CITY OF VINCENT

AGENDA

Council Briefing

12 September 2023

Time: **6.00pm**

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

244 Vincent Street, Leederville

David MacLennan

Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the City of Vincent (City) for any act, omission, statement or intimation occurring during Council Briefings or Council Meetings. The City disclaims any liability for any loss however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council Briefings or Council Meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Briefing or Council Meeting does so at their own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning or development application or application for a licence, any statement or intimation of approval made by an Elected Member or Employee of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. The City advises that anyone who has any application lodged with the City must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Council in respect of the application.

Copyright

Any plans or documents contained within this Agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction. It should be noted that Copyright owners are entitled to take legal action against any persons who infringe their copyright. A reproduction of material that is protected by copyright may represent a copyright infringement.

PROCEDURE FOR PUBLIC QUESTION TIME

The City's Council Briefings, Ordinary Council Meetings, Special Council Meetings and Committee Meetings are held in the Council Chamber located upstairs in the City of Vincent Administration and Civic Centre. Meetings are also held electronically (as eMeetings), and live streamed so you can continue to watch our meetings and briefings online at https://www.vincent.wa.gov.au/council-meetings/livestream

Public Questions will be strictly limited to three (3) minutes per person.

The following conditions apply to public questions and statements:

1. Members of the public present at Council Briefings will have an opportunity to ask questions or make statements during public question time. Questions and statements at Council Briefings must relate to a report contained in the agenda.
2. Members of the public present at Council Meetings, Special Council Meeting or Committee Meeting have an opportunity to ask questions or make statements during public question time in accordance with section 2.19(4) of the City's Meeting Procedures Local Law.
3. Questions asked at an Ordinary Council Meeting must relate to a matter that affects the City of Vincent.
4. Questions asked at a Special Council Meeting or Committee Meeting must relate to the purpose for which the meeting has been called.
5. Written statements will be circulated to Elected Members and will not be read out unless specifically requested by the Presiding Member prior to the commencement of the meeting.
6. Where in-person meetings are not permitted due to a direction issued under the *Public Health Act 2016* or the *Emergency Management Act 2005* questions and/or statements may be submitted in writing and emailed to governance@vincent.wa.gov.au by 3pm on the day of the Council proceeding. Please include your full name and suburb in your email.
7. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name and the suburb in which they reside or, where a member of the public is representing the interests of a business, the suburb in which that business is located and Agenda Item number (if known).
8. Questions/statements are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on an Elected Member or City Employee.
9. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
10. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act). The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act.

For further information, please view the Council Proceedings Guidelines.

RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS

- All Council proceedings are recorded and livestreamed in accordance with the Council Proceedings - Recording and Web Streaming Policy.
- All recordings are retained as part of the City's records in accordance with the State Records Act 2000.
- All livestreams can be accessed at https://www.vincent.wa.gov.au/council-meetings/livestream
- All live stream recordings can be accessed on demand at https://www.vincent.wa.gov.au/council-meetings
- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Governance Team on 08 9273 6500.

Order Of Business

1 Declaration of Opening / Acknowledgement of Country 7

2 Apologies / Members on Leave of Absence 7

3 Public Question Time and Receiving of Public Statements 7

4 Declarations of Interest 7

5 Strategy & Development 8

5.1 No. 109 (Lot: 1; S/P: 51676) Alma Road, North Perth - Proposed Alterations and Additions to Grouped Dwelling 8

5.2 No. 188 (Lot: 1; D/P: 33790) Vincent Street, North Perth - Proposed Alterations and Additions to Place of Worship (Amendment to Approved) 27

5.3 Community Sporting and Recreation Facilities Fund - Annual and Forward Planning Round Application 55

5.4 Advertising of Proposed Revocation - Local Planning Policy No. 7.4.2 - Aged or Dependent Persons' Dwellings 59

6 Infrastructure & Environment 73

Nil

7 Community & Business Services 74

7.1 Financial Statements as at 31 July 2023 74

7.2 Authorisation of Expenditure for the Period 01 July 2023 to 31 July 2023 95

7.3 Investment Report as at 31 July 2023 113

7.4 Advertising of new policy - Child Safe Awareness 121

8 Chief Executive Officer 127

8.1 Report and Minutes of the Audit Committee Meeting held on 31 August 2023 127

8.2 Information Bulletin 173

9 Motions of Which Previous Notice Has Been Given 265

Nil

10 Representation on Committees and Public Bodies 265

11 Confidential Items/Matters For Which The Meeting May Be Closed (“Behind Closed Doors") 266

11.1 Declaration of Secondary Employment - Chief Executive Officer (Amendment to Approved) 266

12 Closure 267

CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW

ACCOUNTABLE TO

Community and Stakeholders
Ratepayers
Residents
Community groups/ sporting clubs
Businesses
Town Teams
Visitors
State and Federal Government
Neighbouring local governments
Government Departments

INFORMS

CITY OF VINCENT COUNCIL

COMPRISES

MAYOR AND COUNCILLORS

CHIEF EXECUTIVE OFFICER

PRESCRIBES ROLE AND POWERS

ADMINISTRATION

Culture and Vision
(Principle 1)
Culture informs the management structure and ethical standards, the vision reflects the City's strategic priorities

PRESCRIBES IPFR – CBP, SCP, BUDGET

Legislative Framework
The *Local Government Act 1995* (WA) sets out the key roles and responsibilities of a local government (Council and CEO). Local governments must operate in accordance with the LGA and associated Regulations. The LGA is the source of local government power and allows local governments to make local laws and policies and provides guidance on good governance

Roles and Responsibilities
(Principle 2)
Role and relationships between the Council, Mayor, Councillors, CEO and Administration

Strategic Community Plan
Corporate Business Plan
Long Term Financial Plan
Annual Budgets

INFORMS/GUIDES

Accountability
(Principle 5)
Functions and systems that control risks and facilitate consistent, transparent and accountable decision making

Decision Making and Management
(Principle 3)
Processes that ensure open and accountable decisions by Council and the CEO

Commitment to Sustainability
(Principle 4)
Sound financial, resource and environmental management

AUDIT COMMITTEE



COMMUNITY PRIORITIES AND OUTCOMES WE WILL STRIVE TO ACHIEVE

ENHANCED ENVIRONMENT

- Our parks and reserves are maintained, enhanced and are accessible for all members of the community.
- Our urban forest/canopy is maintained and increased.
- We have improved resource efficiency and waste management.
- We have minimised our impact on the environment.
- Power lines are undergrounded.

CONNECTED & HEALTHY COMMUNITY

- Connected & healthy community
- We have enhanced opportunities for our community to build relationships and connections with each other and the City
- Our many cultures are celebrated
- We recognise, engage and partner with the Whadjuk Noongar people and culture
- Our community facilities and spaces are well known and well used
- We are an inclusive, accessible and equitable City for all

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.
- More people living in, working in, or enjoying our town centres.

ACCESSIBLE CITY

- Our pedestrian and cyclist networks are well designed, connected, accessible and encourage increased use.
- We have better integrated all modes of transport and increased services through the City.
- We have embraced emerging transport technologies.

THRIVING PLACES

- We are recognised as a City that supports local and small business.
- Our town centres and gathering spaces are safe, easy to use and attractive places where pedestrians have priority.
- We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.
- Efficiently managed and maintained City assets in the public realm.
- Art, history and our community's living cultures are evident in the public realm.

INNOVATIVE AND ACCOUNTABLE

- We deliver our services, projects and programs in the most inclusive, efficient, effective and sustainable way possible.
- We engage with our community so they are involved in what we are doing and how we are meeting our goals.
- Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.
- We embrace good ideas or innovative approaches to our work to get better outcomes for the City and our community.

THESE PRIORITIES AND OUTCOMES WILL BE MET THROUGH THE DELIVERY OF COUNCIL ADOPTED STRATEGIES, PLANS, PROGRAMS, AND POLICIES.

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 and present."

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Cr Dan Loden on approved leave of absence from 12 September 2023 to 08 October 2023.
Cr Ashley Wallace on approved leave of absence from 28 August 2023 to 17 September 2023.
Cr Ross Ioppolo on approved leave of absence from 26 July 2023 to 30 September 2023.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

4 DECLARATIONS OF INTEREST

5 STRATEGY & DEVELOPMENT

5.1 NO. 109 (LOT: 1; S/P: 51676) ALMA ROAD, NORTH PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO GROUPED DWELLING

Ward: South

Attachments:
1. Location Plan
2. Development Plans
3. 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 Alterations and Additions to Grouped Dwelling at No. 109 (Lot: 1; S/P: 51676) Alma Road, North Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 3:

1. **Development Plans**

   This approval is for Alterations and Additions to Grouped Dwelling as shown on the approved plans dated 20 June 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. **Colours 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; and

4. **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.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for Alterations and Additions to Grouped Dwelling at No. 109 Alma Road, North Perth (the subject site) that is included on the City of Vincent's Heritage List (Management Category B).

The application proposes an extension to the existing dining room. This existing dining room was a later addition to the original dwelling. The extension requires the demolition of the rear wall of the existing dining room. The application also proposes the installation of two new window awnings to the western façade of the dwelling and the demolition of the existing exterior rear deck.

The proposal meets all relevant deemed-to-comply and acceptable development (or equivalent) standards. A development application is required for the proposed works due to the heritage listing of the place

The proposed modifications are acceptable as they meet the objectives of the City's Local Planning Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties (Heritage Management Policy), which ensures the preservation of heritage value while enabling improvements to the dwellings.

The proposed 'new work' is minor in nature and in scale, and does not have an impact on the significance or streetscape presentation of the heritage-listed property.

PROPOSAL:

A summary of the works proposed is as follows:

- A 9.9 square metre extension to the existing dining room. The existing dining room forms part of an addition to the dwelling. The extension requires the demolition of the rear wall of the dining room;
- The installation of two new window awnings to the western façade of the dwelling; and
- The demolition of the existing exterior rear deck adjacent to the dining room.

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

BACKGROUND:

Landowner:	William Croft, Kerry Croft, Robert Bell and Ilaria Corbett
Applicant:	William Croft and Kerry Croft
Client:	William Croft and Kerry Croft
Date of Application:	20 June 2023
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R40
Built Form Area:	Residential
Existing Land Use:	Grouped Dwelling
Proposed Use Class:	Grouped Dwelling – 'P'
Lot Area:	345m²
Right of Way (ROW):	No
City of Vincent Heritage List:	Yes – Management Category B
State Register of Heritage Places:	No

Site Context and Zoning

The subject site is bound by Alma Road to the north, and residential properties to the east, west and south. A location plan is included as **Attachment 1**.

The subject site and adjoining properties to the west and east along Alma Road are zoned Residential R40 under the City's Local Planning Scheme No. 2 (LPS2) and are within the Residential Built Form Area under the Built Form Policy.

Strata Lot Details

The subject site is a strata lot that fronts onto Alma Road. There is another strata lot (No. 109A Alma Road) located to its rear and that is accessible from Alma Road via an access leg.

The previous subdivision of the parent lot in 2003 created the subject site and the strata located to the rear at No. 109A Alma Road. The subdivision resulted in a 4.0 metre wide common property access way extending from Alma Road to the rear lot. This common property access way was 107 square metres in area and provided for vehicle access for the rear lot from Alma Road.

Since the previous subdivision approval and creation of the strata lots, the strata plan for the two lots (being Nos. 109 and 109A Alma Road) has been amended in 2009. Vehicle access for the dwelling on the rear lot is provided from the right of way and not required from the common property access way.

The amendment resulted in the common property access way effectively being split into two areas for the exclusive use of each of the two properties. This includes a 1.49 metre wide access leg that is 35 square metres in area and that provides pedestrian and servicing access for the rear lot from Alma Road. The remaining portion of the common property that is 72 square metres in area is for the exclusive use of the subject site.

Development the subject of this application is contained within the boundaries of the subject site and areas for its exclusive use.

Heritage Listing

The subject site and the two single houses to the east along Alma Road, being Nos. 105 and 107 Alma Road, North Perth, form part of a collection of three houses across Nos. 105-109 Alma Road, North Perth that are listed on the City's Heritage List as Management Category B – Conservation Recommended.

The Statement of Significance for the heritage listing details that the dwellings are a cohesive and intact example of three Federation bungalows on neighbouring sites.

The Statement of Significance sets out that the dwellings make a significant contribution to the character of the area.

DETAILS:

Summary Assessment

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

Planning Element	Deemed-to-Comply / Acceptable Outcomes (or equivalent)	Requires the Discretion of Council
Street Setback	✓	
Building Setbacks/Boundary Wall	✓	
Building Height/Storeys	✓	
Street Surveillance	✓	
Street Walls and Fences	✓	
Open Space	✓	
Outdoor Living Area	✓	
Landscaping (R Codes)	✓	
Car Parking	✓	
Solar Access	✓	
Vehicle Access	✓	
Visual Privacy	✓	
External Fixtures, Utilities and Facilities	✓	
Heritage Management Policy	✓	

Detailed Assessment

The application satisfies all deemed-to-comply and acceptable outcomes (or equivalent) standards in the City's policy framework, including the Heritage Management Policy.

The Heritage Management Policy sets out that proposed development that complies with acceptable development standards will generally be approved, and that the performance criteria describe the desired outcome to be achieved.

Unlike the Built Form Policy and R Codes, the Heritage Management Policy also requires consideration of the proposal against performance criteria even though it complies with the prescribed acceptable development standards. This is considered in the Comments section below.

CONSULTATION/ADVERTISING:

Community consultation was not undertaken for this application. This is due to the minor nature of works proposed. This includes the deck and dining room wall to the rear of the dwelling that are proposed to be demolished do not contribute to the significance of the heritage place, and do not adversely impact adjoining properties or the Alma Road streetscape.

In accordance with the principles of the City's Community and Stakeholder Engagement Policy, such proposals are not required to be advertised.

Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred to the City's DRP Member for comment who specialises in heritage conservation and architecture. This referral related to the development plans included in **Attachment 2** and comments were sought on the acceptability of the proposed demolition and the appropriateness of the proposed additions to a heritage-listed place, as considered against the 10 principles of good design.

The DRP Member provided the following comments in support of the proposal:

- This is a modest extension that does not compete with the original building. The scale and visual impact of the extension is low, and the extension poses minimal impact on the heritage significance of the place.
- The location of the proposed extension to the rear of the dwelling does not have an impact on the streetscape presence of the property or the relationship to the other heritage listed properties in the group. This is due to the works being located to the rear of the property when viewed from the street and not interacting with another heritage property.
- The design is simple and cost effective. The use of fibre cement board cladding for a such a small visually discrete extension is acceptable in this case and is sufficiently distinctly new that it will not pose an impact on the heritage building.
- The extension will provide some modest increase to the floor area and presumably allow the property to have a modern sustained residential function on a lot that has been historically subdivided. This is a positive heritage outcome.

Design Review Progress Report	
	Supported
	Pending further attention
	Not supported
	No comment provided/Insufficient information

	DRP Member Referral
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;*
- *Heritage Act 2018;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- Burra Charter;
- State Planning Policy 3.5 - Historic Heritage Conservation;
- State Planning Policy 7.3 – Residential Design Codes Volume 1;
- Community and Stakeholder Engagement Policy;
- Policy No. 7.1.1 – Built Form; and
- Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties.

Planning and Development Act 2005

In accordance with Schedule 2, Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant 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 and Development (Local Planning Schemes) Regulations 2015* (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.

The matters for consideration relevant to this application relate to the compatibility of the development within its setting, amenity and character of the locality, heritage significance, consistency with planning policies and advice from the DRP.

Local Planning Scheme No. 2

The objectives of the Residential zone under LPS2 are a relevant consideration for the application. These objectives are:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community;*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas;*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development;*
- *To promote and encourage design that incorporates sustainability principles, including but not limited to solar passive design, energy efficiency, water conservation, waste management and recycling;*
- *To enhance the amenity and character of the residential neighbourhood by encouraging the retention of existing housing stock and ensuring new development is compatible within these established areas;*
- *To manage residential development in a way that recognises the needs of innovative design and contemporary lifestyles; and*
- *To ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.*

Burra Charter

The Australia ICOMOS Charter for Places of Cultural Significance, the Burra Charter 2013 (the Burra Charter) sets a standard of practice for those who provide advice, make decisions about, and undertake work to places of cultural significance. The Burra Charter applies to all types of places of cultural significance, including the subject site.

In accordance with Article 22.1 of the Burra Charter, 'new work' is acceptable where it respects the cultural significance of the place. This can be done through consideration of its siting, bulk, form, scale, character, colour, texture and material. In accordance with Article 22.2 of the Burra Charter, the works should be readily identifiable but should respect the cultural significance of the place.

State Planning Policy 3.5 – Historic Heritage Conservation

State Planning Policy 3.5 – Historic Heritage Conservation (SPP 3.5) sets out principles of sound and responsible planning for the conservation and protection of Western Australia's historic heritage. These principles inform the heritage management standards of local planning policies.

State Planning Policy 7.3 – Residential Design Codes Volume 1 2023

On 23 February 2023, the State Government publicly released amendments to Volume 1 of the R Codes (2023 R Codes). The amendments split the R Codes Volume 1 into Part B – Low Density and Part C – Medium Density (Medium Density Code). The Medium Density Code was due to be gazetted and come into operation on 1 September 2023.

On 9 August 2023, the Minister for Planning announced that they had requested to defer gazettal of the Medium Density Code to rework the policy, including removal of its application to R30 and R40 coded lots.

In their statement on 18 August 2023, the Western Australian Planning Commission's Chairman estimated that the policy changes may take around 6 months to be made.

The 2023 R Codes remains an adopted policy of the WAPC, although the weight it is afforded in determining an application is limited. This is because it is neither certain nor imminent in coming into effect in the form it was adopted. This is due to its deferred gazettal to a future date that is currently unconfirmed and the uncertainty in the extent of amendments to be made in reworking the policy, including the intended removal of its application to R30 and R40 coded lots.

Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties

As the subject site and adjacent properties are heritage listed properties, the proposal is required to be assessed against both Parts 4 and 5 of the Heritage Policy.

The objectives of the Heritage Policy are to:

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

Part 4 of the Heritage Policy relates to development to heritage listed buildings. The policy includes 'acceptable development' criteria as well as the following three performance criteria:

P1 Development is to comply with the statement of significance outlined in Heritage Assessment, Heritage Impact Statement and/or Place Record Form.
P2 Alterations and additions to places of heritage value should be respectful of and compatible with existing fabric and should not alter or obscure fabric that contributes to the significance of the place.
P3 To ensure the cultural heritage significance of a place is conserved and the majority of the significant parts of the heritage place and their relationship to the setting within the heritage place should be retained.

Part 5 of the Heritage Policy relates to development adjacent to heritage listed buildings. The policy includes 'acceptable development' criteria as well as the following three performance criteria:

P1 New development maintains and enhances existing views and vistas to the principal façade(s) of the adjacent heritage listed place.
P2 New development maintains and enhances the visual prominence and significance of the adjacent heritage listed place.
P3 New development is of a scale and mass that respects the adjacent heritage listed place.

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.

This is because the delegation does not extend to proposals for the demolition of any structure or building on a heritage protected place. The application proposes demolition to a heritage protected place. The demolition relates to the existing dining wall and rear deck to enable the extension of the dining room.

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 2022-2032:

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

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

There are limitations for the development to influence whole of life environmental impact of the entire dwelling on the site through this application. This is because the scope of the application is limited to a 9.9 square metre building extension.

Administration's assessment has identified that the proposed development would satisfy the element objectives of the Built Form Policy in respect to environmentally sustainable design. This is because the development proposes the retention of most of the existing building and structures on-site to minimise building waste and new glazing is shaded from direct sun and heat by the proposed awnings.

PUBLIC HEALTH IMPLICATIONS:

This is in keeping with the 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:

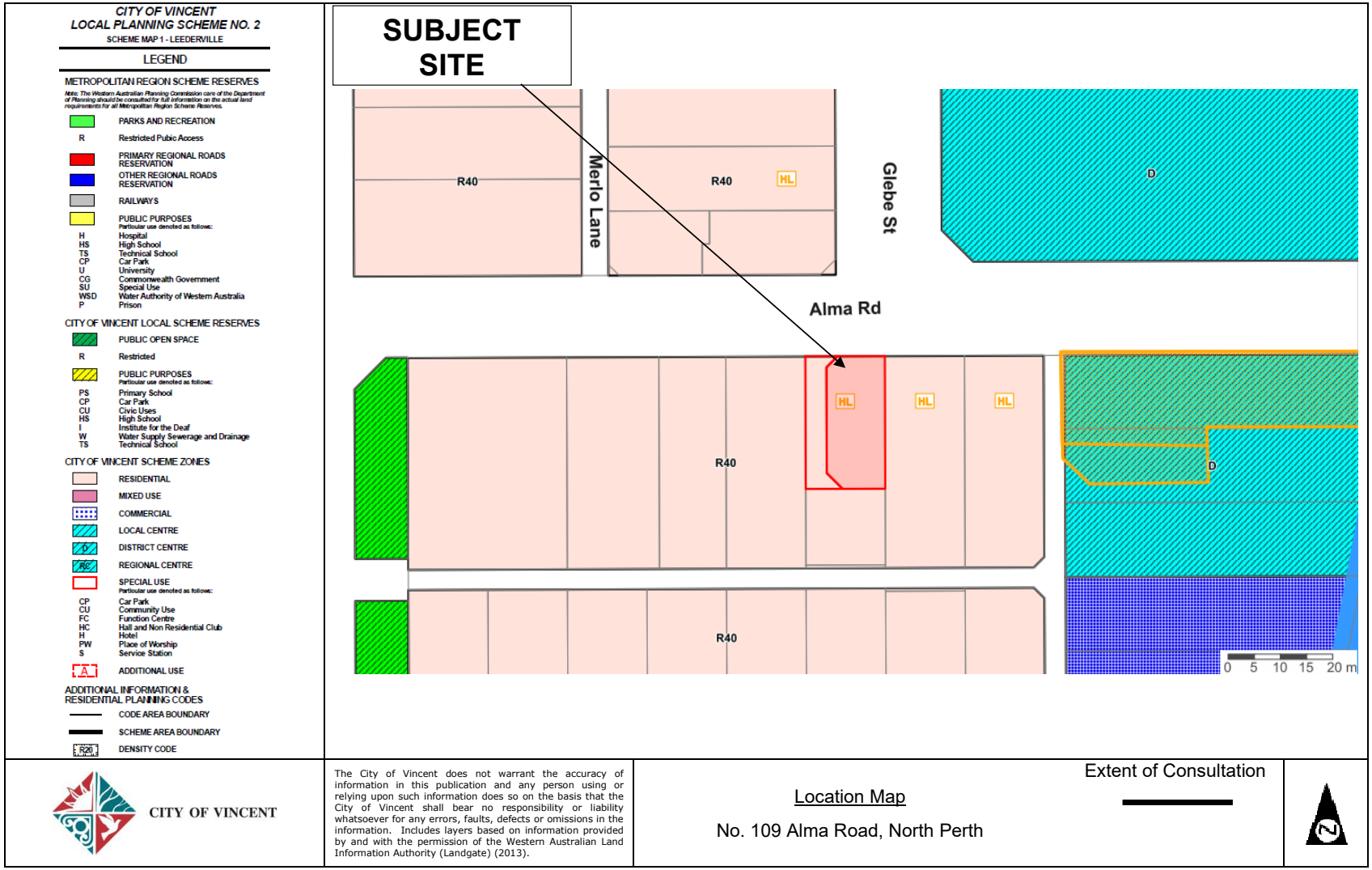
- The proposed demolition to the rear of the existing dwelling would not impact upon the heritage significance of the place.
- The location and design of the proposed alterations and additions are respectful and compatible with the elements of the existing dwelling on-site that are of heritage value.
- The proposed alterations and additions relate to a modest extension of an existing dining room that would be clearly legible as 'new work' to a heritage building, and located at the rear of the property. The proposed works would result in minimal visual impact and would not adversely affect the amenity of adjoining properties.
- The proposed additions are of a style, materiality and colour that are compatible with and responds to the heritage place, and ensures that the dwelling's street presentation to Alma Road is preserved.

Heritage Management Policy

The proposed alterations and additions meet the acceptable development standards of the Heritage Management Policy.

Comments are included below relating to how the proposed alterations and additions to a heritage listed place meets the performance criteria and objectives of the Heritage Management Policy.

- Demolition Acceptability: The Heritage Management Policy allows for demolition to the place that are of little significance to the heritage listed place. Demolition works proposed are contained to the rear of the dwelling that would not impact the streetscape presentation of the dwelling to Alma Road. The demolition works are also to the rear wall of the dining room that was a later addition to the original dwelling.
- Building Scale, Bulk and Mass: The proposal does not seek to modify the streetscape elevation of the dwelling, maintaining the overall scale of built form presented to the street. The extension is a modest 9.9 square metre dining room extension and unobtrusive awnings added over windows to the western side of the dwelling. These additions would not compete with the built form and scale of the building.
- Location of Works: The location of the proposed extension is to the rear of the dwelling and would not have an impact on the streetscape presence of the property or the relationship to the group of heritage listed properties it forms part of together with Nos. 105 and 107 Alma Road.
- Materials and Finishes: The Heritage Management Policy accepts development to a heritage place where they are sympathetic to the existing material and readily identifiable as ‘new work’. The colours and materials of the proposed additions would be compatible with the heritage fabric of the place and could be distinguished as ‘new work’. The proposed materials and finishes including fibre cement cladding and white coloured paint. The proposal does not mimic or replicate historic styles and would not obscure the heritage fabric of the dwellings.
- DRP Support: Comments received from the City’s DRP Member specialising in heritage conservation confirm that the alterations and additions are compatible with the heritage listed dwelling. This is because they are appropriately located, designed and of a scale that would result in minimal impact to the heritage fabric of the dwelling and would not impact the adjoining heritage listed properties.

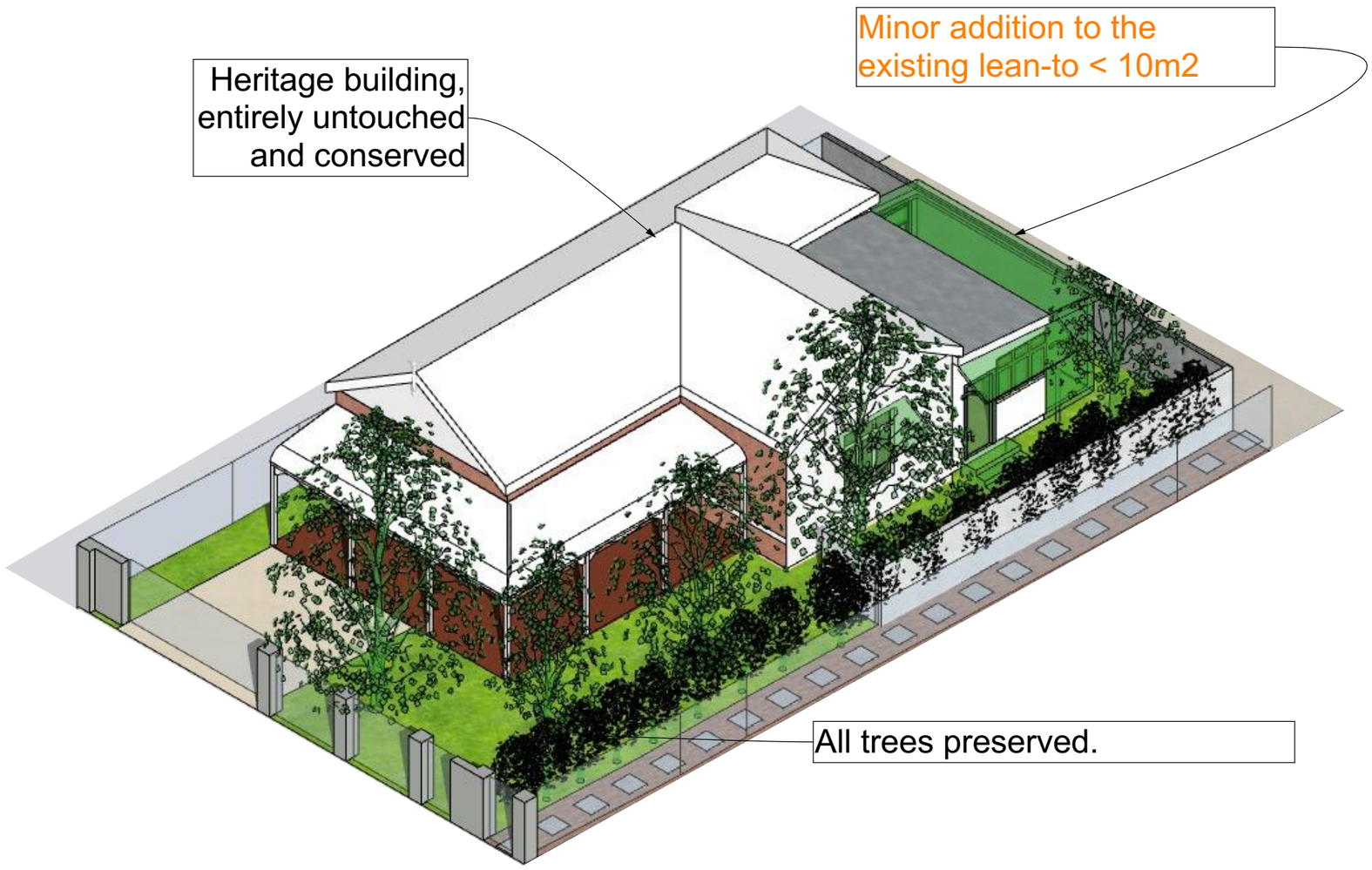

CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
DENSITY CODE
SUBJECT SITE
R40
Merlo Lane
R40
HL
Glebe St
D
Alma Rd
HL
HL
HL
R40
D
R40
0 5 10 15 20 m
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).
Location Map
No. 109 Alma Road, North Perth
Extent of Consultation
N



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. 109 Alma Road, North Perth



CITY OF VINCENT
RECEIVED
20 June 2023

Development Application

DA01	Cover Sheet
DA02	Site Plan
DA03	Floor Plan
DA04	Elevations
DA05	Landscape Plan
DA06	Perspectives
DA07	Overlooking
DA08	Window Awning Detail



Lot Area: in total comprising	**345.15 m2**
273 m2 strata titled area plus 72m2 common property area	
Building Footprint	**127.18**
Actual Open space:	**345.15 - 127.18 = 217.97 m2**

Property Information

Project Type:	Dining Room Extension
Owners:	William Croft
Site Address:	109 Alma Road North Perth W.A.
Zoning:	R40
Setbacks:	Side 1.25m East, 1.5m West, Rear 1.5 m, Front 6.2m

Notes:
1) No change to landscaping.
2) No change to height of FFL above NGL at extention.
3) No feature survey provided.
4) No visibility of minor addition from street, therefore no Streetscape Analysis provided.

SIP HAUS
12B Hyland Street Bassendean WA 6054
ABN 95291523476
www.siphaus.com.au

2332 Project Number

Alma Road
109 Alma Road
North Perth, W.A.

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

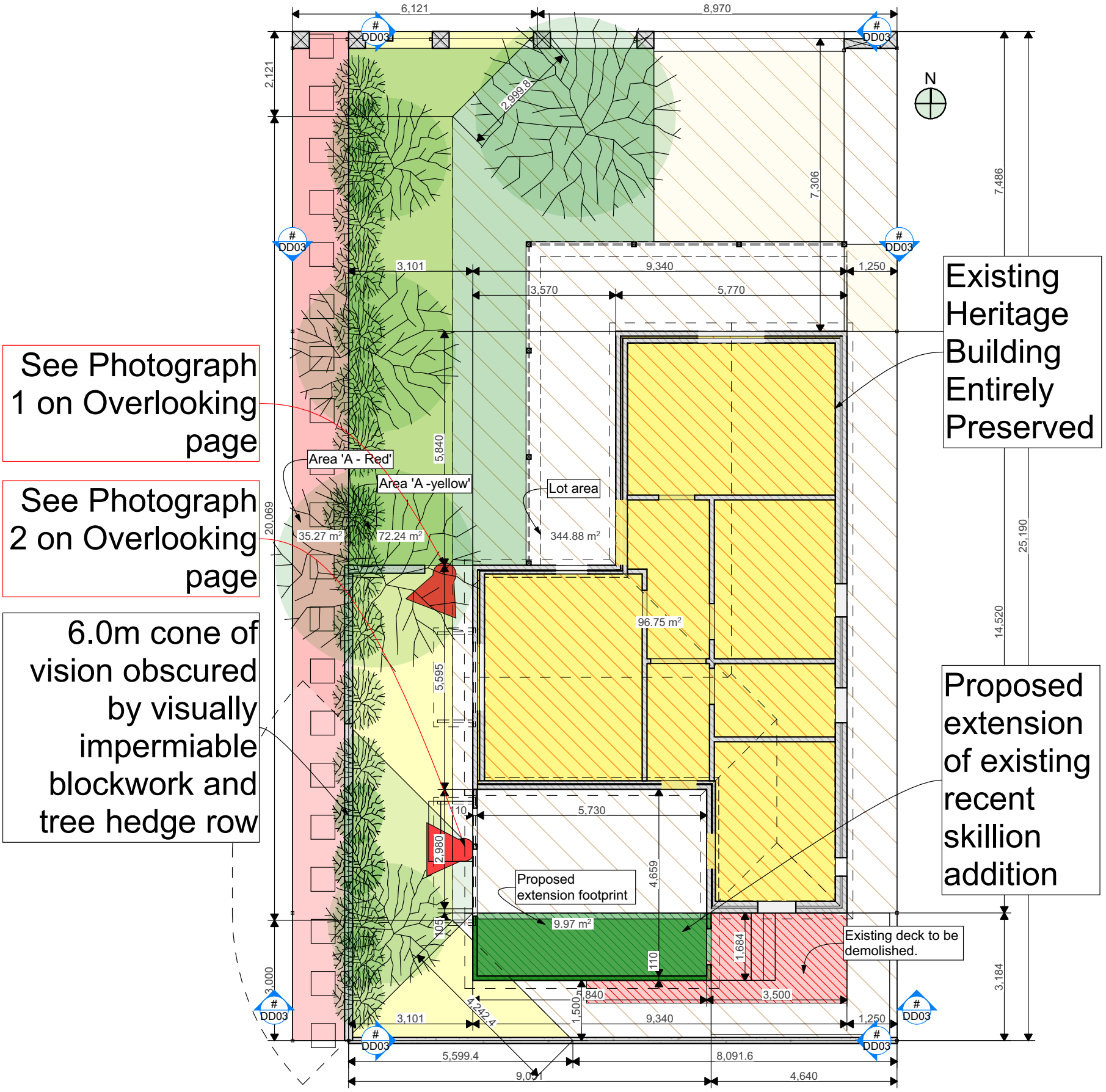
© Sip Haus Supplies

NOT FOR CONSTRUCTION UNLESS CERTIFIED

ISSUED:

Cover Sheet
DA01

CITY OF VINCENT
RECEIVED
20 June 2023



DA02 Ground (Development Application) 1:100

Site Plan
DA02
Printed: 19/06/2023

ISSUED:

NOT FOR CONSTRUCTION UNLESS CERTIFIED

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

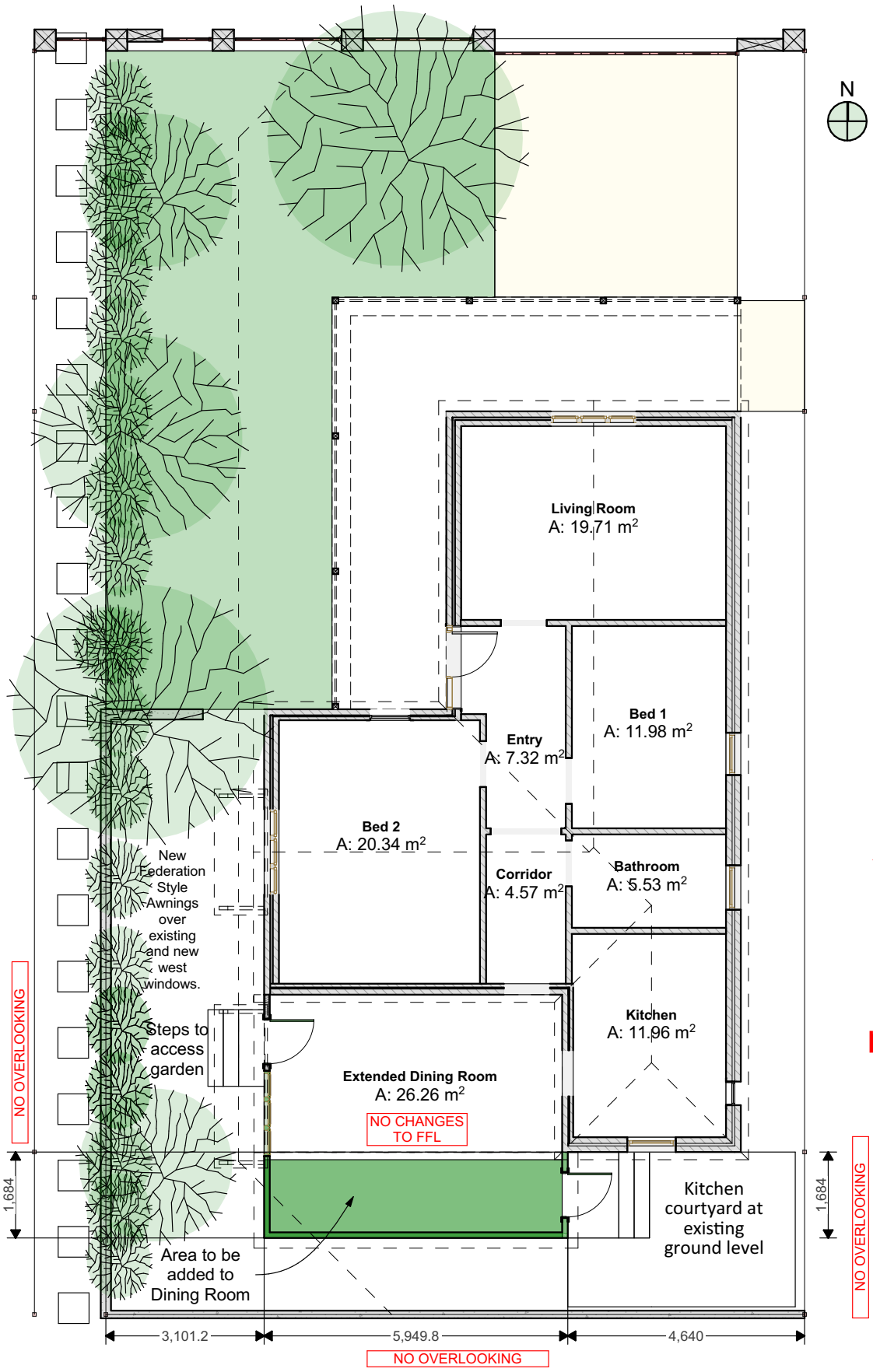
© Sip Haus Supplies

SIP HAUS
12B Hyland Street Bassendean
WA 6054
040 929 0344
www.siphaus.com.au

Project Number 2332

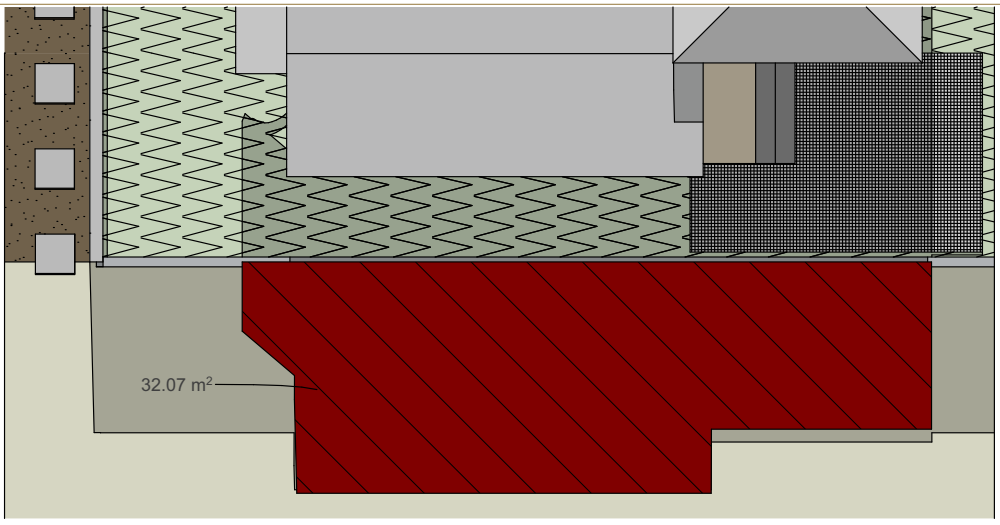
Alma Road
109 Alma Road
North Perth, W.A.

