Street, Mt Hawthorn. Optus has not advised the City of their forthcoming status with the tenancy.

Optus is seeking an alternate location within the area to ensure continuous service delivery of the telecommunications network with improvements to the network coverage along the Mitchell Freeway and residences within proximity to Britannia Reserve and Lake Monger.

In the interim, until a permanent site can be secured, Optus has instigated a separate project to find a suitable temporary location for a Cell on Wheels (CoW) to ensure continuous delivery of the telecommunications network within this area once the 7 Lynton Street property is decommissioned. Unfortunately, the CoW will only offer partial relief in network coverage holes within the Mount Hawthorn and Leederville areas as the network provided by these temporary facilities are considerably shorter than a permanent facility. Given that Telstra, Optus and Vodafone are all reliant on the existing facility at No.7 Lynton Street, if the tower is decommissioned the area will have network coverage holes from all mobile carriers until a new permanent telecommunications facility is in operation.

Proposal

The City has received a request from the Optus project team (Optus) acting on behalf of Indara to construct and operate a Telecommunications Facility on a portion of the Land.

22 June 2021 (Item 9.5), Ordinary Council Meeting

In June 2021, Council approved carrying out community consultation on the draft Britannia Reserve Development Plan, which included a proposed Telecommunication Tower in the north west corner of Britannia Reserve and a *second potential location* on the proposed lighting structure in the north west corner of Britannia Reserve.

Council considered the results of community consultation in November 2021 and endorsed the Britannia North West Development Plan (Development Plan) which identified the proposed two tower locations circled in red at **Attachment 1** as:

- a) Option 1 location (Option 1) – towards the North West of the reserve (nearer to mulch pile); and
- b) Option 2 location (Option 2) – to the South East of the Floreat Athena clubrooms.

The Council report included the results from the City's pop-up sessions and community consultation (as part of the Development Plan's consultation period). This included six responses. Three responders preferred Option 1 and three preferred Option 2.

Concerns were raised regarding:

- a) Option 1, requiring an additional standalone tower to the new floodlighting towers, which would further diminish the visual appeal of neighbouring residents.
- b) Option 2 could be incorporated onto the existing sports lighting tower, concerns were raised regarding the proximity of Option 2 to the sporting fields and children's playground.

Kordia Solutions (Optus project team) drop-in session

- The feedback results from the City's initial consultation were provided to Kordia Solutions, who also carried out drop-in community consultation on behalf of Optus to determine a preferable location of the tower.
- During Kordia's drop-in session held in 2021, 19 residents attended, with 11 supporting the Option 1 location and 5 supporting the Option 2 location.

Proptel

In January 2022, the City was advised by Proptel that it had been appointed by Optus as the new property services consultants in place of Kordia Solutions.

As per Council's instructions on 22 June 2021, Proptel provided:

- (a) preliminary drawings of the telecommunications tower being added to the lighting structure; and
- (b) proposed key terms for the lease arrangement for the tower.

The key terms proposed at the time were not considered appropriate by Administration as they did not align with the City's independent valuation.

The City also received a number of comments from the community regarding the proposed location of the Telecommunications Facility, which were communicated to Proptel.

DETAILS:

In January 2023, Indara, a Telecommunication Facility provider, proposed a Telecommunications Facility in a different location, this time immediately to the south of the Floreat Athena Clubroom leased area, as shown in the proposed tower location plans in **Attachment 2**.

The proposed location has been considered by Administration and the following considerations are relevant:

- The location balances service coverage with minimisation of visual amenity impact to users of Britannia Reserve and owners and occupiers of dwellings adjoining Britannia Reserve. The proposed tower would be purpose built to accommodate more frequency channels and increased network capacity. This would mean that coverage and capacity in the network would improve;
- The Telecommunications Facility would be located approximately 150 metres away from the closest dwellings on Britannia Road;
- The majority of the Telecommunications Facility would benefit from screening from mature trees located at the edge of the reserve adjacent to Mitchell Freeway and the sporting club clubrooms;
- The proposal takes into consideration the policy measures of the State Planning Policy 5.2 Telecommunications Infrastructure. This [Policy](#) outlines a number of different matters for consideration, including visual impact and health concerns. Indara has provided a response to the matters for consideration in **Attachment 3**; and
- The proposed location would be the most appropriate location for the Telecommunications Facility in Britannia Reserve. The proposed location does not impact on current or future areas of useable POS.

Infrastructure

Indara is proposing to install a 36 metre high monopole with a headframe reaching a height of approximately 38 meters with flood lighting located within a fenced area with a ground footprint size of approximately 140 square metres. The monopole would be shared by Optus, Vodafone and Telstra who would all locate their antennas on the monopole. The compound would also contain a concrete pole foundation, six bay outdoor equipment cabinet, a separate equipment cabinet for Telstra, underground cables and other associated infrastructure. Given that electricity is required to be provided to the Premises, Indara would be required to install a separate sub-meter to account for electricity usage.

Access for construction and maintenance

It is anticipated that the Telecommunications Facility (once constructed) would be accessed infrequently for maintenance purposes by Indara contractors and personnel.

Administration would negotiate with Indara as part of the terms of the lease to ensure that Indara's route of access to the proposed location for construction and ongoing maintenance is provided on a plan agreed by the City. Unless the route is changed, accessing the tower compound would not require a separate approval from the City each time.

Public Open Space Strategy (POS Strategy) and Greening Plan

- Locating a telecommunications tower at Britannia Reserve would reduce the POS in this area by approximately 140 square metres, which does not align with the recommendations of the POS Strategy. However, the tower would have minimal impact to the reserve as the proposed tower location is in an area of the POS which has restricted use and is underutilised due to the area being adjacent to the Mitchell Freeway with mature trees on the peripheral.
- The proposed location would result in the removal of three trees. Replacement trees (size and age) would be required as a condition of the lease and development approval.

Lease

It is proposed that the following key terms of the proposed lease with Indara, which are supported by Indara with the exception of the Market Rent Review, be given public notice by Council and that submissions be invited on these from the community:

1	Initial Term	10 years (2023 – 2033)
2	Option Term	Two x Five (5) year options: (a) 5 years (2034 – 2038) (b) 5 years (2039 – 2043)
3	Rent	\$48,000 per annum (plus GST) The current GRV for the Land is \$25,000. The market valuation undertaken on 14 September 2022 is attached as Confidential Attachment 1 .
4	Rent review CPI Increase Market rent review	Rent will be increased by CPI on 1 July annually. CPI increase is consistent with the City's rent review clause for all its leases, including commercial leases. Note that Indara has supported CPI increases subject to there being no market rent review. Market rent review is not agreed by Indara. Despite this, a Market Rent Review prior to the commencement of each option term is recommended by Administration as this term is consistent with the City's commercial leases and ensures the City is receiving the market rent for the Land over the life of the lease: Market rent review is to be undertaken 6-9 months prior to the commencement of each Option Term, and that the date for exercise of the options is 3-6 months prior to the commencement date of the relevant option term. The cost of meeting the market rent review is to be shared equally between the City and Indara.
5	Outgoings	Paid by lessee In accordance with the City's Property Management Framework, Indara will be responsible for paying all outgoings.

6	Rates & taxes	Paid by lessee In accordance with the City's Property Management Framework, Indara will be responsible for paying all rates and taxes.
7	Permitted Use	For the purpose of constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to accessing, installing, storing, operating, repairing, maintaining, altering, removing, adding and replacing Telecommunications Equipment consistent with the evolving nature of telecommunications services.
8	Maintenance of leased area	Lessee's responsibility.
9	Redevelopment clause	City will have ability to require Indara to relocate after ten (10) years provided the City provides Indara with twenty four (24) months' written notice.

The commencement of the Lease would be conditional upon Indara obtaining development approval in respect of the Telecommunications Facility. This application would require approval by the Western Australian Planning Commission.

Subject to Council approval of the key terms, formal documentation would be prepared by Indara's lawyers and subsequently reviewed by Administration. In accordance with Item 2 of the recommendation, it is proposed that if no submissions are received, that the City's CEO is authorised to enter into the lease on the above lease terms. If any submissions are received during the public notice period, then they would be presented back to Council to considered whether to enter into the lease or not.

Development Application and Building Permit

Prior to construction of the Telecommunications Facility and its infrastructure on the site:

- a) the construction would require development (planning) approval from the WAPC; and
- b) once development approval has been obtained, the applicant would be required to lodge a certified building permit application with the City.

CONSULTATION/ADVERTISING:

- In accordance with section 3.58 of the *Local Government Act 1995* (Act) local public notice of the proposed lease would be provided for a period of at least two weeks.
Local public notice would be provided in the following ways:
 - notice in the City's local newspaper;
 - public notice on the City Administration and Civic Centre, Library and Local History Centre notice boards; and
 - notices on the City's website, and social media platforms.
- Consideration of the suitability of the development within the location proposed would be determined by the WAPC through the development application process, including community consultation on the proposal.

LEGAL/POLICY:

Government Act 1995 – S 3.58(3) Disposing of Property:

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
 - (a) *it gives local public notice of the proposed*
 - (b) *disposition —*
 1. *describing the property concerned; and*
 - ii. *giving details of the proposed disposition; and*
 - iii. *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*

it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to consider the proposed location within Britannia Reserve to Indara for the use of a Telecommunications Facility. The commercial risks associated with operating and maintaining the Telecommunications Facility and infrastructure would be managed solely by Indara.

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 physical assets are efficiently and effectively managed and maintained.

Innovative and Accountable

Our resources and assets are planned and managed in an efficient and sustainable manner.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

- Should Council consent to the proposed location for the Lease, Administration will proceed with negotiating the terms of the lease.
- Rent received from the Lease would be held in Municipal Funds;
- Council rates would be payable by Indara for the duration of the Lease;
- Fees for publishing local public notice would be payable by the City;
- Construction works and on-going infrastructure upgrades of the lease area would be at the sole cost of Indara; and
- Make good works at the expiration of the Lease would be at the sole cost of Indara.

COMMENTS:

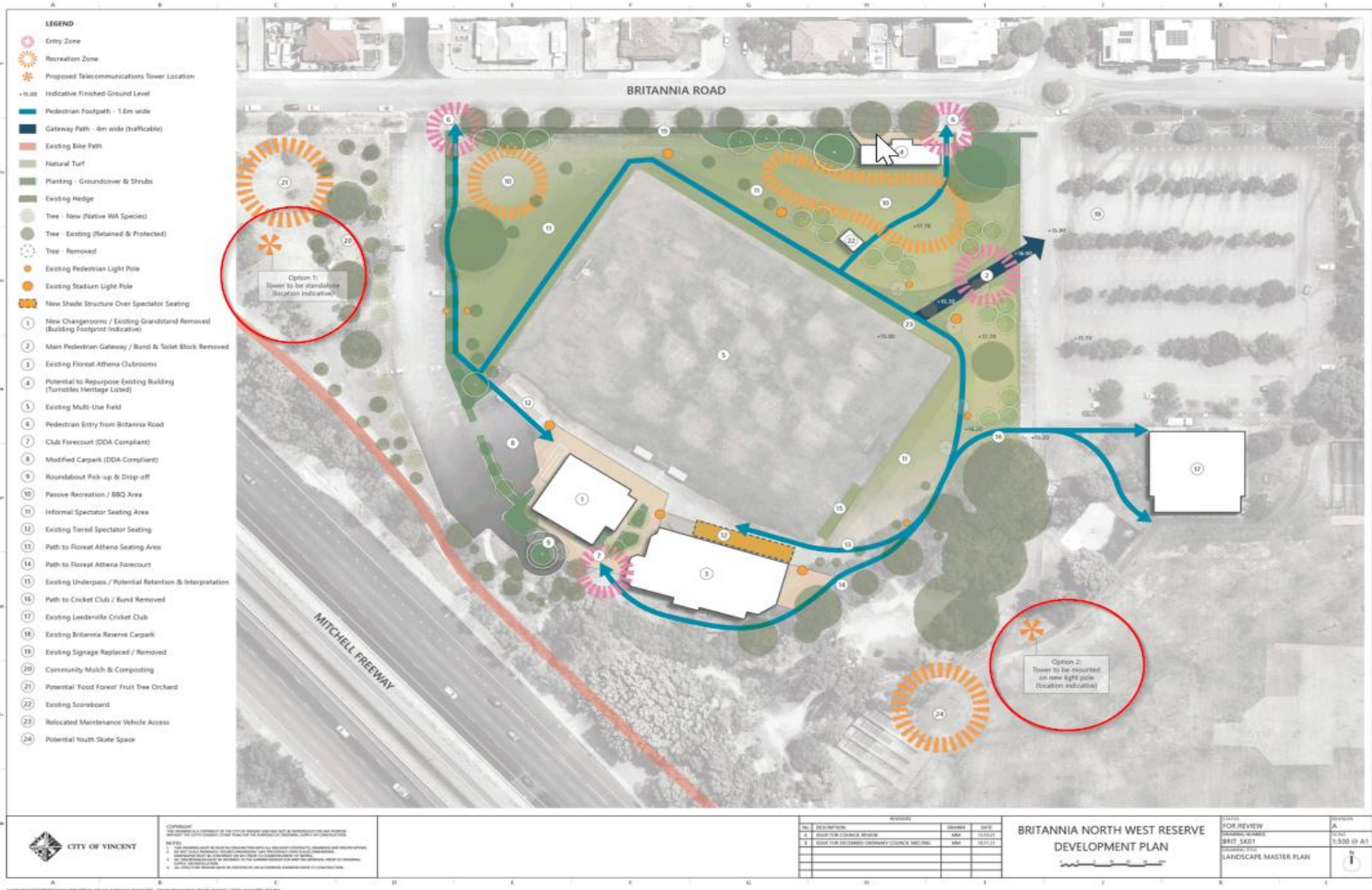
Administration supports carrying out community consultation on the proposed location of the Lease to Indara as:

- a) the proposed location is largely screened from view due to the surrounding large mature tree canopy and lower level behind the Floreat Athena Clubrooms;
- b) The proposed lease area would not result in the loss of active POS or impact upon the existing functions of Britannia Reserve; and
- c) the Telecommunications Facility would provide improved and enhanced access to essential telecommunications services for individuals, households and community members within the Leederville area.



Telecommunications tower locations (Britannia Reserve Development Plan)

ORDINARY COUNCIL MEETING

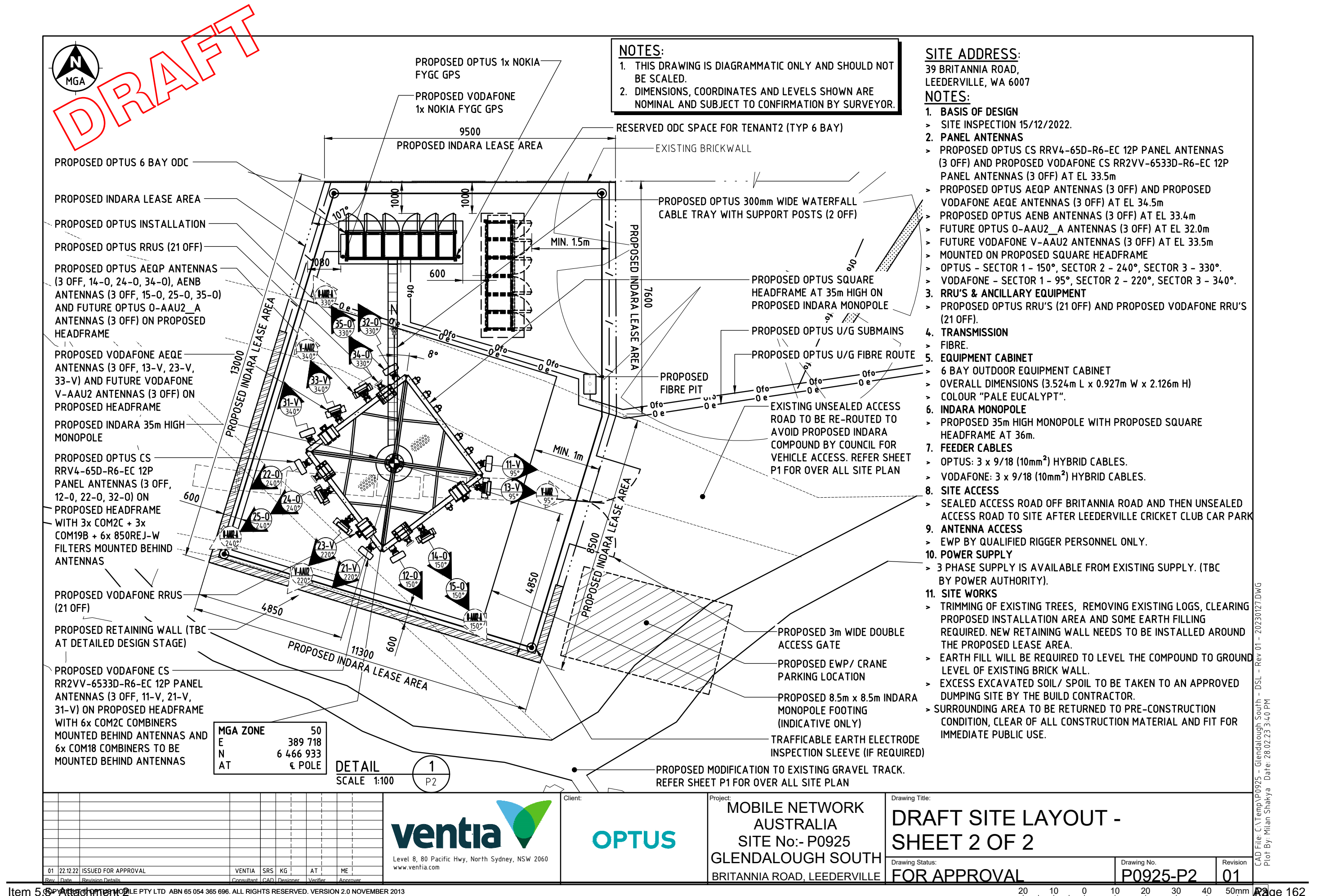
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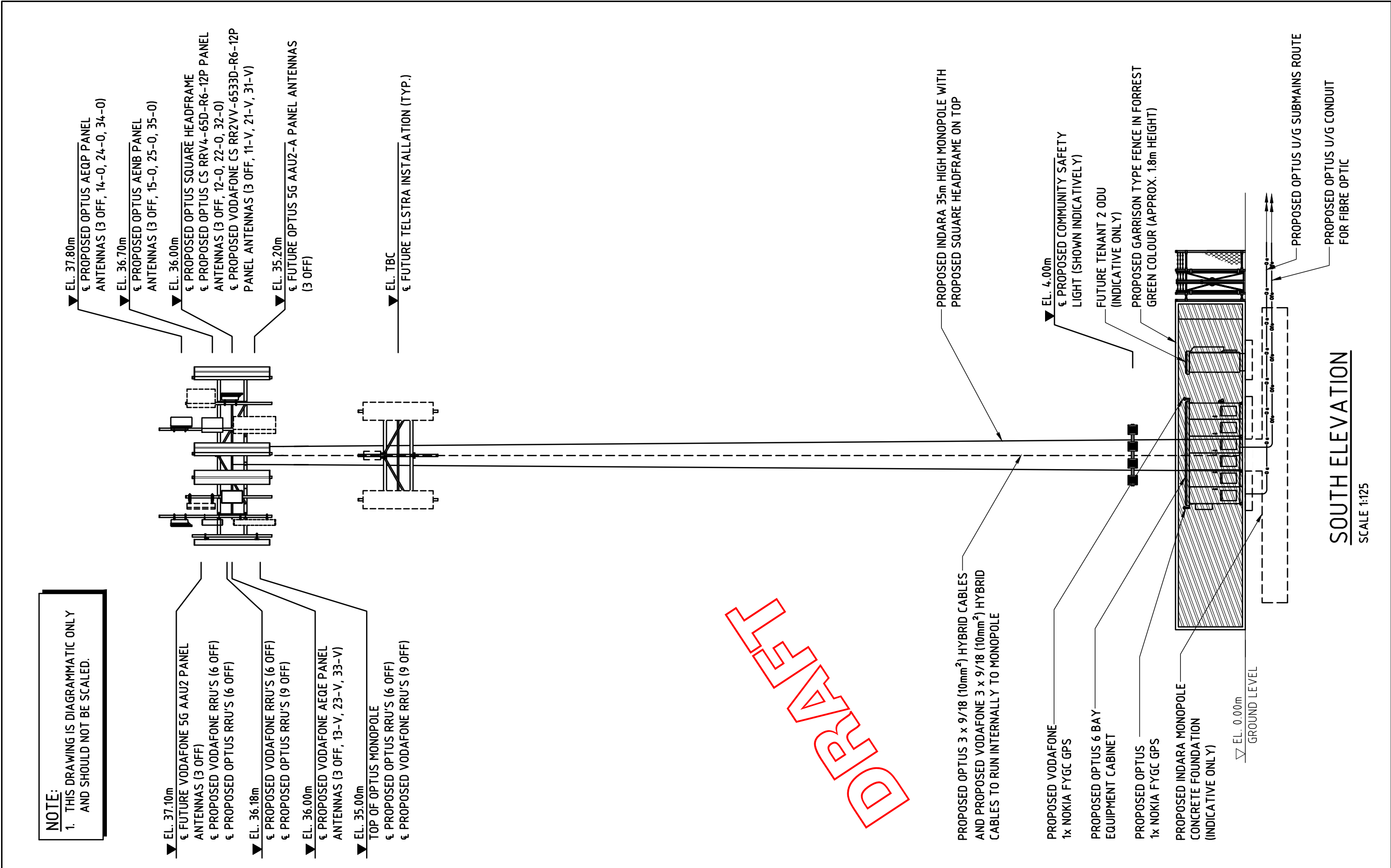




										 Level 8, 80 Pacific Hwy, North Sydney, NSW 2060 www.ventia.com		Client: 		Project: MOBILE NETWORK AUSTRALIA SITE No:- P0925 GLENDALOUGH SOUTH BRITANNIA ROAD, LEEDERVILLE		Drawing Title: DRAFT SITE LAYOUT - SHEET 1 OF 2		Drawing Status: FOR APPROVAL		Drawing No. P0925-P1		Revision 01	
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Rev	Date	Revision Details	Consultant	CAD	Designer	Verifier	Approver



Client:
Project:
MOBILE NETWORK AUSTRALIA
SITE No:- P0925
GLENDALOUGH SOUTH
BRITANNIA ROAD, LEEDERVILLE

Drawing Title:
DRAFT SITE ELEVATION

Drawing Status:
FOR APPROVAL

Drawing No.
P0925-P3

Revision
01

File note

From:	Laurie Chantry	Job No:	8007
		Date:	23 September 2022
Subject:	TELECOMMUNICATIONS DEPLOYMENT – BRITANNIA RESERVE LEEDERVILLE		

As requested by the City, below is an assessment of the proposal against the requirements of State Planning Policy 5.2 – Telecommunications Infrastructure. As is standard practice, a full assessment against the state and local planning framework will be submitted for the City's assessment with the Development Application.

Clause 4 (c) Policy Objectives of SPP5.2 states:

The objectives of this policy are to:

- facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;*
- manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;*
- ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons; and,*
- promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.*

Visual Impact

Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:

- be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*

To be effective, a base station has to be of sufficient height to achieve the coverage requirements. Accordingly, it will be visible to the surrounding area as indicated in the photomontages provided. However in this instance, it is not visible from significant viewing locations such as scenic routes or lookouts. The impact of the sports field lighting on 'recreational views' will be comparable to the proposed monopole and antennas.

- be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;*

The proposed location is on the western edge of Britannia Park within existing mature vegetation which will minimise the visual impact. Views in the locality will include the sports field lighting infrastructure, freeway lighting infrastructure, and overhead rail infrastructure, which will mitigate the impact of the telecommunications facility. There is no significant view of a heritage item or place, or landmark, streetscape, vista or panorama that will be adversely impacted by the proposal.

- not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised and*

Views in the locality will include the sports field lighting infrastructure, freeway lighting infrastructure, and overhead rail infrastructure, which will mitigate the impact of the telecommunications facility. There are no cultural heritage or visual landscape values to be compromised by the location, and no significant environmental impact.

- display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape.*

The facility will be painted to a colour of the City's preference and of a non-reflective finish to be sympathetic to the surrounding landscape

Perceived Health Concerns

The proposed infrastructure will operate in compliance with the Australian Communication and Media Authority (ACMA) Electromagnetic Emissions (EME) regulatory arrangements. A summary report of the predicted Radiofrequency EME Levels for the proposed facility has been assessed. This assessment was undertaken in accordance with the ARPANSA prediction methodology and report format. The assessment confirms that the proposed installation operating at full power complies with the Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2014.

Health concerns are not a planning consideration.

SPP 5.2 also identifies for a report demonstrating compliance with the Mobile Phone Base Station Deployment Industry Code (C564:2011) to be submitted as part of a DA.

The DA will address compliance with the applicable clauses of the Deployment Code.

Conclusion





In light of the above, it is considered the siting and design of the facility satisfies the requirements of SPP5.2.



BEN DOYLE
DIRECTOR

6 INFRASTRUCTURE & ENVIRONMENT

6.1 ADVERTISING OF AMENDED POLICY - CLOSED CIRCUIT TELEVISION

- Attachments:**
1. **Closed Circuit Television (CCTV) Policy 2023**  
 2. **Policy 3.9.12 - Closed Circuit Television (CCTV)**  

RECOMMENDATION

That Council:

1. **APPROVES** the proposed amendments to the Closed Circuit Television Policy, at Attachment 1, for the purpose of public notice, which is proposed to replace Policy 3.9.12 Closed Circuit Television (CCTV) at Attachment 2;
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 will be presented to Council for consideration.

PURPOSE OF REPORT:

For Council to consider approval of the proposed amendments to the Closed Circuit Television (CCTV) Policy for public notice.

BACKGROUND:

In alignment with the City's Policy Document Register and Review Plan the City's [Closed Circuit Television Policy](#) is to be reviewed.

The Closed Circuit Television Policy was first adopted by Council in April 2010 and was due to be reviewed in April 2015.

The provisions outlined in clause 1.3 of the [Policy Development and Review Policy](#) were presented to Elected Members in the 23 February 2021 Council Workshop Policy Paper.

DETAILS:

The elements set out in clause 1.3 of the Policy Development and Review Policy have been considered as set out below.

Proposed objective of the new policy:

The purpose of this policy is to regulate the management and operation of the CCTV systems. CCTV systems and Recording Device systems will be used to:

- enhance the safety of City Officers, customers and Council Members at City facilities;
- deter suspicious and anti-social behaviour likely to cause damage to City facilities and within our Town Centres;
- deter and investigate offences within researched and targeted locations where local government has legislative responsibility for enforcement; and
- provide WA Police and other law enforcement agencies with footage to assist in their investigative and enforcement activities.

Requirement for a documented City position (including community need or legislative requirement):

The City has CCTV systems and Recording Device systems in place, and an amended policy would ensure that the City ensures that it promotes public safety and minimises the damage or theft of City assets. As well as the identified community need for a documented City position, a policy would assist the City in achieving its priorities in the Strategic Community Plan, as shown by the alignment of the policy objectives with the SCP and other City strategies.

How the objectives align with the SCP:

The policy objectives, as set out above align with the City's Strategic Community Plan 2018-2028 as follows:

Thriving Places

Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.

Examples of current use:

There are two CCTV system networks, external to the City's premises, currently in operation throughout the City. These are located in the Leederville Town Centre, and the Mount Lawley/Highgate Town Centre. These two networks have been useful in assisting WAPOL with identifying offenders of various offences, and have had an impact and influence on reducing the number of anti-social and criminal activity reports.

There is also one Recording Device system in operation, worn by the Rangers (body cameras). This, whilst relatively new, has also been very useful in clarifying and identifying various anti-social, criminal and other activity noticed by the Rangers whilst on patrol.

Proposed level of community engagement required:

Once the policy is updated and approved by Council for the purposes of advertising, it is proposed that the policy be readvertised for a period of at least 4 weeks and Town Teams and other interested members are invited to comment.

An assessment of where the policy document sits within the local government decision making hierarchy:

This document falls within the scope of a policy as its purpose is to be a "*general rule or principle which is required to provide clear direction to Administration on the day to day management of the City.*"

The proposed review timeframe and expiry period, if applicable:

The policy would be reviewed every four years or more frequently if changes to strategic objectives or industry standards occur, in accordance with the Policy Development and Review Policy.

CONSULTATION/ADVERTISING:

In accordance with the City's Community Consultation Policy ([Appendix 2](#)), 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.

Public notice of this proposed new policy will be provided from 17 April 2023.

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.

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.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*.

PUBLIC HEALTH IMPLICATIONS:

This does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

None related to this report.

COMMENTS:

The amended Policy will provide clarification on responsibilities within the organisation that will ensure that the policy is understood and adhered to.

The Policy will be supported by Management Guidelines/Procedures to ensure compliance with legislative requirements and standards relating the installation and management of CCTV systems by the City's Administration.

This Policy will not apply to CCTV systems on private property, which do not fall within the jurisdiction of the City of Vincent.

CLOSED CIRCUIT TELEVISION (CCTV) POLICY

Legislation / local law requirements	<i>Freedom of Information Act 1992</i> <i>Surveillance Devices Act 1998</i> <i>Telecommunications (Interception) Western Australia Act 1996</i> <i>Information Privacy Act 2009</i> <i>Right to Information Act 2009</i>
Relevant delegations	Not Applicable
Related policies, procedures and supporting documentation	Not Applicable

PRELIMINARY

INTRODUCTION

Whilst the City of Vincent is a very safe and liveable district, in comparison to other municipalities, it is still affected by antisocial and criminal activity. In an effort to address these concerns, the City has implemented CCTV systems as part of an overall crime prevention strategy.

The CCTV systems are intended to assist in the prevention of crimes against the person or property.

PURPOSE

The purpose of this policy is to regulate the management and operation of the CCTV systems.

CCTV systems will be:

- installed only in locations where the system will promote public safety or minimise damage or theft of City assets;
- operated with efficiency, impartiality and integrity;
- operated in a way that minimises intrusion upon individual privacy while still allowing the system to serve the objectives for which it was installed; and
- operated in a way that does not breach the *Information Privacy Act 2009*.

Recording Device systems will be:

- operated only by City officers conducting regulatory functions;
- operated with efficiency, impartiality and integrity; and
- operated in a way that does not breach the *Information Privacy Act 2009*.

OBJECTIVE

The City installs closed circuit television (CCTV) systems in public areas and City facilities with the objectives of promoting public safety and minimising damage or theft of City assets.

City officers carrying out regulatory functions are provided with a Recording Device System (body cameras), with the objective of promoting public safety and minimising threats to public and City employees.

To the extent possible without reducing the effectiveness of the CCTV systems in achieving those objectives, the City will operate its CCTV systems in a way that protects the privacy of individuals.

CLOSED CIRCUIT TELEVISION (CCTV) POLICY

SCOPE

This Policy applies to City owned and managed CCTV systems & Recording Device Systems.

This Policy applies to all City employees who have the responsibility for the implementation, monitoring, access and disclosure of records as part of the CCTV systems and Recording Device Systems.

RESPONSIBILITY

The Chief Executive Officer is responsible for ensuring the policy is understood and adhered to.

The Chief Executive Officer determines who is responsible for establishing the need for CCTV within City managed community facilities and open spaces. Is also responsible for the recovery and provision of approved footage to authorised representatives.

The Chief Executive Officer determines who has ownership and ongoing responsibility for resourcing and installing, maintaining and repairing the City's CCTV systems and Recording Device Systems.

The Chief Executive Officer determines who is responsible for establishing the need for CCTV monitoring in City buildings, reporting known outages and contract management of service providers.

The Chief Executive Officer determines who is responsible for establishing the need for Recording Device Systems to be used by City employees.

CLOSED CIRCUIT TELEVISION (CCTV) POLICY

POLICY PROVISIONS

DEFINITIONS

CCTV System – includes any system installed by the City to electronically record video or audio/video of any public place or City facility.

Manager – includes person appointed to positions with the title, Executive Manager, Manager, Executive Director and Chief Executive Officer.

Recording Device System – includes cameras, body worn cameras, voice recorders and mobile phones with recording voice/audio capability and the storage of files.

Employees – includes City staff, contractors, volunteers and all others who perform work on behalf of the City.

POLICY

1. IDENTIFICATION OF NEED AND APPROVAL

The resources available for the installation of CCTV systems are limited, and priority is to be determined by a risk assessment of identified sites and a suitable business case. This will be in accordance with the Western Australia Closed Circuit Television (CCTV) Guidelines.

The Chief Executive Officer determines who is responsible for identifying and confirming the need for CCTV monitoring within City managed community facilities and open spaces.

The Chief Executive Officer determines who is responsible for identifying and confirming the need for CCTV monitoring within City buildings.

CCTV installations will be installed where recurrent anti-social or criminal behaviour has been identified or installed as a proactive measure to minimise damage to City facilities.

The Chief Executive Officer determines who is responsible for identifying and confirming the need for an employee to operate a Recording Device System.

2. RESOURCING, INSTALLATION AND MAINTENANCE

The Chief Executive Officer determines who is responsible for:

- selecting the optimum (within resources) CCTV system location & Recording Device System;
- resourcing the costs of installing, maintaining and as required, modifying each system; and
- installing and maintaining each CCTV system & Recording Device System.

3. CCTV SYSTEMS MONITORING

The City of Vincent CCTV systems primarily will be used to collect information for use in regulatory and legal proceedings. The CCTV systems will not be monitored by City employees on a “real time” basis, nor will the recordings be generally reviewed.

In some circumstances (such as major public events), it may be appropriate for real time monitoring of the CCTV system to occur. The Manager who identifies the need for real time monitoring is responsible for providing the financial resources necessary to carry out that monitoring.

CLOSED CIRCUIT TELEVISION (CCTV) POLICY

4. RECORDING DEVICE SYSTEM MONITORING

The City of Vincent Recording Device Systems primarily will be used to collect information for later use in regulatory and legal proceedings. The Recording Device Systems will not be monitored by the City on a “real time” basis, nor will the recordings be generally reviewed.

5. PRIVACY

All CCTV systems and Recording Devices are to be operated in a way that minimises the intrusion upon an individual's privacy whilst still allowing the system to serve the objectives for which it was installed. This will require at least:

- appropriate training of operators;
- notification and permission to individuals of the use of the recording either by:
 - verbal request and approval; or
 - for all CCTV systems installed in public places, the display of signage to a standard no less than that defined in the national Code of Practice for CCTV;
- secure storage, retrieval and destruction of CCTV and recording device data as set out in this policy; and
- the adoption of processes to prevent:
 - loss;
 - unauthorised access, use, modification or disclosure; and
 - any other misuse of CCTV System or Recording Device records.

6. DESTRUCTION OF RECORDS

To minimise intrusion upon the right to privacy, unless further preserved under this policy or required by law all CCTV system and Recording Device system records are to be destroyed 30 days after the record date.

A CCTV system or Recording Device system record is to be further preserved under this policy if:

- in the assessment of the Chief Executive Officer, believes preservation of the records is in the City's interest for any reason and is directly related to a function or activity of the City;
- the particular record is required as evidence in a potential legal proceeding;
- a request to access the particular record is received from a law enforcement or government regulatory agency (for example WA Police, Department of Fire and Emergency Services, or another government body with the responsibility for enforcing laws);
- a request to access the particular record is received from any party other than a law enforcement or government regulatory agency; or
- an extract of the record is made, whether or not that extract is provided to a third party.

(Note: the receipt of a request for access to a particular record will make that record a “public record” under the Public Records Act 2002 and trigger a requirement that the record be retained in compliance with that Act.)

7. ACCESS TO RECORDS

To minimise intrusion upon the right to privacy CCTV and Recording Device system records will be kept confidential and provided to third-parties only when that provision is authorised by law. That will include requests:

- from law enforcement or government regulatory agencies;
- from individuals (or their legal representatives) when they establish to the City's satisfaction that the

CLOSED CIRCUIT TELEVISION (CCTV) POLICY

- record specifically relates to the individual and is necessary for legal proceedings or prospective legal proceedings; and
- under the *Right to Information Act 2009* or the *Information Privacy Act 2009*

The Chief Executive Officer determines who is responsible for the recovery and provision of approved records to authorised third-parties.

In addition, the Chief Executive Officer authorises extraction of a particular record from within the CCTV or Recording Device system records, when the Chief Executive Officer determines that extraction of the record is in the City's best interest and having consideration of the Information Privacy Principles in Schedule 2 of the *Information Privacy Act 2009*.

The Chief Executive Officer may authorise release of the record to a third-party when the Chief Executive Officer determines that the release of the record is in accordance with the Information Privacy Principles in Schedule 2 of the *Information Privacy Act 2009*. When making a determination to release a record the Chief Executive Officer must:

- obtain confirmation that the release is lawful;
- ensure it is related to a function or activity of the City; and
- give significant weight to protecting the privacy of individuals depicted in the record, unless the individual is depicted as being engaged in unlawful or anti-social conduct and the release of the record may assist in identifying the individual.

8. COMPLAINTS

All complaints received in relation to CCTV systems and Recording Devices are to be dealt with under the City's Code of Conduct and Customer Service Complaint Policy.

OFFICE USE ONLY	
Responsible Officer	Manager Ranger Services
Initial Council Adoption	13/04/2010
Previous Title	Policy No. 3.9.12 – Closed Circuit Television (CCTV)
Reviewed / Amended	DD/MM/YYYY
Next Review Date	MM/YYYY

CITY OF VINCENT POLICY MANUAL
COMMUNITY SERVICES - PARKING, RANGER AND COMMUNITY SAFETY SERVICES
POLICY NO: 3.9.12
CLOSED CIRCUIT TELEVISION (CCTV)

POLICY NO: 3.9.12**CLOSED CIRCUIT TELEVISION (CCTV)****OBJECTIVES**

To provide guidance for the operation of CCTV operated and controlled by the City of Vincent:

- within, on or around City of Vincent Buildings;
- mobile CCTV installed in public spaces; and
- future acquisition and implementation of CCTV within the City.

POLICY STATEMENT

1. This policy applies to City of Vincent owned, leased and operated CCTV systems only.
2. Reducing crime and improving safety are key priorities for the City. The City of Vincent is committed to 'working in partnership to progress Crime reduction and community safety within the City' (Community Safety and Crime Prevention Plan).
3. This Policy deals with the installation of CCTVs as a strategic element of the City's commitment to safety and crime reduction;
4. This Policy should be read in conjunction with the 'Draft City of Vincent CCTV Strategy 2010 and Beyond'.

Date Adopted:	13 April 2010
Date Amended:	-
Date Reviewed:	-
Date of Next Review:	April 2015

GUIDELINES AND POLICY PROCEDURES FOR USE OF CLOSED CIRCUIT TELEVISION (CCTV) POLICY NO. 3.9.12

1. Principles

The City of Vincent recognises best practise in administering operation of all City owned operated, leased CCTV systems.

All CCTV systems and future acquisition of CCTV will comply and meet minimum standards as prescribed in:

- Australian Standard 4806.1 – Closed Circuit Television (CCTV) Management and Operation – Code of Practice.
- Australian Standard 4806.2 – Closed Circuit Television (CCTV) Application Guidelines.
- Western Australia CCTV guidelines, WA State Government Office of Crime Prevention.
- Western Australia Police Preferred Minimum CCTV System standards.

Where appropriate and possible, Mobile CCTV will be registered on WA Police register of CCTV systems within the State; <https://blueiris.police.wa.gov.au/> . The City registration of mobile CCTV cameras on Blue Iris will be managed by the Coordinator Safer Vincent, whom will also handle ongoing police liaison and enquiries with cameras.

The CCTV system will attain an appropriate balance between the personal privacy of individuals utilising City infrastructure or public spaces with the objective of recording incidents of alleged criminal or unwanted behaviour.

The system will be operated equitably, within applicable law, and only for the purposes to which it is established.

2. Code of Practice

Signage

Prominent and appropriate signage will be permanently displayed at camera locations to notify employees, council members and members of public of the presence of CCTV cameras.

Access to CCTV equipment

All CCTV equipment will be located within secure areas and not accessible to unauthorised persons.

Recording and Storage of information

Recording of video images or still photographs will only occur if the Chief Executive Officer or Manager of Rangers and Community Safety Services is of the opinion that an offence against a Statute Law is being or is likely to be committed. At no time shall the CCTV system be used with the intent to examine individuals going about their lawful business.

Any person requesting a video recording shall apply in writing to the Chief Executive Officer and give reasons for such requests.

At no time shall any original or copied video recordings, or still photographs, be released to any media organisation, journalist, individual or group without the prior approval of the Chief Executive Officer.

Liaison with WA Police

Members of the WA Police may request the cooperation of the City of Vincent and usage of CCTV systems.

All requests made by the WA Police or any other law enforcement agency should be referred to the Manager of Ranger and Community Safety Services who will advise the City's Chief Executive Officer of such a request and to seek approval.

Privacy principles

CCTV usage in the City will be guided by confidentiality and privacy provisions in Western Australian law included within the:

- Freedom of Information Act 1992
- Surveillance Devices Act 1998
- Telecommunications (Interception) Western Australia Act 1996

Mobile CCTV deployment

Business, agency or community requests for mobile CCTV deployment and installation will be handled by the Coordinator Safer Vincent. Requests are to be made in writing, addressed to the Chief Executive Officer and forwarded to the next available Safer Vincent Crime Prevention Partnership Meeting for consideration of camera location(s) and duration of deployment recommendations. Where this is not possible (i.e. over a leave period or duration where the SVCPP is not meeting) the deployment of cameras will be determined by the Coordinator Safer Vincent and Manager of Ranger and Community Safety Services, in conjunction with WA Police.

Where possible, accompanying WA Police crime data, descriptions, timing and specific locations of alleged offences will be provided to the SVCPP to enable accurate assessment. As the number of cameras available to the City is limited, it is noted not all applications and requests for deployment of mobile cameras will be possible. As per availability of CCTV cameras, requests for CCTV cameras will be prioritised in terms of the nature and severity of alleged offences, the suitability of location at each location and WA Police recommendations. Removal of mobile cameras from a specific location is at the discretion of the City of Vincent Administration and can happen at any time.

Complaints

All complaints will be investigated and reviewed in accordance with Council Policy 4.1.3 “Customer Service Complaints Management” and where requested, complainants will be notified of the results of the investigation, within the prescribed timeframes of this policy.

Responsibility

The Manager Ranger and Community Safety Services is responsible for the management of the City’s CCTV system, including maintenance of the CCTV system and protection of privacy interests of individual members, the City of Vincent council members, staff and members of public from invasive monitoring.

The Manager Ranger and Community Safety Services will ensure that all employees involved in recording, observation and capture of images are informed, through training or through other means, of their responsibility to act in an ethical and lawful manner as per the relevant legislation.

If evidence is provided that an individual or individuals are using the system inappropriately, the City will take appropriate action to cease or minimise reoccurrence. Inappropriate use of the CCTV system will be considered a breach of the City’s Code of Conduct and will be dealt with accordingly.

6.2 INTRODUCTION OF \$1 FIRST HOUR FEE IN CAR PARKS - ANALYSIS

- Attachments:
1. Leederville car park locations [↓](#) 
 2. Mount Lawley and Perth car park locations [↓](#) 
 3. North Perth car park locations [↓](#) 

RECOMMENDATION:**That Council:**

1. **NOTES** the following key findings from the analysis of the implementation of the \$1 for first hour fee in the City's paid car parks:
 - 1.1 There was a reduction in overall carpark ticket transactions by approximately 50,000. Frame Court in Leederville was the only carpark to record an increase.
 - 1.2 The revenue collected from this first hour was approximately \$250,000 (equivalent to \$500,000 p.a).
 - 1.3 The overall average length of stay in the carparks has increased by approximately 20 minutes – and the overall average length of stay in revenue has also increased.
 - 1.4 There has been an increase of an average of 9 minutes per transaction between the two periods and an increase of approximately 56% in revenue per transaction.
 - 1.5 City Rangers have not observed any apparent reduction in the volume of vehicles in the car parks other than the View Street, Rosemount Hotel and Wasley Street car parks in North Perth.
 - 1.6 Short term parking bays (eg. 15 minute bays) are very well utilised since the introduction of \$1 for the first hour.
 - 1.7 Total parking time by patrons using the EasyPark app has increased.
 - 1.8 Consumer spending is growing consistent with inflation in Mount Hawthorn, Leederville and North Perth. Mount Lawley is showing negative growth against inflation.
 - 1.9 The slight reduction in parking transactions does not appear to have impacted consumer spending across the town centres with the average length of stay increasing (the exception being the Mount Lawley town centre).
 - 1.10 The implementation of \$1 for the first hour in the car parks has had a minimal impact to on-street paid parking bays in the vicinity of the car parks.
 - 1.11 There is no data to indicate that parking behaviour has moved from the car parks into on-street paid parking bays.
 - 1.12 The implementation of the \$1 for first hour has not resulted in an increase in complaints regarding parking behaviour.
2. **SUPPORTS** the continuation of the \$1 for first hour free in car parks for the 2023/24 financial year; and
3. **REQUESTS** that the CEO addresses through the Precinct Parking Management Plan review the negative impact parking has had in residential streets in North Perth, in the vicinity of the View Street and Rosemount Hotel car parks.

PURPOSE OF REPORT:

To consider the impact of the implementation of \$1 for the first hour in City of Vincent car parks.

BACKGROUND:

At the Special Council Meeting held on 5 July 2022, as part of adopting the Annual Budget 2022/23, a fee of \$1 for the first hour of parking was approved in the City's car parks where previously the 'first hour free' had been in place.

Council requested Administration to monitor the impact to the number of transactions and revenue following the change to \$1 for the first hour to ascertain any detrimental impact on occupancy or use in the City car parks, and to provide a report back to Council by April 2023 in time for the setting of the fees and charges for the Annual Budget 2023/24.

DETAILS:

The City introduced the \$1 for the first hour fee in September 2022 in the following car parks:

- The Avenue;
- Frame Court;
- Brisbane Street;
- Raglan Road;
- Chelmsford Road;
- View Street;
- Rosemount Hotel; and
- Wasley Street.

The locations of these car parks within the City, are at Attachments 1 – 3.

The below data shows the comparison to the same time period for the previous year (September to February).

Transactions and revenue for the first hour

The overall data between the two periods show that there was a reduction in transactions by approximately 50,000. The revenue collected from this first hour is approximately \$250,000.

The forecast to the end of this financial year expects the overall revenue to be approximately \$500,000, which is equivalent to a 1.25% rate increase. This is detailed in Tables 1 and 2 below.

FY 2021-22 CARPARK DATA : 1 ST HR FREE				
Car Park Name	SEPTEMBER 21 - FEBRUARY 22		Until June 2022	
	Transactions	Amount	Transactions	Amount
Brisbane St	11,630	\$ -	21,742	\$ -
Chelmsford Rd	40,457	\$ -	79,028	\$ -
Frame Crt	32,083	\$ -	64,595	\$ -
Raglan Rd	53,851	\$ -	103,758	\$ -
Rosemount Hotel	13,139	\$ -	24,564	\$ -
The Avenue	119,922	\$ -	232,173	\$ -
View St	22,947	\$ -	44,008	\$ -
Wasley St	30,869	\$ -	60,025	\$ -
Grand Total	324,898		629,893	

Table 1: Number of first hour free transactions by car park September 2021 to February 2022

FY 2022-23 CARPARK DATA : \$1 FOR THE 1 ST HR				
SEPTEMBER 22 - FEBRUARY 23			Until June 2023	
Car Park Name	Transactions	Amount \$1/HR Parking	Extrapolated Transactions	Extrapolated Amount
Brisbane St	10,546	\$ 10,022	17,577	\$ 16,703
Chelmsford Rd	31,753	\$ 28,450	52,922	\$ 47,416
Frame Crt	47,397	\$ 45,031	78,995	\$ 75,051
Raglan Rd	38,540	\$ 33,603	64,233	\$ 56,004
Rosemount Hotel	9,800	\$ 8,813	16,333	\$ 14,688
The Avenue	105,678	\$ 98,777	176,130	\$ 164,629
View St	13,266	\$ 11,460	22,110	\$ 19,101
Wasley St	16,387	\$ 13,276	27,312	\$ 22,127
Grand Total	273,367	\$ 249,431	455,611	\$ 415,719

Table 2: Number of transactions and revenue for first hour by car park September 2022 to February 2023 (including projections to June 2023).

The data shows that overall total transactions throughout the car parks have decreased, with the outlier of Frame Court car park showing an increase.