CITY OF VINCENT
RECEIVED
20 June 2023



0. Ground Planned 1:100

All Elements Satisfy Deemed-To-Comply requirements



3D-C Mod2 Overshadowing < 15% 1:100

Floor Plan
DA03
Printed: 19/06/2023

ISSUED:

NOT FOR CONSTRUCTION UNLESS CERTIFIED

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

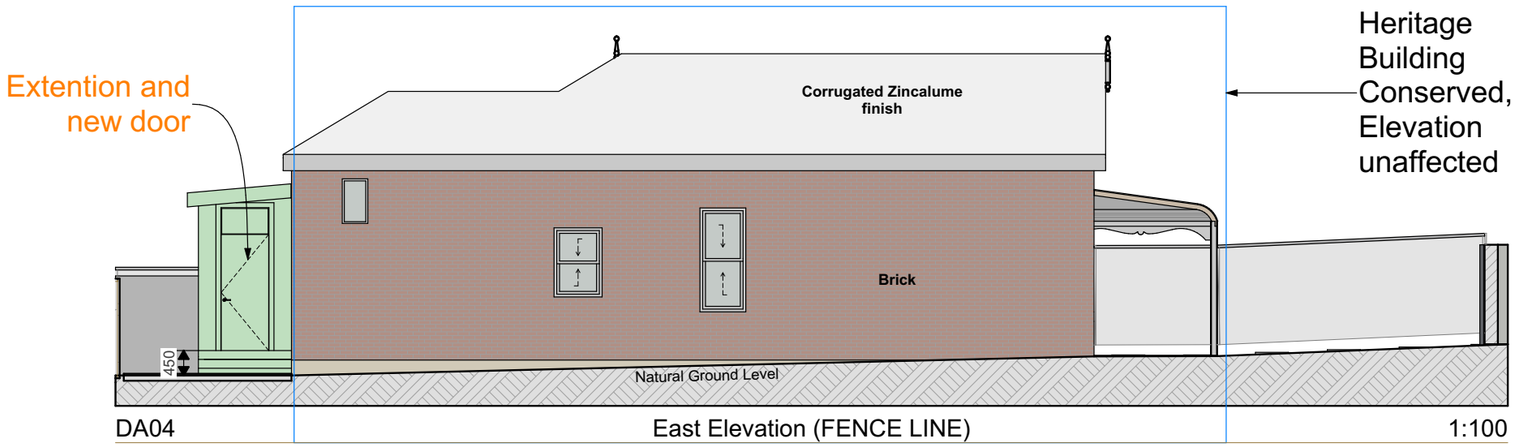
The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

© Sip Haus Supplies

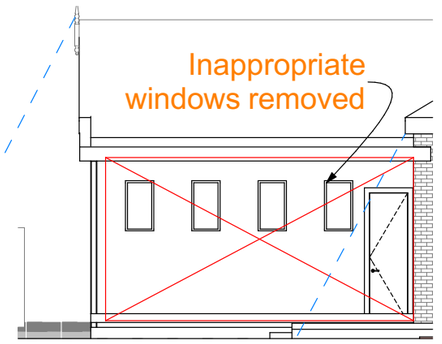
SIP HAUS
12B Hyland Street Bassendean
WA 6054
040 929 0344
www.siphaus.com.au

Project Number 2332

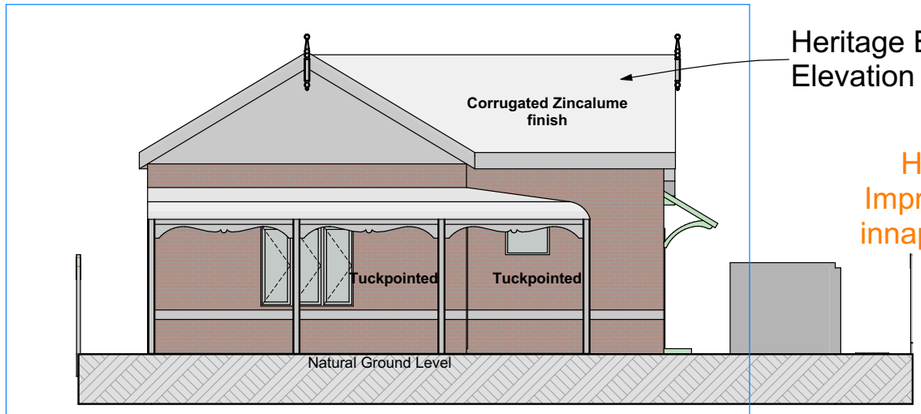
Alma Road
109 Alma Road
North Perth, W.A.



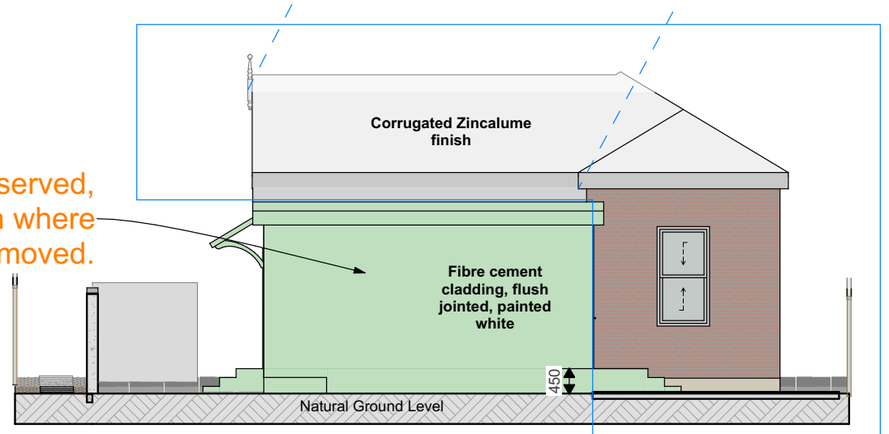
DA04 East Elevation (FENCE LINE) 1:100



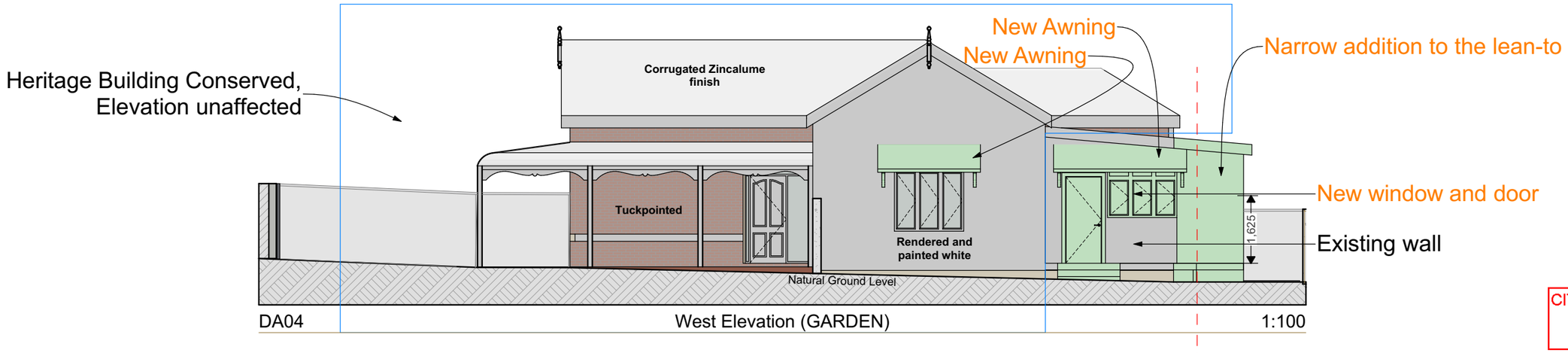
Existing South Elevation 1:100



DA04 North Elevation (STREET) 1:100



DA04 South Elevation (REAR FENCE LINE) 1:100



DA04 West Elevation (GARDEN) 1:100

CITY OF VINCENT
RECEIVED
20 June 2023

SIP HAUS
12B Hyland Street Bassendean WA 6054
0401 629 284
Project Number 2332
Alma Road
100 Alma Road
North Perth, W.A.

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

© Sip Haus Supplies

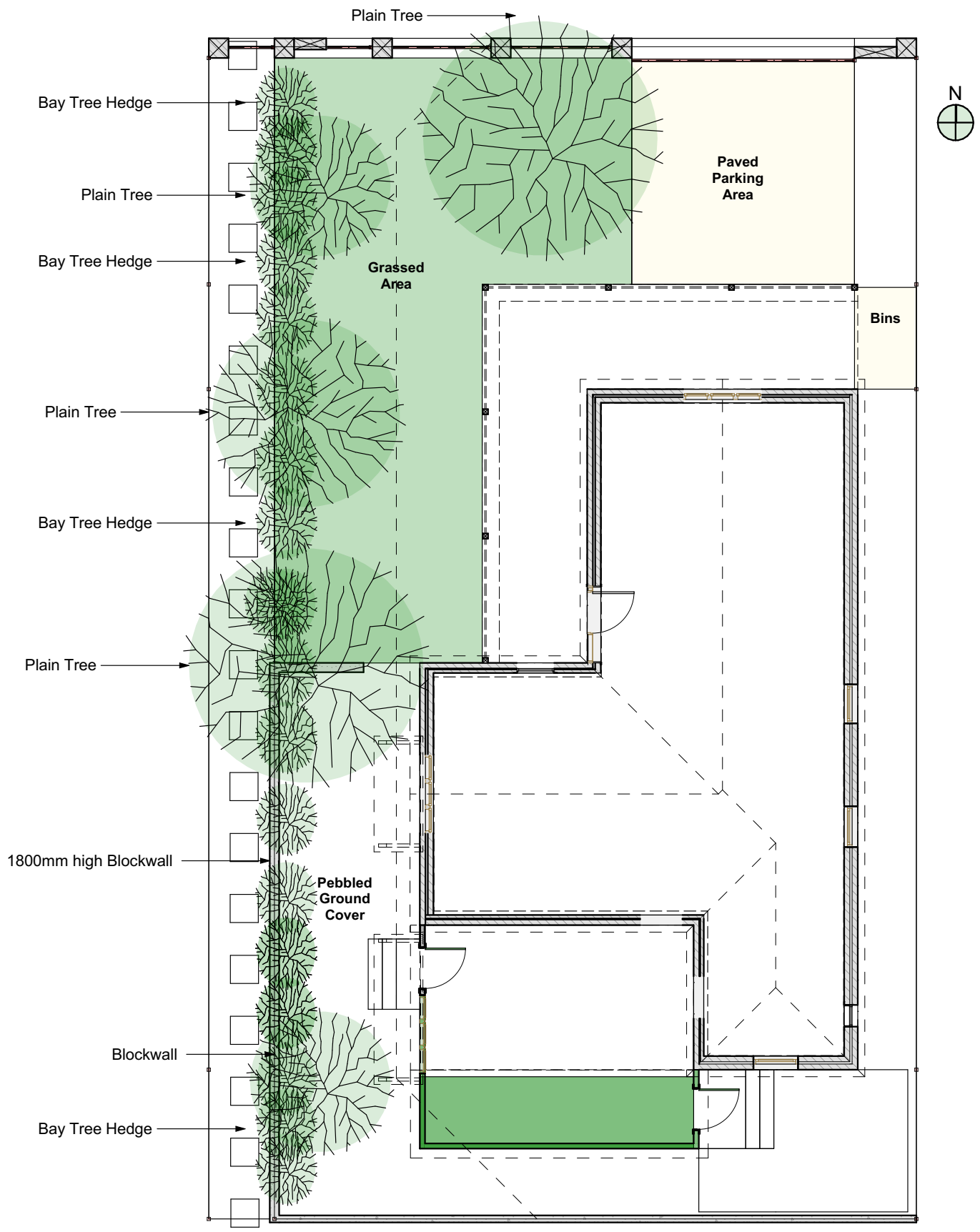
NOT FOR CONSTRUCTION UNLESS CERTIFIED

ISSUED:

Elevations
DA04

CITY OF VINCENT
RECEIVED
20 June 2023

No Change to Landscaping



0. Landscape Plan 1:100

Landscape Plan
DA05
Printed: 19/06/2023

ISSUED:

NOT FOR CONSTRUCTION UNLESS CERTIFIED

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

© Sip Haus Supplies

SIP HAUS
12B Hyland Street Bassendean
WA 6054
040 929 0344
www.siphaus.com.au

Project Number 2332

Alma Road
109 Alma Road
North Perth, W.A.

CITY OF VINCENT
RECEIVED
20 June 2023



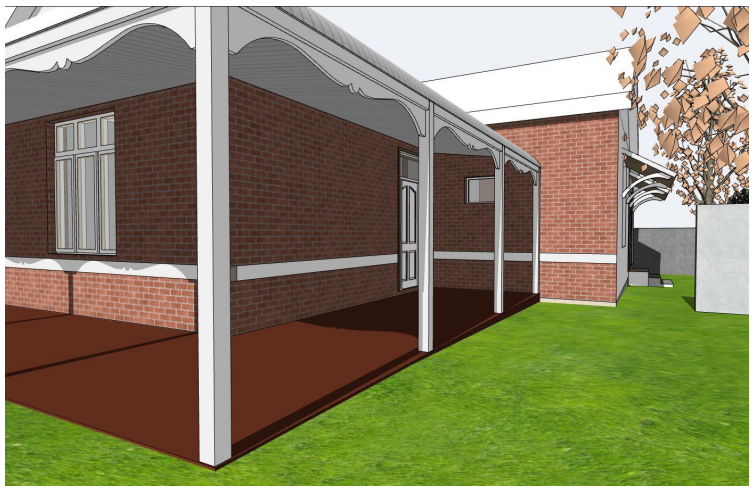
View of main building 1:435.3



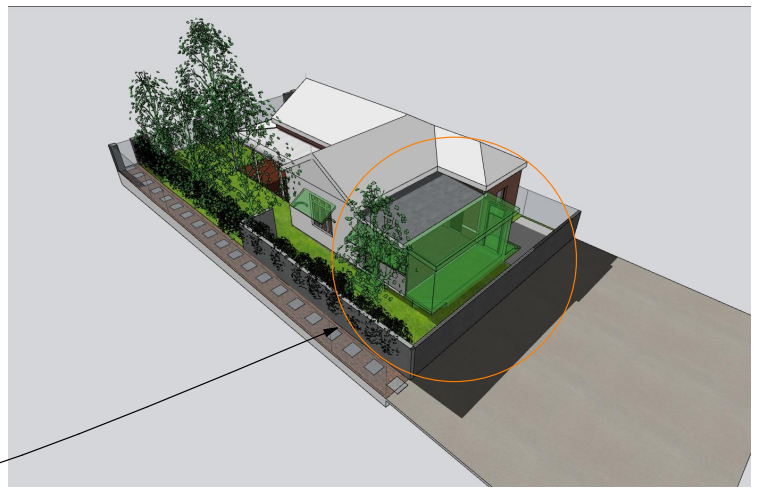
Visually impermiable fenceline 1:435.3



View of parking area 1:435.3



View to Front Door 1:435.3



Extention highlighted

View of rear extension 1:435.3

Perspectives
DA06
Printed: 19/06/2023

ISSUED:

NOT FOR CONSTRUCTION UNLESS CERTIFIED

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

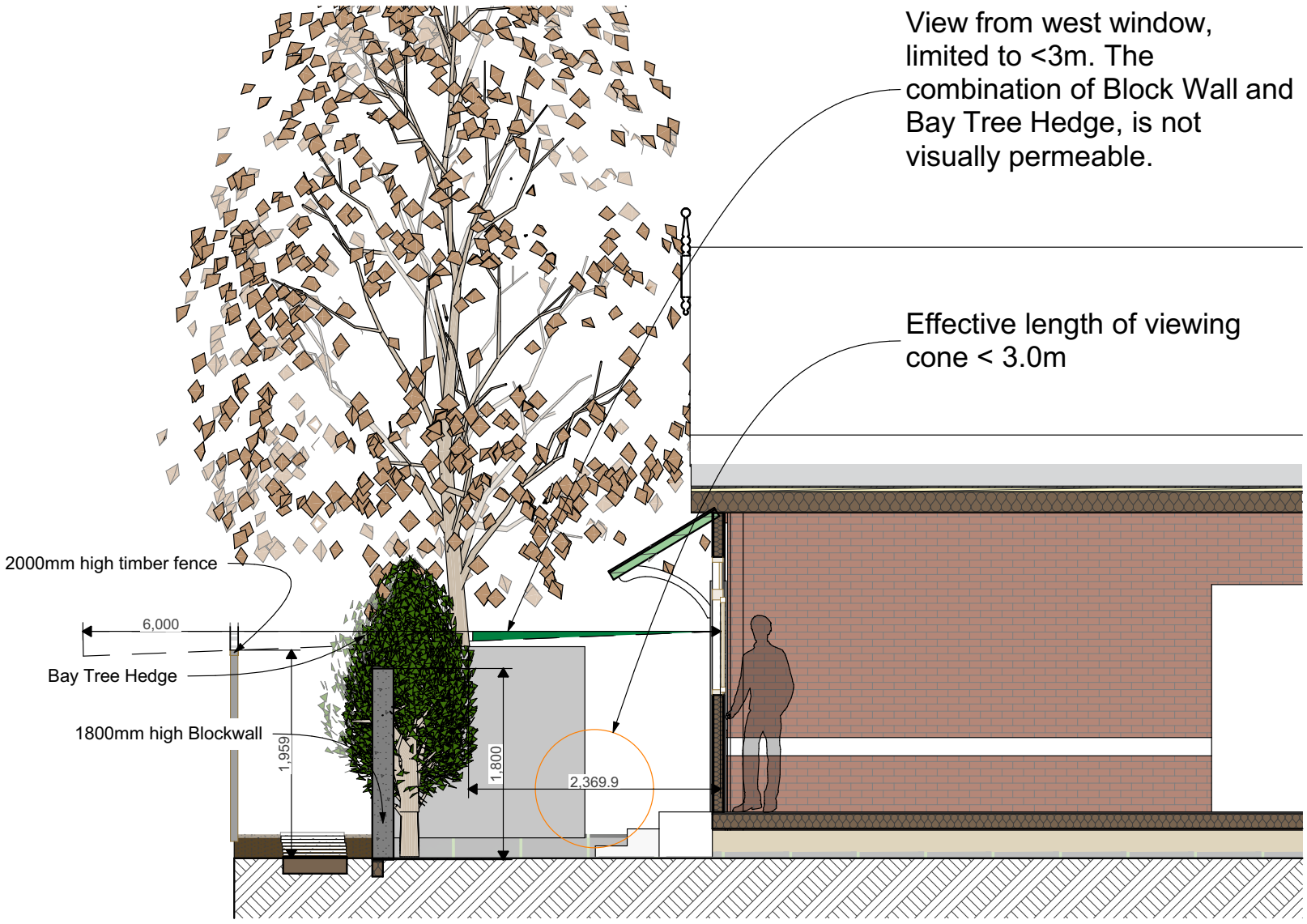
The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

© Sip Haus Supplies

SIP HAUS
12B Hyland Street Bassendean
WA 6054
040 929 0344
www.siphaus.com.au

Project Number 2332

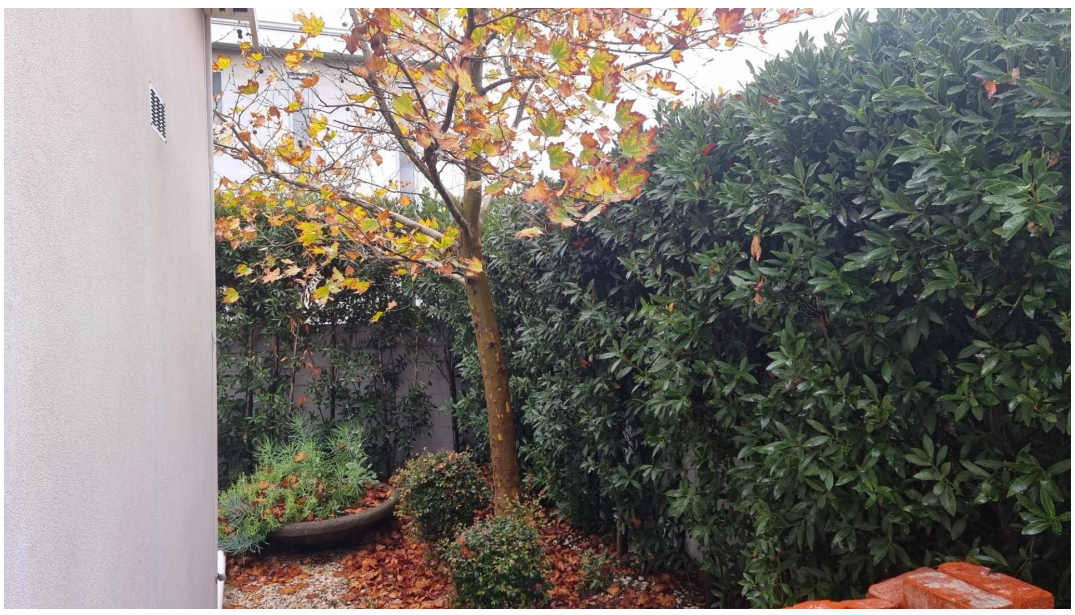
Alma Road
109 Alma Road
North Perth, W.A.



G-G Sectional Study of Overlooking 1:50



Photograph 1 View from New Window



Photograph 2 View of Leafy South West Courtyard

See DA02 for photograph positions

CITY OF VINCENT
RECEIVED
20 June 2023

Overlooking
DA07
Printed: 19/06/2023

ISSUED:

NOT FOR CONSTRUCTION UNLESS CERTIFIED

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

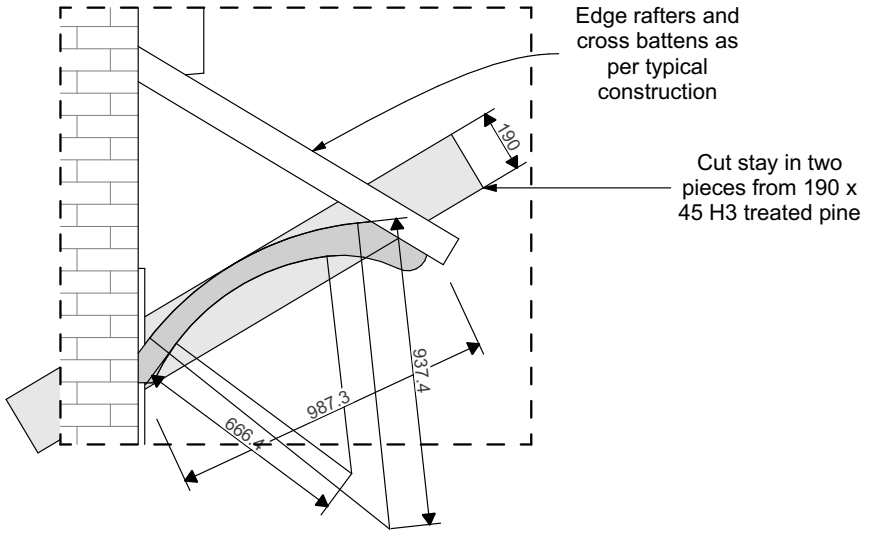
© Sip Haus Supplies

SIP HAUS
12B Hyland Street Bassendean
WA 6054
040 929 0344
www.siphaus.com.au

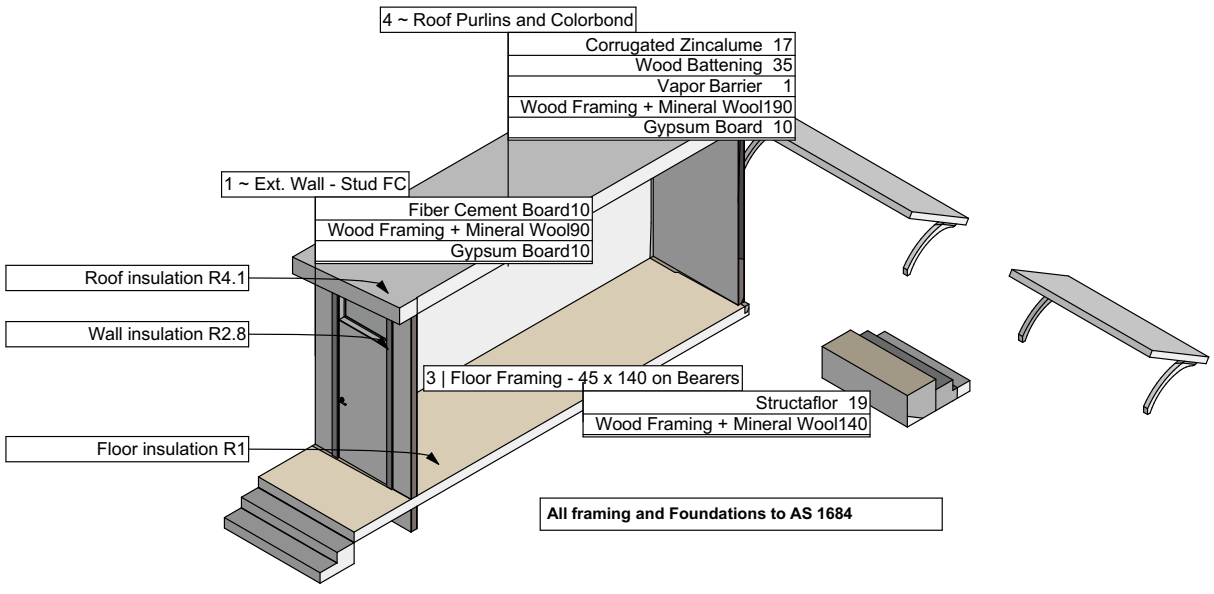
Project Number 2332

Alma Road
109 Alma Road
North Perth, W.A.

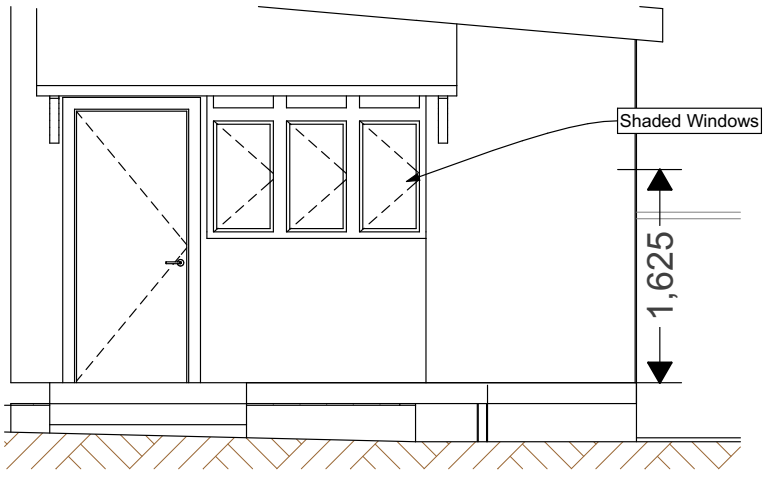
CITY OF VINCENT
RECEIVED
20 June 2023



D-32 Awning Detail 1:20



3D-C Mod3 Construction 1:100



West Window Shading 1:50

Window Awning Detail
DA08
Printed: 19/06/2023

ISSUED:

NOT FOR CONSTRUCTION UNLESS CERTIFIED

Drawings and Specifications as instruments of service are and shall remain the property of the person producing the model and generating the drawings. They are not to be used on extensions of the project, or other projects, except by agreement in writing and appropriate compensation to the copyright owner.

The General Contractor is responsible for confirming and correlating dimensions at the job site. Sip Haus Supplies will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the project.

© Sip Haus Supplies

SIP HAUS
12B Hyland Street Bassendean
WA 6054
040 929 0344
www.siphaus.com.au

Project Number 2332

Alma Road
109 Alma Road
North Perth, W.A.

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

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. **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.**

11. **The applicant is advised that they may require approval from the Strata Corporation in accordance with the *Strata Titles Act 1985,* prior to commencement of any works on site.**

5.2 NO. 188 (LOT: 1; D/P: 33790) VINCENT STREET, NORTH PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO PLACE OF WORSHIP (AMENDMENT TO APPROVED)

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Heritage Impact Statement
4. Photographs of Existing Outbuildings
5. Summary of Submissions - Administration Response

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 Alterations and Additions to Place of Worship (Amendment to Approved) at No. 188 (Lot: 1; D/P: 33790) Vincent Street, North Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions:

1. All conditions, requirements and advice notes detailed on the development approval 5.2022.280.1 granted on 13 December 2022 continue to apply to this approval, except as follows:

1.1 Condition 1 is modified as follows:

1. This approval is for Alterations and Additions to Place of Worship as shown on the approved plans dated 11 November 2022, 16 November 2022 (excluding drawing no. DA101) and 29 August 2023 (drawing nos. DA101, DA228 and DA229). No other development forms part of this approval; and

1.2 Advice Note 9 is added as follows:

9. The plant equipment to be housed within the approved outbuilding should be relocated within new buildings as part of future stages of development works on the site. These future stages of works would be the subject of separate approval that would first need to be obtained. This would enable the proposed outbuilding to be demolished at that time to allow this this area of the site to be landscaped.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for Alterations and Additions to Place of Worship (Amendment to Approved) at No. 188 Vincent Street, North Perth (the subject site).

The subject site is included on the City's Heritage List (Management Category A) and the State Register of Heritage Places.

The proposed amendments to the previous approval relate to demolishing two outbuildings located to the north-west of the Church and constructing a new outbuilding in its place. The proposed outbuilding would be in the same approximate location as the existing outbuildings.

The condition of the two existing outbuildings has deteriorated and are not able to be restored. It is intended for the proposed replacement outbuilding to be in place until such time as a new parish centre building is constructed on-site, at which time the heating and cooling equipment would be relocated. The existing two outbuildings were previously approved to accommodate new heating and cooling equipment, although these do not fit.

The demolition of the existing outbuildings would have no impact on the cultural heritage significance of the place. This is because the outbuildings are later additions to the subject site and are not identified in the Conservation Plan or the Statement of Significance as being contributory to the heritage place. Due to its location to the north-west of the Church, it would not impact the primary viewing points of the Church and Monastery from Vincent Street.

The proposed outbuilding would assist with the ongoing use of the subject site as a place of worship, consistent with the Burra Charter. This is because it would serve as a mechanical plant room to house modern heating and cooling plant equipment for the operation of the Church.

The proposed materials and finishes are consistent with outbuildings located elsewhere on the site, and that are utilitarian in design. The outbuildings were previously approved to be reclad with Colorbond to match existing cladding. The proposed outbuilding would be finished in a neutral 'Dune' colour and would be a modest scale. This would ensure it is subservient to the Church and Monastery building.

The proposal is acceptable as considered against the applicable planning framework and it is recommended for approval.

PROPOSAL:

The application seeks to amend a previous development approval related to internal and external alterations and additions to the existing place of worship.

Part of the previously approved internal works included the introduction of a new underfloor heating and cooling system. To accommodate the ground source heat pumps for the new heating and cooling system, the previous approval included repurposing of two existing outbuildings located to the north-west of the Church and being reclad in Colorbond.

The amendments proposed to the previous approval as part of this application are summarised as follows:

- Demolition of an existing timber framed garage measuring 6.5 metres by 6.3 metres (41.0 square metres) with a top of ridge height of 3.2 metres;
- Demolition of an existing masonry and fibre cement outbuilding measuring 3.7 metres by 5.7 metres (21.1 square metres) with a top of ridge height of 2.7 metres; and
- Construction of a new sheet metal (Colorbond) outbuilding measuring 12.3 metres by 6.3 metres (77.5 square metres) with a top of ridge height of 3.4 metres. The proposed outbuilding would be in approximately the same location as the existing outbuildings that are being proposed to be demolished except would extend 1.1 metres further to the north and 0.6 metres to the south and east.

The development plans the subject of this application are included as **Attachment 2**.

BACKGROUND:

Landowner:	The Congregation of the Most Holy Redeemer Inc.
Applicant:	Slavin Architects
Client:	The Congregation of the Most Holy Redeemer Inc.
Date of Application:	21 April 2023
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R40
Built Form Area:	Residential
Existing Land Use:	Place of Worship
Proposed Use Class:	Place of Worship
Lot Area:	27,469m²
Right of Way (ROW):	N/A
Heritage List:	City of Vincent Heritage List – Management Category A State Register of Heritage Places

Site Context and Zoning

The subject site is bound by Vincent Street to the south, Camelia Street to the east, Claverton Street to the north and Alfonso Street to the west. It forms most of the land parcel that is bounded by these streets. A location plan is included in **Attachment 1**.

The Redemptorist Monastery and Church is located centrally within the subject site. It is surrounded by a carpark to the south-west, and gardens and vegetation to the north and south-east.

Two lots adjoin the subject site. No. 2 Alfonso Street is located to the north-west of the site, at the corner of Claverton and Alfonso Streets and contains a retirement village. It is in separate ownership from the subject site. No. 5 Camelia Street is located to the east of the Monastery complex and contains the Retreat House that forms part of the Heritage Place. This property is in common ownership with the subject site.

The subject site and adjoining properties are zoned Residential R40 under the City's Local Planning Scheme No. 2 (LPS2), as are surrounding properties along Claverton Street and Camelia Street. Properties along the western side of Alfonso Street are zoned Residential R60.

The subject site and surrounding properties are located within the Residential Built Form Area and have a building height standard of two storeys under the City's Policy No. 7.1.1 – Built Form (Built Form Policy).

Heritage Listing

The Redemptorist Monastery and Church is a three-storey monastery and church complex in the Federation Gothic style. The complex dates to the early twentieth century. The Retreat House at No. 5 Camelia Street was completed in 1967.

The subject site is included in the City of Vincent Heritage List as 'Category A – Conservation Essential' and the State Register of Heritage Places.

The State Government Heritage Council of Western Australia's (HCWA) Statement of Significance for the place is:

'[The] Redemptorist Monastery and Church, comprising a three storey Cottesloe limestone construction monastery and church complex completed in stages, with a tiled roof designed in the Federation Gothic style, together with a Retreat House constructed in clinker bricks, off form concrete with a clay tiled roof in Late Twentieth Century Perth Regional style, located in a park-like setting, has cultural heritage significance for the following reasons:

- *The place is one of a small number of monasteries remaining in operation in Western Australia;*
- *The place is a landmark as a large and imposing structure in an open setting, which, together with its mature trees, may be seen from a number of vantage points in the area and Perth;*
- *The place is a well-used Church, highly valued by Western Australia's Catholic community for its religious and spiritual associations, and for the site's long association with the Redemptorist Order;*
- *The place is an excellent example of the work of architects Michael and James Cavanagh;*
- *The place is an excellent and intact example of a Federation Gothic style complex, located in a park-like setting, with elegant interiors, well detailed features, and is very well constructed;*
- *The place contributes to the community's sense of place as a well-known religious complex; and*
- *The Retreat House built in clinker brick and off form concrete, is a good example of the Late Twentieth Century Perth Regional style.'*

The Redemptorist Monastery and Church complex was developed in four main stages. The original Church and Monastery were completed in 1903 and form the southern part of the current complex. An eastern wing was added to the Monastery in 1912. In 1922, additions were made to the northern elevation of the Church, including the church apse. The Working Sacristy and northernmost verandahs were added in the late 1920s. This information is set out in a Conservation Plan prepared for the site.

Conservation Plan

In 2011 a Conservation Plan for the subject site was prepared by Philip Griffiths Architects. The Conservation Plan includes a detailed assessment of the place and recommended actions for the conservation of the place.

A conservation plan is not a statutory document. It contains supporting information to ensure the identification and retention of the significant cultural heritage values of a heritage place. It is used to inform proposed development, restoration, and repairs to a heritage place.

The Conservation Plan identifies areas of the place which are of heritage significance. It classifies buildings, structures, elements, spaces, and features of the place as being of 'Exceptional', 'Considerable', 'Some' or 'Little' Significance, or 'Intrusive' to the place. The plan provides guidance and recommendations for repair and remediation, and new works to be undertaken on the site.

The existing outbuildings that are proposed to be replaced are located within a zone of considerable significance identified in the Conservation Plan.

The applicant has submitted a Heritage Impact Statement and photographs of the existing outbuildings in support of the proposal which are included as **Attachments 3** and **4**, respectively. The Heritage Impact Statement addresses how the proposed works would respect the significance of the Redemptorist Monastery and Church.

Previous Approval

Council at its Ordinary Meeting held on 13 December 2022 approved proposed Alterations and Additions to Place of Worship for the subject site. The application included a range of internal and external works and improvements.

Approved works as part of this application included the introduction of new underfloor heating and cooling system in the Church, as well as converting the two outbuildings to external plant rooms to house the associated heating and cooling plant equipment and to reclad the outbuilding in Colorbond to match the existing cladding.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of LPS2, the City's Policy 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties (Heritage Management Policy) and the Built Form Policy. In each instance where the proposal requires the further discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Deemed-to-Comply (Acceptable Outcome or Acceptable Development)	Previously approved	Requires further Discretion
Land Use	✓		
Street Setback	✓		
Building Setbacks	✓		
Roof Design		✓	
Building Height/Storeys	✓		
Façade Design	✓		
Adaptive Reuse			✓
Landscaping	✓		
Environmentally Sustainable Design			✓
Car Parking	✓		
Heritage Management Policy			✓

Detailed Assessment

The Built Form Policy and Heritage Management Policy have two standards for assessing a development application. These are through element objectives and performance criteria, or through acceptable outcome and acceptable development standards.

Element objectives and performance criteria are qualitative measures that describe the desired outcome to be achieved.

The acceptable development and acceptable outcomes standards are typically quantitative measures. The Heritage Policy sets out that development will generally be approved where it complies with the acceptable development standards. The Built Form Policy sets out that meeting the acceptable outcome standards is likely to achieve the element objectives.

If an element of an application does not meet the relevant acceptable outcome or acceptable development standard, then Council's discretion is required to decide whether this element meets the element objectives and performance criteria.

The elements of the application that do not meet the applicable acceptable development or acceptable outcome standards and require the discretion of Council are as follows:

Adaptive Reuse	
Acceptable Outcomes	**Proposal**
Built Form Policy Clause 1.16 New additions complement the existing building by referencing and interpreting the scale, rhythm, and materiality of the building.	The proposed development is utilitarian and domestic in scale and does not reflect the style of the Church or Monastery buildings.
Heritage Management Policy	
Acceptable Development Standards	**Proposal**
Heritage Management Policy – Part 4 – Development to Heritage Listed Buildings *General* • Development within zones, spaces and fabric of the place identified as significant is conserved and/or adapted in a manner that protects the significant heritage values. *Demolition* • Demolition of a whole building listed on the City's Municipal Heritage Inventory will not be supported for Management Category A and generally not supported for Management Category B. *New Works* • Additions and alterations are based on research that can identify the elements, detailing and finishes already used. • Walls, roof, and fences are complementary to the heritage place in terms of materials, finishes, textures and paint colours and are appropriate to its architectural style.	The proposed works are within zone of 'considerable' significance identified in the Conservation Plan. Complete demolition of two outbuildings to the north-west of the Church, on a Management Category A heritage protected place. The proposal is for an outbuilding that does not incorporate the interpretation of elements or detailing of the adjoining Church and Monastery.

Environmentally Sustainable Design	
Acceptable Outcomes	**Proposal**
Built Form Policy Clause 1.17 – Environmentally Sustainable Design Sustainable Design Report to achieve 5 star Green Star rating, or Life Cycle Assessment to achieve global warming potential and net fresh water use performance reduction.	A Life Cycle Assessment or Sustainable Design Report for the site has not been submitted in relation to the building extension.

The above elements of the proposal do not meet the specified acceptable outcome and acceptable development standards. These elements have been assessed against the performance criteria and element objectives in the Comments and Sustainable Development sections below.

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days. Consultation was undertaken from 28 June 2023 to 11 July 2023. The method of consultation included a notice on the City's website, signs to each of the four street elevations and 55 letters mailed to owners and occupiers of the properties adjoining the subject site as shown in **Attachment 1**, in accordance with the City's Community and Stakeholder Engagement Policy.

Two submissions were received at the conclusion of the community consultation period, both of which objected to the proposal.

A summary of the two submissions is as follows:

- The proposed building is not sympathetic to the existing Church and Monastery building due to its materiality (Colorbond) and design;
- The proposed building does not complement the existing building by referencing or interpreting the scale, rhythm and materiality of the Church;
- The proposed location obscures the surrounding viewing space of the church and historical gardens, Vista and view lines would be negatively impacted due to the location of the proposal;
- Request for rendered perspectives to be provided and elevations to include the adjacent Church, garden, car park; and
- Provide suggestions for alternative designs for the outbuilding including built form, location and materiality.

A summary of submissions received during the community consultation period along with Administration's responses to each comment is provided in **Attachment 5**.

Heritage Council of Western Australia (HCWA)

The application was referred to the HCWA for review and consideration in accordance with Section 73 of the *Heritage Act 2018* because it is a registered place on the State Register of Heritage Places.

The HCWA supported the proposal and advised as follows:

'[T]he proposed works are consistent with the conservation policies of the 2011 Conservation Plan and will not have a negative impact on the heritage significance of Redemptorist Monastery and Church.'

Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred to the City's DRP Member for comment who specialises in heritage conservation and architecture. The referral related to the development plans included in **Attachment 2**. Comments were requested on the impact of the proposed demolition, the appropriateness of the proposed design and the compatibility of the proposal as considered against the 10 principles of good design.

The table below provides a summary of this application's design review assessment.

Design Review Progress Report	
	Supported
	Pending further attention
	Not supported
	No comment provided/Insufficient information

	DRP Member Referral
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**	

The DRP Member supported the proposal, and provided the following comments on the proposal:

- The Redemptorist Monastery and Church is constructed in limestone and is noted as an excellent and intact example of the Federation Gothic style of architecture;
- The garage and shed (the outbuildings) are not recorded as buildings or elements of significance in the Conservation Plan or in the Heritage Council's Register Entry or Assessment Documentation;
- The proposed structure is not attached to significant building fabric;
- The replacement outbuilding is noted as 'Colorbond' clad and roofed. The proposed colour 'Dune' is acceptable;
- In accordance with the Conservation Plan, a photographic archival record of the structures is prepared with a plan showing the direction of the photographs. This photographic archival record is provided to the City of Vincent;
- Utilitarian structures, such as that proposed, are always required on large sites for a variety of purposes, such as infrastructure and maintenance. Staging of works is a common practice when planning for and working with large sites. It is reasonable to allow simple utility structures to be used for this purpose, to allow improvements to the place in a staged manner;
- To interpret the three storey Church building's scale, rhythm, and materiality in the construction of a building to be used for utilitarian purposes for a limited time is not required. It would complicate a simple structure to be used for the purpose of housing infrastructure to service the significant buildings. The material selection is appropriate as a utility structure. Referencing the existing building style or materials is not appropriate in terms of conservation principles and practice;
- The ongoing use of the Church is important in respecting the cultural heritage values of the site. The housing of the mechanical equipment will have an ongoing benefit to the buildings and the site because the equipment contributes to the ongoing use of the buildings and its conservation; and
- The proposed outbuilding is in the same location as the existing outbuildings that do not have heritage significance and is well away from important views from Vincent Street. The landmark value of the Church and Monastery is maintained.

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Heritage Act 2018;*
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Burra Charter;
- State Planning Policy 3.5 - Historic Heritage Conservation;
- Community and Stakeholder Engagement Policy;
- Policy No. 7.1.1 – Built Form; and
- Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties.

Planning and Development Act 2005

In accordance with Schedule 2, Clause 76(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Part 14 of the *Planning and Development Act 2005*, the applicant 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 and Development (Local Planning Schemes) Regulations 2015* (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.

The matters for consideration relevant to this application relate to the compatibility of the development within its setting, amenity and character of the locality, heritage significance, consistency with planning policies, submissions received during community consultation and advice from the DRP.

Local Planning Scheme No. 2

The objectives of the Residential zone under LPS2 are a relevant consideration for the application. These objectives are:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community;*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas;*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development;*
- *To promote and encourage design that incorporates sustainability principles, including but not limited to solar passive design, energy efficiency, water conservation, waste management and recycling;*
- *To enhance the amenity and character of the residential neighbourhood by encouraging the retention of existing housing stock and ensuring new development is compatible within these established areas;*
- *To manage residential development in a way that recognises the needs of innovative design and contemporary lifestyles; and*
- *To ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.*

Burra Charter

The *Australia ICOMOS Charter for Places of Cultural Significance, the Burra Charter 2013* (the Burra Charter) sets a standard of practice for those who provide advice, make decisions about, and undertake work to places of cultural significance. The Burra Charter applies to all types of places of cultural significance, including the subject site.

In accordance with Article 22.1 of the Burra Charter, 'new work' is acceptable where it respects the cultural significance of the place. This can be done through consideration of its siting bulk, form, scale, character, colour, texture, and material. In accordance with Article 22.2 of the Burra Charter, the works should be readily identifiable but should respect the cultural significance of the place.

State Planning Policy 3.5 – Historic Heritage Conservation

State Planning Policy 3.5 – Historic Heritage Conservation (SPP 3.5) sets out principles of sound and responsible planning for the conservation and protection of Western Australia's historic heritage. These principles inform the heritage management standards of local planning policies.

Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties

The objectives of the Heritage Management Policy are to:

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

Part 4 of the Policy relates to development to heritage listed buildings. The policy includes 'Acceptable Development' criteria as well as the following three performance criteria:

P1 Development is to comply with the statement of significance outlined in Heritage Assessment, Heritage Impact Statement and/or Place Record Form.
P2 Alterations and additions to places of heritage value should be respectful of and compatible with existing fabric and should not alter or obscure fabric that contributes to the significance of the place.
P3 To ensure the cultural heritage significance of a place is conserved and the majority of the significant parts of the heritage place and their relationship to the setting within the heritage place should be retained.

Part 5 of the Policy relates to development adjacent to heritage listed buildings. The subject site is adjacent to the Redemptorist House, which forms part of the Heritage Place. The policy includes 'Acceptable Development' criteria as well as the following three performance criteria:

P1 New development maintains and enhances existing views and vistas to the principal façade(s) of the adjacent heritage listed place.
P2. New development maintains and enhances the visual prominence and significance of the adjacent heritage listed place.
P3. New development is of a scale and mass that respects the adjacent heritage listed place.

Delegation to Determine Applications:

The matter is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments.

This is because the delegation does not extend to proposals that propose demolition to heritage protected places, or to applications that seek to amend a development approval that was determined by Council where the amendments do not meet all equivalent acceptable or deemed-to-comply standards.

The application proposes the demolition of existing outbuildings on a property that is included on the State Register of Heritage Places and the amendments proposed to the previous approval do not meet all acceptable outcome (or equivalent) standards.

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 2022-2032:

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

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

There are limitations for the development to influence whole of life environmental impact of the entire dwelling on the site through this application. This is because the scope of the application is limited to the construction of a 77.5 square metre outbuilding.

Administration's assessment has identified that the proposed development would satisfy the element objectives of the Built Form Policy in respect to environmentally sustainable design. This is because the outbuilding would have a roof with a solar absorptance rating of 0.48. The building is also non-habitable and would not be actively heated or cooled. It would be used to house high-efficiency ground source heat pumps to provide heating and cooling to the Church. Ground source heat pumps are capable of higher levels of energy efficiency than conventional air source heat pumps which would allow less energy to be used to heat and cool the Church.

PUBLIC HEALTH IMPLICATIONS:

This proposal does not have any implications 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 this application against the planning framework, it is recommended for approval. The following key comments are of relevance:

- The proposed demolition would not impact upon the heritage significance of the place because the outbuildings are not original to the place and not included in the Statement of Significance for the site;
- The location and design of the proposed outbuilding would be subservient to the Church to the south east. The proposed outbuilding has been designed to be similar to the existing outbuildings on-site in terms of size and location. The larger of the existing outbuildings is clad in sheet metal and was approved to be reclad as part of the previous approval. The utilitarian design and use of sheet metal is consistent with other outbuildings on the site and was noted by the DRP member as an appropriate material for a utility structure;
- Council previously approved the use of the outbuildings that are proposed to be demolished to store plant equipment. The condition of these outbuildings is poor and they are too small to house the equipment required. The replacement outbuilding would allow for a new shed to be constructed in place of the existing outbuildings, with an increase in floor area of 19.8 square metres. This would support the continued function of the Church, consistent with the principles of the Burra Charter; and

- The proposal would not impact significant vistas of the heritage place from Vincent Street. This is because the outbuilding would be 106.6 metres from Vincent Street and sited behind the Church. The proposed outbuilding would be in approximately the same location as the existing outbuildings and would have wall and ridge heights of 2.2 metres and 3.4 metres, respectively. This scale is similar to the existing outbuildings that have wall heights of 2.2 metres and 2.1 metres, and ridge heights of 3.2 metres and 2.8 metres. These proposed outbuilding would also not unduly impact the Alfonso Street streetscape. This is because it would be located approximately 50 metres away from Alfonso Street, and partial screening is provided by an existing ablution block and limestone wall to the north and west of the Church.

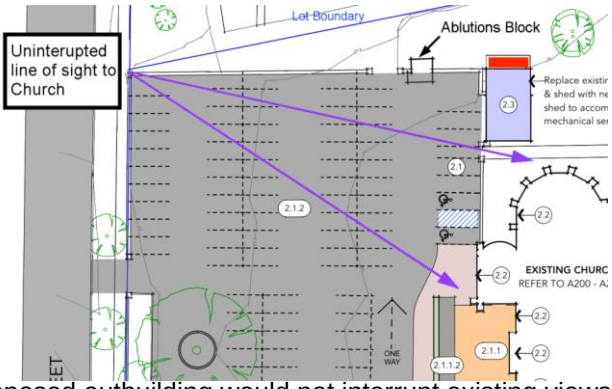
Heritage Management Policy

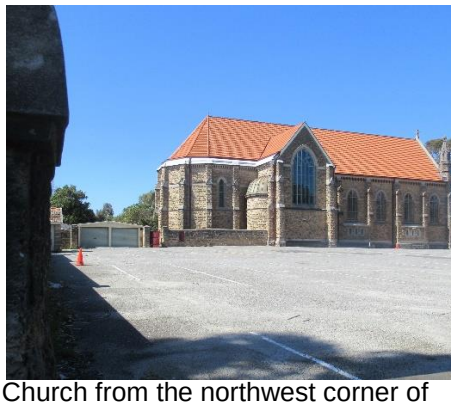
Parts 4 and 5 of the Heritage Management Policy set out development standards for development to heritage places and adjacent to heritage places, respectively. The Policy requires the proposal to be considered against the performance criteria.

The proposal would meet the performance criteria and objectives of the Heritage Management Policy for the following reasons:

- Demolition would not Impact Heritage Significance: The demolition of the existing outbuildings would have no impact on the cultural heritage significance of the place, including no impact to the structural integrity of the remainder of the heritage building. This is because the outbuildings are freestanding and are separated from the Church by 4.3 metres. These two outbuildings are in poor condition. A review of aerial imagery indicates that the outbuildings to be demolished were constructed between 1965 and 1974 and are not part of the original fabric of the Church and Monastery. Neither of these outbuildings form part of the heritage significance of the place as detailed within the Statement of Significance or Conservation Plan. The Conservation Plan does not include recommendations for the retention or demolition of these buildings;
- Conservation Plan: The Conservation Plan assigns the area within which the proposed outbuilding is to be constructed as an area of 'Considerable Significance'. This relates to the form of the Formal Garden to the north of the Church but not the existing outbuildings. The proposed outbuilding would result in the removal of some small plantings that adjoin the existing outbuildings. These are of little significance in the Conservation Plan. The Conservation Plan includes a recommendation that if new buildings are required, replacement and redevelopment of buildings of little significance should be considered. The previous approval included the adaptation of the existing outbuildings for the use as a plant room, however they are of insufficient size to accommodate the equipment needed. The proposed outbuilding would be sited in the same location as the existing outbuildings. This would reduce its impact on the area that has been identified as having considerable significance in the Conservation Plan. The applicant has advised that it is their intention to remove the proposed outbuilding in the future. A new parish centre building as part of future development on the subject site would provide space for the plant equipment to be relocated. Planning for these future works has not yet progressed and development approval would first need to be obtained. An advice note confirming this has been included in the Officer Recommendation;
- Supporting the Ongoing Use of the Site: The proposed outbuilding would assist with the ongoing use of the subject site as a place of worship by the Western Australian Catholic community by providing space for plant equipment to be used for the heating and cooling of the Church. The adaption of the site to allow its continued use as a place of worship is consistent with Article 7.1 of the Burra Charter which states that *'[w]here the use of a place is of cultural significance it should be retained'*. The use of the subject site as a place of worship forms part of the significance of the place, as outlined in the Statement of Significance;
- Sympathetic to Existing Heritage Values: The proposed outbuilding would be in the same location as existing outbuildings. Outbuildings are an established part of the built form of the site. The proposed materials and finishes are consistent with existing outbuildings within the wider Monastery and Church complex which have typically been utilitarian in nature. These include the corrugated metal outbuildings to the north of the Formal Garden. The proposed outbuilding would be finished in a neutral 'Dune' colour, 'trimdek' sheet profile and steel-framed construction and would be modest in scale in the context of the subject site and adjoining Church. It would measure 12.3 metres long by 6.3 metres wide, with a wall and ridge height of 2.2 metres and 3.4 metres respectively. This would ensure that it would be subservient to the adjacent Church, which has a wall height of approximately 9.7 metres;

- Maintenance of Views and Vistas: The proposed outbuilding would not impact views of the Church and Monastery from Vincent Street. Existing views of the Church from Alfonso Street would be maintained. The Conservation plan identifies views from Vincent Street as being of Considerable Significance to the place. Alfonso Street provides views of the side and rear of the Church and is not the primary viewing point for the site identified in the Conservation Plan. The car park to the west of the Church is bounded on the north and east by a limestone fence that is approximately 1.9 metre high and was constructed in 1956. A masonry and tile ablutions block is located approximately 39 metres from Alfonso Street and is integrated into the northern portion of the limestone wall. means that views of the Church from Alfonso Street are interrupted and would not be further impeded by the proposal. The figure and image below refer.





The proposed outbuilding would not interrupt existing views of the Church from the northwest corner of the car park due to its separation from the Church building. Photographs of the existing views from the northwest corner of the car park are available in **Attachment 4**; and

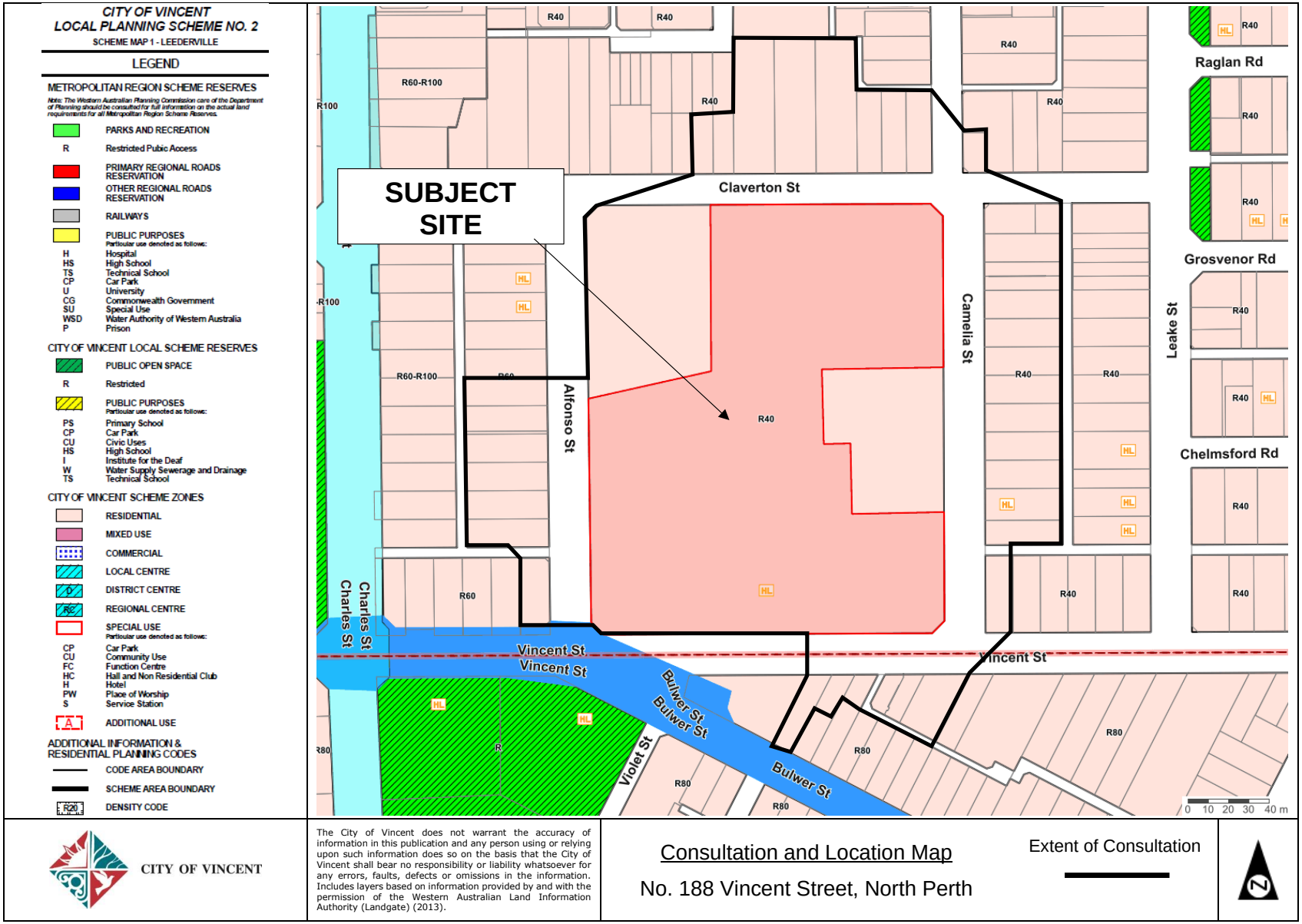
- DRP and HCWA Comments: The City's DRP member specialising in heritage conservation and the HCWA advised that the proposal would not negatively affect the cultural heritage values of the Church and Monastery. The DRP member noted that utilitarian structures such as that proposed are required on large sites. The proposed outbuilding would be used to store plant equipment that forms part of a larger intended program of works to support the ongoing use of the Church as a place of worship, in accordance with its Statement of Significance. The DRP member supported the simple and modest scale of the proposal, advising that to interpret the three storey Church and Monastery building's scale, rhythm and materiality in the construction of a building to be used for utilitarian purposes would not be consistent with conservation practice.

Adaptive Reuse

The proposal would meet the element objectives of the Built Form Policy relating to Adaptive Reuse for the following reasons:

- Impact to Streetscape: The proposed outbuilding would have minimal impact on the Alfonso Street streetscape and would respect the character of the local area. This is because it would be located approximately 50 metres from Alfonso Street. The proposed outbuilding would extend 1.1 metres further north than the existing outbuildings. Due to the presence of the ablutions block and mature landscaping to the north west, this portion of the outbuilding would not be visible from Alfonso Street. The new outbuilding would extend 0.6 metre further south than the existing building. This portion of the building would be behind a limestone pillar measuring 2.4 metres high, which would further serve to screen this portion of outbuilding from the street;
- Site Presentation to Alfonso Street: The existing southernmost outbuilding presents two garage doors in a sheet metal wall to the Alfonso Street elevation. The proposed outbuilding would provide a sheet metal wall, with a roller door to the Alfonso Street elevation. Across the entire Alfonso Street elevation of the subject site, the Church and Monastery buildings would provide visual interest to Alfonso Street. This includes the Narthex that was approved by Council in December 2022. In addition to the existing limestone Church, the Narthex would sit 6.4 metres forward of the proposed outbuilding and includes large format glazing and copper roofing to complement the existing Church; and

- Consistency with Other Outbuildings On-Site: The proposed outbuilding would be contemporary and would not imitate or copy the character and scale of the nearby Church. This is consistent with established conservation practice and was supported by the DRP member. The subject site has corrugated iron sheds to the north of the formal garden, a tile and masonry greenhouse, a rendered masonry laundry and a Colorbond shed to the south of the Monastery. Except for the laundry, these outbuildings are utilitarian in design. Outbuildings are an established part of the built form of the heritage protected place, with the Conservation Plan recommending that the corrugated iron sheds to the north of the formal garden and the laundry be retained. The finish of the proposed outbuilding would be metal cladding and would be consistent with Council's previous approval for the existing outbuildings to be reclad. The proposed outbuilding would be subservient to the main Church and Monastery building, consistent with other outbuildings within the heritage protected place.


CITY OF VINCENT
LOCAL PLANNING SCHEME NO. 2
SCHEME MAP 1 - LEEDERVILLE
LEGEND
METROPOLITAN REGION SCHEME RESERVES
PARKS AND RECREATION
R Restricted Pubic Access
PRIMARY REGIONAL ROADS RESERVATION
OTHER REGIONAL ROADS RESERVATION
RAILWAYS
PUBLIC PURPOSES
H Hospital
HS High School
TS Technical School
CP Car Park
U University
CG Commonwealth Government
SU Special Use
WSD Water Authority of Western Australia
P Prison
CITY OF VINCENT LOCAL SCHEME RESERVES
PUBLIC OPEN SPACE
R Restricted
PUBLIC PURPOSES
PS Primary School
CP Car Park
CU Civic Uses
HS High School
I Institute for the Deaf
W Water Supply Sewerage and Drainage
TS Technical School
CITY OF VINCENT SCHEME ZONES
RESIDENTIAL
MIXED USE
COMMERCIAL
LOCAL CENTRE
DISTRICT CENTRE
REGIONAL CENTRE
SPECIAL USE
CP Car Park
CU Community Use
FC Function Centre
HC Hall and Non Residential Club
H Hotel
PW Place of Worship
S Service Station
ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES
CODE AREA BOUNDARY
SCHEME AREA BOUNDARY
DENSITY CODE
SUBJECT SITE
Claverton St
Alfonso St
Camelia St
Leake St
Raglan Rd
Grosvenor Rd
Chelmsford Rd
Charles St
Vincent St
Violet St
Bulwer St
R40
R60
R60-R100
R80
R100
0 10 20 30 40 m
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).
Consultation and Location Map
No. 188 Vincent Street, North Perth
Extent of Consultation
N

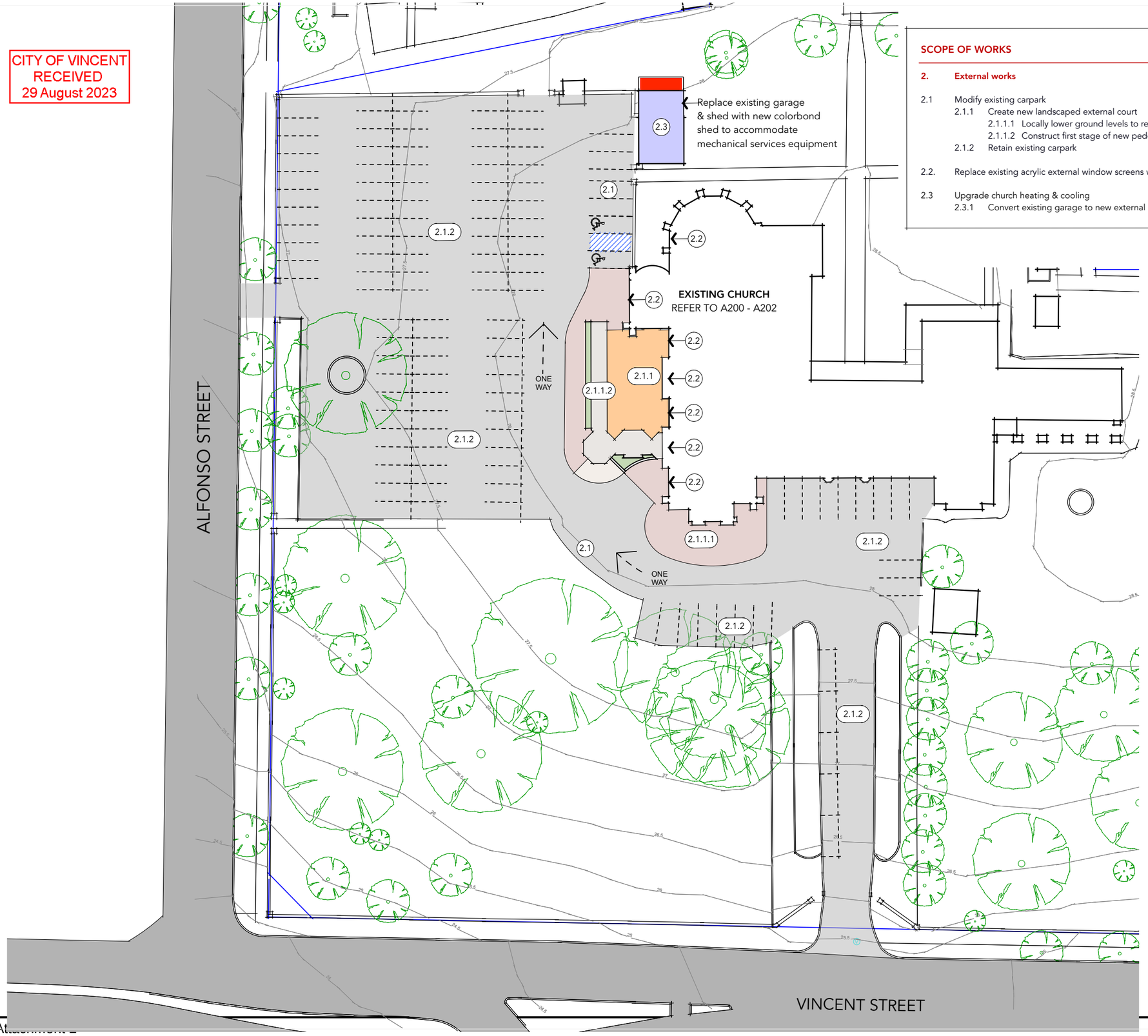


CITY OF VINCENT

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. 188 Vincent Street, North Perth

CITY OF VINCENT
RECEIVED
29 August 2023



SCOPE OF WORKS

2. External works

2.1 Modify existing carpark
- 2.1.1 Create new landscaped external court
  - 2.1.1.1 Locally lower ground levels to reinstate church damp-proof course
  - 2.1.1.2 Construct first stage of new pedestrian link to future Pastoral Centre
- 2.1.2 Retain existing carpark

2.2. Replace existing acrylic external window screens with new security glass panels offset from face of building

2.3 Upgrade church heating & cooling
- 2.3.1 Convert existing garage to new external plant room to house heating & cooling plant

ISSUE	DATE	REVISION

Project
Redemptorist Church Conservation

Address
North Perth WA

This Sheet
Site Plan

Plot Date **11/11/22**

Scale @A3 **1:500** Rev

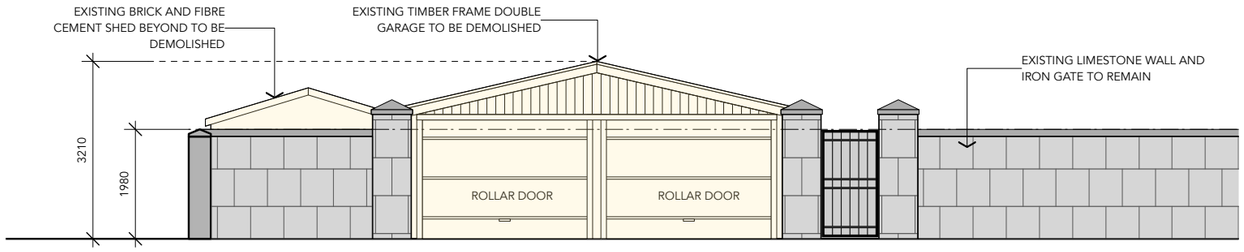
Project No **202123**

Drawing No **DA101**

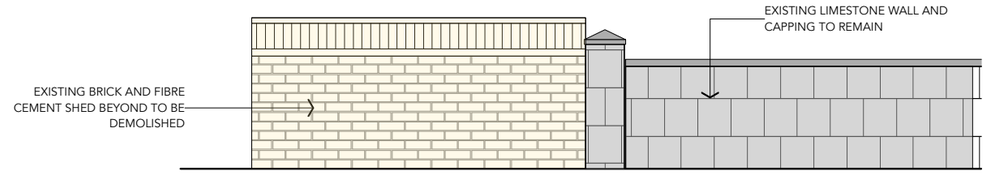
© 2022 Copyright Slavin Architects

SLAVIN ARCHITECTS PTY LTD
1C Pearse Street, North Fremantle WA 6159
PO BOX 283, North Fremantle WA 6159
hello@slavinarch.com.au
www.slavinarch.com.au
(08) 6500 3242

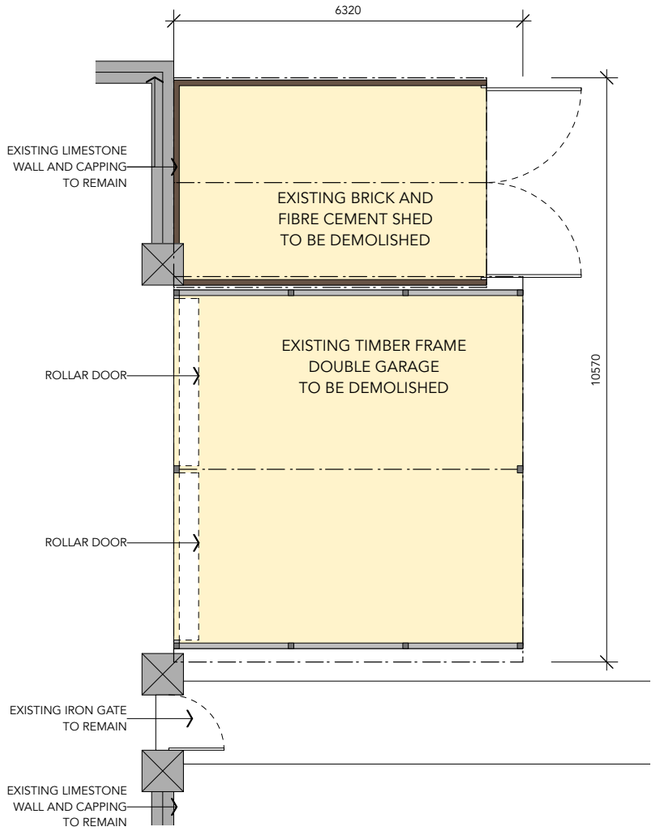
CITY OF VINCENT
RECEIVED
29 August 2023



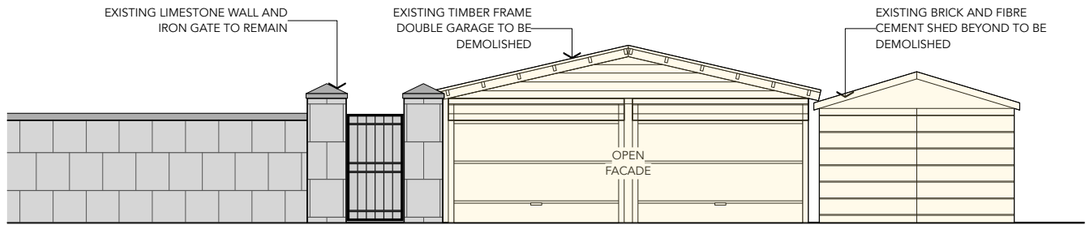
WEST ELEVATION
1:100



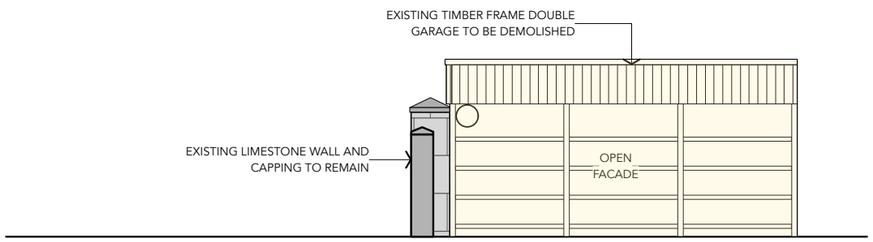
NORTH ELEVATION
1:100



EXISTING FLOOR PLAN
SCALE: 1:100



EAST ELEVATION
1:100



SOUTH ELEVATION
1:100

ISSUE	DATE	REVISION

Project
Redemptorist Church Conservation

Address
North Perth WA

This Sheet
Plan Elevations - Plantroom Existing

Plot Date **29/8/23**

Scale @A3 **1:100** Rev

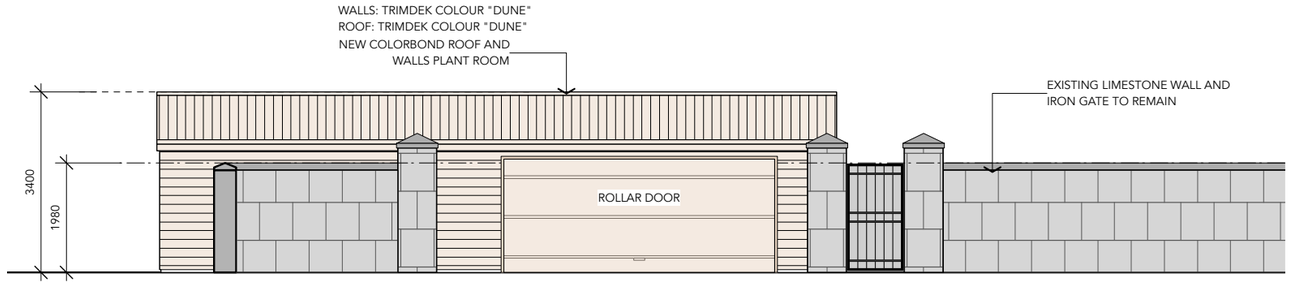
Project No **202123**

Drawing No **A228**

© 2023 Copyright Slavin Architects

SLAVIN ARCHITECTS PTY LTD
1C Pearse Street, North Fremantle WA 6159
PO BOX 283, North Fremantle WA 6159
hello@slavinarch.com.au
www.slavinarch.com.au
(08) 6500 3242

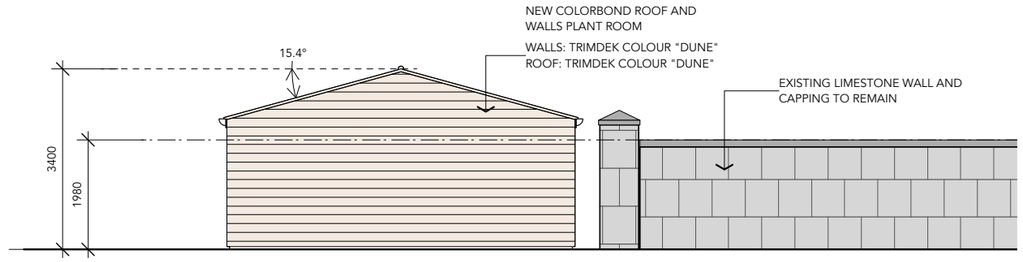
CITY OF VINCENT
RECEIVED
29 August 2023



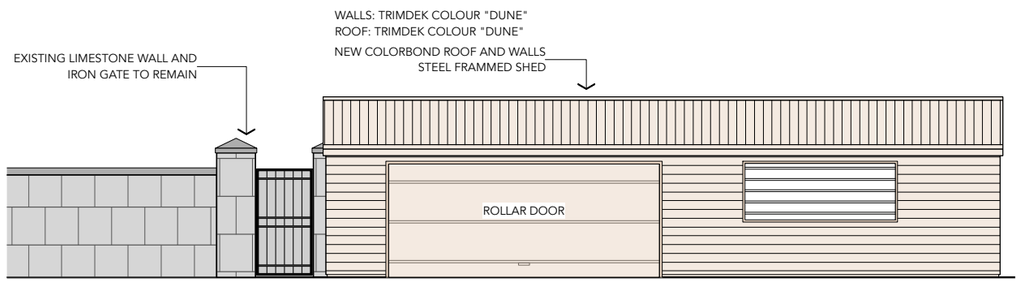
WEST ELEVATION
1:100



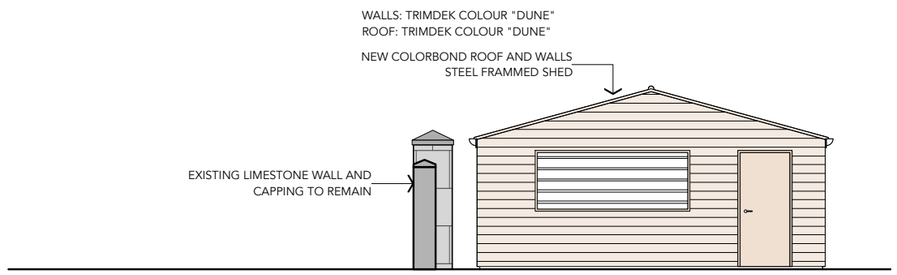
NEW FLOOR PLAN
SCALE: 1:100



NORTH ELEVATION
1:100



EAST ELEVATION
1:100



SOUTH ELEVATION
1:100

ISSUE	DATE	REVISION
B	29/8/23	Roof colour changed

Project
Redemptorist Church Conservation

Address
North Perth WA

This Sheet
Plan Elevations - Plantroom Proposed

Plot Date **29/8/23**

Scale @A3 **1:100** Rev **B**

Project No **202123**

Drawing No **A229**

© 2023 Copyright Slavin Architects

SLAVIN ARCHITECTS PTY LTD
1C Pearse Street, North Fremantle WA 6159
PO BOX 283, North Fremantle WA 6159
hello@slavinarch.com.au
www.slavinarch.com.au
(08) 6500 3242

GOVERNMENT OF WESTERN AUSTRALIA

HERITAGE COUNCIL

HERITAGE IMPACT STATEMENT

FORM

Name of Place:	Redemptorist Monastery and Church
Date:	18/04/2023
Prepared by:	Slavin Architects
Prepared for:	City of Vincent
The Place/Area:	
Prepared for:	
Date:	01 JUNE 2023

Heritage listings:

State Register of Heritage Places (02218)
Interim Entry: 18 March 2005
Permanent Entry: 17 March 2006

Municipal Inventory - Category A
Adopted 27 November 1995
Recommended RHP

CITY OF VINCENT
RECEIVED
23 June 2023

Statement of significance:

Redemptorist Monastery and Church is an important place that is of considerable cultural heritage significance (Clause 6.3, Redemptorist Monastery and Church Conservation Plan, 2011, Philip Griffiths Architects)

The 1903, 1912 and 1922 campaigns of the Monastery and Church, and their respective elements of original fabric, are of exceptional significance (Clause 7.2.1, Redemptorist Monastery and Church Conservation Plan, 2011)

Elements of exceptional significance include:

Cottesloe limestone walls; stucco ornamentation; roof form, ornamentation and chimneys; leadlight windows; north and south verandahs; timber staircases.

The main layout of a central corridor with accommodation cells on either side to all floors and all major spaces associated with each of the key phases.

The ceiling and leadlight windows to the oratory

(Clause 7.2.1, Redemptorist Monastery and Church Conservation Plan, 2011)

The following aspects of the proposal respect or enhance the heritage significance of the place or area, for the following reasons:

The work associated with the shed removal and reinstatement will enable the 'tidying up' of some of the anciliary buildings around the main church. The current structures are deteriorating and are not able to be restored as only the rusty tin roof is remaining in some sections. The new structure will be temporary for a maximum of 5 years until the rest of the site can be developed. The 2011 Conservation Plan identifies the existing shed and garage were constructed sometime between 1980 and 2005, and these intrusive buildings are located in a zone identified as being of considerable significance (page 12). Buildings, structures and spaces identified as being of considerable significance are listed (page 177) as the northern grotto and the southern fountain, whilst the shed and garage are not identified as being of considerable significance. The removal of intrusive buildings such as prominently located sheds and garages is recommended on page 188 of the conservation plan. Ultimately the "parterre" will be landscaped to reflect the formal language of the Monestary and Church. Removing the shed and garage will be an important element in this process. The proposed shed will be primarily used as a plant room while renovation works can be undertaken within the Church. After this work is complete the shed will be removed and the parterre landscape will be developed within this space.

The following aspects of the proposal could detrimentally impact on heritage significance. The reasons are explained as well as the measures to be taken to minimise impacts:

Nil

CITY OF VINCENT
RECEIVED
23 June 2023

Conclusion:

The previous intention to adapt the existing garage and shed to accommodate new heating & cooling equipment for the church (previously approved) was based on the premise that locating equipment remotely to the church maintains the integrity of elements identified as being of exceptional significance and is in accordance with best practice for adaptive works as set out in the Burra Charter. Unfortunately the size of the equipment required to adequately condition the church cannot be accommodated within the existing shed and garage and requires a new larger building to be temporarily constructed. The new external shed will be used until such time as a new parish centre building is constructed on site, at which time the heating & cooling equipment will be relocated and the shed demolished.

References and attachments:

Redemptorist Monastery and Church Conservation Plan, 2011, prepared by Philip Griffiths Architects.

Contact us

Heritage Council of WA
Locked Bag 2506
Perth WA 6001

T: (08) 6551 8002
FREECALL (regional): 1800 524 000
E: info@dplh.wa.gov.au
W: www.dplh.wa.gov.au

© July 2019


CITY OF VINCENT
RECEIVED
17 May 2023
West elevation of large
outbuilding viewed from car park


CITY OF VINCENT
RECEIVED
17 May 2023
East elevation of small outbuilding.

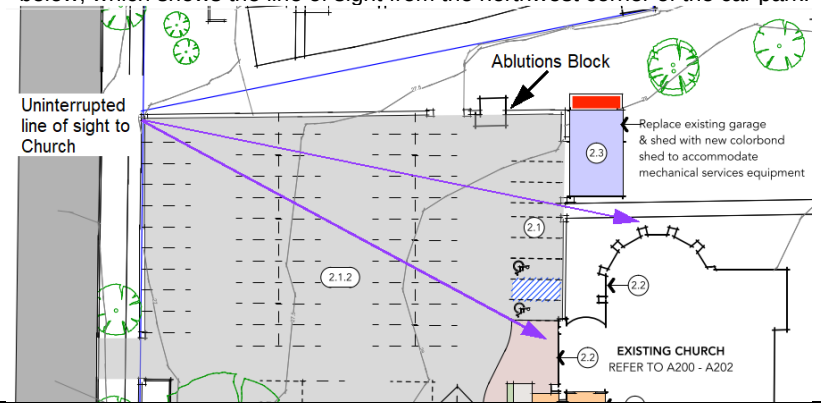

CITY OF VINCENT
RECEIVED
17 May 2023
East elevation of large outbuilding

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 Comment
Design and Impact on Heritage Values	
• The application shows a lack of respect to the existing church and has missed an opportunity to enhance the heritage values and visual appreciation of such an iconic building.	• The proposal would assist with the ongoing use of the subject site as a place of worship by adapting it to reflect modern requirements. This is consistent with Article 7.1 of the Burra Charter and the site's Statement of Significance.
• The proposed design and location do not protect the existing heritage value of the church and is not sympathetic to the existing materials. • The proposed development does not complement the existing building by referencing or interpreting the scale, rhythm, and materiality of the church.	• The proposed outbuilding is appropriate for the reasons outlined in the officer report. These are summarised as follows: o The utilitarian design and materiality of the proposal is consistent with existing outbuildings on the subject site; o The design is consistent with the purpose of the proposed outbuilding which is to provide space for plant equipment associated with the Church; o The applicant has advised that the proposed outbuilding is intended to be removed as part of future stages of development on the site. Staging of works is a common practice when planning for and working with large sites. It is reasonable to allow simple utility structures to be constructed, to allow improvements to the place in a staged manner. This was supported by the City's DRP member as being consistent with good conservation principles; and o The proposed outbuilding would respect the heritage of the place by: ▪ Maintaining separation from the Church; and ▪ Being clearly identifiable as new work, without mimicking or copying elements of the Church and Monastery building.
• The prominence of the church ambulatory is not retained due to the location of the new outbuilding. The choice of Colorbond metal roofing and walling conflicts with the church.	• The proposed outbuilding is in approximately the same location as existing outbuildings on the site. It would maintain the prominence of the Church because: o It would be single storey in nature; o Located behind the building line of the Church; and o Finished in a neutral 'Dune' colour scheme.