Length of stay

Whilst the overall number of transactions in the car parks has decreased, **the data shows that the overall average length of stay has increased by approximately 20 minutes.**

The data also shows that the overall average length of stay in revenue, has also increased. This is demonstrated in Tables 3 and 4 below.

FY 2021-22 CARPARK DATA : LENGTH OF STAY			
SEPTEMBER 21 - FEBRUARY 22			
Average length of stay			
Car Park Name	(hrs)	Average length of stay (\$\$)	
Brisbane St	1:55	\$	2.37
Chelmsford Rd	1:15	\$	1.06
Frame Crt	3:12	\$	5.07
Raglan Rd	1:16	\$	1.13
Rosemount Hotel	1:26	\$	1.50
The Avenue	2:05	\$	2.74
View St	1:10	\$	0.97
Wasley St	1:05	\$	0.84
Grand Total	1:40	\$	1.96

Table 3: Average length of stay and revenue earned per transaction September 2021 to February 2022.

FY 2022-23 CARPARK DATA : LENGTH OF STAY			
SEPTEMBER 22 - FEBRUARY 23			
Average length of stay			
Car Park Name	(hrs)	Average length of stay (\$\$)	
Brisbane St	2:10	\$	4.06
Chelmsford Rd	1:20	\$	2.38
Frame Crt	3:12	\$	6.40
Raglan Rd	1:25	\$	2.59
Rosemount Hotel	1:38	\$	3.12
The Avenue	2:10	\$	4.19
View St	1:23	\$	2.59
Wasley St	1:14	\$	2.23
Grand Total	1:49	\$	3.45

Table 4: Average length of stay and revenue earned per transaction September 2022 to February 2023.

The data shows that there has been an increase of an average of 9 minutes per transaction between the two periods, and an increase of approximately 56% in revenue per transaction. The increase in revenue will also be influenced by the incremental increase in the hourly rate after the first hour by 20 cents.

Observational notes from Rangers whilst on regular patrols throughout the car parks, have not identified any apparent reduction in the volume of vehicles in the car parks, other than the View Street, Rosemount Hotel and Wasley Street car parks in North Perth.

Short term parking bays, such as the 1/4P parking bays, have been identified as 'always' in use, posing a shift from vehicles that once may have utilised a regular parking bay with a 1 hour free ticket, to now utilising the short term parking bays. This could be a contributing factor to why the transaction numbers have reduced, with exception to the car parks in North Perth.

A comparison has been undertaken between both parking platforms (ticket machine v EasyPark). The data shows that both methods have seen an overall increase in the average length of stay.

Tables 5 and 6 below show that the total parking time taken by the ticket machines has decreased, whilst the total parking time by patrons using the EasyPark app has increased.

APARC TM DATA			EASYPARK DATA		
FY 2021-22 CARPARK DATA : LENGTH OF STAY			FY 2021-22 CARPARK DATA : LENGTH OF STAY		
SEPTEMBER 21 - FEBRUARY 22			SEPTEMBER 21 - FEBRUARY 22		
Car Park Name	Total Parking time (hrs)	Average length of stay (hrs)	Car Park Name	Total Parking time (hrs)	Average length of stay (hrs)
Brisbane St	32,811	1:43	Brisbane St	4,232	2:07
Chelmsford Rd	57,667	1:18	Chelmsford Rd	15,222	1:12
Frame Crt	194,447	3:16	Frame Crt	86,121	3:09
Raglan Rd	75,447	1:21	Raglan Rd	21,279	1:12
Rosemount Hotel	44,015	1:28	Rosemount Hotel	13,310	1:25
The Avenue	280,678	1:37	The Avenue	104,862	2:33
View St	30,338	1:19	View St	6,524	1:02
Wasley St	37,682	1:14	Wasley St	6,652	0:57
Grand Total	753,085	1:39	Grand Total	258,202	1:42

Table 5: Aparc ticket machine data v EasyPark data for total and average length of stay per transaction September 2021 to February 2022.

APARC TM DATA			EASYPARK DATA		
FY 2022-23 CARPARK DATA : LENGTH OF STAY			FY 2022-23 CARPARK DATA : LENGTH OF STAY		
SEPTEMBER 22 - FEBRUARY 23			SEPTEMBER 22 - FEBRUARY 23		
Car Park Name	Total Parking time (mins)	Average length of stay (hrs)	Car Park Name	Total Parking time hrs	Average length of stay (hrs)
Brisbane St	31,105	2:15	Brisbane St	11,250	2:05
Chelmsford Rd	48,811	1:36	Chelmsford Rd	18,245	1:05
Frame Crt	166,950	3:23	Frame Crt	110,319	3:02
Raglan Rd	58,877	1:38	Raglan Rd	24,117	1:12
Rosemount Hotel	3,701	1:52	Rosemount Hotel	15,374	1:24
The Avenue	232,977	1:51	The Avenue	115,125	2:29
View St	21,240	1:40	View St	7,224	1:06
Wasley St	22,119	1:34	Wasley St	7,750	0:55
Grand Total	585,780	1:58	Grand Total	309,404	1:39

Table 6: Aparc ticket machine data v EasyPark data for total and average length of stay per transaction September 2022 to February 2023.

Overall the data shows a shift in transactions from the ticket machines to EasyPark, however the number of transactions reflect a slight reduction in numbers. It should be noted that EasyPark users only pay for the parking time used (not for the full \$1 for the first hour). For example, if a patron parked for 30 minutes and used EasyPark, they would incur a 50 cent parking fee).

Town Centre Economic Spend Data

Economic spend data is derived from Spendmapp, which uses real, continuous and comprehensive bank transaction data to create a moving picture of the economy. Spendmapp shows how long-term trends are reshaping activity and how short-term shocks, events and economic-development initiatives impact spending in different sectors.

The economic spend data is categorised in four sectors:

1. Hospitality – includes cafes, restaurants, cinemas, bars, pubs, bowling alleys and billiard/pool establishments;
2. Food Retail – includes all large and small grocery stores and supermarkets, confectioners, bakeries, fromageries, convenience stores, butchers and liquor outlets;
3. Non-Food Retail – Includes department stores, clothing and footwear stores, uniform suppliers, variety stores, hobby stores, pet stores, antique stores, bike stores, florists and stores selling books, stationary, cosmetics, art and jewellery; and
4. Services – includes medical and allied health services, accounting and legal services, educational services, computer repair, dance schools, cleaning services, dry cleaners, health and beauty spas, massage parlours, hair dressers and barbers.

Approximately \$9 of every \$10 is spent in one of the above four sectors and businesses in these sectors are mainly based in the City's town centres.

The Spendmapp data is detailed below in Tables 7 to 11.

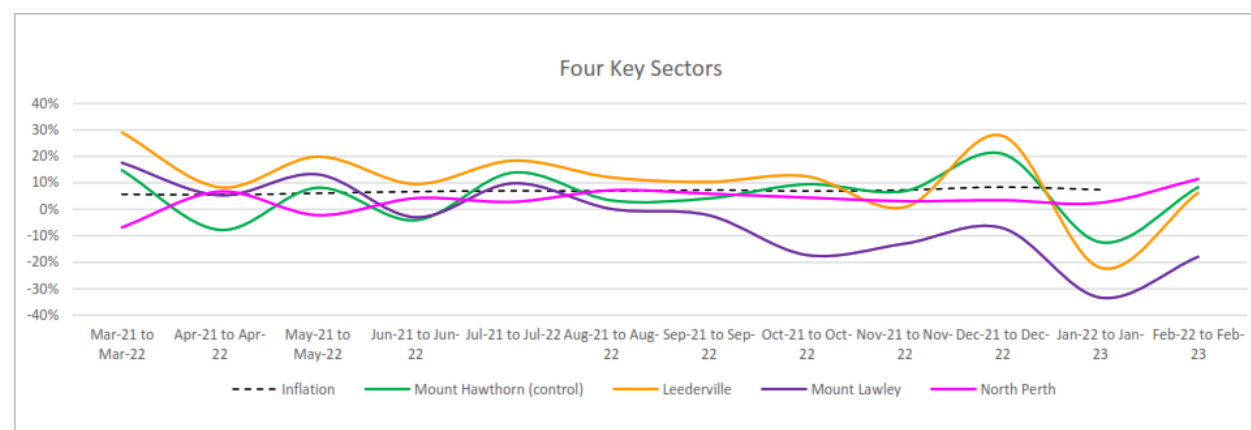


Table 7: Month to month Spendmapp data on all four key sectors from March 2021 to February 2023.

All four key sectors is showing growth relatively consistent with inflation in Mount Hawthorn, Leederville and North Perth, while Mount Lawley is showing negative growth against inflation.

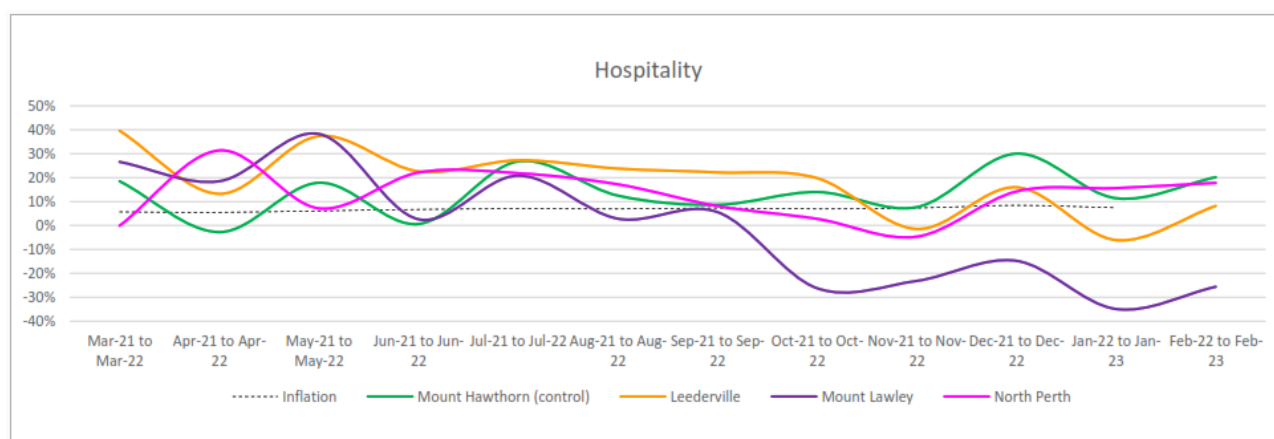


Table 8: Month to month Spendmapp data on the Hospitality sector from March 2021 to February 2023.

The Hospitality sector is showing growth stronger than inflation in all of the town centres, with the exception of Mount Lawley.

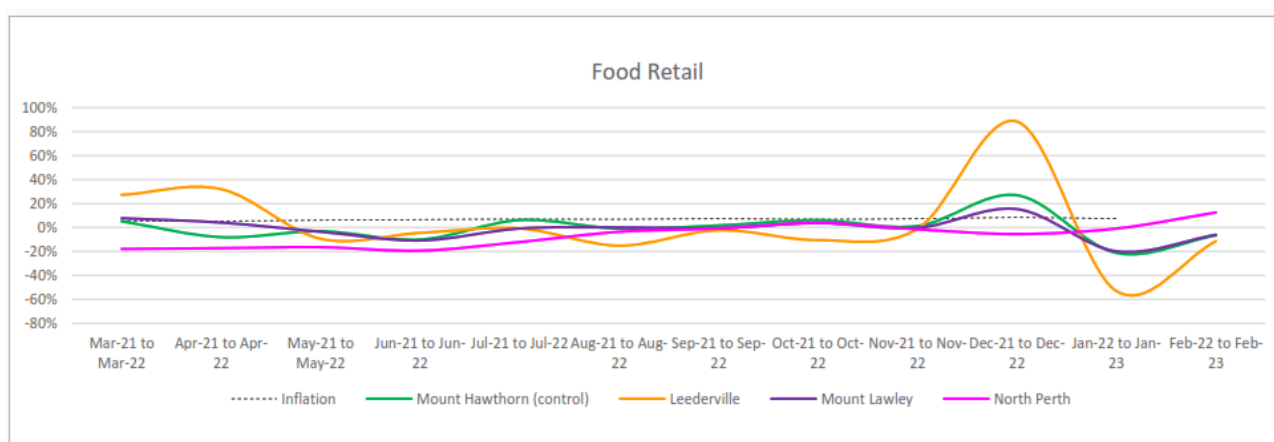


Table 9: Month to month Spendmapp data on the Food Retail sector from March 2021 to February 2023.

The Food retail sector is showing that all town centres are generally underperforming when compared against inflation.

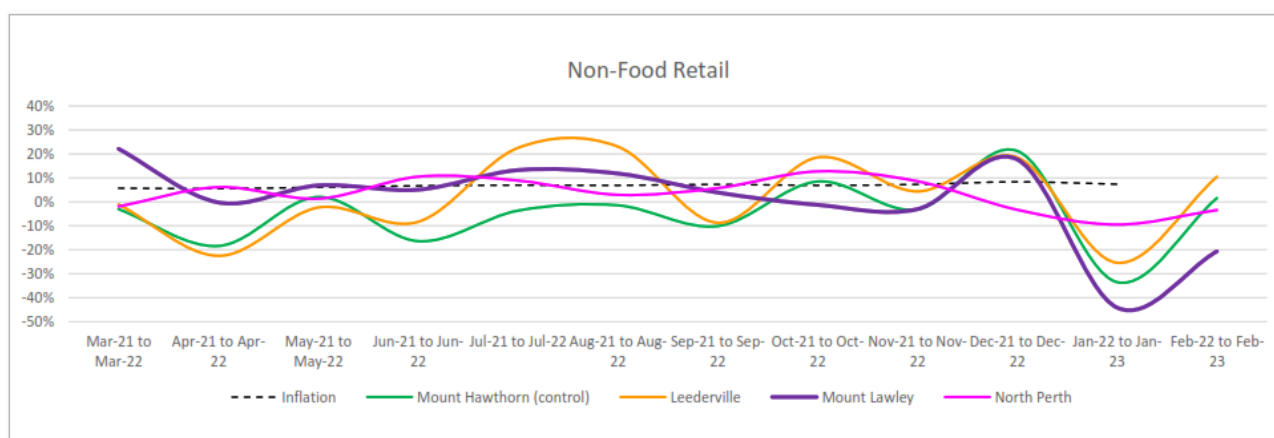


Table 10: Month to month Spendmapp data on the Non-Food Retail sector from March 2021 to February 2023.

The Non-food retail sector is showing that all town centres are generally underperforming when compared against inflation.

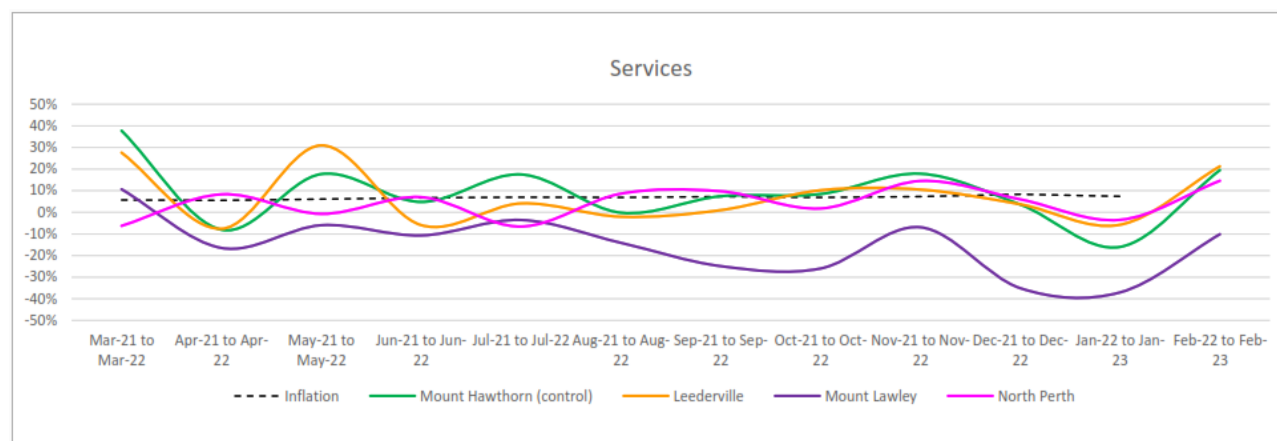


Table 11: Month to month Spendmapp data on the Services sector from March 2021 to February 2023.

The Services sector is showing that all town centres are generally underperforming when compared against inflation.

The slight reduction in parking transactions cannot be linked to a reciprocal reduction in spend across the town centres, which is also identified in the average length of stay increases, with the exception being the Mount Lawley town centre.

On-street Parking

The impact of the implementation of \$1 for the first hour in the car parks has had a minimal impact to on-street paid parking bays in the vicinity of the car parks.

Tables 12 and 13 below show that for both periods **there is no significant difference to indicate that parking behaviour has moved from the car parks into on-street paid parking bays.**

This data reflects the parking behaviour on:

- Oxford Street, Leederville;
- Frame Court, Leederville;
- Newcastle Street, Leederville;
- Beaufort Street, Mount Lawley; and
- Chelmsford Road, Mount Lawley

FY 2021-22 KERBSIDE DATA : LENGTH OF STAY / TRANSACTIONS					
SEPTEMBER 21 - FEBRUARY 22					
Car Park Name	Total Parking time (hrs)	Average length of stay (hrs)	Average length of stay (\$\$)	Total Transactions	
Oxford St	46,320	0:50	\$ 2.77	52378	
Frame Crt	10,106	1:58	\$ 6.14	5133	
Newcastle St	23,236	1:01	\$ 3.38	18610	
Beaufort St	10,831	1:01	\$ 2.75	10712	
Chelmsford Rd	3,620	0:54	\$ 2.92	3922	
Grand Total	94,113	1:09	\$ 3.59	90755	

Table 12: On-street paid parking data for total and average length of stay per transaction September 2021 to February 2022.

FY 2022-23 KERBSIDE DATA : LENGTH OF STAY / TRANSACTIONS				
SEPTEMBER 21 - FEBRUARY 22				
Car Park Name	Total Parking time (hrs)	Average length of stay (hrs)	Average length of stay (\$\$)	Total Transactions
Oxford St	46,906	0:51	\$ 2.97	53330
Frame Crt	10,952	1:54	\$ 6.49	5730
Newcastle St	24,317	1:05	\$ 3.76	18298
Beaufort St	13,393	1:02	\$ 3.64	13150
Chelmsford Rd	4,534	0:51	\$ 2.96	5143
Grand Total	100,102	1:08	\$ 3.96	95651

Table 13: On-street paid parking data for total and average length of stay per transaction September 2022 to February 2023.

The data for both time periods shows a marginal increase in total parking time, average length of stay in revenue and total transactions, while the average length of stay has remained constant.

This trend appears to be different to North Perth, where there has seen a change in parking behaviour with some vehicles moving to on-street time restricted parking bays where it is free. Rangers have increased their patrols in these streets to ensure that the time restrictions are being adhered to, and as a result of the increase in Rangers presence, minimal abuse of these parking bays has been identified.

Precinct Parking Management Review

The Precinct Parking Management Review is currently underway with work being done by the commissioned consultant. This review is one of the actions derived from the *Accessible City Strategy (ACS)* which was adopted by Council at its 18 May 2021 meeting.

Action item 3.3.1: Establish a business plan for the management of parking within Vincent with a view to the following:

- Prepare precinct specific parking management plans with priority given to precincts already at capacity; and
- Expand paid parking using the 'demand responsive pricing' methodology.

The report that will be presented to Council in the 2023/24 financial year, will consider all parking on-street including North Perth and provide appropriate methods to address the parking behaviour.

Complaints

The implementation of the \$1 for first hour has not reflected an increase in complaints regarding parking behaviour.

For the period September 2021 to February 2022, a large number of complaints were received specifically related to the Raglan Road car park in Mount Lawley, with the basis of the complaints around the request for Rangers to check for vehicles without parking tickets displayed and to monitor the 1/4P parking bays, for vehicles parking over the time.

The basis on all complaints received over this period and also September 2022 to February 2023, were for Rangers to check the short term parking bays which included the 1/4P bays both in the car parks and on-street within the vicinity of these car parks. The low number of complaints received, could be attributed to the regular presence of Rangers patrolling these locations.

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We are open and accountable to an engaged community.

Leederville Car Park locations**SUSTAINABILITY IMPLICATIONS:** *The Avenue car park and Frame Court car park*

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:

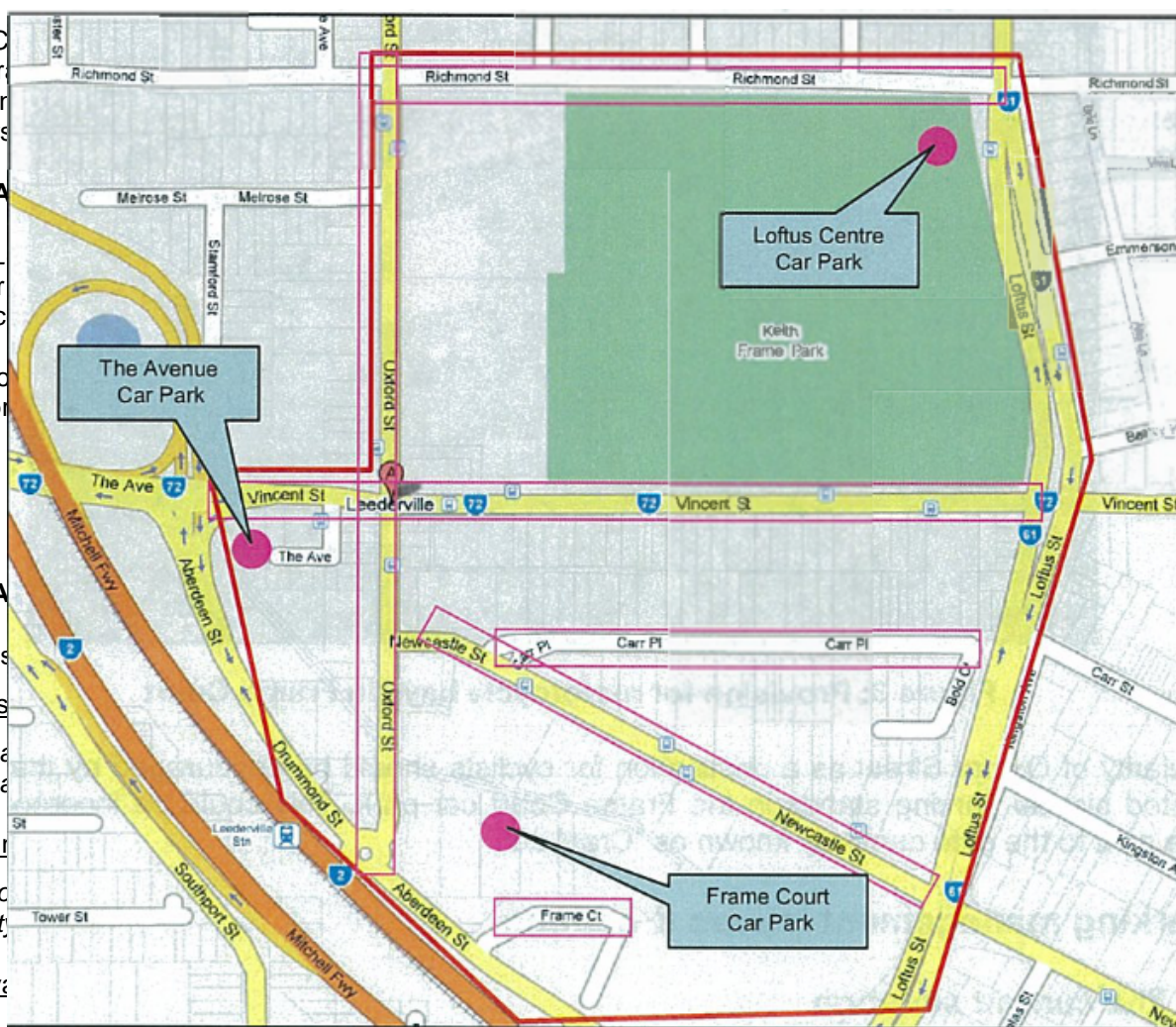
The implementation of the \$1 first hour in car parks has generated \$250,000 to date and is anticipated to generate \$500,000 per annum (based on current fee structure). A return to the first hour free model (or version of this) will require the Council to address the short fall in revenue.

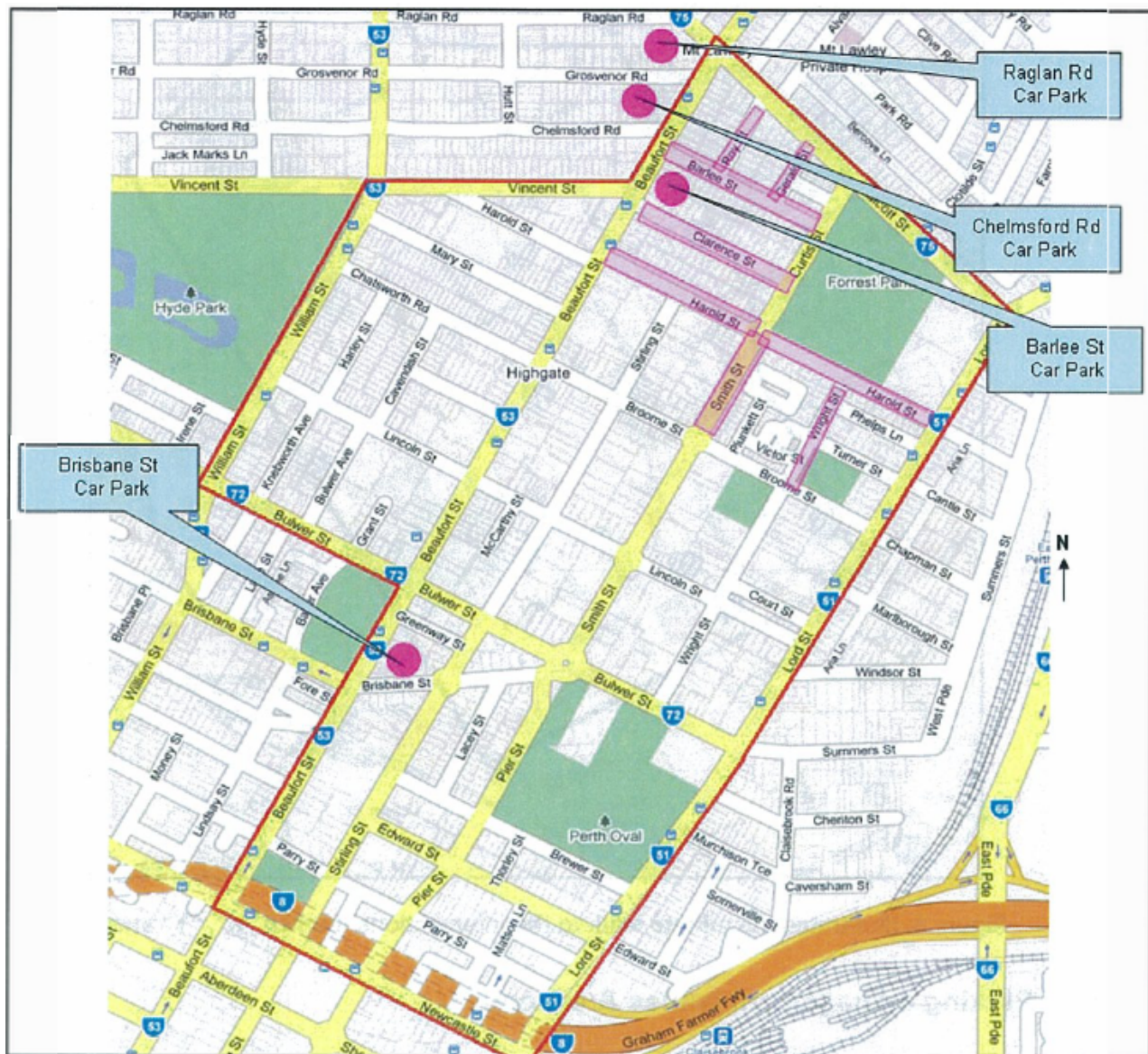
COMMENTS:

In summary the implementation of the \$1 first hour car park fee has generated additional revenue for the City with a slight reduction in transaction numbers, however offset by an increase in the average length of stay. The economic data suggest that consumer spending in Town Centres has not been negatively influenced by this change.

Some negative impacts of parking behaviour has occurred in North Perth with some parking moved from car parks to on-street parking. This issue will be addressed in the Precinct Parking Management Review.

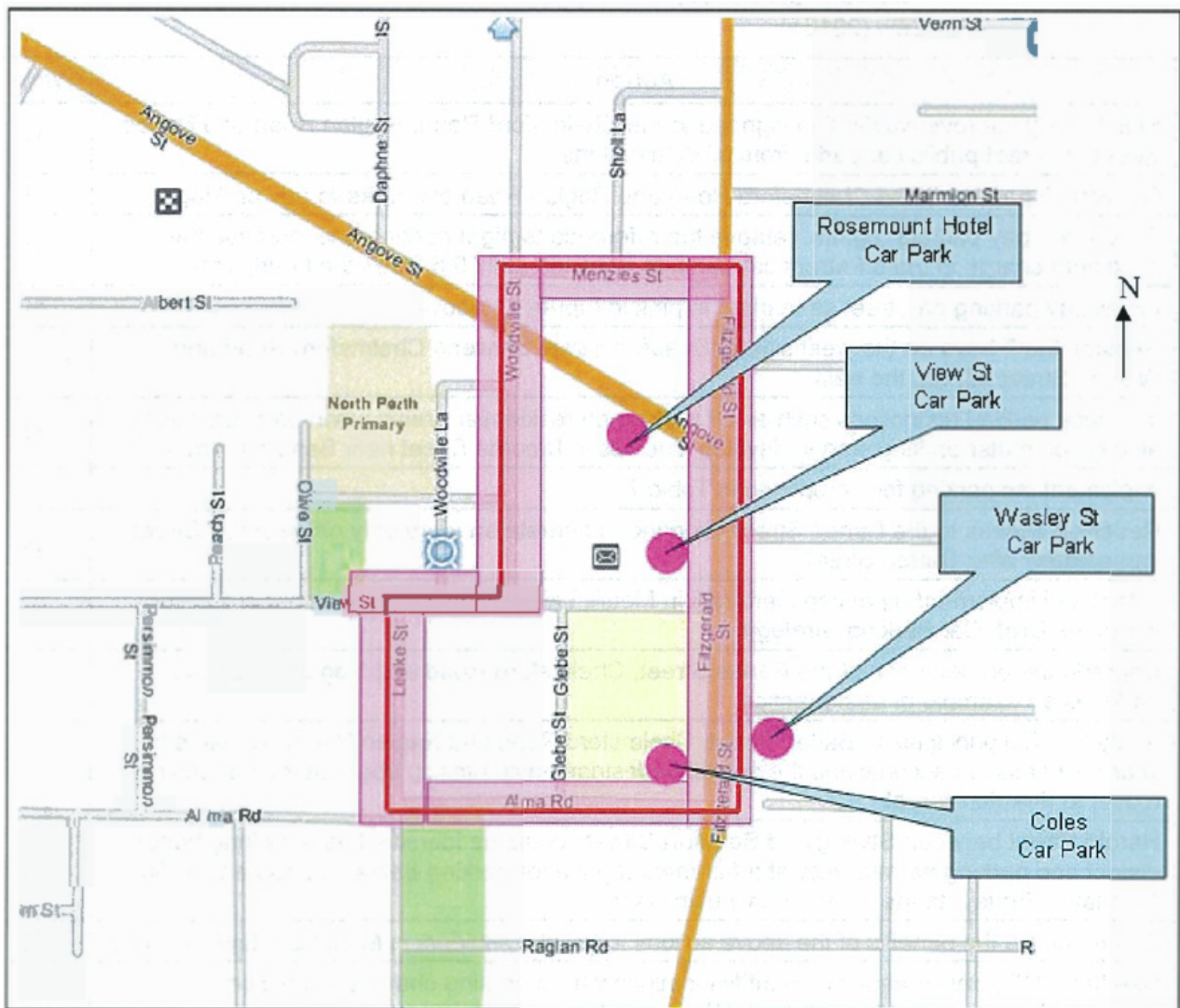
Administration recommends that the \$1 for first hour continue in the City's car parks.





Mount Lawley and Perth car park locations

- Raglan Road car park, Chelmsford Road car park and Brisbane Street car park



North Perth car park locations

- Rosemount Hotel car park, View Street car park and Wasley Street car park

7 COMMUNITY & BUSINESS SERVICES

7.1 FINANCIAL STATEMENTS AS AT 28 FEBRUARY 2023

Attachments: 1. Financial Statements as at 28 February 2023  

RECOMMENDATION:

That Council **RECEIVES** the Financial Statements for the month ended 28 February 2023 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 28 February 2023.

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 January 2023**:

Note	Description	Page
1.	Statement of Financial Activity by Nature or Type Report	1
2.	Net Current Funding Position	2
3.	Summary of Income and Expenditure by Service Areas	3-6
4.	Capital Expenditure including Funding graph and Capital Works Schedule	7-16
5.	Cash Backed Reserves	17
6.	Rating Information and Graph	18-19
7.	Debtors Report	20
8.	Beatty Park Leisure Centre Financial Position	21-22

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 2022/2023 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 28 February 2023 have been detailed in the variance comments report in **Attachment 1**.

Comments on the Statement of Financial Activity by Nature or Type (as at Attachment 1).

Revenue by Nature or Type (on page 1) is tracking slightly higher than the YTD budgeted revenue by \$1,449,109 (2.5%). The following items materially contributed to this position:

- A favourable variance of \$928,454 in Fees and Charges mostly due to:
 - \$564,607 favourable car parking revenue
 - \$175,152 favourable Development and Design application fees due to an increase in applications received
 - \$114,658 favourable Beatty Park enrolment, membership and admission fee income, and
 - \$83,139 favourable income for local law infringements and work zone licenses and permits due to a timing variance.
- A favourable variance in Interest earnings of \$698,825 mostly due to higher than expected interest received on investments (~\$654k) and rates instalment interest (~\$44k).

- A favourable variance in Rates revenue of \$287,112 mostly due to a timing variance.
- An unfavourable variance for Profit on Disposal of Assets of \$575,036 due to a timing variance of heavy and light fleet disposals.
- An unfavourable variance of Operating Grants and subsidies of \$83,676 mostly due to timing variances.

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of \$809,807 (1.9%). The following items materially contributed to this position:

- \$757,386 favourable Depreciation expense due to a timing variance.
- \$513,808 favourable Employee related costs mostly due to timing variances.
- \$100,550 favourable Utility charges due to timing variances for electricity costs.
- \$545,336 unfavourable Materials and Contracts mainly due to timing variances.

Surplus Position – Year End 2022/23

The surplus position brought forward to 2022/23 is \$6,676,946 compared to the adopted budget amount of \$5,657,084. The closing surplus is \$4,389,294 favourable at 28 February 2023.

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 Nature or Type Report (Note 1 Page 1)
This statement of financial activity shows revenue and expenditure classified by Nature or Type.
2. Net Current Funding Position (Note 2 Page 2)
'Net current assets' is the difference between the current assets and current liabilities, less committed assets and restricted assets.
3. Summary of Income and Expenditure by Service Areas (Note 3 Page 3-6)
This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.
4. Capital Expenditure and Funding Summary (Note 4 Page 7-16)
The full capital works program is listed in detail in Note 4 in **Attachment 1**. The attachment includes a summary of the year-to-date expenditure of each asset category and the funding source associated to the delivery of capital works.
5. Cash Backed Reserves (Note 5 Page 17)
The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 28 February 2023 is \$14,895,298.
6. Rating Information (Note 6 Page 18-19)

The notices for rates and charges levied for 2022/23 were issued on 21 July 2022. *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	28 August 2022
Second Instalment	28 October 2022
Third Instalment	6 January 2023
Fourth Instalment	10 March 2023

The outstanding rates debtors balance at 28 February 2023 was \$5,221,083, excluding deferred rates of \$119,343. The outstanding rates percentage at 28 February 2023 was 11.72% compared to 12.04% for the same period last year.

7. Receivables (Note 7 Page 20)

Total trade and other receivables at 28 February 2023 were \$3,294,820.

Below is a summary of the significant items with an outstanding balance over 90 days:

- \$930,358 (81%) 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.
- \$200,065 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.

8. Beatty Park Leisure Centre – Financial Position report (Note 8 Page 21-22)

As of 28 February 2023, the Centre's operating surplus position was \$712,066 (excluding depreciation) compared to the prior YTD surplus amount of \$669,933. The surplus is predominantly driven by Swim School and Health and Fitness memberships.

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:

As contained in this report.



CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
FOR THE PERIOD ENDED 28 FEBRUARY 2023

	Note	Revised Budget 2022/23 \$	YTD Budget 28/02/2023 \$	YTD Actual 28/02/2023 \$	YTD Variance \$	YTD Variance %
Opening Funding Surplus(Deficit)	1	5,657,084	5,657,084	6,676,946	1,019,862	18.0%
Revenue from operating activities						
Rates		39,910,329	39,938,826	40,225,938	287,112	0.7%
Operating Grants, Subsidies and Contributions		1,247,567	567,645	483,969	(83,676)	-14.7%
Fees and Charges		20,921,584	14,334,368	15,262,822	928,454	6.5%
Interest Earnings		533,000	424,587	1,123,412	698,825	164.6%
Other Revenue		1,151,629	773,946	967,376	193,430	25.0%
Profit on Disposal of Assets		2,562,601	1,547,646	972,610	(575,036)	-37.2%
		66,326,710	57,587,018	59,036,127	1,449,109	2.5%
Expenditure from operating activities						
Employee Costs		(28,805,030)	(18,809,218)	(18,295,410)	513,808	-2.7%
Materials and Contracts		(21,822,785)	(12,299,100)	(12,844,436)	(545,336)	4.4%
Utility Charges		(1,860,245)	(1,232,594)	(1,132,044)	100,550	-8.2%
Depreciation on Non-Current Assets		(12,865,818)	(8,577,256)	(7,819,870)	757,386	-8.8%
Interest Expenses		(540,835)	(348,934)	(380,617)	(31,683)	9.1%
Insurance Expenses		(647,958)	(431,984)	(431,984)	0	0.0%
Other Expenditure		(939,482)	(585,757)	(550,429)	35,328	-6.0%
Loss on Disposal of Assets		(516,540)	(516,540)	(536,786)	(20,246)	3.9%
		(67,998,693)	(42,801,383)	(41,991,576)	809,807	-1.9%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(132,314)	(132,314)	0.0%
Add Back Depreciation		12,865,818	8,577,256	7,819,870	(757,386)	-8.8%
Adjust (Profit)/Loss on Asset Disposal		(2,046,061)	(1,031,106)	(435,824)	595,282	-57.7%
		10,819,757	7,546,150	7,251,732	(294,418)	-3.9%
Amount attributable to operating activities		9,147,774	22,331,785	24,296,283	1,964,498	8.8%
Investing Activities						
Non-operating Grants, Subsidies and Contributions		3,672,590	3,185,930	719,167	(2,466,763)	-77.4%
Purchase Property, Plant and Equipment	4	(11,545,166)	(9,178,121)	(3,347,989)	5,830,133	-63.5%
Purchase Infrastructure Assets	4	(8,543,447)	(6,526,923)	(2,156,139)	4,370,785	-67.0%
Proceeds from Joint Venture Operations		1,666,666	833,333	833,334	1	0.0%
Proceeds from Disposal of Assets		1,926,000	1,926,000	230,650	(1,695,350)	-88.0%
Amount attributable to investing activities		(12,823,357)	(9,759,781)	(3,720,976)	6,038,805	-61.9%
Financing Activities						
Principal elements of finance lease payments		(70,602)	(70,602)	(70,602)	0	0.0%
Repayment of Loans		(1,501,877)	(1,246,575)	(1,246,577)	(2)	0.0%
Proceeds from New Loans		827,879	827,879	827,879	0	0.0%
Transfer to Reserves	5	(4,468,083)	(3,360,723)	(4,469,856)	(1,109,133)	33.0%
Transfer from Reserves	5	4,912,256	4,800,754	1,276,018	(3,524,736)	-73.4%
Amount attributable to financing activities		(300,427)	950,733	(3,683,138)	(4,633,871)	-487.4%
Closing Funding Surplus(Deficit)		1,681,074	19,179,821	23,569,115	4,389,294	22.9%



**CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 28 FEBRUARY 2023**

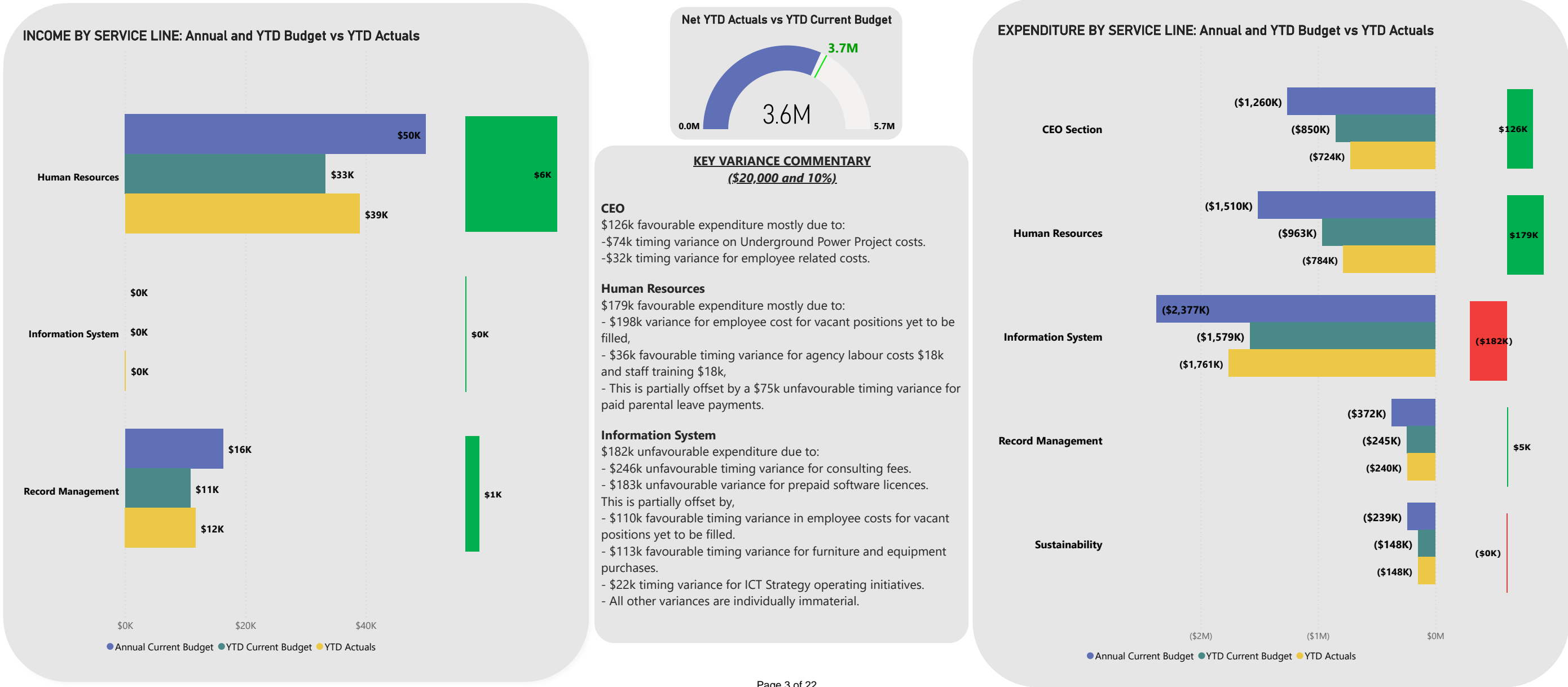
	Note	YTD Actual	PY Actual
		28/02/2023	28/02/2022
		\$	\$
Current Assets			
Cash Unrestricted		27,208,906	23,774,610
Cash Restricted		14,895,298	11,914,276
Investments		0	11,000
Receivables - Rates	6	5,221,083	5,020,028
Receivables - Other	7	3,294,820	2,730,442
Inventories		1,404,531	210,777
		<u>52,024,638</u>	<u>43,661,133</u>
Less: Current Liabilities			
Payables		(9,796,768)	(9,024,644)
Provisions - employee		<u>(5,300,698)</u>	<u>(4,805,385)</u>
		<u>(15,097,466)</u>	<u>(13,830,029)</u>
Unadjusted Net Current Assets		36,927,172	29,831,104
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	5	(14,895,298)	(11,914,276)
Less: Land held for sale		(1,251,293)	0
Less: Shares transferred from non current asset		0	(11,000)
Add: Current portion of long term borrowings		1,495,117	1,255,951
Add: Infringement Debtors transferred to non current asset		<u>1,293,417</u>	<u>1,225,718</u>
		<u>(13,358,057)</u>	<u>(9,443,607)</u>
Adjusted Net Current Assets		<u>23,569,115</u>	<u>20,387,497</u>

CITY OF VINCENT

NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE

OFFICE OF THE CEO

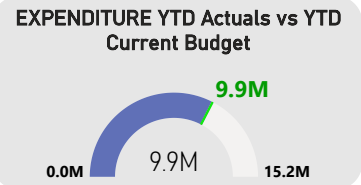
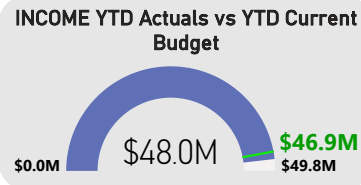
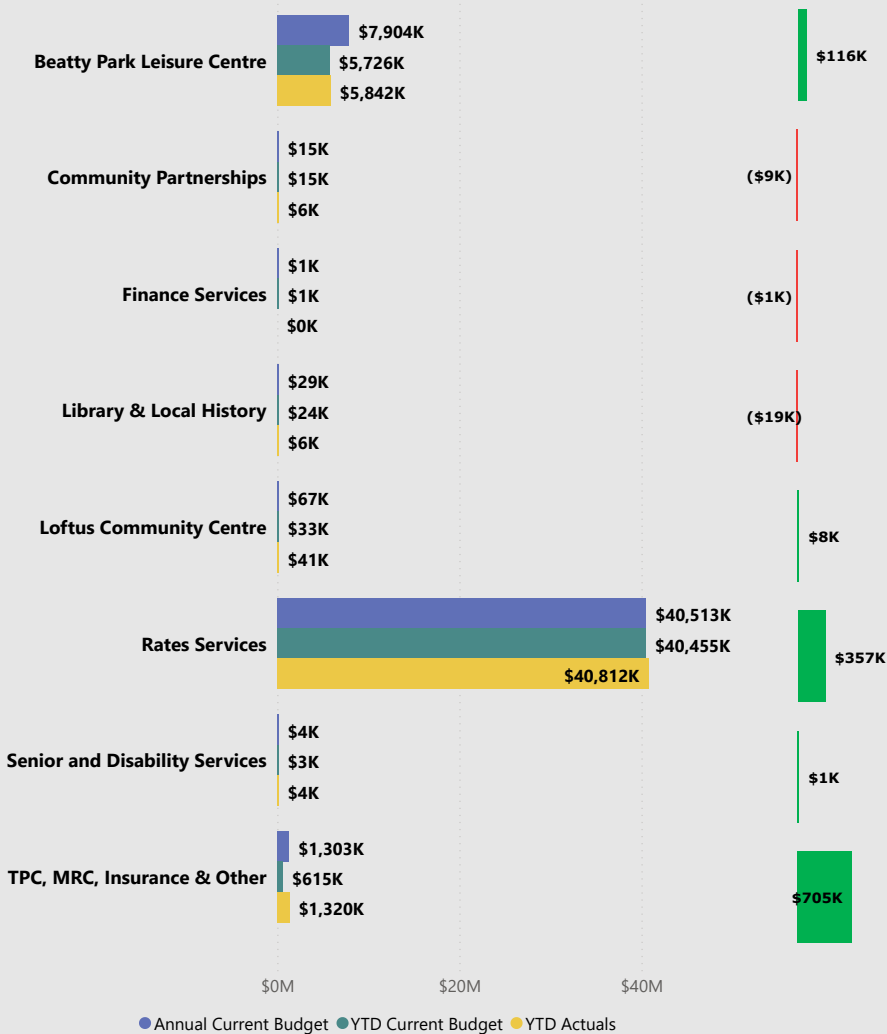
AS AT 28 FEBRUARY 2023



CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
AS AT 28 FEBRUARY 2023



INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



KEY VARIANCE COMMENTARY
(\$20,000 and 10%)

Beatty Park Leisure Centre
\$116k favourable income mostly due to higher swim school and swimming pool areas \$287k, this is partially offset by lower membership fee income \$131k and lower retail merchandise sales \$39k.
\$152k unfavourable expenditure mostly due to \$245k unfavourable variance from employee costs, this is partially offset by \$61k favourable timing variance from materials and contracts and \$25k favourable timing variance from other employee costs.