Summary of Submissions:

Comments Received In Objection:	Administration Comment
• The proposed location obscures the surrounding viewing space of the church and historical gardens and view lines are negatively impacted.	• The Conservation Plan outlines that the significant vistas for the subject site are from Vincent Street. Due to its location behind the Church, the outbuilding would not impact significant vistas. Existing views of the Church from Alfonso Street would be maintained. The car park to the west of the Church is bounded on the north and east by a limestone fence that is approximately 1.9 metre high and was constructed in 1956. A masonry and tile ablutions block is located approximately 39 metres from Alfonso Street and is integrated into the northern portion of the limestone wall. means that views of the Church from Alfonso Street are interrupted and would not be further impeded by the proposal. This is demonstrated in the figure below, which shows the line of sight from the northwest corner of the car park. 
Request for Additional Information • Request the applicant submit 3D perspective views of the proposal in relation to the existing Church, Gardens, Carpark, Amenities Building, trees and garden walls, to allow proper assessment. • Request elevations and perspectives showing the relationship of the outbuilding to the Church and existing amenities buildings and showing the impact on critical vistas at eye level.	• These requests were forwarded to the applicant. • The City did not require this information to be provided. This is because the supplied elevations together with site plans, floor plans and heritage impact statement provide sufficient information for the assessment of the proposal against the planning framework.

Summary of Submissions:

Comments Received In Objection:	Administration Comment
Comments on Plans • Suggestions for modifications to the proposal as follows: ○ Locate a new Plant Room on an East/West axis behind the existing limestone garden wall, in line with the adjacent existing amenities building. This would ensure the new building is visually obscured when viewed from the existing western carpark and Alfonso Street. It would also be located further from the north end of the church (Refer Images below). This would increase the space to the north of the church, enhancing vistas and allowing greater articulation to the ambulatory; ○ The large existing opening between the existing limestone garden walls is currently used to access an inappropriately domestic scaled Rolla door. The proposed design changes little, except that the gable roof now faces the Church. The opening in the limestone fence could be replaced with wrought iron gates to match the existing smaller gate adjacent. This would enable a more harmonious west elevation. The gate would allow maintenance to the Plant Room and Gardens, but more importantly, would provide for an appropriate vista of the historical gardens north of the Ambulatory. This would improve vistas from the carpark and Alfonso Street. Refer Sketch and Images below; ○ Use a flat roof behind a parapet wall or exposed steel beam to allow a linear "box" in lieu of a proposed domestic gabled garden shed. A tiled roof to match the amenities building would introduce an unsatisfactory bulkier massing too close to the Ambulatory; ○ Suggest locating single entry door, window and downpipes between the Plant room and existing garden wall to obscure these openings and services from the Street; ○ Proposed Rolla door entry if needed should be faced with same material to match adjacent wall; ○ Exposed ventilation louvres and light window should face north. A window, if needed, should be vertical in proportion. The existing landscape adjacent to the adjoining property car park would help obscure the north elevation; ○ Investigate the use of smooth limestone wall facing, compressed fibre cement sheeting or sandstone coloured blockwork to facilitate a modern and harmonious contrast to the existing Church.	• These suggestions were provided to the applicant for their consideration. The applicant did not elect to modify their plans. • The City is required to consider and determine the application as proposed by the applicant, rather than possible alternatives as proposed in the community submissions and this is not a relevant planning consideration. • The proposed outbuilding is considered appropriate for the reasons outlined in the report, which are summarised as follows: ○ The proposal would assist with the ongoing use of the subject site as a place of worship by adapting it to reflect modern requirements, consistent with the Burra Charter and the site's Statement of Significance; ○ The proposal would not interrupt the significant vistas of the property, which are identified in the Conservation Plan as being from Vincent Street; ○ Due to the existing fences, ablutions block and landscaping, the proposed outbuilding would not impact direct views of the Church from Alfonso Street; and ○ The proposed outbuilding would be consistent with other outbuildings on the site, that are located within the park setting. The dune colour and proposed scale would ensure that the outbuilding was subservient to the Church and Monastery.

Summary of Submissions:

Images Included with Submissions		
Enhance vista from Alfonso Street by removing the Colorbond gabled shed and exposed roller doors.		
Relocating the plant room behind the existing garden wall will allow breathing space and appropriate distancing to the Church ambulatory. Installing a wrought iron gate and fencing to match existing will allow grater connectivity to the existing garden.		

Summary of Submissions:

Images Included with Submissions	
Proposed layout is very similar to the existing layout, whereby proposed utility services are too close to the Ambulatory.	
Relocated and realigned plant room to provide great separation to the Ambulatory and enhance vistas.	

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

5.3 COMMUNITY SPORTING AND RECREATION FACILITIES FUND - ANNUAL AND FORWARD PLANNING ROUND APPLICATION

Attachments: **Nil**

RECOMMENDATION:

That Council ENDORSES the Community Sporting and Recreation Facilities Fund – 2024/25 Forward Planning Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows:

Priority 1 – Robertson Park Tennis Precinct – Stage 1B Implementation.

PURPOSE OF REPORT:

To seek endorse the submission of a funding application to the Department of Local Government, Sport and Cultural Industries (DLGSC) for the Community Sport and Recreation Facilities Fund (CSRFF), 2024/25 'Forward Planning grants round'.

BACKGROUND:

Local Government authorities and not-for-profit sport/recreation organisations are eligible to apply for CSRFF grants aimed at infrastructure for sport and recreation which aims to increasing participation through the development of basic sustainable infrastructure that is well planned and designed. Priority consideration is given to projects that lead to facility sharing and rationalisation with floodlights, playing surfaces and change rooms listed as one of the Department's priorities.

The DLGSC offers the CSRFF Forward Planning round annually to assist with projects above $500,000.

The State Government recently announced changes to CSRFF funding rounds which is administered by DLGSC. The changes relating to the Forward Planning grants round include:

- Increase to the total CSRFF funding allocation available up to $20 million for 2023-2024 and 2024-2025 financial years, up from $12.5 million per year.
- Annual CSRFF application maximum grant increased up to a one third total estimated project cost (excluding GST) up to a maximum grant of $2.5 million for annual major projects.

The maximum CSRFF grant awarded by the DLGSC will be no greater than one-third of the total cost of the project. In some cases, funds provided by the Department do not equate to one-third of the project costs, and the applicants are advised to fund the shortfall. The level of financial assistance offered is based on the eligibility and overall significance of the proposed project, including the benefits provided to the community.

The City utilises the grant assessment principles and guidelines, as well as relevant strategic plans and policies, to assess the need, viability, and priority of applications.

Applications are ranked by the City in order of priority and rated as either:

A. Well planned and needed by municipality;
B. Well planned and needed by applicant;
C. Needed by municipality, more planning required;
D. Needed by applicant, more planning required;
E. Idea has merit, more planning work needed; or
F. Not recommended.

After consideration by Council, the applications are submitted to DLGSC for formal assessment.

Announcements on successful/unsuccessful applicants for the Forward Planning Grants Round is scheduled for February 2024.

DETAILS:

Project: Robertson Park Tennis Precinct - Stage 1B Implementation
Applicant: City of Vincent

At its 14 September 2021 Ordinary Meeting, Council adopted the Robertson Park Development Plan (Development Plan). The Development Plan outlines the improvements to Robertson Park, identifying infrastructure upgrades that respond to community needs, whilst maximising land use and improving community access to recreation and leisure activities. The Development Plan is included as a Strategic Project in the City's Corporate Business Plan.

The Development Plan was divided into three project zones, which includes the Dog and Leisure Park, the Tennis Precinct, and the Turf/Eco Area.

At its September 2022 Ordinary Meeting, Council authorised the City to submit a funding application for the CSRFF 2023/24 Annual and Forward Planning Round for the Tennis Precinct. The City was unsuccessful in this funding round. Feedback from DLGSC indicated that the uncertainty regarding the Tennis West Junior High Performance clay courts, and a highly competitive round were the reasons the City was unsuccessful. Due to timing of the grant submission and recent update of the High-Performance clay courts the City was unable to achieve additional planning prior to the grant submission therefore, the application could only talk about both parties' intents on those elements of the project.

The City has since met with DLGSC staff to address the timing concerns associated with the High Performance clay courts, State Tennis Centre business case and Robertson Park. The City is staging the implementation of the Tennis Precinct to minimise concerns and maximise funding opportunities.

The City is staging the implementation of the Tennis Precinct as follows:

- Stage 1A incorporating the implementation of the multi sports courts and the entrance,
- Stage 1B includes the conversation of synthetic grass to acrylic hard courts and lighting of 12 tennis courts and thoroughfare,
- Stage 1C includes the natural grass court conversion, lighting and remaining thoroughfare (currently reserved for Tennis West Junior High Performance clay courts).

The application is for Stage 1B of the project, which includes:

- Conversion and rationalisation of synthetic grass tennis courts to 12 acrylic hard courts.
- Expanding courts to required dimensions.
- Re-grading court surfaces for effective stormwater runoff management.
- New LED floodlighting to 12 courts.
- Renew tennis court fencing.

The improvements and changes to the Tennis Precinct will increase participation and utilisation of the courts, improve the sustainability of the centre, promote, and improve shared facilities, and increase community accessibility.

The City has received in-principle approval of $200,000 from Tennis Australia through the National Court Rebate funding program to implement Stage 1B. The grant funding is currently being formalised.

The project is estimated to cost $1,771,350. To fund this, the City would seek $590,000 through CSRFF, $200,000 National Court Rebate grant funding, and City contribution of $981,350.

The City has previously received $100,000 grant funding from the State Government to assist with implementation of Stage 1A – multi sports courts.

As required by DLGSC the City's assessment of the applications is below:

- The City recommends that the Robertson Park muti sports courts conversion project receives a priority ranking of "1"; and a "A" rating

Following endorsement by Council, Administration would submit the application to DLGSC by the 30 September 2023 for formal assessment.

CONSULTATION/ADVERTISING:

Community consultation for Robertson Park was completed through the development and subsequent endorsement of the Robertson Park Development Plan.

The City has consulted with DLGSC on this project noting the consultation aligns with the priorities of the CSRFF criteria.

Key stakeholders (Tennis West and Tennis Central) have been consulted with and are in support of the application.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse Administration submitting a funding application to financially assist the Implementation of the Robertson Park Development Plan.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Enhanced Environment

Our parks and reserves are maintained, enhanced and are accessible for all members of the community.
Our urban forest/canopy is maintained and increased.
We have improved resource efficiency and waste management.

Connected and Healthy Community

Our community facilities and spaces are well known and well used.
We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Thriving Places

Efficiently managed and maintained City assets in the public realm.

Innovative and Accountable

We deliver our services, projects and programs in the most inclusive, efficient, effective and sustainable way possible.

SUSTAINABILITY IMPLICATIONS:

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

Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

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

Increased physical activity

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

The City has allocated the relevant budget in the 4 year Capital Works Program in year 2024/2025 and 2025/2026 to deliver this project, with the support of grant funding.

The grant will assist the City to deliver the project and reduce the municipal funds.

COMMENTS:

Robertson Park is a vital community asset to provide sufficient community recreational and sporting opportunities. There is a need to retain and improve the quality of open space and sporting facilities in the local area to meet the growing community needs. The funding is a vital part of the project delivery. Following endorsement by Council, Administration would submit the application to DLGSC by the 30 September 2023 for formal assessment.

5.4 ADVERTISING OF PROPOSED REVOCATION - LOCAL PLANNING POLICY NO. 7.4.2 - AGED OR DEPENDENT PERSONS' DWELLINGS

Attachments:

1. **Local Planning Policy No. 7.4.2 - Aged or Dependent Persons' Dwellings** ⇩
2. **Local Planning Policy No. 7.4.2 - Aged or Dependent Persons' Dwellings Comparison with the R-Codes** ⇩

RECOMMENDATION

That Council:

1. **PREPARES a notice of revocation of Local Planning Policy No. 7.4.2 – Aged or Dependent Persons' Dwellings, included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 3, Clause 6(b)(i) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**

2. **AUTHORISES the Chief Executive Officer to carry out community consultation on the proposed revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**

3. **PUBLISHES the notice of revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, if no submissions are received during the community consultation period; and**

4. **NOTES that if any submissions are received during the community consultation period, that these would be presented to Council for consideration.**

PURPOSE OF REPORT:

For Council to consider revoking Local Planning Policy No. 7.4.2 – Aged or Dependent Persons' Dwellings, included in **Attachment 1**, for the purpose of undertaking community consultation on the proposed revocation.

BACKGROUND:

At its March 2001 Ordinary Meeting, Council adopted Local Planning Policy No. 7.4.2 – Aged or Dependent Persons' Dwellings (Policy). The Policy was subsequently amended 12 February 2013.

The Policy was developed in response to the identified need for housing diversity, adaptability, affordability, and choice to cater for smaller households and people with special needs. The City's Local Planning Strategy projected an increase in people aged 55 years and over living within the City, many of whom would be living alone. This mirrored trends in the Western Australian Planning Commission's Directions 2031, concerning the State's ageing population, longer life expectancies and smaller households.

DETAILS:

Since the Policy was amended in 2013, the state planning framework has evolved to control the development of aged or dependent persons' dwellings within the R-Codes. **Attachment 2** provides a review of the provisions contained within the Policy against the R-Codes and the impact of the removal of the Policy from the planning framework.

The Policy currently adds an unnecessary layer of complexity to the approvals process. Rather than facilitating development of aged or dependent persons' dwellings within the City, it creates another legislative barrier, which provides nothing further than existing state policy. To facilitate a greater diversity of high quality, appropriate housing for aged or dependent persons, Administration recommends the Policy is revoked and a planning information sheet is prepared to present the information in a clear, more effective manner.

CONSULTATION/ADVERTISING:

It is proposed that community engagement of the revocation of this Policy meets the minimum requirements of the City's Community and Stakeholder Engagement Policy.

Public notice of the revocation of a local planning policy must be published in local newspapers and published on the local government's website. It is proposed that notice of revocation is provided in the following ways, notice:

- published on the City's website;
- posted to the City's social media;
- published in the local newspapers; and
- exhibited on the notice board at the City's Administration and Library and Local History Centre.

LEGAL/POLICY:

Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

Schedule 2, Part 3, Clause 6(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides the provisions for the revocation of a local planning policy.

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 revocation of the Policy.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Sensitive Design

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

Connected and Healthy Community

We are an inclusive, accessible and equitable City for all.

Innovative and Accountable

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024.* However, encouraging the development of aged or dependent persons' dwellings within our town centres and activity precincts provides greater accessibility to health services and shopping for our aged and dependent persons' community, contributing to a more sustainable environment.

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

FINANCIAL/BUDGET IMPLICATIONS:

The advertising of the revocation of the Policy will be met through the City's operating budget.

COMMENTS:

Administration recommends revoking the Policy to remove any perceived barriers to the development of aged or dependent persons' dwellings within the City.

If revoked, the future development of dwellings that are suited to aged or dependent persons, would be guided by the robust existing local and state planning framework. To present this information in a clear and effective manner, an information sheet would be prepared following the Policy's revocation.

POLICY NO: 7.4.2

AGED OR DEPENDENT PERSONS' DWELLINGS

INTRODUCTION

Provisions for the development of Aged or Dependent Persons' Dwellings are contained for the most part in Clause 6.11.2 of the Residential Design Codes (R Codes). This Policy builds on the provisions of the R Codes in order to encourage the development of this specialised form of housing within the City's community.

OBJECTIVES

To:

1. encourage the provision of suitably developed specialised accommodation for aged or dependant persons';
2. ensure that Aged or Dependent Persons' Dwellings are designed in a manner to meet the special needs of aged or dependent persons;
3. ensure that Aged or Dependent Persons' Dwellings are conveniently located to public transport, convenient shopping and community services;
4. provide opportunities for aged or dependent persons to have social interaction with one another and the community.

POLICY STATEMENT

1. DEFINITIONS

Aged person as defined in the Residential Design Codes.

Dependent Person as defined in the Residential Design Codes.

2. OCCUPANCY

The City of Vincent requires as conditions of approval that:

a) each dwelling is occupied by at least one aged or dependent person or the surviving spouse of that person; and

b) a Section 70A Transfer of Land Act 1893 Notification shall be registered against the Certificate of Title for the land advising the proprietors of the existence of the above occupancy requirement.

3. VARIATIONS TO DENSITY AND MINIMUM SITE AREA

3.1 In accordance with Clause 6.1.3 A3(i) of the R Codes a reduction in the site area per dwelling may be considered, subject to one of the following criteria being satisfied:

a) the development accommodates specialised facilities on site, such as medical consulting rooms, specialised nursing and personal care services or social and recreational facilities; or

b) the development is located within an 800 metre radius of a District or Local Centre zoned area; or

c) the development is within 400 metres of a Primary or District Distributor (A) or (B) road.

3.2 The provisions of Clause 20 (2) of the City of Vincent's Town Planning Scheme No. 1, cannot be used in addition to Clause 3.1 above.

4. COMPOSITION OF DEVELOPMENT

4.1 The Council will consider applications for Aged or Dependent Persons' Dwellings where a minimum of two such dwellings within any single development are proposed.

4.2 Aged or Dependent Persons' Dwellings may be in the form of Single, Grouped or Multiple Dwellings comprising the whole of a proposed development; or part of a proposed development (in combination with other dwellings which have no occupancy restrictions).

5. REQUIREMENTS

5.1 Design and Streetscape

Whilst conventional housing does not fall within the category of Aged or Dependent Persons' Dwellings, it is expected that the design be responsive to an existing established or desired future streetscape. It is not intended that the developments look like institutional dwellings.

5.2 Carparking

Car parking for Aged or Dependant Persons' Dwellings, including visitor car parking, are to be provided and designed in accordance with the requirements of the Residential Design Codes.

5.3 Building Codes and Australian Standards

Aged or Dependent Persons' Dwellings are subject to National Construction Code Series 2012 Building Code of Australia (Volume One), and Australian Standards 1428.1 requirements over and above those normally required for a dwelling.

Applicants should familiarise themselves with these requirements and ensure they have been factored into the design of the proposal, prior to submitting an application for Planning and Building approval.

Date Initially Adopted:	27 March 2001
Date Amended:	12 February 2013
Date of Next Review:	December 2015

Attachment 2

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Ability to vary the R-Codes

Pursuant to Part 7, Clause 7.3 of the Residential Design Codes Volume 1 (R-Codes Volume 1) the City may only vary clause 5.5.2 C2.1(ii):

'C2.1 Aged or dependent persons' dwellings for the housing of aged or dependent persons shall comply with the following:

…ii. a minimum number of five dwellings within any single development;'

The City may amend the above clause without the permission of the State Government to define the minimum number of dwellings required within any single development.

The current Policy does not modify this clause and instead reflects standards from the R-Codes and superseded Building Codes.

The following table outlines that the revoking of the Policy will have no impact on the assessment and determination of aged or dependent persons' dwellings.

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	**Provisions within the R-Codes**	**Impact of removal**
Definitions ***Aged Person*** as defined in the Residential Design Codes ***Dependent Person*** as defined in the Residential Design Codes	R-Codes Volume 1 ***Aged Person*** is a person who is aged 55-years or over ***Dependent Person*** is a person with a recognised form of disability requiring special accommodation for independent living or special care. R-Codes Volume 2 Nil.	R-Codes Volume 1 No impact. R-Codes Volume 2 No impact. The Policy does not match the exact definitions of Volume 2, instead focusing on universal design requirements.

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	Provisions within the R-Codes	Impact of removal
Occupancy i. **Each dwelling is occupied by at least one aged or dependent person or the surviving spouse of that person.** ii. **A section 70A Transfer of Land Act 1893 Notification shall be registered against the certificate of Title for the land advising the proprietors of the existence of the above occupancy requirement.**	R-Codes Volume 1 **C2.4** At least one occupant is a disabled or physically dependent person or aged person, or is the surviving spouse of such a person, and the owner of the land, as a condition of development approval, lodging a section 70A notification on the certificate of title binding the owner, their heirs and successors in title requiring that this occupancy restriction be maintained. R-Codes Volume 2 Nil.	R-Codes Volume 1 No impact. R-Codes Volume 2 No impact. Universal design is required to be incorporated into each multiple dwelling project. While there is no requirement to ensure specific dwellings are occupied for aged or dependent people, Volume 2 focuses more on a blanket approach for each apartment building.
Variations to density and Minimum Site Area In accordance with the R-Codes, a reduction in site area per dwelling may be considered subject to one of the following criteria being satisfied: **a) The development accommodates specialised**	R-Codes Volume 1 **C1.1.6** In areas coded R30 to R40; for an accessible dwelling designed to gold level universal design (in accordance with Part C, C2.7.2), or a small dwelling (in accordance with Part C, C2.9.1) that is the subject of a development proposal, the minimum and average site area of Table D may be	R-Codes Volume 1 No impact, the provisions within the Policy cannot supersede the provisions within the R-Codes. These provisions add a confusing layer that is unnecessary.

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	Provisions within the R-Codes	Impact of removal
facilities on site, such as medical consulting rooms, specialised nursing and personal care services or social and recreational facilities; or **b) the development is located within an 800 metre radius of a District or Local Centre zoned area; or** **c) the development is within 400 metres of a Primary or District Distributor (A) or (B) road.** The provisions of Clause 20 (2) of the City of Vincent's Town Planning Scheme No. 1, cannot be used in addition to the above.	reduced by up to 35 per cent, provided that: i. for single houses and grouped dwellings, no site is less than 100m2; and ii. for development or subdivision of 4 or more dwellings or sites, the site area reduction is limited to a maximum 50 per cent of the total number of dwellings or sites. **C1.1.7** In areas coded R50 and above; for an accessible dwelling designed to gold level universal design (in accordance with Part C, C2.7.2), or a small dwelling (in accordance with Part C, C2.9.1) that is the subject of a development proposal, the minimum and average site area of Table D may be reduced by up to 35 per cent, provided that: i. for single houses and grouped dwellings, no site is less than 100m2; and ii. the site area reduction is limited for small dwellings to a maximum 50 per cent of the total number of dwellings or sites. <u>R-Codes Volume 2</u> Nil.	<u>R-Codes Volume 2</u> No impact.

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	Provisions within the R-Codes	Impact of removal
Composition of Development i. **The Council will consider applications for Aged or Dependent Persons' Dwellings where a minimum of two such dwellings within any single development are proposed.** ii. **Aged or Dependent Persons' Dwellings may be in the form of Single, Grouped or Multiple Dwellings comprising the whole of a proposed development; or part of a proposed development (in combination with other dwellings which have no occupancy restrictions).**	R-Codes Volume 1 **C2.1ii** A minimum number of five dwellings within any single development. R-Codes Volume 2 Nil.	R-Codes Volume 1 No impact, the number of dwellings remains the same. R-Codes Volume 2 No impact. The application of provisions relating to aged or dependent persons dwellings only applies where a minimum of five are proposed. However, the R-Codes focus more on a blanket approach to achieving universal design for all developments.
Design and Streetscape Whilst conventional housing does not fall within the category of Aged or Dependent Persons' Dwellings, it is expected that the design be responsive to an existing established or desired future streetscape. It is not	R-Codes Volume 1 **P2.1** Buildings set back from street boundaries an appropriate distance to ensure they: • contribute to, and are consistent with, an established streetscape;	R-Codes Volume 1 No impact. There is suitable guidance provided within the relevant Design Principle.

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	Provisions within the R-Codes	Impact of removal
intended that the developments look like institutional dwellings.	• provide adequate privacy and open space for dwellings; • accommodate site planning requirements such as parking, landscape and utilities; and • allow safety clearances for easements for essential service corridors. **P3.3.1** Buildings are set back from street boundaries an appropriate distance to ensure they: i. are consistent with the existing or future streetscape and local character; ii. provide sufficient space for tree planting and other landscaping, as well as community interaction; iii. provide adequate privacy to the dwellings; iv. accommodate site planning requirements such as parking and utilities; and iv. allow safety clearances for easements for essential service corridors and sightlines. <u>R-Codes Volume 2</u> **O 2.3.1** The setback of the development from the street reinforces and/or complements the existing or proposed landscape character of the street.	<u>R-Codes Volume 2</u> No impact. There is suitable guidance provided within the relevant Element Objective.

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	Provisions within the R-Codes	Impact of removal
	O 2.3.2 The street setback provides a clear transition between the public and private realm. **O 2.3.3** The street setback assists in achieving visual privacy to apartments from the street. **O 2.3.4** The setback of the development enables passive surveillance and outlook to the street.	
Carparking Carparking for Aged or Dependent Persons' Dwellings, including visitor carparking, are to be provided and designed in accordance with the requirements of the Residential Design Codes.	R-Codes Volume 1 Part B: Refer to extract Figure 1. Part C: Refer to extract Figure 2. R-Codes Volume 2 Refer to extract Figure 3.	R-Codes Volume 1 No impact. R-Codes Volume 2 No impact.
Building Codes and Australian Standards Aged or Dependent Persons' Dwellings are subject to National Construction Code Series 2012 Building Code of Australia (Volume One), and Australian Standards 1428.1 requirements over and above	R-Codes Volume 1 **C2.2** All ground floor units, with a preference for all dwellings, to incorporate, as a minimum, the following: i. a continuous path of travel from the street frontage, car parking area or	R-Codes Volume 1 The existing framework provides explicit, and the most up-to-date standards associated with the National Construction Code.

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	**Provisions within the R-Codes**	**Impact of removal**
those normally required for a dwelling. Applicants should familiarise themselves with these requirements and ensure they have been factored into the design of the proposal, prior to submitting an application for Planning and Building approval**.**	drop-off point in accordance with the requirements of AS4299 ii. clause 3.3.2; and iii. level entry to the front entry door with preferably all external doors having level entries (diagrams, Figure C1 of AS4299). **C2.3** All dwellings to incorporate, as a minimum, the following: i. all external and internal doors to provide a minimum 820mm clear opening. (AS4299 clause 4.3.3); ii. internal corridors to be a minimum 1,000mm wide, width to be increased to a minimum of 1,200mm in corridors with openings on side walls; iii. a visitable toilet (AS4299, clause 1.4.12), preferably located within a bathroom; and iv. toilet and toilet approach doors shall have a minimum 250mm nib wall on the door handle side of the door and provision for the installation of grab rails in accordance with AS4299, clause 4.4.4 (h).	

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	Provisions within the R-Codes	Impact of removal
	C2.71 Where 10 or more grouped or multiple dwellings are proposed, a minimum 20 per cent1 of all dwellings are: i. designed and constructed to a minimum silver level universal design in accordance with A4 Universal design requirements, or ii. certified Liveable Housing Australia to a minimum silver level of performance. Note: No universal design requirements apply for single houses or grouped and multiple dwellings development with less than 10 dwellings. **C2.7.2** Accessible dwellings that seek to apply the gold level universal design site area variation as per Part D, C1.1.6 or C1.1.7 shall; i. be designed and constructed in accordance with the gold level universal design requirements of A4 Universal design requirements, or are certified Liveable Housing Australia to a minimum gold level of performance; and ii. ii. have a maximum internal floor area of:	

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings and R-Codes Comparison

Local Planning Policy 7.4.2: Aged or Dependent Persons' Dwellings Provision	**Provisions within the R-Codes**	**Impact of removal**
	a) in the case of single houses and grouped dwellings – 110m^2; or b) in the case of multiple dwellings – 90m^2. <u>R-Codes Volume 2</u> **A 4.9.1 (a)** 20 per cent of all dwellings, across a range of dwelling sizes, meet Silver Level requirements as defined in the Liveable Housing Design Guidelines (Liveable Housing Australia) OR **(b)** 5 per cent of dwellings are designed to Platinum Level as defined in the Liveable Housing Design Guidelines (Liveable Housing Australia).	<u>R-Codes Volume 2</u> The existing framework provides explicit and the most up to date standards associated with the National Construction Code.

6 INFRASTRUCTURE & ENVIRONMENT

Nil

7 COMMUNITY & BUSINESS SERVICES

7.1 FINANCIAL STATEMENTS AS AT 31 JULY 2023

Attachments: **1. Financial Statements as at 31 July 2023** ⇩

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 July 2023 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 July 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 July2023:**

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	3-5
4.	Capital Expenditure including Funding graph and Capital Works Schedule	6-13
5.	Cash Backed Reserves	14
6.	Receivables: Rates and Other Debtors	15
7.	Beatty Park Leisure Centre Financial Position	16-17

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 31 July 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 higher than the YTD budgeted revenue by $499,613 (1.1%). The following items materially contributed to this position:

- A favourable variance of $555,230 in Fees and Charges mostly due to timing variances for:
  - $180,125 favourable car parking revenue,
  - $101,455 favourable waste service rubbish charges,
  - $71,160 favourable development application fees,
  - $54,760 favourable swimming pool inspection fees,
  - $53,436 favourable Parks hire fee income for the FIFA Women's World Cup,
  - $50,139 favourable Beatty Park admission, enrolment and merchandise sale income.
- A favourable variance in Interest earnings of $47,583 mostly due to higher-than-expected interest rates.
- An unfavourable variance in Operating grants, subsidies, and contributions of $104,035 due to timing variance.

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of $2,606,488 (56.1%). The following items materially contributed to this position:

- $1,256,882 favourable Materials and Contracts mainly due to timing variances.
- $1,050,596 favourable Depreciation expense due to timing variances.
- $144,579 favourable Employee related costs mostly due to timing variances.
- $119,969 favourable Utility charges due to timing variance of utility bills.

Surplus Position – Year End 2022/23

The surplus position brought forward to 2023/24 is $8,004,126 compared to the adopted budget amount of $4,098,614. The actual opening surplus figure will be adjusted after the year audit has been finalised in December 2023.

The favourable opening surplus position also includes a higher brought forward payment of $1,410,464 in Federal Grant Funding. An adjustment will be required at First Quarter Budget Review 2023/24 to reduce the budgeted grant revenue in lieu of the higher brought forward payment.

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 3-5)
   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 6-13)
   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 14)
   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 31 July 2023 is $18,991,052.

6. Receivables**:** Rating Information (Note 6 Page 15)

   The notices for rates and charges levied for 2023/24 were issued on 26 July 2023. *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	1 September 2023
Second Instalment	3 November 2023
Third Instalment	5 January 2024
Fourth Instalment	8 March 2024

   The outstanding rates debtors balance at 31 July 2023 was $48,169,574, excluding deferred rates of $144,007. The outstanding rates percentage at 31 July 2023 was 93.42% compared to 92.61% for the same period last year.

7. Receivables: Other Debtors (Note 6 Page 15)

Total trade and other receivables as at 31 July 2023 were $4,949,582.

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

- $1,054,476 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.

- $193,788 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 7 Page 16-17)

As at 31 July 2023, the Centre's operating surplus position was $388,334 (excluding depreciation) compared to the prior YTD surplus amount of $307,411. 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 2022-2032*:

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 31 JULY 2023

CITY OF VINCENT

	Note	Adopted Budget 2023/24 $	YTD Budget 31/07/2023 $	YTD Actual 31/07/2023 $	YTD Variance $	YTD Variance %
Opening Funding Surplus(Deficit)		**4,098,614**	**4,098,614**	**8,004,126**	**3,905,512**	**95.3%**
Revenue from operating activities						
Rates		42,302,811	42,052,811	42,045,635	(7,176)	0.0%
Operating Grants, Subsidies and Contributions		1,498,420	116,119	12,084	(104,035)	-89.6%
Fees and Charges		22,143,204	1,797,140	2,352,370	555,230	30.9%
Interest Earnings		1,103,000	120,000	167,583	47,583	39.7%
Other Revenue		1,385,434	101,078	109,089	8,011	7.9%
Profit on Disposal of Assets		2,370,775	0	0	0	0.0%
		70,803,644	44,187,148	44,686,761	499,613	1.1%
Expenditure from operating activities						
Employee Costs		(31,198,096)	(1,389,250)	(1,244,671)	144,579	-10.4%
Materials and Contracts		(23,046,382)	(1,908,658)	(651,776)	1,256,882	-65.9%
Utility Charges		(1,860,315)	(155,030)	(35,061)	119,969	-77.4%
Depreciation on Non-Current Assets		(12,607,088)	(1,050,596)	0	1,050,596	-100.0%
Interest Expenses		(495,449)	(26,167)	(1,938)	24,229	-92.6%
Insurance Expenses		(804,195)	(67,016)	(67,016)	0	0.0%
Other Expenditure		(752,098)	(48,815)	(38,582)	10,233	-21.0%
Loss on Disposal of Assets		(47,335)	0	0	0	0.0%
		(70,810,958)	(4,645,532)	(2,039,044)	2,606,488	-56.1%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(28,613)	(28,613)	0.0%
Add Back Depreciation		12,607,088	1,050,596	0	(1,050,596)	-100.0%
Adjust (Profit)Loss on Asset Disposal		(2,323,440)	0	0	0	0.0%
		10,283,648	1,050,596	(28,613)	(1,079,209)	-102.7%
Amount attributable to operating activities		**10,276,334**	**40,592,212**	**42,619,104**	**2,026,892**	**5.0%**
Investing Activities						
Non-operating Grants, Subsidies and Contributions		3,703,747	0	600,000	600,000	0.0%
Purchase Property, Plant and Equipment	4	(9,185,484)	(52,000)	(52,521)	(521)	1.0%
Purchase Infrastructure Assets	4	(9,946,016)	(47,841)	(147,371)	(99,530)	208.0%
Proceeds from Joint Venture Operations		1,666,666	138,888	0	(138,888)	-100.0%
Proceeds from Disposal of Assets		1,713,000	0	782,195	782,195	0.0%
Amount attributable to investing activities		**(12,048,087)**	**39,047**	**1,182,303**	**1,143,256**	**2927.9%**
Financing Activities						
Principal elements of finance lease payments		(95,000)	(24,000)	(14,612)	9,388	(39.1%)
Repayment of Loans		(1,585,417)	(52,267)	(52,268)	(1)	0.0%
Transfer to Reserves	5	(6,535,355)	(544,611)	(2,008,649)	(1,464,038)	268.8%
Transfer from Reserves	5	5,934,019	56,918	256,318	199,400	350.3%
Amount attributable to financing activities		**(2,281,753)**	**(563,960)**	**(1,819,211)**	**(1,255,251)**	**222.6%**
Closing Funding Surplus(Deficit)		**45,109**	**44,165,913**	**49,986,321**	**5,820,408**	**13.2%**

CITY OF VINCENT

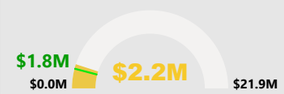
CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 31 JULY 2023

	Note	YTD Actual	PY Actual
		31/07/2023	31/07/2022
		$	$
Current Assets			
Cash Unrestricted		13,574,523	13,892,284
Cash Restricted		18,991,052	11,942,836
Investments		0	11,000
Receivables - Rates	6	48,169,574	41,267,455
Receivables - Other	6	4,949,582	2,940,847
Inventories		1,376,824	200,578
		87,061,555	70,255,000
Less: Current Liabilities			
Payables		(13,924,277)	(13,582,490)
Provisions - employee		(5,772,397)	(4,907,115)
		(19,696,674)	(18,489,605)
Unadjusted Net Current Assets		**67,364,881**	**51,765,395**
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	5	(18,991,052)	(11,942,836)
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		1,511,162	934,328
Add: Infringement Debtors transferred to non current asset		1,293,417	1,225,718
		(17,378,560)	(9,793,790)
Adjusted Net Current Assets		**49,986,321**	**41,971,605**

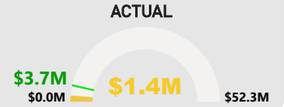
CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
AS AT 31 JULY 2023

CITY OF VINCENT

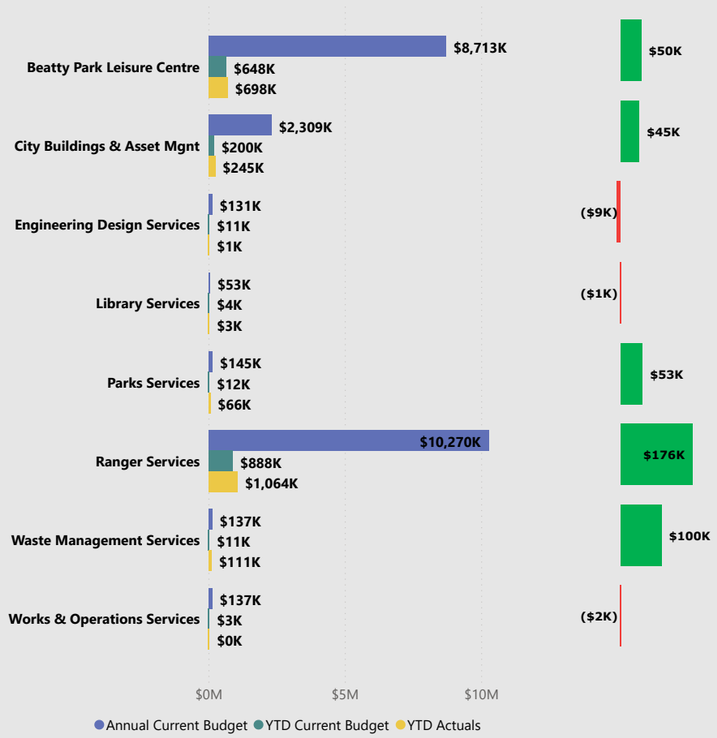
INCOME BUDGET VS ACTUAL



EXPENDITURE BUDGET VS ACTUAL



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



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

Beatty Park Leisure Centre
$50k favourable income mostly due to higher admission $29k and enrolment fees $22k.
$210k favourable expenditure mostly due to timing variances for depreciation $121k, materials and contracts $57k and utilities $54k . Partially offset by higher employee costs $40k due to timing differences.

City Buildings & Asset Management
$45k favourable income mostly due to timing variances of rental property income.
$428k favourable expenditure mostly due to timing variances of depreciation $307k and materials and contracts $112k.

Engineering Design Services
$85k favourable expenditure mostly due to timing variances in utilities $42k and materials and contracts $25k.

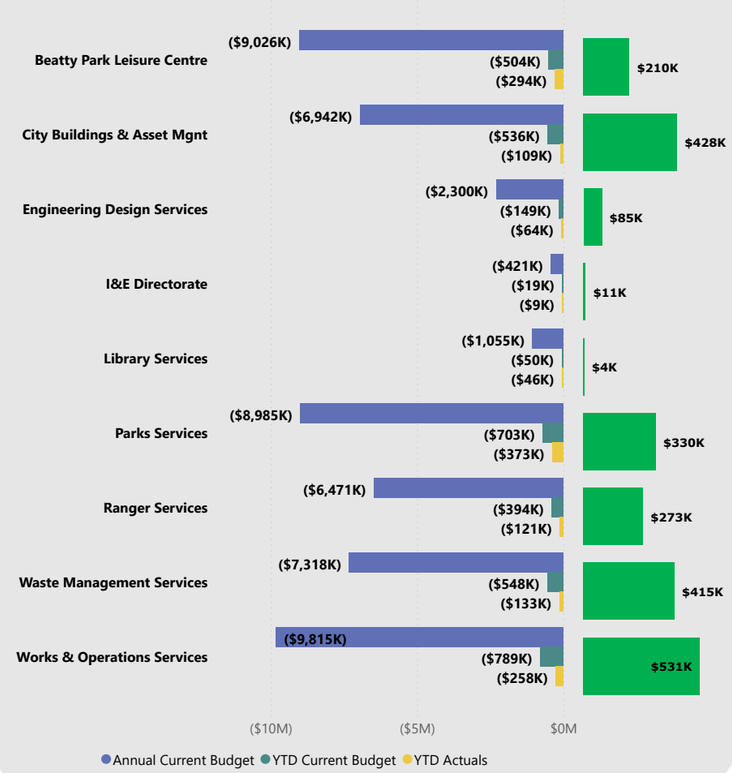
Parks Services
$53k favourable income mostly due to parking management charges for the FIFA Women's World Cup.
$330k favourable expenditure mostly due to timing variances for depreciation $113k, employee costs $98k and contractor expenses $83k.

Ranger Services
$176k favourable income mainly due to parking management charges for the FIFA Women's World Cup.
$273k favourable expenditure due to timing variance in materials and contracts $145k, other expenditure of $71k and depreciation $49k.

Waste Management Services
$100k favourable income mostly due to fees and charges for waste exempt rubbish services and additional waste rubbish bin services.
$415k favourable expenditure mostly due to timing variances for materials and contracts $382k and employee costs $29k.

Works and Operations Services
$531k favourable expenditure mostly due to timing variances of depreciation $446k and materials and contracts $74k.

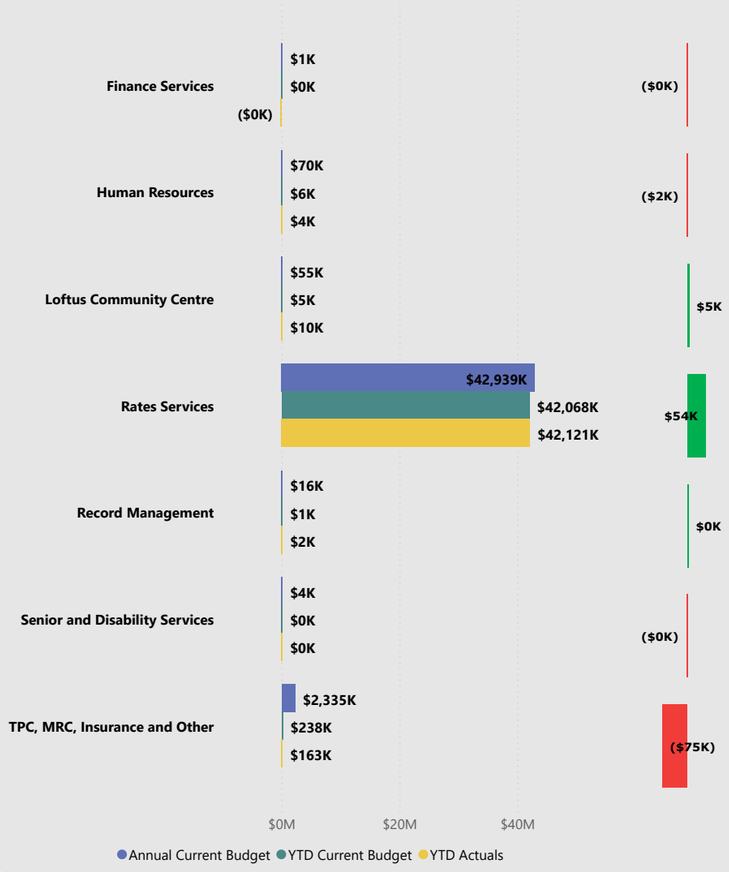
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



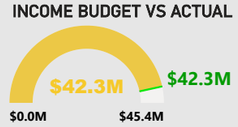
CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
OFFICE OF THE CEO
AS AT 31 JULY 2023

CITY OF VINCENT

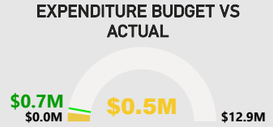
INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME BUDGET VS ACTUAL



EXPENDITURE BUDGET VS ACTUAL



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

Community Development
$26k favourable expenditure due to timing variance for programs and events.

Finance Services
$33k favourable expenditure due to:
- $18k employee costs due to timing variances.
- $13k timing variances for other expenses.

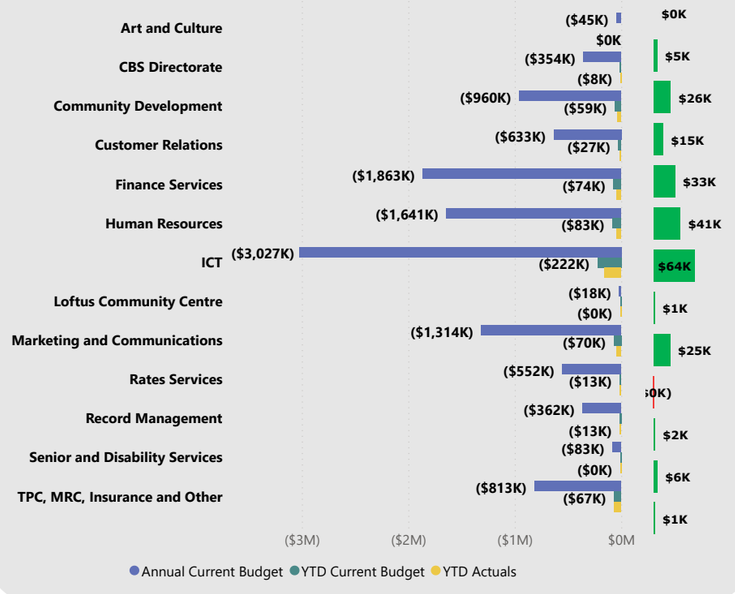
Human Resources
$41k favourable expenditure mostly due to timing variances of employee costs.

Information Communication and Technology
$64k favourable expenditure due to timing variances for consultant fees ($29k), furniture and equipment purchases ($22k) and employee costs ($4k).

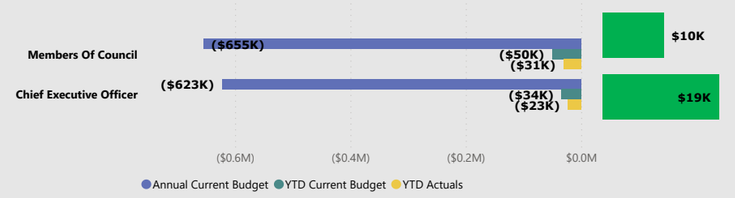
Marketing and Communication
$25k favourable expenditure due to timing variances for materials and contracts.

TPC, MRC, Insurance and other
$75k unfavourable income mostly due to timing variance of the financial assistance grants.

COMMUNITY AND BUSINESS SERVICES DIRECTORATE
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



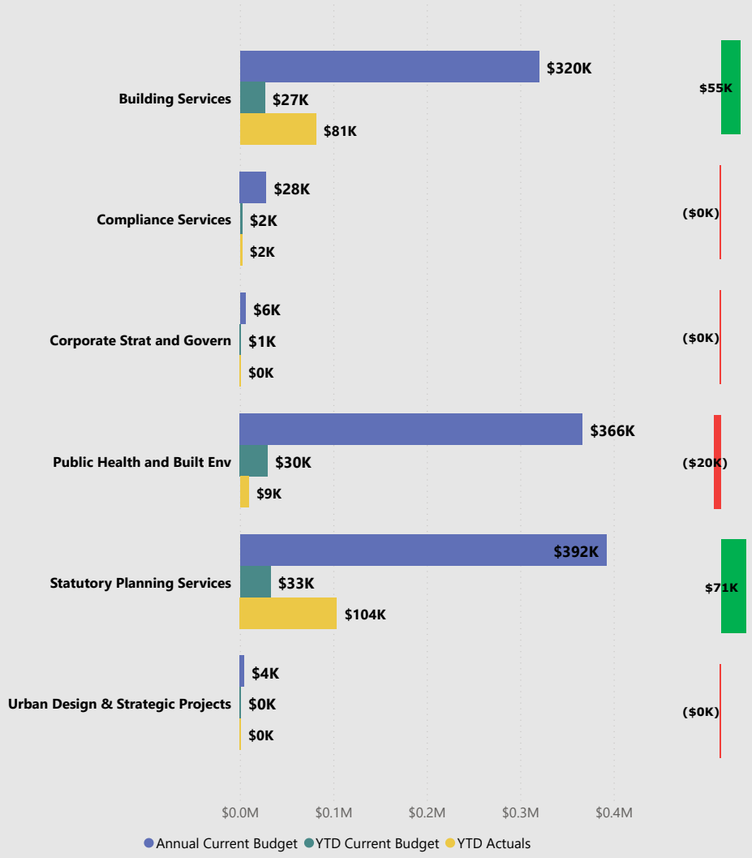
OFFICE OF THE CEO
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



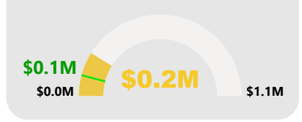
CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
AS AT 31 JULY 2023

CITY OF VINCENT

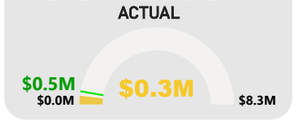
INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME BUDGET VS ACTUAL



EXPENDITURE BUDGET VS ACTUAL



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

Building Services
$55k favourable income mostly due to timing difference in pool inspection fees.

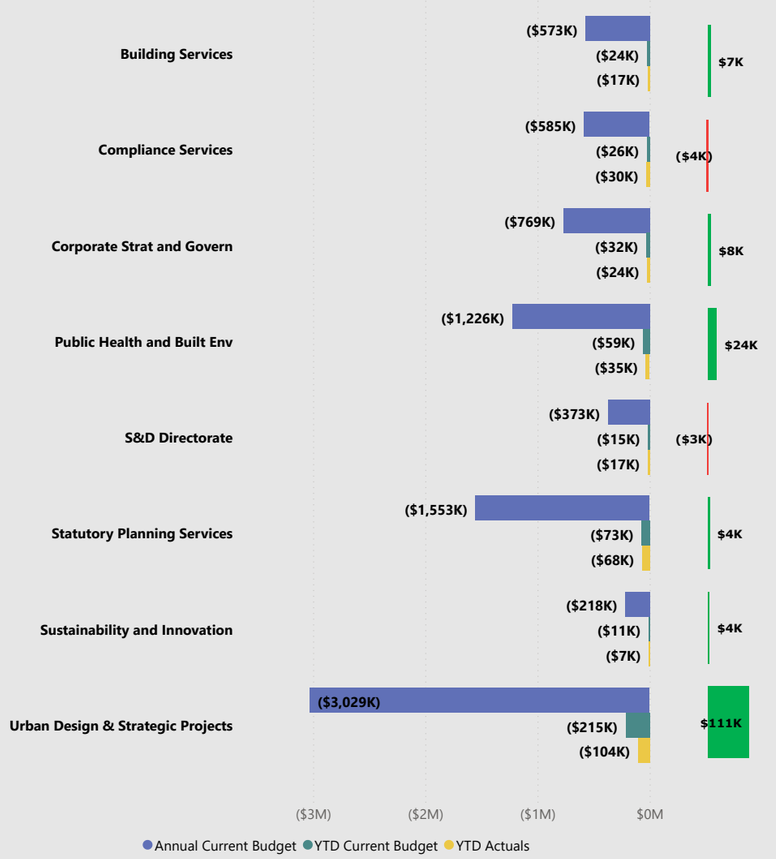
Public Health and Built Environment
$20k unfavourable income mostly due to:
- $15k timing variances in fees and charges.
- $4k timing difference of state grants and subsidies.

$24k favourable variance in expenditure mostly due to timing difference for programmes and events $9k, employee costs $8k and professional services $2k.

Statutory Planning Services
$71k favourable income mostly due to timing difference in income received from development application fees $53k and development application panel fees $19k.

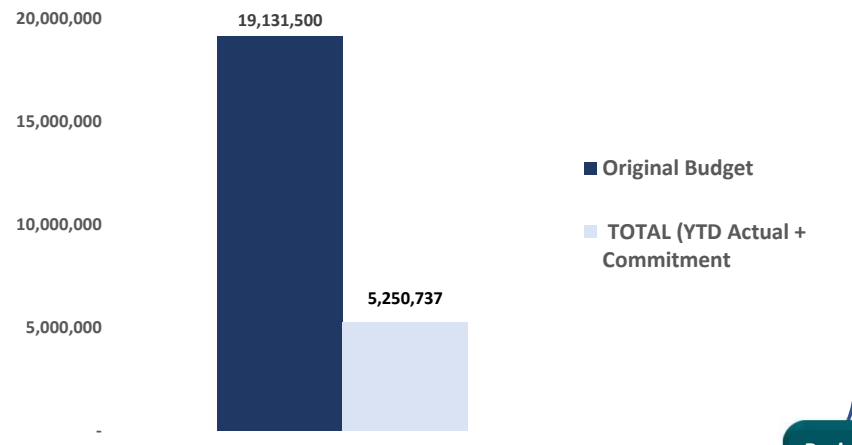
Urban Design & Strategic Projects
$111k favourable expenditure mostly due to:
- $86k timing difference for various programmes and events.
- $23k operating Initiatives due to timing variances.

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

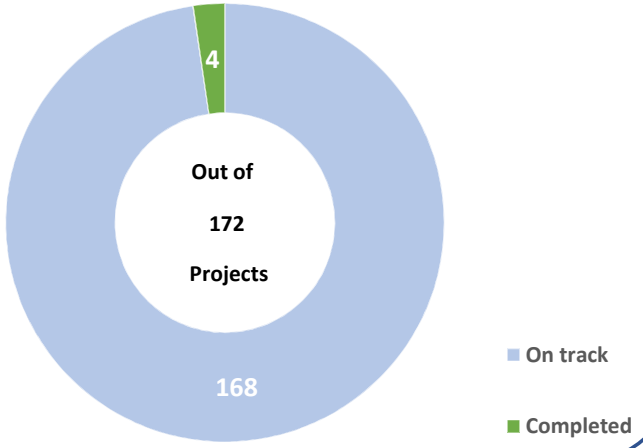


Note 4 - City Of Vincent - Capex Report As At 31 July 2023

Budget vs Total funds spent & committed

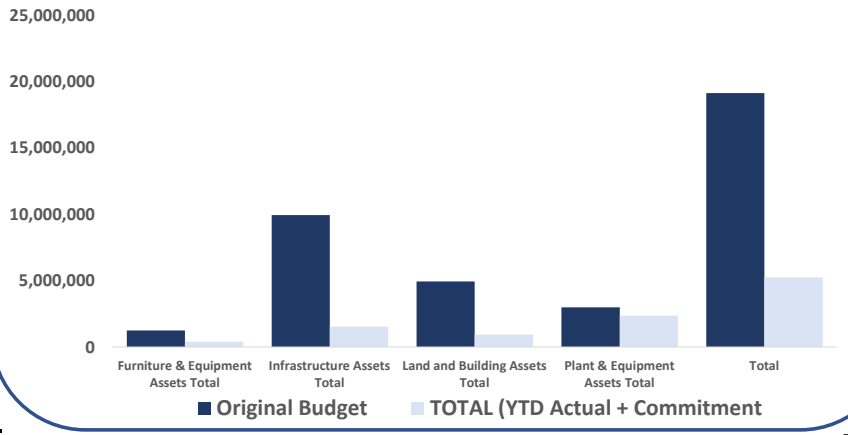


Summary of Project Status

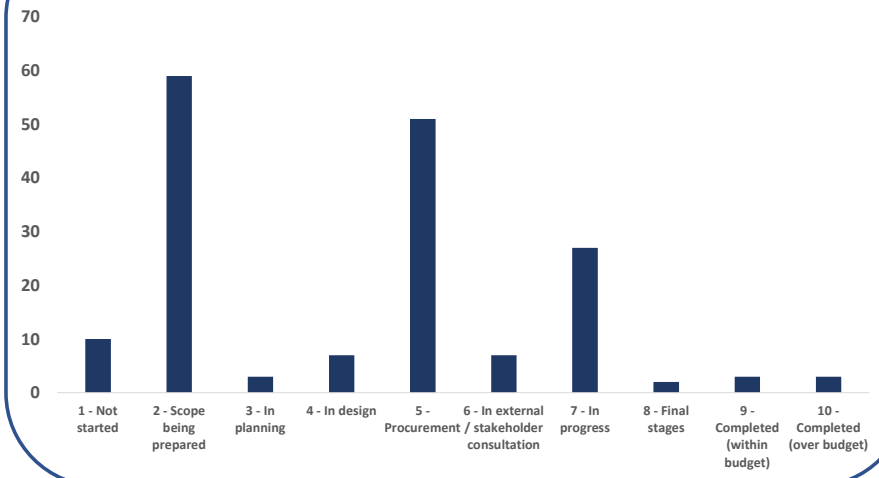


Project Count
172

Summary of Projects Budget vs Total funds spent & committed By Asset Class



Summary of Project Stages



CITY OF VINCENT

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 JULY 2023

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Land and Building Assets									
Air Conditioning & HVAC Renewal									
Air Con & HVAC Renew - Library & Local History Centre	12,301	-	-	-	-	-	On track	2 - Scope being prepared	Researching replacement/scope
Air Con & HVAC Renew - Miscellaneous	50,000	-	-	-	8,650	8,650	On track	2 - Scope being prepared	Developing replacement program
Air Conditioning & HVAC Renewal - Admin	50,000	-	-	-	200	200	On track	2 - Scope being prepared	Scope for timers installed upstairs; consultant for scope
Public Toilet Renewal Program									
Public Toilet Renewal - General Provision	25,000	-	-	-	-	-	On track	2 - Scope being prepared	Painting program being prepared
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand									
Beatty Park Leisure Centre – Heritage Grandstand Renewal	200,000	-	0	(0)	-	0	On track	1 - Not started	
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	22,629	-	-	-	-	-	Completed	9 - Completed (within budget)	Retention to be paid this FY
BPLC - Construction of Indoor Changerooms									
BPLC – Construc & Fit Out Indoor Pool Changerooms	650,000	-	2,330	(2,330)	34,936	37,266	On track	5 - Procurement	RFT closed and evaluated - Council report August OCM
North Perth Bowling Club Toilet & changeroom refurbishment									
North Perth Bowling Club	165,000	-	400	(400)	121,825	122,225	On track	5 - Procurement	Start works on 31 July
Litis Stadium changeroom redevelopment									
Infrastructure Works - Litis Stadium	1,560,799	-	-	-	11,121	11,121	On track	7 - In progress	RFT closes 27th July
Beatty Park Leisure Centre - Facilities Infrastructure Renewal									
BPLC - Pool Tiling Works	800,000	-	-	-	547,606	547,606	On track	2 - Scope being prepared	Council approval 25th July
Plant room remedial works	100,000	-	-	-	11,853	11,853	On track	7 - In progress	Deveoping works program
BPLC - Facilities Infrastructure Renewal	350,000	-	4,324	(4,324)	50,265	54,589	On track	7 - In progress	Project on a page updated and works being programed
Miscellaneous Asset Renewal (City Buildings)									
Misc Asset Renewal - City buildings	50,000	-	-	-	-	-	On track	2 - Scope being prepared	Reactive renewal and small renewals planned
Solar Photovoltaic System Installation									
Solar Installation (Belgravia/Gymnastics WA)	109,400	-	-	-	-	-	On track	2 - Scope being prepared	In progress
Solar Installation - DLGSC Building	98,688	-	-	-	35,880	35,880	On track	7 - In progress	Works in progress
Water and Energy Efficiency Initiatives									
Water and Energy Efficiency Initiatives	75,000	-	-	-	-	-	On track	2 - Scope being prepared	Works program being prepared
Land and Building Asset Renewal Projects									
Admin Building - Additional Meeting Spaces	73,000	-	-	-	18,005	18,005	On track	7 - In progress	Works in progress
Administration Centre Renewals	100,000	-	-	-	-	-	On track	2 - Scope being prepared	Design being prepared
Leederville Oval Stad Fac Renewal (Leased)	316,629	-	-	-	29,444	29,444	On track	5 - Procurement	RFT closed
Replace electrical distibution boards - multiple buildings - post asbestos removal	30,000	-	-	-	-	-	On track	2 - Scope being prepared	Reviewing program
Modifications to Litis Stadium Underpass	30,000	-	-	-	56,535	56,535	On track	6 - In external / stakeholder consultation	In progress for External comms
Non Fixed Asset Renewals - Works Depot	20,000	-	-	-	5,000	5,000	On track	2 - Scope being prepared	In progress
Lease Property Non Scheduled Renewal	50,000	10,000	-	10,000	-	-	On track	2 - Scope being prepared	Lease building renewals - program being developed
Land and Building Assets Total	**4,938,446**	**10,000**	**7,054**	**2,946**	**931,320**	**938,374**			

CITY OF VINCENT

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 JULY 2023

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Furniture & Equipment Assets									
ICT Renewal Program									
ICT Infrastructure Renewal	45,000	-	31,814	(31,814)	35,610	67,424	On track	7 - In progress	Timing difference
Enterprise Applications Upgrades									
Enterprise Applications Upgrade	100,000	-	-	-	26,414	26,414	On track	7 - In progress	
Beatty Park Leisure Centre - Furniture & Equipment									
BPLC Non-Infrastructure Fixed Asset Renewal	159,573	-	1,153	(1,153)	2,395	3,548	On track	7 - In progress	
BPLC - Non Fixed Assets Renewal	60,050	-	500	(500)	10,598	11,098	On track	2 - Scope being prepared	
Public Arts Projects									
COVID-19 Artwork relief project	172,000	-	-	-	172,000	172,000	On track	7 - In progress	
Accessible City Strategy Implementation Program									
Accessible City Strategy Implementation - Capex for future years subject to Cash-in Lieu Reserve Funds received	500,000	42,000	-	42,000	90,345	90,345	On track	7 - In progress	Link and Place Guidelines progressing
Parking Machines Asset Replacement Program									
Parking Infrastructure Renewal Program	212,575	-	-	-	26,012	26,012	On track	7 - In progress	In process -Project scoping ongoing
Furniture & Equipment Assets Total	**1,249,198**	**42,000**	**33,467**	**8,533**	**363,374**	**396,841**			

CITY OF VINCENT

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 JULY 2023

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Plant & Equipment Assets									
Fleet Management Program									
P1276 - Toyota Corolla Hybrid Hatch	40,000	-	-	-	-	-	On track	5 - Procurement	
P1272 - Nissan Leaf BEV Hatch	50,000	-	-	-	-	-	On track	5 - Procurement	
P2210 - Nissan Navara Dual Cab	40,000	-	-	-	35,880	35,880	On track	5 - Procurement	
P2207 - Nissan Navara Dual Cab	40,000	-	-	-	35,880	35,880	On track	5 - Procurement	
P2203 - Nissan Navara King Cab Ttop	45,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P1264 - Toyota Camry	28,000	-	-	-	33,936	33,936	On track	5 - Procurement	
P1267 - Toyota Camry Hybrid SL	45,000	-	-	-	-	-	On track	5 - Procurement	
P1275 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P1274 - Nissan Leaf BEV Hatch	25,000	-	-	-	-	-	On track	5 - Procurement	
P1269 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P1277 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P1278 - Toyota Corolla Hybrid Sedan	25,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P1263 - Toyota Corolla Hybrid	40,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P2182 - Toyota Hilux Workmate Ttop	25,000	-	-	-	-	-	On track	5 - Procurement	
P2208 - Nissan Navara	40,000	-	-	-	64,558	64,558	On track	5 - Procurement	
P2206 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2205 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2204 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2202 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2201 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P1280 - Toyota Corolla Hybrid Sedan	25,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P1279 - Toyota Camry Hybrid SL	28,000	-	-	-	-	-	On track	5 - Procurement	
P2200 - VOLKSWAGEN Caddy Maxi TDI250	45,000	-	-	-	-	-	On track	5 - Procurement	
P1273 - Nissan Leaf BEV Hatch	50,000	-	-	-	-	-	On track	5 - Procurement	
P2209 - VW Caddy Maxi TDI250	40,000	-	-	-	-	-	On track	5 - Procurement	
P2171 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	-	-	On track	5 - Procurement	
P2170 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	-	-	On track	5 - Procurement	
P2168 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P1258 - Toyota Corolla Hybrid Hatch	23,500	-	-	-	34,430	34,430	On track	5 - Procurement	
P2199 - Nissan Navara King Cab Ttop	40,000	-	-	-	35,880	35,880	On track	5 - Procurement	
P2190 - Mitsubishi Triton Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2196 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2195 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2194 - Nissan Navara King Cab Ttop	40,000	-	-	-	42,033	42,033	On track	5 - Procurement	
P2198 - Nissan Navara King Cab Ttop	40,000	-	-	-	64,558	64,558	On track	5 - Procurement	
Major Plant Replacement Program									
Heavy Fleet Replacement Program	1,396,340	-	-	-	1,122,242	1,122,242	On track	5 - Procurement	
5 Tonne Rubbish Compactor Small Rear Loader	337,000	-	-	-	336,040	336,040	On track	7 - In progress	
Artlets									
Artlets - Public Art - Sculpture	20,000	-	12,000	(12,000)	2,400	14,400	On track	7 - In progress	
Plant & Equipment Assets Total	**2,997,840**	**-**	**12,000**	**(12,000)**	**2,361,135**	**2,373,135**			

CITY OF VINCENT

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 JULY 2023

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Infrastructure Assets									
Robertson Park Development Plan - Stage 1									
Preliminaries	70,000	-	-	-	-	-	On track	2 - Scope being prepared	
Tennis Centre - Multisport Courts resurfacing, fencing, floodlighting, entry zone, signage, and supporting landscape and drainage works	868,000	-	-	-	-	-	On track	2 - Scope being prepared	
Parks Fencing Renewal Program									
Multicultural Gardens - renew perimeter fencing	20,000	-	-	-	17,530	17,530	On track	7 - In progress	Works to occur September/October school holidays
Royal Park - renew volleyball court fencing	30,000	-	-	-	-	-	On track	6 - In external / stakeholder consultation	Design consultation in progress
Parks Irrigation Upgrade &Renewal Program									
Sutherland St - renew irrigation, groundwater bore and electrical cabinet	75,000	-	-	-	-	-	On track	1 - Not started	To commence
Axford Park - renew in-ground irrigation system and electrical cabinet	80,000	-	-	-	-	-	On track	1 - Not started	To commence
Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal	145,000	-	-	-	-	-	On track	1 - Not started	To commence
Charles Veryard - renew in-ground irrigation system and electrical cabinet	250,000	-	-	-	3,950	3,950	On track	2 - Scope being prepared	Procurement plan to be authorised then advertised on WALGA eQuotes early August
Forrest Park - renew groundwater bore	45,000	-	-	-	-	-	On track	1 - Not started	To commence
Britannia Reserve - renew groundwater bore (south) No 40	45,000	-	-	-	-	-	On track	1 - Not started	To commence
Road Maintenance Programs – MRRG									
Annual MRRG Program - bgt to be split	119,963	-	-	-	18,774	18,774	On track	2 - Scope being prepared	
MRRG - ANZAC Road (Sasse Av RAB)	63,136	-	-	-	-	-	On track	2 - Scope being prepared	
MRRG - Brady St (A) - Powis St to Tasman	200,049	-	-	-	1,250	1,250	On track	2 - Scope being prepared	
MRRG - Loftus St NB (A) - Leederville Pde to Vincent St	247,921	-	-	-	-	-	On track	2 - Scope being prepared	
MRRG - Loftus St SB (B) - Leederville Pde to Vincent St	310,500	-	-	-	-	-	On track	2 - Scope being prepared	
MRRG - Lord St - Harold St to Walcott St	168,431	-	-	-	-	-	On track	2 - Scope being prepared	
Fitzgerald St (2) - Newcastle to Carr	-	-	3,405	(3,405)	5,979	9,384	Completed	9 - Completed (within budget)	23FY carried forward project
Beaufort St (2) - Bulwer to Lincoln	-	-	9,555	(9,555)	8,472	18,026	Completed	10 - Completed (over budget)	23FY carried forward project
Road Maintenance Programs – Local Road Program									
Annual Local Roads Program - bgt to be split	1,633,933	-	-	-	-	-	On track	4 - In design	
LRP - Albert Street – Barnet Street to Charles Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Amy Street - Lake Street to End	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Barnert Street - Bourke Street to Barnet Place	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Barnet Place - Barnet Street to Cul-De-Sac	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Blake Street - Norham Street to Walcott Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Bondi Street - Cul-De-Sac to Matlock Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Chamberlain Street - Loftus Street to Pennant Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Dunedin Street - Woodstock Street to Scarborough Beach Road	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Haley Avenue - Bruce Street to Richmond Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Hardy Street - Howlett Street to Scarborough Beach Road	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Howlett Street - Pennant Street to Charles Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Kadina Street - Barnet Place to Charles Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Macedonia Place - Albert Street to Cul-De-Sac	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Melrose Street - Oxford Street to End	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Pennant Street - Kadina Street to Scarborough Beach Road	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Richmond Street - Oxford Street to Leicester Street	-	-	-	-	-	-	On track	2 - Scope being prepared	

CITY OF VINCENT

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 JULY 2023

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
LRP - Stuart Street - Fitzgerald Street to Lake Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Tay Place - Albert Street to Kadina Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - The Boulevard - Britannia Road to Anzac Road	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - View Street to Alma Road	-	-	-	-	-	-	On track	2 - Scope being prepared	
LRP - Stamford Street – Melrose Street to Freeway off Ramp	-	-	-	-	-	-	On track	2 - Scope being prepared	
Guildford Rd - Walcott to East Parade	-	-	11,506	(11,506)	19,132	30,637	On track	9 - Completed (within budget)	23FY carried forward project
Parks Greening Plan Program									
Greening program - Robertson Park	50,000	-	-	-	-	-	On track	7 - In progress	
Greening plan	261,550	-	-	-	12,821	12,821	On track	4 - In design	Plan being developed for 2023/24
						-			
Traffic Management Improvements						-			
Britannia Road Improvements	40,000	-	-	-	-	-	On track	4 - In design	
Minor Traffic Management Improvements	124,339	-	-	-	8,893	8,893	On track	7 - In progress	
Harold and Lord St Intersection	22,850	-	-	-	-	-	On track	7 - In progress	
Alma/Claverton Local Area Traffic Management	-	-	853	(853)	50,532	51,385	Completed	10 - Completed (over budget)	23FY carried forward project
Parks Playground / Exercise Equipment Upgrade & Renewal Program									
Weld Square - replace basketball backboards	10,000	-	-	-	-	-	On track	1 - Not started	
Kyilla Park - soft fall replacement	60,000	-	-	-	59,200	59,200	On track	5 - Procurement	Quotes being sought
Braithwaite Park - playground and soft fall replac (south)	150,000	-	-	-	-	-	On track	2 - Scope being prepared	Consultation being developed
Ellesmere/Matlock St Res - repl playground soft fall	10,000	-	-	-	-	-	On track	5 - Procurement	Quotes being sought
Menzies Park - replace playground soft fall	50,000	-	-	-	-	-	On track	5 - Procurement	Quotes being sought
Ellesmere Street Reserve - replace playground soft fall	80,000	-	-	-	68,540	68,540	On track	5 - Procurement	Quotes being sought
Ellesmere Street Reserve - replace playground shade sails	18,000	-	-	-	-	-	On track	5 - Procurement	Quotes being sought
Cricket Wicket Renewal Program	25,000	-	-	-	19,560	19,560	On track	5 - Procurement	Quotes being sought
Parks Infrastructure Upgrade & Renewal Program									
Smith`s Lake - resurfacing of boardwalk	25,000	-	-	-	-	-	On track	3 - In planning	Meeting with contractors to be arranged
Street / POS furniture renewal - Town Centres	5,000	-	-	-	-	-	On track	1 - Not started	
Hyde Street Reserve - replace Gazebo	10,000	-	-	-	-	-	On track	3 - In planning	Meeting with contractors to be arranged
Parks Infrastructure Upgrade & Renewal - BBQ provision	45,000	-	-	-	-	-	On track	7 - In progress	Procurement in progress
Hyde Park - Renewal of path lighting poles	-	-	75,910	(75,910)	-	75,910	On track	7 - In progress	23FY carried forward project
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	198,000	-	-	-	71,200	71,200	On track	5 - Procurement	
Gully Soak-well and Minor Drainage Improvement Program									
Mt Hawthorn West Drain Improv – Stage 1	40,000	-	-	-	40,000	40,000	On track	5 - Procurement	
Gully Soak Well Program	134,710	-	1,415	(1,415)	-	1,415	On track	5 - Procurement	
Minor Drainage Improvement Program	639,838	-	2,665	(2,665)	277,016	279,681	On track	5 - Procurement	Drainage study to be conducted - approximately 6 months
Road Maintenance Programs – State Black Spot									
State Black Spot Programs scheduled annually	80,000	-	-	-	-	-	On track	2 - Scope being prepared	
Blackspot - Fitzgerald/Lawley, West Perth	74,940	-	5,016	(5,016)	5,509	10,526	On track	6 - In external / stakeholder consultation	Conditional delivery in December 2023
Blackspot - Fitzgerald/Forrest, North Perth	36,690	-	-	-	1,734	1,734	On track	6 - In external / stakeholder consultation	Conditional delivery in December 2023
Blackspot - Broome/Wright, Highgate	248,400	-	-	-	-	-	On track	6 - In external / stakeholder consultation	Extension received from Main Roads due to Western Power services issue
Blackspot - Intersection of Beaufort and Harold Street	150,000	-	-	-	-	-	On track	6 - In external / stakeholder consultation	Conditional delivery in December 2023
Blackspot - Brady Street & Tasman Street	-	-	-	-	-	-	On track	2 - Scope being prepared	

CITY OF VINCENT

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 JULY 2023

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
William/Forrest - instal traffic island on eastern leg of Forrest St and provide additional STOP sign	-	-	854	(854)	-	854	On track	8 - Final stages	23FY carried forward project
Road Maintenance Programs – Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split	233,740	-	-	-	-	-	On track	2 - Scope being prepared	
R2R - Brentham Street - Egina and Raglan	-	-	-	-	-	-	On track	2 - Scope being prepared	
R2R - Egina Street - Scarborough Beach Road to Berryman Street	-	-	-	-	-	-	On track	2 - Scope being prepared	
Car Parking Upgrade/RenewalProgram									
Accessibility audits and proposed project implementation	50,000	-	-	-	-	-	On track	2 - Scope being prepared	
Macedonia Place Car Park	50,000	-	-	-	34,990	34,990	On track	2 - Scope being prepared	
ASeTTS Car Park - 286 Beaufort Street	20,000	-	-	-	-	-	On track	2 - Scope being prepared	
Access and Inclusion (DAIP) – ACROD Parking Improve Program	60,000	-	-	-	-	-	On track	7 - In progress	Audit has been completed. Preparing for analysis of the audit and costings to implement
Minor Capital Improv of City Car Parks (General Provision)	37,000	-	4,648	(4,648)	8,251	12,900	On track	2 - Scope being prepared	
Public Open Space Strategy Implementation Plan									
Birdwood Square - Public Toilets	294,000	-	-	-	-	-	On track	2 - Scope being prepared	
Public Open Space Strategy Implementatio	30,000	-	1,750	(1,750)	-	1,750	On track	2 - Scope being prepared	Project locations being determined
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	50,000	-	-	-	6,491	6,491	On track	2 - Scope being prepared	
Community Safety Initiatives									
Laneway Lighting Program	120,000	-	-	-	7,950	7,950	On track	5 - Procurement	Laneways have been identified and quotes being sought
Banks Reserve Master Plan Implementation									
Walter`s Brook Crossing	200,000	-	-	-	9,756	9,756	On track	2 - Scope being prepared	
Footpath Upgrade and Renewal Program									
Footpath Upgrade and Renewal Program	269,682	-	7	(7)	1,940	1,947	On track	7 - In progress	
Haynes Street Reserve Development Plan Implementation									
Haynes St Reserve Development Plan 1 & 2	147,841	47,841	1,270	46,571	18,105	19,375	On track	7 - In progress	
Rights of Way Rehabilitation Program									
Rights of Way Rehab Program	173,000	-	27,589	(27,589)	65,706	93,296	On track	7 - In progress	Ongoing works
Parks Eco-Zoning Program									
Jack Marks Reserve - Eco-zoning	10,000	-	-	-	-	-	On track	4 - In design	Designs to be developed for consultation. Implimentation April-June
Blackford Street Reserve - Eco-zoning	10,000	-	-	-	-	-	On track	4 - In design	Designs to be developed for consultation. Implimentation April-June
Monmouth Street	8,136	-	-	-	-	-	On track	6 - In external / stakeholder consultation	On hold pending review of POS options in area
Charles Veryard Reserve - Eco-zoning	-	-	741	(741)	4,753	5,494	On track	10 - Completed (over budget)	23FY carried forward project
Parks Pathways Renewal Program									
Redfern/Norham St Res - re-asphalt existing bitumen pathways	5,000	-	-	-	-	-	On track	1 - Not started	To commence
Tony Di Scerni Pathway - re-asphalt existing bitumen pathways	100,000	-	-	-	-	-	On track	4 - In design	Works commencing September 18 to mid-October

CITY OF VINCENT

CITY OF VINCENT
NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 JULY 2023

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Car Parking Upgrade/Renewal Program									
HBF Stadium Car Park	49,250	-	-	-	-	-	On track	1 - Not started	Overlay will be done after FIFA Women's World Cup.
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	86,651	-	-	-	-	-	On track	4 - In design	To refer to Bus Shelter Program. Various Works
Parks Playground / Exercise Equipment Upgrade & Renewal Program									
Ivy Park - upgrade/repl playground equipment	89,934	-	187	(187)	90,000	90,187	On track	7 - In progress	Installation 26/7/23 - 4/8/23
Lynton St Res - Renew/rep playground equipment	79,932	-	-	-	80,000	80,000	On track	7 - In progress	Installation works commenced. Expected completion August 2023.
Charles Veryard Res - Replacl playground	59,904	-	-	-	60,000	60,000	On track	7 - In progress	Installation 7/8/23 - 18/8/23
Street Lighting Renewal Program									
Beaufort St - Art Deco Median Lighting Renewal	127,000	-	-	-	-	-	On track	8 - Final stages	
Street Lighting Upgrade Program	91,843	-	-	-	1,208	1,208	On track	7 - In progress	Program to be reviewed.
Skate Space at Britannia Reserve									
Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	311,353	-	-	-	315,776	315,776	On track	5 - Procurement	
North Perth Town Centre Place Plan									
Tree Up Lighting	60,000	-	-	-	-	-	On track	3 - In planning	
Bicycle Network									
Bicycle Network - Travel Smart Actions	10,500	-	-	-	-	-	On track	2 - Scope being prepared	
Bicycle Network	150,000	-	-	-	-	-	On track	2 - Scope being prepared	Scope and modelling to be conducted
Infrastructure Assets Total	**9,946,016**	**47,841**	**147,371**	**(99,530)**	**1,395,017**	**1,542,388**			
Grand Total	**19,131,500**	**99,841**	**199,892**	**(100,051)**	**5,050,845**	**5,250,737**			

Summary	Original Budget	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	%
Land and Buildings	4,938,446	10,000	7,054	0.14%
Furniture and Equipment	1,249,198	42,000	33,467	2.68%
Plant and Equipment	2,997,840	-	12,000	0.40%
Infrastructure Assets	9,946,016	47,841	147,371	1.48%
Total	**19,131,500**	**99,841**	**199,892**	**1.04%**

Funding	Original Budget	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	%
Own Source Funding - Municipal	8,562,929	42,923	171,750	98.0%
Cash Backed Reserves	5,934,019	56,918	28,142	99.5%
Capital Grants, Contributions and Loans	3,703,747	-	-	100.0%
Other (Disposals/Trade In)	930,805	-	-	100.0%
Total	**19,131,500**	**99,841**	**199,892**	**98.96%**

CITY OF VINCENT

CITY OF VINCENT
NOTE 5 - CASH BACKED RESERVES
AS AT 31 JULY 2023

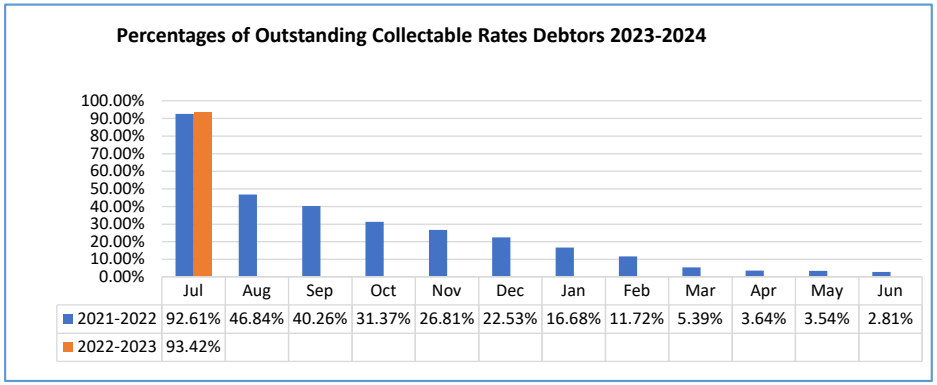
Reserve Particulars	Budget Opening Balance 01/07/2023	Actual Opening Balance 01/07/2023	Budget Transfers to Reserve 31/07/2023	YTD Actual Transfers to Reserve 31/07/2023	Budget Interest Earned 31/07/2023	YTD Actual Interest Earned 31/07/2023	Budget Transfers from Reserve 31/07/2023	YTD Actual Transfers from Reserve 31/07/2023	Budget Closing Balance 31/07/2023	Actual Closing Balance 31/07/2023
	$	$	$	$	$	$	$	$	$	$
Asset Sustainability Reserve	7,368,624	7,263,661	279,528	929,824	10,423	20,876	0	(9,719)	7,658,575	8,204,642
Beatty Park Leisure Centre Reserve	308,340	251,425	0	0	372	745	(7,083)	(1,153)	301,629	251,017
Cash in Lieu Parking Reserve	1,200,761	1,278,592	1,315	0	730	1,462	0	0	1,202,806	1,280,054
Hyde Park Lake Reserve	165,950	165,950	0	0	277	555	0	0	166,227	166,505
Land and Building Acquisition Reserve	307,816	307,816	0	0	513	1,027	0	0	308,329	308,843
Leederville Oval Reserve	71,705	71,705	0	0	120	240	0	0	71,825	71,945
Loftus Community Centre Reserve	141,125	142,550	0	0	235	471	0	0	141,360	143,020
Loftus Recreation Centre Reserve	232,511	244,631	5,420	5,633	496	993	0	0	238,427	251,257
Office Building Reserve - 246 Vincent Street	212,455	205,855	0	0	354	709	0	0	212,809	206,564
Parking Facility Reserve	109,375	109,375	0	0	182	365	0	0	109,557	109,740
Percentage For Public Art Reserve	268,947	284,947	0	0	78	156	(18,500)	(16,000)	250,525	269,103
Plant and Equipment Reserve	131	131	0	0	0	0	0	0	131	131
POS reserve - General	652,650	744,726	66,666	782,195	2,343	4,693	(3,987)	0	717,672	1,531,614
POS reserve - Haynes Street	88,049	88,604	3,376	3,376	48	96	(8,333)	(1,270)	83,140	90,806
State Gymnastics Centre Reserve	129,617	115,922	1,075	1,032	238	477	0	0	130,930	117,431
Strategic Waste Management Reserve	30,089	30,089	19,177	228,176	434	869	0	0	49,700	259,134
Tamala Park Land Sales Reserve	3,273,250	3,271,415	138,889	0	8,238	16,499	0	0	3,420,377	3,287,915
Underground Power Reserve	2,448,925	2,433,151	0	0	4,084	8,180	0	0	2,453,009	2,441,330
Waste Management Plant and Equipment Reserve	228,176	228,176	0	0	0	0	(19,015)	(228,176)	209,161	0
	17,238,497	**17,238,721**	**515,446**	**1,950,236**	**29,165**	**58,413**	**(56,918)**	**(256,318)**	**17,726,190**	**18,991,052**