Community Partnership
\$126k favourable expenditure due to:
- \$79k timing variance for various programs and events.
- \$50k favourable variance in employee costs due to a vacant position yet to be filled.

Library & Local History Services
\$67k unfavourable expenditure mostly due to a timing variance in employee costs.

CBS Directorate
\$53k favourable variance in employee costs.

Finance Services
\$78k unfavourable timing variance for audit fees.

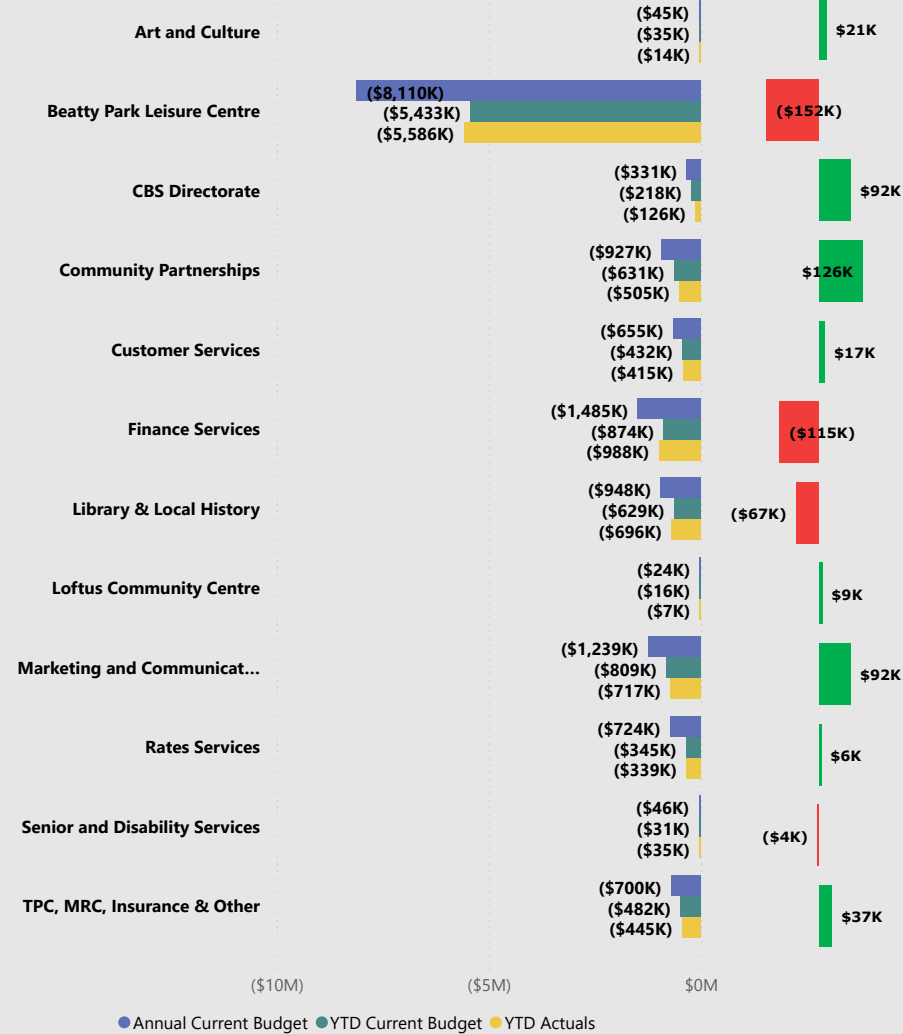
Rates Services
\$357k favourable income due to a timing variance.

Marketing and Communication
\$92k favourable expenditure due to timing variances for website maintenance and other expenses \$46k and events and advertising \$29k.

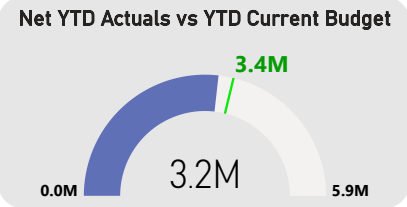
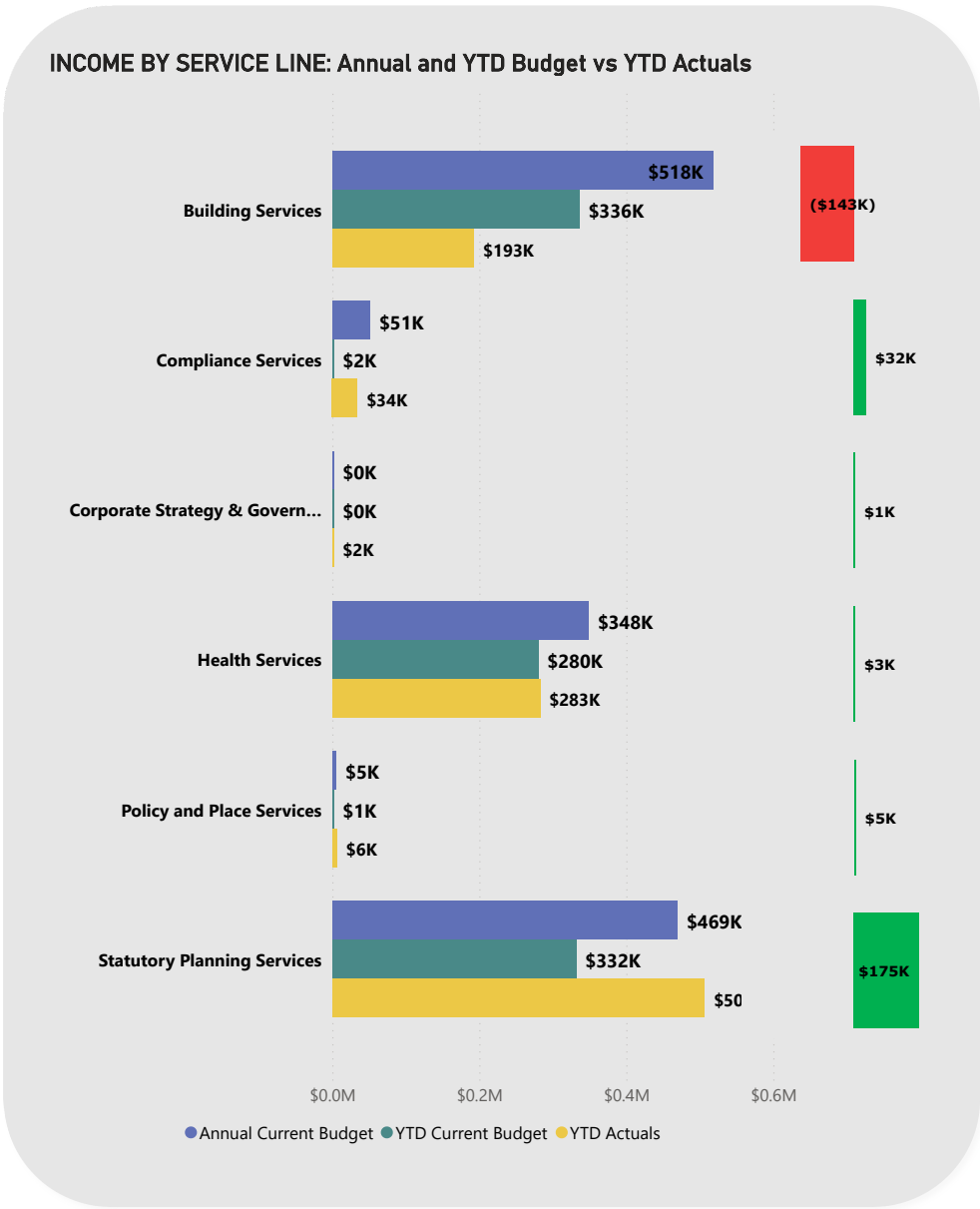
Mindarie and Tamala Park
\$69k favourable income relating to withholding tax contributions from Tamala Park.
\$37k favourable expenditure due to a rates timing variance.

Other
\$654k favourable interest income mostly due to higher interest rates than anticipated.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
AS AT 28 FEBRUARY 2023



KEY VARIANCE COMMENTARY
(\$20,000 and 10%)

Building Services
\$143k unfavourable income relating to building permit revenue mostly due to a decrease in building applications.
\$55k favourable expenditure in employee costs for vacant positions yet to be filled.

Compliance Services
\$32k favourable income due to a timing variance for infringement fines and penalties.

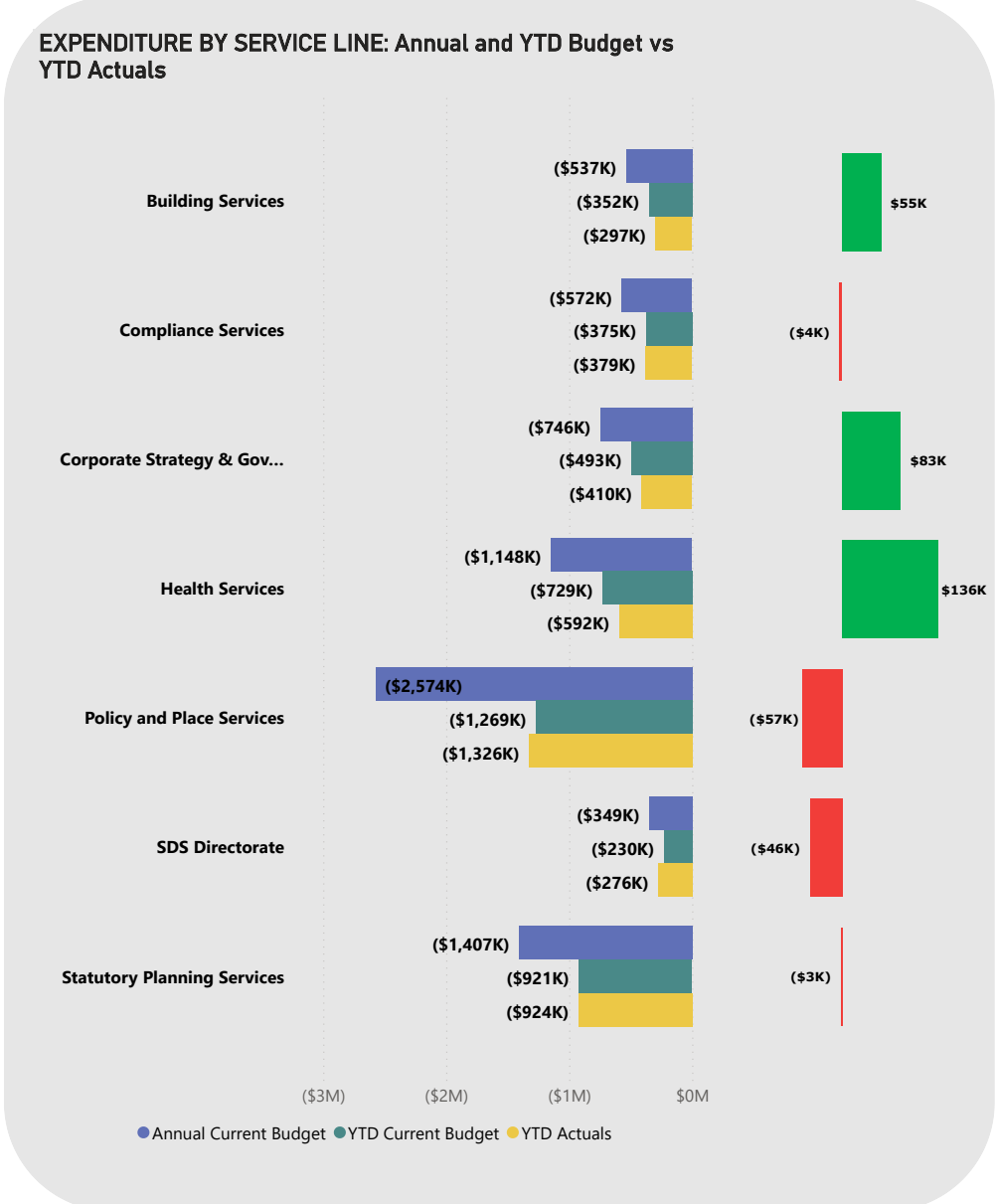
Corporate Strategy and Governance
\$83k favourable expenditure variance mostly due to timing variances for audit fees \$47k, consultants \$26k and advertising \$16k.

Health Services
\$136k favourable expenditure mostly due to a timing variance in employee costs for vacant positions yet to be filled \$95k and legal fees \$16k.

SDS Directorate
\$46k unfavourable expenditure mostly due to timing variance in employee costs.

Policy and Place Services
\$57k unfavourable expenditure mostly due to timing variances for various programs and events.

Statutory Planning Services
\$175k favourable income mostly due to higher income received for development application and panel fees.

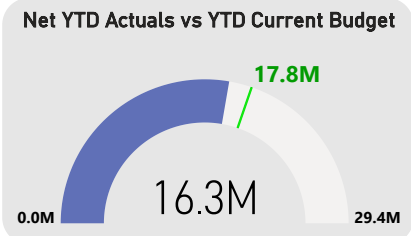


CITY OF VINCENT

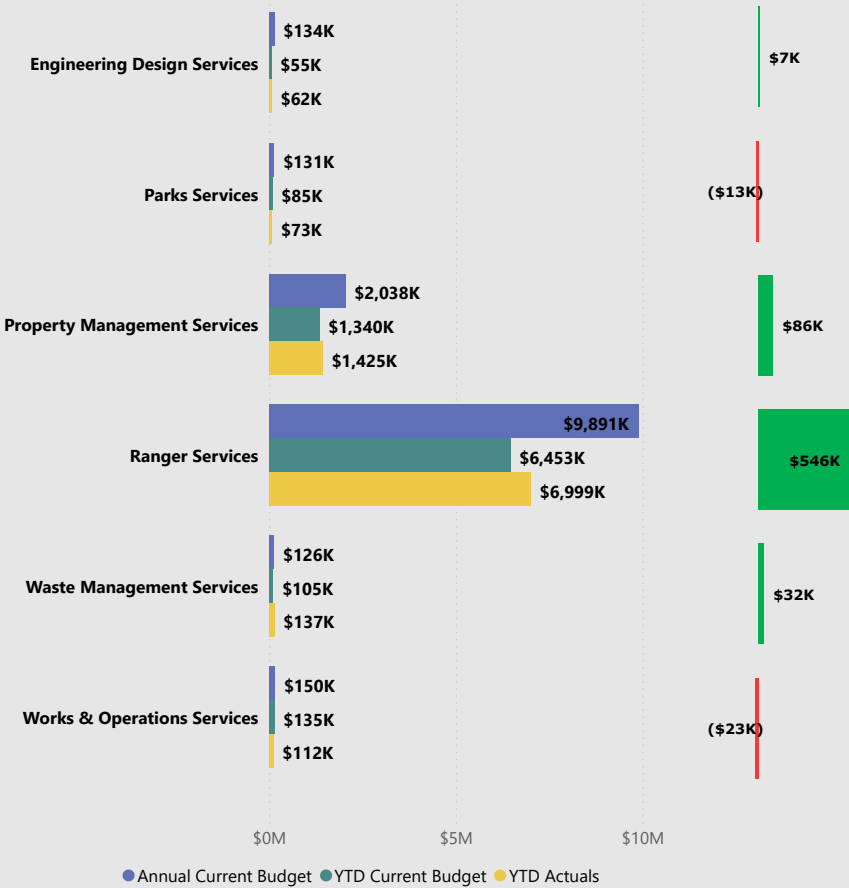
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE

INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE

AS AT 28 FEBRUARY 2023



INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



KEY VARIANCE COMMENTARY
(\$20,000 and 10%)

I&E Directorate
\$117k favourable expenditure mostly due to a \$69k timing variance in employee costs and \$29k for professional services expenditure.

Engineering Design Services
\$246k favourable expenditure mostly due to:
- favourable timing variances for street lighting electricity usage \$102k and contractors \$43k,
- \$96k favourable employee costs for vacant positions yet to be filled.

Parks Services
\$205k favourable expenditure mostly due to:
- \$336k favourable mainly due to timing variance in labour costs \$313k
- Partially offset by a \$196k unfavourable timing variance in materials and contracts.

Property Management Services
\$86k favourable income due to timing variance in fees and charges \$140k, commercial parking permits \$17k, partially offset by an unfavourable timing variance in variable outgoing recoups for Belgravia Leisure Centre \$59k.

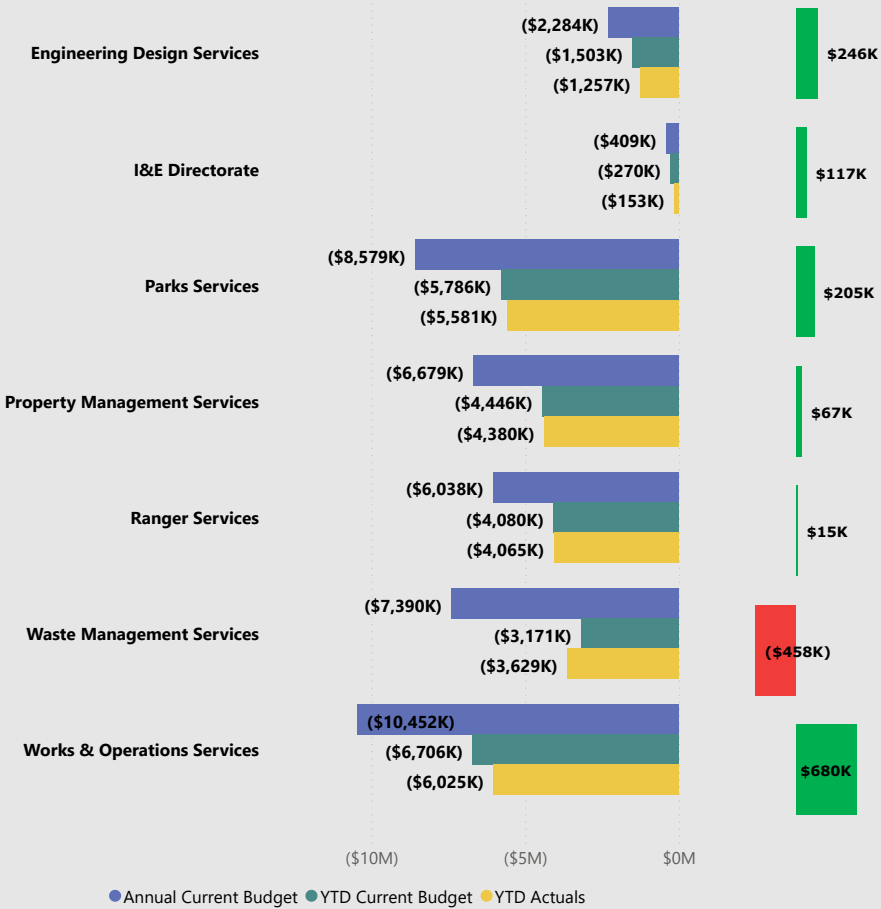
\$67k favourable expenditure mostly due to timing variance for materials and contracts.

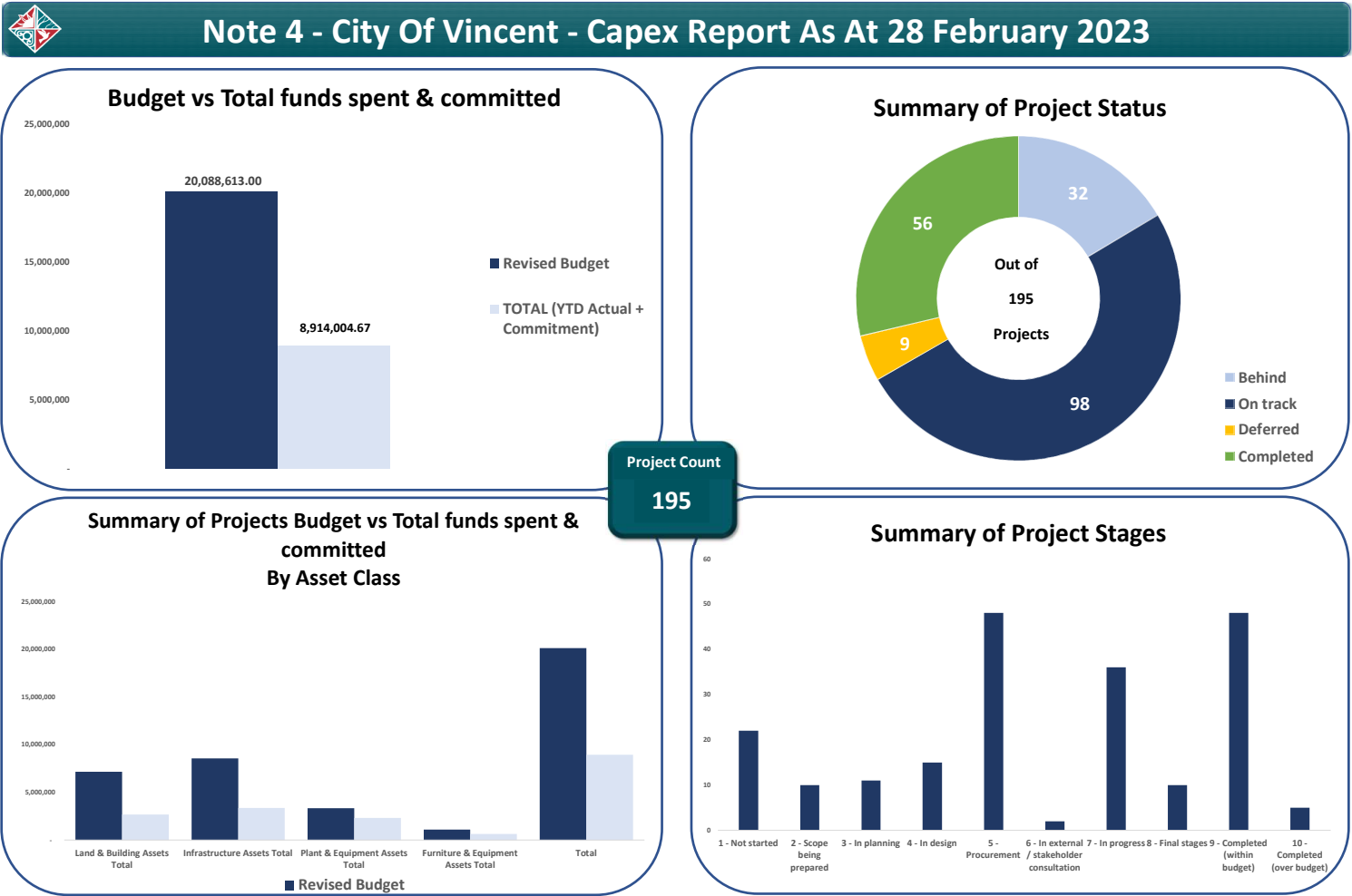
Ranger Services
\$546k favourable income mainly due to higher car parking revenue.

Waste Management Services
\$458k unfavourable expenditure mostly due to timing variances in waste collection, recycling and MRC governance and administrative costs.

Works and Operations Services
\$680k favourable expenditure mostly due to timing variances for depreciation \$652k and maintenance labour costs \$35k.

EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals







CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
Land & Building Assets									
ADMIN CENTRE									
Administration Centre Renewals	50,000	50,000	-	50,000	-	-	On track	3 - In planning	Concept design being prepared and undergoing assessment.
Lift Renewal - Administration & Civic Centre	10,000	10,000	4,760	5,240	1,550	6,310	Completed	9 - Completed (within budget)	Design work completed.
Admin Building - Additional Meeting Spaces	50,000	-	-	-	-	-	On track	2 - Scope being prepared	Concept design being prepared for options
Waterproof external balcony area (water damage) - Civic Centre	120,000	120,000	54,292	65,708	9,654	63,946	Completed	9 - Completed (within budget)	Completed with surplus.
BEATTY PARK LEISURE CENTRE									
Beatty Park Leisure Centre – Construction & Fit Out Indoor Pool Changerooms	850,000	850,000	77,140	772,860	37,266	114,406	Behind	4 - In design	QS received progressing with tender documentation Works ongoing
Beatty Park Leisure Centre - Facilities Infrastructure Renewal	448,115	252,308	171,895	80,413	59,759	231,654	On track	3 - In planning	
Beatty Park Leisure Centre – Heritage Grandstand Electrical Works	450,970	450,970	47,562	403,408	611,789	659,351	On track	7 - In progress	On track. To be completed by June 2023.
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	298,630	174,316	255,501	(81,185)	22,627	278,128	Completed	9 - Completed (within budget)	Completed in January. Retention will be paid next FY.
Plant room remedial works	100,000	100,000	-	100,000	-	-	On track	2 - Scope being prepared	Scoping replacement of rusted floor and columns.
DEPARTMENT OF SPORTS AND RECREATION									
DLGSC HVAC, Plant & Fire Services Renewals	242,550	121,276	1,188	120,089	37,250	38,438	On track	2 - Scope being prepared	Meeting with DLGSC to determine consultant report on HVAC
DLGSC LED lighting upgrade/renewal	250,850	125,424	5,100	120,324	2,054	7,154	On track	2 - Scope being prepared	Ongoing discussions with DLGSC on agreed scope of works for lighting
Lift renewal and non fixed assets renewal	10,000	10,000	-	10,000	-	-	On track	2 - Scope being prepared	Scope to be further determined
Solar Photovoltaic Panel System Installation (Leased DLGSC Building)	125,000	62,500	26,312	36,188	95,680	121,992	On track	7 - In progress	Installation planned for March
LIBRARY									
Library Facility Renewals	20,000	20,000	19,877	123	-	19,877	Completed	9 - Completed (within budget)	
Upgrade Library counter to enhance customer service delivery	36,660	22,559	28,174	(5,615)	20,417	48,590	Completed	9 - Completed (within budget)	
MISCELLANEOUS									
Air Conditioning & HVAC Renewal - Loftus Recreation Centre (Leased Gymnastics WA)	15,000	15,000	16,096	(1,096)	-	16,096	Completed	10 - Completed (over budget)	
Air Conditioning & HVAC Renewal - Miscellaneous	50,000	50,000	-	50,000	34,687	34,687	On track	2 - Scope being prepared	Subi FC aircon replacement (emergency works) - Maintenance and replacement as per AMS
Carpet Renewal - Subiaco Football Club (Leased)	30,000	30,000	25,800	4,200	-	25,800	Completed	9 - Completed (within budget)	
Forrest Park Croquet Club	18,000	33,658	16,438	17,220	-	16,438	Completed	9 - Completed (within budget)	
Gym roof repairs (Leased Belgravia)	50,000	50,000	45,690	4,310	-	45,690	Completed	9 - Completed (within budget)	
Hyde Park - Gazebo Renewal	25,000	12,500	16,959	(4,459)	-	16,959	Completed	9 - Completed (within budget)	
Hyde Park West Toilets & Kiosk	138,531	149,667	131,948	17,719	3,450	135,398	Completed	9 - Completed (within budget)	



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
Leased Property Non Scheduled Renewal - Annual Provision	50,000	29,773	33,330	(3,557)	-	33,330	On track	7 - In progress	Reactive renewals carried out on various lease properties
Leederville Oval Stadium - Electrical renewal - 3 boards	163,276	163,276	125,388	37,888	-	125,388	Completed	9 - Completed (within budget)	
Leederville Oval Stadium Facility Renewal (Leased)	325,000	162,500	19,670	142,830	13,880	33,550	On track	5 - Procurement	Procurement plan finalised for signing
Leederville Town Centre - Toilet Demolition	50,000	50,000	-	50,000	-	-	On track	3 - In planning	Defer pending EOI for the land - further discussions on options
Margaret Kindergarten - Toilet Upgrade	90,000	45,000	70,103	(25,103)	-	70,103	Completed	9 - Completed (within budget)	
Menzies Park Pavilion & Ablutions	140,282	170,140	127,967	42,173	11,340	139,307	Completed	9 - Completed (within budget)	
Miscellaneous Asset Renewal - City buildings	50,000	50,000	45,228	4,772	-	45,228	Completed	9 - Completed (within budget)	
Modifications to Litis Stadium Underpass	30,000	30,000	-	30,000	33,030	33,030	On track	6 - In external / stakeholder consultation	On hold pending Heritage Council input to the project
North Perth Bowling Club	300,000	150,374	6,590	143,784	-	6,590	On track	5 - Procurement	Project estimation received and RFT to commence.
North Perth Town Hall - Kitchen and Toilet Renewal - Lesser Hall	120,000	120,000	1,481	118,519	-	1,481	On track	5 - Procurement	Council to award RFT
North Perth Town Hall - Kitchen and Toilet Renewal - Main Hall	176,000	116,600	8,180	108,420	10,700	18,880	On track	5 - Procurement	Council to award RFT
Replace electrical distribution boards - multiple buildings - post asbestos removal	15,000	14,255	14,370	(115)	-	14,370	Completed	9 - Completed (within budget)	
Solar Photovoltaic Panel System Installation (Leased Leederville Childcare Centre)	20,150	20,150	17,442	2,708	-	17,442	Completed	9 - Completed (within budget)	
Solar Photovoltaic Panel System Installation (Leased Tennis West - Robertson Park Tennis Centre)	29,900	29,900	-	29,900	-	-	On track	2 - Scope being prepared	
Water and Energy Efficiency Initiatives	60,000	30,000	11,460	18,540	37,280	48,740	On track	7 - In progress	EV station and water mapping
Works Depot - Non fixed assets renewals	46,106	23,052	10,015	13,037	4,385	14,400	On track	7 - In progress	Depot works - to be completed by June 2023
Works Depot - Replacement Box Gutters	10,000	10,000	-	10,000	-	-	On track	7 - In progress	
North Perth Community Centre Renewal Works	40,000	40,000	40,225	(225)	-	40,225	On track	8 - Final stages	Practical completion
Infrastructure Works - Litis Stadium	292,468	188,736	119,429	69,307	5,880	125,310	On track	7 - In progress	Demolition on hold until advice from Heritage Council received.
Install dividing wall (Loftus Recreation Centre)	0	-	3,651	(3,651)	-	3,651	Completed	9 - Completed (within budget)	Prior year project. Invoice paid in November
Land & Building Assets Total	7,153,187	5,283,642	1,633,827	2,554,675	1,052,679	2,651,938			
Furniture & Equipment Assets									
INFORMATION TECHNOLOGY - FURNITURE AND EQUIPMENT									
Enterprise Applications upgrade	394,468	197,232	189,906	7,326	93,891	283,796	On track	7 - In progress	Works ongoing
ICT infrastructure renewal (switches, UPS, audio visual, network links)	143,857	71,928	54,737	17,191	24,379	79,116	On track	7 - In progress	Works ongoing
BPLC - FURNITURE AND EQUIPMENT									
Beatty Park Leisure Centre - Non Fixed Assets Renewal - unplanned	160,397	150,000	41,892	108,109	12,438	54,329	On track	7 - In progress	Works ongoing
BPLC Non-Infrastructure Fixed Asset Renewal	140,378	105,940	30,443	75,497	6,178	36,621	On track	7 - In progress	Works ongoing
BPLC - CCTV Server	-	-	-	-	-	-	On track	1 - Not started	MYBR addition
POLICY AND PLACE - F&E									
Arts Rebound - Town Centre Artworks (COVID 19 Arts Relief - Phase 2)	236,000	112,500	-	112,500	172,000	172,000	On track	7 - In progress	Fabrication by artist.
Furniture & Equipment Assets Total	1,075,100	637,600	316,977	320,623	308,886	625,863			



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
Infrastructure Assets									
BANKS RESERVE MASTER PLAN - IMPLEMENTATION STAGE 1									
Banks Reserve Master Plan Implementation - Stage 1	450,000	225,000	33,276	191,724	133,104	166,380	On track	3 - In planning	Timing variance. Planning stage with contract being awarded.
FY 23 - New public toilets, and other general improvements									
FY 24 - Walter's Brook Crossing, New picnic facilities, 'River Journeys' interpretation node, and complementary elements.									
BICYCLE NETWORK									
Construct Norfolk St N/S Route Stage 1	50,000	25,000	14,570	10,430	8,290	22,860	Completed	9 - Completed (within budget)	Completed within budget. Surplus to be determined.
Travel Smart Actions	10,500	10,500	-	10,500	4,790	4,790	Behind	3 - In planning	
Florence/Strathcona/Golding Safe Active Street	25,546	12,772	33,070	(20,298)	-	33,070	Completed	10 - Completed (over budget)	Completed in FY2022
Design Bike Network Plan	60,000	30,000	21,096	8,904	34,050	55,146	On track	7 - In progress	Final report in May 2023
BLACK SPOT PROGRAM									
Broome/Wright - Instal Roundabout	250,000	250,000	1,600	248,400	-	1,600	Behind	4 - In design	Possible carry forward due drainage and service design issues.
Fitzgerald/Forrest - Ban right hand turns in/out of Forrest street. Seagul Island installed. Close median in Fitzgerald St.	40,000	40,000	1,600	38,400	-	1,600	On track	4 - In design	Delivery in March / April
Fitzgerald/Lawley - Ban right turns out of Lawley by insalling half seagul island in Lawley st and narrow median island in Fitzgerald St	80,000	80,000	1,600	78,400	-	1,600	On track	4 - In design	Delivery in March / April
William/Forrest - instal traffic island on eastern leg of Forrest St and provide additional STOP sign	17,000	17,000	1,600	15,400	-	1,600	On track	4 - In design	Delivery in March / April
Beaufort / Harold , Highgate	150,000	75,000	-	75,000	-	-	Behind	4 - In design	On hold, subject to further investigation.
CAR PARK DEVELOPMENT									
Access and Inclusion (DAIP) – ACROD Parking Improvement Program	30,000	30,000	-	30,000	-	-	On track	2 - Scope being prepared	Audit still underway
Accessible City Strategy Implementation (Action 3.3.1, 3.3.4 & 2.2.1)	505,000	505,000	11	504,989	130,511	130,522	On track	7 - In progress	Precinct Plan review underway. Parking restrictions on track for installation beginning March
Minor Capital Improvements of City Car Parks (General Provision)	36,425	36,425	-	36,425	-	-	On track	1 - Not started	Reactive works only, no issues detected YTD.
DRAINAGE									
Britannia Reserve Main Drain Renewal Stages 1 & 2	21,670	-	-	-	-	-	On track	5 - Procurement	RFQ will be issued in March
Gully Soak-well installation program	108,279	54,140	23,569	30,571	-	23,569	On track	7 - In progress	Works ongoing
Minor drainage improvement program	425,431	212,716	17,536	195,180	5,739	23,275	On track	7 - In progress	Timing variance. Consultants engaged
Mt Hawthorn West Catchment Drainage Improvements – Stage 1	40,000	40,000	-	40,000	-	-	On track	5 - Procurement	RFQ will be issued in March
HAYNES STREET RESERVE - IMPLEMENTATION STAGES 1 & 2									
Haynes Street Reserve Development Plan Implementation Stages 1 & 2	340,000	340,000	151,001	188,999	33,798	184,798	Behind	7 - In progress	Works ongoing.



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
INFRASTRUCTURE MISCELLANEOUS									
North Perth Tennis Club - Upgrade of floodlighting to LED on two hard courts	8,716	8,716	-	8,716	-	-	On track	8 - Final stages	Lights installed, lux reading to be taken prior to certification and payment.
Public Open Space Strategy Implementation (Minor Works)	20,000	20,000	4,000	16,000	9,906	13,906	On track	3 - In planning	Additional items being purchased (eg benches).
Tree Up Lighting	60,000	60,000	-	60,000	-	-	Behind	3 - In planning	
LITIS STADIUM									
Litis Stadium Floodlights	50,000	25,000	47,444	(22,444)	-	47,444	On track	7 - In progress	
LOCAL ROADS PROGRAM									
Annual Local Roads Program	1,295,569	747,784	418,725	329,059	176,671	595,396	On track	7 - In progress	Most projects in final stages or completion
Guildford Rd - Walcott to East Parade			80	(80)	-	80	On track	1 - Not started	Starting in March
Egina St-Berryman to Asby		-	592	(592)	5,391	5,983	On track	7 - In progress	Starting in April
Dalmeny Street - Lord Street to Matson Lane		-	50,081	(50,081)	11,974	62,055	On track	7 - In progress	To be completed 9th March
Grosvenor Road - intersection of Beaufort Street			-	-	-	-	Completed	9 - Completed (within budget)	
Peach Street - View St to end		-	39,116	(39,116)	250	39,366	Completed	9 - Completed (within budget)	
Haynes Street - SBR to Eton		-	37,153	(37,153)	118,835	155,988	Completed	9 - Completed (within budget)	
Edinboro Street - Woodstock to No.46		-	41,183	(41,183)	500	41,683	Completed	9 - Completed (within budget)	
Dunedin Street- Ellesmere Street to Green Street		-	93,303	(93,303)	38,472	131,774	Completed	9 - Completed (within budget)	
Sekem Street - Alma to end		-	30,684	(30,684)	250	30,934	Completed	9 - Completed (within budget)	
The Boulevard- Hawthorn Street to Anzac Road		-	61,595	(61,595)	500	62,095	Completed	9 - Completed (within budget)	
Hawthorn Street - The Boulevard to Coogee		-	64,938	(64,938)	500	65,438	Completed	9 - Completed (within budget)	
OTHER ROADS									
Annual Roads to Recovery Program	233,740	233,740	130,669	103,072	50,166	180,835	On track	7 - In progress	Project Started ahead of schedule
Thompson Street - Barnet Street to Loftus Street	2,000	-	-	-	-	-	Completed	9 - Completed (within budget)	
Egina Street - Berryman Street to Anzac Road	5,000	-	-	-	-	-	Completed	9 - Completed (within budget)	
MISCELLANEOUS									
Artlets - Public Art - Sculpture	40,000	40,000	-	40,000	-	-	On track	3 - In planning	Meeting with Pickle District Town Team to discuss scope.
Leederville Oval Stadium - Sports lights renewal (above \$344,205 - issue with funding - requires Council decision - grant has time limit)	1,201,983	600,992	23,451	577,541	-	23,451	On track	4 - In design	Design completed. Transfer project funding to Reserve in MYBR.



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
MT HAWTHORN SKATE PARK									
Mt Hawthorn Skate Park - Youth Skate Facility (Election Commitment)	250,000	125,000	3,750	121,250	-	3,750	On track	4 - In design	
PARKS - ECO ZONING PROGRAM									
Charles Veryard Reserve - Eco-zoning	20,000	20,000	-	20,000	-	-	On track	4 - In design	Design completed. Consultation in March
Edinboro Street Reserve	19,802	19,802	8,576	11,226	-	8,576	Completed	9 - Completed (within budget)	
Monmouth Street	9,916	9,916	1,780	8,136	-	1,780	Behind	6 - In external / stakeholder consultation	External consultation due to dividing fence issue
Vincent / Bulwer Eco Zoning							On track	1 - Not started	New project in MYBR - from Edinboro Eco Zoning Saving
PARKS - FENCING RENEWAL PROGRAM									
Forrest Park - renew perimeter bollards and fencing	40,000	40,000	39,478	522	-	39,478	Completed	9 - Completed (within budget)	
PARKS - FURNITURE RENEWAL PROGRAM									
Hyde Park - Renewal of path lighting poles	126,374	63,188	102,298	(39,110)	-	102,298	On track	5 - Procurement	RFQ evaluation completed and approved. Contract to be developed and executed
Keith Frame Reserve - Replace light poles	30,000	15,000	-	15,000	24,991	24,991	On track	7 - In progress	Awaiting installation dates - P/O issued
PARKS - INFRASTRUCTURE RENEWAL PROGRAM									
Beatty Park Reserve Retaining Wall (Flood Mitigation)	50,000	50,000	26,700	23,300	17,853	44,553	Completed	9 - Completed (within budget)	
Britannia Reserve – Floodlight Repair	48,710	24,356	9,553	14,803	29,339	38,893	Completed	9 - Completed (within budget)	Awaiting on retention to be paid.
Charles Veryard Reserve - Flood Lighting	48,661	48,661	51,330	(2,669)	2,410	53,739	Completed	10 - Completed (over budget)	
Hyde Park - renew park furniture	10,000	10,000	-	10,000	9,091	9,091	On track	8 - Final stages	Works progressing
PARKS - IRRIGATION RENEWAL PROGRAM									
Birdwood Square - renew groundwater bore	45,000	45,000	-	45,000	-	-	On track	3 - In planning	Licence received, awaiting date for works from contractor in autumn
Brigatti Gardens - renew electrical cabinet	15,000	15,000	-	15,000	16,726	16,726	On track	7 - In progress	Expected early April
Les Lilleyman - upgrade in-ground irrigation system and electrical cabinet	180,000	180,000	-	180,000	-	-	On track	5 - Procurement	RFQ evaluation completed and approved. Contract to be developed and executed
Menzies Park - Replace Irrigation System	61,090	30,544	1,980	28,564	12,875	14,855	On track	8 - Final stages	Expected completion mid-March
PARKS - PLAYGROUND/EXERCISE EQUIPMENT RENEWAL PROGRAM									
Braithwaite Park - replace various wooden nature plan elements	50,000	50,000	325	49,675	-	325	On track	4 - In design	Quotes being sought. Expected April / May.
Britannia Reserve - replace playground soft fall	40,000	40,000	-	40,000	30,490	30,490	Completed	9 - Completed (within budget)	Completed - final invoice approved for payment
Charles Veryard Reserve - replace exercise equipment	60,000	60,000	96	59,904	-	96	On track	5 - Procurement	RFQ evaluation completed and approved. Contract to be developed and executed.
Forrest Park - replace exercise equipment (deferred from 2019/20)	43,208	21,604	41,208	(19,604)	-	41,208	Completed	9 - Completed (within budget)	Potential c/f



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
Gladstone Street Reserve - upgrade & replace playground equipment	105,000	105,000	105,000	-	-	105,000	Completed	9 - Completed (within budget)	
Hyde Park - replace water playground shade sails	12,000	6,000	10,600	(4,600)	-	10,600	Completed	9 - Completed (within budget)	
Ivy Park - upgrade & replace playground equipment	90,000	90,000	66	89,934	-	66	On track	5 - Procurement	RFQ evaluation completed and approved. Contract to be developed and executed
Les Lilleyman – Playground and softfall replacement	115,000	115,000	115,000	-	-	115,000	Completed	9 - Completed (within budget)	
Lynton Street Reserve - Renew & replace playground equipment	80,000	80,000	68	79,932	-	68	On track	5 - Procurement	RFQ submission to be evaluated.
Menzies Park - replace playground shade sails	8,000	4,000	7,880	(3,880)	-	7,880	Completed	9 - Completed (within budget)	
Oxford Street Reserve - renew wooden nature play elements	20,000	20,000	325	19,675	15,506	15,831	On track	5 - Procurement	Quotes received for boardwalk replacement - PO to be raised
Menzies Park – replace exercise equipment	42,800	21,400	40,800	(19,400)	-	40,800	Completed	9 - Completed (within budget)	
Hobart/Auckland Street Reserve – Partial Playground Shadesail Replacement	7,500	7,500	7,150	350	-	7,150	Completed	9 - Completed (within budget)	
Multicultural Federation Gardens – Partial Playground Shadesail Replacement	5,500	5,500	5,180	320	-	5,180	Completed	9 - Completed (within budget)	
PARKS AND RESERVES									
Greening program - Project locations to be determined	200,000	100,000	26,118	73,882	12,412	38,530	On track	7 - In progress	Design for 23 planting season being finalised
Wayfinding Implementation Plan - Stage 1	198,000	198,000	-	198,000	-	-	On track	3 - In planning	
PUBLIC OPEN SPACE STRATEGY - IMPLEMENTATION									
RIGHTS OF WAY									
Laneway Lighting Program	40,000	40,000	-	40,000	-	-	On track	3 - In planning	Laneways listed in the laneway register to be addressed. Intended implementation to begin March.
Rights of Way Rehab Program - Program based upon the most recent condition assessment survey	150,000	150,000	-	150,000	-	-	On track	2 - Scope being prepared	Ongoing works.
ROADWORKS - REHABILITATION (MRRG PROGRAM)									
Annual MRRG Program	0	-	-	-	-	-	On track	7 - In progress	Delivery between November 2022 and April 2023
Fitzgerald St (1) - Bulwer to Vincent	107,387	107,387	108,542	(1,155)	25,143	133,685	Completed	8 - Final stages	
Fitzgerald St (2) - Newcastle to Carr	123,496	123,496	115,526	7,970	9,384	124,910	Completed	10 - Completed (over budget)	
Oxford St - Richmond to Vincent	150,388	150,388	1,133	149,255	-	1,133	On track	4 - In design	Scheduled to start 20th March
Beaufort St (1) Fore to Brisbane	57,101	57,101	20,067	37,034	54,195	74,262	Completed	8 - Final stages	Line marking stage
Beaufort St (2) - Bulwer to Lincoln	110,897	110,897	28,535	82,362	165,796	194,331	Completed	8 - Final stages	Line marking stage
Walcott St (WB) - Fitzgerald to William	250,651	250,651	237,111	13,540	7,862	244,972	Completed	8 - Final stages	Line marking stage



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
ROBERTSON PARK DEVELOPMENT PLAN - STAGE 1									
SLAB FOOTPATH PROGRAM									
Footpath Upgrade and Renewal Program (Annual)	290,526	145,264	29,035	116,229	-	29,035	On track	7 - In progress	Ongoing works.
STREET FURNITURE									
Replacement and Renewal of 94 Bus Shelters (50 shelters derive income from	46,651	23,324	-	23,324	-	-	On track	4 - In design	Ongoing works.
STREET LIGHTING									
Beaufort St - Art Deco Median Lighting Renewal	220,000	220,000	-	220,000	93,000	93,000	On track	5 - Procurement	1st week of June.
Street Lighting Renewal Program - allocated annually	69,107	34,552	16,056	18,496	1,208	17,264	On track	7 - In progress	Ongoing works.
STREETSCAPE IMPROVEMENTS									
Streetscape Improvements Program - allocated annually	84,850	42,424	82,959	(40,535)	-	82,959	On track	9 - Completed (within budget)	Utilised for Grosvenor Road trial
TRAFFIC MANAGEMENT PROGRAM									
40kph trail - finalisation report	20,000	20,000	2,221	17,779	-	2,221	Completed	9 - Completed (within budget)	
40kph zone implementation (ACS) with MRWA	50,000	50,000	-	50,000	-	-	On track	4 - In design	
Alma/Claverton Local Area Traffic Management	32,981	16,492	7,283	9,209	22,552	29,835	On track	8 - Final stages	Commencing early Feb
Britannia Road Improvements	40,000	40,000	-	40,000	-	-	Behind	4 - In design	Carry forward. Project redesigned.
Minor Traffic Management Improvements - allocated annually	146,051	73,024	11,400	61,624	10,312	21,712	On track	7 - In progress	Ongoing works.
Harold and Lord St Intersection	22,850	11,424	-	11,424	-	-	Behind	7 - In progress	Carry forward.
Infrastructure Assets Total	8,543,447	6,526,923	2,156,139	5,465,925	1,148,169	3,338,876			
Plant & Equipment Assets									
ASSETS - BP LEISURE CENTRE									
Gym equipment - Strength and Group Fitness Equipment	827,879	827,879	778,140	49,739	-	778,140	Completed	9 - Completed (within budget)	Gym equipment installed mid October 2022.
Gym equipment - Cardio and Fans									\$49k variance represents minor assets expensed and subscription recorded as prepayments.
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME									
Light Fleet - Annual Allocation (Trade-in value of \$648k in FY2024. Further trade-in's for future years)	1,119,000	1,119,000	36,310	1,082,690	243,366	279,676			
P1265 - Toyota Corolla Hybrid	0	-	-	-	-	-	Completed	9 - Completed (within budget)	
P1263 - Toyota Corolla Hybrid	40,000	40,000	-	40,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1267 - Toyota Camry Hybrid SL	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1264 - Toyota Camry	28,000	28,000	-	28,000	33,936	33,936	On track	5 - Procurement	RFQ. Est 6 months