CITY OF VINCENT
NOTE 6 - RECEIVABLES (RATING & OTHER DEBTORS)
FOR THE MONTH ENDED 31 JULY 2023

CITY OF VINCENT

Rates Outstanding

	Total
Balance from Previous Year	623,048
Rates Levied - Initial	42,045,635
Rates Levied - Interims	0
Rates Waived	0
Non Payment Penalties	60,365
Other Rates Revenue	177,687
Total Rates Collectable	**42,906,734**
Outstanding Rates	40,082,795
ESL Debtors	6,845,868
Pensioner Rebates Not Yet Claimed	1,103,753
ESL Rebates Not Yet Claimed	281,164
Deferred Rates Debtors	(144,007)
Current Rates Outstanding	**48,169,574**



Receivable - Other Debtors

DESCRIPTION	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	$	$	$	$	$
DEBTOR CONTROL - HEALTH LICENCES	(220)	491	(3,172)	142,768	139,866
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	193,788	193,788
DEBTOR CONTROL - PROPERTY INCOME	252,271	60	169	4,165	256,664
DEBTOR CONTROL - RECOVERABLE WORKS	1,325	0	0	(395)	930
DEBTOR CONTROL - OTHER	602,436	596	82	78,754	681,869
DEBTOR CONTROL - PLANNING SERVICES FEES	0	32	32	255	319
DEBTOR CONTROL - GST	(497,740)	499,064	71,098	(72,422)	0
DEBTOR CONTROL - INFRINGEMENT	196,700	95,730	83,083	1,054,476	1,429,989
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 30/06/2023	**554,772**	**595,973**	**151,292**	**963,820**	**2,265,856**
	24.5%	**26.3%**	**6.7%**	**42.5%**	**100.0%**
ACCRUED INCOME					174,436
ACCRUED INTEREST					570,132
PREPAYMENTS					1,939,159
TOTAL TRADE AND OTHER RECEIVABLES					**4,949,582**

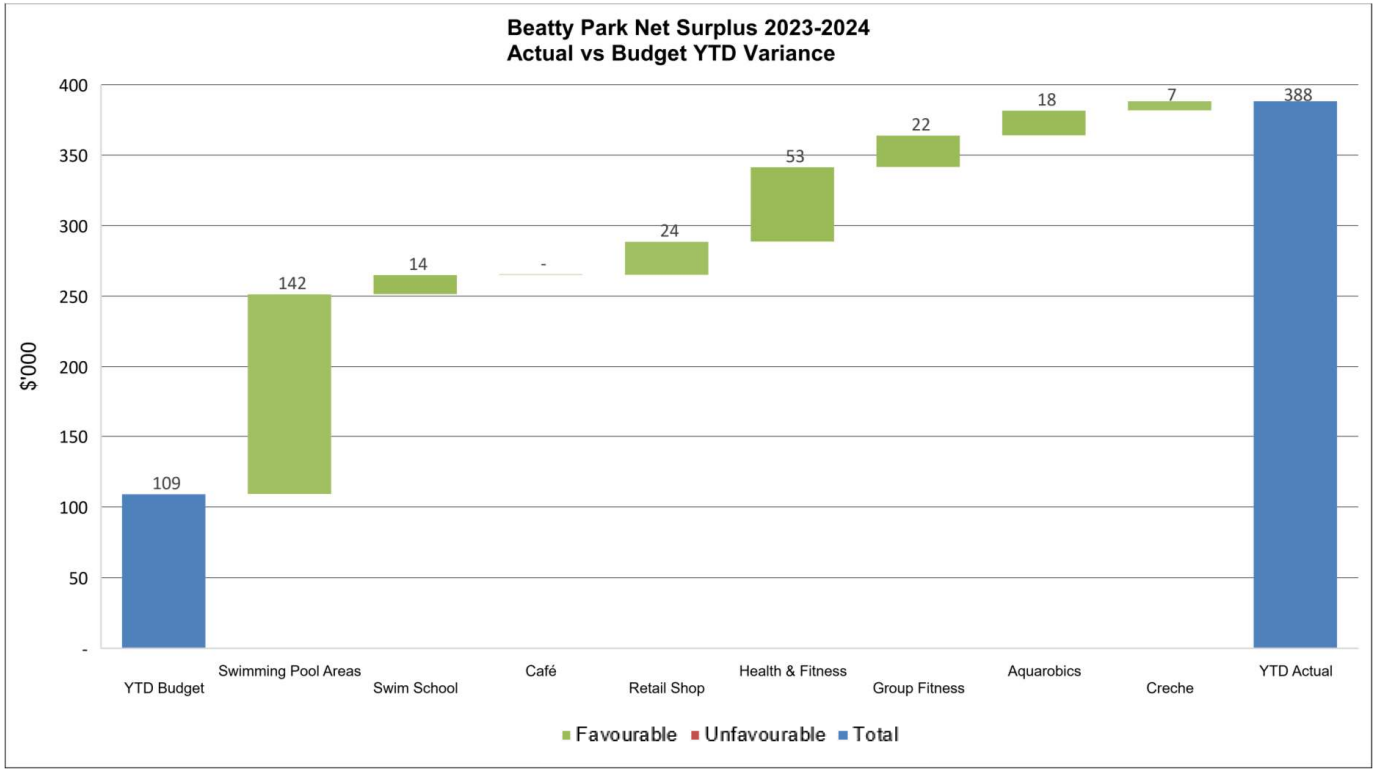
CITY OF VINCENT

CITY OF VINCENT
NOTE 7 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 31 JULY 2023

	Original Budget 2023/24	YTD Budget Jul-23	YTD Actuals Jul-23	YTD Actuals Jul-22	Month Actuals Jul-23	Month Actuals Jul-22
	$	$	$	$	$	$
ADMINISTRATION						
Revenue	0	0	0	(36,929)	0	(36,929)
Expenditure	0	0	0	36,576	0	36,576
Surplus/(Deficit)	**0**	**0**	**0**	**(354)**	**0**	**(354)**
SWIMMING POOLS AREA						
Revenue	2,550,517	168,511	163,457	171,724	163,457	171,724
Expenditure	(4,477,895)	(275,824)	(128,599)	(132,195)	(128,599)	(132,195)
Surplus/(Deficit)	**(1,927,378)**	**(107,313)**	**34,858**	**39,529**	**34,858**	**39,529**
SWIM SCHOOL						
Revenue	2,038,129	168,865	186,209	162,686	186,209	162,686
Expenditure	(1,435,521)	(61,389)	(65,014)	(55,763)	(65,014)	(55,763)
Surplus/(Deficit)	**602,608**	**107,476**	**121,194**	**106,922**	**121,194**	**106,922**
CAFÉ						
Revenue	0	0	0	0	0	0
Expenditure	0	0	0	0	0	0
Surplus/(Deficit)	**0**	**0**	**0**	**0**	**0**	**0**
RETAIL SHOP						
Revenue	726,402	38,112	46,661	37,202	46,661	37,202
Expenditure	(578,307)	(29,300)	(14,185)	(21,615)	(14,185)	(21,615)
Surplus/(Deficit)	**148,095**	**8,812**	**32,475**	**15,586**	**32,475**	**15,586**
HEALTH & FITNESS						
Revenue	2,109,626	169,115	192,977	156,664	192,977	156,664
Expenditure	(1,354,156)	(74,220)	(45,231)	(48,259)	(45,231)	(48,259)
Surplus/(Deficit)	**755,470**	**94,895**	**147,746**	**108,405**	**147,746**	**108,405**
GROUP FITNESS						
Revenue	746,431	59,307	65,871	54,696	65,871	54,696
Expenditure	(709,084)	(42,949)	(27,103)	(30,239)	(27,103)	(30,239)
Surplus/(Deficit)	**37,347**	**16,358**	**38,767**	**24,458**	**38,767**	**24,458**
AQUAROBICS						
Revenue	300,112	24,047	24,711	22,519	24,711	22,519
Expenditure	(534,215)	(23,515)	(6,515)	(6,152)	(6,515)	(6,152)
Surplus/(Deficit)	**(234,103)**	**532**	**18,197**	**16,367**	**18,197**	**16,367**
CRECHE						
Revenue	79,938	6,549	6,291	6,176	6,291	6,176
Expenditure	(367,324)	(18,162)	(11,195)	(9,679)	(11,195)	(9,679)
Surplus/(Deficit)	**(287,386)**	**(11,613)**	**(4,904)**	**(3,503)**	(4,904)	(3,503)
Net Surplus/(Deficit)	**(905,347)**	**109,147**	**388,334**	**307,411**	**388,334**	**307,411**
Less: Depreciation	(1,446,544)	(120,545)	0	0	**0**	0
Surplus/(Deficit)	**541,197**	**229,692**	**388,334**	**307,411**	**388,334**	**307,411**

CITY OF VINCENT
NOTE 7 - STATEMENT OF FINANCIAL ACTIVITY
BY SERVICE - GRAPH
AS AT 31 JULY 2023

CITY OF VINCENT



7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 JULY 2023 TO 31 JULY 2023

Attachments:
1. **July 2023 Payments by Supplier**
2. **July 2023 Payments by Cheque**
3. **July 2023 Payments by Direct Debit**

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 July 2023 2023 to 31 July 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	$5,907,677.54
Cheques	$33,728.78
Direct debits, including credit cards	$212,327.38
Total payments for July 2023	**$6,153,733.70**

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 July 2023 to 31 July 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 July 2023 to 31 July 2023, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	**2959-2967**	**$4,420,003.73**
Payroll by Direct Credit	**July 2023**	**$1,487,673.81**
Sub Total		**$5,907,677.54**
Cheques		
Cheques	**82751-82754**	$33,728.78
Sub Total		**$33,728.78**

Direct Debits (including Credit Cards)

Lease Fees	$21,243.37
Loan Repayments	$125,332.63
Bank Charges – CBA	$30,013.32
Superannuation contractors	$10,768.12
Credit Cards	$24,969.94
Sub Total	**$212,327.38**
Total Payments	**$6,153,733.70**

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 2022-2032*:

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.

Authorisation of Expenditure for the Period 01/07/2023 to 31/07/2023

Date	Payee	Description	Amount
14/07/2023	A A McNamara	Payment for attendance at Elders Reference Group meeting	$600.00
14/07/2023	A Austin	Fitness instructor fees	$522.00
14/07/2023	A Fink	Fitness instructor fees	$530.55
14/07/2023	A Team Printing	Printing services - BPLC	$1,287.00
18/07/2023	A&E Wilmot Superfund	Superannuation	$127.20
14/07/2023	Adam Cruickshank	Public artwork - Arts rebound Leederville 50% town centre artwork project	$26,400.00
25/07/2023	Advanced Spatial Technologies Pty Ltd	AutoCAD LT 2024 Commercial new single user subscription	$917.40
14/07/2023	AGM Automation	Service to main gate works depot	$330.00
25/07/2023	Aha Consulting	Engagement essentials training	$1,309.00
14/07/2023	Alchemy Saunas Pty Ltd	Sauna monthly rental BPLC	$2,860.00
25/07/2023	Alinta Energy	GasChrges - Mt Hawthorn community centre	$122.60
14/07/2023	Allerding & Associates	Professional fees - 596 -598 Newcastle Street	$8,457.94
25/07/2023	Allmark and Associates Pty Ltd	Plaques revitalisation	$786.50
14/07/2023	Allstate Kerbing and Concrete	Kerbing services - various locations	$16,434.72
25/07/2023	Allstate Kerbing and Concrete	Kerbing services - Various locations	$2,701.82
14/07/2023	ALS Library Services Pty Ltd	Purchase of library books	$982.36
14/07/2023	Alsco Pty Ltd	Mat supplies - BPLC	$754.45
25/07/2023	Alsco Pty Ltd	Air freshener supplies BPLC	$67.66
25/07/2023	Amanzi Group Pty Ltd	Merchandise - BPLC	$1,164.13
19/07/2023	Ampol Australia Petroleum Pty Ltd	Fuel & Oils	$24,355.64
14/07/2023	AMS Technology Group Pty Ltd	Air conditioning maintanence - BPLC	$5,063.66
25/07/2023	AMS Technology Group Pty Ltd	Investigate and fix boiler fault - BPLC	$335.50
14/07/2023	Anna Cappelletta	Fitness instructor fees	$2,156.00
14/07/2023	APARC	Ticketor electronic permit system - Jun 23	$67,204.55
14/07/2023	Arbor Consulting	GIS street tree mapping at area 2	$27,005.00
25/07/2023	Art Jam WA	Community donation	$500.00
14/07/2023	Artery Media Solutions	Extra 8 metres of mural - FIFA mural	$7,150.00
25/07/2023	Aspect Studios Pty Ltd	Professional service Jun 23	$440.00
14/07/2023	Asphaltech Pty Ltd	Asphalt supplies various location	$50,912.64
14/07/2023	Aussie Gold	Uniforms - BPLC	$172.55
14/07/2023	Australia Post	Postage charges Jun 23	$5,979.33
14/07/2023	Australian HVAC Services Pty Ltd	Air-conditioning maintenance - library	$24,719.13
25/07/2023	Australian HVAC Services Pty Ltd	Air-conditioning maintenance - Subiaco Football club & depot	$938.30
25/07/2023	Australian Institute of Landscape Architects	Membership FY 23-24	$341.00
14/07/2023	Australian Institute of Management	Staff Training	$2,607.00
11/07/2023	Australian Services Union	Payroll deduction	$207.20
25/07/2023	Australian Services Union	Payroll deduction	$198.75

25/07/2023	Australian Taxation Office	Payroll deduction	$246,918.00
11/07/2023	Australian Taxation Office	Payroll deduction	$227,098.00
25/07/2023	Award Contracting	Locating services - various locations	$9,823.00
14/07/2023	Award Contracting	Locating services - Hyde park	$1,881.00
25/07/2023	Base Imagery	Videography services	$3,075.60
14/07/2023	BCITF Building & Construction Industry Training	Levy collection fee Jun 23	$2,554.95
14/07/2023	Beatty Park Physiotherapy Pty Ltd	Fitness instructor fees	$810.00
14/07/2023	Bing Technologies Pty Ltd	Printing & photocopying services	$19,163.42
25/07/2023	Bing Technologies Pty Ltd	Printing & photocopying services	$7,080.72
25/07/2023	Blackwoods	Hardware supplies	$765.03
14/07/2023	Blackwoods	Hardware Supplies	$228.58
14/07/2023	Blank Walls KZAM	Workshop- Mural painting at school	$1,000.00
14/07/2023	BOC Limited	Medical oxygen supplies	$701.94
14/07/2023	Boral Construction Materials Group Limited	Concrete supplies	$1,750.04
25/07/2023	Boya Equipment	Purchase of spray unit	$419.98
14/07/2023	Boyan Electrical Services	Electrical services - corner Beaufort st and Walcott Street	$102,300.00
14/07/2023	Boyan Electrical Services	Electrical services - Leederville Oval, Lois Lane, Litis Stadium, Beatty Park, HBF Stadium & Flreat Athena Field	$69,140.90
25/07/2023	Boyan Electrical Services	Electrical services - Admin	$7,929.42
25/07/2023	BPA Consultants Pty Ltd	Robertson Park civil & structural works	$16,500.00
25/07/2023	Bredideca Pty Ltd	Supply vacuum bags & brush	$310.20
25/07/2023	Bridgestone Australia Ltd	Tyre services - 1HNK939	$1,235.32
14/07/2023	Briskleen Supplies Pty Ltd	Supply toiletry & cleaning supplies - BPLC	$3,458.10
25/07/2023	B-TRIMMED	Fit seat cover 1GRY421	$198.00
14/07/2023	Budo Group Pty Ltd	Refurbishment - North Perth town hall	$46,988.72
25/07/2023	Bunnings Trade	Hardware supplies	$897.24
14/07/2023	Bunnings Trade	Hardware Supplies	$298.65
14/07/2023	C J Higham	Partial refund of dog registration	$100.00
14/07/2023	C L Barnett	Rates Refund	$788.58
14/07/2023	C Lovelady	Design advisory meeting fee	$4,400.00
25/07/2023	C Nolan	Refund of grounds bond	$250.00
25/07/2023	C Yarran	Payment for attendance at Elders Reference Group meeting	$300.00
14/07/2023	C.R. Kennedy & Company Pty Ltd	Body Camera Storage for the cloud	$7,711.00
14/07/2023	Castledine Gregory	Professional fees - SAT hearing, 596-598 Newcastle Street	$24,490.90
25/07/2023	Castledine Gregory	Professional Fees - 596-598 Newcastle St	$11,233.20
14/07/2023	Catalina Regional Council	Account for GST for TPRC sale of land - Jun 23	$31,885.86
14/07/2023	Catalyse Pty Ltd	MARKYT Community Scorecard - FY2023	$20,108.00
25/07/2023	Chindarsi Architects	Design advisory meeting fee	$1,100.00
14/07/2023	Chindarsi Architects	Design advisory meeting fee	$880.00
14/07/2023	Choiceone Pty Ltd	Temporary staff - Parks	$7,029.49
25/07/2023	Choiceone Pty Ltd	Temporary staff - Parks	$6,547.41
25/07/2023	Christou Design Group Pty Ltd	Design advisory meeting fee	$1,650.00
14/07/2023	Christou Design Group Pty Ltd	Design advisory meeting fee	$770.00

25/07/2023	City of Bayswater	Long service liability	$4,217.03
25/07/2023	City of Perth	Cardboard collection service	$435.45
14/07/2023	City Of Perth	BA Archive Retrievals - Jun 23	$124.72
14/07/2023	City of Stirling	Meals on Wheels - Jun 23	$540.58
25/07/2023	City of Stirling	Green waste tipping - Jun 23	$462.60
11/07/2023	City of Vincent	Payroll deduction	$798.90
25/07/2023	City of Vincent	Payroll deduction	$692.38
11/07/2023	City of Vincent Staff Social Club	Payroll deduction	$434.00
25/07/2023	City of Vincent Staff Social Club	Payroll deduction	$431.20
25/07/2023	City Toyota	Vehicle service and repairs	$432.48
25/07/2023	Civica Pty Limited	Purchase of Auth PPS with 10% uplift	$23,212.75
14/07/2023	Cleanaway	Residential recycling collection Jun 23	$40,083.68
14/07/2023	Cleanaway	Residential waste bin collection Jun 23	$39,456.06
14/07/2023	Cleanaway	Processing collections - Reconcilliation Jun 23	$38,299.88
14/07/2023	Cleanaway	Events Bin Kaadadjiny Lane Launch, 1x Customer Services Jun 23	$2,142.05
25/07/2023	Cleaver Street & Co	Public Health and built environment team	$787.50
25/07/2023	Coates Hire Operations Pty Ltd	Hire of Breaker Jun 23	$172.33
14/07/2023	Commercial Aquatics Australia	Supply and install new MPV to spa filter BPLC	$22,154.00
14/07/2023	Compu-Stor	Digitisation and Storage	$236.53
25/07/2023	Connect Call Centre Services	After hours service - Jun 23	$2,029.45
25/07/2023	Contraflow Pty Ltd	Traffic management services - various location	$56,094.82
14/07/2023	Contraflow Pty Ltd	Traffic management services	$22,800.99
14/07/2023	Corsign WA Pty Ltd	Sign supplies - ACS parking signage	$3,574.34
25/07/2023	Corsign WA Pty Ltd	Sign supplies - various locations	$209.00
15/07/2023	Cr A Castle	Council meeting fee	$1,984.25
15/07/2023	Cr Ashley Wallace	Council meeting fee	$1,984.25
15/07/2023	Cr D Loden	Council meeting fee	$1,984.25
15/07/2023	Cr J Hallett	Council meeting fee	$1,984.25
15/07/2023	Cr Ron Alexander	Council meeting fee	$1,984.25
15/07/2023	Cr Ross Ioppolo	Council meeting fee	$1,984.25
15/07/2023	Cr S Gontaszewski	Council meeting fee	$3,337.12
15/07/2023	Cr Suzanne Worner	Council meeting fee	$1,984.25
25/07/2023	CSE Crosscom Pty Ltd	Supply of Motorola battery including spares	$363.00
14/07/2023	Custom Built Saunas	Renew all timber panelling in sauna - BPLC	$21,780.00
14/07/2023	Cygnet West	Stage 2 Leederville Land EOI - Request for tender	$61,600.00
14/07/2023	D Parker	Reimbursement for depot expenses	$18.00
14/07/2023	Danica Zuks Photography	Photographic services - Kaadadjiny Lane	$880.00
14/07/2023	Daniela Toffali	Fitness instructor fees	$325.00
14/07/2023	Daniels Printing Craftsmen	Printing services - waste guide 23/24	$12,111.00
14/07/2023	Department of Local Government, Sport and Cultural Industries	Return of unspent fund - from 2021	$11,163.90
14/07/2023	Department of Mines, Industry Regulation and Safety	Levy collection fee Jun 23	$8,566.49
25/07/2023	Department of Planning Lands and Heritage	Amended DAP fees	$11,236.00

14/07/2023	Department of Planning Lands and Heritage	DAP Fee	$9,226.00
11/07/2023	Department of Social Services	Payroll deduction	$818.24
25/07/2023	Department of Social Services	Payroll deduction	$817.15
14/07/2023	Department of Transport	Vehicle ownership searches - Jun 23	$6,418.95
25/07/2023	Design Out Crime and CPTED Centre	Certified Online CPTED training program	$495.00
14/07/2023	Devco Builders	BPLC rear driveway works	$19,992.50
14/07/2023	Devco Builders	BPLC office works	$13,984.22
14/07/2023	Devco Builders	BPLC Staff kitchen and lounge	$11,346.39
14/07/2023	Devco Builders	Braithwaite Park playground	$53,240.00
14/07/2023	Devco Builders	Maintenance and repairs - various locations	$105,140.39
14/07/2023	Devco Builders	Banks Reserve toilet block	$19,596.50
14/07/2023	Devco Builders	View St Carpark event works	$15,400.00
14/07/2023	Devco Builders	Avenue Carpark Ablutions	$11,880.00
25/07/2023	Devco Builders	Maintenance and repairs - various locations	$3,146.35
14/07/2023	Discus Digital Print	Supply of signs - BPLC	$2,676.61
14/07/2023	Diversity Cleaning Services Pty Ltd	Window cleaning services - BPLC	$1,435.00
25/07/2023	Domus Nursery	Supplies of Plants	$1,038.90
14/07/2023	Donald Veal Consultants Pty Ltd	Road Safety Audit - Jun 23	$4,235.00
14/07/2023	Downer EDI Engineering Power Pty Ltd	COV security system - Admin	$9,876.24
14/07/2023	Dulux Australia	Paint Supplies	$94.13
25/07/2023	Dushong Art	Photography for reconciliation week	$400.00
11/07/2023	Easi Group	Payroll deduction	$3,460.26
25/07/2023	Easi Group	Payroll deduction	$3,460.26
14/07/2023	Eclipse Soils Pty Ltd	Supply of mulch	$19,587.33
25/07/2023	Elite Compliance Pty Ltd	Design advisory meeting fee	$440.00
14/07/2023	Ellenby Tree Farm Pty Ltd	Supply of plants and trees	$2,629.39
25/07/2023	Elmar's Smallgoods	BBQ for the Kaadadjiny lane event Jun 23	$400.00
14/07/2023	Envirodry Towels	Disposable towels for reception desk	$258.72
25/07/2023	Environmental Health Australia (WA) Inc	Annual subscription- FY 23-24	$550.00
25/07/2023	EOS Electrical	Electrical Services - Kyilla park	$5,246.16
14/07/2023	Flexi Staff Group Pty Ltd	Temporary staff - Parks	$6,942.06
25/07/2023	Flexi Staff Group Pty Ltd	Temporary staff - Parks	$6,373.61
25/07/2023	Flick Anticimex Pty Ltd	Pest control services- Oxford Street	$2,343.98
14/07/2023	Flick Anticimex Pty Ltd	Pest control services - Britannia Road	$473.98
25/07/2023	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	$48,340.27
14/07/2023	Focus Networks	Onsite managed network project tasks	$22,484.00
14/07/2023	G Arco	Refund of infrastructure bond	$275.00
25/07/2023	G Burgess	Distribution services - waste guides	$6,613.20
25/07/2023	Gather Foods	Catering - Elders truth telling event	$2,036.38
25/07/2023	Gay and Lesbian Singers of Western Australia	Perth Pride Choir 30th Anniversary Donation	$500.00
14/07/2023	Gay and Lesbian Singers of Western Australia	Refund of hall bond	$450.00
25/07/2023	Geografia Pty Ltd	Spendmapp subscription FY 23-24	$20,020.00
14/07/2023	Giant Autos (1997) Pty Ltd	Vehicle service and repairs	$1,231.15

25/07/2023	Golf Car World	P6041 service cushman	$366.04
14/07/2023	Granicus Australia Pty Ltd	Engagement HQ essential CX services pack	$5,500.00
14/07/2023	Gymcare	Gym equipment repairs & maintenance - BPLC	$1,648.75
14/07/2023	Hames Sharley	Consultancy service vincent link & place	$15,075.50
14/07/2023	Hans Andresen	Banner Removal - Scarborough beach road	$1,397.00
11/07/2023	Health Insurance Fund of WA	Payroll deduction	$192.60
25/07/2023	Health Insurance Fund of WA	Payroll deduction	$192.60
25/07/2023	Hempel (Wattyl) Australia Pty Ltd	Supply of paint	$274.82
14/07/2023	Holcim (Australia) Pty Ltd	Concrete supplies	$611.82
14/07/2023	Honeys Mural Co	Artist talk - Kaadadjiny lane event	$3,750.00
25/07/2023	Hospitality Industry Service Providers (HISP) WA Pty Ltd	Morning tea staff training session	$49.50
14/07/2023	I Penny	Local History Project - Ivy Penny	$2,870.45
25/07/2023	ID Consulting Pty Ltd	Population profile subscription fee Mar 23	$1,100.00
14/07/2023	IKEA Pty Ltd	Supply of furniture for staff room - BPLC	$119.00
14/07/2023	Imagesource Digital Solutions	Printing services - gym floor stickers	$199.99
14/07/2023	Infocouncil Pty Ltd	Infocouncil Annual Licence/Support fee	$22,126.50
14/07/2023	Instant Windscreens	Vehicle service and repairs	$575.00
25/07/2023	J & K Hopkins	Office furniture supplies - Admin	$745.00
14/07/2023	J Chung	Fitness instructor fees	$232.00
14/07/2023	J D Penangke	Mural artwork commission - Kaadadjiny Lane	$3,575.00
14/07/2023	J Hunt	Reimbursement of expenses for workshop NAIDOC week	$185.60
14/07/2023	J P Marsland	Fitness instructor fees	$406.00
14/07/2023	Jack Bromell	Mural artwork commission at Kaadadjiny Lane	$4,125.00
14/07/2023	Jackson McDonald	Preparation of agreement with successful proponent & local law review	$42,809.91
14/07/2023	Janet Verburg	Fitness instructor fees	$1,525.00
14/07/2023	Jarni Creative	50% deposit COV lane prject - Yaadadjiny lane	$3,575.00
25/07/2023	Jenith Pty Ltd	4 x Financial review newspaper and delivery	$21.00
14/07/2023	K Bin Salleh	Artist talk as part of the Kaadadjiny lane	$3,750.00
14/07/2023	Karri Real Estate	Parking Revenue Distribution Apr 23 - Jun 23	$44,231.27
25/07/2023	Kennards Hire	Equipment hire - generator	$94.40
18/07/2023	KJ Concha Pty Ltd ATF HODL Superannuation Fund	Superannuation	$691.59
25/07/2023	Kone Elevators Pty Ltd	Lift Dropped emergency call out	$2,119.15
25/07/2023	Konica Minolta Business Solutions Australia Pty Ltd	Software support and copy costs various location	$7,566.35
14/07/2023	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - admin	$1,642.39
14/07/2023	KS Black Pty Ltd	Bore/pump maintenance - Birdwood reserve	$15,323.00
14/07/2023	Kuditj Pty Ltd	Catering for council meeting - 20 Jun 23	$484.00
25/07/2023	Kuditj Pty Ltd	Catering for council briefing - Jun 23	$286.00
14/07/2023	L V Purton	Refund of infrastructure bond	$275.00
11/07/2023	L.G.R.C.E.U.	Payroll deduction	$22.00
25/07/2023	L.G.R.C.E.U.	Payroll deduction	$22.00
25/07/2023	Landgate	Gross rental valuations for interims	$1,298.96
14/07/2023	Landgate	Land enquiries - Jun 23	$1,026.62
14/07/2023	Leederville Cameras	Printing service - curtin university students, posters for library	$1,534.50

14/07/2023	Leederville Connect	Leederville Connect Grant FY 2022-23	$10,000.00
14/07/2023	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	$88,704.00
25/07/2023	Leo Heaney Pty Ltd	Street tree watering & pruning services- various location	$56,311.20
25/07/2023	Les Mills Asia Pacific	Licence fee for fitness class	$1,762.07
25/07/2023	LGISWA	LGISWA insurance services FY 23-24	$536,473.81
14/07/2023	Line Marking Specialists	Line marking services - various location	$6,755.10
25/07/2023	Line Marking Specialists	Line marking services - Chelmsford road car park	$5,483.50
25/07/2023	Local Government Planners Association	Training - medium density codes	$1,060.00
25/07/2023	Local Government Professionals Australia WA	Staff Training	$1,760.00
14/07/2023	Luke Riley Creative	Event Photography -budget newsletter	$255.00
25/07/2023	M Bowie	Payment for attendance at Elders Reference Group meeting	$300.00
25/07/2023	M G Jajko	Fitness instructor fees	$232.00
14/07/2023	M Slater	Fitness instructor fees	$120.58
14/07/2023	M Wells	Partial refund of dog registration	$100.00
25/07/2023	M Wong	Reimbursement of parking expense	$15.14
25/07/2023	Mackay Urban Design	Design advisory meeting fee	$1,320.00
14/07/2023	Majestic Plumbing Pty Ltd	Plumbing services - BPLC	$20,022.05
25/07/2023	Majestic Plumbing Pty Ltd	Plumbing services - Loftus centre	$1,682.23
14/07/2023	Manheim Pty Ltd	Relocation and sale of abandoned vehicle	$357.50
25/07/2023	Margaret River Agencies	Soft beverage supplies for Council meeting	$434.28
25/07/2023	Market Creations	Website banner customisation - BPLC	$2,546.50
14/07/2023	Market Creations Agency	Editable Footer on website	$2,931.50
14/07/2023	Marketforce Pty Ltd	Advertising services - Monthly Ad Jun 23	$3,864.85
14/07/2023	Masterprint Pty Ltd	Supply of Photo cards	$143.00
25/07/2023	Max Wax Auto Detailing	Council vehicle detailing service	$150.00
14/07/2023	Maxima Group Training	School based trainees	$732.93
15/07/2023	Mayor E Cole	Council meeting fee	$8,072.16
14/07/2023	Mayor E Cole	Reimbursement for Mileage FY 22-23	$358.92
25/07/2023	McLeods Barristers & Solicitors	Legal services - Section 145A building application	$4,975.85
18/07/2023	Mercer Spectrum	Superannuation	$3,710.90
14/07/2023	MessageMedia	SMS integrating for Phoenix	$249.26
14/07/2023	Messages on Hold	Provision of programming & equipment - Jun 23	$456.06
14/07/2023	Metal Works Perth	Supply and install 6 x shelters	$14,770.25
14/07/2023	Milton and Co Pty Ltd t/as Mr Festoon Lights	400m of Festoon Lighting- 4W LED globes	$6,784.00
14/07/2023	Mindarie Regional Council	Processable and non processable waste	$26,402.07
14/07/2023	Modern Teaching Aids Pty Ltd	Purchase of educational toys - Library	$659.95
14/07/2023	My Media Intelligence Pty Ltd	Quarterly statement for extra paid press	$1,226.15
14/07/2023	N Douglas-Hamilton	Rates Refund	$386.92
14/07/2023	N Levy	Rebate for reuseable sanitary product	$26.79
14/07/2023	Natalie Jayne Interiors	Refund of power costs-Beaufort St CCTV	$36.00
25/07/2023	Nationwide Training Pty Ltd	Staff Training	$483.00
14/07/2023	Newground Water Services Pty Ltd	Turfing and Fertiliser works - Cnr Syndey and Haynes	$21,344.40

14/07/2023	Nicholas Jolly & Associates	Fitness instructor fees	$382.80
25/07/2023	Noma Pty Ltd	Design advisory meeting fee	$1,100.00
14/07/2023	Noma Pty Ltd	Design advisory meeting fee	$770.00
14/07/2023	North Perth Primary School P& C	Environmental Grant - FY 2023	$2,000.00
14/07/2023	North Perth Tennis Club	50% electrical Synergy bill Jul 22 to Jun 23	$668.26
25/07/2023	Northsands Resources	Construction waste disposal services	$4,893.24
14/07/2023	Northsands Resources	Disposal of construction waste - Jun 23	$2,480.50
14/07/2023	Nutrien Ag Solutions Limited (formerly Landmark O perations Limited)	Supply of weedkiller	$1,213.74
25/07/2023	Ochre Dawn Pty Ltd	Citizenship Gift - Aboriginal and Australian flag	$1,026.30
14/07/2023	Officeworks Ltd	Office supplies and consumables	$1,137.52
25/07/2023	Officeworks Ltd	Office supplies and consumables	$714.85
14/07/2023	Opal Australian Paper	Supply of envelopes	$487.63
25/07/2023	Open Systems Technology Pty Ltd (T/A CouncilFirst)	Power automate monthly subscription	$86,120.66
14/07/2023	Open Systems Technology Pty Ltd (T/A CouncilFirst)	Consultancy services - May 23	$41,618.50
25/07/2023	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations	$2,960.11
25/07/2023	Overwatch Traffic Services	Traffic management services - Loftus Street	$516.44
14/07/2023	P Grayson	Refund of infrastructure bond	$3,000.00
14/07/2023	P Tran	Fitness instructor fees	$290.00
25/07/2023	Paraquad Industries	Library van delivery service FY 23-24	$7,865.46
14/07/2023	PeopleSense by Altius	Counselling services - Jun 23	$3,502.40
14/07/2023	Perth Asian Community Centre Inc	Donation towards Mooncake festival	$500.00
14/07/2023	Perth Sail Shades & Umbrellas	Removal & repairs of shade sails - BPLC	$1,210.00
25/07/2023	Perth Stem Association Incorporated	Youth development grant FY 23-24	$769.39
14/07/2023	Picking Platters	Catering for ADHD event	$458.00
14/07/2023	Pirtek Malaga	Spill bags and training	$683.00
25/07/2023	Pixelcase Group Pty Ltd	Licence plate parking enforcement system	$2,400.12
14/07/2023	Pots Wholesale DIrect	Stonelite GRC Trough	$7,310.70
25/07/2023	Powerbrite	Replaced path light poles - Hyde Park	$83,500.78
25/07/2023	Print and Sign Co	Printing services - Bin stickers	$6,344.84
14/07/2023	Print and Sign Co	Printing services	$3,901.37
25/07/2023	Professional Tree Surgeons	Tree pruning & removal services - various location	$14,038.75
14/07/2023	Professional Tree Surgeons	Tree pruning & removal services - various location	$7,487.43
25/07/2023	Proficiency Group Pty Ltd	IM & ICT support service	$529.38
14/07/2023	Proludic Pty Ltd	Pop up play harmony flowers	$6,237.00
14/07/2023	R Cox	Payment for attending Elders NAIDOC week event	$300.00
14/07/2023	R Freitas	Fitness instructor fees	$60.00
14/07/2023	R L Simpson	Part refund of Beatty Park Leisure Centre fees	$655.76
14/07/2023	R M Piller	Refund of infrastructure bond	$3,000.00
25/07/2023	Raeco	Hang Up Bags	$112.75
25/07/2023	Regents Commercial	Rent - Barlee St CP Aug 23	$13,257.18
14/07/2023	Regents Commercial	Water services - Barlee St CP Apr 23 to Jun 23	$684.30
14/07/2023	REmida Perth Inc	Education REmida Workshop	$395.00

14/07/2023	Renew Property Maintenance	Mowing services - Senior verges	$3,982.00
25/07/2023	Renew Property Maintenance	Main Roads and adhoc lane way maintenance	$2,805.00
25/07/2023	Repair Cafe Perth Incorporated	2023- Enviromental grant	$2,000.00
25/07/2023	Revelation Perth International Film Festival Inc.	Revelation Film Festival - event sponsor	$22,000.00
14/07/2023	Richgro Garden Products	Supply of fertiliser	$663.50
14/07/2023	Rosemount Hotel	Parking revenue distribution - Apr 23 to Jun 23	$34,167.87
25/07/2023	Rosevale Fire & Electrical	Install new GPO - BPLC	$255.50
14/07/2023	RTRfm 92.1	Festival and events	$4,438.50
14/07/2023	S Conte	Film project - ANZAC Cottage	$1,000.00
14/07/2023	S Patchett	Fitness instructor fees	$270.00
14/07/2023	S Smart	Fitness instructor fees	$116.00
14/07/2023	S Wilkinson	50% Final Mural artwork at Lois lane	$5,500.00
25/07/2023	SafetyCulture Pty Ltd	Annual subscription Fy 23-24	$4,514.40
25/07/2023	Sam's Repairs & Maintenance	Sign installation and maintenance	$5,571.50
14/07/2023	Sam's Repairs & Maintenance	Sign installation and maintenance	$1,379.40
25/07/2023	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	$900.00
14/07/2023	Sanderson's Outdoor Power Equipment	Minor Plant Repairs	$288.00
25/07/2023	SAS Locksmiths	Key cutting and lock maintenance service	$451.61
14/07/2023	SAS Locksmiths	Key cutting and lock maintenance service	$363.22
25/07/2023	Satu Bumi (Australia) Pty Ltd	GRC Planters - 50% deposit	$1,371.70
14/07/2023	Scarboro Toyota	Vehicle service and repairs	$1,795.42
25/07/2023	Securus	Re-intall door sensor	$630.00
14/07/2023	SEEK Limited	Job adverts - Jun 23	$1,920.60
14/07/2023	ServiceFM Pty Ltd	Cleaning services and cleaning materials -Jun 23	$18,723.23
14/07/2023	Shaaron Taylor	Fitness instructor fees	$280.00
14/07/2023	Shred-X Pty Ltd	Security bin exchange - BPLC	$189.53
14/07/2023	Sigma Chemicals	Repair robotic vacuum - BPLC	$5,566.21
14/07/2023	SoCo Studios	Videography for FIFA mural -17 Jun 23	$1,485.00
25/07/2023	SoCo Studios	Photo shoot - Noongar language and cultural awareness	$330.00
14/07/2023	Solo Resource Recovery	Pressure cleaning services	$37,590.30
25/07/2023	Sonic HealthPlus Pty Ltd	Medical assessment - Nguyen Tuan	$258.50
25/07/2023	SpacetoCo Pty Ltd	Facilities weekly reporting and financial handling	$660.00
14/07/2023	Speedo Australia Pty Ltd	Merchandise - BPLC	$8,148.25
25/07/2023	Speedo Australia Pty Ltd	Speedo stock for resale BPLC	$4,477.00
14/07/2023	Sports Turf Technology Pty Ltd	Residual glyphosate testing - Hyde Park	$1,485.00
14/07/2023	Sportsworld Of WA	Merchandise - BPLC	$858.00
14/07/2023	Stantons International	Probity services - Leederville structure plan	$1,034.00
18/07/2023	Steeg Banham Superannuation Fund	Superannuation	$384.18
14/07/2023	Stephen Carrick Architects Pty Ltd	Heritage advice	$660.00
14/07/2023	Stiles Electrical Services	Floodlightingl-Brit Rsv (2.5% retention)	$26,894.35
14/07/2023	StrataGreen	Garden equipment supplies	$664.87
18/07/2023	SuperChoice Services Pty Ltd	Superannuation	$297,871.30