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
P2168 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1269 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P2170 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	-	-	On track	5 - Procurement	RFQ. Est 6 months
P2171 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1272 - Nissan Leaf BEV Hatch	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1273 - Nissan Leaf BEV Hatch	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1274 - Nissan Leaf BEV Hatch	25,000	25,000	-	25,000	-	-	On track	5 - Procurement	RFQ. Est 6 months
P1275 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1276 - Toyota Corolla Hybrid Hatch	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P1277 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1278 - Toyota Corolla Hybrid Sedan	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P1279 - Toyota Camry Hybrid SL	28,000	28,000	-	28,000	-	-	On track	5 - Procurement	RFQ. Est 6 months
P1280 - Toyota Corolla Hybrid Sedan	25,000	25,000	-	25,000	25,000	25,000	On track	5 - Procurement	RFQ. Est 6 months
P2182 - Toyota Hilux Workmate Ttop	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2200 - VOLKSWAGEN Caddy Maxi TDI250	45,000	45,000	-	45,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2201 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2202 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2203 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2204 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2205 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2206 - Nissan Navara King Cab Ttop	33,000	33,000	-	33,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2207 - Nissan Navara Dual Cab	29,000	29,000	-	29,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2208 - Nissan Navara	35,000	35,000	-	35,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2209 - VW Caddy Maxi TDI250	40,000	40,000	-	40,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2210 - Nissan Navara Dual Cab	28,000	28,000	-	28,000	-	-	Behind	5 - Procurement	RFQ closed and awarded. Est 6 months
P1258 - AS6287 - Toyota Corolla Hybrid Hatch - 1GQT268	23,500	23,500	-	23,500	34,430	34,430	On track	5 - Procurement	Potentially delivered by June 2023.
P1262 - AS6297 - Toyota Corolla Hybrid - 1GRY421	23,500	23,500	23,390	111	-	23,390	Completed	9 - Completed (within budget)	
P2198 - AS6318 - 1GSL453-Nissan Navara	30,000	30,000	-	30,000	-	-	Behind	5 - Procurement	RFQ and closed.
P2199 - AS6322 - Nissan Navara dual cab 1GTK364	28,000	28,000	-	28,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2179 - AS5159 - Hyundai TQ iLoad 3s - 1EYK726	40,000	40,000	12,920	27,080	-	12,920	Completed	9 - Completed (within budget)	
P2190 - AS6113 - Mitsubishi Triton 4x2 GLX - 1GJL089	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2194 - AS6292 - Nissan Navara 4x2 - 1GRN511	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2195 - AS6293 - Nissan Navara 4x2 - Parks - 1GRN512	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months
P2196 - AS6294 - Nissan Navara 4x2 - Parks - 1GRN513	25,000	25,000	-	25,000	-	-	Behind	5 - Procurement	RFQ. Est 6 months



CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2022/23
AS AT 28 FEBRUARY 2023

Description	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Commitment Balance	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
MAJOR PLANT REPLACEMENT PROGRAM									
5 Tonne Rubbish Compactor Small Rear Loader - 1EKS994 - P3521-AS3772	340,000	340,000	-	340,000	336,040	336,040	On track	7 - In progress	Ordered 20.12.22. ETD September 2023
Heavy Fleet Replacement Program	360,000	360,000	9,715	350,285	294,725	304,440	On track	7 - In progress	Ordered, expected delivery April/May 2023
- Single Axle Truck, Bin & Infrastructure Deliveries (Hybrid)							On track	7 - In progress	Ordered, expected delivery June/July 2023
- Single Axle Truck (Eng. Maint.)							On track	7 - In progress	Ordered, delivery pushed back to March 2023 due to manufacturing issues
- Mower/Ride On Kubota							Completed	9 - Completed (within budget)	
- Trailer - Tilt (small)							Completed	10 - Completed (over budget)	
Road Sweeper - 1EBC003 - P3762-AS3554	380,000	380,000	385,000	(5,000)	-	385,000	Completed	9 - Completed (within budget)	
Single Axle Tipper Truck - 1BUF690 - P3261-AS2697	170,000	170,000	162,007	7,994	-	162,007	Completed	9 - Completed (within budget)	
MISCELLANEOUS - PLANT AND EQUIPMENT									
Parking Infrastructure Renewal Program	120,000	60,000	26,013	33,988	26,012	52,025	On track	7 - In progress	Installation in process.
Plant & Equipment Assets Total	3,316,879	3,256,879	1,397,184	1,859,695	900,144	2,297,328			
Grand Total	20,088,613	15,705,044	5,504,128	10,200,917	3,409,877	8,914,005			

Summary	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
		\$	\$	%
Land and Buildings	7,153,187	5,283,642	1,633,827	77.2%
Infrastructure Assets	8,543,447	6,526,923	2,156,139	74.8%
Plant and Equipment	3,316,879	3,256,879	1,397,184	57.9%
Furniture and Equipment	1,075,100	637,600	316,977	70.5%
Total	20,088,613	15,705,044	5,504,128	72.6%

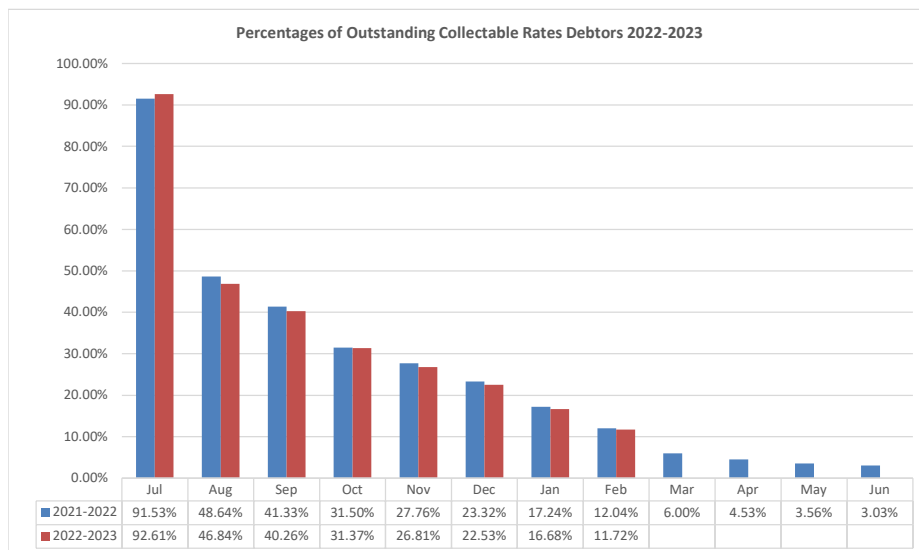
FUNDING	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
	\$	\$	\$	%
Own Source Funding - Municipal	8,749,888	4,964,481	2,450,414	72.0%
Cash Backed Reserves	4,912,256	4,800,754	1,276,018	74.0%
Capital Grant, Contribution and Loan	4,500,469	4,013,809	1,547,046	65.6%
Other (Disposals/Trade In)	1,926,000	1,926,000	230,650	88.0%
Total	20,088,613	15,705,044	5,504,128	72.6%



CITY OF VINCENT
NOTE 5 - CASH BACKED RESERVES
AS AT 28 FEBRUARY 2023

Reserve Particulars	Budget Opening Balance 01/07/2022 \$	Actual Opening Balance 01/07/2022 \$	Budget Transfers to Reserve 30/06/2023 \$	YTD Actual Transfers to Reserve 28/02/2023 \$	Budget Interest Earned 30/06/2023 \$	YTD Actual Interest Earned 28/02/2023 \$	Budget Transfers from Reserve 30/06/2023 \$	YTD Actual Transfers from Reserve 28/02/2023 \$	Budget Closing Balance 30/06/2023 \$	Actual Closing Balance 28/02/2023 \$
Beatty Park Leisure Centre Reserve	102,681	102,898	200,000	200,000	1,648	3,409	(100,000)	(100,000)	204,329	206,307
Cash In Lieu Parking Reserve	1,429,508	1,457,574	72,000	0	4,359	9,016	(772,500)	(14,581)	733,367	1,452,009
DSR Office Building Reserve	227,895	219,307	0	0	59	121	(211,475)	(5,100)	16,479	214,328
Leederville Oval Reserve	95,952	96,153	0	0	536	1,109	(30,000)	(25,800)	66,488	71,462
Loftus Community Centre Reserve	37,581	37,660	100,000	100,000	1,119	2,315	0	0	138,700	139,975
Loftus Recreation Centre Reserve	221,069	219,341	60,000	39,518	1,879	3,887	(50,000)	(45,690)	232,948	217,056
Parking Facility and Equipment Reserve	106,956	107,182	0	0	870	1,799	0	0	107,826	108,981
Plant and Equipment Reserve	83	131	0	0	0	0	(83)	0	0	131
State Gymnastics Centre Reserve	130,952	131,596	12,000	8,947	1,040	2,152	(15,000)	(15,000)	128,992	127,695
Waste Management Plant and Equipment Res	223,128	223,599	0	0	1,814	3,754	0	0	224,942	227,353
Tamala Park Land Sales Reserve	1,929,100	1,930,361	0	833,334	25,852	53,480	0	0	1,954,952	2,817,175
Asset Sustainability Reserve	5,572,477	5,283,774	2,200,083	2,200,083	38,469	79,582	(2,991,198)	(912,007)	4,819,832	6,651,432
Percent for Art Reserve	335,655	332,907	0	0	16	33	(186,000)	0	149,671	332,940
Land and Building Acquisition Reserve	301,005	301,642	0	0	2,448	5,064	0	0	303,453	306,706
Strategic Waste Management Reserve	45,899	29,148	0	0	373	772	0	0	46,272	29,920
Hyde Park Lake Reserve	166,906	162,525	0	0	1,357	2,809	0	0	168,263	165,334
Public Open Space Reserve - Land Sales	653,071	653,071	900,000	57,106	11,084	22,930	(190,000)	0	1,374,155	733,107
Underground Power Reserve	215,105	215,555	785,000	785,000	6,376	13,190	(216,000)	(7,840)	790,481	1,005,905
POS Reserve - Haynes Street	196,927	197,036	39,000	39,000	699	1,445	(150,000)	(150,000)	86,626	87,481
	11,991,950	11,701,460	4,368,083	4,262,989	100,000	206,867	(4,912,256)	(1,276,018)	11,547,777	14,895,298

CITY OF VINCENT
NOTE 6 - RATING INFORMATION
AS AT 28 FEBRUARY 2023



**CITY OF VINCENT
NOTE 6 - RATING INFORMATION
FOR THE MONTH ENDED 28 FEBRUARY 2023**



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget
	\$		\$	\$	%
Rate Revenue					
<u>General Rate</u>					
10,981 Residential	248,447,916	0.0858	21,212,405	21,314,346	100.5%
194 Vacant Residential	4,616,900	0.0819	378,170	378,170	100.0%
1626 Other	127,522,443	0.0723	9,218,597	9,218,598	100.0%
41 Vacant Commercial	2,587,150	0.1379	356,768	356,794	100.0%
<u>Minimum Rate</u>					
6098 Residential @ \$1,335.32	77,356,652	0.0858	8,145,514	8,142,781	100.0%
195 Vacant Residential @ \$1,180	2,054,440	0.0819	230,100	230,100	100.0%
162 Other @ \$1,288.73	1,973,252	0.0723	208,774	208,774	100.0%
0 Vacant Other @ \$1,631.65		0.1379	0	0	0.0%
Interim Rates	0		300,000	496,281	165.4%
Rates Waiver	0		(140,000)	(119,907)	85.6%
Total Amount Made up from Rates	464,558,753		39,910,329	40,225,938	
Non Payment Penalties					
Instalment Interest @ 5.5%			185,000	208,163	112.5%
Penalty Interest @ 8%			120,000	127,058	105.9%
Administration Charge - \$8 per instalment			140,000	133,216	95.2%
Legal Costs Recovered			10,000	8,230	82.3%
Other Reimbursements			0	0	0.0%
Interest Write Off			(2,000)	(341)	17.1%
			40,363,329	40,702,263	
Other Revenue					
Exempt Bins - Non Rated Properties			80,798	80,319	99.4%
Commercial / Residential Additional Bins			21,852	21,226	97.1%
Swimming Pools Inspection Fees			63,000	63,916	101.5%
			40,528,979	40,867,723	
Opening Balance				1,287,296	
Total Collectable			40,528,979	42,155,019	104.01%
Less					
Cash Received				38,902,559	
Rebates Allowed				(1,157,274)	
Rates Write Off				0	
ESL write off				0	
Rates received in advance				(340,455)	
Rates Balance To Be Collected			40,528,979	4,750,190	11.72%
Add					
ESL Debtors				170,143	
Pensioner Rebates Not Yet Claimed				404,710	
ESL Rebates Not Yet Claimed				15,384	
Less					
Deferred Rates Debtors				(119,343)	
Current Rates Debtors Balance				5,221,083	



CITY OF VINCENT
NOTE 7 - DEBTOR REPORT
FOR THE MONTH ENDED 28 FEBRUARY 2023

DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	704	9,187	14,207	136,788	160,885
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	200,065	200,065
DEBTOR CONTROL - PROPERTY INCOME	32,864	12,725	4,200	955	50,744
DEBTOR CONTROL - RECOVERABLE WORKS	1,252	0	0	930	2,181
DEBTOR CONTROL - OTHER	5,999	350	0	86,127	92,476
DEBTOR CONTROL - PLANNING SERVICES FEES	787	0	(705)	734	816
DEBTOR CONTROL - GST	(122,476)	(64,630)	0	8,695	(178,411)
DEBTOR CONTROL - INFRINGEMENT	212,720	93,610	47,202	930,358	1,283,890
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(219,546)	(219,546)
IMPAIRMENT OF RECEIVABLES	0	0	0	(218,023)	(218,023)
TOTAL DEBTORS OUTSTANDING AS AT 31/01/2023	131,851	51,241	64,903	927,082	1,175,077
	11.2%	4.4%	5.5%	78.9%	

ACCRUED INCOME	183,475
ACCRUED INTEREST	477,024
PREPAYMENTS	1,459,244
TOTAL TRADE AND OTHER RECEIVABLES	3,294,820

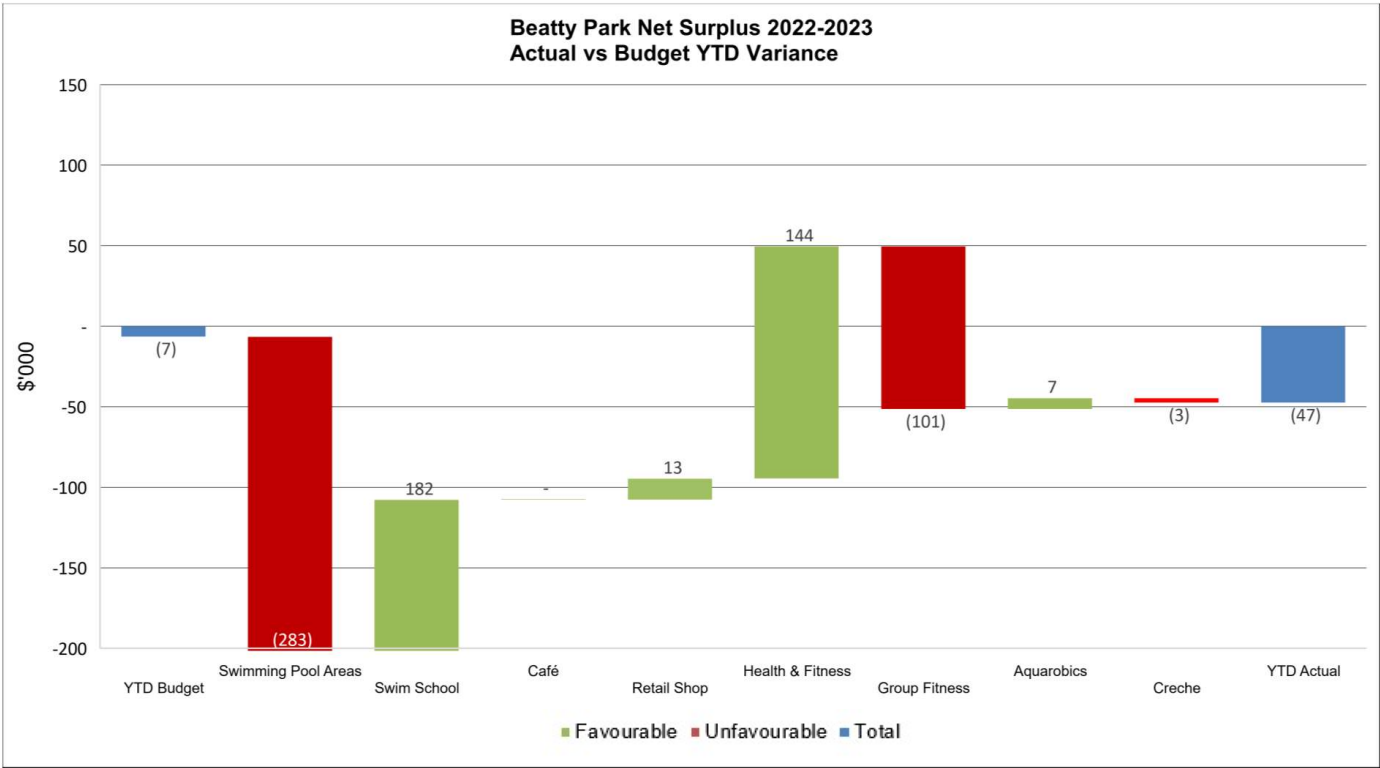
PROPERTY INCOME, RECOVERABLE WORKS AND OTHER DEBTORS:			146,217	
DATE	SUNDRY DEBTORS OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
00/01/1900	00/01/1900	-	-	Final reminder issued before proceeding with legal action.
11/03/2019	Tennis Seniors Western Australia	5,728	Building Insurance 2018/19 & 2019/20	In the process to debt collection
30/11/2022	Leederville Cricket Club	1,124	Building Insurance 2022/23	Reminder being sent
23/02/2021	Kre8 Constructions	930	Damaged to ROW 47 Redfern St	Liquidation - proof of debt sent
04/11/2016	C Caferelli	27,861	Breaches of Planning Development Act	\$150 Monthly Repayment in progress from 8/02/22
21/01/2019	Matthew Slinger	15,485	Outstanding court costs awarded to COV	\$200 Fortnightly Repayment in progress
09/07/2019	R Cox	1,170	Breach of condition of hall hire	Sent to debt collection agency
28/11/2019	A Kindu	2,339	Damage/vandalism to hired venue	Sent to debt collection agency
28/10/2021	K Beykpour	18,800	Court fines and costs 155 Walcott St	Have been handed over to FER
13/10/2020	D Bianchi	15,000	Court fines and costs re: 193-195 Scarborough	\$200 Monthly suspended by FER till further notice
04/08/2022	VT Ngo	7,835	Court fines and costs awarded to COV	\$200 Monthly Repayment in progress from Sep 2022
BALANCE OF 90 DAY DEBTORS OVER \$500		96,271		
% AGING DEBT OVER 90 DAYS		66%		
INFRINGEMENT DEBTORS:			1,283,890	
Referred to FER		930,358		
% AGING DEBT OVER 90 DAYS		72%		

**CITY OF VINCENT
NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 28 FEBRUARY 2023**






	Original Budget	YTD	YTD	YTD	Month	Month
	2022/23	Budget	Actuals	Actuals	Actuals	Actuals
		Feb-23	Feb-23	Feb-22	Feb-23	Feb-22
	\$	\$	\$	\$	\$	\$
<u>ADMINISTRATION</u>						
Revenue	0	0	0	(162,157)	(99,617)	(78,700)
Expenditure	0	0	0	162,157	99,617	78,699
Surplus/(Deficit)	0	0	0	0	0	(1)
<u>SWIMMING POOLS AREA</u>						
Revenue	2,485,069	1,810,918	2,024,501	1,618,721	281,963	212,186
Expenditure	(4,308,508)	(2,845,883)	(3,342,949)	(2,740,011)	(513,924)	(357,153)
Surplus/(Deficit)	(1,823,439)	(1,034,965)	(1,318,448)	(1,121,290)	(231,961)	(144,967)
<u>SWIM SCHOOL</u>						
Revenue	1,773,386	1,108,378	1,260,571	887,010	147,586	164,294
Expenditure	(1,364,861)	(902,473)	(872,453)	(654,084)	(156,179)	(101,644)
Surplus/(Deficit)	408,525	205,905	388,118	232,926	(8,593)	62,650
<u>CAFÉ</u>						
Revenue	0	0	0	0	0	0
Expenditure	0	0	0	(19)	(3)	(18)
Surplus/(Deficit)	0	0	0	(19)	(3)	(18)
<u>RETAIL SHOP</u>						
Revenue	654,714	534,940	499,324	466,765	78,062	64,137
Expenditure	(530,625)	(406,232)	(357,481)	(337,877)	(41,505)	(38,620)
Surplus/(Deficit)	124,089	128,708	141,843	128,888	36,557	25,517
<u>HEALTH & FITNESS</u>						
Revenue	1,852,993	1,421,606	1,677,886	1,448,390	229,465	174,661
Expenditure	(1,253,778)	(835,149)	(947,162)	(862,382)	(111,631)	(102,054)
Surplus/(Deficit)	599,215	586,457	730,724	586,008	117,834	72,607
<u>GROUP FITNESS</u>						
Revenue	662,458	503,018	588,132	515,338	79,337	60,953
Expenditure	(486,333)	(325,241)	(511,470)	(404,976)	(70,682)	(64,129)
Surplus/(Deficit)	176,125	177,777	76,662	110,362	8,655	(3,176)
<u>AQUAROBCICS</u>						
Revenue	259,411	197,826	245,284	205,477	32,619	26,362
Expenditure	(151,668)	(102,614)	(143,134)	(109,221)	(18,550)	(17,984)
Surplus/(Deficit)	107,743	95,212	102,150	96,256	14,069	8,378
<u>CRECHE</u>						
Revenue	69,719	51,542	60,625	52,514	8,048	6,553
Expenditure	(327,868)	(217,149)	(229,140)	(181,953)	(39,421)	(24,326)
Surplus/(Deficit)	(258,149)	(165,607)	(168,515)	(129,439)	(31,373)	(17,773)
Net Surplus/(Deficit)	(665,891)	(6,513)	(47,466)	(96,308)	(94,815)	3,217
Less: Depreciation	(1,160,239)	(773,496)	(759,532)	(766,241)	(102,853)	(95,558)
Surplus/(Deficit)	494,348	766,983	712,066	669,933	8,038	98,775

CITY OF VINCENT
NOTE 8 - STATEMENT OF FINANCIAL ACTIVITY
BY SERVICE - GRAPH
AS AT 28 FEBRUARY 2023



7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 FEBRUARY 2023 TO 28 FEBRUARY 2023

- Attachments:**
1. Payments by EFT and Payroll February 23 [↓](#) 
 2. Payments by Cheque February 23 [↓](#) 
 3. Payments by Direct Debit February 23 [↓](#) 

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 February 2023 to 28 February 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$4,394,032.72
Cheques	\$469.30
Direct debits, including credit cards	\$607,884.95
Total payments for February 2023	\$5,002,386.97

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 February 2023 to 28 February 2023.

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 February 2023 to 28 February 2023, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	2910 – 2918	\$3,012,418.05
Payroll by Direct Credit	February 2023	\$1,381,614.67
Sub Total		\$4,394,032.72
Cheques		
Cheques	82738-82739	\$469.30
Sub Total		\$469.30

Direct Debits (including Credit Cards)

Lease Fees	\$395.83
Loan Repayments	\$550,879.46
Bank Charges – CBA	\$36,028.15
Superannuation - contractors	\$7,023.65
Credit Cards	\$13,557.86
Sub Total	\$607,884.95

Total Payments **\$5,002,386.97**

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996*:

“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*:

“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 01/02/23 to 28/02/23			
Date	Payee	Description	Amount
10/02/2023	A Austin	Fitness instructor fees	\$ 377.00
24/02/2023	A Duckworth	Design advisory meeting fee	\$ 440.00
24/02/2023	A Duong	Rebate for purchase of reusable sanitary products	\$ 15.75
10/02/2023	A Fink	Fitness instructor fees	\$ 464.23
10/02/2023	A Team Printing	Printing services - BPLC	\$ 1,306.80
03/02/2023	A&E Wilmot Superfund	Superannuation	\$ 6.28
24/02/2023	Acurix Networks Pty Ltd	Leederville wifi services - February 23	\$ 1,419.00
24/02/2023	Advanced Spatial Technologies Pty Ltd	AutoCAD Annual subscription	\$ 3,107.50
24/02/2023	Advancetag Pty Ltd	Security tags for retail shop - BPLC	\$ 385.00
10/02/2023	Alchemy Saunas Pty Ltd	Sauna monthly rental - BPLC	\$ 2,860.00
24/02/2023	Allerding & Associates	Professional fees - 596-598 Newcastle Street	\$ 1,650.00
24/02/2023	Alsco Pty Ltd	Mat supplies - BPLC	\$ 842.11
24/02/2023	AMG Home Builders Pty Ltd	Refund of infrastructure bond	\$ 5,000.00
10/02/2023	Ampol Australia Petroleum Pty Ltd	Fuel and oils	\$ 26,746.23
10/02/2023	AMS Technology Group Pty Ltd	Programmed preventative maintenance BPLC	\$ 15,191.00
10/02/2023	Andantino Pty Ltd T/A Outdoor World	Refund of planning application fee	\$ 74.00
10/02/2023	Anna Cappelletta	Fitness instructor fees	\$ 2,926.00
10/02/2023	APARC	Central management system, Ticketor enforcement, meter maintenance, sensors maintenance, software licensing and credit card test transactions	\$ 49,133.98
24/02/2023	APARC	Credit card transactions - parking terminals	\$ 14,708.30
24/02/2023	APOD Pty Ltd T/As Donovan Payne Architects	Consultation - BPLC changerooms refurbishment	\$ 1,795.53
24/02/2023	Aussie Gold	Lifeguard supplies	\$ 1,722.05
10/02/2023	Australia Post	Postage charges	\$ 1.50
10/02/2023	Australia Post (Agency Commission)	Commission charges	\$ 444.47
24/02/2023	Australian Executor Trustees Limited	Rates refund - due to overpayment	\$ 1,584.03
10/02/2023	Australian HVAC Services Pty Ltd	Air conditioning repairs - Subiaco Football club	\$ 924.55
24/02/2023	Australian HVAC Services Pty Ltd	Air conditioning repairs - Menzies Park	\$ 1,576.30
10/02/2023	Australian Institute of Management	Staff training - Leadership for introverts	\$ 1,382.00
03/02/2023	Australian Services Union	Payroll deduction	\$ 207.20
16/02/2023	Australian Services Union	Payroll deduction	\$ 207.20
03/02/2023	Australian Taxation Office	Payroll deduction	\$ 208,281.00
16/02/2023	Australian Taxation Office	Payroll deduction	\$ 208,506.00
10/02/2023	Award Contracting	Locating services - various locations	\$ 1,463.00
24/02/2023	Award Contracting	Locating services - various locations	\$ 1,776.50
24/02/2023	B M Gerrits	Refund of infrastructure bond	\$ 3,000.00

Date	Payee	Description	Amount
10/02/2023	BCITF Building & Construction Industry Training	Levy collection for January 23	\$ 7,598.75
10/02/2023	BDD Australia Pty Ltd	Milk supplies - BPLC	\$ 78.96
24/02/2023	BDD Australia Pty Ltd	Milk supplies - BPLC	\$ 73.10
10/02/2023	Beaucott Property	Rates refund - due to overpayment	\$ 502.74
24/02/2023	Benerin Electrical Services	Bus shelter maintenance William Street Perth	\$ 2,222.00
10/02/2023	Blackwoods	Hardware Supplies	\$ 1,317.13
24/02/2023	Blackwoods	Hardware supplies	\$ 1,774.37
24/02/2023	Blue Heeler Trading	Uniform supplies	\$ 172.92
10/02/2023	BOC Limited	Medical oxygen supplies	\$ 765.95
24/02/2023	BOC Limited	Medical oxygen supplies	\$ 110.04
24/02/2023	Boral Construction Materials Group Limited	Concrete supplies	\$ 2,471.61
10/02/2023	Boyan Electrical Services	Electrical services - various locations	\$ 43,288.16
24/02/2023	Boyan Electrical Services	Electrical services - Hyde Park	\$ 8,973.25
10/02/2023	Briskleen Supplies Pty Ltd	Toiletry and cleaning products - BPLC	\$ 1,115.25
24/02/2023	Briskleen Supplies Pty Ltd	Sanipod service BPLC - January 23	\$ 3,750.34
10/02/2023	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 1,650.02
24/02/2023	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 3,811.85
24/02/2023	Budo Group Pty Ltd	Toilet refurbishment - Margaret Kindergarten	\$ 77,113.30
10/02/2023	Bunnings Trade	Hardware Supplies	\$ 1,643.53
24/02/2023	Bunnings Trade	Hardware Supplies	\$ 1,470.33
10/02/2023	C Beasley	Fitness instructor fees	\$ 62.00
10/02/2023	C Chambers	Refund of infrastructure bond	\$ 2,921.88
10/02/2023	C Groenveld	Part refund of Beatty Park Leisure Centre fees	\$ 227.67
10/02/2023	C K Aylett	Reimbursement - supplies for various City events	\$ 308.13
10/02/2023	C M Mazza	Part refund of Beatty Park Leisure Centre fees	\$ 440.00
10/02/2023	C Rizzeri	Refund of infrastructure bond	\$ 1,500.00
10/02/2023	C Saffer	Fitness instructor fees	\$ 130.00
10/02/2023	Capital Recycling	Temporary fencing - Haynes/Sydney Street	\$ 1,237.50
24/02/2023	Castledine Gregory	Professional fees - SAT hearing, 596-598 Newcastle Street	\$ 5,313.00
10/02/2023	Children's Book Council Of Australia Western Australia	Annual membership 2023	\$ 75.00
24/02/2023	Chindarsi Architects	Design advisory meeting fee	\$ 440.00
10/02/2023	Choiceone Pty Ltd	Temporary staff - Parks	\$ 24,726.48
24/02/2023	Choiceone Pty Ltd	Temporary staff - Parks	\$ 18,149.00
24/02/2023	Christou Design Group Pty Ltd	Design advisory meeting fee	\$ 1,100.00
10/02/2023	City Of Perth	BA archive retrievals	\$ 468.57
10/02/2023	City of Stirling	Meals on Wheels - Dec 22	\$ 3,332.50
24/02/2023	City of Stirling	Meals on Wheels - Jan 23	\$ 1,432.60
03/02/2023	City of Vincent	Payroll deduction	\$ 708.35
16/02/2023	City of Vincent	Payroll deduction	\$ 692.38

Date	Payee	Description	Amount
03/02/2023	City of Vincent Staff Social Club	Payroll deduction	\$ 466.00
16/02/2023	City of Vincent Staff Social Club	Payroll deduction	\$ 468.00
24/02/2023	City Toyota	Vehicle service and repairs	\$ 637.73
24/02/2023	Civil Engineering Assignments	Consultant fee - Capital projects assistance	\$ 1,856.25
10/02/2023	Cleanaway	Supply of bins - Spring markets	\$ 3,938.00
24/02/2023	Cleanaway	Residential recycling, waste bin collection and recyclable processing - Jan 23	\$ 111,270.03
10/02/2023	Cleaver Street & Co	Room Hire - West Perth community workshop	\$ 300.00
24/02/2023	Coates Hire Operations Pty Ltd	Hire of breaker	\$ 311.35
10/02/2023	Cockburn Cement Limited	Cement & Pallets	\$ 930.16
10/02/2023	Cockburn Party Hire	Citizenship chairs hire	\$ 550.00
10/02/2023	Commercial Aquatics Australia	Replacement 1.50m circulation pump and maintenance services - indoor pool pump	\$ 12,988.25
24/02/2023	Commercial Aquatics Australia	Replace acid dosing pump for leisure pool and water treatment	\$ 3,580.50
10/02/2023	Compu-Stor	Records digitisation and off-site storage	\$ 3,284.91
24/02/2023	Connect Call Centre Services	After hours calls service - Jan 23	\$ 1,730.19
10/02/2023	Contraflow Pty Ltd	Traffic management services - Beaufort Street	\$ 18,301.81
24/02/2023	Contraflow Pty Ltd	Traffic management services - London Street	\$ 12,443.91
10/02/2023	Corsign WA Pty Ltd	Sign supplies - various	\$ 4,329.05
24/02/2023	Corsign WA Pty Ltd	Sign supplies - various	\$ 1,470.70
15/02/2023	Cr A Castle	Council meeting fee	\$ 1,984.25
15/02/2023	Cr Ashley Wallace	Council meeting fee	\$ 1,984.25
15/02/2023	Cr D Loden	Council meeting fee	\$ 1,984.25
15/02/2023	Cr J Hallett	Council meeting fee	\$ 1,984.25
15/02/2023	Cr Ron Alexander	Council meeting fee	\$ 1,984.25
15/02/2023	Cr Ross Ioppolo	Council meeting fee	\$ 1,984.25
15/02/2023	Cr S Gontaszewski	Council meeting fee	\$ 3,337.12
15/02/2023	Cr Suzanne Worner	Council meeting fee	\$ 1,984.25
24/02/2023	CSP Group Pty Ltd	Supply of oil	\$ 1,620.00
10/02/2023	D Dama	Fitness instructor fees	\$ 116.00
10/02/2023	D G Butler	Refund of infrastructure bond	\$ 275.00
10/02/2023	D Morrison	Performance - Citizenship ceremony	\$ 2,200.00
24/02/2023	De.Mem-Capic Pty Ltd	Quarterly Water Treatment - BPLC January 23	\$ 211.20
10/02/2023	Department of Mines, Industry Regulation and Safety	Building services levy collection	\$ 8,475.79
24/02/2023	Department of Mines, Industry Regulation and Safety	Building services levy collection Nov 22 - additional payment	\$ 61.65
10/02/2023	Department of Planning Lands and Heritage	Amended DAP fee - U1/554 Newcastle Street	\$ 9,027.00
24/02/2023	Department of Premier and Cabinet	Government gazette advertising - local animal law	\$ 2,485.50
03/02/2023	Department of Social Services	Payroll deduction	\$ 818.42
16/02/2023	Department of Social Services	Payroll deduction	\$ 1,331.68
24/02/2023	Department of Transport	Vehicle ownership searches - Jan 23	\$ 1,742.45

Date	Payee	Description	Amount
10/02/2023	Devco Builders	Maintenance and repairs - various locations	\$ 14,755.11
10/02/2023	Devco Builders	Bollard renewal - Forrest Park	\$ 27,671.60
24/02/2023	Devco Builders	Maintenance and repairs - various locations	\$ 6,119.46
24/02/2023	DevelopmentWA	CEO attendance - Property Council luncheon	\$ 180.00
24/02/2023	Discus Digital Print	Supply of signs - BPLC	\$ 197.34
24/02/2023	DNX Energy Pty Ltd	Creation of LGCs for Beatty Park Power Station	\$ 1,989.18
24/02/2023	Donegan Enterprises Pty Ltd	Playground repairs & maintenance - various locations	\$ 12,595.00
10/02/2023	Dulux Australia	Paint supplies	\$ 188.43
24/02/2023	E Bentley	Reimbursement - Les Mills workshop & digital kits	\$ 142.55
24/02/2023	E Colombero	Refund of infrastructure bond	\$ 1,000.00
10/02/2023	E J Douglas	Rates refund - due to overpayment	\$ 1,742.46
03/02/2023	Easi Group	Payroll deduction	\$ 564.59
16/02/2023	Easi Group	Payroll deduction	\$ 1,305.56
24/02/2023	Elite Compliance Pty Ltd	Design services - North Perth Bowling and North Perth Town Hall	\$ 1,980.00
10/02/2023	Ellenby Tree Farm Pty Ltd	Supply of plants and trees	\$ 1,032.90
24/02/2023	Emerge Associates	Modelling update - BPLC drainage investigation	\$ 2,200.00
10/02/2023	F Child	Part refund of Beatty Park Leisure Centre fees	\$ 175.50
24/02/2023	F M Kalaf	Rates refund - due to overpayment	\$ 434.25
10/02/2023	Flexi Staff Group Pty Ltd	Temporary staff - various departments	\$ 31,547.19
24/02/2023	Flexi Staff Group Pty Ltd	Temporary staff - various departments	\$ 11,198.21
10/02/2023	Flick Anticimex Pty Ltd	Pest control services - Admin	\$ 56.06
24/02/2023	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 1,356.49
10/02/2023	Flyt Pty Ltd	COV Cycling Plan 2023-28 - Task 2	\$ 7,480.00
10/02/2023	Focus Networks	Manage corporate WiFi, firewall and network	\$ 1,630.99
24/02/2023	Focus Networks	Manage corporate WiFi, firewall and network	\$ 18,946.40
10/02/2023	Fothergill Enterprises Pty Ltd (Trading as Kubarz Beverz	Catering - BPLC event	\$ 3,006.90
24/02/2023	G Arco	Refund of infrastructure bond	\$ 2,000.00
24/02/2023	Gather Foods	Catering for City event - Boordiyas meeting	\$ 677.60
10/02/2023	Giant Autos (1997) Pty Ltd	Vehicle service and repairs	\$ 982.00
10/02/2023	Graffiti Force Pty Ltd	Graffiti removal services - various locations	\$ 7,216.00
03/02/2023	Health Insurance Fund of WA	Payroll deduction	\$ 185.30
16/02/2023	Health Insurance Fund of WA	Payroll deduction	\$ 185.30
10/02/2023	Helene Pty Ltd t/as LO-GO Appointments	Temporary staff - HR support	\$ 5,875.41
24/02/2023	Helene Pty Ltd t/as LO-GO Appointments	Temporary staff - HR support	\$ 3,819.28
24/02/2023	Imagesource Digital Solutions	Printing services - BPLC	\$ 1,948.10
24/02/2023	Initial Hygiene	Sharps disposal services - Aug 22	\$ 700.04
10/02/2023	Irrigation Australia Ltd	Irrigation supplies	\$ 193.90
24/02/2023	iSUBSCRIBE Pty Ltd	Library magazine subscriptions	\$ 979.43
10/02/2023	J & K Hopkins	Office furniture supplies - Admin	\$ 349.00

Date	Payee	Description	Amount
10/02/2023	J Barwell	Christmas bauble workshop - Library	\$ 360.00
10/02/2023	J Chung	Fitness instructor fees	\$ 290.00
10/02/2023	J Fondacaro	Reimbursement - Staff meeting catering	\$ 197.00
10/02/2023	J Lowden	Fitness instructor fees	\$ 284.20
10/02/2023	J McPhee	Fitness instructor fees	\$ 62.00
24/02/2023	J P Marsland	Fitness instructor fees	\$ 58.00
10/02/2023	J Townend	Refund of infrastructure bond	\$ 3,000.00
24/02/2023	J Von Perger	Refund of infrastructure bond	\$ 2,000.00
24/02/2023	Jack Lockers	Locker hire - Oct to Dec 22 (BPLC)	\$ 1,353.00
10/02/2023	Janet Verburg	Fitness instructor fees	\$ 386.00
10/02/2023	Jason Signmakers	Supply of Bike Racks	\$ 1,750.98
10/02/2023	JMB Coastal Pty Ltd	Refund of infrastructure bond	\$ 275.00
10/02/2023	K A Sharp	Partial refund of dog registration	\$ 75.00
10/02/2023	K Findlay	Refund of Parking Permits	\$ 420.00
24/02/2023	K L Martino	Rates refund - due to overpayment	\$ 1,509.26
10/02/2023	K McCummiskey	Fitness instructor fees	\$ 56.84
24/02/2023	K Ward	Design advisory meeting fee	\$ 400.00
24/02/2023	K Yuen	Part refund of Beatty Park Leisure Centre fees	\$ 147.74
10/02/2023	Kashmiri Pandits Perth	Donation - painting comp. and exhibition	\$ 500.00
10/02/2023	Kilmore Group Pty Ltd	Waterproofing external balcony - Admin (progress claim)	\$ 58,786.06
10/02/2023	Kingman Visual	Replace lightbox graphics on two pylon street sign	\$ 2,420.00
10/02/2023	Kleen West Distributors	Cleaning supplies	\$ 2,081.20
24/02/2023	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - BPLC	\$ 2,558.45
10/02/2023	Kuditj Pty Ltd	Catering services- Citizenship ceremony	\$ 1,171.50
10/02/2023	L Stati	Rates refund - due to overpayment	\$ 1,535.77
03/02/2023	L.G.R.C.E.U.	Payroll deduction	\$ 22.00
16/02/2023	L.G.R.C.E.U.	Payroll deduction	\$ 22.00
10/02/2023	Lalli Consulting Engineers	Structural assessment - Leederville Oval main grandstand, Structural design and Geotech survey Litis stadium changerooms	\$ 30,401.25
10/02/2023	Landgate	Gross rental valuations for interims and land enquiries	\$ 437.82
24/02/2023	Landgate	Land enquiries January 23	\$ 866.29
10/02/2023	Leederville Cameras	Printing services - Seniors flyers	\$ 31.00
10/02/2023	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 67,311.00
24/02/2023	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 17,787.00
10/02/2023	Les Mills Asia Pacific	Registration and music fees	\$ 1,738.18
10/02/2023	Les Mills Asia Pacific Industries	Purchase of gym equipment - BPLC	\$ 4,458.96
10/02/2023	Line Marking Specialists	Line marking services - various location	\$ 3,902.80
24/02/2023	Line Marking Specialists	Line marking services - various location	\$ 7,533.90
24/02/2023	Living Proud Incorporated	Staff training - Opening the closet	\$ 2,200.00

Date	Payee	Description	Amount
24/02/2023	Local Government Professionals Australia WA	Registration - 2023 Australasian management challenge	\$ 5,885.00
10/02/2023	Luke Riley Creative	Photography services - Citizenship ceremony	\$ 340.00
10/02/2023	Lux Interiors	Refund of infrastructure bond	\$ 2,000.00
10/02/2023	M Barbas	Rates refund - due to overpayment	\$ 566.76
10/02/2023	M G Jajko	Fitness instructor fees	\$ 116.00
24/02/2023	M J Rowe	Crossover subsidy - 12A Byron Street	\$ 1,450.00
10/02/2023	M L Brown	Rates refund - due to overpayment	\$ 22,411.84
10/02/2023	M Slater	Fitness instructor fees	\$ 120.58
24/02/2023	M Slater	Fitness instructor fees	\$ 120.58
24/02/2023	Mackay Urban Design	Design advisory meeting fee	\$ 440.00
10/02/2023	Majestic Plumbing Pty Ltd	Plumbing services - various locations	\$ 14,010.70
24/02/2023	Majestic Plumbing Pty Ltd	Plumbing services - various locations	\$ 946.00
24/02/2023	Manheim Pty Ltd	Relocation and sale of abandoned vehicle	\$ 236.50
10/02/2023	Margaret River Agencies	Soft beverage supplies for Council meetings	\$ 306.00
10/02/2023	Market Creations Agency	Website customisation	\$ 3,087.70
10/02/2023	Marketforce Pty Ltd	Advertising services - Public notices	\$ 6,787.13
24/02/2023	Marshall Beattie Pty Ltd	Exit gate repair- BPLC Reception	\$ 533.50
24/02/2023	Massey's Herd	Milk supplies - Depot	\$ 332.80
10/02/2023	Masterprint Pty Ltd	Supply of plastic cards library	\$ 1,109.02
24/02/2023	Max Wax Auto Detailing	Vehicle detailing service	\$ 104.50
15/02/2023	Mayor E Cole	Council meeting fee	\$ 8,072.16
24/02/2023	McIntosh & Son WA	Plant repairs and maintenance	\$ 80.48
03/02/2023	Mercer Spectrum	Superannuation	\$ 3,379.00
24/02/2023	MessageMedia	SMS integrating for Phoenix	\$ 198.33
10/02/2023	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 119.13
24/02/2023	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 208.18
10/02/2023	Mindarie Regional Council	Processable and non processable waste	\$ 32,681.62
24/02/2023	Mindarie Regional Council	Processable and non processable waste	\$ 36,745.71
24/02/2023	My Best Friend Veterinary Centre	Vet services Jan 23	\$ 2,068.00
24/02/2023	N A Vrachnas	Fitness instructor fees	\$ 174.00
24/02/2023	N Bazan-Carr	Part refund of Beatty Park Leisure Centre fees	\$ 187.89
10/02/2023	N L Cross	Rates refund - due to overpayment	\$ 61.03
24/02/2023	N T Dong	Rebate for purchase of reusable sanitary products	\$ 45.44
10/02/2023	Natale Group Australia Pty Ltd	Security services - BPLC	\$ 1,801.25
10/02/2023	NGIS Australia Pty Ltd	3D geographic information system viewer	\$ 8,305.00
10/02/2023	Nicholas Jolly & Associates	Fitness instructor fees	\$ 223.30
10/02/2023	Nightlife Music Pty Ltd	Crowd DJ February 23 - BPLC	\$ 417.94
24/02/2023	Node1 Internet	Fixed wireless internet charges - March	\$ 119.00
24/02/2023	Noma Pty Ltd	Design advisory meeting fee	\$ 1,430.00

Date	Payee	Description	Amount
10/02/2023	Northshore Unit Inc. - SES	FESA SES contribution - Q3 2023	\$ 17,247.45
10/02/2023	Nutrien Ag Solutions Limited (formerly Landmark Opera	Supply of weedkiller	\$ 3,894.00
10/02/2023	O Dedic	Reimbursement - admin milk supplies	\$ 69.20
24/02/2023	O Dedic	Reimbursement - admin milk supplies	\$ 72.10
10/02/2023	Ocean Blue Construction Group	Refund of infrastructure bond	\$ 3,000.00
24/02/2023	Office of the Auditor General	Audit fee for the year ended June 2022	\$ 96,250.00
10/02/2023	Officeworks Ltd	Office supplies and consumables	\$ 484.59
24/02/2023	Officeworks Ltd	Office supplies and consumables	\$ 219.19
10/02/2023	Open Systems Technology Pty Ltd (T/A CouncilFirst)	Consultancy services - December 22 and January 23	\$ 28,642.90
10/02/2023	Optima Press	Printing services - reminder notices	\$ 952.60
24/02/2023	P A James	Part refund of Beatty Park Leisure Centre fees	\$ 40.50
10/02/2023	P Hicks	Part refund of Beatty Park Leisure Centre fees	\$ 353.70
10/02/2023	P M Turcinov	Partial refund of dog registration	\$ 30.00
24/02/2023	P McHenry	Part refund of Beatty Park Leisure Centre fees	\$ 24.71
10/02/2023	P Tran	Fitness instructor fees	\$ 522.00
24/02/2023	P Tran	Fitness instructor fees	\$ 232.00
24/02/2023	Paint & Gather	Faux stone effects workshop - Loftus Community centre	\$ 400.00
10/02/2023	Parks and Leisure Australia	Corporate membership renewal to 30.June 23	\$ 572.91
24/02/2023	Parks and Leisure Australia	Staff training - workshop	\$ 242.00
24/02/2023	Paxon Business & Financial Services	Audit services - Fleet, assets and CCTV management	\$ 3,960.00
24/02/2023	PeopleSense by Altius	Counselling services - Jan 23	\$ 2,189.00
24/02/2023	Perth Geotechnics Pty Ltd	Geotechnical Investigation - Mount Hawthorn youth	\$ 4,125.00
24/02/2023	Pixelcase Group Pty Ltd	Licence plate parking enforcement system	\$ 2,400.12
10/02/2023	Planning Institute Australia	International Women's Day Breakfast	\$ 855.00
24/02/2023	Planning Institute Australia	Staff training - Planning for precincts	\$ 1,275.00
10/02/2023	Plantrite	Supply of plants	\$ 161.70
10/02/2023	Pressure Masters	Parts - High pressure gun	\$ 121.00
10/02/2023	PriceMark Pty Ltd	Supply of 10 boxes of WAW Bands	\$ 2,150.50
10/02/2023	Pride Western Australia Inc	Festival & event sponsorship - Pride Fair	\$ 22,000.00
24/02/2023	Prima Homes Nominees Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
10/02/2023	Print and Sign Co	Printing services - various departments	\$ 5,727.70
10/02/2023	Pro Turf Services	Supply and fit beacon	\$ 1,096.04
24/02/2023	Pro Turf Services	Plant repairs and maintenance	\$ 2,327.60
10/02/2023	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 11,727.93
24/02/2023	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 8,041.55
10/02/2023	Profounder Turfmaster Pty Ltd	Turf maintenance - Britannia Reserve	\$ 2,585.00
24/02/2023	Profounder Turfmaster Pty Ltd	Turf maintenance - Leederville Oval	\$ 10,983.04
10/02/2023	Protector Fire Services Pty Ltd	Fire equipment maintenance - BPLC	\$ 2,916.61
24/02/2023	Protector Fire Services Pty Ltd	Fire equipment maintenance - BPLC	\$ 984.50

Date	Payee	Description	Amount
10/02/2023	Quality Press	Printing of the Access and Inclusion Plan	\$ 845.90
24/02/2023	Quality Press	Printing services - corflutes	\$ 119.90
10/02/2023	R Freitas	Fitness instructor fees	\$ 180.00
24/02/2023	R Freitas	Fitness instructor fees	\$ 240.00
24/02/2023	R La Bianca	Part refund of Beatty Park Leisure Centre fees	\$ 76.96
10/02/2023	R Maher	Reimbursement - CCIWA webinar	\$ 41.43
10/02/2023	R Ross	Reimbursement - catering for staff training	\$ 240.00
10/02/2023	R.K Patel & S.R Patel	Library newspaper delivery	\$ 91.20
24/02/2023	R.K Patel & S.R Patel	Library newspaper delivery	\$ 19.20
10/02/2023	Rada & Neso Services	Cleaning services - BPLC (January 23)	\$ 9,600.00
10/02/2023	Raymond Lesley Espinos	Fitness instructor fees	\$ 454.72
10/02/2023	Regents Commercial	Rent - Barlee St CP February 23	\$ 11,564.23
10/02/2023	Renew Property Maintenance	Clearing rights of way & tipping fees - various locations	\$ 15,933.50
24/02/2023	Renew Property Maintenance	Clearing rights of way & tipping fees and weed control cycle 3 - various locations	\$ 13,464.00
10/02/2023	Rental Management Australia	Rates refund - due to overpayment	\$ 792.06
10/02/2023	Rentokil Initial Pty Ltd	Pest control services - BPLC	\$ 2,213.85
24/02/2023	Rentokil Initial Pty Ltd	Pest control services - BPLC	\$ 902.56
24/02/2023	Repco	Auto part supplies	\$ 76.00
10/02/2023	Retail Display Direct Pty Ltd	Wall Mounted Ashtray	\$ 505.00
10/02/2023	Retech Rubber	Repairs to softfall play area - various locations	\$ 3,382.50
24/02/2023	Rockwater Pty Ltd	Geothermal monitoring review - BPLC	\$ 10,452.70
10/02/2023	RPG Auto Electrics	Plant repairs and maintenance	\$ 4,094.63
24/02/2023	RPG Auto Electrics	Plant repairs and maintenance	\$ 233.75
10/02/2023	Rubek Automatic Doors	Repair automatic door - Admin	\$ 253.00
24/02/2023	S Conte	Film project - ANZAC Cottage	\$ 6,000.00
10/02/2023	S E Stark	Part refund of Beatty Park Leisure Centre fees	\$ 281.78
10/02/2023	S Kaur	Part refund of Beatty Park Leisure Centre fees	\$ 200.00
24/02/2023	S Latham	Rebate for purchase of reusable sanitary products	\$ 50.00
10/02/2023	S N Clarke	Rates refund - due to overpayment	\$ 890.50
10/02/2023	S Patchett	Fitness instructor fees	\$ 360.00
24/02/2023	S Patchett	Fitness instructor fees	\$ 360.00
10/02/2023	S Smart	Fitness instructor fees	\$ 116.00
10/02/2023	Sage Consulting Engineers	Electrical consultancy - Leederville Oval	\$ 11,358.60
10/02/2023	Sam's Repairs & Maintenance	Sign installation and maintenance	\$ 4,678.30
24/02/2023	Sam's Repairs & Maintenance	Sign installation and maintenance	\$ 2,347.40
24/02/2023	Sanax Medical & First Aid Supplies	First aid supplies - BPLC	\$ 268.91
24/02/2023	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	\$ 206.00
24/02/2023	SAS Locksmiths	Key cutting and lock maintenance service	\$ 3,652.92

Date	Payee	Description	Amount
24/02/2023	Scott Print	Printing services - bin tagging postcard	\$ 299.20
24/02/2023	Sean Cappeau	Installation of stickers on signage - HB	\$ 1,206.00
10/02/2023	Securus	Security services - Woodville Reserve Pavilion	\$ 826.30
24/02/2023	SEEK Limited	Job adverts - Jan 23	\$ 2,425.56
10/02/2023	ServiceFM Pty Ltd	Cleaning services and cleaning materials - various locations (October 22)	\$ 32,081.77
24/02/2023	ServiceFM Pty Ltd	Cleaning services and cleaning materials - various locations (January 23)	\$ 45,410.16
24/02/2023	Shaaron Taylor	Fitness instructor fees	\$ 210.00
24/02/2023	Shred-X Pty Ltd	Security bin exchange - BPLC	\$ 121.40
10/02/2023	Sigma Chemicals	Pool chemicals - BPLC	\$ 6,416.08
24/02/2023	Sigma Chemicals	Pool chemicals - BPLC	\$ 2,852.52
10/02/2023	Silvia Iurato	Fitness instructor fees	\$ 195.00
24/02/2023	Silvia Iurato	Fitness instructor fees	\$ 130.00
24/02/2023	Smoke and Mirrors AV	Supply of PA system - Citizenship ceremony	\$ 1,053.50
10/02/2023	SpacetoCo Pty Ltd	Facilities weekly reporting and financial handling	\$ 1,320.00
10/02/2023	Specialty Timber Flooring WA	Floor resurfacing - Loftus Rec Centre	\$ 10,780.00
24/02/2023	Specialty Timber Flooring WA	Floor resurfacing - various locations	\$ 8,591.00
10/02/2023	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 18,960.15
24/02/2023	Sportsworld Of WA	Merchandise - BPLC	\$ 15,838.35
10/02/2023	St John Ambulance Western Australia Ltd	First aid kit for vehicle	\$ 279.80
24/02/2023	St John Ambulance Western Australia Ltd	First aid kit servicing - Depot	\$ 111.21
10/02/2023	St Patrick's Day WA Inc	St Patricks Day Funding 2023 - part payment	\$ 5,500.00
10/02/2023	Stannard Group Pty Ltd	Refund of infrastructure bond	\$ 5,000.00
03/02/2023	Steeg Banham Superannuation Fund	Superannuation	\$ 487.67
10/02/2023	Stott Hoare	Supply of Tablet Batteries	\$ 792.00
10/02/2023	StrataGreen	Garden equipment supplies - various	\$ 1,666.16
24/02/2023	StrataGreen	Garden equipment supplies - backpack sprayers	\$ 945.00
03/02/2023	SuperChoice Services Pty Ltd	Superannuation	\$ 392,881.52
10/02/2023	Synergy	Electricity and gas charges - various locations	\$ 116,386.31
24/02/2023	Synergy	Electricity and gas charges - various locations	\$ 27,186.79
24/02/2023	T D Do	Partial refund of dog registration	\$ 75.00
10/02/2023	T Kim	Refund of parking permit	\$ 210.00
10/02/2023	T Lin	Magic show and balloon twisting - Library	\$ 350.00
24/02/2023	Technology One Ltd	GIS consulting services	\$ 2,156.00
10/02/2023	Techworks Electrical Pty Ltd	Electrical sub switchboard replacement - BPLC (progress claim)	\$ 36,203.44
10/02/2023	Teena Smith	Fitness instructor fees	\$ 300.00
24/02/2023	Teena Smith	Fitness instructor fees	\$ 450.00
10/02/2023	Telford Industries	Supply 2 off fine filter hammer head bag	\$ 442.20
24/02/2023	The BBQ Man	BBQ, outdoor artwork & pressure cleaning services - various locations	\$ 4,845.22
10/02/2023	The Factory (Australia) Pty Ltd	Town Centre Christmas decorations - damage to fair	\$ 495.00

Date	Payee	Description	Amount
10/02/2023	The Good Grocer Leederville IGA	Catering - Claisebrook community workshop	\$ 95.00
24/02/2023	The Good Grocer Leederville IGA	Catering services - West Perth community workshop	\$ 180.07
10/02/2023	The Royal Life Saving Society Western Australia Inc	Servicing of AIDS memorial fountain, Hyde park water playground maintenance Jan 23, supply of lifeguard uniforms	\$ 8,214.79
03/02/2023	The Trustee for Fergco Family Super Fund	Superannuation	\$ 3,252.60
10/02/2023	The Trustee for the Forever Project Trust	Adult events - Library	\$ 1,650.00
24/02/2023	The Trustee for the Forever Project Trust	ESD campaign stage 5 - evaluation report	\$ 935.00
17/02/2023	Thomson Geer Lawyers	Renewal of City of Vincent registered trademarks	\$ 4,440.00
10/02/2023	TJ Depiazzi & Sons	Supply of mulch	\$ 4,138.30
24/02/2023	TJ Depiazzi & Sons	Supply of mulch	\$ 4,147.62
10/02/2023	Tom Lawton - Bobcat Hire	Bobcat hire - various locations	\$ 5,152.40
24/02/2023	Tom Lawton - Bobcat Hire	Bobcat hire - various locations	\$ 17,385.50
10/02/2023	Total Packaging WA Pty Ltd	Supply of bin liners	\$ 4,259.20
10/02/2023	Totally Workwear Mt Hawthorn	Uniform Supplies - various locations	\$ 2,452.90
24/02/2023	Totally Workwear Mt Hawthorn	Uniform Supplies - various locations	\$ 1,578.60
24/02/2023	Town of Victoria Park	LSL liability - Simon Duffecy	\$ 16,407.96
24/02/2023	Training Momentum Pty Ltd	Training - Health and safety	\$ 880.00
10/02/2023	Transition Town Vincent	Environmental grant 2022 - Food forest garden	\$ 2,000.00
10/02/2023	Tree Amigos	Street trees and parks pruning/removal - various locations	\$ 39,968.50
24/02/2023	Tree Amigos	Street trees and parks pruning/removal - various locations	\$ 1,937.10
10/02/2023	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 2,932.70
24/02/2023	Tyrepower Osborne Park	Repairs and maintenance	\$ 44.00
10/02/2023	Tyres4U Pty Ltd	Tyre replacements and maintenance	\$ 1,108.58
10/02/2023	Universal Bar	Bar cart - Citizenship ceremony	\$ 1,325.50
10/02/2023	Universal Diggers	Plant hire - Depot	\$ 5,778.30
24/02/2023	Universal Diggers	Plant hire - Depot	\$ 9,205.08
10/02/2023	V McGuire	Welcome to Country - Citizenship ceremony	\$ 650.00
10/02/2023	Van Ryt Industries	Cubby house - Haynes Street Reserve	\$ 46,052.60
24/02/2023	Veolia Recycling & Recovery Pty Ltd	Waste collection - BPLC Jan 23	\$ 2,500.34
24/02/2023	WALGA	WALGA Urban Forest Conference - Valuing	\$ 2,200.00
10/02/2023	Wandoo Building Company	Refund of infrastructure bond	\$ 5,000.00
10/02/2023	Water Corporation	Water charges - various locations	\$ 9,445.08
24/02/2023	Water Corporation	Water charges - various locations	\$ 26,164.74
24/02/2023	WATS Management Pty Ltd t/a Austraffic WA	Traffic data collection - Grosvenor road trial	\$ 23,839.20
10/02/2023	WC Convenience Management Pty Ltd	Maintenance exeloos Jan 23 - various locations	\$ 4,295.87
10/02/2023	Webb & Brown-Neaves Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
10/02/2023	West Australian Newspapers Limited	Library newspaper delivery	\$ 1,247.99
10/02/2023	West Coast Profilers Pty Ltd	Profiling services - Beaufort Street	\$ 14,097.16
10/02/2023	Western Irrigation Pty Ltd	Reticulation repairs and maintenance	\$ 1,841.05

Date	Payee	Description	Amount
24/02/2023	Western Irrigation Pty Ltd	Reticulation repairs and maintenance	\$ 2,210.89
10/02/2023	Western Metropolitan Regional Council	Processing FOGO waste January 23	\$ 24,252.18
24/02/2023	Western Metropolitan Regional Council	Processing FOGO waste January 23	\$ 27,614.78
10/02/2023	Western Power	Vegetation clearing - Stamford Street	\$ 1,987.03
10/02/2023	Western Resource Recovery Pty Ltd	Grease trap maintenance - Loftus Rec Centre	\$ 316.25
24/02/2023	Western Resource Recovery Pty Ltd	Grease trap maintenance - Charles Veryard	\$ 216.70
24/02/2023	West-Sure Group Pty Ltd	Cash collection services January 23	\$ 452.00
10/02/2023	Wilson Security	Security services - various locations	\$ 269.50
24/02/2023	Wilson Security	Security services - Depot	\$ 143.00
10/02/2023	Winc Australia Pty Ltd	Office supplies and consumables	\$ 857.55
24/02/2023	Winc Australia Pty Ltd	Office supplies and consumables	\$ 605.90
10/02/2023	Woodlands Distributors Pty Ltd	Supply of compostable dog waste bags	\$ 8,537.76
24/02/2023	Work Health Professionals Pty Ltd	Immunisation program - staff	\$ 739.20
24/02/2023	Workwear Group Pty Ltd	Uniform supplies - Library	\$ 103.88
10/02/2023	Worldwide East Perth	Printing services - various departments	\$ 1,034.00
24/02/2023	Wow Wipes	Supply of anti bacterial wipes - BPLC	\$ 2,662.00
10/02/2023	YogaNut	Fitness instructor fees	\$ 189.00
24/02/2023	YogaNut	Fitness instructor fees	\$ 126.00
10/02/2023	Yolande Gomez	Fitness instructor fees	\$ 760.00
10/02/2023	Zenien	CCTV maintenance - new switch Hip-E club	\$ 2,076.67
10/02/2023	Zipform	Rates notices 2022/23 - 4th Instalment	\$ 6,193.71
			\$ 3,012,418.05
Payroll			
03/02/2023	Ad hoc		\$ 604.73
14/02/2023	Pay 17		\$ 692,692.59
28/02/2023	Pay 18		\$ 688,317.35
Total Payroll			\$ 1,381,614.67
Total Payments			\$ 4,394,032.72

Creditors Report - Payments by Cheque				
01/02/23 to 28/02/23				
Creditor	Date	Payee	Description	Amount
00082738	07/02/2023	Petty Cash - Beatty Park Leisure Ce	Petty cash recoup 2.2.23	\$ 273.85
00082739	28/02/2023	Petty Cash - Depot	Petty cash recoup 16.2.23	\$ 195.45
Total Nett Cheque Payments				\$ 469.30

Creditors Report - Payments by Direct Debit				
01/02/23 to 28/02/23				
Credit Card Transactions for the Period 7 January 23 - 6 February 23				
Card Holder	Date	Payee	Description	Amount
CEO	10/01/2023	WA News	WA newspaper subscription - digital and paper	\$ 83.60
				\$ 83.60
Manager Marketing and Partnerships	10/01/2023	Mailchimp	E-Newsletter	\$ 2,490.95
	23/01/2023	Asana.com	Marketing and Comms scheduling tool	\$ 885.56
	23/01/2023	International transaction fee	Marketing and Comms scheduling tool	\$ 22.14
	25/01/2023	Shutterstock	Marketing and Partnerships monthly subscription	\$ 99.00
	31/01/2023	Facebook	Facebook boosts - Vincent Bike Network plan, smoke free	\$ 133.22
				\$ 3,630.87
Council Liaison Officer	19/01/2023	Officeworks	Biscuits - AGM	\$ 63.13
	19/01/2023	Woolworths	Beverage supplies - Meetings	\$ 74.47
	19/01/2023	Woolworths	Beverage supplies - Meetings	\$ 19.53
	31/01/2023	Coles	Beverage supplies - Meetings	\$ 45.20
	31/01/2023	Peoples cafeteria	Catering - Budget workshop	\$ 225.00
				\$ 427.33
Branch Librarian	19/01/2023	SQ Margaret Cameron	Book supply - Under a venice moon	\$ 30.00
	20/01/2023	WWC Communities	Working with children check	\$ 87.00
	20/01/2023	Paypal LSMITHWAPTY	Book supply - Blood on Borneo	\$ 59.80
	20/01/2023	Paypal LSMITHWAPTY	Book supply - Jack sues rhythm	\$ 25.99
	20/01/2023	Paypal LSMITHWAPTY	Book supply - Ghost of the alkimos	\$ 49.80
	20/01/2023	Post Leederville	Purchase of gift cards - staff awards	\$ 53.55
	20/01/2023	Post Leederville	Purchase of gift cards - staff awards	\$ 340.00
	02/02/2023	Booktopia Pty Ltd	Book supplies	\$ 169.62
				\$ 815.76
Manager ICT	07/01/2023	Twilio Sendgrid	Software API cost - email service BPLC booking system	\$ 133.56
	07/01/2023	International transaction fee	Software API cost - email service BPLC booking system	\$ 3.34
	20/01/2023	Buildingpoint Aust	Sketchup software - COV landscape architect	\$ 440.00
	20/01/2023	Zoom	Video conferencing	\$ 445.37
	25/01/2023	Easypark	Parking	\$ 3.29
	31/01/2023	R16 Trustico SSL	SSL security certificate	\$ 422.64

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
	31/01/2023	R16 Trustico SSL	SSL security certificate	-\$ 422.64
	01/02/2023	Safetyculture	iAuditor mobile inspection app	\$ 396.00
	02/02/2023	Assetsonar.com	ICT asset management	\$ 326.90
	02/02/2023	International transaction fee	ICT asset management	\$ 8.17
	03/02/2023	Intruder.io pro	External vulnerability testing	\$ 361.79
	03/02/2023	International transaction fee	External vulnerability testing	\$ 9.04
	03/02/2023	Deputy	Online timesheet software	\$ 1,179.75
	05/02/2023	Landis Technologies	Call centre for Customer service	\$ 1,269.45
	05/02/2023	International transaction fee	Call centre for Customer service	\$ 31.74
				\$ 4,608.40
Procurement and Contracts Officer	09/01/2023	CPA Australia Ltd	CPA Annual membership fee	\$ 790.00
	12/01/2023	WA Police finance div	Abridge crash report for insurance claim refund	-\$ 49.10
	12/01/2023	Uni of Sydney	Training course - Online financial modelling - Finance	\$ 1,075.00
	13/01/2023	Kogan.com	One year membership fee refund	-\$ 79.00
	23/01/2023	Moore Australia WA PL	Training - 2023 Annual budget workshop - Finance staff	\$ 1,848.00
	01/02/2023	CBDC	Workshop - Policy and place	\$ 407.00
				\$ 3,991.90
Total Corporate Credit Cards				\$ 13,557.86
Direct Debits				
Lease Fees	23/01/2023	Pitney Bowes Leasing	Postal scales	\$ 395.83
			Total Leasing	\$ 395.83
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre, Loftus Underground Car Park and Beatty Park Leisure Centre	\$ 550,879.46
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$ 36,028.15
Superannuation - contractors		BPLC - contractors		\$ 7,023.65
Total Direct Debits including Credit Cards				\$ 607,884.95

7.3 INVESTMENT REPORT AS AT 28 FEBRUARY 2023

Attachments: 1. **Investment Statistics as at 28 February 2023** [↓](#) 

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 28 February 2023 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 28 February 2023 and the interest amounts earned YTD.

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**

A total of \$8m matured and \$7m was invested in February 2023 to capitalise on the favourable interest rates offered while maintaining an optimum level of cash flow.

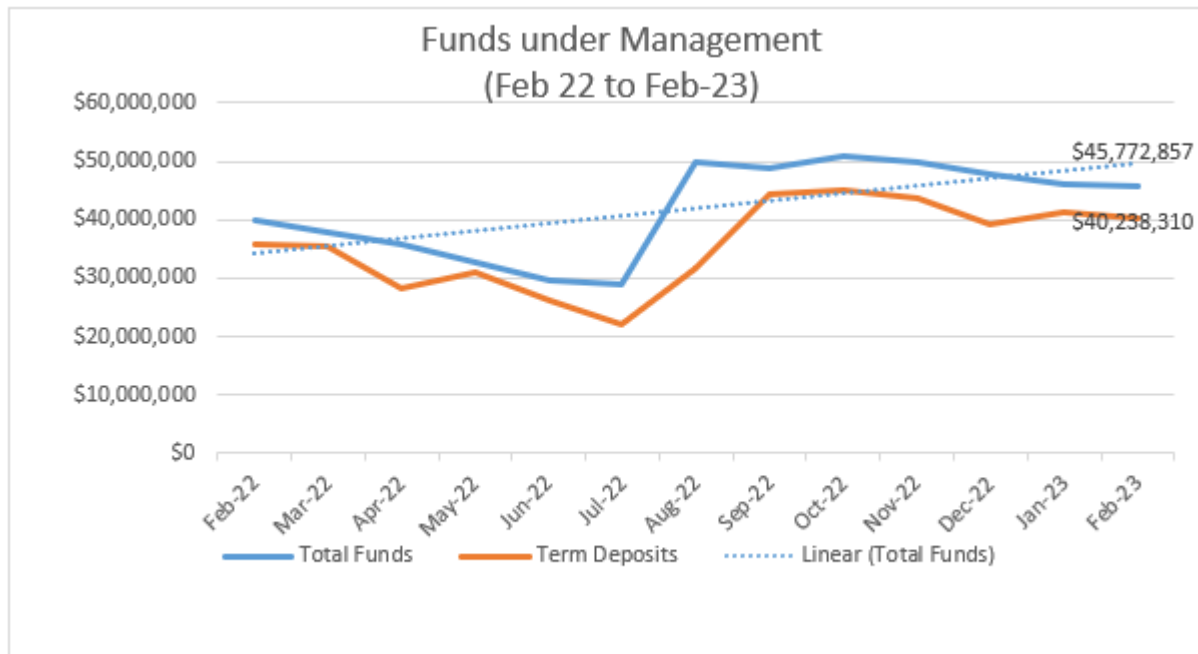
Investment Status

The City's investment portfolio is diversified across several accredited financial institutions.

As at 28 February 2023, the total funds held in the City's operating accounts (including on call) was \$45,772,857 compared to \$39,989,322 for the period ended 28 February 2022. All funds are interest bearing as at 28 February 2023.

The total term deposit investments for the period ended 28 February 2023 were \$40,238,310 compared to \$35,964,808 for the period ended 28 February 2022.

The following chart shows funds under management from February 2022 to February 2023:



Interest Status

Total accrued interest earned on investments as at 28 February 2023 is:

Total Accrued Interest Earned on Investment	Budget Adopted	Budget YTD	Actual YTD	% of YTD Budget
Municipal	\$120,000	\$80,000	\$502,804	628.5%
Reserve	\$80,000	\$53,336	\$284,795	534.0%
Subtotal	\$200,000	\$133,336	\$787,599	590.7%
Leederville Gardens Inc Surplus Trust*	\$0	\$0	\$70,705	N/A
Total	\$200,000	\$133,336	\$858,304	643.7%

*Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2022/22 Budget as actual interest earned is restricted.

The City has a weighted average interest rate of 3.68% for current investments compared to the Reserve Bank 90 day accepted bill rate for February 2023 of 3.46%.

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 investments but will potentially result in a lower rate of return.

Administration utilises a platform called 'Yield Hub' to ascertain the level of exposure banks have in fossil fuel activities and 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%	20.6%	90%	32.7%
A-1	25%	15.3%	90%	15.3%
A-2	20%	14.1%	90%	52.0%

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
CURRENT INVESTMENT HOLDING
AS AT 28 FEBRUARY 2023**

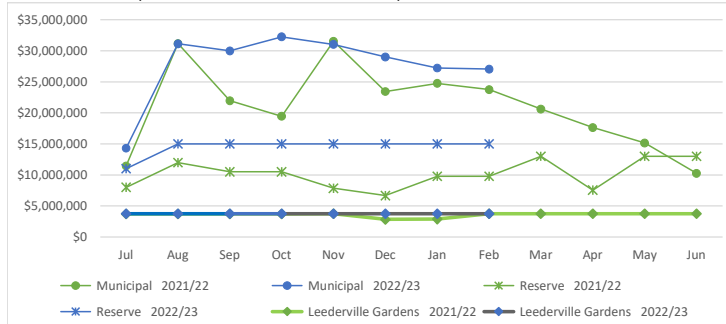
Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal \$
<u>OPERATING ACCOUNTS</u>					
Municipal	Commonwealth Bank of Australia			3.10%	1,461,158
Municipal	Commonwealth Bank of Australia	Ongoing		3.45%	4,073,389
Total Operating Funds					5,534,547
<u>TERM DEPOSITS</u>					
Leederville Gardens Inc Surplus Trust	Members Equity Bank	19/05/2022	19/05/2023	3.15%	19,060
Leederville Gardens Inc Surplus Trust	MyState Bank	30/06/2022	30/06/2023	4.00%	1,960,457
Leederville Gardens Inc Surplus Trust	Beyond Bank	04/11/2022	03/11/2023	4.55%	850,117
Leederville Gardens Inc Surplus Trust	National Australia Bank	12/01/2023	11/01/2024	4.53%	908,677
Municipal	Macquarie Bank	22/03/2022	22/03/2023	1.25%	4,500,000
Municipal	MyState Bank	29/09/2022	12/04/2023	4.20%	4,500,000
Municipal	Beyond Bank	04/11/2022	03/06/2023	4.40%	3,500,000
Municipal	Beyond Bank	13/01/2023	13/06/2023	4.21%	2,000,000
Reserve	Macquarie Bank	29/03/2022	29/03/2023	1.60%	2,500,000
Reserve	Members Equity Bank	19/05/2022	19/05/2023	3.15%	4,000,000
Reserve	AMP Bank	04/08/2022	04/08/2023	4.20%	4,000,000
Reserve	National Australia Bank	12/01/2023	11/01/2024	4.53%	4,500,000
Municipal	Bank of Queensland	20/02/2023	30/06/2023	4.20%	3,000,000
Municipal	National Australia Bank	20/02/2023	20/02/2024	4.80%	4,000,000
Total Term Deposits					40,238,310
Total Investment Including At Call					45,772,857

**CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 28 FEBRUARY 2023**

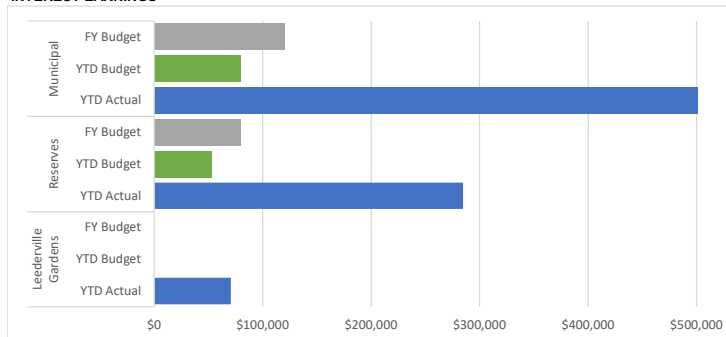
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	1,461,158	0	0	1,461,158	3.2%
Online Saver	4,073,389	0	0	4,073,389	8.9%
Term Deposits	21,500,000	15,000,000	3,738,310	40,238,310	87.9%
	27,034,547	15,000,000	3,738,310	45,772,857	100.0%
BY INSTITUTION					
Bank of Queensland	3,000,000	0	0	3,000,000	6.6%
Commonwealth Bank of Australia	5,534,547	0	0	5,534,547	12.1%
Beyond Bank	5,500,000	0	850,117	6,350,116	13.9%
Members Equity Bank	0	4,000,000	19,060	4,019,060	8.8%
National Australia Bank	4,000,000	4,500,000	908,677	9,408,677	20.6%
Macquarie Bank	4,500,000	2,500,000	0	7,000,000	15.3%
MyState Bank	4,500,000	0	1,960,457	6,460,457	14.1%
	27,034,547	11,000,000	3,738,310	41,772,857	91.26%
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	9,534,547	4,500,000	908,676	14,943,223	32.7%
A-1	4,500,000	2,500,000	0	7,000,000	15.3%
A-2	13,000,000	8,000,000	2,829,634	23,829,634	52.0%
	27,034,547	15,000,000	3,738,310	45,772,857	100.0%
BY TERMS					
0-30 days	5,534,547	0	0	5,534,547	12.1%
91-180 days	5,000,000	0	0	5,000,000	10.9%
181-270 days	8,000,000	0	0	8,000,000	17.5%
271-365 days	8,500,000	15,000,000	3,738,310	27,238,310	59.5%
	27,034,547	15,000,000	3,738,310	45,772,857	100.0%
BY MATURITY					
0-30 days	10,034,547	2,500,000	0	12,534,547	27.4%
31-90 days	4,500,000	4,000,000	19,059	8,519,059	18.6%
91-180 days	8,500,000	4,000,000	1,960,457	14,460,457	31.6%
181-270 days	0	0	850,117	850,117	1.9%
271-365 days	4,000,000	4,500,000	908,677	9,408,677	20.6%
	27,034,547	15,000,000	3,738,310	45,772,857	100.0%
BY FOSSIL FUEL EXPOSURE (as determined by www.marketforces.org.au)					
Fossil Fuel Investments	17,034,547	11,000,000	908,676	28,943,223	63.2%
Non Fossil Fuel Investments	10,000,000	4,000,000	2,829,634	16,829,634	36.8%
	27,034,547	15,000,000	3,738,310	45,772,857	100.0%

**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 28 FEBRUARY 2023**

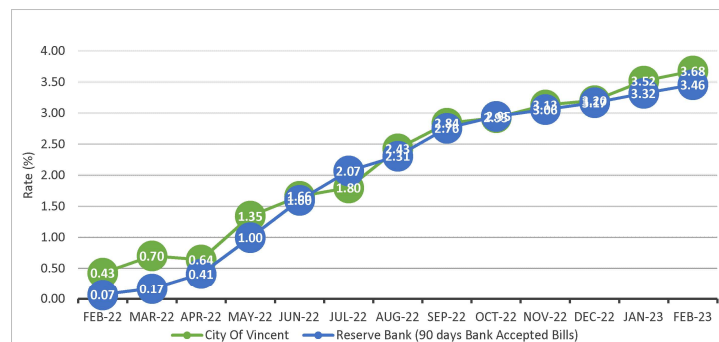
FUNDS INVESTED (ONLINE SAVER AND TERM DEPOSITS)



INTEREST EARNINGS

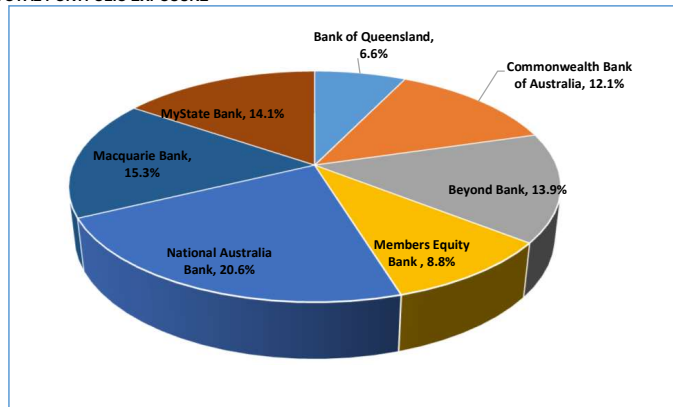


INTEREST RATE COMPARISON

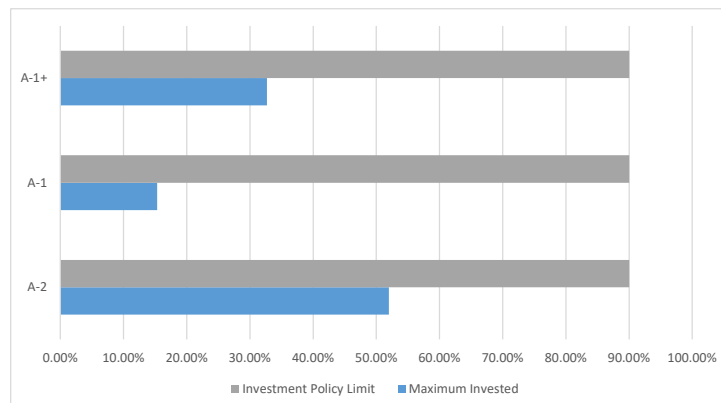


**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 28 FEBRUARY 2023**

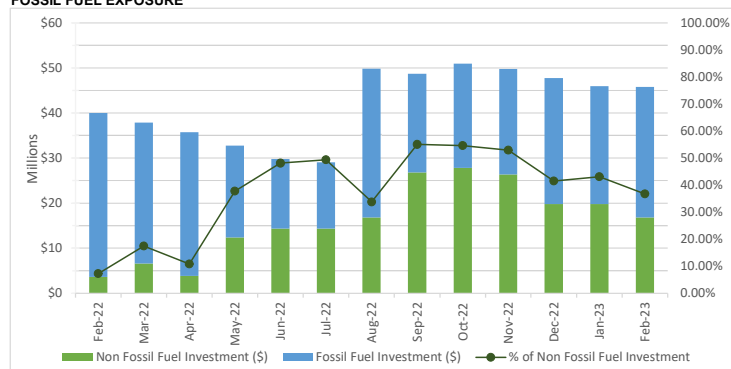
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



* Selection of non fossil fuel investments is based on information provided by www.marketforces.org.au.

**CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 28 FEBRUARY 2023**

	YTD 28/02/2023	PY YTD 28/02/2022	FY 2022/23	PY FY 2021/22
	\$	\$	\$	\$
MUNICIPAL FUNDS				
Budget	80,000	53,098	120,000	100,000
Interest Earnings	502,804	57,986	502,804	98,791
% Income to Budget	628.5%	109.2%	419.0%	98.6%
RESERVE FUNDS				
Budget	53,336	72,832	80,000	100,000
Interest Earnings	284,795	30,945	284,795	80,469
% Income to Budget	534.0%	42.5%	356.0%	80.5%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	70,705	50,090	70,705	58,921
% Income to Budget	0.0%	0.0%	0.0%	0.0%
TOTAL				
Budget	133,336	125,930	200,000	200,000
Interest Earnings	858,304	139,021	858,304	238,180
% Income to Budget	643.7%	110.4%	429.2%	119.1%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	133,336	125,930	200,000	200,000
Interest Earnings	787,599	88,931	787,599	179,259
% Income to Budget	590.7%	70.6%	393.8%	89.6%
Variance	654,263	(36,999)	587,599	(20,741)
% Variance to Budget	490.7%	(29.4%)	293.8%	(10.4%)

7.4 ADVERTISING OF AMENDED POLICY - PURCHASING POLICY

Attachments: 1. Amended Purchasing Policy  

RECOMMENDATION

That Council PREPARES an amendment to Purchasing Policy, included in Attachment 1, for the purpose of community consultation, pursuant to the City's Policy Development and Review Policy and Community Stakeholder Engagement Policy.

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the new/proposed amendments to the Purchasing Policy as detailed at **Attachment 1**.

BACKGROUND:

The requirement of provisions outlined in clause 1.3 of the [Policy Development and Review Policy](#) were presented to Council Members through the monthly Policy Paper on 28 October 2022.

The amended Purchasing Policy was further presented to the Audit Committee on 2 March 2023 where it was approved for Council Briefing.

The City of Vincent [Purchasing Policy](#) (the Policy) was first developed and adopted by Council in 2007. The Policy was originally established to ensure that the City of Vincent's (the City) procurement practices and processes were compliant with relevant legislation, to ensure consistency across all operational areas for purchasing activities and to deliver a best practice approach for all City procurements.

The Policy has been reviewed and amended, as required, every five years. The Policy was last reviewed and adopted by Council on 17 November 2020 in response to the mandatory tender threshold increase from \$150,000 to \$250,000 due to the impact of COVID-19. A further change included amending the required number of quotations for pre-qualified suppliers for the first two thresholds.

Although the next scheduled review of the Purchasing Policy is not until 2024, a recent review of the City's procurement practices have identified key areas for improvement including:

- Strengthening the alignment with the City's Strategic Community Plan Priorities and Purchasing Principles;
- Improving the ability to easily purchase goods and/or services from local suppliers, Aboriginal and Torres Strait Islander businesses and disability businesses; and
- Improving productivity and administrative efficiencies for low value, low risk purchases.

DETAILS:

There are five (5) proposed amendments to the Purchasing Policy which are as follows:

1. Amending the purchasing thresholds;
2. Amending the required number of quotations for preferred supplier panels;
3. Amending the Contract Management Framework threshold for the requirement of a formal contract;
4. Separating and amending the Aboriginal and Torres Strait Islander and Disability Enterprise principles; and
5. Amending the procurement exemptions.

1. Purchasing Thresholds

The City's purchasing thresholds have been in place since the inception of the Purchasing Policy. The thresholds have not been updated to reflect the rising cost of goods and services, best practice procurement or the opportunity to improve the productivity and efficiency of staff for low value, low risk purchases.

The City is undertaking an increasing number of procurements each year and the thresholds should be updated to reflect the current financial climate. This will assist the City to reduce red tape and improve efficiencies for low value and low risk purchases.

Further to amending the purchasing thresholds it is recommended that the required number of quotations for pre-qualified suppliers (i.e. WALGA Panel of Preferred Suppliers and the WA Government's Common Use Arrangements (CUA)) be reduced for low value low risk purchases.

Pre-qualified suppliers have already been assessed for value-for-money, insurances, bespoke and robust contract conditions and organisational and financial capability, therefore a more direct approach with these suppliers should be encouraged.

There is no recommended change to the legislative regulated Over \$250,000 threshold level.

The reasons for amending the threshold levels are as follows:

- **Ability to easily engage Aboriginal and Torres Strait Islander businesses, Disability businesses and local suppliers**

Raising the first threshold level to \$2,000 will make it easier for staff to directly engage Aboriginal and Torres Strait Islander consultants/speakers, Disability speakers and local suppliers for low value low risk goods or services without having to go through a competitive or exemption process.

Having the ability and freedom to directly engage Aboriginal and Torres Strait Islander businesses for low value low risk purchases will contribute towards the City's Innovate Reconciliation Action Plan 2022 – 2024 Action and Deliverable 13 - Increase Aboriginal and Torres Strait Islander supplier diversity within our organisation to support improved economic and social outcomes. In 2021 -2022 there were 96 payments made to an Aboriginal and / or Torres Strait Islander business with 75% of these payments up to \$2,000 (excl GST) in value and 89% of those requiring a competitive (i.e. multiple quotes) process.

- **Optimise operational productivity for low value, low risk procurements**

The current threshold level for direct purchase is very low as it requires officers to seek multiple written quotes for spend over \$200.

Administration conducted an in-depth analysis on the types and volumes of purchases for each threshold. The analysis revealed that most purchases in the lower value thresholds were for time-critical requirements. An audit conducted on purchases up to \$2,000 revealed that most purchases were low risk and included hardware, stationary orders, printing costs, catering, training courses and subscriptions.

The requirement for seeking two written quotes ends up costing the City time and money whilst delivering no value, coupled with the delays creating bottlenecks and risks in not being able to deliver the required goods or services on time.

- **Consistent threshold levels across local governments**

Administration conducted a review of threshold levels across 13 metropolitan and regional local governments. The purpose of this review was to benchmark the City's threshold levels and requirements with other local governments.

The review revealed that the City is the only local government out of the 13 councils that has a threshold level below \$1,000. The threshold levels that are being recommended below align with other local governments, particularly for the first threshold, and with WALGA's procurement governance advice on threshold levels. The breakdown of data for the first threshold level is as follows:

- Three local governments had \$0 - \$1,000
- Four local governments had \$0 - \$2,000
- One local government had \$0 – \$3,000

- Four local governments had \$0 - \$5,000

2. Reducing the required number of quotes for prequalified suppliers:

In 2020 the City amended the Purchasing Policy to reflect the increase of the mandatory tender threshold from \$150,000 to \$250,000 due to the impact of COVID-19. In addition it was decided to raise the required number of quotations for prequalified suppliers (i.e. WALGA and WA State Government Common Use Arrangements) from direct purchase to two (2) quotations for the \$201 - \$5,000 threshold and \$5,000 - \$20,000 threshold. The reasoning behind this decision was that it was thought this would ensure that staff were receiving the best offer from the panel of prequalified suppliers.

The increase to the required number of quotations has been trialled for the past two years and in practice, it has been found to add no value while effectively doubling the amount of time and work required by staff to purchase from these panels. A comprehensive assessment is undertaken on all suppliers to qualify for inclusion on the panels of prequalified suppliers with WALGA and the WA Governments CUA. This assessment includes:

- value for money by ensuring the supplier is providing the best rates or price available for the services provided;
- that the supplier has the organisational capacity and capability to undertake the services;
- that the supplier is financially stable and capable of undertaking the services.

A lower price outside of these panels does not mean better value as there is a trade-off with risk, quality, insurances and other contractual protections, all of which are vetted and provided through prequalified suppliers, combined with competitive pricing. It is therefore recommended that a more direct approach with these suppliers should be encouraged for the \$0 - \$2,000 and above \$2,000 and up to \$20,000 purchasing thresholds.

3. Updating the Contract Management Framework requirement for formal contracts:

The City's Contract Management Framework currently states that a formal contract must be in place for all purchases above \$50,000. It should be noted that for all purchases below this value, the City is still protected by the General Conditions of Contract for the Supply of Goods and Services Under a Purchase Order.

The amendments to the Purchasing Thresholds proposed here, would raise the requirement for all purchases above \$100,000 to require a formal contract. Along with better aligning risk and value with the level of Contract Management required, this proposed amendment also aligns with the new local government reforms relating to greater transparency and accountability to list all contracts or procurements with a value of over \$100,000 in a publicly available Contract Register. In accordance with current requirements, the City lists all contracts with a value over \$250,000 on a publicly available register.

Administration conducted an analysis of the \$50,000 - \$100,000 threshold data over the past financial year to determine the volume, value and type of purchases that would instead be managed by the City's Purchase Order terms and obligations, rather than a more formal contract through the Contract Management Framework. The Contract Management Framework is designed to address higher risk or higher spend engagements.

The data revealed that there were 39 purchases made totalling \$2.6 million in this threshold. Out of those 39 purchases, 23 (totalling \$1.5 million) were made under a request for tender or exemption process which already results in a contract. This means that 59.0% of purchases would not be affected by amending the threshold for a contractual requirement as the total value of the procurement was above \$250,000 and contracted anyway.

The remaining 16 purchases (totalling \$1.1 million) were made under a request for quotation process. These types of purchases included one off cleaning, turf maintenance, supply and installation of lights by Western Power, IT equipment and consultancy services. The purchases were identified as low risk and could be safely and efficiently managed through the City's General Conditions of Contract for the Supply of Goods and Services Under a Purchase Order.

4. Separating and amending the Aboriginal and Torres Strait Islander Businesses and Disability Enterprise Principle

The current Purchasing Policy combines the Aboriginal and Torres Strait Islander principle and the Disability Enterprises principle under the one heading. It is recommended that the two principles are separated to reflect the differences and importance of these two areas and emphasise the City's commitment on supporting both the Aboriginal and Torres Strait Islander community and the Disability community.

Amending Aboriginal and Torres Strait Islander Principle – To ensure that all local Aboriginal and Torres Strait Islander businesses are supported it is recommended that the Principle is updated to the following:

The City of Vincent's reconciliation vision is one where Aboriginal and non-Aboriginal people walk alongside each other in respectful and meaningful partnership, celebrating Noongar culture and tradition. To help achieve this vision, the City is committed to ensuring that all Aboriginal and Torres Strait Islander businesses have full, fair, and reasonable access to procurement opportunities. To achieve better outcomes in attracting, supporting, and procuring Aboriginal and Torres Strait Islander businesses and to increase contracting opportunities, therefore supporting employment and business opportunities for the Aboriginal community, the City will endeavour to procure goods and/or services from Aboriginal and Torres Strait Islander businesses.

The above wording is reflective of the Vision in the City's Innovate Reconciliation Action Plan.

Amending Disability Enterprise Principle – To align the City's Purchasing Policy with the City's Access and Inclusion Plan (AIP) it is recommended to amend the Disability principle to the following:

The City of Vincent is committed to working towards equity for all community members including people with disability, their family members and carers. The City values diversity and believes that supporting participation and inclusion for all makes a stronger and more vibrant community. In recognition of the potential for procurement processes to assist in supporting this vision, the City, where practicable, will endeavour to procure goods and/or services from Disability Enterprises and Disability-Owned or run businesses. Such businesses include Charities and Not for Profits whose core business is providing services for people with a Disability.

The above wording is reflective of the Vision in the City's DAIP 2022 – 2027.

5. Procurement Exemptions

The City's current procurement exemptions listed in the Purchasing Policy are compliant with the exemptions listed in the Local Government (Functions and General) Regulations 1996. However, the list of exemptions does not account for several purchasing requirements that do not require multiple quotations. Administration has identified the below list of goods and services which do not require a competitive quotation process for the following purchases on the occasion the value does not exceed \$250,000 ex GST. The list is consistent with other Councils and it is important to include them in the exemptions so the City has a clear process on how to purchase these goods / services:

- subscriptions;
- association and Professional memberships;
- conferences, seminars and training programs;
- Government Gazette advertising (regulatory requirement – Local Government Act Section 3.12);
- government rates;
- non-contestable utility services;
- banking fees and costs;
- insurance premiums with LGISWA;
- proprietary consumables, parts and maintenance for existing equipment where there is no substitute or warranty is voided if a substitute is used; and
- proprietary software license renewals (including support and maintenance), where the software continues to meet the needs and budget of the City, and there would be a migration and implementation cost to change software.

It should be noted that the exemptions in the Purchasing Policy applies to all purchasing thresholds, excluding those over \$250,000 ex GST.

CONSULTATION/ADVERTISING:

In accordance with the City's [Community and Stakeholder Engagement Policy](#), community consultation 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

Public notice of this proposed new policy will be provided from Wednesday 5 April 2023.

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 undertake community consultation of the proposed amended policy.

STRATEGIC IMPLICATIONS:

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

Connected Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Thriving Places

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

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 does not contribute to any public health outcomes in the *City's Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

While the preparation of the Policy would have no financial impact, the advertising would be subject to costs with consultation requirements covered by operational budgets.

COMMENTS:

The Policy review to date has found that the current purchasing thresholds and purchasing requirements do not reflect the current financial climate and are restricting the City from efficiently and effectively procuring general goods and services. The thresholds also restrict the City from purchasing low value low risk goods / services from local suppliers, Aboriginal and Torres Strait islander businesses and disability businesses. The principles in the Policy regarding Aboriginal and Torres Strait Islander business and disability enterprises do not reflect the City's Innovate Reconciliation Action Plan 2022 – 2024 nor the City's Access and Inclusion Plan 2022 – 2027.

The Policy is created pursuant to the Local Government (Functions and General) Regulations 1996. It applies to all purchases across all City Directorates and falls within the scope of a policy as its purpose is to be a "mandatory rule or principle which is required to provide clear direction to Administration on the day to day management of the City."

The proposed changes are considered to enhance the existing Policy and ensure that it reflects the current financial climate, provide an opportunity to improve the productivity and efficiency of staff for low value and low risk purchases, ensure that the City's purchasing process is efficient, effective and economical and ensure that it aligns with the City's RAP and DAIP, includes well substantiated justification for cash-in-lieu collection and expenditure. The amendments aim to improve the Policy's application and ultimately will result in improved purchasing process and outcomes.

Purchasing Policy



Legislation / local law requirements	Local Government Act 1995 Local Government (Function and General) Regulations 1996
Relevant delegations	Delegation 2.2.14 – Expressions of interest for goods or services Delegation 2.2.15 – Tenders for goods and services
Related policy procedures and documents	Procurement Framework: https://intranet.vincent.wa.gov.au/documents/1786/procurement-framework

PURPOSE

To ensure that the City of Vincent's (**City's**) procurement practices and processes are compliant with relevant legislation and best practice.

OBJECTIVE

The objectives of this Policy are to ensure that all purchasing activities:

- demonstrate that value for money is attained for the City;
- are compliant with relevant legislation, codes and standards, including the *Local Government Act 1995*
- (**Act**) and the *Local Government (Functions and General) Regulations 1996*, (**Regulations**);
- are recorded in compliance with the *State Records Act 2000* and associated records management practices and procedures of the City;
- demonstrate probity by establishing consistent processes that promote openness, transparency, fairness and equity to all potential suppliers;
- ensure that the sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment;
- ensure that goods and services to be procured are necessary and fit for purpose;
- properly evaluate and consider the safety and health characteristics of any goods/services prior to being introduced into the City's workplaces;
- are supported by Budget provisions or comply with section 6.8(1) of the Act; and
- are conducted in a consistent and efficient manner across the City and that ethical decision making is demonstrated.