14/07/2023	Synergy	Electricity and gas charges - various locations	$77,734.32
25/07/2023	Synergy	Electricity and gas charges - various locations	$36,260.78
14/07/2023	Technology One Ltd	Spatial consulting services - Mar 23	$9,460.00
14/07/2023	Techworks Electrical Pty Ltd	Electrical sub switchboard replace - BPLC	$115,755.74
14/07/2023	Teena Smith	Fitness instructor fees	$450.00
25/07/2023	Temptations Catering	Catering for council workshop 4 Jul 23	$1,194.17
14/07/2023	Temptations Catering	Catering for Budget Workshop - 2 May 23	$427.72
14/07/2023	The BBQ Man	BBQ cleaning and maintenance various parks	$4,405.22
25/07/2023	The de Mol Group of Companies Pty Ltd ATFT DGC Trust t/as TDGC	Electricity reimbursement for CCTV equipipment	$33.00
14/07/2023	The Good Grocer Leederville IGA	Catering North Perth Community Workshop 23 Feb 23	$200.00
14/07/2023	The Royal Life Saving Society Western Australia Inc	AIDS Memorial pond servicing - Jun 23	$1,310.53
25/07/2023	The Royal Life Saving Society Western Australia Inc	Maintenance and servicing of AIDS Memorial	$1,071.55
18/07/2023	The Trustee for Fergco Family Super Fund	Superannuation	$2,285.12
25/07/2023	Thinkproject Australia Pty Ltd	RAMM software support and maintence - FY 23-24	$13,241.75
14/07/2023	TLS Productions Pty Ltd	Event - Lighting hire for Kaadadjiny lane	$634.15
25/07/2023	Tom Lawton - Bobcat Hire	Bobcat Hire	$13,193.40
14/07/2023	Tom Lawton - Bobcat Hire	Bobcat Hire	$10,941.15
14/07/2023	Totally Workwear Mt Hawthorn	Uniform Supplies - health dept	$378.19
14/07/2023	Town of Cambridge	COV contribution-management of Lake Monger	$18,485.86
14/07/2023	Tree Amigos	Street trees and parks pruning/removal - various locations	$81,736.60
14/07/2023	Two Way Street	Playground communication board - Hyde park	$693.00
25/07/2023	Tyrepower Osborne Park	Supply of tyres - P5057	$449.00
25/07/2023	Universal Diggers	Plant Hire - depot	$6,524.10
14/07/2023	Universal Diggers	Plant Hire - depot	$1,336.50
14/07/2023	Urbis Pty Ltd	Design advisory meeting fee	$10,890.00
14/07/2023	V Forbes	Fitness instructor fees	$446.60
14/07/2023	Veolia Recycling & Recovery Pty Ltd	General waste collection - May 23	$3,409.88
14/07/2023	Voxlab Pty Ltd	Arts project-Pickle district place plan	$13,200.00
25/07/2023	WA Library Supplies	Library supplies - book tape	$172.25
25/07/2023	WA Return Recycle Renew Ltd	Container exchange	$1,499.85
25/07/2023	WALGA	Understanding financial reports and budget	$330.00
25/07/2023	Warlitj Productions	School Holiday activity and filming	$600.00
25/07/2023	Water Corporation	Water charges - various locations	$21,068.84
25/07/2023	West Coast Profilers Pty Ltd	Profiling services - Alma road	$7,810.00
14/07/2023	West Coast Profilers Pty Ltd	Profiling services - Alma road	$2,211.00
14/07/2023	Western Irrigation Pty Ltd	Retic Parts	$3,321.45
25/07/2023	Western Irrigation Pty Ltd	Retic Parts	$3,319.80
14/07/2023	Western Metropolitan Regional Council	Processing of FOGO material	$62,591.15
14/07/2023	West-Sure Group Pty Ltd	Cash Collection - Parking - May 23	$4,503.46
14/07/2023	West-Ville Constructions Pty Ltd	Refund of infrastructure bond	$1,000.00
25/07/2023	Wilson Security	Security services - library	$143.00
14/07/2023	Wine Australia Pty Ltd	Office supplies and consumables	$2,123.04

25/07/2023	Work Metrics Pty Ltd	Online Induction Platform	$110.00
14/07/2023	Workwear Supplies	Staff uniforms library	$671.24
14/07/2023	Worldwide East Perth	Printing services - posters	$1,975.01
25/07/2023	Worldwide East Perth	Printing Services	$396.00
25/07/2023	Worldwide Printing - QV1	Printing services -Ranger calling cards	$330.00
14/07/2023	Wow Wipes	Supply of anti bacterial wipes - BPLC	$1,264.45
14/07/2023	YogaNut	Fitness instructor fees	$252.00
14/07/2023	Yolande Gomez	Fitness instructor fees	$1,367.56
25/07/2023	Yolande Gomez	Fitness instructor fees	$146.84
25/07/2023	Zenien	CCTV Weld Sq wireless unit works - PSP00	$165.00
			$4,420,003.73
Payroll			
18/07/2023	Pay Period 2		$759,041.67
04/07/2023	Pay Period 1		$726,413.40
07/07/2023	Adhoc Pay Period 1		$2,218.74
Total Payroll			**$1,487,673.81**
Total Payment			**$5,907,677.54**

Creditors Report - Payments by Cheque				
01/07/2023 to 31/07/2023				
Creditor	***Date***	***Payee***	***Description***	***Amount***
00082751	03/07/2023	Petty Cash - Finance	Petty cash recoup	$ 500.00
00082752	19/07/2023	Commissioner of State Revenue	Refund of rates and ESL rebates - 14889	$ 103.28
00082753	19/07/2023	Petty Cash - Beatty Park Leisure Ce	Petty cash recoup 28.06.23	$ 289.95
00082754	25/07/2023	Department of Transport	Fleet vehicle licences	$ 32,835.55
Total Net Cheque Payments				**$ 33,728.78**

Creditors Report - Payments by Direct Debit				
01/07/2023 to 31/7/2023				
Credit Card Transactions for the Period 7 July 2023 to 4 August 2023				
Card Holder	***Date***	***Payee***	***Description***	***Amount***
CEO	07/04/2023	Facebook	Facebook Advert - Families and friend demetia workshop	$ 345.00
	30/06/2023	WA News	WA newspaper subscription - digital and paper	$ 83.60
				$ 428.60
Director Infrastructure & Environment	08/06/2023	Budget Rent a Car	Hire car overcharge refund - Vince Giustiniano	-$ 596.64
	16/06/2023	Smart Connection	National sports and activity convention	$ 3,097.76
	23/06/2023	Coles	Rewards and recognition voucher - waste	$ 50.00
	23/06/2023	SQ Dejaxo Artisan	Prize vouchers bin tagging program 2022/23	$ 100.00
	23/06/2023	SQ Hank's Corner	Prize vouchers bin tagging program 2022/23	$ 100.00
	23/06/2023	Rashan 6016 Pty Ltd	Prize vouchers bin tagging program 2022/23	$ 150.00
	25/06/2023	BWS Liquor	Beverage supplies - council function room	$ 437.76
	29/06/2023	SQ Stompcoffee	Prize vouchers bin tagging program 2022/23	$ 100.00
				$ 3,438.88
Manager Marketing and Partnerships				
	07/06/2023	Facebook	Facebook boost - ADHD and kids info session	$ 15.51
	07/06/2023	Sec Tee Shirt Republic	T shirt supplies - Smoke free merchandise	$ 1,199.00
	08/06/2023	Facebook	Facebook boost ADHD and kids info session	$ 15.17
	08/06/2023	Facebook	Facebook boost Sustainable style workshop event	$ 94.83
	09/06/2023	Reconciliation Australia	Reconciliation action plan development July 23 - Jun 24	$ 1,650.00
	09/06/2023	SpacetoCo venue hire	Hire of venue incorrectly charged refund below	$ 168.00
	10/06/2023	Mailchimp	E-Newsletter	$ 653.49
	12/06/2023	SpacetoCo venue hire	Refund of hire of venue	-$ 168.00
	14/06/2023	Ikea Pty Ltd	Community engagement toolkit	$ 106.00
	17/06/2023	Facebook	Facebook boost Sustainable style workshop event	$ 15.17
	17/06/2023	Facebook	Facebook boost ADHD and Kids info session	$ 43.09
	17/06/2023	Facebook	Facebook boost Planning frameworks and events	$ 51.74
	21/06/2023	Facebook	Facebook boost ADHD and Kids info session	$ 21.60
	21/06/2023	Facebook	Facebook boost Planning frameworks and events	$ 143.40
	22/06/2023	City of Perth Parking	Parking - communications workshop	$ 7.07
	23/06/2023	Asana.com	Marketing and Comms scheduling tool	$ 903.77
	23/06/2023	International transaction fee	Marketing and Comms scheduling tool	$ 22.59
	06/07/2023	AP Leederville LPO	Registered post envelopes x 20	$ 120.95
				$ 5,063.38
Council Liaison Officer				
	08/06/2023	A1 Quality Laundromat	Laundry services - tablecloths for council	$ 27.00
				$ 27.00
Branch Librarian				

Card Holder	*Date*	*Payee*	*Description*	*Amount*
	20/06/2023	Kmart	Rugs and Files for the Local History Centre VR set up	$ 108.75
	20/06/2023	ALIA	Classification: LC Subject Headings - Angela Phan	$ 445.00
	21/06/2023	Bronzewing Press	Book supplies	$ 59.50
	21/06/2023	Vision Australia	Braille Scrabble Board Game	$ 12.00
	21/06/2023	Vision Australia	Braille Scrabble Board Game	$ 105.00
	23/06/2023	PAYPAL - SERCUL (South East Regional Centre for Urban L	Noongar Language posters (Set of 6) - Darby	$ 47.20
	23/06/2023	TRINT	Transcription App	$ 864.66
	23/06/2023	International Transaction Fee	Transcription App	$ 21.62
	26/06/2023	PAYPAL - Leederville Camera House	Photo Prints Moorditj Footprints Transcripts	$ 117.15
	27/06/2023	IGA Good Grocer Leederville	Catering for Moorditj Footprints Listen Through 27 June	$ 205.11
	27/06/2023	IGA Good Grocer Leederville	Catering for Moorditj Footprints Listen Through 27 June	$ 11.99
	30/06/2023	Kmart	Drinking Glasses - 6 boxes of 6 glasses	$ 37.00
				$ 2,034.98
Manager ICT				
	07/06/2023	Twilio Sendgrid	Software API cost - email service BPLC booking system	$ 136.76
	07/06/2023	International transaction fee	Software API cost - email service BPLC booking system	$ 3.42
	08/06/2023	EziM2M One Pty Ltd	Sim card service	$ 471.46
	14/06/2023	Word Press	IT Supplies	$ 211.20
	16/06/2023	Landis Technologies	Call centre for Customer service	$ 1,302.63
	16/06/2023	International transaction fee	Call centre for Customer service	$ 32.57
	19/06/2023	Zoom	Video conferencing	$ 445.37
	19/06/2023	Landis Technologies	Call centre for Customer service	$ 1,284.06
	19/06/2023	International transaction fee	Call centre for Customer service	$ 32.10
	21/06/2023	Easypark	Parking	$ 2.20
	22/06/2023	Landis Technologies	Call centre for Customer service	$ 1,305.77
	22/06/2023	International transaction fee	Call centre for Customer service	$ 32.64
	23/06/2023	Landis Technologies	Call centre for Customer service	$ 1,321.01
	23/06/2023	International transaction fee	Call centre for Customer service	$ 33.03
	28/06/2023	Blueskys App	Zoom timer app	$ 18.73
	28/06/2023	International transaction fee	Zoom timer app	$ 0.47
	28/06/2023	Node one	External vulnerability testing	$ 109.00
	28/06/2023	Node one	External vulnerability testing	$ 109.00
	28/06/2023	Node one	Online timesheet software	$ 101.73
	30/06/2023	The Good guys webstore	IT Supplies	$ 134.00
	01/07/2023	Node one internet	Zoom timer app	$ 119.00
	02/07/2023	Assetsonar.com	ICT asset management	$ 348.37
	02/07/2023	International transaction fee	ICT asset management	$ 8.71
	03/07/2023	Deputy	Online timesheet software	$ 173.25
	03/07/2023	Intruder.io pro	External vulnerability testing	$ 377.98
	03/07/2023	International transaction fee	External vulnerability testing	$ 9.45
	04/07/2023	Assetsonar.com	ICT asset management	$ 70.85

Card Holder	*Date*	*Payee*	*Description*	*Amount*
	04/07/2023	International transaction fee	ICT asset management	$ 1.77
	05/07/2023	Landis Technologies	Call centre for Customer service	$ 1,325.43
	05/07/2023	International transaction fee	Call centre for Customer service	$ 33.14
				$ 9,555.10
Procurement and Contracts Officer				
	09/06/2023	Ca Anz	Annual subscription - CAANZ	$ 837.00
	14/06/2023	Sayers Little Brother	Catering - Policy and place meeting	$ 261.80
	14/06/2023	Funlab Australia	Reward and recognition - Finance	$ 500.00
	20/06/2023	CAANZ	Annual subscription - CAANZ	$ 837.00
	20/06/2023	CAANZ	Annual subscription - CAANZ	$ 837.00
	21/06/2023	SQ Bunn Mee	Catering - Project management workshop	$ 355.00
	22/06/2023	The Green life soil	Purchase of biochar bags - Sustainablility and innovation project	$ 438.00
	27/06/2023	Shutterstock	Marketing and Partnerships monthly subscription	$ 99.00
	29/06/2023	Green building council	Membership - Sustainability coordinator	$ 110.00
	30/06/2023	Facebook	Facebook boost - Making switch to reusable sanitary products	$ 100.00
	30/06/2023	Facebook	Facebook boost - other events Naidoc week	$ 47.20
				$ 4,422.00
Total Corporate Credit Cards				
				$ 24,969.94
Direct Debits				
	03/07/2023	All Leasing and PB Leasing		$ 21,243.37
			Total Leasing	**$ 21,243.37**
Superannuation contractors				
	03/07/2023	Super Choice	Superannuation contractors	$ 10,768.12
			Total Superannuation contractors	**$ 10,768.12**
Loan Repayments				
	03/07/2023	Treasury Corporation	Department Sport and Recreation Building, Loftus Centre, Loftus Underground Car Park and Beatty Park Leisure Centre	$ 125,332.63
			Total Treasury Corporation	**$ 125,332.63**
Bank Fees and Charges				
		Commonwealth Bank	Bank fees	**$ 30,013.32**

Card Holder	*Date*	*Payee*	*Description*	*Amount*
Total Direct Debits including Credit Cards				
				$ 212,327.38

7.3 INVESTMENT REPORT AS AT 31 JULY 2023

Attachments: **1. Investment Statistics as at 31 July 2023**

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 31 July 2023 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 July 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

No new investments were made in the month of July 2023.

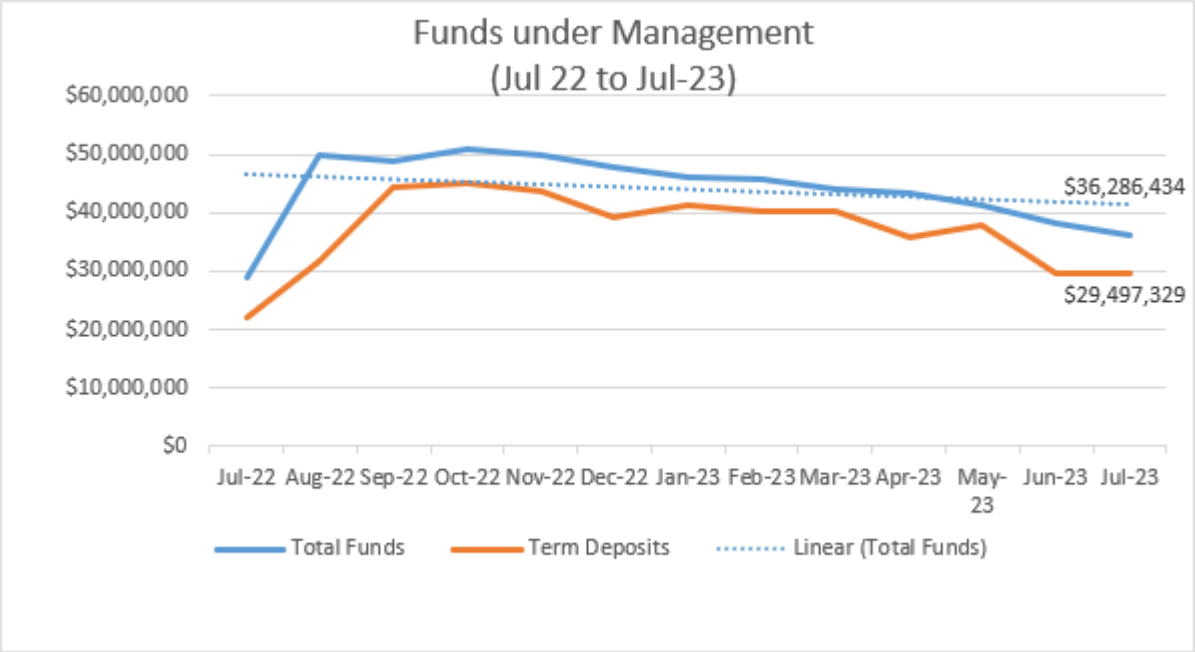
Investment Status

The City's investment portfolio is diversified across several accredited financial institutions.

As at 31 July 2023, the total funds held in the City's operating accounts (including on call) was $36,286,434 compared to $29,048,188 for the period ended 31 July 2022. All funds are interest bearing as at 31 July 2023.

The total term deposit investments for the period ended 31 July 2023 were $29,497,329 compared to $22,236,604 for the period ended 31 July 2022.

The following chart shows funds under management from July 2022 to July 2023:



Interest Status

Total accrued interest earned on investments as at 31 July 2023 is:

Total Accrued Interest Earned on Investment	Budget Adopted	Budget YTD	Actual YTD	% of YTD Budget
Municipal	$400,000	$60,000	$62,845	104.7%
Reserve	$350,000	$55,000	$58,413	106.2%
Subtotal	**$750,000**	**$115,000**	**$121,258**	**105.4%**
Leederville Gardens Inc Surplus Trust*	$0	$0	$16,082	N/A
Total	**$750,000**	**$115,000**	**$137,341**	**119.4%**

**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 4.44% for current investments compared to the Reserve Bank 90 day accepted bill rate for July 2023 of 4.30%.

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 sets the maximum exposure limits to divested institutions at 90% as reflected in the below table. The majority of divested institutions lie within A-2 and A-1+ categories.

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum %with any one institution		Maximum % of Total Portfolio	
	Guideline	Current position	Guideline	Current position
A1+	30%	30.3%	90%	54.7%
A-1	25%	12.5%	90%	12.5%
A-2	20%	20.7%	90%	32.8%

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 2022-2032*:

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 31 JULY 2023

Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal $
OPERATING ACCOUNTS					
Municipal	Commonwealth Bank of Australia			3.85%	4,188,371
Municipal	Commonwealth Bank of Australia	Ongoing		4.15%	2,600,734
Total Operating Funds					**6,789,105**
TERM DEPOSITS					
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
Leederville Gardens Inc Surplus Trust	Commonwealth Bank of Australia	30/06/2023	28/06/2024	5.32%	2,058,536
Municipal	Macquarie Bank	05/05/2023	03/08/2023	4.59%	1,000,000
Municipal	Macquarie Bank	05/05/2023	14/08/2023	4.59%	1,000,000
Municipal	National Australia Bank	20/02/2023	20/02/2024	4.83%	4,000,000
Municipal	Bank of Queensland	03/03/2023	05/03/2024	5.05%	1,000,000
Reserve	AMP Bank	29/03/2023	28/03/2024	4.90%	3,500,000
Reserve	AMP Bank	04/08/2022	04/08/2023	4.20%	4,000,000
Reserve	Macquarie Bank	05/05/2023	24/08/2023	4.59%	1,000,000
Reserve	Macquarie Bank	05/05/2023	04/09/2023	4.59%	1,000,000
Reserve	Macquarie Bank	05/05/2023	14/09/2023	4.59%	540,000
Reserve	National Australia Bank	12/01/2023	11/01/2024	4.53%	4,500,000
Reserve	Hume Bank	29/03/2023	28/03/2024	4.78%	2,540,000
Reserve	National Australia Bank	24/05/2023	23/05/2024	4.87%	1,600,000
Total Term Deposits					**29,497,329**
Total Investment Including At Call					**36,286,434**

CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 31 JULY 2023

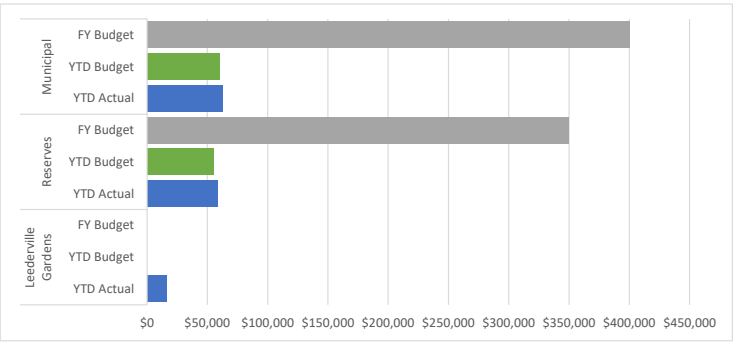
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	$	$	$	$	%
BY INVESTMENT HOLDINGS					
Municipal Account	4,188,371	0	0	4,188,371	11.5%
Online Saver	2,600,734	0	0	2,600,734	7.2%
Term Deposits	7,000,000	18,680,000	3,817,329	29,497,329	81.3%
	13,789,105	**18,680,000**	**3,817,329**	**36,286,434**	**100.0%**
BY INSTITUTION					
Bank of Queensland	1,000,000	0	0	1,000,000	2.8%
Commonwealth Bank of Australia	6,789,105	0	2,058,536	8,847,641	24.4%
Beyond Bank	0	0	850,117	850,116	2.3%
National Australia Bank	4,000,000	6,100,000	908,677	11,008,677	30.3%
AMP Bank	0	7,500,000	0	7,500,000	20.7%
Hume Bank	0	2,540,000	0	2,540,000	7.0%
Macquarie Bank	2,000,000	2,540,000	0	4,540,000	12.5%
	13,789,105	**18,680,000**	**3,817,329**	**36,286,434**	**100.00%**
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	10,789,105	6,100,000	2,967,212	19,856,317	54.7%
A-1	2,000,000	2,540,000	0	4,540,000	12.5%
A-2	1,000,000	10,040,000	850,117	11,890,117	32.8%
	13,789,105	**18,680,000**	**3,817,329**	**36,286,434**	**100.0%**
BY TERMS					
0-30 days	6,789,105	0	0	6,789,105	18.7%
31-90 days	1,000,000	0	0	1,000,000	2.8%
91-180 days	1,000,000	2,540,000	0	3,540,000	9.7%
271-365 days	4,000,000	16,140,000	3,817,329	23,957,329	66.0%
> 1 year	1,000,000	0	0	1,000,000	2.8%
	13,789,105	**18,680,000**	**3,817,329**	**36,286,434**	**100.0%**
BY MATURITY					
0-30 days	8,789,105	5,000,000	0	13,789,105	38.0%
31-90 days	0	1,540,000	0	1,540,000	4.2%
91-180 days	0	4,500,000	1,758,793	6,258,793	17.3%
181-270 days	5,000,000	6,040,000	0	11,040,000	30.4%
271-365 days	0	1,600,000	2,058,536	3,658,536	10.1%
	13,789,105	**18,680,000**	**3,817,329**	**36,286,434**	**100.0%**
BY FOSSIL FUEL EXPOSURE *(as determined by www.marketforces.org.au)*					
Fossil Fuel Investments	12,789,105	16,140,000	2,967,212	31,896,317	87.9%
Non Fossil Fuel Investments	1,000,000	2,540,000	850,117	4,390,117	12.1%
	13,789,105	**18,680,000**	**3,817,329**	**36,286,434**	**100.0%**

CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 JULY 2023

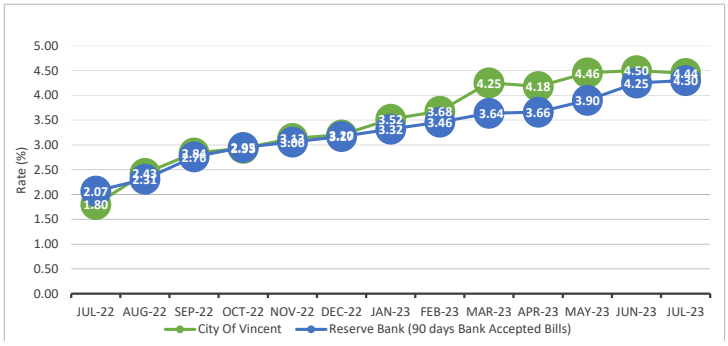
FUNDS INVESTED (ONLINE SAVER AND TERM DEPOSITS)



INTEREST EARNINGS

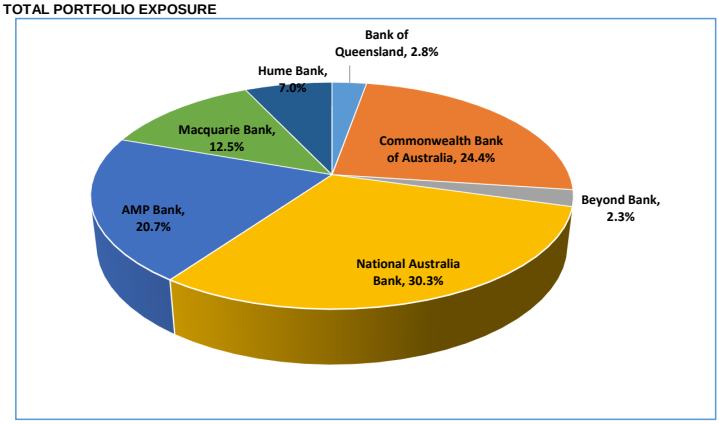


INTEREST RATE COMPARISON

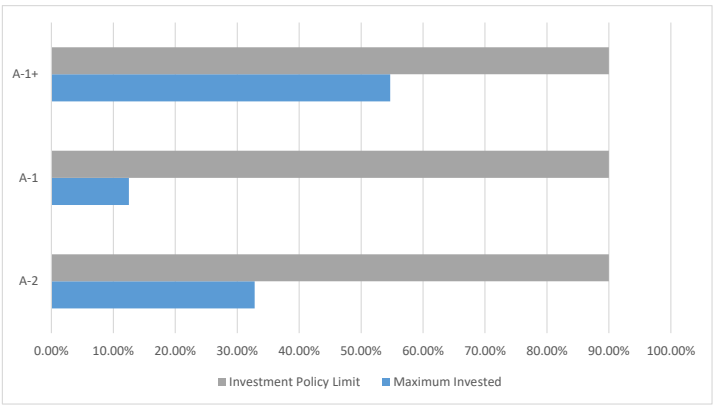


CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 JULY 2023

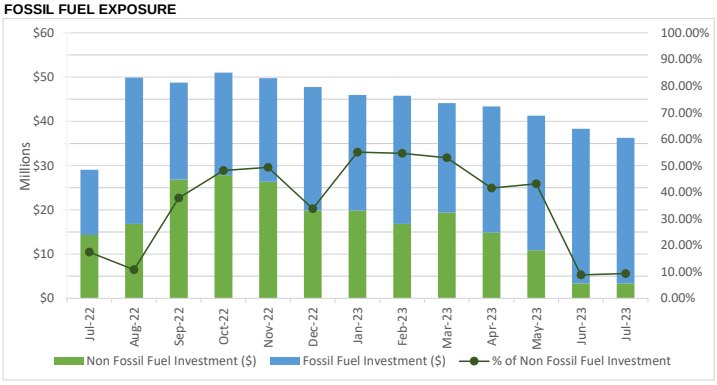
TOTAL PORTFOLIO EXPOSURE



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 31 JULY 2023

	YTD 31/07/2023	PY YTD 31/07/2022	FY 2023/24	PY FY 2022/23
MUNICIPAL FUNDS	**$**	**$**	**$**	**$**
Budget	60,000	10,000	400,000	500,000
Interest Earnings	62,845	9,487	62,845	827,395
% Income to Budget	104.7%	94.9%	15.7%	165.5%
RESERVE FUNDS				
Budget	55,000	6,667	350,000	450,000
Interest Earnings	58,413	22,617	58,413	497,011
% Income to Budget	106.2%	339.2%	16.7%	110.5%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	16,082	13,230	16,082	134,290
% Income to Budget	0.0%	0.0%	0.0%	0.0%
TOTAL				
Budget	115,000	16,667	750,000	950,000
Interest Earnings	137,341	45,335	137,341	1,458,696
% Income to Budget	119.4%	272.0%	18.3%	153.6%
Variance	22,341	28,668	(612,659)	508,696
% Variance to Budget	19.4%	172.0%	(81.7%)	53.6%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	115,000	16,667	750,000	950,000
Interest Earnings	121,258	32,105	121,258	1,324,406
% Income to Budget	105.4%	192.6%	16.2%	139.4%
Variance	6,258	15,438	(628,742)	374,406
% Variance to Budget	5.4%	92.6%	(83.8%)	39.4%

7.4 ADVERTISING OF NEW POLICY - CHILD SAFE AWARENESS

Attachments: **1. DRAFT Child Safe Awareness Policy**

RECOMMENDATION

That Council APPROVES the proposed Child Safe Awareness Policy, at Attachment 1, for the purpose of community consultation.

PURPOSE OF REPORT:

For Council to approve, for the purpose of community consultation, the new Child Safe Awareness 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 though the monthly Policy Paper in August.

This policy is an outcome from the Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) – Recommendation 6.12.

The Royal Commission was established in January 2013 to investigate systemic failures of public and private institutions to protect children from child sexual abuse, report abuse and respond to child sexual abuse. It also inquired into how institutions with a responsibility for children managed and responded to allegations and instances of child sexual abuse.

In 2018, the State Government accepted or accepted in principle, all 310 recommendations from the Royal Commission that were applicable to Western Australia.

The recommendations emphasised that organisations working with children must be able to provide safe environments where the rights, needs and interests of children are met. The Royal Commission recommended a range of mechanisms to support child safe organisations, including National Principles that provide a nationally consistent approach to embedding child safe cultures at all levels within organisations that engage with children.

The Royal Commission acknowledged the role that local governments play in creating and maintaining child safety in their communities and made a number of recommendations aimed at using this role to promote the safety and wellbeing of children and young people.

DETAILS:

The Child Safe Awareness Policy template (the template) commits local governments in WA to build and maintain child safety awareness and knowledge by providing information for the organisations and individuals that operate in their communities and promoting child safe messages.

Following WALGA State Council support on 3 March 2023, the Department of Local Government, Sport and Cultural Industries (DLGSC) recommends that local governments use the template to create their own Child Safe Awareness Policy and fulfill their obligations under the Royal Commission Recommendation 6.12.

The proposed Child Safe Awareness policy recognises that Vincent is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse.

Consistent with the National Principles for Child Safe Organisations and Commonwealth Child Safe Framework, this policy will provide a framework that outlines Vincent's role in supporting local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

The Royal Commission highlighted the important roles local governments play in communities that impact on the safety of children including:

- providing services to children, for example libraries, swimming pools and childcare;
- providing spaces for community activities, for example halls, and sports grounds;
- funding or contracting services;
- facilitating community education or outreach programs;
- regulating planning and development approvals, infrastructure and property services; and
- water and food inspection.

Local governments are recognised as well placed to support smaller organisations within their communities to implement the National Principles and create child safe environments.

The City supports and values all children and young people and is committed to supporting the safety and wellbeing of all children and young people, including protection from abuse.

This policy is one of the ways that Council can demonstrate its commitment to being child safe and having a zero-tolerance approach to child abuse.

The template and objectives for the policy have been agreed broadly by local governments and should remain unchanged to provide a state-wide approach and to ensure consistency with the recommendations of the Royal Commission into Institutional Responses to Child Sexual Abuse.

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; and
- notice published in the local newspapers.

Public notice of this proposed new policy will be provided following Council endorsement.

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 new policy.

STRATEGIC IMPLICATIONS:

This is in keeping with the City's *Strategic Community Plan 2022-2032*:

Connected and Healthy Community

We protect, improve and promote public health and wellbeing within Vincent.

Innovative and Accountable

We engage with our community so they are involved in what we are doing and how we are meeting our goals.

Our decision-making process is consistent and transparent, and decisions are aligned to our strategic direction.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action/activity is environmentally neutral.

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial implications associated with this Policy. The functions of this Policy will be resourced and assigned to relevant officers for implementation.

Legislation / Local Law Requirements	• *Child Care Services Act 2007* • *Children And Community Services Act 2004* • *Civil Liability Act 2002* • *Corruption, Crime And Misconduct Act 2003* • *Equal Opportunity Act 1984* • *Freedom Of Information Act 1997* • *Local Government Act 1995* • *National Principles For Child Safety Organisations* • *Parliamentary Commissioner Act 1971* • *Public Interest Disclosure Act 2003r* • *Public Sector Management Act 1994* • *United Nations Convention On The Rights Of The Child (Crc)* • *Work Health And Safety Act 2020* • *Working With Children (Criminal Record Checking) Act 2004*
Relevant Delegations	• Nil.
Related Policies, Procedures And Supporting Documentation	• Youth Action Plan 2020-2026 • Strategic Community Plan 2022-2032 • Public Health Plan 2020-2025 • Public Open Space Strategy • Access and Inclusion Plan 2022-2027 • Community and Stakeholder Engagement Strategy • Reconciliation Action Plan 2022-2024 | Innovate • Safer Vincent Plan 2019-2022 • Working with Children Check Procedure

PRELIMINARY

INTRODUCTION

This Policy was developed in response to Recommendation 6.12 from the Royal Commission into Institutional Responses to Child Sexual Abuse and the Royal Commission's recognition of the important role of local governments in community development and community safety, particularly roles that impact child safety.

The Royal Commission identified the opportunity to integrate their direct responsibilities to children and young people within their wider role in the community.

PURPOSE

Vincent is committed to supporting the safety and wellbeing of all children and young people, including protection from abuse. This Child Safe Awareness policy is one of the ways the City demonstrates its commitment to being child safe and its zero-tolerance approach to child abuse.

This policy aims to reduce the risk of harm and child sexual abuse in our communities by encouraging child safe environments to be created and maintained. Vincent encourages local organisations to be child safe and ensure children are safe and empowered.

This Child Safe Awareness policy has been developed in response to recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse and recognises that Vincent is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse. We will promote the safety and wellbeing of children across the community.

Consistent with the National Principles for Child Safe Organisations and Commonwealth Child Safe Framework, this policy provides a framework that outlines the City's role in supporting local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

OBJECTIVE

The following are the objectives (principles) of the Policy:

- The rights of children and young people are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe and cared for.
- Children and young people have the right to speak up, be heard and taken seriously without the threat of negative consequences.
- The safety and best interests of children and young people are a primary consideration when making decisions that concern them.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps support organisations to understand what they must do to help reduce the risk of harm and abuse.
- Communities are informed and involved in promoting the safety and wellbeing of children and young people including protection from harm.
- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

SCOPE

The safety and wellbeing of children is everyone's responsibility. The Child Safe Awareness policy applies to all employees, volunteers, trainees, work experience students and anyone else who undertakes work on behalf of the City, regardless of whether their work relates directly to children or young people. It applies to occupants of City of Vincent facilities and venues including visitors, contractors and suppliers.

POLICY PROVISIONS

DEFINITIONS

Abuse: Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.

Child/Children: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who appears to be under 18 years of age.

Child Safe Organisation: is defined in the Royal Commission Final Report as one that:

- creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions
- places emphasis on genuine engagement with and valuing of children and young people
- creates conditions that reduce the likelihood of harm to children and young people
- creates conditions that increase the likelihood of identifying any harm, and
- responds to any concerns, disclosures, allegations, or suspicions of harm.
  Note: in the context of local government, this would involve referring concerns to the Department of Communities or WA Police to respond as appropriate.

Implementation of the National Principles for Child Safe Organisations give effect to the above.

Child safe: For the purpose of this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.

Harm: Harm, in relation to a child, means any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance; or a series or combination of acts, omissions or circumstances.

Wellbeing: Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

POLICY

1. Policy Functions

The City will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation.

- Developing a process to deliver child safe messages (for example at City of Vincent venues, grounds and facilities or events).
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

2. Responsibilities

Vincent has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices.

Although the City is not legally responsible for providing oversight of compliance with child safe practices, it will take any reasonable steps to engage with persons who use City of Vincent facilities to operate in alignment with the Child Safe Awareness policy.

Vincent will determine which roles across the organisation will directly support the implementation of the Child Safe Awareness policy.

Office Use Only	
Responsible Officer	• Coordinator Community Development
Initial Council Adoption	• XX/XX/2023
Previous Title	• N/A
Reviewed / Amended	• N/A
Next Review Date	• XX/XX/2027

8 CHIEF EXECUTIVE OFFICER

8.1 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 31 AUGUST 2023

Attachments:
1. **Minutes of the Audit Committee Meeting 31 August 2023**
2. **Audit Committee Attachments 31 August 2023 - Confidential**

RECOMMENDATION:

That Council:

1. **RECEIVES the minutes of the Audit Committee Meeting of 31 August 2023, as at Attachment 1; and**

2. **ENDORSES the remaining recommendations contained within the Audit Committee minutes of 31 August 2023.**

PURPOSE OF REPORT:

To report to Council the proceedings of the Audit Committee at its meeting held on 31 August 2023 in accordance with clause 2.21(1) of the City's Meeting Procedures Local Law 2008.

BACKGROUND:

The City's Audit Committee is a statutory committee of Council, established in accordance with Section 7.1A of the *Local Government Act 1995*. The role of the Audit Committee is to provide independent advice and assurance to Council over the City's risk management, internal controls, legislative compliance and financial management.

The Audit Committee meets approximately every two months and comprises of up to three external independent members (one of which is the Audit Committee Chair) and four Elected Members.

DETAILS:

6.1 Paxon Audit Findings – Strategic Project Report

Discussion took place around the audit findings, and the Audit Committee requested a copy of the quarterly strategic projects update that is presented to Council.

6.2 Review of the City's Corporate Risk Register

Amendments to the risk register were noted and accepted.

6.3 Review of the City's Audit Log

Discussion took place on the Audit Log, and it was requested that Finance present a report to the next Audit Committee meeting on the fundamental controls in place to monitor invoice splitting in procurement.

The Audit Committee requested that when an audit log item is closed, the log is to note which process or system improvements have been made to address the risk and prevent future instances of the risk arising. It was also requested that a review of the process to close off audit log items is added to the internal audit.

6.4 Audit Committee – Forward Agenda 2023

The forward agenda was noted.

6. General Business

A response to the question asked at the June 2023 meeting was included in the minutes, further information was requested by the Committee, along with information on non-compliant POs for the 2022/23 financial year.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Clause 2.21 of the City's Meeting Procedures Local Law 2008 states that the reports and minutes of a Committee meeting are to be provided to Council.

The Audit Committee Terms of Reference govern the functions, powers and membership of the Audit Committee.

RISK MANAGEMENT IMPLICATIONS:

Low: It is low risk for Council to consider the report and minutes of the Audit Committee meeting on 31 August 2023.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

We are open and accountable to an engaged community.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

CITY OF VINCENT

MINUTES

Audit Committee

31 August 2023

Table of Contents

1 Introduction and Welcome 4
2 Apologies / Members on Approved Leave of Absence 4
3 Declarations of Interest 4
4 In Camera Session 4
5 Confirmation of Minutes 5
6 Business Arising 6
7 General Business 44
8 Next Meeting 44
9 Closure 44

MINUTES OF CITY OF VINCENT
AUDIT COMMITTEE
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE
244 VINCENT STREET, LEEDERVILLE
ON THURSDAY, 31 AUGUST 2023 AT 4.00PM

PRESENT:	**Mr Conley Manifis**	**Independent External Member (Chair) (electronically)**
	Cr Susan Gontaszewski	**South Ward (electronically)**
	Cr Ron Alexander	**North Ward**
	Mr George Araj	**Independent External Member**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer (joined at 4.38pm)**
	Main Bhuiyan	**Financial Controller**
	Joslin Colli	**Chief Audit Executive**
	Peter Varris	**Executive Director Infrastructure & Environment**
	Emma Simmons	**Governance and Risk Support Officer**
	Wendy Barnard	**Council Liaison Officer**

1 INTRODUCTION AND WELCOME

The Presiding Member, Conley Manifis, declared the meeting open at 4.07pm and read the following Acknowledgement of Country statement:

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

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Ashley Wallace on approved leave of absence from 28 August 2023 to 17 September 2023.
Cr Ross Ioppolo on approved leave of absence from 26 July 2023 to 30 September 2023.
Mr Olaf Goy is an apology for this meeting.

3 DECLARATIONS OF INTEREST

Conley Manifis declared an impartiality interest. The extent of his interest is that his company is contracted by the Office of the Auditor General to complete external audits.

4 IN CAMERA SESSION

At 4.08pm Governance and Risk Support Officer and Executive Director Infrastructure & Environment left the meeting.

Discussion took place behind closed doors.

At 4.38pm Governance and Risk Support Office and Executive Director Infrastructure & Environment returned to the meeting.

5 CONFIRMATION OF MINUTES

COMMITTEE DECISION

Moved: Cr Gontaszewski, Seconded: Mr Manifis

That the minutes of the Audit Committee held on 29 June 2023 be confirmed.

CARRIED (4-0)

For: Mr Manifis, Cr Gontaszewski, Cr Alexander and Mr Araj

Against: Nil

(Cr Wallace was on approved leave of absence for the Meeting.)

(Cr Ioppolo was on approved leave of absence for the Meeting.)

(Mr Goy was an apology for the Meeting.)

NOTE: The Committee requested to see the projects update that is presented quarterly to Council with a link to be provided.

6 BUSINESS ARISING

6.1 PAXON AUDIT FINDINGS - STRATEGIC PROJECT REPORT

Attachments: **1. Strategic Projects Report - Confidential**

RECOMMENDATION:

That Audit Committee recommends to Council that it RECEIVES the Strategic Projects Report at Attachment 1.

COMMITTEE DECISION ITEM 6.1

Moved: Mr Araj, Seconded: Mr Manifis

That the recommendation be adopted.

CARRIED (4-0)

For: Mr Manifis, Cr Gontaszewski, Cr Alexander and Mr Araj

Against: Nil

(Cr Wallace was on approved leave of absence for the Meeting.)

(Cr Ioppolo was on approved leave of absence for the Meeting.)

(Mr Goy was an apology for the Meeting.)

6.2 REVIEW OF THE CITY'S CORPORATE RISK REGISTER

Attachments:
1. **Corporate Risk Register 2023**
2. **Risk Management Procedure**
3. **Risk Appetite and Tolerance Statements**

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. RECEIVES the City's Corporate Risk Register as at Attachment 1; and

2. NOTES the status of risk management actions for the high and extreme risks.

COMMITTEE DECISION ITEM 6.2

Moved: Mr Araj, Seconded: Cr Gontaszewski

That the recommendation be adopted.

CARRIED (4-0)

For: Mr Manifis, Cr Gontaszewski, Cr Alexander and Mr Araj

Against: Nil

(Cr Wallace was on approved leave of absence for the Meeting.)