ALIGNMENT TO THE STRATEGIC COMMUNITY PLAN

The Policy will enhance the City of Vincent [Strategic Community Plan](#) by focusing on our strategic priorities and delivering them through our purchasing and tendering decisions.

Examples of how we do this include:

- Delivering an *Enhanced Environment* through our commitment to sustainable procurement that minimises negative social and environmental impacts;
- Creating *Thriving Places* through our Buy Local practices;
- Supporting *Connected Communities* through a focus on gender equality and social enterprises owned and operated by Aboriginal and Torres Strait Islander people or people with disabilities;
- Delivering *Accessible City* outcomes and *Sensitive Design* by choosing high quality, safe, diverse and attractive built form solutions; and

Purchasing Policy



- Remaining *Innovative and Accountable* by promoting openness, transparency, fairness and equity to all potential suppliers and our focus on value for money.

SCOPE

The policy covers all purchasing requirements for Executive Directors of City of Vincent.

POLICY

1. Value for money

Value for money is the difference between the total benefit derived from a good or a service against its total cost, when assessed over the period the goods or services are to be used. Achieving best value for money at the individual purchase level requires that assessments consider cost and non-cost factors, where relevant, the overall objective of the procurement and make a value judgement about the best outcome.

In addition to a qualitative assessment of the procurement, an assessment of the value for money outcome for any purchasing process should consider:

- an initial needs assessment to determine the ongoing relevance and necessity for the procurement and mode of delivery;
- the up-front, after purchase and fit-for-purpose costs and risks associated with the procurement;
- all relevant total costs of ownership and benefits including up-front price, transaction costs associated with acquisition, delivery, use, holding, maintenance and disposal (including where appropriate residual or resale values);
- overall objectives of the procurement and outcome being sought. The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality, including but not limited to an assessment of levels and currency of compliances, value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, ease of communications etc.
- non-cost factors such as fitness for purpose, quality, delivery, service, support and sustainability impacts.
- the supplier's financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable;
- the safety requirements associated with both the product design and specification offered by suppliers and the evaluation of risk when considering purchasing goods and services from suppliers;
- purchasing of goods and services from suppliers that demonstrate sustainable benefits and good corporate social responsibility; and
- providing opportunities for businesses within the City's boundaries to be given the opportunity to quote for providing goods and services wherever possible.

2. Sustainable Procurement

The City is committed to sustainable procurement and where appropriate shall endeavour to design quotations and tenders to provide an advantage to goods, services and processes that minimise negative social and environmental impacts while maximising social and environmental benefits.

These considerations must, however, be balanced against value for money outcomes to ensure the

Purchasing Policy



City's economic viability, essential to its long-term sustainability. Practically, sustainable procurement means the City shall endeavour at all times to identify and procure products and services that have been determined as necessary for the achievement of Strategic Community Plan priorities of enhanced environment. Where practical, the City will endeavour to procure in a manner which takes into account the lifecycle cost of a product by considering the sustainability rating of the product or service provider.

3. Buy local

The City is committed to the ongoing support of local City of Vincent business and, as much as practicable, the City will consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses. Requests for Quotations and Tenders will be structured to encourage local businesses to bid and consider the indirect benefits that have flow on benefits for local suppliers.

4. ~~Aboriginal and Torres Strait Islander businesses and Disability Enterprises~~

~~In recognition of the potential for government procurement to assist in supporting Aboriginal and Torres Strait Islander businesses and Disability Enterprises to grow, which in turn can support the growth of jobs for Aboriginal people and people living with a disability, the City, where practicable, will endeavour to procure goods and/or services from Aboriginal Businesses and Disability Enterprises.~~

4. Aboriginal and Torres Strait Islander Businesses

The City of Vincent's reconciliation vision is one where Aboriginal and non-Aboriginal people walk alongside each other in respectful and meaningful partnership, celebrating Noongar culture and tradition. To help achieve this vision, the City is committed to ensuring that all Aboriginal and Torres Strait Islander businesses have full, fair, and reasonable access to procurement opportunities. To achieve better outcomes in attracting, supporting, and procuring Aboriginal and Torres Strait Islander businesses and to increase contracting opportunities, therefore supporting employment and business opportunities for the Aboriginal community, the City will endeavour to procure goods and/or services from Aboriginal and Torres Strait Islander businesses.

5. Disability Enterprises

The City of Vincent is committed to working toward equity for all community members including people with disability, their family members and carers. The City values diversity and believes that supporting participation and inclusion for all makes a stronger, more vibrant community. In recognition of the potential for procurement processes to assist in supporting this vision, the City, where practicable, will endeavour to procure goods and/or services from Disability Enterprises and Disability-Owned or run businesses. Such businesses include Charities and Not for Profits whose core business is providing services for people with a Disability.

5.6. Gender Equality

In recognition of the City's commitment to promoting workplace gender equality, the City, where practicable, will not procure any goods and/or services from employer's listed on the Workplace Gender Equality Agency's Non-Compliant List.

6.7. Purchasing Requirements

6.7.1 Values

Purchasing Policy



Purchasing that is **\$250,000 or below in total value** (excluding GST) must be in accordance with the purchasing requirements under the relevant threshold as defined under section **7.6.4** of this Purchasing Policy, unless an exemption stated under section 7.6 applies.

Purchasing that **exceeds \$250,000 in total value** (excluding GST) must be put to public Tender when it is determined that a regulatory Tendering exemption, as stated under section **7.6.6** of this Policy is not deemed to be suitable.

6.27.2 Purchasing Value Definition

Determining purchasing value is to be based on the following considerations:

- Exclusive of Goods and Services Tax (GST);
- The actual or expected value of a contract over the full contract period, including all options to extend; or the extent to which it could be reasonably expected that the City will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased; and
- If a purchasing threshold would be reached within three years for a particular contract for procurement, then the purchasing requirement under the relevant threshold (including the tender threshold) would need to be considered.

6.37.3 Purchasing from Existing Contracts

Where the City has an existing contract in place, it must ensure that goods and services required are purchased under these contracts to the extent that the scope of the contract allows.

6.47.4 Purchasing Thresholds

In addition to the other policy provisions, the table below prescribes the purchasing request process to be applied based on the proposed purchase value:

Purchase Value Threshold	Purchasing Requirement Open Market	Purchasing Requirement Pre-Qualified Suppliers
Up to \$200 <u>\$2,000</u>	<p>Direct Purchase from the open market with zero quotations required.</p> <p>This purchasing method is suitable where the purchase is in a known market or is very low risk and where the cost of seeking quotes would be unreasonable on a cost to benefit analysis basis.</p>	<p>Purchase directly from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered by the City; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; <p>with zero quotations required.</p>

Purchasing Policy



Over \$200 <u>\$2,000</u> and up to \$5,000 <u>\$20,000</u>	<p>Seek two written* quotations from the open market.</p> <p>Officers may use their general knowledge of the market, advertisements, in-store price comparisons, catalogues, supplier web sites and any other reasonable means to determine whether the purchase represents value for money.</p> <p><u>Different suppliers should be used from time to time to test value for money for regular purchases.</u></p> <p><u>*Where a written quote is not feasible a written note of the verbal quotation is to be recorded.</u></p>	<p>Purchase directly from:</p> <ul style="list-style-type: none"> an existing panel of pre-qualified suppliers administered by the City; or a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; <p><u>requiring two written quotations, with zero quotations required.</u></p> <p><u>*Where written quotations are not feasible a written note of the verbal quotations is to be recorded.</u></p>
Over \$5,000 <u>\$20,000</u> and up to \$20,000 <u>\$100,000</u>	<p>Seek two<u>three</u> written quotations from the open market <u>including a brief outlining the specified requirement.</u></p> <p>Officers may use their general knowledge of the market, advertisements, in-store price comparisons, catalogues, supplier web sites and any other reasonable means to determine whether the purchase represents value for money.</p> <p>Different suppliers should be used from time to time to test value for money for regular purchases.</p>	<p>Purchase directly from:</p> <ul style="list-style-type: none"> an existing panel of pre-qualified suppliers administered by the City; or a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; <p><u>requiring two written quotations including a brief outlining the specified requirement.</u></p>
Over \$20,000 <u>\$100,000</u> and up to \$50,000 <u>\$250,000</u>	<p>Seek three written quotations from the open market including a brief outlining the specified requirement.</p> <p><u>Seek at least three (3) written quotations from the open market by formal invitation under a Request for</u></p> <p><u>Quotation (RFQ), containing pricing schedule and detailed specification of goods and services required.</u></p> <p><u>Contract required upon award of the RFQ.</u></p> <p><u>The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy, and a contract will result.</u></p>	<p><u>Seek three (3) written quotations from a pre-qualified panel of suppliers (whether administered by the City through the WALGA preferred supply program or State Government CUA).</u></p> <p><u>A formal Request for Quotation (i.e. City of Vincent template, WALGA Template or State Government CUA template) must be used.</u></p> <p><u>Contract required upon award of the RFQ.</u></p> <p><u>The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy, and a contract will result.</u></p> <p><u>Seek two written quotations including a brief outlining the specified requirement from either:</u></p> <ul style="list-style-type: none"> an existing panel of pre-qualified suppliers administered by the City; or a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA.

Purchasing Policy



Over \$50,000 and up to \$250,000	<p>Seek at least three written quotations from the open market by formal invitation under a Request for Quotation (RFQ), containing pricing schedule and detailed specification of goods and services required.</p> <p>The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy.</p>	<p>Seek three written quotations from a pre-qualified panel of suppliers (whether administered by the City through the WALGA preferred supply program or State Government CUA). A formal Request for Quotation (i.e. City of Vincent template, WALGA Template or State Government CUA template) must be used.</p> <p>The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy.</p>
Over \$250,000	<p>Conduct a public Request for Tender process in accordance with Part 4 of the <i>Local Government (Functions and General) Regulations 1996</i>, this policy and the City's tender procedures.</p> <p>(Council Approval)</p>	<p>Where the purchase is expected to be over \$250,000:</p> <p>Obtain at least three written quotations from suppliers by formal invitation under a Request for Quotation (RFQ), containing price and detailed specification of goods and services required.</p> <p>The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy.</p>

6.57.5 Sole Source of Supply

The procurement of goods and/or services available from only one private sector source of supply, (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations provided that there must genuinely be only one source of supply. Every endeavour to find alternative sources and goods/services must be made, with a written confirmation of this recorded.

Once determined, the justification for a sole source of supply must be endorsed by the Chief Executive Officer or Director, prior to a contract being entered into, or a purchase order raised.

6.67.6 Tendering Exemptions

The City limits the discretion from the requirement to call tenders provided under section 11(2) of the Regulations, to values over \$250,000. Accordingly, tenders do not have to be publicly invited for contracts over \$250,000 in the following instances:

- the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA).
- the purchase is from a Regional Local Government or another Local Government;
- the purchase is acquired from a person registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation, where the consideration under contract is worth \$250,000 or less and represents value for money
- the purchase is acquired from an Australian Disability Enterprise and represents value for money;

Purchasing Policy



- the purchase is from a pre-qualified supplier under a Panel established by the City; or
- any of the other exclusions under Regulation 11 of the Regulations apply.

Further to the above exemptions, the City limits the discretion from the requirement to call for multiple quotations for the following goods / services:

- Subscriptions;
- Association and Professional memberships;
- Conferences, seminars and training programs;
- Government Gazette advertising (regulatory requirement – Local Government Act Section 3.12);
- Government rates;
- Non-contestable utility services;
- Banking fees and costs;
- Insurance premiums with LGISWA;
- Proprietary consumables, parts and maintenance for existing equipment where there is no substitute or warranty is voided if a substitute is used.
- Proprietary software license renewals (including support and maintenance), where the software continues to meet the needs and budget of the City, and there would be a migration and implementation cost to change software.
- It should further be noted that the exemptions to seek multiple quotations listed above apply to all purchasing thresholds, excluding over \$250,000 ex GST.

6.7.7 Council Approvals

The Regulations provide that Council is required to Accept tenders (subject to approved Delegations of Authority). For the avoidance of doubt, Council approval is not required for the provision of goods or services when public tenders are not required to be invited (and are not invited), providing the expenditure is authorised through the annual budget or approved in accordance with section 6.8(1) of the Act.

Section 13 of the Regulations specify that if:

“a local government, although not required by this Division to invite tenders before entering into a contract for another person to supply goods or services, decides to invite tenders, the tenders are to be publicly invited to the requirements of this Division.”

7.8. Panels of Pre-qualified Suppliers

7.18.1 Policy Objectives

In accordance with Regulation 24AC of the *Local Government (Functions and General) Regulations 1996*, a Panel of Pre-qualified Suppliers (“Panel”) may be created where most of the following factors apply:

- the City determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;
- there are numerous potential suppliers in the local and regional procurement-related market sector(s) that satisfy the test of ‘value for money’;
- the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and will improve procurement processes; and

Purchasing Policy



- the City has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

The City will endeavour to ensure that Panels will not be created unless most of the above factors are firmly and quantifiably established.

7.28.2 Application

If the City determines it beneficial for a Panel to be created, it must do so in accordance with Part 4, Division 3 of the *Local Government (Functions and General) Regulations 1996*.

7.38.3 Purchasing from the panel

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

The City will take into account its purchasing thresholds when distributing work among panel members.













Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award (via purchase order) communications must all be captured on the City's electronic records system. A record is to be maintained for each quotation process made under each Panel that captures all communications between the City and Panel members.

8.9. Records Management

Records of all purchasing activity must be retained in compliance with the *State Records Act 2000* (WA), the City's Records Management Policy and associated procurement procedures.

OFFICE USE ONLY	
Responsible Officer	Procurement and Contracts Officer
Initial Council adoption	DATE: 17/11/2020, REF# D20/218326
Reviewed / Amended	DATE: 22/09/2020, REF#: <TRIM REF>
Next Review Date	DATE: 23/09/2024,

8 CHIEF EXECUTIVE OFFICER**8.1 INFORMATION BULLETIN****Attachments:**

1. Unconfirmed Minutes Children and Young People Advisory Group (CYPAG) 8 February 2023 [↓](#) 
2. Unconfirmed Minutes Arts Advisory Group - 22 February 2023 [↓](#) 
3. Statistics for Development Services Applications as at the end of March 2023 - will be uploaded for the Council Meeting [↓](#) 
4. Register of Legal Action and Prosecutions Monthly - Confidential
5. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 17 March 2023 [↓](#) 
6. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current [↓](#) 
7. Register of Applications Referred to the Design Review Panel - Current [↓](#) 
8. Register of Petitions - Progress Report - March 2023 [↓](#) 
9. Register of Notices of Motion - Progress Report - March 2023 [↓](#) 
10. Register of Reports to be Actioned - Progress Report - March 2023 [↓](#) 
11. Council Workshop Items since 1 March 2023 [↓](#) 
12. Council Meeting Statistics [↓](#) 
13. Council Briefing Notes - 7 March 2023 [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated March 2023.

MINUTES



CHILDREN AND YOUNG PEOPLE ADVISORY GROUP

Wednesday 8 February 2023 at 6pm

Venue: City of Vincent Administration (Committee Room)

City of Vincent Councillors:

Cr Alex Castle (Chair) (AC)
Cr Ron Alexander (RA)

Community Representatives:

Nicci Salley (NS)
Shari Stockdale (SS)

City of Vincent Officers:

Lisa Williams – Manager Marketing and Partnerships (LW)
Courtney Aylett – Community Development Advisor (CA)

Guests

Sal Cleveray – Freedom Centre
Harry Clark – YMCA HQ

1. Welcome / Declaration of Opening

The Chairperson opened the meeting at 6.04pm and delivered the Acknowledgment of Country.

2. Apologies

Daniel Langlands
Fiona Buswell-Smith
Maria Daniele
Suzanne Lawrence
Sal Cleveray arrived late (6:30pm due to YACWA Board Meeting)
Shari Stockdale left early (6:45pm)

HC provided introduction to the group as the new Youth Services Manager at The Y. Harry worked for the City of Gosnells Youth Services for 10 years and worked for Skateboarding Australia and Skateboarding WA.

3. Confirmation of Previous Minutes

AC confirmed the minutes from the 12 October 2022 meeting.

4. Business

4.1 Youth Action Plan 2023 – 2026 Consultation

CA advised that consultation of the YAP actions and deliverables commenced on January 26. Posters, postcards, and corflutes had been placed around the community with discussions held at the Youth at Risk Network meeting with youth service providers taking marketing collateral for display in their spaces. Information has been distributed to 32 key youth stakeholders and pop-up community information sessions were scheduled throughout the month of February. Further information on the consultation and pop-up opportunities can be found [here](#). CA advised that there hasn't been much feedback received yet. Consultation closes February 27.

NS asked whether copies of the YAP are being provided to young people and whether there has been any engagement with students from North Metro TAFE. CA advised that copies of the revised actions and deliverables are being taken to pop ups and community workshops and that signage had been put up at North

MINUTES



Metro TAFE and a pop-up stand was scheduled for February 23. Boom Radio has promoted the YAP and has also placed information on their social media accounts.

CA advised that the next stage of the process will be presenting the outcomes of the consultation to Council which is anticipated to be in March.

ACTION: CA to meet with Boom Radio and get information on their reach and potential to assist with promotion of events and opportunities for young people.

4.2 *Update of Recent Youth Programs and Initiatives*

December CYPAG Update

CA commented that she had sent a newsletter update in December to the group and checked if there were any questions / comments regarding items from the newsletter.

NS asked about the figures from the Young Makers Christmas Market. CA advised that there were 68 stalls, 53% of which were City of Vincent residents, and the majority of stallholders were aged 8-15. AC and CA commented that the new location of the market was very successful catering for additional stalls and a more accessible location.

NS asked if information from youth service providers was available at the event. CA advised that there were not brochures from at risk youth service organisations as the target cohort for the event was young. CA did advise that the Y attended the event, delivering activities for young people to participate in including badge making and pot plant painting / potting. The Y's presence was a great success. NS recognised that events provided a good opportunity to promote services available for young people across the City.

ACTION: CA to investigate incorporating youth service information into events that target young people 15-25.

ACTION: CA to continue to prioritise local youth organisations in delivering activities at youth targeted events.

January Barista Courses

HC advised that The Y HQ ran three barista courses over the school holidays. The courses were run at Leaf Bean Machine in Bibra Lake with most participants transported from HQ. 30 young people registered for the workshop, however only 20 participants attended. There was a waitlist for the course. HC advised that the facilitators and facility were great and the feedback from participants was positive.

AC recognised that as these courses are free it is easy for participants to book and not attend. AC asked if there was any potential for a nominal workshop fee to be applicable to ascertain a level of commitment from participants and suggested a low-cost fee of around \$10. HC recognised that we could be flexible with this, taking individual circumstances into consideration should the fee be a barrier to participating. Members made recommendations on other workshops that could be considered including RSA, financial literacy, and resume writing.

The group suggested that HC could investigate applying a low-grade cost for future workshops run by the Y.

Edinboro Pop Up Play

CA advised that the Ninja Wall has been installed at Edinboro Reserve and the softball will be installed week commencing 11 Feb.

MINUTES



Foyer Oxford Swimming Lesson Collaboration

CA advised that the City has commenced a collaboration with Foyer Oxford, providing subsidised swimming lessons at Beatty Park for residents. Participants will be incorporated into the regular adult learn to swim program, building not only swim skills but community connections.

AC asked if there was any opportunity to extend this program to gym memberships at Beatty Park or approach local sporting clubs to see if they have the potential to waive fees for young people experiencing financial barriers to participation. RA commented that there is the Kidsport program available for young people up to the age of 18.

SS requested a year overview of what is coming up over the year ahead.

ACTION: CA to investigate potential for community clubs to waive fees for at risk young people.

ACTION: CA to develop a summary of upcoming activities

Formal Induction of new CYPAG Members

CA advised that it is not possible to have an organisation appointed to the working group. This could be reviewed as part of the Policy review in March. Membership of the group expires in October 2023. In the interim, Sal and Harry can be included in meetings using clause 3.3 of the Terms of Reference *Invited Guests*.

ACTION: CA to explore membership options.

4.3 Upcoming Opportunities and Priorities

Youth Week 2023

CA advised that we are currently finalising events / opportunities for youth week 2023 from 14 – 21 April. Events include a mindfulness yoga session and a City After Dark Tour. Collaborative opportunities include a partnership with Propel Youth Arts in hosting a social event for multicultural young people, a Youth Week event with the Y, a Youth Week event with YARN and a youth week event with Freedom Centre.

HC advised that on 15 April 3pm-10pm, the Youth Squad are hosting a 'skate and gig' event for Youth Week. It includes a skate park activation with Beyond Skate running a skate clinic. The bands playing are young people and the entire event is being planned by the Youth Squad.

SC advised that Freedom Centre will run an event on Thursday the 20 April at HQ. They will have arts, crafts, and mindfulness activities.

CA advised that the YARN Youth Week event was scheduled for Tuesday 18 April. This will include service stalls information, food trucks and a music competition. The City will be hosting an activity during this event and creating a mural on the basketball backboard that is currently located between the Y and the Leederville skatepark.

Mother's Day Market

CA advised that the City has commenced planning the Young Makers Mother's Day Market which will be held on Sunday 30 April from 8.30– 11.30am at North Perth Town Hall. Promotion of stallholder/busker callout information will commence from 22 February. Priority allocation to City of Vincent residents will occur with the remaining spaces allocated to non-residents.

ACTION: CA to distribute stallholder callout information to CYPAG members.

MINUTES



4.3 Other Business

FIFA World Cup

CA advised five matches of the 2023 FIFA Women's World Cup are being held at Perth Rectangular Stadium over July and August. The City will look to engage schools and clubs in the build up to this event.

5. Close / Next Meeting

Meeting days

SL has requested change of day / week which CYPAG is hosted. SL sits on the *St John of God Healthcare (Australia) Human Research Ethics Committee* which sits every 2nd Wednesday evening of the month however would like to maintain her space on CYPAG.

LW commented that meetings would be based on the agenda. AC agreed and advised meetings will be scheduled around particular milestones coming up as needed.

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

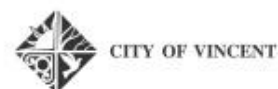
MINUTES



ACTIONS

Summary of Actions	Date	Status
CA to reach out to North Metro TAFE for potential partnership or collaboration opportunities.	October	In progress
CA to try and schedule the next meeting at The Y or at Foyer Oxford.	October	Not Complete
CA to meet with Boom Radio and get information on their reach and potential to assist with promotion of events and opportunities for young people.	February	Not Complete
CA to investigate incorporating youth service information into events that target young people 15-25.	February	Not Complete
CA to investigate potential for community clubs to waive fees for at risk young people.	February	Not Complete
CA to distribute a summary of activities coming up over the year ahead.	February	Not Complete
CA further explore membership options.	February	Not Complete
CA to distribute stallholder callout information to CYPAG members	February	Complete

MINUTES



ARTS ADVISORY GROUP

Wednesday, 22 February 2023 at 5.30pm

Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
Cr Alex Castle (AC)

Community Representatives

Chakris Srisuwan (CS)
Elaine Hanlon (EH)
Kate Rae (KR)

Claudia Alessi (CA)
Marisa Santosa (MS)
Leah Robbie (LR)

City of Vincent Officers

Madison Rea A/Coordinator Policy & Place (MR)
Lauren Formentin, Place Planner – Arts (LF)
Holly Mason, Strategic Planner (HM)
Eamonn Lourey, Place Planner – Place Performance (EL)
Bessie Lemann, Place Planner – Urban Desig (BL)

Special Guests

Jon Denaro, Artist/Founding Director at Voxlab (JD)
Hayley Partington, Design/Project Manager at Voxlab (HP)

Apologies

Helen Turner (HT)
Iwan Isnin (II)
Sue-Lyn Moyle (SM)

Cr Suzanne Worner (SW)
Paula Hart (PH)
Carolyn Karnovsky (CK)

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1. Welcome/Declaration of Opening

MR opened the meeting at 5.31pm and delivered the Acknowledgement of Country.

2. Apologies

Cr Suzanne Worner
Iwan Isnin
Paula Hart
Sue-Lyn Moyle
Helen Turner
Carolyn Karnovsky

3. Confirmation of the Minutes

The Minutes from the 2 November 2022 were noted and accepted.

4. Business

4.1. Car Park to Great Place - View Street North Perth – Arts Grants (presented by Eamonn Lourey)

EL presented a summary of the City's upcoming Car Park to Great Place at View Street, North Perth and the desire to embed Art into the project:

- The project received \$80,000 in grant funding through RAC Reconnect Program 22/23. The City will contribute an additional \$20,000.
- It will see a formalised pedestrian path from View Street to Angove Street using the City's View Street car park and the Rosemount car park.
- Trialling a shared space (similar to Electric Lane in Leederville) has limitations with a \$100K budget
- Discussed activation possibilities and artistic intervention options such as catenary lighting or road murals to make a section of the street one-way.
- The Rosemount Hotel have expressed interest in pop-up alfresco at certain times during the week
- Traffic calming ideas, activation concepts and entry statement ideas discussed.
- The Rosemount Hotel carparks present a good opportunity for a shared space as a long-term strategic plan.
- A current study shows the carpark is used more than street fronts, with more people walking through the carpark than driving.
- RAC is excited by next steps, Stakeholder Reference Group, and the co-design elements of the project.
- The project will run for 2 to 4 consecutive weeks between April and June 2023.

Three opportunities for the art within the project were discussed:

1. Temporal and ephemeral art (focus on emerging artists)
 - EL the dead pockets of space from the areas regained through road narrowing offer opportunities for temporal and ephemeral art.
 - This will be managed through an EOI process.
 - North Perth local history could be referenced.
 - This will use a significant chunk of the budget.
 - Potential to outline non-negotiables.
 - LF all the artworks will be temporary and there's a preference to keep the brief loose.
2. Surface treatment (e.g., road mural)
 - Limited budget and timeframe for delivery.
 - Cited the Trevor Mitchell mural in Fremantle as an example.
 - LF noted community participation is an option.
 - EL previous use of MTN chalk spray found that it was long-lasting.
 - Decals could spill onto walls/pot plants.
 - This will also be through an EOI process.
 - LF we will keep the EOI open, encourage emerging artists.

Discussion:

- CA Bold Park Community College did a similar community project.
- EL there will be the activation of car bays and the potential for food trucks on Thursdays as a family friendly event.
- EH consider local music, a temporary stage space.
- EL more space can be gained through Rosemount's ownership of carparks.
- AC is the occupancy of the carparks greater in evening? EL – the Rosemount have been one of their greatest supports and would prefer less carparking space.
- CA they should consider an Uber bay.
- EL opening the overflow parking is another potential.
- CA the cul-de-sac often empty (between the Church and the side of the school).
- CS consider having markets. Plastic Jungle Markets is a great example of the collaboration of art and music, with local underground DJs.
- AC queried the reasoning for trial duration, also questioning whether it would be long enough to measure success?

- EL the 4-week length was proposed to obtain the grant. Will determine with the stakeholder reference group whether it is appropriate.
- AC noted it's a trickier time of year with events.
- EL suggested that dedicated project managers may be required for a longer trial.
- EH consider quieter nights of week for locals when restaurants are closed, and the area is less busy.
- CS the Strange Festival runs in April and presents as a potential clash with traffic from the northern suburbs coming into the City for a 2 to 3-week period from April into June.

Action: LF to follow up on Strange Festival Dates.

3. Performance art, ephemeral art, and lighting

- CS – we should think about both art-specific markets and non-art markets.
- Potential for artist-in-residence
 - The City of Stirling's 'artist-in-situ' exists as a possible case study.
 - Potential for an artist-in-residence to write a poem, for example, which could then be installed permanently.
- LF the View St house (City owned) is currently tenanted by Rainbow Community House, could be potential for artist-in-residence to use a small space within.
- LR are there any vacant buildings that could be utilised?
 - The former Post Office was suggested.
 - Consider using a vacant building to have a pop-up installation.
 - CA suggested a bookstore would be great.
- AC asked about opportunities for permanent activation into the carpark as a long-term plan?
 - EL the City would need to remove carparking minimums to achieve this.
 - AC entries to premises could be reconfigured so tenancies have dual frontages. The Rosemount is an example of this. The group agreed this should also be considered at North Perth Common
 - CA it would be nice to have the activation entrance visible on View and Angove Street (similar to James Street during Fringe World) – There is potential for this to be collocated in North Perth Common.
- Consider illuminating one of the View Street trees to draw attention to the area.
 - CA: illumination presents massive cost.
 - Illumination could be temporary.
 - AC: it would act to draw people in.
- EL one of the challenges with visibility is that it's tucked behind the bottle shop on Angove Street
 - LF raised the possibility of road/footpath murals flowing through into the shared space.
- CA it would be nice to include Indigenous artists.
 - CS highlighted EOI process should also encourage Indigenous artists and the suggestion of North Perth's cultural history being told in the artworks.
 - LF confirmed the AAG will be involved in the EOI process, as well as the Elders Group and/or RAP Working Group as required.
 - EL discussed the local Indigenous history.
 - CA Smith's Lake is a significant area – there are definite links to the primary school.

Action: LF ensure that information on local Indigenous history is available to artists.

4.2. Public Art for artlets in the Pickle District

(a) Introduction and overview of project

Pickle District Group discussed with plans for art installations throughout.

(b) Vox lab to present concept design

JD presented the concept design for Vox lab's art installation poles for the artlets in the Pickle District (PD), West Perth.

- JD discussed Vox lab who work as a collective, employing as many artists as they can.
 - Vox labs drive the Pickle District group (PDG) as pro-bono work.
 - PDG also drive festivals (JD invited AAG to the Pickle Lit Festival).
 - Idea behind the PDG is to promote the idea of a single consolidated arts district in Perth.
 - It has been going for 18-years and is trying to keep the Pickle District alive (despite the recent Bunnings development being approved).
 - East Perth Power Station (EPPS) was also revealed to be another opportunity for the Pickle District.

- JD discussed the idea behind the project.
 - Materiality was where the project began.
 - Vox labs obtained signage which was salvaged from City of Vincent and had the opportunity to use the engineered poles in Pickle Park as structural pole.
 - Barbara Binder (PhD student) was engaged to explore the Indigenous story through the lakes.
 - Vox labs put lighting on top – collecting lights from cars to draw on the street sign/car theme. Working with genre of cars/signage.
 - JD introduced HP and the concept drawing, noting that Main Roads would be happy as the poles are engineered to withstand car impact.

Discussion:

- JD discussed the issues with the PSP cycle way and underpass, and opportunity to humanise this area. It is City of Vincent owned land, with remnant trees and nice lakes, but the rest uncared for and weird. It has a high volume of traffic and activation of this area would signify that there's still life in PD.
- JD discussed the need for more space. Lots of artist want to be involved but there is not enough space. There's the potential with more comm support that Vox can still roll this out.
- JD doesn't want people to be informed by these poles – they're fictitious poles signifying that the PD is still alive, it hasn't died.
- JD concluded the presentation, reiterating the open invite to the Pickle Lit Festival on 5 May where they would be reinventing the pickle queens.
- JD we want to signify that the Pickle District is not dead and we're fighting
- EH asked if they had considered the use of poles as activation to get people in, like puzzle pieces, spread throughout the Pickle District for wayfinding.
- JD discussed wanting to put the cluster of poles as the PD entry statement.
- LF noted there is a plan for entry statement, the southern point and northern point have been earmarked for entry statements.
- JD discussed the potential purchase of a pink rabbit which they would like to locate in the PD.
- EH suggested the opportunity for gamification.
- Sydney Pyrmont did a similar activation project with rabbit.
- LF noted the potential to use a town team grant for the rabbit idea.
- JD discussed the future plans for Voxlab. We have expanding philosophy, to include as many people as possible. Still looking for idea to get a head lease, get a lot of artists in, and Vox labs can cover some of cost.
- Group discussed the possibility of the state-owned TAFE acquisition, formerly used by WAAPA and PVI Collective.
- Developer incentives will be introduced with the town centre planning frameworks which are currently being developed.

ACTIONS:

LF to follow up on Strange Festival dates

LF to ensure local Indigenous history is made available for all artists involved in the View Street Project

5. Close/Next Meeting

MR closed the meeting at 6:34pm. The next meeting will be on the 7 June 2023

RSVP/Apologies to louise.hood@vincent.wa.gov.au by 5 June 2023.

Signed



Madison Rea A/Coordinator Place (Chairperson)

Dated this _____17_____ day of March 2023

Statistics for Development Applications As at the end of February 2023

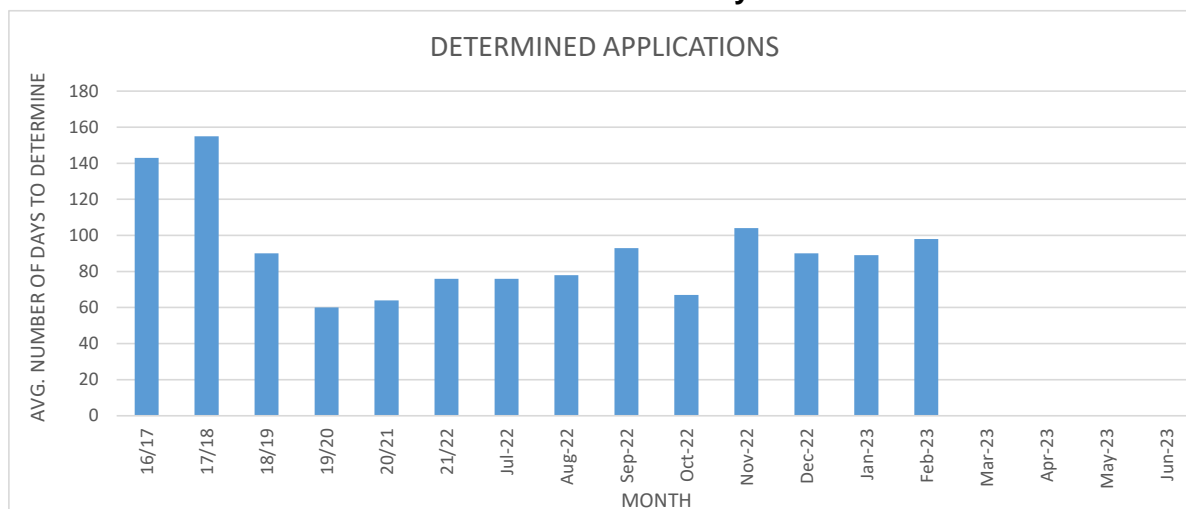


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2021.

Processing Days	16/17	17/18	18/19	19/20	20/21	21/22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Minimum	7	1	0	0	0	1	9	15	51	6	49	9	21	45				
Average	143	155	85	60	64	76	76	78	101	67	104	90	89	98				
Maximum	924	1008	787	499	268	298	155	136	212	111	168	205	167	173				

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
DA's Determined	31	27	31	19	12	31	11	22				
Value of Determined DA's (in millions)	4.28	31	69.8	3.01	53.4	145.4	2.25	5.5				

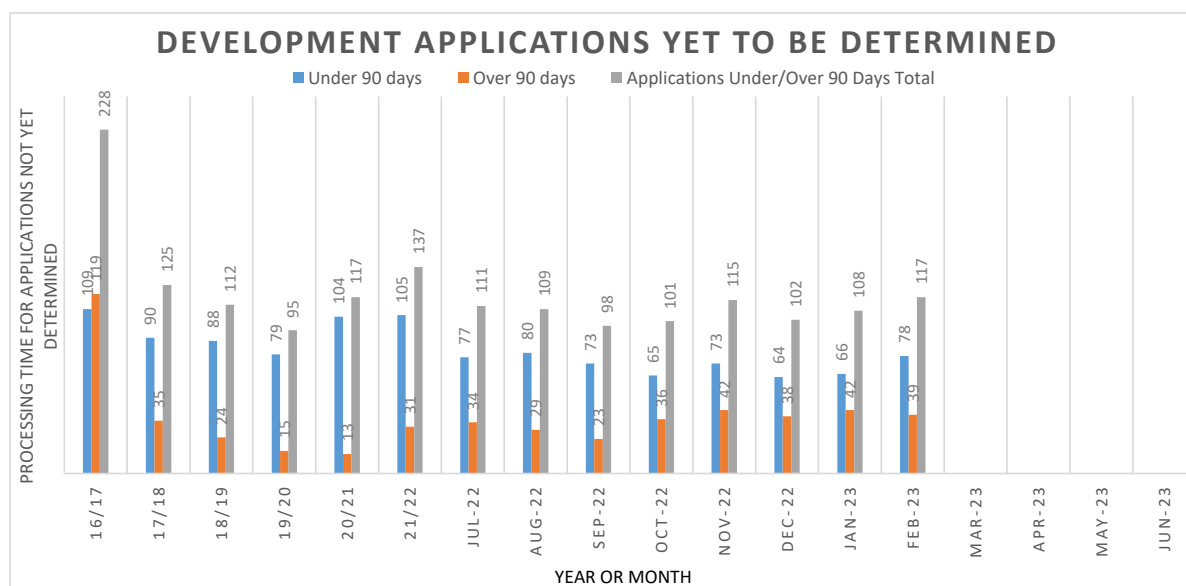


Table 2: No. of DA's to be determined

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
DA's lodged	27	25	23	27	25	18	17	31				
DA's to be Determined	111	109	96	101	115	102	108	117				
Value of DA's to be Determined (in millions)	238.59	305.59	244.36	287.49	273.64	106.44	108.49	110.80				

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 17 MARCH 2023**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 212-214 Lake Street, Perth (DR 223 of 2021)	19 October 2021	Hanoze Park Pty Ltd	<p>Application for review of notice issued in accordance with the <i>Health (Miscellaneous Provisions) Act 1911</i> to address odour nuisance at 7 Grams Chicken Café. Hanoze Park Pty Ltd believes the notice to be invalid.</p> <p>*****</p> <p>SAT Directions Hearings were held on 5 and 11 November 2021, and a further directions hearing held 1 March 2022. The presiding member heard submissions from the City and from the Applicant. On 20 April 2022, the Tribunal handed down their decision, affirming the decision of the City that a Notice can be given under S.184 of the <i>Health (Miscellaneous Provisions) Act 1911</i> (for a nuisance not specifically mentioned in Section 182 of that Act). The matter proceeded to confidential mediation on 5 July 2022. The session centred on a practical solution proposed by the business. The business agreed to present plans for this solution to the City to review by 2 August 2022 with a further mediation hearing scheduled for 9 August 2022.</p> <p>SAT agreed to further adjournment to 21 September 2022. The applicant is required to submit mechanical drawings prior to the next SAT Hearing. The matter has been further adjourned to 17 November 2022 as the consultant contracted by Hanoze Park Pty Ltd passed away. Mechanical drawings have been submitted and it has been identified that a development application and building application would be required. Mediation listed for 17 November 2022 was vacated, and matter is listed for hearing on 3 March 2023. A development approval has been issued for external fixtures, and the City is awaiting submission of a building application for solution.</p> <p>The SAT mediation hearing that was scheduled for 3 March 2023, was adjourned, with the matter relisted for a Directions Hearing on 14 April 2023. The City is advised the installation of the new exhaust system at the premises is imminent.</p> <p><i>Representation by: McLeods</i></p>
2.	Nos. 596-598 Newcastle Street, West Perth (DR 92 of 2022)	8 June 2022	Lateral Planning	<p>Application for review of Council decision to refuse an application for Proposed Amendment to Previous Approval: Billboard Signs (Unlisted Use) on 17 May 2022.</p> <p>*****</p> <p>Directions Hearing held on 17 June 2022. The mediation listed on 1 August 2022 was vacated and the matter is now listed for mediation on 1 September 2022. Following mediation the matter has been listed for a full hearing. Key dates for this are as follows:</p> <ul style="list-style-type: none"> • 14 October 2022 – City Statement of Issues, Facts and Contentions due to SAT. • 28 October 2022 – Applicant Statement of Issues, Facts and Contentions due to SAT. • 8 February 2023 – Witness statements and draft conditions due to SAT. • 23 and 24 February 2023 – SAT Hearing. <p>Subsequent to this the applicant confirmed withdrawal of matter on 19 October 2022. The applicant has since requested the matter be reopened and a Directions Hearing was held on 25 November 2022 and a further Directions Hearing on 16 December 2022 to consider this.</p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 17 MARCH 2023**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
				<p>At the 16 December 2022 Directions Hearing, the SAT allowed for the appeal to be reinstated following the previous withdrawal, with the matter to be listed for full hearing. Directions Hearing scheduled for 13 January 2023 was vacated. The SAT issued Orders on 13 January 2023 with the following key dates associated with full hearing:</p> <ul style="list-style-type: none"> • 3 February 2023 – City's Statement of Issues, Facts and Contentions due to SAT. • 24 February 2023 – Applicant Statement of Issues, Facts & Contentions due to SAT. • 17 March 2023 – Witness statements due to SAT. • 24 March 2023 – City's draft conditions if approved due to SAT • 31 March 2023 – Applicant's draft conditions if approved due to SAT • 25 and 26 May 2023 – SAT Hearing. <p>On 10 March 2023, the SAT issued orders with the following key revised dates associated with the full hearing:</p> <ul style="list-style-type: none"> • 7 April 2023 – Witness statements due to SAT and the City's draft conditions if approved due to SAT. • 14 April 2023 – Applicant's draft conditions if approved due to SAT. • 25 and 26 May 2023 – SAT Hearing. <p><i>Representation by: Castledine Gregory</i></p>
3.	No. 391 Lord Street, Mount Lawley (DR 192 of 2022)	31 October 2022	Urbanista Town Planning	<p>Application for review of a Joint Development Assessment Panel decision to refuse an application for a mixed-use development on 19 October 2022.</p> <p>*****</p> <p>Directions hearing was vacated and mediation was listed for 30 November 2022. Mediation held on 30 November 2022. A second mediation was held on 1 February 2023 to discuss modifications to the proposal. Matter listed for third mediation on 3 April 2023 to discuss further modifications to the proposal, with further information provided to the Respondent on 7 March 2023.</p> <p><i>Representation by: JDAP Presiding Member</i></p>
4.	No. 103 Alma Road and 367-373 Fitzgerald Street, North Perth (DR 14 of 2023)	2 February 2023	Element Advisory	<p>Application for review of a Joint Development Assessment Panel decision to refuse an application for a mixed-use development on 18 December 2022.</p> <p>*****</p> <p>Directions hearing was vacated and mediation is listed for 29 March 2023.</p> <p><i>Representation by: JDAP Presiding Member</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 17 MARCH 2023**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
5.	No. 109 Palmerston Street, Perth (DR 28 of 2023)	14 February 2023	Urbanista Town Planning	<p>Application for review of a Deemed Refusal for Four Grouped Dwellings. The development application was lodged 29 July 2022 and was deferred by Council on 15 November 2022 for a period of 90 days to allow applicant to consider Council's reasons for deferral and changes to the proposal.</p> <p>*****</p> <p>Application to be presented to the 14 March 2023 Ordinary Council Meeting. Directions Hearing scheduled for 17 March 2023 to allow consideration of outcome of determination of the application by Council. Application approved by Council at its 14 March 2023 Meeting. SAT application withdrawn on 15 March 2023. Completed.</p> <p><i>Representation by: Administration</i></p>

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 17 MARCH 2023**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 129 Loftus Street, Leederville	Harley Dykstra Planning & Survey Solutions	Form 1 – Child Care Premises	12 May 2022	Not yet scheduled	Currently under assessment. The application is currently on 'stop-the-clock' and a new due date for the Responsible Authority Report has not yet been confirmed.
2.	Nos. 41-45 Angove Street, North Perth	Hidding Urban Planning	Form 1 – Service Station	7 September 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report is currently due by 23 April 2023.
3.	No. 141 West Parade, Mount Lawley	Planning Solutions	Form 1 – Mixed Use Development	27 October 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report is currently due by 29 March 2023.
4.	Nos. 194-200 Carr Place, Leederville	Taylor Burrell Barnett	Form 1 – Multiple Dwelling Development	3 January 2023	Not yet scheduled	The application is currently on 'stop-the-clock' and a new due date for the Responsible Authority Report has not yet been confirmed.
5.	Nos. 139 and 141 Lake Street, Perth	Planning Solutions	Form 1 – Mixed Use Development	17 January 2023	Not yet scheduled	The application is currently on 'stop-the-clock' and a new due date for the Responsible Authority Report has not yet been confirmed.
6.	No. 554 Newcastle Street, West Perth	Tomaria Construction	Form 1 – Mixed Use Development	20 January 2023	Not yet scheduled	Currently under assessment. Responsible Authority Report is currently due by 26 April 2023.

DAP Process Improvements:

The City's Administration has changed the process for DAP matters. This will include early confirmation of the availability of Elected Members that are DAP Members to attend DAP meetings. This will also include the circulation of the Responsible Authority Report to all Elected Members on contentious DAP items.

**CITY OF VINCENT DESIGN REVIEW PANEL
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL
AS AT 17 MARCH 2023**

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
No. 554 Newcastle Street, West Perth	Tomaria Construction	Mixed Use Development	1 March 2023	DA Lodged. To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 20 October 2021 and 17 August 2022.
Nos. 49-67 Smith Street, Highgate	Housing Choices WA	Multiple Dwellings	1 March 2023	No DA Lodged. The applicant is seeking preliminary comment from the DRP regarding a development concept and its appropriateness within the surrounding context.

TITLE:	Register of Petitions – Progress Report – March 2023
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
22/02/2023	Petition with 110 signatures requesting that Council erect large signs at all entrances to the bitumen paths in Britannia Reserve stating "Pedestrians Only".	EDIE	Completed The petition was dealt with as part of the AGM motions, as the same issue had been raised there.
15/3/2022	Petition with four (4) signatures requesting residents only parking on Prospect Place, West Perth	EDIE	The Rangers have recently completed the necessary occupancy survey for this street, and are now in the process of going through all of the data to ascertain what the best outcome is. Once we have analysed the data, we can then make a decision whether it is viable or necessary to make this resident only parking.

TITLE:	Register of Notices of Motion – Progress Report – March 2023
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
13 December 2022 – Submitted by Cr Wallace		
Local Planning Scheme No. 2 Amendment Regarding Service Stations	EDSD	Scheme Amendment documents prepared and submitted to EPA for assessment. Mid 2023.
13 December 2022 – Submitted by Cr Loden		
Leederville Oval Master Plan	EDSD	The Leederville Oval Working group has formed with an inception meeting on 21 December 2022. An update on the progress is to be presented to the May 2023 OCM.

TITLE:	Register of Reports to be Actioned – Progress Report – March 2023
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
EDSD:	Executive Director Strategy & Development
EDIE:	Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
Council Meeting 14 March 2023				
9.4	Advertising of Amended Policy No. 7.7.1 - Non-Residential Development Parking Requirements and Payment in Lieu of Parking Plan	EDSD	Council approved advertising of the Policy. Significantly amended policies must be provided for a period exceeding 21 days.	The revised policy will be presented to Council in 2023.
9.5	Minor Amendment to Metropolitan Region Scheme - Leederville Parade Primary Regional Road Reserve	EDSD	Council requested that the WAPC proceed with a Minor Amendment to the Metropolitan Region Scheme to remove the Primary Regional Road reservation.	Advertising will be undertaken by the WAPC, with results presented back to Administration in 2023.
10.1	Harold Street – Response to Petition	EDIE	Council requested that a report be prepared on the conclusion of the consultation around the proposed Harold Street/Beaufort Street Blackspot design prior to (or at the same time as) considering the outcomes of the warrant check of the intersection.	A report will be prepared at the end of the consultation period.
10.3	Waste Strategy Project – Verge Valet Vincent Trial Update	EDIE	Extend trial 12 months (July 2023- June 2024).	Further report (inclusive of community consultation feedback) to Council on progress of trial in March 2024.
12.2	Advertising Of Amended Policy - Legal Representation For Council Members And Employees (Policy No. 4.2.01)	EMCSG	Council approved the amendments to the policy for community consultation.	To be reported to Council after the community consultation
12.4 RESPONSES TO MOTIONS CARRIED AT THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 2 FEBRUARY 2023				
4.1	<u>Renaming Mount Hawthorn Community Centre Lesser Hall</u> - That Council REQUESTS the CEO investigate the cost and location options of a flag pole at the Mount Hawthorn Community Centre Lesser Hall entry and signage on the Mount Hawthorn Community Centre Lesser Hall to bring awareness and promotion to where the local RSL meetings occur and provides this information to Council as part of its 2023/24 Budget process.	EDIE	Investigate and cost signage. Investigate and cost flagpole.	Information to be prepared for 23/24 budget process. Budget Workshop #4
4.2(1)	<u>Development Green Space</u> - That Council REQUEST the CEO to	EDIE	Administration is completing a review of the City's Built Form	2023

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	present a review of the landscaping requirements in the City's Built Form Policy to Council by December 2023.		Policy against the State's Medium Density Codes and will present this review and the impact to the Built Form Policy to Council in 2023.	
4.8	<u>Chemical Sprays</u> – That Council REQUESTS that Administration provide a report to Council by June 2023 on options and costs for further reduction in the use of glyphosate.	EDIE	Report by June 2023 Inc. soil sample analysis.	June 2023
4.16(3)	<ul style="list-style-type: none"> <u>E-Waste</u> – That Council NOTES the various e-waste disposal options already available to residents and REQUESTS Administration to advertise these disposal options to increase community awareness; and REQUESTS: <ul style="list-style-type: none"> a six-month trial of E-waste drop-off points; that a report be presented to Council at the end of the trial detailing the findings from the trial; and that the Administration promote the trial in the media, social media, and other normal channels. 	EDIE	Investigation to be commenced. Proposal to Council Workshop for information.	To be presented to Council at the end of the trial.
12.7 Report and Minutes of the Audit Committee Meeting held on 2 March 2023				
5.1	<ul style="list-style-type: none"> 5.1 Managing Risk through the Procurement, Contract Management and the Project Management Framework 		Amendment requested that the CEO report to Council any risks identified as extreme and/or high in the monthly register	Will be included in register
5.10	<ul style="list-style-type: none"> 5.10 Cyber Security Controls Review – CONFIDENTIAL 		Report to be updated to include inadequate key controls and updates for orange adequate controls	To go to May 2023 Audit Committee meeting
5.5	<ul style="list-style-type: none"> 5.5 Fraud and Corruption Prevention Plan – Annual Review 		Amendment requested that the report be updated to include further information.	Will be presented August 2023 Audit Committee Meeting
Council Meeting 14 February 2023				
10.1	Update on Expanding 40KM/H Speed Zones Within City of Vincent	EDIE	Submission of 40kph application to MRWA to progress Consultation to be prepared for Vincent St (Beaufort to William).	June 2023
Council Meeting 13 December 2022				
9.6	Draft Strategic Community Plan 2022 - 2032	EDSD	The draft Strategic Community Plan was authorised for advertising for 28 days. Following advertising, the revised draft will be presented to Council in mid 2023.	Mid 2023
9.8	Mount Hawthorn Youth Skate Space	EDSD	Results from advertising and the updated concept plan was approved by Council. The tendering and construction process will be completed in 2023.	Mid 2023
9.9	Redevelopment Proposals, Leederville	EDSD	Council approved the Stage 2 Request for Detailed Proposals.	Mid 2023

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			These have been distributed to the three shortlisted proponents. Following the evaluation process and due diligence, this will be presented to Council in mid 2023.	
10.1	Stormwater Drainage	EDIE	Commencing within the Mount Hawthorn precinct; Hydraulic modelling to be undertaken in 2023 – 2024 financial year (estimated cost of \$80,000 - \$160,000)	Anticipated be undertaken during the 2023 - 2024 financial year (funded through the above modelling project); and 2023 - 2024 Annual Budget preparations.
10.4	Full Median Strip for Angove Street and Woodville Street Intersection	EDIE	Administration to finalise the concept design drawings of the Angove Street and Woodville Street median strip proposal. Community consultation based on the finalised concept design drawings proposing a 12 month trial of the traffic management treatment. Report back to Council on the outcome of the community consultation and advice whether the traffic management treatment trial should proceed.	Late 2023
12.3	Vincent Underground Power Project – Five Additional project areas	CFO	For inclusion on the Business Plan, to reflect the ongoing nature of the VUPP	Will be included when the process starts
Council Meeting 15 November 2022				
9.1	No. 109 (Lot: 100, D/P: 43470) Palmerston Street, Perth - Proposed Four Grouped Dwellings	EDSD	Application deferred for a period of 90 days to allow applicant to consider Council's reasons for deferral and changes to the proposal. Applicant is working with Administration to address Council reasons for deferral, with the intention of providing modified plans to a future Council Meeting. Application has been made to the State Administrative Tribunal (SAT) to review the Deemed Refusal of this application. SAT Directions Hearing scheduled for 17 March 2023	By February 2023 OMC Mid 2023 Completed March 2023
10.2	EOI for E-Scooter Shared Scheme in the City of Vincent	EDIE	Council approved the CEO inviting Expressions of Interest for and e-Scooter Share Scheme to operate within the City of Vincent. EOI to go out Early 2023	EOI preparation progressing based on feedback from City of Perth.
Council Meeting 18 October 2022				
9.5	Local Planning Scheme Amendment No. 11	EDSD	Special Control Area drafted for inclusion in Local Planning Scheme No. 2 to protect the Royal Perth Hospital Emergency Helicopter Flight Path. Scheme amendment approved for advertising. Results from advertising and the updated scheme amendment will be	Early 2023.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			presented to Council for consideration in early 2023.	
9.10	Place Plan Annual Review		Final review of Volume 1: Vincent Town Centre Place Plan and Volume 2: North Perth Town Centre Place Plan. Annual review of Volume 3: Mount Hawthorn Town Centre Place Plan, Volume 4: Leederville Town Centre Place Plan, Volume 5: Beaufort Street Town Centre Place Plan and Volume 7: Pickle District Place Plan.	Council will receive this update annually with the next update scheduled for October 2023.
Council Meeting 23 August 2022				
9.5	Advertising of Amended Character and Heritage Areas Policy - Orange Avenue and Hope Street	EDSD	Guidelines and updated Policy approved for advertising. Results from advertising and the updated Guidelines and Policy will be presented to Council for consideration in early 2023.	Early 2023.
9.6	Advertising of Amended Policy - Local Planning Policy No. 7.5.1 - Minor Nature Development	EDSD	Policy amendments drafted to update exemptions proposed to be applicable in the City of Vincent. Amended policy approved for advertising. Results from advertising and the updated Policy will be presented to Council for consideration in late 2022 early 2023.	Early 2023.
10.4	Outcome Of Consultation: 12 Month Diagonal Diversion Trial/Proposed Reduction Of Speed Limit Within Area Bounded By Charles, Fitzgerald, Angove And Vincent Streets	EDIE	To come back to Council after completion of the trial. Construction of diversion complete Feb 2023. Assessment ongoing.	2023
Council Meeting 26 July 2022				
9.7	Beaufort Street and Grosvenor Road Pedestrian Improvement Projects	EDSD	Following the trial, concept plan options for a flexible public plaza are being developed, including investigating the feasibility of reconfiguring or integrating the car parks with key consideration given to the key movement issues identified during the trial. A road safety audit would be completed on these plans.	To be presented to Council in 2023.
9.8	Creation of Mall Reserve - Washing Lane, Perth	EDSD	Formal application through Section 59 process will be sent through to the Minister for Lands	Late 2022/ Early Mid 2023
9.9	New Lease to Jigsaw Search & Contact Inc - Portion of Robertson Park, No. 176 (Lot 1) Fitzgerald Street, Perth Lee Hops Cottage)	EDSD	Tenant's position has changed, reviewing options. They will inform the City later part of 2023.	Late 2022. Early 2023 Late 2023
11.7	Extension Of Lease And Deed Of Contract To Belgravia Health & Leisure Group Pty Ltd - Loftus Recreation Centre - Portion Lot 501 (99) Loftus Street, Leederville	EDCBS	Draft Extension of Lease and Contract sent to Belgravia for Execution. Awaiting executed documents.	15 September Late 2022. Early 2023
Special Council Meeting 5 July 2022				

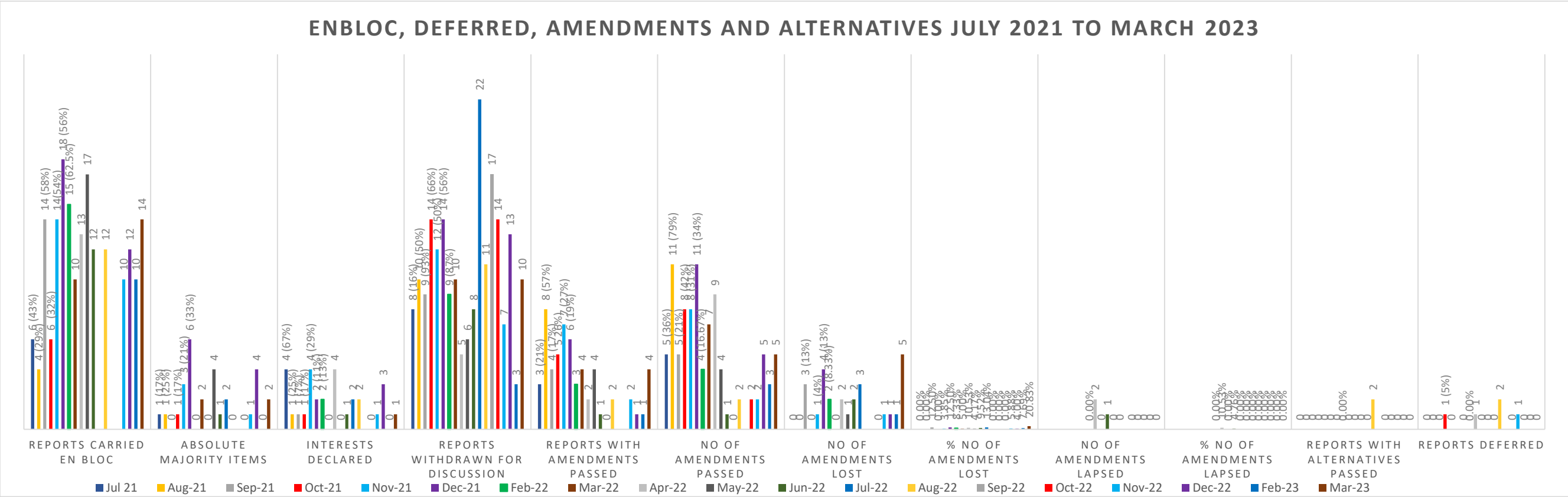
Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
5.1	Adoption of the Annual Budget 2022/23	EDCBS	<p>REQUESTS Administration monitor the impact to number of transactions and revenue following the change to \$1 for first hour to ascertain any detrimental impact on occupancy or use in City car parks and provide a report back to Council by April 2023 in time for setting fees and charges for the 2023/24 Annual Budget; and</p> <p>REQUESTS Administration monitor and review the usage of time limited 15 minute and 30 minute only on street bays in Town Centres following the introduction of \$1 for the first hour in City car parks to ensure short term visitor parking availability.</p>	OCM April 2023
Council Meeting 17 May 2022				
9.3	Accessible City Strategy - Implementation Update	EDSD	Council received the first implementation progress update relating to the actions within the Accessible City Strategy. These actions will continue to be progressed. Council will receive this update annually with the next update scheduled for May 2023.	May 2023
9.4	Sale of No. 25 (Lot 93) Sydney Street, North Perth	EDSD	Draft surrender of licence prepared. Communications required with Licensee.	November Late 2022. Early 2023
Council Meeting 5 April 2022				
9.3	Proposed Amendment No. 9 to Local Planning Scheme No. 2 - No. 21 (Lot: 373; D/P: 1939) Eucla Street, Mount Hawthorn	EDSD	Amendment advertised and determined by Council at the 22 October Council Meeting. Amendment has been forwarded to the WAPC for consideration before being presented to Minister for determination.	Response from Minister expected in mid-2023.
12.5	Responses to motions carried at the Annual Meeting of Electors held on 2 February 2022			
Motion 2	DIRECTS the CEO to provide the Tree Selection Tool publicly on the City website. Council RECEIVE a further report on the review of the Street Tree and other relevant policies to reflect the requirement for at least 75% of street trees planting going forward being native.	EDIE	Tree Selection Tool published on website – Feb 2023.	Street Tree Policy to go to April 2023 Workshop.
Council Meeting 8 March 2022				
9.4	Sale of No. 26 Brentham Street, Leederville	EDSD	Scheme Amendment considered by SPC awaiting Minister's determination. Follow up required with adjoining landowners to confirm interest in sale.	Early 2023
Council Meeting 14 September 2021				

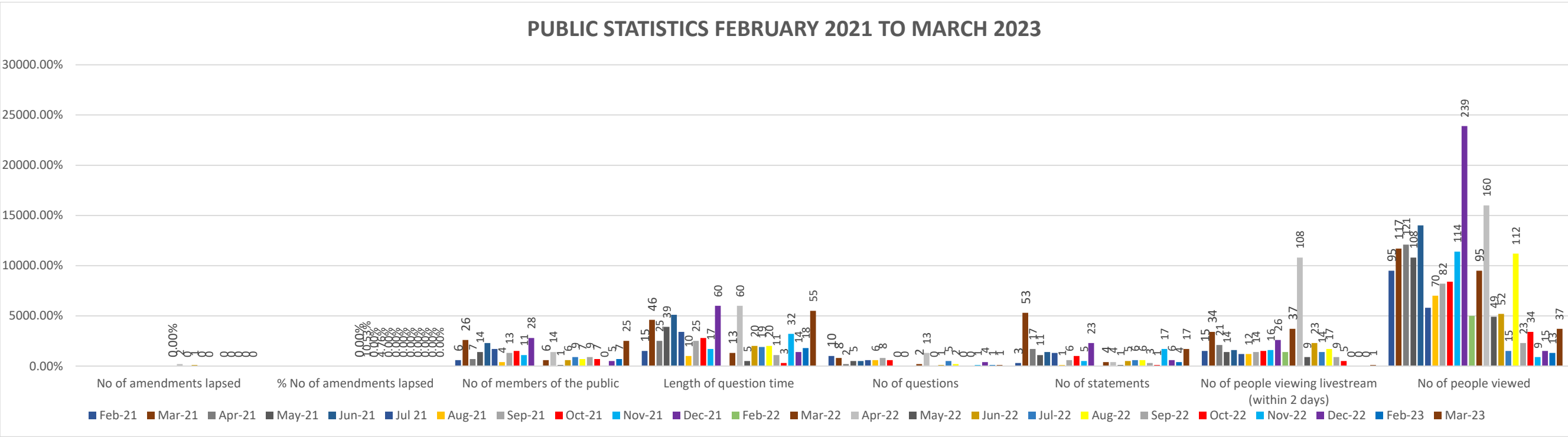
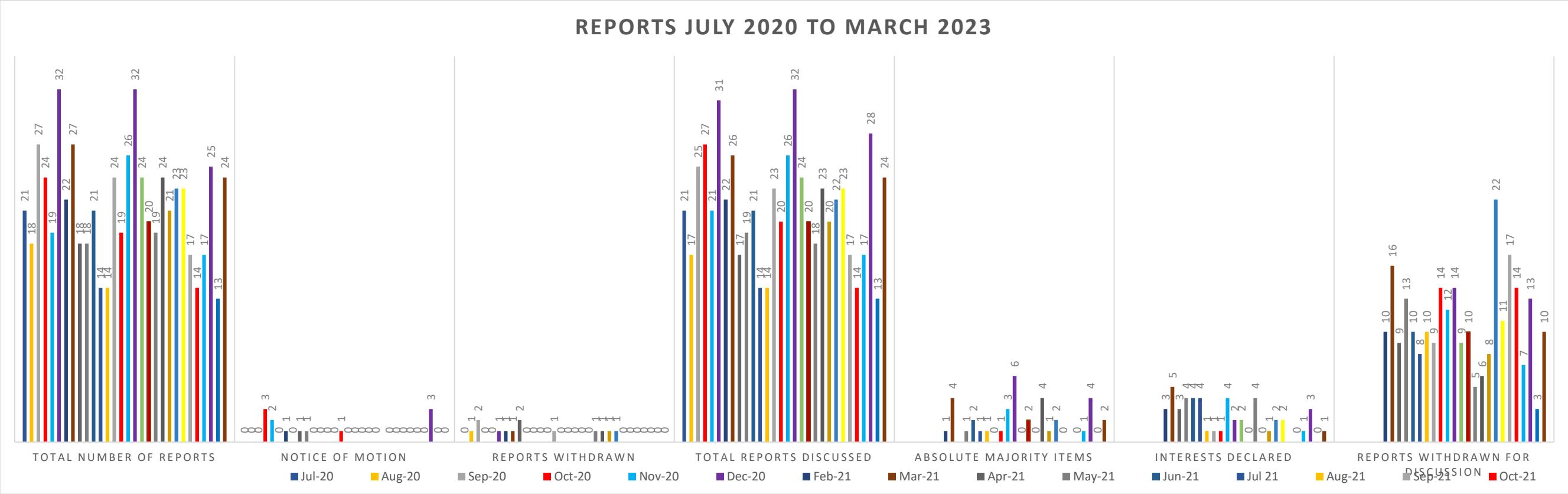
Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
9.7	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan - Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	EDSD	LPSP referred to WAPC for comment and endorsement.	Final comments not expected until mid late 2022 early 2023
Council Meeting 23 March 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.	Completed Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Report was presented to Council in March 2023
Council Meeting 20 October 2020				
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 2024 Late 2024 During Late 2022 Early 2023
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 COVID.	The revised draft Policy will be was presented to Council for consideration in 2022 at its 23 August Meeting, where it was adopted for the purposes of community consultation. The results of consultation and a final policy scheduled to be presented to Council in late 2022 early 2023.
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. Resolution of adverse possession claim waiting on Landgate decision.	To be signed by 30 October 2020. Waiting on Landgate decision
Council Meeting – 30 May 2017				
12.5	Perth Parking Levy	EDIE	State Government yet to release results of consultation.	Update scheduled to be provided in late 2021. 2022 Early 2023

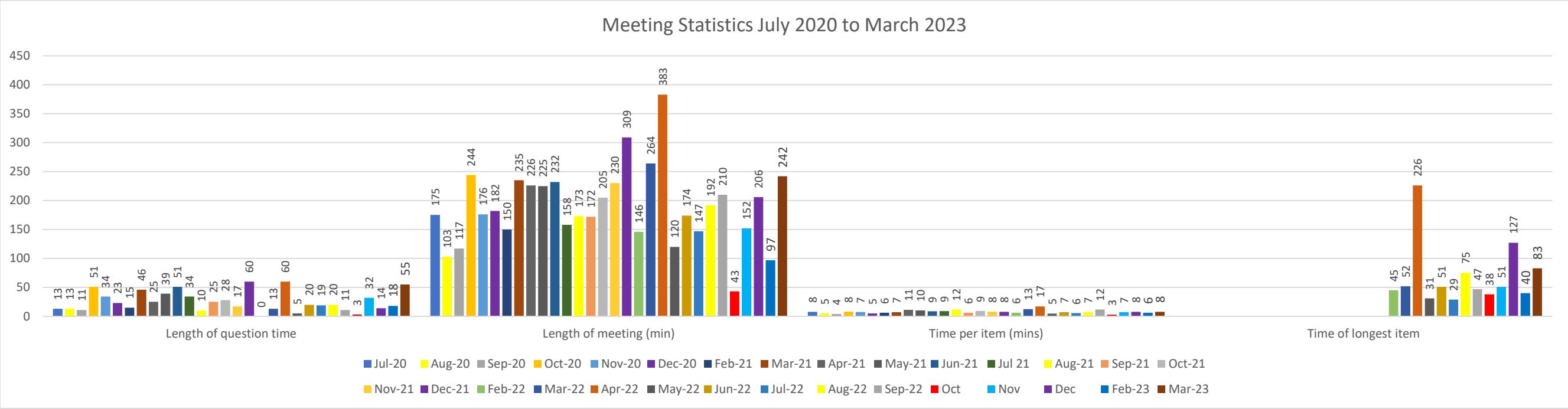
COUNCIL WORKSHOPS

No workshops have been held since 1 March 2023

Council Meeting Statistics – March 2023









CITY OF VINCENT

NOTES

Council Briefing

7 March 2023

COUNCIL BRIEFING NOTES

7 MARCH 2023

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COUNCIL BRIEFING NOTES

7 MARCH 2023

**NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 7 MARCH 2023 AT 6.00PM**

PRESENT:	Mayor Emma Cole	Presiding Member
	Cr Susan Gontaszewski	South Ward
	Cr Alex Castle	North Ward
	Cr Jonathan Hallett	South Ward
	Cr Suzanne Worner	North Ward (left at 8.12pm during Item 5.7)
	Cr Dan Loden	North Ward
	Cr Ashley Wallace	South Ward
	Cr Ron Alexander	North Ward
	Cr Ross Ioppolo	South Ward
IN ATTENDANCE:	David MacLennan	Chief Executive Officer
	Jay Naidoo	Manager Development & Design (electronically) (left at 7.40pm after Item 5.2)
	John Corbellini	Executive Director Strategy & Development
	Tara Gloster	Manager Policy and Place (left at 8.14pm after Item 5.7)
	Peter Varris	A/Executive Director Infrastructure & Environment (electronically) (left at 7.52pm after Item 11.2)
	Rhys Taylor	Chief Financial Officer
	Luke McGuirk	Manager Engineering (left at 7.52pm after Item 11.2)
	Sarah Hill	Manager Parks (electronically) (joined at 6.29pm during Item 4 and left at 7.23pm during Item 5.3)
	Karen Balm	Coordinator Community Development (left at 7.34pm after Item 7.5)
	Jayde Robbins	Manager City Buildings & Asset Management (electronically) (left at 8.18pm after Item 6.2)
	Yvette Plimbley	Manager Waste & Recycling (left at 8.00pm after Item 11.2)
	Paul Morrice	Manager Ranger Services (electronically) (left at 6.55pm after Item 6.1)
	Aaron Griffiths	Manager Projects and Procurement
		Mindarie Regional Council (Item 11.1 only)
	Wendy Barnard	Council Liaison Officer
Public:	Approximately 18 members of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Emma Cole, declared the meeting open at 6.00pm 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 and present."

COUNCIL BRIEFING NOTES

7 MARCH 2023

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Suzanne Worner is on approved leave of absence from 15 February 2023 to 28 March 2023, but attended the meeting electronically.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following is a summary of questions and submissions received and responses provided at the meeting. This is not a verbatim record of comments made at the meeting.

3.1 John Viska of North Perth – Item 8.4

- Spoke about the Hyde Park Conservation Plan AGM motion that is in this agenda.
- Mentioned that the conservation plan is important because it maintains and conserves the significance of Hyde Park, which has cultural significance as listed in the current conservation plan.
- Stated that the current management of Hyde Park is not according to the conservation plan.
- Stated that when the new document is commissioned people who have experience should be consulted, for example the Heritage Council WA, professional historical researchers, horticulturists and arboriculturists with heritage experience, heritage architects and input from community groups such as the WA Horticultural Council, WA Garden History Society and the local history centre.
- Mentioned that there are problems in the park with diseases and pests, so the conservation plan should be used as a working document to guide how the park is managed and the cultural significance is maintained.

The Presiding Member, Emma Cole, thanked Mr Viska for his comments.

3.2 Marie Slyth of West Perth – Item 8.4

Marie submitted the below comments in writing, which she spoke to.

Marie Slyth of West Perth – Item 8.4**Motion 4.13(1) Creation of Cul-de-Sac - Local Traffic Impact**

Following receipt of COV Administration's response to our request for protection of our Cleaver Character Area Streets, i.e. Florence Street, Carr Street, Strathcona Street and Hammond from the impact of unavoidable, inevitable further increased Rat running through our Streets, (together with timber carrying trucks), which will occur due to the approval of a Bunnings store on the corner of Cleaver and Newcastle Streets, we find it hard to believe that Council's review of our recommendation that a Cul de Sac be installed near the bottom of Strathcona Street, would have no material impact. We consider it would be the most effective way to protect our streets for the future.

We local people live here and know what is happening on a daily basis. We are already suffering (as stated in the original Motion) from daily increased Rat running from jam packed Vincent Street – with vehicles turning left into Florence Street, then left into Carr Street and then right into Strathcona Street - sometimes at speeds of up to 50 kph in their hurry to get to Newcastle Street, to avoid the Loftus and Vincent Street lights which at both morning and late afternoon to evening peak hours are getting worse all the time, (noisy vehicles, Motor bikes and large trucks in both directions now hurtle at over 60 kph along Carr Streets between Charles and Cleaver Streets) (added into that now are road using e-scooters (at least these are dangerously silent) - at the state DAP meeting all this information was spelled out but ignored by the Board. (I would point out that Carr Street is not a main road) Safe Active 30 km has just become a joke in Strathcona Street, and 40 km in Carr Street is rarely observed. 30km in Florence Street seems to be more frequently observed. I have spoken to a number of neighbours who can't understand why Council is not going to help protect us from the Rat running through out streets. If only Council staff and councilors would come especially at peak hours and observe what we are saying they might wake up.

We wonder why Council has not put speeding lines across these streets to be able to believe what we local residents are trying to say.

COUNCIL BRIEFING NOTES

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Once Bunnings is completed, just what does Council intend to do to provide local residents with parking facilities - since there is bound to be an overflow into our local streets from Bunnings customers? At the outset of the Bunnings takeover, Council did state that the adjoining local area (i.e. Cleaver Character Area) would be looked after.

Admin's review statement re number of crashes in our area being other reason for denying our recommendation is not applicable - only a miracle that have been none in our area. Point to raise if number of accidents is to be considered is with the blocking off of Alma Road North Perth, how many accidents took place there?

Motion 4.13(2) - Removal of tree

This is my fourth attempt to have Council remove this huge Jacaranda tree the almost monthly increasing height of which branches, will now most certainly cause damage to my house as the north west powerful winds make the top branches of the trees lean over my front lawn far enough to reach and hit my front verandah.

My insurance company will not cover such damage when this happens as the tree stands on City of Vincent street verge. In Council's decision in failing to support my requested recommendation (as was approved at the Electors AGM) be aware that Council HAS NOT PRUNED THIS TREE IN MANY YEARS WHICH IS WHY IT IS CONTINUING TO GROW TO SUCH A RIDICULOUS HEIGHT.

My request is that the tree be removed and replaced by a tree that can be pruned in accordance with Council's policy. Accordingly I ask that my request be supported.

Thank you in anticipation – Please help me to protect my Cat. B Heritage listed house.

Motion 4.4 Britannia Reserve Pathway

electric (e scooters)
ebikes
eskateboards
e roller-skates
one-wheel escooters and hoverboards
using PEDESTRIAN PATHWAYS

Given the high risk erideables now create for ordinary pedestrians and especially disabled people and elderly people - surely all must now be required to register, pay the reg. fee as vehicle drivers on our roads must do, so that when such erideable users crash into a pedestrian on a regular footway – pathway, they must be held liable for the injuries they cause - as applies in all road vehicles accidents.

We all have to pay our rates for our footpaths so why if erideables are taking away the safety of walking on our footpaths should such users escape registration.

So far I have just missed (by a whisker) being hit by e scooter riders on my local Carr Street footpath when stepping on the footpath outside my gate. Why should Council support dangerous e-rideable users when footpaths were not created for such users, which now seek to claim free benefits?

The Presiding Member, Emma Cole, thanked Ms Slyth for her comments.

3.3 Penny Hutchison of West Perth – Item 8.4

- Anxious about the rat running down Florence street onto Carr street and onto Strathcona street.
- It would inconvenience residents to have a cul-de-sac, but it is a necessity before Bunnings is built and the traffic increases.
- Implores Council to listen to the residents.

The Presiding Member, Emma Cole, thanked Ms Hutchison for her comments. Mayor Cole asked Manager Policy & Place if she could investigate if the transport study that is to be undertaken for the Pickle District Local Panning Framework will take into consideration the residential streets on the other side of Newcastle Street?

Manager Policy & Place has provided the below response:

COUNCIL BRIEFING NOTES

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The West Perth traffic study will give the City a better understanding of traffic in the area. However specific investigations into these residential streets cannot be requested to be included in the scope at this stage as it is outside the Perth Parking Management Area (PPMA). Until the legislation is revised monies cannot be spent on areas outside of the PPMA.

3.4 Joshua Carmody of Perth– Item 5.1

From Planning Solutions representing the neighbours of the development.

- They are concerned about the overshadowing that will be caused if approved, three of the units will be overshadowed by greater than 70 per cent, with one of them overshadowed by 92 per cent, the north facing living rooms throughout winter will be dark and they will need to have internal lighting on during the day.
- Overshadowing is only acceptable if the solar access to adjoining properties is protected, it is clear that the access to outdoor areas will not be protected, particularly during winter.
- The only one asked to compromise are the neighbours.
- Requests that Council refuse this application, or defer so that applicant can achieve meaningful compromise to protect their amenity.

The Presiding Member, Emma Cole, thanked Mr Carmody for his comments.

3.5 Louise Schneider of Mt Lawley – Item 6.1

- Spoke to the petition submitted and requests that Council approve the suggested changes to resident parking, implementation of resident parking on the south of the street.
- Main Roads have identified the intersections with Harold and Beaufort Streets as blackspots and funding is available this financial year to implement measures to mitigate traffic events, but the residents are concerned that even with these measures it will not alleviate the traffic management concerns raised in the petition, with the anticipated increase in traffic volume expected from the imminent opening of Challis development, and the continued use of the roads as a rat run.
- Requests a traffic calming warrant check after the opening of the Challis development to assess if any other measures, such as the request of making the street one way, need to be investigated.

The Presiding Member, Emma Cole, thanked Ms Schneider for her comments.

3.6 Peter Mrdja of Perth – Item 5.1

- Stated he is with Urbanista Town Planning representing the applicants.
- The application process commenced in December 2021, since then there have been three design reviews and several rounds of advertising and requests for information.
- Stated that this is way longer than the required 90 day determination period.
- The assessment process for grouped dwellings is very slow.

The Presiding Member, Emma Cole, interrupted Mr Mrdja to ask him to restrict his comments to the specifics of the application in question.

- With respect to overshadowing, the fig tree overshadows the existing development for more than the 50 per cent that is proposed, this cannot be changed.
- The application is supported by the DRP.

The Presiding Member, Emma Cole, interrupted Mr Mrdja to advise him that his allocated time was up, and invited him to speak to the Council Meeting next week, or to send through an email.

3.7 Ashlee La Fontaine of North Perth - Item 8.4 (Item 4.12)

At the AGM I proposed, on behalf of my community, that ratepayers within the previous Highgate East underground power project area be refunded or credited towards their rates next year. This motion was carried but Administration's response here does not support it on the reasoning that all funds that remain in

COUNCIL BRIEFING NOTES

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the underground power reserve at the completion of the project will be able to be used to support other projects at the City, subject to a decision from Council.

I'd like to ask, firstly, how much money is the City expecting to accrue in the underground power reserve at the completion of the project, and secondly, given the cost of living pressures ratepayers are currently under, lifting rates should have been a last resort. Why was this funding model selected instead of the previous loan model which charged interest only to those who chose to defer payments to cover their underground power?

A response to this query has been provided in Item 8.4, later in these notes.

The Presiding Member, Emma Cole, thanked Ms La Fontaine for her comments.

3.8 Dudley Maier of Highgate – Items 8.4 and 7.4**Item 8.4 (Item 4.16(3))**

I am disappointed but not surprised with the response about the suggestion about making it easier for residents to deal with eWaste. It is unrealistic to suggest that people are going to drive all the way to Tamala Park or Balcatta or use the Verge Valet service at \$200.00 a pop, to dispose of a computer screen or laptop or some computer equipment, it is just unrealistic. It is not about setting up your own recycling centre as suggested by the staff, it is more about providing a big box somewhere that people could drop off stuff, somewhere that is convenient and just having a staff member take it somewhere to Osborne Park near the City's depot and deal with it. It's no big deal.

A response to this query has been provided in Item 8.4, later in these notes.

Item 8.4 (4.16(4))

In relation to clarifying who can speak on behalf of Council the Administration response was that "*It is also available to non-DAP Elected Members to attend and speak at DAP meetings in either their private capacity as residents and ratepayers, or as a Council Member representing the interests of electors, ratepayers and residents of the district.*"

It is not about speaking, it is about purporting to speak on behalf of the City or Council without the Council first having taken a formal position. As an example, the Mayor recently spoke on the Bunnings proposal on behalf of the City, without first formally consulting the rest of Council. She was against the proposal, so what happens if another councillor had gone along and said they were speaking on behalf of the Council and they thought the development was good and should be supported, particularly if the Mayor had not been at that meeting.

Item 8.4 (4.15(2))

In the Commercial Waste motion response there is a statement that "*... the rate in the dollar for Commercial rates now sitting at 19% lower than Residential rates.*"

This either demonstrates a lack of understanding of how rates work or is intended to incorrectly suggest that businesses have been treated favourably. The different rates in the dollar simply reflect the inconsistent changes to the relative GRVs about 3 years ago. It's like trying to imply that the rates in Claremont are cheaper than in Vincent because the rate on the dollar is 6.86c, whereas Vincent is 25 per cent higher at 8.5c on the dollar. The reality is the average rate in Claremont is \$2370, Vincent is \$1720.

Item 7.4

The CEO's commitment that the \$20.5M capital works would be spent this year has been blown out of the water. Attachment 5 shows that just under \$1M of ratepayers money was not needed this financial year. There is also an acknowledgement in the report about the \$1M mistake in the opening surplus but there is no explanation, it is almost as if it is of no real concern, so my questions are:

How did the \$1M variance come about and when were the staff first aware of it?

There is also the fact that the surplus is not transparently carried forward to reduce next year's rates. This about accounting practices that nobody can follow.

There is also a recommendation to put \$1.5M in underground power reserve, effectively obtaining bridging finance for the project before you have even decided on a funding model, so it looks like it is far too early and the surplus should have been carried forward until the decision has been made.

A response to this query has been provided in Item 7.4, later in these notes.

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The Presiding Member, Emma Cole, thanked Mr Maier for his comments.

3.9 Marco Vittino of Perth – Item 8.6

- Stated he is the director of a small architectural business.
- Refers to Attachment 7 of the Infobulletin, Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel.
- Item 5 of that report, 139 – 141 Lake Street, Perth – he represents over 100 local residents and users of adjacent Stuart Reserve, who do not support this application. Details of the objections have been submitted in writing but in summary they relate to scale, amenity, safety and sustainability.
- Does the City think it is appropriate to recommend the approval of a scheme which is not compliant with or respectful of the long term vision for the area and will result in overdevelopment of the site beyond what the City's own policy is deemed to be allowable and acceptable in this location?
- Would Elected Members be willing to undertake a collective site visit to consider their concerns?

The Presiding Member, Emma Cole, thanked Mr Vittino for his comments.

Executive Director Strategy & Development advised that the application has been out for community consultation and has now closed. The responsible authority report is due the start of April, at this stage. The Executive Director stated that he is happy to facilitate a meeting between Council Members, Administration and residents to discuss the proposal, answer any questions and help residents understand the process around the JDAP consideration of the proposal. Mayor Cole queried how many submissions had been received, but that information was not immediately at hand.

The following questions and statements were submitted in writing prior to the meeting:

Chandra Woodley of Leederville – Item 5.3

I'd just like to raise a concern about how the business will maintain the peace/noise at the venue please? It's been good lately but in the not so distant past, there has been a lot of anti-social behaviour outside the front and back of the restaurant causing a lot of noise.

James Penman of Mt Lawley – Item 6.1

I am a resident of Harold Street that is affected by the current traffic situation. I would like to thank the councillors and council staff who attended a meeting with representatives of Harold Street. I have reviewed the briefing note and I would like the councillors to consider the following feedback when assessing next steps:

- I support the suggestions for reallocation of loading and taxi zones along Beaufort St which can be implemented in a short timeframe.
- The traffic survey - dated 4 August 2021 - referenced in the response is likely to significantly misrepresent the current (and future) state of traffic flows along Harold Street. The survey was undertaken: 1) on a weekday only and before "The Beaufort" venue was operational, 2) without the additional flows from the Challis apartment block using Harold St, and 3) during the COVID-19 pandemic when restrictions are likely to have reduced general activity in the area. Basing decisions on this outdated data risks a compromised solution being delivered. I support an updated traffic survey being conducted before additional treatments are proposed.

The Manager Engineering has clarified the duration of the traffic survey in the report, being 28 July to 4 August 2021.

- It is not clear from the proposed blackspot treatment if right hand turns will be prohibited from Beaufort St into Harold St; however, from the geometry of the proposed traffic island extension shown on the plan, it appears that right hand turns into Harold St would still be allowed. If this is the case, it is likely to exacerbate issues as all traffic travelling along Harold St (Lord to Beaufort) trying to reach Vincent St would be directed to travel via Harold St (Beaufort to Vincent) as opposed to the current arrangement where a portion of the traffic is able to turn right onto Beaufort St and then left into Vincent St.

COUNCIL BRIEFING NOTES

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The Manager Engineering has clarified that preventing southbound right hand turns from Beaufort Street into Harold Street will be considered as part of the proposed Traffic Calming Warrant investigations.

Anthony Dowling of Leederville – Item 5.3 (with attachments, not included)

1. We are the owners and residents of 105 Richmond Street Leederville, which is located directly behind 209 Oxford Street Leederville, separated only by a 3 metre wide right-of-way (ROW).
2. We have been for the past 3 and ¼ years – and are continuing to be - directly and adversely impacted by the shisha lounge use being carried out at the rear of 209 Oxford Street Leederville.
3. These adverse impacts and our associated concerns with the proposed development are set out in our letter and submission dated 16 August 2022 to the advertised development application, copies of which are attached.
4. We are very **strongly supportive of the City's administration recommendation** for Council to refuse to approve the development application, and concur with the recommended grounds of refusal. However, we also consider the failure by the applicant **to propose any onsite car parking ought to be added as a ground of refusal.**
5. We **strongly urge Council to refuse to approve the development application**, and to take steps for the unauthorised **shisha bar use to immediately cease** and any **associated unauthorised structures be promptly removed.**
6. Notwithstanding statement 4 above we do **take issue** with the administration's comment in the report on the application that **'while it is expected that those abutting a Regional Centre zone would be afforded a reduced level of amenity compared to a property that is centrally located within a Residential zone ...'** and as also asserted by the applicant in response to the submissions made on the proposal.

The City's planning scheme **does not make any distinction nor contain any provision or requirement about the level or degree of amenity to be enjoyed by residents in a residential zone.** People residing in one part of a residential zone ought to be **able to enjoy an equitable level** of amenity afforded to people living in another part of the same zone.

We note the City's planning scheme has a **Residential zone** objective *'To enhance the amenity and character of the residential neighbourhood by encouraging the retention of existing housing stock and ensuring new development is compatible within these established areas'* (our emphasis)'.

Whilst we understand that the part of the objective *'to ensure new development is compatible within these established areas'* may specifically refer to new development within the Residential zone itself, we consider it incumbent upon a proponent of development fringing an existing residential zone - and the City itself in assessing and determining whether to grant approval to such development - to ensure that the development will be compatible with residential living being carried out from within lawfully established housing in an adjoining residential zone.

We contend that **the expectation of a lesser residential amenity would only apply to new residents occupying a housing component that forms part of say, a mixed use development under a Regional Centre type zoning.**

Please be aware that we have been permanently residing at 105 Richmond Street since 2016, long before Shesh Besh established its shisha lounge in late 2019, and prior to that had no issue with or suffered any adverse amenity impacts from previous uses carried out upon 209 Oxford Street.

7. We have many times contacted the proprietor of Shesh Besh requesting the noise levels and the 'din' associated with the shisha lounge use to be toned down but to date this has been ignored and been to no avail.
8. Regardless of the views held by the applicant (proprietor) about shisha smoking, the odour from smoking shisha is pungent and unpleasant to us, and can be smelt from inside our house when our windows nearest to the shisha lounge are open, and from within our front carport.

We should not have to put up with or tolerate this.

9. Whilst we support the recommendation to refuse to approve the shisha lounge use, we have **no objection to the restaurant use continuing as per presently carried out.** However, we would object to any proposed expansion or intensification of this use towards the rear of 209 Oxford Street where this will result in continuing unacceptable adverse amenity impacts being suffered by us.

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10. Notwithstanding the administration's report on the development proposal, there are a number of questions we still have about the proposal that hopefully the City can satisfactorily address.

These are as follows:

Questions

1. Can the City please explain how the **unauthorised** shisha lounge use **is able to continue to operate and carry on whilst it has no development approval from the City to do so**? If it is currently an unauthorised use surely it cannot continue until such time as the City has determined the development application, or the State Administrative Tribunal (SAT) has determined the application in the event that the applicant applies to the SAT to review a decision by Council to refuse to approve the development application?
2. If Council – on the other hand - decides to ultimately approve the development application against the recommendation to refuse to approve it, **will Council provide reasons and/or the basis upon which approval is granted**?
3. We note from the administration's report on the application that the shisha lounge **holds a retail tobacco licence to sell shisha**. How can this be when the shisha lounge has **no development approval to carry out the smoking of shisha within its premises**?

Whilst this might be a question for the **Tobacco Compliance Branch** of the WA Department of Health **to specifically answer** has the City's administration queried or questioned the Tobacco Compliance Branch about this situation, and if so, what was its response?

4. Based on the information provided on the WA Department of Health's '*Shisha and the Law*' publication (copy attached), and given the shisha lounge's current set-up, we consider that the shisha lounge falls within the meaning of an '**enclosed public place**' and thus **would not be permitted**.

Has the City sought advice/confirmation from the WA Department of Health as to whether the proposed shisha bar is deemed an '**enclosed public place**' pursuant to the *Tobacco Products Control Act (2006)* and/or the *Tobacco Products Control Act Regulations 2006*?

With reference to the definition of an 'enclosed public place' in the attached WA Department of Health publication is **more than 50%** of the current shisha lounge enclosed by walls or other structures or coverings?

In any event, would not the applicant's proposal to provide a 2.4 metre high barrier wall along the northern and western walls of the shisha lounge **constitute** the lounge being determined as an 'enclosed public place'?

5. In assessing the development application against relevant local planning scheme/policy provisions why has the administration determined that **no additional onsite car bays are warranted**, and thus **have not been included as a ground of refusal**?

Whilst we can perhaps entertain some parking supply concession being applied to the proposed development surely the accommodation of **50 additional patrons** (additional to the current restaurant use) upon the premises **seriously warrants the provision of some additional onsite parking bays**?

After all, premises contiguous with 209 Oxford Street (between Richmond and Melrose Streets) have provided some onsite parking bays – **why is the shisha lounge any different in this respect**?

We note too that the administration's report states that under the City's draft *Leederville Precinct Structure Plan* (LPSP) that **up to 2 onsite car bays can be provided onsite**. If these can't be provided onsite (and the applicant **is unwilling to make an alternative cash-in-lieu payment**) then the **non-provision of at least 2 onsite car bays** should be included as a **ground of refusal**.

We wish to add that prior to the development of the shisha lounge commencing there was **space available at the rear of 209 Oxford Street for onsite car parking**, notwithstanding that the current eating house approval required no onsite car parking.

The Fiore family – the owner and operator of a café that was being carried out upon 209 Oxford Street and which preceded the Shesh Besh development used to park at **least 2 cars at the rear of 209 Oxford Street when the café was operational**.

As City ratepayers we consider the granting of any **substantial onsite car parking provision concession** (especially up to **100%**), for **both** the restaurant use and the shisha lounge will be **unfair and inequitable** to City ratepayers, and other approved uses/businesses that have had to provide

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onsite car parking bays. We contend that this will also be an **unreasonable and unacceptable subsidisation of a private 'for profit' business/enterprise**.

6. Notwithstanding that the City does not accept the acoustic report accompanying the development application, wouldn't the City require the applicant to **provide specific details** as to the **type of material the proposed extended barrier walls will be constructed of** in order to assess **whether noise generated from the shisha lounge use will accord with the assigned outdoor noise target level?**
7. Similarly too, wouldn't the City **assess the fire risk** to both patrons of the shisha lounge, occupants of other adjoining and adjacent uses, and adjoining and adjacent properties from the **flammable materials currently used in the ceiling and along the walls of the shisha lounge?**
8. Surely these assessments (in Q's 6 and 7) **are required to inform Council** as to whether the proposal is **able to comply** with clause 67(2)(r) of the *Planning and Development (Local Planning Schemes) 2015* which concerns the **'suitability of the land for the development taking into account the possible risk to human health or safety'?**

A response to this query has been provided in Item 5.3, later in these notes.

There being no further speakers, Public Question Time closed at approximately 6.28pm.

Responses to the questions asked are in the relevant item below.

4 DECLARATIONS OF INTEREST

Cr Dan Loden declared an impartiality interest in Item 5.6 Amendment to the Trees of Significance Inventory to include the Jacaranda tree at No. 59 Ellesmere Street, Mount Hawthorn. The extent of his interest is that he is a resident of the street and friends with adjoining neighbours.

Cr Ross Ioppolo declared a proximity interest in item 7.1 Financial Statements as at 31 January 2023 and Item 7.2 Authorisation of Expenditure for the Period 1 January 2023 to 31 January 2023. The extent of his interest is related to any expenditure on City of Vincent Administration Building and Leederville Early Childhood Centre at 244 Vincent Street, Leederville, as his residential property is in direct proximity to those locations.

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5.1 NO. 109 (LOT: 100; D/P: 43470) PALMERSTON STREET, PERTH - PROPOSED FOUR GROUPED DWELLINGS**Ward:** South

- Attachments:**
1. Consultation and Location Plan
 2. Development Plans
 3. Applicant Justification
 4. Environmentally Sustainable Design Assessment
 5. Context Analysis
 6. Development Perspectives
 7. Arboricultural Report
 8. Minutes of 15 November 2022 Ordinary Council Meeting - Item 9.1
 9. Previously Considered Development Plans
 10. Objection to Proposal from Planning Consultant
 11. Applicant Response to Objection from Planning Consultant
 12. Summary of Submissions - Administration Response
 13. Overshadowing Analysis
 14. Visual Privacy Analysis
 15. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for Four Grouped Dwellings at No. 109 (Lot: 100; D/P: 43470) Palmerston Street, Perth in accordance with the plans in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 15:

1. Development Plans

This approval is for Four Grouped Dwellings as shown on the approved plans dated 16 December 2022 No other development forms part of this approval;

2. Boundary Walls

The surface finish of boundary walls facing No. 107 Palmerston Street, Perth 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 antennae, 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. Colours and Materials**4.1 Prior to the issue of a building permit, a schedule detailing the colours, materials and finishes of the development must be submitted to and approved by the City.**

The schedule is to include the use of 'San Selmo Reclaimed Bricks' or similar colour for the face brick portions of the development as indicated on the approved plans, to the satisfaction of the City.

The development must be finished and thereafter maintained in accordance with the approved schedule of colours and materials, prior to occupation of the development and to the satisfaction of the City; and

4.2 The meter boxes are to be painted the same colour as the wall they are attached so as to

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not be visually obtrusive, to the satisfaction of the City;

5. Landscaping

5.1 Prior to the issue of a Building Permit, a detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City. The plan shall be drawn to a scale of 1:100, be generally in accordance with the landscaping plan dated 16 December 2022 and show the following:

5.1.1 The location and type of existing and proposed trees and plants;

5.1.2 Areas to be irrigated or reticulated; and

5.1.3 The provision of an additional landscaping area containing two trees as marked in red on the approved plans. The tree species are to be consistent with the City's Tree Selection Tool so as to maximise the provision of canopy coverage and to the satisfaction of the City;

5.2 All landscaping works shall be undertaken in accordance with the approved plans dated 16 December 2022, as modified in Condition 5.1.3, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City; and

5.3 No verge trees shall be removed without the prior written approval of the City. Verge trees shall be retained and protected from damage including unauthorised pruning to the satisfaction of the City. Prior to any pruning of verge trees, an arborist report shall be prepared by the landowner and submitted to the City;

6. Privacy Screening

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 visual privacy requirements of the Residential Design Codes, to the satisfaction of the City;

7. Sight Lines

Walls, fences, and other structures truncated or reduced to no higher than 0.75 metres within 1.5 metres of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street, with the exception of:

- One pier at max width of 0.4 metres x 0.4 metres and 1.8 metres height, with decorative capping permitted to a height of 2.0 metres;
- Infill that provides a clear sight line;
- If a gate is proposed:
 - When closed: a min of 50 percent unobstructed view; or
 - When open: a clear sightline;

unless otherwise approved by the City;

8. Front Fence

Fencing infill panels above the approved solid portions of fence shall be visually permeable in accordance with the Residential Design Codes Volume 1, to the satisfaction of the City;

9. Car Parking and Access

9.1 The layout and dimensions of all driveways and parking areas shall be in accordance with AS2890.1;

9.2 All driveways, car parking and manoeuvring areas which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the

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owner/occupier to the satisfaction of the City;

- 9.3 No goods or materials being stored, either temporarily or permanently, in the parking or landscape areas or within the access driveways. All goods and materials are to be stored within the buildings or storage areas, where provided;
- 9.4 The new crossover to Palmerston Street shall be reduced to a maximum width of 3 metres to maximise the separation from the existing verge tree; and
- 9.5 Prior to the first occupation of the development, the redundant or “blind” crossovers shall be removed, the verge area landscaped, and the kerb made good to the City’s specifications and to the satisfaction of the City, at the applicant/owner’s full expense;

10. Tree Protection

Prior to the issue of a Building Permit a Tree Protection Plan prepared in accordance with Australian Standard AS4970-2009 shall be submitted and approved by the City. The Tree Protection Plan is to include details of the construction methods for works to be undertaken on site to minimise impact on the Moreton Bay Fig situated in Robertson Park and adjacent to the northern boundary of the subject site. The Tree Protection Plan shall include the following details:

- Fencing of the Tree Protection Zone (TPZ) and Structural Root Zone, as defined in the Arboricultural Report stamp dated 8 June 2021, for the duration of works to avoid compaction and root severance;
- Methodology and construction details for site grading, retaining walls and boundary fencing within the TPZ;
- Location and construction methodology for utility trenching to minimise impact on TPZ;
- Soakwells and stormwater pipes within the TPZ to be manually excavated to avoid root severance;
- Construction methodology for footings of Units 3 and 4 within the TPZ to minimise impact on the tree roots; and
- Driveway to be manually compacted.

The recommendations of the Tree Protection Plan shall be implemented and complied with for the duration of the construction of the development, to the satisfaction of the City;

11. Construction Management Plan

A Construction Management Plan shall be lodged with and approved by the City prior to the issue of a Building Permit. This plan is to detail how construction will be managed to minimise disruption in the area and shall include:

- The delivery of and delivery times for materials and equipment to the site;
- Storage of materials and equipment on site;
- Parking arrangements for contractors and sub-contractors;
- The impact on traffic movement;
- Dilapidation report of the nearby properties at Nos. 107 and 116 Palmerston Street, Perth;
- Notification to affected land owners; and
- Construction times.

The management plan shall be complied with for the duration of the construction of the development; and

12. Stormwater

All stormwater produced on the subject land shall be retained on site or connected to the City’s drainage system at the expense of the applicant/landowner, to the satisfaction of the City.

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MAYOR COLE:

Could Administration please advise on the nature of the overshadowing from the fig tree. Is the overshadowing dense or dappled in nature?

MANAGER DEVELOPMENT & DESIGN:

The canopy of the fig tree is relatively dense in nature, but does provide for some dappled sunlight as shown below. When the sun is at a lower angle during winter, the tree provides a more dense shadow. This is because the light has to pass through more of the canopy.



View from No. 107 Palmerston Street
Looking North

View from Fig Tree Looking South West

ADDITIONAL INFORMATION:Residential Design Codes Volume 1 – Medium Density

On 23 February 2023, the State Government publicly released amendments to State Planning Policy 7.3 – Residential Design Codes Volume 1 to incorporate Part C – Medium Density. This Part will apply to grouped dwellings in areas coded R30 and above, such as the subject site.

These amendments have not been gazetted and are not yet operational. The assessment of this application continues to be against the provisions of the current R Codes. Where deemed-to-comply provisions are not met, the assessment is required to be undertaken primarily against the design principles of the existing R Codes, with due regard given to relevant design principles of Part C – Medium Density also.

The Legal/Policy and Comments sections of the officer report have been updated to reflect this.

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6.1 HAROLD STREET - RESPONSE TO PETITION

- Attachments:
1. Harold Street Petitions (2) - Confidential
 2. Design Drawing
 3. Plan No. 3749-CD-01 Proposed loading zone Beaufort St & Harold St

RECOMMENDATION:

That in response to a petition received by the Council on 14 February 2023 in relation to Local Area Traffic Management and parking issues on Harold Street, Mount Lawley, Council:

1. NOTES the current approved Main Roads WA funded Blackspot project which has investigated and mitigates road safety issues (crashes) at the intersection of Harold Street and Beaufort Street;
2. REQUESTS Administration to complete a Traffic Calming Warrant check and if warranted, design a treatment to be delivered which addresses road safety issues (speeding, driver behaviour etc) on Harold Street between Vincent Street and Beaufort Street; and
3. CONSULT with residents about implementing a residential parking only zone on the north side of Harold Street between Vincent Street and Beaufort Street.
4. APPROVES the following minor parking restriction improvements and amendments:
 - 4.1 Convert the 1/4P on Beaufort Street, outside The Beaufort, to a Loading Zone during the day, 7.00am to 4.00pm, Monday to Friday and Taxi Zone at all other times, clearway times excepted, Plan No. 3749-CD-01 (Attachment 3); and
 - 4.2 Convert the Loading Zone on the south side of Harold Street, corner of Beaufort Street, to 2P at all times, Plan No. 3749-CD-01 (Attachment 3).

MAYOR COLE:

Recommendation – consider the resident only parking on north side of the street – but residents want it on the south? What is the rationale for the side of the street? Are there more bays on the north?

MANAGER RANGER SERVICES:

North – 15 bays (15 Residences)

South – 26 bays (6 Residences)

MAYOR COLE:

Recommendation talks about consulting about parking, but not under consultation section of the report?

MANAGER RANGER SERVICES:

Report amended to reflect consultation in implications to consider.

MAYOR COLE:

Black spot funding – talks about inform, is that still valid in the strategy?

MANAGER ENGINEERING SERVICES:

Has been included in the report. While *specific* blackspot measures to mitigate risk of vehicle crashes and resultant harm to people are subject to an 'Inform' approach in the Community and Stakeholder Engagement Strategy (i.e., There is no ability to influence the decision to undertake a traffic management intervention), there is an opportunity for the Community to provide feedback on the project generally and make suggestions around the delivery and 'aesthetics' of a blackspot project.

CR LODEN:

When did we introduce the resident only parking on Mary Street? When was the last time the Council introduced resident only parking?

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MANAGER RANGER SERVICES:*12 Feb 2002 – Council introduced resident only parking to the south side of Mary St**12 Feb 2013 – Council approved (subject to consultation) for the north side to have 2P between William & Beaufort**14 May 2013 – Council deferred decision on 2P restriction to north side**11 June 2013 – Council approved 2P restriction on the north side, from the Church to Beaufort St*

At 6.55pm Manager Ranger Services left the meeting and did not return.

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8.4 RESPONSES TO MOTIONS CARRIED AT THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 2 FEBRUARY 2023**Attachments:** 1. Annual General Meeting of Electors Minutes 2 February 2023**RECOMMENDATION:**

That Council **NOTES** and **ENDORSES** the responses provided by Administration to the General Business motions carried at the Annual Meeting of Electors held on Thursday 2 February 2023 for the reasons outlined in the report.

MAYOR COLE:

Can the report have a list of motions with an index and recommendation?

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Report has been updated.

MAYOR COLE:

Item 4.1 - had we considered our colocation and community hubs and community notice board stating regular hirers

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Administration will investigate if there is an opportunity to install a notice board outside the hall which lists all frequent hall users and has updated the report recommendation.

MAYOR COLE:

Item 4.2 – lots of information, doesn't clearly state what we already have could this be brought forward? Not supported or partially supported?

EXECUTIVE DIRECTOR STRATEGY AND DEVELOPMENT:

Response reviewed and recommendation updated.

MAYOR COLE:

Item 4.4 – Britannia Reserve – Has Administration considered the fact that cyclists are using the path to access the freeway – should the path be widened, or at least part of it? Motion 4.7 and 4.15 – recommendation is not supported, but reason notes that it is due to be considered by Council – does Administration think this should be updated?

MANAGER ENGINEERING:

Report has been updated.

MAYOR COLE:

Item 4.8 chemical sprays – council has sought quite a bit of information on this, complete elimination not supported because needed in eco zoning maintenance. Where is it being used for maintenance? Noted recently used at Britannia.

A/DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

Amendment proposed by Cr Hallett seeks further investigation and analysis of City's use of glyphosate, for report back to Council. Administration supports this Amendment.

MANAGER PARKS:

The City's Parks Team employ integrated weed management techniques to control weeds and maintain garden areas within public open space. This includes the use of chemical control (including organic alternatives and glyphosate) as well as mechanical removal and suppression (such as mulching and dense planting).

Prior to undertaking chemical weed control, areas are assessed to determine the best method based on weed species present. Organic herbicide is the preferred option however, this is ineffective in the control of running grasses (such as those used in turfed areas) and woody perennial weeds. Therefore when these weeds are present, glyphosate is used to assist in weed control.

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CR IOPPOLO:

Item 4.12 - how much money is the City expecting to accrue in the underground power reserve at the completion of the project, secondly, given the cost of living pressures ratepayers are currently under, lifting rates should have been a last resort. Why was this funding model selected instead of the previous loan model which charged interest only to those who chose to defer payments to cover their underground power?

CHIEF FINANCIAL OFFICER:***How much money is the City expecting to accrue in the underground power reserve at the completion of the project?***

The City is currently working with Western Power to determine a suitable rollout plan for underground power across the whole of the City of Vincent. The City is modelling various scenarios and after the preferred funding model has been chosen, we will be able to provide further guidance on the estimated future underground power reserve balances.

Why was this funding model selected instead of the previous loan model which charged interest only to those who chose to defer payments to cover their underground power?

The City is currently exploring a number of options to be able to provide ratepayers with longer payback periods for the underground power project. All options are currently being considered including a debt funding model.

The City is reviewing its borrowing capacity in relation to the Western Australian Treasury Corporation guidelines, to determine the optimal debt levels to support the planned rollout by Western Power. Due to a large portion of the overhead network being due for replacement at a similar time, the City's ability to borrow is restricted and a level of reserves in combination with debt, will be required to support longer payback periods for ratepayers.

Marie Slyth of West Perth

If number of accidents is to be considered with the blocking off of Alma Road, North Perth, how many accidents took place there?

MANAGER ENGINEERING:

Through the Main Roads WA crash data there is one recorded accident at the corner of Alma Rd and Leake Street.

Marie Slyth of West Perth

Why should Council support dangerous e-rideable users when footpaths were not created for such users, which now seek to claim free benefits?

MANAGER ENGINEERING:

This has been included in the report.

MAYOR COLE:

Item 4.13 – could further information be incorporated talking to DoT traffic study. Can consideration be given to if no further investigation, then if bunnings progressed if this can be measured in this real time.

MANAGER ENGINEERING:

This has been included in the report.

MAYOR COLE:

Item 4.16 – verge valet can collect e-waste – clarify?

MANAGER WASTE AND RECYCLING:

Point of clarification with respect to the City's Verge Valet system. Every residential ratepayer is entitled to one verge valet collection per financial year, as part of their annual rates. This Verge Valet™ service provides residents with year-round on-request access to a bulk collection service which is inclusive of e-waste items. To clarify, there is no additional charge for this service. If residents wish to purchase additional verge valet collections, i.e., above their annual allowance, the City's contractor offers a Verge Valet™ Extra Service – with applicable charges paid directly to the contractor. Please refer to the following link for details of the Vincent Verge Valet™ System and acceptable items. [Verge-Valet City-of-](#)

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[Vincent_6PP-DL.pdf \(vergevalet.com.au\)](#)

With regards to the suggestion of “providing a big box somewhere that people could drop off stuff”, this is not an appropriate option for the City. As previous experience with charity clothing drop-off points within the City has shown, positioning bins at unsecured locations results in antisocial behaviour, OSH issues and community complaints; hence why they have been removed for some years.

As outlined in the Council Briefing report, if the Verge Valet™ system or Balcatta Recycling Centre (located 8.3km from City’s administration building) is not a suitable alternative, there are also a number of local retail providers that offer drop off options for e-waste (under their Extended Producer Responsibility Programs). This e-waste return network and scope of e-waste inclusions is also likely to expand, with the National E-Waste Product Stewardship Scheme currently under review and the impending E-waste to Landfill Ban (scheduled for 2024).

CR GONTASZEWSKI:

E-Waste – why do stations at supermarkets, etc accept and why a small e-waste point would not be appropriate?

MANAGER WASTE AND RECYCLING:

Please refer previous response.

CR CASTLE:

Item 4.1 Lesser Hall – further info about proposed outdoor stage?

A/DIRECTOR STRATEGY & DEVELOPMENT:

The Mount Hawthorn Hub Town Team have been discussing installing a stage at Braithwaite Park. This is only in the planning stage and discussions are continually being had on the feasibility. Therefore reference to the stage has been removed from Administration’s response.

CR HALLETT:

Motion 4.2.1 Development Green Space – is the admin comment correct? Has the City ever applied for funding for Hyde Park?

EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:

This has been reviewed and updated.

CR HALLETT:

4.9 and 4.10 different comments – question vs statement

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

At the AGM both motion 4.9 and 4.10 lapsed as there were no movers for the motion. the report has been updated to reflect the minutes which noted that 4.9 was a statement and no further action. 4.10 was a question and a response provided by administration.

CR HALLETT:

Hyde Park conservation plan? Extent of using plan in works?

A/EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

In April 2004 Council adopted in principle the recommendations and guidelines contained within the conservation plan for the purposes of retaining and conserving the cultural heritage significance of Hyde Park, subject to consideration of other factors relating to economic, social and environmental matters.

The Plan is referred to in that context.

MANAGER PARKS:

The City’s Parks Team periodically refer to the Hyde Park Conservation Plan when undertaking parks infrastructure replacement and renewal projects to ensure selected designs and treatments are in keeping with the Plan.

Examples of infrastructure renewal projects where the Plan has been consulted include, but are not limited to, light pole renewal, pathway re-asphalting and installation of new park furniture.

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CR LODEN:

Menzies St Traffic – report spoke about vehicle movements – how many vehicles a day, which direction?

MANAGER ENGINEERING:

This has been added to the report.

CR LODEN:

Would the proximity to Angove Street make a difference to the cul-de-sac decision? If there was a high vehicle flow, around 1500, what would be the appropriate way to get an investigation for a remedy? Flag that if there are significant volumes, around 1500, will have an amendment.

MANAGER ENGINEERING:

Need to do more traffic modelling on stopping through flow traffic and MRWA need to be consulted as they would ultimately approve cul-de-sac's.

CR LODEN:

Strathcona Street volume – can be provided vehicle movement data?

MANAGER ENGINEERING:

The City has volumes for this area, and these are quite low. It has been created as a safe active street reducing the speeds to 30km/h. It would not warrant further traffic calming as it is a safe active street.

CR WALLACE:

have we ever done any examination of residual effects on the soil from use of glysohates. Could we get some samples tested.

MANAGER PARKS:

Parks Staff are trained in the safe handling and application of chemicals. Additional and refresher training is undertaken as required.

At 7:21 pm, Cr Dan Loden left the meeting.

At 7:22 pm, Cr Dan Loden returned to the meeting.

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5.3 NO. 209 OXFORD STREET (LOT: 4; P:1239), LEEDERVILLE - PROPOSED CHANGE OF USE FROM EATING HOUSE TO RESTAURANT/CAFE AND UNLISTED USE (SHISHA BAR) AND ASSOCIATED ALTERATIONS AND ADDITIONS (EXISTING UNAUTHORISED DEVELOPMENT)

Ward: South

- Attachments:**
1. Consultation and Location Plan
 2. Development Plans
 3. Cover Letter and Justification
 4. Acoustic Report
 5. Parking Management Plan
 6. Waste Management Plan
 7. Context Plan
 8. Summary of Submissions - Administration's Response
 9. Summary of Submissions - Applicant's Response

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for Change of Use from Eating House to Restaurant/Café and Unlisted Use (Shisha Bar) and Associated Alterations and Additions at No. 209 (Lot: 4; P: 1239) Oxford Street, Leederville, as shown in Attachment 2, for the following reasons:

1. As a consequence of the location of the Unlisted Use (Shisha Bar), within an unenclosed patio at the rear of the subject site, proximity to adjoining residential and other sensitive land uses, operating hours and intensity of the Unlisted Use (Shisha Bar), the development:
 - 1.1 Would be inconsistent with the Objectives of the Regional Centre zone and subsequently Clause 18(4)(c) of the City of Vincent's Local Planning Scheme No. 2 and therefore not permitted. The development would be detrimental to the amenity of the adjoining properties because it would result in smoke, vapour and odour emissions associated with the use which would negatively impact adjoining properties;
 - 1.2 Would have an undue amenity impact on the adjoining residential and sensitive land uses, and would not be compatible with its setting in accordance with Clause 67(2)(m), (n), (r) and (x) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
 - 1.3 Would be inconsistent with the Aims of the City of Vincent's Local Planning Scheme No. 2, as the development would not protect and enhance the health, safety and general welfare of the City's inhabitants and the social, environmental and cultural environment, as the proposal has not demonstrated that the emissions associated with the use could be appropriately mitigated as outlined in reason 1.1 (Clause 67(2)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and
2. Pursuant to Schedule 2, Part 9, Clause 67(2)(g) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the would not satisfy the Objectives of the City of Vincent Local Planning Policy: Restricted Premises – Smoking for the following reasons:
 - 2.1 The development would not reduce the number of businesses whose primary purpose is the use of tobacco; and
 - 2.2 The would negatively impact on the amenity of the area, including existing sensitive land uses, by means of associated emission of harmful smoke, vapours and odour.

At 7.25pm Manager Parks left the meeting and did not return.

At 7.26pm A/Manager Corporate Strategy & Governance left the meeting

At 7.29pm A/Manager Corporate Strategy & Governance returned to the meeting

COUNCIL BRIEFING NOTES

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MAYOR COLE:

Request for responses to the public questions on notice please be provided in the briefing notes.

MANAGER DEVELOPMENT & DESIGN:

Administration's responses to public questions are provided in line below in *italics*.

1. Chandra Woodley of Leederville

I'd just like to raise a concern about how the business will maintain the peace/noise at the venue please?

MANAGER DEVELOPMENT & DESIGN:

Administration has recommended that the application be refused. The applicant has not provided operational details to demonstrate that the venue would not adversely impact the amenity of the adjoining residential properties. Adverse impact on the amenity of nearby properties is included as a reason for refusal.

2. Anthony Dowling of Leederville

1. Can the City please explain how the **unauthorised** shisha lounge use **is able to continue to operate and carry on whilst it has no development approval from the City to do so**? If it is currently an unauthorised use surely it cannot continue until such time as the City has determined the development application, or the State Administrative Tribunal (SAT) has determined the application in the event that the applicant applies to the SAT to review a decision by Council to refuse to approve the development application?

The City has directed the operator to cease the use and has advised the operator that continued operation of the Shisha Bar constitutes an offence under Sections 214 and 218 of the Planning and Development Act 2005. The operator has continued to operate the unauthorised use irrespective of this. The City has commenced prosecution proceedings for this offence.

2. If Council – on the other hand - decides to ultimately approve the development application against the recommendation to refuse to approve it, **will Council provide reasons and/or the basis upon which approval is granted**?

Yes. If Council were to approve the application, reasoning for that decision would be provided.

3. We note from the administration's report on the application that the shisha lounge **holds a retail tobacco licence to sell shisha**. How can this be when the shisha lounge has **no development approval to carry out the smoking of shisha within its premises**?

Whilst this might be a question for the **Tobacco Compliance Branch** of the WA Department of Health **to specifically answer** has the City's administration queried or questioned the Tobacco Compliance Branch about this situation, and if so, what was its response?

Development approval is not required to first be obtained for the Tobacco Control Branch of the Department of Health to issue a tobacco licence. The Department of Health's tobacco licensing process does not include a referral to local governments for confirmation as to whether a premises has the appropriate approval under the Planning and Development Act 2005.

Administration has queried this with the Tobacco Control Branch that has confirmed that the operator 'MKZD Pty Ltd' has a current tobacco licence.

4. Based on the information provided on the WA Department of Health's 'Shisha and the Law' publication (copy attached), and given the shisha lounge's current set-up, we consider that the shisha lounge falls within the meaning of an **'enclosed public place'** and thus **would not be permitted**.

Has the City sought advice/confirmation from the WA Department of Health as to whether the proposed shisha bar is deemed an **'enclosed public place'** pursuant to the *Tobacco Products Control Act (2006)* and/or the *Tobacco Products Control Act Regulations 2006*?

With reference to the definition of an 'enclosed public place' in the attached WA Department of Health publication is **more than 50%** of the current shisha lounge enclosed by walls or other structures or

COUNCIL BRIEFING NOTES

7 MARCH 2023

coverings?

In any event, would not the applicant's proposal to provide a 2.4 metre high barrier wall along the northern and western walls of the shisha lounge **constitute** the lounge being determined as an 'enclosed public place'?

Whether an area is an 'enclosed public space' is not an assessment under the planning framework, and is for the Tobacco Control Branch of the Department of Health to determine.

The Department has advised that they do not provide advice on development proposals. As such, Administration is unable confirm whether the Department would consider the Shisha Bar to be an enclosed public space after the installation of the acoustic barrier.

The Department has advised that they are unable to confirm if an assessment of whether the premises is an 'enclosed public space' has been undertaken.

Administration has referred the proposal and concerns about the current operations to the Tobacco Control Branch.

5. In assessing the development application against relevant local planning scheme/policy provisions why has the administration determined that **no additional onsite car bays are warranted**, and thus **have not been included as a ground of refusal**?

There would be no additional car parking demand generated as part of this application. This is because the rear alfresco area proposed to be used for smoking shisha has already previously been approved to accommodate the intended 50 patrons.

The subject site has development approval for an Eating House (Restaurant) use, including use of up to 130 square metres of the rear alfresco area. The plans approved by Council in 2000 showed seating for 64 patrons in this rear alfresco area, in addition to those within the building. Nil car parking bays being provided on site was approved as part of this.

This means that the proposal is not seeking to increase the number of patrons that would be accommodated within this area compared to what has previously been approved by Council and so no additional provision of car parking is required.

Pursuant to Clause 6 of the City's Policy 7.7.1 – Non-Residential Development Parking Requirements Policy, cash-in-lieu contributions are calculated based on the number of bays required on site, minus any previously approved car parking shortfalls. Council has previously approved a 41 car parking bay shortfall for the subject site and no cash-in-lieu contribution would be payable.

The Draft Leederville Precinct Structure Plan establishes a maximum car parking rate. There is no minimum standard prescribed. This means that it would allow for the provision of nil on site car parking bays.

- 6) Notwithstanding that the City does not accept the acoustic report accompanying the development application, wouldn't the City require the applicant to provide specific details as to the type of material the proposed extended barrier walls will be constructed of in order to assess whether noise generated from the shisha lounge use will accord with the assigned outdoor noise target level?

No, the City would not require specific details of the material if it was consistent with the recommendations of an acceptable acoustic report and where implementing the recommendations of that acoustic report was a condition of approval. This would ensure that noise target levels would be complied with.

The acoustic report that was submitted specified a variety of materials that would be capable of achieving the sound attenuation properties required, provided that a specific density of material was achieved. In this instance, Administration does not accept the recommendations of the acoustic report because it has not been prepared by a suitably qualified person and in the context of the subject site being located in close proximity (as near as 3 metres away) from noise sensitive residential land uses.

- 7) Similarly too, wouldn't the City assess the fire risk to both patrons of the shisha lounge, occupants of other adjoining and adjacent uses, and adjoining and adjacent properties from the flammable materials

COUNCIL BRIEFING NOTES

7 MARCH 2023

currently used in the ceiling and along the walls of the shisha lounge?

No, this is because the combustibility of structures is not assessed at the development application stage, and rather is a matter to be assessed under building legislation.

The application does not include details of materials to the lining the underside of ceiling and walls. Such works not affecting the external façade of a development would be exempt from the need to obtain development approval under the Planning and Development (Local Planning Schemes) Regulations 2015.

If the application were approved, an occupancy permit for the premises would be required to be obtained. Compliance with the National Construction Code would need to be demonstrated as part of this, including fire safety.

- 8) Surely these assessments (in Q's 6 and 7) are required to inform Council as to whether the proposal is able to comply with clause 67(2)(r) of the Planning and Development (Local Planning Schemes) 2015 which concerns the 'suitability of the land for the development taking into account the possible risk to human health or safety'?

Noise emissions from the premises has been included as a reason for refusal recommended by Administration and in the consideration of Clause 67(2)(r) of the Planning and Development (Local Planning Schemes) 2015. This is due to the acoustic report submitted not being accepted and not being able to be relied upon by Administration, including the recommended acoustic barrier materials.

Compliance with the National Construction Code for the use of materials would be required if the development was approved and would not affect the consideration of the suitability of the land for the development.

However, the potential impact of the noise on the amenity of adjoining properties has been included in the reasons for refusal. The fire risk to human health and safety would be associated with the consideration of the building works rather than the land itself.

COUNCIL BRIEFING NOTES

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- 5.2 NOS. 103-105 (LOT: 38; D/P: 28) SUMMERS STREET, PERTH AND NO. 34 (LOT: 1; D/P: 62743) CHERITON STREET, PERTH - PROPOSED CHANGE OF USE TO CHILD CARE PREMISES (AMENDMENT TO APPROVED) TO INCORPORATE A CHANGE OF USE FROM SINGLE HOUSE TO CHILD CARE PREMISES INCLUDING ALTERATIONS AND ADDITIONS

Ward: South

- Attachments:
1. Location Plan & Advertising Area
 2. Development Plans
 3. Landscape Plan
 4. Acoustic Report
 5. Traffic Impact Statement
 6. Operation Management Plan
 7. Parking Management Plan
 8. Waste Management Plan
 9. Minutes of 20 September 2016 Ordinary Council Meeting - Item 9.1.1
 10. Minutes of 17 November 2020 Ordinary Council Meeting - Item 9.3
 11. Superseded Development Plans

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Change of Use to Child Care Premises (Amendment to Approved) at Nos. 103-105 (Lot: 38; D/P: 28) Summers Street, Perth, to incorporate a Change of Use from Single House to Child Care Premises including Alterations and Additions at No. 34 (Lot: 1; D/P: 62743) Cheriton Street, Perth in accordance with the plans shown in Attachment 2 dated 12 January 2023, subject to the following:

1. All conditions and advice notes detailed on development approval 5.2015.586.1 granted on 20 September 2016 and 5.2020.365.1 granted on 18 November 2020 continue to apply to this approval, except as follows:
 - 1.1 Condition 1 is to remain, except where amended to read as follows:
 - 1.1 A maximum of 90 children and 18 staff are permitted on site at any one time;
 - 1.3 The Child Care Premises subject to this approval must at all times be operated by the same proprietor on both properties, being Nos. 103-105 Summers Street, Perth and No. 34 Cheriton Street, Perth;
 - 1.4 The Child Care Premises must not operate independently of one another on the properties at Nos. 103-105 Summers Street, Perth or No. 34 Cheriton Street, Perth; and
 - 1.5 The Operation Management Plan shall be implemented at all times, to the satisfaction of the City;
 - 1.2 Condition 3 is to remain, except where amended to read as follows:
 - 3.1 A minimum of six car parking bays shall be provided on site;
 - 3.8 Prior to occupancy or use of the development on No. 34 Cheriton Street, Perth, the two on-site car parking bays shall be sealed, drained, paved and line marked in accordance with the approved plans, and completed to the satisfaction of the City. The two on-site car parking bays on No. 34 Cheriton Street, Perth, together with the existing four on-site car parking bays located on Nos. 103-105 Summers Street, Perth, as annotated on the approved plans, shall be maintained by the owner(s)/occupier(s);

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1.3 Condition 4 is amended to read as follows:

4. External Fixtures

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

1.4 Condition 6 is amended to read as follows:

6. Parking Management Plan

The approved Parking Management Plan shall be implemented, and the development shall be carried out in accordance with the approved Parking Management Plan and approved plans, to the satisfaction of the City at the expense of the owners/occupiers;

1.5 Condition 7 is amended to include a new Condition 7.3 to read as follows:

7.3 Prior to the submission of a Building Permit for No. 34 Cheriton Street, Perth, an updated acoustic report shall be submitted to the City to demonstrate compliance with the City's Policy No. 7.5.21 – Sound Attenuation, and in order to assess compliance with the *Environmental Protection (Noise) Regulations 1997* for any selected plant, equipment and other potential noise sources. All recommended measures of the report shall be implemented during the operation of the subject site, to the City's satisfaction;

1.6 Condition 8 is amended to include new condition 8.3 to read as follows:

8.3 Prior to occupancy or use of the development on No. 34 Cheriton Street, Perth, all works shown in the approved landscaping plan dated 19 January 2023 shall be undertaken in accordance with the approved plans. Landscaping on No. 34 Cheriton Street, Perth, shall be maintained in accordance with the approved plans, to the satisfaction of the City at the expense of the owners/occupiers;

1.7 Condition 9 is replaced with the following:

9. Waste Management

The Waste Management Plan shall be implemented at all times during operation of the subject sites, to the satisfaction of the City; and

1.8 The following advice notes are added:

1. Any external artificial lighting installations, including in carparks and common areas, are to comply with Australian Standard AS 4282-1997 'Control of the obtrusive effects of outdoor lighting' and must not be permitted to shine or reflect into other properties, creating a nuisance.

NO QUESTIONS

COUNCIL BRIEFING NOTES

7 MARCH 2023

7.5 OUTCOME OF ADVERTISING - YOUTH ACTION PLAN 2023-2026

- Attachments:**
1. Youth Action Plan 2023-2026 Actions and Deliverables
 2. YAP Survey Responses Report
 3. Summary of Community Consultation Comments Received

RECOMMENDATION:

That Council **ENDORSES** the Youth Action Plan 2023-2026 at Attachment 1

NO QUESTIONS

Coordinator Community Development left the meeting at 7.34pm and did not return.

COUNCIL BRIEFING NOTES

7 MARCH 2023

8.6 INFORMATION BULLETIN

- Attachments:
1. Minutes of the Tamala Park Regional Council Meeting held on 16 February 2023
 2. Unconfirmed Minutes of the Mindarie Regional Council meeting held on 23 February 2023
 3. Statistics for Development Services Applications as at the end of January 2023
 4. Register of Legal Action and Prosecutions Monthly - Confidential
 5. Register of Legal Action - Orders and Notices Quarterly - Confidential
 6. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 23 February 2023
 7. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current
 8. Register of Applications Referred to the Design Review Panel - Current
 9. Register of Petitions - Progress Report - February 2023
 10. Register of Notices of Motion - Progress Report - February 2023
 11. Register of Reports to be Actioned - Progress Report - February 2023
 12. Council Workshop Items since 30 November 2022
 13. Council Meeting Statistics
 14. Council Briefing Notes - 7 February 2023

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated March 2023.

MAYOR COLE:

How many submissions had been received for the 139 – 141 Lake Street, Perth application?

MANAGER DEVELOPMENT & DESIGN:

The City has received 49 submissions - 34 objection, 14 in support and one providing comment only.

The City has also received a petition with 118 signatures.

COUNCIL BRIEFING NOTES

7 MARCH 2023

**6.3 WASTE STRATEGY PROJECT - TWO BULK HARD WASTE OPTIONS APPRAISAL – UPDATE
VERGE VALET VINCENT TRIAL****Attachments: Nil****RECOMMENDATION:****That Council:**

- 1. NOTES the feedback from the Verge Valet Vincent Trial; and**
- 2. APPROVES the extension of the current Verge Valet trial and contract for 12 months (July 2023- June 2024) noting that a further report will be presented to Council on the progress of the trial and associated bulk verge services in March 2024.**

NO QUESTIONS

At 7.58pm CEO left the meeting.

At 8.00pm CEO returned to the meeting.

Manager Waste & Recycling left the meeting at 8.00pm and did not return.

COUNCIL BRIEFING NOTES

7 MARCH 2023

5.4 ADVERTISING OF AMENDED POLICY NO. 7.7.1 - NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS AND PAYMENT IN LIEU OF PARKING PLAN

- Attachments:
1. Local Planning Policy - Non-Residential Parking
 2. Payment in Lieu of Parking Plan

RECOMMENDATION**That Council PREPARES:**

1. an amendment to Local Planning Policy: Non-Residential Parking, included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
2. the proposed Payment in lieu of Parking Plan, included in Attachment 2, for the purpose of community consultation, pursuant to Schedule 2, Part 9A, Clause 77K(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CR GONTASZEWSKI:

Can the objectives be amended to include a reference to residential streets not being impacted by commercial parking demand on-streets.

MANAGER POLICY & PLACE:

A new Policy objective is included to clarify that commercial development should not rely on on-street parking within residential streets to satisfy the parking demand of the development.

CR GONTASZEWSKI:

Questions around how to consider non-residential parking where a parking study puts forward on street, non paid bays in residential streets – reason to not pay cash in lieu or not provide parking. Public parking facilities it asks if any paid parking – is it intended that these will include local streets or only paid? Foreshadow an Amendment – clear where burden of non-residential parking should fall if not on site, or seek to have a cash in lieu.

MANAGER POLICY & PLACE:

Clause 7 of the draft Policy stipulates that payment in lieu of parking is to be in accordance with Clause 77 of the Planning and Development (Local Planning Schemes) Regulations 2015, and where the minimum on-site parking requirements are not met, a condition requiring payment in lieu of parking would be imposed.

Amendments to the policy (objective point 2, and Parking Management Plan – Public parking) stipulate that commercial development shall not rely on on-street parking within residential streets to satisfy their parking demand.

COUNCIL BRIEFING NOTES

7 MARCH 2023

**5.5 MINOR AMENDMENT TO METROPOLITAN REGION SCHEME - LEEDERVILLE PARADE
PRIMARY REGIONAL ROAD RESERVE**

Attachments: 1. Metropolitan Region Scheme Map - Proposed Amendment
 2. Aerial Map - Leederville Parade and Vincent Street

RECOMMENDATION:

That Council:

1. **ENDORSES** the current road width of Leederville Parade, adjacent to The Avenue carpark to be sufficient for future planning requirements; and
2. **REQUESTS** that the Western Australian Planning Commission proceed with a Minor Amendment to the Metropolitan Region Scheme, pursuant to s.57 of the *Planning and Development Act 2005* to remove the Primary Regional Road reservation and zone land urban as illustrated in Attachment 1.

NO QUESTIONS

COUNCIL BRIEFING NOTES

7 MARCH 2023

5.6 AMENDMENT TO THE TREES OF SIGNIFICANCE INVENTORY TO INCLUDE THE JACARANDA TREE AT NO. 59 ELLESMERE STREET, MOUNT HAWTHORN

Attachments: 1. Nomination Letter
 2. Tree Assessment

RECOMMENDATION:

That Council **APPROVES** an amendment to the City's Trees of Significance Inventory to include the Jacaranda tree (*Jacaranda mimosifolia*) at No. 59 Ellesmere Street, Mount Hawthorn.

NO QUESTIONS:

At 8:13 pm, Cr Dan Loden left the meeting.

COUNCIL BRIEFING NOTES

7 MARCH 2023

5.7 COMMUNITY SPORTING AND RECREATION FACILITIES FUND AND CLUB NIGHTS LIGHTS PROGRAM - FEBRUARY SMALL GRANTS ROUND APPLICATION**Attachments: Nil****RECOMMENDATION:****That Council ENDORSES the:**

- 1. Community Sporting and Recreation Facilities Fund – 2023/24 February Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows:**
 - 1.1 Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts conversion; and**
 - 1.2 Priority 2 – North Perth Bowling Club – Toilet Upgrade; and**
- 2. Club Night Lights Program – 2023/2024 February Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows:**
 - 2.1 Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts flood lighting.**

At 8.12pm Cr Worner left the meeting and did not return.

NO QUESTIONS

At 8.14pm Manager Policy and Place left the meeting and did not return

COUNCIL BRIEFING NOTES

7 MARCH 2023

6.2 RFT IE190/2022 NORTH PERTH TOWN HALL TOILET AND KITCHEN RENEWAL**Attachments: 1. Evaluation Report - Confidential****RECOMMENDATION:****That Council;**

- 1. NOTES the outcome of the evaluation process for Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal; and**
- 2. ACCEPTS the tender submission of Budo Group Pty Ltd for Tender IE190/2022 North Perth Town Hall Toilet and Kitchen Renewal.**

NO QUESTIONS:

At 8.14pm Manager Policy & Place left the meeting and did not return.

At 8:14 pm, Cr Dan Loden returned to the meeting.

At 8.18pm Manager City Buildings left the meeting and did not return.

COUNCIL BRIEFING NOTES**7 MARCH 2023**

7.1 FINANCIAL STATEMENTS AS AT 31 JANUARY 2023**Attachments: 1. Financial Statements as at 31 January 2023****RECOMMENDATION:**

That Council RECEIVES the Financial Statements for the month ended 31 January 2023 as shown in Attachment 1.

NO QUESTIONS

COUNCIL BRIEFING NOTES

7 MARCH 2023

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 JANUARY 2023 TO 31 JANUARY 2023

- Attachments:
1. Payments by EFT and Payroll January 23
 2. Payments by Cheque January 23
 3. Payments by Direct Debit January 23

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 January 2023 to 31 January 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$6,333,882.22
Cheques	\$804.70
Direct debits, including credit cards	\$209,786.19
Total payments for January 2023	\$6,544,473.11

NO QUESTIONS

COUNCIL BRIEFING NOTES**7 MARCH 2023**

7.3 INVESTMENT REPORT AS AT 31 JANUARY 2023**Attachments: 1. Investment Statistics as at 31 January 2023****RECOMMENDATION:**

That Council NOTES the Investment Statistics for the month ended 31 January 2023 as detailed in Attachment 1.

NO QUESTIONS

COUNCIL BRIEFING NOTES

7 MARCH 2023

7.4 MID YEAR BUDGET REVIEW 2022/23

- Attachments:
1. Statement of Comprehensive Income by Nature and Type
 2. Rate Setting Statement
 3. Cash Backed Reserves
 4. Capital Budget for MYBR
 5. Carry Forward Source Funding
 6. Operating Budget Analysis
 7. Project Change Request - Beatty Park Leisure Centre Changeroom

RECOMMENDATION:

That Council BY ABSOLUTE MAJORITY APPROVES the following amendments to the 2022/2023 Annual Budget:

- a) A net decrease in the Operating Budget of \$377,914 as per Attachments 1;
- b) A net increase in Cash Backed Reserves totalling \$4,599,869 as per Attachments 2 and 3;
- c) A net decrease in the Capital Expenditure Budget of \$3,097,572 as per Attachment 4 and Project Change Request as per Attachment 7; and
- d) A net increase in opening surplus of \$1,019,862, resulting in a forecasted year end surplus at 30 June 2023 of \$158,178, as per Attachment 2.

Dudley Maier Of Highgate:

How did the \$1m variance come about and when were the staff first aware of it?

CHIEF FINANCIAL OFFICER:

The City prepares an estimate of the closing position for the current financial year when finalising the Annual Budget. The estimated surplus position for 2021/22 of \$5,657,084 was calculated towards the end of June 2022 prior to all invoices and accounting adjustments being finalised.

A combination of a favourable operating result and accrual and prepaid adjustments resulted in the opening surplus being approximately \$1m higher than forecasted in June 2022. This variance represents approximately 1% of the City's annual operating and capital budget.

The majority of this amount was verified prior to the annual financial statements being submitted to the OAG on 30 September 2022 with some further minor adjustments posted prior to audit sign off in December 2022.

COUNCIL BRIEFING NOTES

7 MARCH 2023

8.1 CITY OF VINCENT ORDINARY ELECTION 21 OCTOBER 2023 - APPOINTMENT OF ELECTORAL COMMISSIONER TO CONDUCT THE ELECTION BY POSTAL VOTE

- Attachments:
1. Letter from WA Electoral Commissioner dated 9 February 2023 - conduct of City's 2023 ordinary election
 2. Letter from Minister for Local Government

RECOMMENDATION:

That Council:

1. **APPROVES BY ABSOLUTE MAJORITY**, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the City of Vincent 2023 ordinary election, together with any other elections or polls which may also be required at this time;
2. **APPROVES BY ABSOLUTE MAJORITY**, in accordance with section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the 2023 ordinary election will be as a postal election; and
3. **NOTES** that the estimated cost of the Electoral Commissioner conducting the City's 2023 ordinary election by postal vote is \$144,000 (including GST).

NO QUESTIONS

COUNCIL BRIEFING NOTES

7 MARCH 2023

8.2 ADVERTISING OF AMENDED POLICY - LEGAL REPRESENTATION FOR COUNCIL MEMBERS AND EMPLOYEES (POLICY NO. 4.2.01)

Attachments: 1. **Legal Representation for Council Members and Employees Policy - (marked up)**

RECOMMENDATION

That Council APPROVES the proposed amendments to the Legal Representation for Council Members and Employees Policy, at Attachment 1, for the purpose of community consultation.

CR IOPPOLO:

Requested clarification that in the event that the City determined, by review of the code of conduct, that an employee had acted in good faith and proceedings are undertaken and found they were not in good faith that this Policy would still protect them?

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Section 9.56 of the Local Government Act 1995 (the Act) provides protection from actions of tort for anything a council member or employee has, in good faith, done in the performance or purported performance of a function under the act or under any other written law. However, the legislation does not preclude people taking action against individual council members or employees if they believe that the council member or employee has not acted in good faith.

The City is obliged to indemnify employees against liabilities, losses and expenses incurred as a result of performing their duties lawfully or even unlawfully, provided it was within the instruction to do so.

There is no definition of 'good faith' in the Act or Interpretation Act 1984. Good Faith has been defined in the legal dictionary as Honesty; a sincere intention to deal fairly with others and in Wikipedia as a sincere intention to be fair, open and honest, regardless of the outcome of interaction. A definition for clarification has been added to the Policy.

A Policy is required to set the circumstances under which funding will be provided, processes to be followed by the applicant when making a request and the processes to be followed by the assessor of each application.

In practice, the assessment of an Employee application, by the CEO, would include but is not limited to:

- *an investigation into whether the Employee had conducted their duties in accordance with the functions they are authorised to perform in their position description;*
- *whether the Employee has conducted their duties in accordance with the [Code of Conduct for City of Vincent Employees and Contractors](#);*
- *an assessment under the City's insurance scheme in accordance with clause 3.4; and*
- *consideration of conditions and a formal agreement, including security agreements, relating to the payment, and repayment, of legal representation costs, in accordance with clause 5.3.*

Clause 5.8 of the Policy permits the CEO to immediately withdraw assistance and seek repayment of any legal representation cost, should a determination, consistent with the findings of a court, tribunal, or inquiry, identify that the Employee had not acted reasonably or in good faith, or had acted unlawfully or in a way that constitutes improper conduct; or given false or misleading information in respect of the application.

CR GONTASZEWSKI:

Is the allocated budget for legal representation adequate?

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

The City has various budgets for legal expenses for planning matters, property matters, land matters, human resources, and general legal advice.

CR GONTASZEWSKI:

Could you confirm the extent that Council have approved the waiving of legal fees in recent times?

COUNCIL BRIEFING NOTES

7 MARCH 2023

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Employee applications, in respect of claims for any alleged wrongful acts arising out of official duties, would generally be covered by the City's management liability insurance.

Since its adoption in 2006 there has been one application for reimbursement of legal costs incurred by a Council Member as a consequence of receiving a summons to attend before the Court of Disputed Returns.

CR GONTASZEWSKI:

Is the removal of clause 7 sufficiently covered by clause 5.1 & 5.2?

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Clause 5.2 of the Policy requires Council to determine any conditions and or formal agreements, including security agreements, relating to the payment, and repayment, of legal representation costs for application made by the Council Members or the CEO.

Clause 5.3 of the Policy requires the CEO to determine any conditions and or formal agreements, including security agreements, relating to the payment, and repayment, of legal representation costs for applications made by the Employees.

The Act sets out that Council Members have no direct authority over Employees with respect to the performance of their duties. The Act prescribes that the CEO is responsible for performance of Employees, determination of Employee applications (with the exception an application made by the CEO) should reside with the CEO.

CR GONTASZEWSKI:

Should the Policy countenance the idea of repayment, consider including some of clause 7 into clauses 5.1 & 5.2 instances where costs awarded.

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Administration is recommending that clause 7 remains with a minor amendment to clause 7a. This clause has been updated to note that repayment of legal representation costs is to be in accordance with any formal agreement conditioning the application.

COUNCIL BRIEFING NOTES

7 MARCH 2023

8.3 LOCAL GOVERNMENT STATUTORY COMPLIANCE AUDIT RETURN 2022**Attachments:** 1. Compliance Audit Return 2022**RECOMMENDATION:****That Council:**

1. **NOTES** that the City of Vincent's Compliance Audit Return for the period 1 January 2021 to 31 December 2021 was reviewed by the Audit Committee at its 2 March 2023 meeting;
2. **ADOPTS** the Compliance Audit Return for the period 1 January 2022 to 31 December 2022, at Attachment 1; and
3. **AUTHORISES** the Compliance Audit Return in Recommendation 1. above to be certified by the Mayor and Chief Executive Officer in accordance with Regulation 15 of the *Local Government (Audit) Regulations 1996*.

NO QUESTIONS

COUNCIL BRIEFING NOTES

7 MARCH 2023

8.5 FY22 AUSTRALASIAN LOCAL GOVERNMENT PERFORMANCE EXCELLENCE PROGRAM - KEY FINDINGS OF BENCHMARKING REPORT

Attachments: 1. Local Government Performance Excellence Report 2022

RECOMMENDATION:

That Council RECEIVES the City of Vincent's FY22 Australasian Local Government Performance Excellence Report at Attachment 1.

CR HALLETT:

Queried nature of overtime undertaken by City officers.

A/EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

The following information is provided in respect to Infrastructure and Environment overtime access –

Waste and Recycling

Essential Service – works all public holidays (except Good Friday, Xmas Day and Boxing Day) to ensure collection schedules are completed.

Other overtime is associated with the weekend street cleaning function (particularly around town centres), servicing of litter bins, very occasional graffiti removal, and covering short term sickness absence. Working hours are monitored by Supervisors to ensure appropriate rest breaks/fatigue mgt., etc.

Parks

Weekend rubbish collection as well as some other programmed works including streetscape maintenance requiring traffic control (lane closures), reticulation mainline cleaning and events.

All weekly overtime is carried out as a planned roster to ensure staff have weekends off.

Engineering

Night Works (safety reasons due to high traffic volumes during the day and MRWA approvals which don't cover closure of roads during peak periods). Call out register (planned) for emergency works/requests. Lighting inspection at night. Assisting Rangers during events. Active Transport (Bike Plan, community consultation etc) tasks at weekends and other community events.

Appropriate steps taken to manage breaks etc.

City Buildings and Asset Mngmt

Call out for building maintenance issues at facilities over the weekend.

Beatty Park and Community Facility Operations

- Rostered staff attending mandatory training or meetings on RDO's or at end of normal shift (training sessions are planned at crossover of shifts where possible to minimise impact).
- Staff called in at last minute to cover for sick staff (every effort is made to find casual or other staff not at full hours but it is not always possible).
- Rostered staff required to stay behind after shift due to mechanical or safety issues (plant breakdown or medical emergency).
- Minor occurrences for planned cover of LSL, AL when no other options are available (minimised where possible).
- Events, Club liaison.

Rangers

Overtime is accessed in the following circumstances -

1. The On Call Senior Ranger needs to attend overnight for a security issue or dog attack.
2. When a late shift Ranger calls in sick, the other late shift Ranger has no one else to pair up with and the City cannot adjust the Roster in time.

COUNCIL BRIEFING NOTES

7 MARCH 2023

5 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

6 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil

7 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED**17.1 Waste to Energy Tender (Waste Strategy Project 5 - Research into alternative waste treatment options)**

- Attachments:**
- 1. Draft MRC Agenda Item – Waste to Energy – Confidential**
 - 1. Waste Supply Agreement – Confidential Draft**
 - 2. Participants Agreement – Confidential Draft**

NO QUESTIONS

At 7.42 Chief Financial Officer left the meeting.

At 7.46pm Chief Financial Officer returned to the meeting.

At 7.46pm Aaron Griffiths, Manager Projects and Procurement, Mindarie Regional Council left the meeting and did not return.

17.2 Waste and Recycling - Container Deposit Exchange Scheme Update

- Attachments:**
- 1. City of Vincent – Contract RFQ 67.20 – CDS Revenue Share Dispute - Confidential**

NO QUESTIONS

At 7.52pm A/Executive Director Infrastructure & Environment left the meeting and did not return.

At 7.52pm Manager Engineering left the meeting and did not return.

At 7.52pm the livestream restarted after discussion of the confidential items.

12 CLOSURE

There being no further business the meeting closed at 8.58pm.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

**11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE
CLOSED**

12 CLOSURE