(Cr Ioppolo was on approved leave of absence for the Meeting.)

(Mr Goy was an apology for the Meeting.)

NOTE: The Committee requested administration benchmark documented risks against other local governments to see what they are tracking and whether City's approach is consistent

CITY OF VINCENT

Corporate Risk Register

Controls Rating Table		
FE	Fully Effective	Controls are adequate, appropriate and fully effective. Overall control environment provides reasonable assurance that the risk is being managed. Control objectives are being met and no improvements to controls have been identified
A	Adequate	A few specific control weaknesses noted however the overall control environment is adequate, appropriate and effective. Certain controls may require improvement to ensure that the overall environment will continue to operate effectively
I	Inadequate	Numerous specific controls weaknesses or gaps were noted. Overall control environment is not adequate or effective and fails to provide reasonable assurance that risks are being managed and control objectives are being met. The control environment needs improvement.

Risk Management Policy

Risk Identification					Assessment of Residual Risk							Assessment of Post RMA Risk						
ID	Risk Category	Risk Description	Comment	Existing Controls	Consequence Rating	Likelihood Rating	Overall Rating	Control Rating	Risk Management Action (RMA)	RMA due date	Risk Owner	Consequence Rating (post RMA)	Likelihood Rating (post RMA)	Overall Rating (post RMA)	Control Rating (post	Assurances available	Last Updated	Action Owner
ID 1	Finance, Procurement & Contracts	Supplier / contract management There is a risk that inappropriate contract management in respect to initiation and management of contract with suppliers may result in the City's interests not being protected or the contract terms not being filled resulting in financial losses to the City	Contract initiation controls are strong. Contract management controls need more work.	1. Contract management framework 2. Contract register recording all contracts over $100k 3. Updated CoV contract templates reviewed by a legal firm in place, use WALGA contract templates 4. Regular training in contract management provided to all staff 5. Contract management controls to be monitored through audits 6. Contract management support and guidance provided by experienced procurement and contracts team.	3	2	Medium	A	Develop an audit process to monitor the use and effectiveness of the contract management framework, contract templates. Audit contracts to ensure compliance with the contract management framework - ongoing	30/09/2023	Council (report to Audit Committee)	3	2	Medium	A	Monitoring of contracts register and procurement processes ongoing	16/08/2023	Chief Financial Officer
ID 2	Finance, Procurement & Contracts	Major project management Large number of projects, limited resources and ineffective management of projects resulting in financial losses and potentially poor project outcomes for the City		New project management framework and project prioritisation in place, but in early stage of adoption.	2	3	Medium	I	1. Continue implementation of framework - Ongoing 2. Staff training on framework on project management - Ongoing 3. Ensuring timely reporting and accountability by staff - Ongoing 4. Ongoing prioritisation of existing projects. Reported on monthly to Council 5. Continue to monitor and report on projects that are off track and over budget - Ongoing.	Ongoing	Council (report to Audit Committee)	2	3	Medium	A	Regular reporting to Council and Audit	16/08/2023	Chief Financial Officer
ID 3	Finance, Procurement & Contracts	Financial stability, sustainability & reporting Poor financial and management reporting regime leads to ineffective financial management and results in insufficient resources to operate the City effectively		The City has improved its financial and management reporting. There is a better understanding of funded and unfunded projects. Strategies for revenue generation are in place or planned.	2	2	Low	A	1. Annual update of LTFP - Ongoing 2. Annual budget - Ongoing 3. Improvement to monthly financial and management reporting and compliance with DLGSC recommended financial ratios - Ongoing 4. Financial sustainability assessed as part of the development of the City's strategic priorities and masterplans - Ongoing 5. Annual audit and preparation of Annual Financial Statements - Ongoing	Ongoing	Council (report to Audit Committee)	2	2	Low	A	Regular reporting to Council and Audit	16/08/2023	Chief Financial Officer
ID 4	Finance, Procurement & Contracts	Procurement There is a risk that non-compliance with procurement processes could lead to inappropriate use of City funds and an increased risk of the City not attaining value for money.	Procurement guidance documents are in place. Internal monitoring of low value purchases (i.e. any purchase outside of the Procurement and Contracts Team specifically under $100K) needs more work.	1. Procurement Policy 2. Procurement Framework 3. Mandatory training 4. Procurement Form (all purchases within $20k - $100k) 5. Procurement support and guidance provided by experienced procurement and contracts team	3	3	Medium	A	Develop and implement an audit process to monitor compliance with purchasing processes and threshold requirements including seeking the required amount of quotations, raising an approved purchase order before engaging a supplier.	Sep-23	Council (report to Audit Committee)	3	2	Medium	A	Monitoring of purchases through an internal audit program conducted by the Procurement and Contracts Team and reporting to EMC and Audit Committee	16/08/2023	Chief Financial Officer

ID 5	Asset, sustainability and environment management	Inadequate asset management Inadequate asset management, including accountabilities, controls, framework, accountability and inadequate systems to record and interrogate data to inform Asset renewal programs will result in poor asset management outcomes - financial loss and reputational damage	Event - asset failure Impact - financial losses, reputational damage	~~Council have endorsed the Asset Management and Sustainability Strategy (AMSS)~~ ~~Asset Prioritisation (Buildings) implementation Plan – AMSS is on track for delivery in April 2023.~~ ~~Dedicated asset team is being established to guide delivery of the AMSS.~~ ~~Using alternative systems such as spreadsheets, Pay-wise~~ ~~Annual review of asset renewal plans regular engagement with internal and external stakeholders~~ Asset Management and Sustainability Strategy (AMSS) Asset Management Policy Asset Prioritisation (Buildings) Plan Dedicated asset management resources to guide delivery of the AMSS. Asset Management Ratio's	4	3	High	I	~~1.Develop an asset management strategy~~ ~~2.Increase resources to implement the actions contained in the asset management strategy~~ ~~3.Allocate additional financial resource for renewal of assets in the capital works program and operational budget~~ ~~Determine what asset management strategy is appropriate and implement it.~~ 1. Review current Asset Management Policy to ensure it aligns with ISO 55000. 2. Implement RAMM as the City's dedicated Asset Management System for Transport, Recreation and Building asset classes. 3. Develop a cyclic approach for data collection for all major asset classes. 4. Develop 10-Year Capital Works Programs based on asset condition data to inform Long-Term Financial Plan.	~~early 2023~~ Ongoing	Council (report to Audit Committee)	4	2	Medium	I		16/08/2023	Manager City Buildings & Asset Management
ID 6	Asset, sustainability and environment management	Asbestos management Inadequate framework to manage the risk in respect to asbestos on City owned or managed land, or land adjoining this, will leave the City vulnerable to staff and community harm resulting in financial loss and reputational damage		LGIS has prepared an asbestos register, and has development an asbestos management framework in accordance with the legal advice received.	3	3	Medium	I	1. Finalise and implement the asbestos management framework, and communicate to staff. 2. Develop actions based on gaps identified in framework. 3. Develop a prioritised asbestos replacement program based on the register.	Ongoing	CEO (report to EMC)	3	3	Medium	A		16/08/2023	Manager City Buildings & Asset Management
ID 7	Asset, sustainability and environment management	Aging / unsafe assets (Leederville Oval grandstand) Emerging safety risk associated with Leederville Oval grandstand - buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	Essential maintenance is carried out, budget permitting. Electrical switchboards have been upgraded and regular compliance audits scheduled. ~~Grandstand has been inspected and is noted as structurally sound, minor works are scheduled to reinstate wall brick ties to support grandstand columns.~~ ~~Grandstand roof requires replacement and is waiting engineer certification on design specifications.~~ Grandstand repair works to improve structural integrity - securing wall ties have been completed. Delivery of the roof replacement project in 2023/24.	3	3	Medium	A	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and prioritise for assets. 2.Continue to monitor the condition of Leederville Oval assets. 3. Develop a prioritised works program to inform capital and operational budgets. ~~2-4.~~ If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income. ~~3. Grandstand repair works to improve structural integrity - securing wall ties.~~ ~~4. Replacement of grandstand roof works are being scoped and budgeted for in 2022/2023.~~	~~01/08/2022~~ Ongoing	CEO (report to EMC)	3	2	Medium	A		16/08/2023	Manager City Buildings & Asset Management
ID 8	Asset, sustainability and environment management	Aging / unsafe assets (Beatty Park grandstand) Emerging safety risk associated with Beatty Park grandstand, as buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	Essential maintenance is carried out, budget permitting. Money allocated in 2020/21 budget for essential works at Beatty Park Grandstand.	3	3	Medium	A	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and prioritise for assets. 2. Develop a prioritised works program to inform capital and operational budgets. ~~23~~. If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income. 4. Continue to monitor the condition the asset at Beatty Park. ~~3~~ 5. Beatty Park 2062 Option Project will identify future use and upgrade options and costs.	FY2023	CEO (report to EMC)	3	3	Medium	A		16/08/2023	Manager City Buildings & Asset Management

ID 9	Asset, sustainability and environment management	Aging / unsafe assets (Litis Stadium grandstand and buildings) Emerging safety risk associated with Litis Stadium grandstand and buildings, as buildings have electrical and structural issues and will require significant capital work in future to ensure they remain safe.	This risk has significant financial implications.	Grandstand scheduled for demolition and redevelopment mid 2023.	3	3	Medium	A	1. Develop an Asset Management Strategy to inform schedule for maintenance / upgrades required, and priorities for assets. 2.If capital work is not undertaken it may be necessary for buildings to be left vacant, which results in a loss of rental income.	FY2023	CEO (report to EMC)	3	3	Medium	A		16/08/2023	Manager City Buildings & Asset Management
ID 10	Asset, sustainability and environment management	Service delivery - 'Industry Education and Enforcement' Health Services Failure to provide public health assurances relating to food safety at Vincent's food businesses; and patron safety in public buildings and lodging houses.	The risk may have reputational and public health implications.	Regulated business assessment frequencies tracked and reported. New and amended business applications prioritised and completed within adequate timeframe. Record management effective. Introduction of electronic assessment system, improved outcomes and tracking of trends possible.	3	3	Medium	I	Proposed tender for 3rd party contractor to undertake routine food safety, public building and lodging house site assessments.	Jun-23	CEO (report to EMC)	2	2	Low	A		25/01/2023	Manager Built Environment & Wellbeing
ID 11	Asset, sustainability and environment management	Management of Vincent Underground Power Project (VUPP) Failure to adequately manage the community engagement and financial management of payment obligations to Western Power to be recouped from the impacted property owners	This risk has significant financial implications As project co-owner, the City shares project risks with Western Power.	1. Underground Power Reserve created. 2. Strong financial processes in place. 3. Competent finance and communications teams working closely with project manager. 4. Strong collaboration with Western Power. 5. Western Power project management is well organised. 6. Project manager appointed and sound project governance established. 7. Adhering to CoV project management methodology.	3	3	Medium		1.Develop and implement Financial Plan to include detailed financial modelling, determination of services charges, cash-flow management, and adequate financial reserves 2.Develop and implement Community Engagement Plan 3.Monitor and manage project delivery	2023	CEO (report to EMC)	2	3	Medium	A	1. Regular reporting to Project Board and EMC 2. Funding Agreement for each project area subject to Council approval	10/01/2023	Project Manager - Undergroun d Power
ID 12	OH&S, employment practices	Safety and security practices for staff Staff working alone, after C43hours works, accessing building sites and/or private property, negative interaction with members of the community. Lack of comprehensive risk management in respect to safety practices leads to a lack of understanding of the appropriate training needs and potentially inadequate action against risks.	Note that this risk depends on behaviour of public - which City can not control. So remains medium risk. The City ensures lone working is kept to a minimum.	Staff training, patron education, emergency equipment provision and safety audits. Follow working alone procedures, toolbox weekly for handover, vehicle handover and audit of PPE, GPS monitoring enabled enforcement and communication devices including body cams where determined high risk. Regular reporting of incidents to foster safety awareness culture	2	4	Medium	A	1. Review of safety management plan and systems 2. Identify high risk positions 3. Identify gaps in OH&S procedures 4. Refer to OH&S Committee 5. Improve safety culture (encourage employees to report hazards and incidents	ongoing	Council (report to Audit Committee)	2	4	Medium	A		31/01/2023	Executive Manager Human Resources
ID 13	Business service disruption	Disaster Recovery Plan & Business Continuity Management for Beatty Park Leisure Centre Building or pool failure leading to an unexpected closure of part or whole of facility may lead to not meeting shareholder expectations and experiencing financial losses.		Asset audits, maintenance programs in place and reviewed regularly, communication strategies for any shutdowns note that Medium risk as plant failure can still occur despite strategies	3	3	Medium	A	1.Locate/create BCP for Beatty Park 2.Develop an asset plan and incorporate into short and long term budgets 3.Complete audit of assets 4.Create and implement a Plan for maintenance including finalising all contracts and agreements and reviewing as per the procurement policy	2022/23	CEO (report to EMC)	3	3	Medium	A		16/12/2022	Manager Beatty Park Leisure Centre

ID 14	Business service disruption	Emergency Management (interagency) Ineffective collaboration with agencies results in a poor relationship and ineffective cooperation regarding emergency management leading to ineffective disaster management with an Impact of extended service outages, worsened disaster outcomes	Ensure adequate coverage and City officers/representatives attend training sessions and run desk top exercises. Ensure contact lists are reviewed and updated.	Local emergency management arrangements are in place with City of Perth and Western Central Councils LEMC's. Regular mentoring of EM local Recovery Plans and EM strategies are ongoing.	2	3	Medium	A	1. Provide additional training for relevant staff members and community agencies. 2. Working towards implementation of exercises with WC LEMC 3. Exercises with WC-LEMC and CoP LEMC are to be conducted during the 2022/23 period. A desktop exercise is planned for 30th June 2022 testing LEMA's Local Emergency Recovery plans. 4.Conduct 4 desktop exercises per year - ongoing	1-3 July 2022 4-ongoing	CEO (report to EMC)	2	3	Medium	A	Audit of arrangements and the number of desktop exercises per year, and ensuring any Staff turnover is accounted for	31/01/2023	Manager Ranger Services / Prosecutions & Strategy Officer
ID 15	Business service disruption	Cyber Security The City suffers a material breach of Information Security through ineffective protocols and processes	This is trending as an escalating risk in many organisations	Ongoing improvements being made to: system controls; information access processes; staff awareness and training Sensitivity labelling live across all staff in May 2023 Penetration Test completed in May 2023 and to be an annual test Data loss protection in monitor mode The City's ongoing work with Office of Auditor General provides a comprehensive annual review and report of the City's cyber security controls	3	4	High	A	~~1. The City will review its processes to minimise the collection and storage of personal information~~ ~~2. Data loss protection controls being reviewed for suitable implementation (check, justify, block)~~ ~~3. Program of works being completed under WA State Government preparation for PRIS (Privacy and Responsible Information Sharing) legislation at the end of 2024~~ 1. Staff awareness training being introduced; 2. The City will introduce sensitivity labelling, data loss protection and also review its processes to minimise the collection and storage of personal information 3.ongoing review and improvement; internal penetration testing program will commence in 2023	~~2024~~ Ongoing	Council (report to Audit Committee)	3	3	Medium	A	annual OAG audit; Cyber security insurance with LGIS	16/08/2023	Executive Manager Information and Communication Technology
ID 16	Business service disruption	COVID-19 pandemic Disruption to City service delivery, local business and community group operations and staff and community well being	COVID risk management is now more easy to predict in comparison to the early days of the pandemic in 2020	Operational BCP planning has been completed and risk measures have been implemented	2	3	Medium	A	1. Implement risk management controls for each service/ project/ program 2. Continue risk management controls and adapt to changing requirements	Ongoing	Council (report to Audit Committee)	2	3	Medium	A	monitoring COVID infections in the workforce and ensuring an appropriate response.	10/01/2023	Manager Built Environment & Wellbeing
ID 17	Business service disruption	Business Continuity through Workforce Retention Disruption to City service delivery resulting in Community and Council expectations not being met; failure to comply with statutory requirements and impacting staff well being .	1. Failure to be competitive in the market to attract and retain suitable and experienced workforce. 2. Skills shortage and budget constraints. 3. Failure to support healthy workloads and to support sustainable life, family and work balance. 4. Failure to address pressures of increase	1. Supportive team values and culture 2. Succession planning. 3. Flexible working arrangements. 4. Investing in developing team members and training. 5. Effective day-to-day supervision. 6. Employee assistance program. 7. Service planning. 8. Maintaining awareness of current issues. 9. Seeking continuous improvement opportunities and operational efficiencies. 10. Monitoring workload trends and salary savings	2	4	Medium	A	1. Competitive remuneration, and recruitment strategies to attract and retain qualified staff. 2. Continued resource allocation review.	TBA	CEO (report to EMC)	2	2	Low	A		11/05/2023	Executive Manager Human Resources

ID 18	Governance, compliance and fraud	Corporate governance / legislative compliance 'Lack of an effective governance framework and culture, including risk management, leads to complacency in corporate governance, risk management and legislative compliance, potentially resulting in a failure to comply with legislative requirements and poor decision making	Resourcing required to implement actions identified by previous reg 17 review (improvement plan) and implement a compliance calendar, and ongoing monitoring / compliance checks.	1. Governance team undertakes manual checks to ensure legislative compliance and communicated governance principles and legislative requirements are communicated to organisation. 2. Findings and management actions arising from Reg 5 and 17 reviews are tracked and monitored in the City's Audit Log. The Audit Log is reported to Council bimonthly through the Audit Committee. 3.The City's Governance framework defines systems, policies, processes and methodology for ensuring accountability, probity and openness in the conduct of City business. The framework describes the principles and key roles that guide Council in its decision-making and demonstrates to the community the processes which the City uses to achieve its strategic priorities and undertake its service delivery. 4. The City has developed a comprehensive Risk Management Framework providing guidance to the organisations on risk identification, analysis, risk management procedure	3	2	Medium	A	Deliver and implement internal audit plan Review, update and implement the City's Corporate Compliance Calendar	3 year contact to deliver the IAP ~~June 2023~~ October 2023	CEO (report to EMC)	2	2	Low	A	1.reg 17 review 2. planned internal audit 3. Compliance calendar creates checklist 4. Audit Log is reported to EMC and Council	16/08/2023	Executive Manager Corporate Strategy & Governance
ID 19	Governance, compliance and fraud	Fraud Risk Management A lack of coordinated approach to identification, mitigation, management and monitoring of fraud, through a fraud risk framework increases the Risk of fraud occurring potentially leading to reputational damage, and financial losses	Initial consideration by City has identified following fraud risk areas; 1. Payrol 2. Theft (property / money) 3. Credit card use 4. Procurement (invoices)	A coordinated approach to identification, mitigation, management and monitoring of fraud is now in place and implemented through the Fraud Management Policy and Plan. The Plan is reviewed annually and reported to the Council through the Audit Committee Online training programs for Fraud Awareness and Accountable and Ethical Decision- making (AEDM) have been developed and implemented in accordance with the Fraud Management Plan. ~~Training should also form part of induction and performance review processes.~~ Fraud, integrity and AEDM are included in all inductions and have been incorporate into annual online training modules that are required to be completed by all staff.	3	3	Medium	A	1. Testing for fraud will form part of the internal audit plan, and random checks will be undertaken by procurement. ~~2.Online training programs for Fraud Awareness and Accountable and Ethical Decision- making (AEDM) to form part of induction and performance review processes~~ 3. Regular staff assessment surveys to be developed and circulated to ensure learnings from integrity training are embedded.- 4. Requirement to assess the City's existing internal controls against examples of public sector fraud is underway. An annual pressure testing program is proposed for development. Examples of pressure tests include desktop review of case studies, process walk-throughs and data analysis.	1.subject to IAP schedule ~~2. June 2023~~ 3. ongoing 4. ongoing	Council (report to Audit Committee)	3	2	Medium	A	Audit Log is reported to EMC and Council; random checks on transactions, inventory and processes (e.g. HR and payroll)	16/08/2023	Executive Manager Corporate Strategy & Governance
ID 20	Governance, compliance and fraud	Complex land management / maintenance requirements Management and maintenance of City controlled land within the Swan River Foreshore, Aboriginal Heritage Sites and Development Control Areas	Urgent remedial path works at Banks Reserve undertaken in Feb 2019 , no s 18 consent obtained. Caution issued by DPLH, may result in reputational damage, and if further non-compliances occur that could adversely impact relationship with DPLH	Process outlined in Promapp: - 'Development/work on land containing an Aboriginal Heritage Site'; and - Development/work on City owned or managed land -when relevant to works / management of land within the Swan River Foreshore, Development Control Area or Aboriginal Heritage Site.	3	1	Low	A	Discuss process and requirements with DPLH, DBCA and other relevant government agencies to ensure compliance ahead of any works.	ongoing	CEO (report to EMC)	3	1	Low	A	Annual review of process.	16/08/2023	Executive Manager Corporate Strategy & Governance

ID 21	Governance, compliance and fraud	Non-compliance with drafting requirements for local laws Additional administrative time and costs associated with redrafting of local laws to meet legislative requirements for local laws (Local Government Property Local Law, Parking Local Law and Animal Local Law occurring	Joint Standing Committee on Delegated Legislation found issues in the Local Govt Property Local Law 2021 and requested undertakings, resulting in the City needing to adopt an amendment local law within a limited time frame.	Department of Local Government's guidelines and WALGA templates A comprehensive local law reiew procedure has been developed by Administration to guide staff through the documented process outlined in section 3.12 of the *Local Government Act 1995*. Procedures include seeking legal advice ahead of gazetting local laws when necessary.	2	2	Low	A	1. Discuss drafting further with Department, to ensure drafting meets Joint Standing Committee's requirements 2. Seek legal advice ahead of Gazetting local laws when necessary.	ongoing	CEO (report to EMC)	2	2	Low	A		16/08/2023	Executive Manager Corporate Strategy & Governance

RISK MANAGEMENT PROCEDURE

CITY OF VINCENT

Responsible directorate	Office of the CEO.
Responsible team	Corporate Strategy and Governance.
Responsible officer	Executive Manager, Corporate Strategy and Governance.
Affected teams	All Staff.
Legislation / local law requirements	Regulation 17 *Local Government (Audit) Regulations 1996.*
Relevant delegations	Nil.
Related policy procedures and documents	This document supports the Risk Management Policy by further defining the systems and processes in place to facilitate good practice risk management.

PURPOSE

To set out the framework within which the City of Vincent (**City**) will manage its strategic, operational and project risks.

BACKGROUND

The City has a Risk Management Policy (**Policy**) approved by Council (16 June 2020 Council Meeting). The Policy sets the tone for the City's risk management approach and establishes the risk management responsibilities of Council, the Audit Committee, City employees and contractors and other relevant parties as required.

This Procedure supports the Policy by defining the systems and processes in place to facilitate good practice risk management and the roles and responsibilities of City employees.

PROCEDURE

1. RISK MANAGEMENT APPROACH

The City's approach to risk management determines how the City will go about managing its risks.

The City's risk management approach aligns with the *AS31000:2018 Risk Management – Guidelines*.

RISK MANAGEMENT PROCEDURE

CITY OF VINCENT

2. OTHER RISK DOCUMENTS

Corporate Risk Register

The Corporate Risk Register (**Register**) lists the City's 'whole of organisation' strategic, operational and project risks. The risks are assessed without controls (*i.e. inherently*), with controls (*i.e. residually*) and following the proposed risk management actions (*i.e. post-treatment*).

The Register is divided into a list of residually-rated medium, high and extreme risks (which require reporting to the Executive Management Committee, Audit Committee and Council) and residually-rated low and medium risks for each service area. Timeframes and ownership for the implementation of the risk management actions are included.

Risk Appetite and Tolerance Statements

'Risk Appetite' sets out the risk type and levels that the City is looking to pursue to meet and optimise opportunities. 'Risk Tolerance' reflects how much risk the City is able to accept in the pursuit of its strategic, operational and project objectives.

Strategy House Service Area Risk Matrix

Each of the City's service areas has a risk matrix which sets out its strategic (where relevant), operational and project risks which are specifically considered, where appropriate, within the context of the specific Strategy House.

A number of documents and guidelines are also relevant to the City's risk management. These include:

- *Business continuity plan (BCP)* – This document describes how the City will respond to and function in the event of a business interruption event. It is a 'mitigative' control as it seeks to reduce the consequences of risks eventuating.
- *ICT disaster recovery plans* – these plans assist the City to recover from Information and Communication Technology (**ICT**) interruption events, from a routine, operational incident through to a large-scale ICT event. The plans will ultimately align with the City's BCP and, again, are 'mitigative' controls in seeking to reduce the consequence of a risk eventuating.
- *Event risk management plans* – These are formal plans to mitigate any foreseeable risks that may arise from place activation, and planning and delivering events.
- *Procurement risk assessments* – A systematic, documented assessment of risks associated with all significant purchases, as set out in the Procurement Plan. Procurement risk assessments are required for procurement of greater than $50,000, and the level of detail required for the risk assessment will vary depending on the significance of the purchase. Note that although the $50,000 mandatory threshold has been set by the City, the contract value of a procurement does not define its

RISK MANAGEMENT PROCEDURE

CITY OF VINCENT

risk to the City so there is discretion – which should be exercised – in contract values below this figure.

3. RISK CATEGORIES

Strategic Risks

Strategic risks relate to the uncertainty of the City achieving its long-term, strategic objectives. They are usually owned and managed by Council and/or the Executive Management Committee. Strategic level risks may include risks associated with achieving the objectives of the Strategic Community Plan, Corporate Business Plan and the Long-Term Financial Plan.

Operational Risks

Operational risks relate to the uncertainty associated with developing or delivering the City's services, functions and other activities. These risks typically have day to day impacts on the organisation or more widely. These risks are owned and managed by the person who has responsibility for the activity, service or function to the level of their delegated authority or capability.

Project Risks

Project risks typically sit underneath operational risks and will be managed in accordance with the City's Project Management Framework and depending on their progress.

4. RISK MANAGEMENT PROCESS

Step 1 - Establishing the scope, context and criteria

Prior to commencing risk management, the context for the activity is clearly specified. This includes defining:

- the purpose of the risk exercise and the expected outcomes;
- the scope, boundaries, assumptions and interrelationships;
- the environment, objective, strategy, activity, process, function, project, product, service or asset under consideration; and
- the risk assessment methodologies or approach.

Once this is determined, the essential personnel who need to be involved in the assessment are identified.

Step 2 - Risk Assessment

A. Risk Identification

The context defined in the previous step is used as the starting point for identifying risks. A practical and effective approach to risk identification is to consider what is critical to the successful achievement of the

RISK MANAGEMENT PROCEDURE

CITY OF VINCENT

objectives related to that particular context, and what are the potential opportunities or 'roadblocks' arising from areas of uncertainty (*e.g. assumptions, limitations, external factors, etc*). Included in this consideration are any internal or external events or situations which may give rise to a risk, and also any risks identified through internal or third-party audits, assessments and reviews. Typically, risks are worded either with the use of '*critical success factors*' (**CSFs**) or through '*cause-event-consequence*' (**CEC**) statements:

1) **CSFs -** When considering an activity, consider what is critical that you get right about the activity (*e.g. with City reporting, it may be timeliness and accuracy*), and word the risk based on this critical activity (*e.g. failure to ensure timely and accurate City reporting*);

2) **CECs -** Consider the event that you are most concerned about (*e.g. timely reporting*), the principal potential cause (*e.g. Inadequate reporting systems*) and the principal potential consequence (*e.g. sub-optimal decision making*). These can then be constructed into a statement (*e.g. Inadequate systems cause untimely reporting leading to suboptimal decision making*).

Both ways of phrasing risks are acceptable to the City. Each risk requires a risk owner who is responsible for managing the risk and is accountable for determining if the risk level can be accepted, reviewing the risk, monitoring the controls and risk treatments. High and extreme risks require the risk management action to be approved by Council, via the Audit Committee.

B. Risk analysis and evaluation

For each risk, possible causes of the risk eventuating are identified. Each risk may have one or more causal factors which can either directly or indirectly contribute to it occurring. Identifying the range of causes assists in understanding the risk, identifying the most appropriate controls, evaluating the adequacy of existing controls and designing effective risk treatments. This step also considers the potential consequences of the risk, including knock-on or cascading effects.

Comparing the level of risk with the contents of the risk assessment criteria determines the acceptability of the risk. Risk analysis is undertaken with varying degrees of detail, depending on the risk, the purpose of the analysis, and the information, data and resources available. Analysis is qualitative, semi-quantitative or quantitative, or a combination of these, depending on the circumstances. Such techniques are comprehensively considered in 'ISO 31010: Risk Assessment Techniques', a companion to AS ISO 31000:2018. Risk analysis and evaluation involves identifying and evaluating any existing controls and analysing the risk in terms of consequences and likelihood, taking into account the effectiveness of the controls (*i.e. 'Residual Risk'*). Understanding the following terms is key:

RISK MANAGEMENT PROCEDURE

CITY OF VINCENT

- Controls **-** Controls are the measures that are currently in place (*i.e. at the time of the risk assessment*), that materially reduce the consequences and/or likelihood of the risk. Controls are tangible, auditable and documented. A 'Hierarchy of Control' is applied which ensures the most effective controls are considered first (*e.g. eliminate entirely, substitute it, isolate it and engineer it out prior to relying on administrative controls*). At the City, controls are considered to be either 'preventative' (i.e. affecting likelihood), 'mitigative' (i.e. affecting consequence) or both.
- Consequence **-** A risk that eventuates may impact the City to a greater or lesser extent across multiple areas. Consequences of the risk can be assessed across the relevant consequence categories, which are defined in the risk assessment criteria tables.
- Likelihood **-** This describes how likely it is that a risk will eventuate with the defined consequences. Likelihood can be assessed in terms of terms of probability or frequency, depending on what is most appropriate for the risk under consideration. When you are rating the likelihood of residual risk, ask "*How likely is it for this risk to occur, given the existing controls, to the level of consequence identified?*"
- Level of Risk **-** The Level of Risk (LoR), or Risk Rating, is calculated by multiplying the consequence and likelihood ratings. For any risk, there may be a number of different consequence/ likelihood scenarios. Within each category there may be multiple scenarios ranging from 'minor but likely' to 'catastrophic but rare'. The City expects the most realistic worst-case scenario to be rated. In some instances, it may be appropriate to rate the same consequence category more than once. Where there are multiple ratings for a risk, the highest combination of consequence/likelihood is taken as the LoR. The LoR is then compared to the defined risk criteria to assist the risk owner in determining whether a risk requires further treatment. The City captures three different 'Levels of Risk' – Inherent risk (*i.e. before controls are applied*), Residual risk (*i.e. after controls are applied*) and 'Post-treatment' (*i.e. a prospective level of risk considering further treatments*).

Step 3 - Risk Treatment

Once a risk has been analysed and evaluated, the risk owner makes an informed decision to do one of the following:

- Accept the risk – the opportunity outweighs the risk, the existing controls meet the criteria specified in the Risk Assessment Criteria and the risk is within the defined tolerance and appetite of the City;
- Avoid the risk – do not carry on with the activity that is associated with the risk;
- Treat the risk – reduce the consequence, likelihood or both and/or improve the controls rating by strengthening existing controls or developing new controls so that the risk can be accepted. The treatment selection and implementation will typically be based on financial, technical and operational

- viability and alignment to the City's values and objectives. Note: It is expected that any risks associated with health and safety are managed to a level which the City considers to be "as low as reasonably practicable" (ALARP).

Risk-based decisions are made in line with the criteria outlined in the risk assessment criteria tables.

Communication and consultation with external and internal stakeholders/interested parties is an essential and valuable part of the risk management process at the City. A collaborative approach is preferred as it provides the opportunity for different perspectives and expertise. The City has an expectation this will occur throughout the steps 1 to 3 documented. Communication and consultation should include, amongst others, staff of the City, Councillors, contractors, rate payers and residents. Some of this consultation and communication will be formalised through workshops and training and some – for example with ratepayers and residents – may be less formal. Risk management training will be provided to staff, commencing at induction. In addition, regular risk management awareness information will be communicated via the Vintranet.

Monitoring and Review and Recording & Reporting are considered integral parts of the planning, management and oversight activities of the City to ensure contemporary, relevant and evidential risk management. The Corporate Risk Register is updated as risks are identified and is reported to the Executive Management Committee monthly, and to the Audit Committee quarterly or more frequently as required.

Ad-hoc review of risks may also occur where:

- There is a change to the risk environment, for example, changes to legislation or to the SCP or the CBP;
- An internal audit or other review highlights a new or changed risk;
- A material risk treatment is implemented or a key control is considered no longer effective or adequate;
- Major changes are made to the organisation including change of key personnel; or
- The complaints or learnings in relation to processes indicate a new or changed risk to the City.

5. RISK MANAGEMENT CULTURE

A risk aware culture is essential to good risk management. The Policy and this Procedure will be communicated across the organisation and embedded into practices and processes rather than be viewed or practiced as a separate activity.

RISK MANAGEMENT PROCEDURE

CITY OF VINCENT

It's important that all staff support and encourage a positive risk management culture by:

- playing an active part, and not simply mandating production of reports;
- empowering employees to manage risks effectively;
- acknowledging, rewarding and publicising good risk management;
- having processes that promote learning from errors, rather than punishing;
- encouraging discussion and analysis of unexpected outcomes, both positive and negative; and
- not over-responding to problems by introducing restrictive, complicated or one-size-fits-all controls.

Council and the EMC have a key role in promoting risk by setting the tone from the top and in allocating sufficient resources for risk management activities.

6. RISK MANAGEMENT RESPONSIBILITIES

The City's Audit Committee is responsible for:

- Facilitating effective management of the City's risks through regular review and challenge of the City's Corporate Risk Register, and reporting the high and extreme risks to Council for approval of the proposed risk treatment.
- Considering the CEO's performance indicators in relation to the effectiveness of risk management and providing advice to Council on performance in this area.
- On an annual basis, providing a report to Council on the effectiveness of the City's risk management.

The Executive Management Committee is responsible for:

- On a monthly basis, reviewing and updating the Corporate Risk Register and confirming that risks are appropriately captured, rated and managed (or identifying exceptions where they exist).
- Presenting the Corporate Risk Register, including the proposed risk treatments for high and extreme risks, to the Audit Committee on a quarterly basis, or more frequently if required.
- Ensuring all staff are aware of their risk management responsibilities.

Each Executive Director is responsible for:

- Reviewing risks for their directorate to ensure risks are appropriately managed and included in the Corporate Risk Register as appropriate (medium, high and extreme risks to be included in Corporate Risk register).
- Approving the risk treatments for medium level risks.

RISK MANAGEMENT PROCEDURE

CITY OF VINCENT

Each Manager is responsible for:

- Approving the risk treatment for low level risks.
- Providing updates on new and emerging risks (medium, high and extreme) and control effectiveness to the Governance team so they can be included in the Corporate Risk Register.
- Ensuring their Strategy House Risk Register is contemporary and comprehensive.
- Alerting the relevant Executive Director of changes to the risk environment including changes to control adequacy and effectiveness or increases or decreases to ratings of likelihood and consequence.

The Corporate Strategy and Governance team is responsible for:

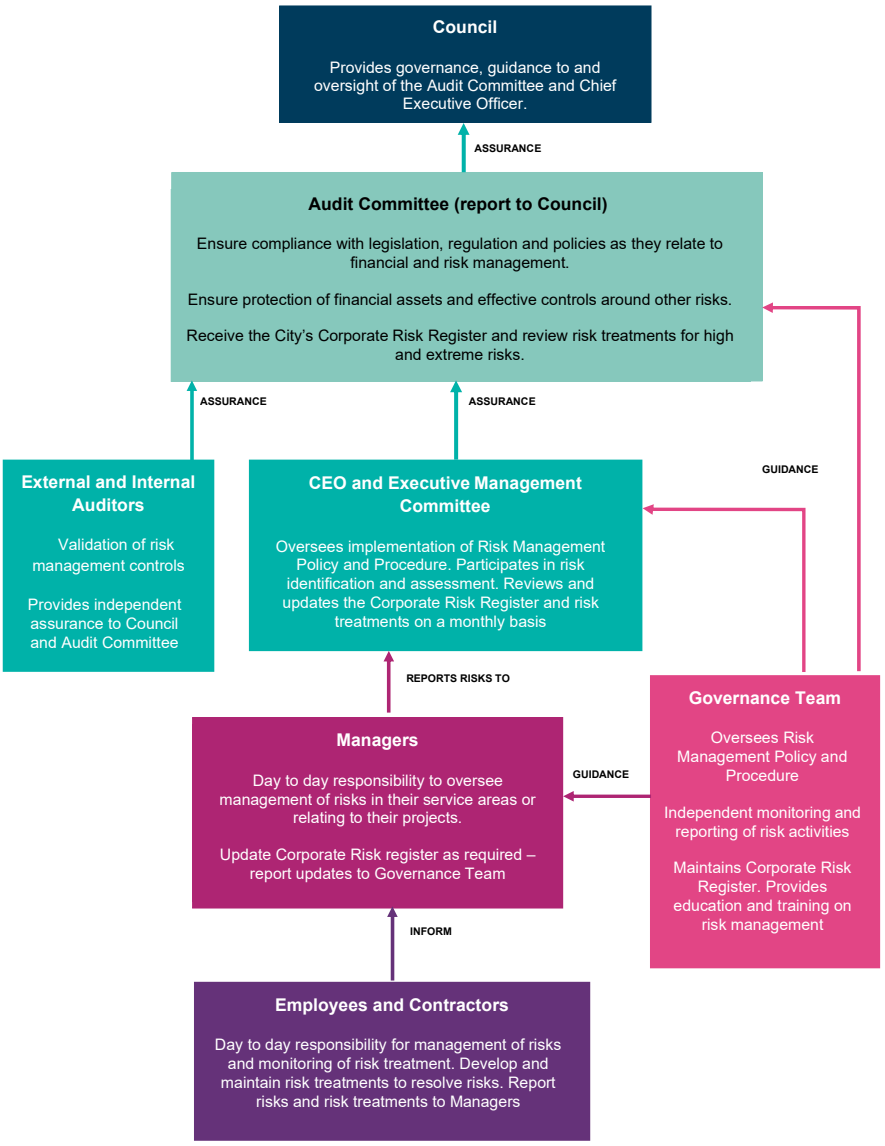
- Ensuring the City's Corporate Risk Register is reviewed monthly and presenting it to the Executive Management Committee.
- Presenting the Corporate Risk Register to the Audit Committee.
- Reviewing the Policy and Procedure annually to ensure they remain relevant and reflect the City's risk management approach.
- Organising annual training for all staff on risk management and communicating the Policy and Procedure to relevant staff.

A flow chart detailing responsibilities for risk management is attached at **Attachment 1**.

CITY OF VINCENT

RISK MANAGEMENT PROCEDURE

ATTACHMENT 1 – RISK RESPONSIBILITY



OFFICE USE ONLY	
Approved by CEO and Noted by Audit Committee	DATE: 06/07/2021, REF# D21/116958
Reviewed / Amended	DATE: <APPROVAL DATE>, REF#: <TRIM REF>
Next Review Date	DATE: <REVIEW DATE>,

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Overall City of Vincent risk appetite statement

The community want us to be a Council and an organisation that is clever, creative, and courageous – willing to push the operational boundaries and willing to think and act as an enabler.

We put this into practice in our everyday work and decision making by understanding and managing the risks in being clever and creative but still taking action to meet our strategic goals.

The City seeks to minimise its exposure to key risks relating to people, financial operational and regulatory and compliance responsibilities, while still taking action. We will ensure appropriate measures to mitigate our risks are in place.

Detailed Statements and Descriptors

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
Financial Sustainability		
Financially Volatile Decisions	The City has a ***low appetite*** for risk in decision making that impacts financial volatility and sustainability	These are for those decisions not specifically considered below: Based on risk consequence criteria - Risk of loss in excess of $100,000 (0.035% - 0.17% of operating budget)
Decisions causing Budget Deficiency	The City has a ***low tolerance*** for decisions or actions that result in material deficiency in achievement of budgeted: – Surplus – Balance sheet ratios – Profit and loss ratios – Rate of return on investments	Based on risk consequence criteria - Risk of loss or missing budget in excess of $100,000 (0.035% - 0.17% of operating budget)
Financial Investment & Growth		
Sustainable financial investments	The City has a ***moderate risk appetite*** for investments; investments must support strategic initiatives and financial sustainability. Investments must be aligned with the values and principles of the City.	Investments need to be in line with the City's Corporate Business Plan and Strategic Community Plan.

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
Forwards, hedges, and derivatives	The City has ***no tolerance*** for investments in forwards, hedges, and derivatives.	Organisations often use financial instruments to manage the risk in commodity and foreign currency. These can be very risky if not appropriately utilised; and the City has chosen not to use these instruments.
Debt for growth	The City has a ***moderate appetite*** to take on risk to fund growth.	This ties into the investment appetite; however specifically considers the use of debt funding. Based on the consequence table, a moderate risk would be in the vicinity $100,001 to $250,000 (0.17% - 0.43% of operating budget).
Specific ratios - *No specific rating given as these are set parameters that the City has determined that it must operate within. Rations (and thresholds) are determined by the State Government.*	• The City's debt to service ratio must always be above 5. • Total Liabilities **are never** to exceed Total Assets • Proposals supporting debt funding **must** be supported by a cash flow analysis that is financially sustainable	The debt to service ratio measures the City's ability to pay its debt. It is calculated by the annual operating surplus (before depreciation and interest), divided by the debt service cost, and is currently 5.092. Financial sustainability for debt funding will need to consider: • Free cash flow for monthly, capital or balloon payments • Interest cover – refer above for the level of financial risk acceptable • Cost of not undertaking project – i.e., repairs and maintenance of the current solution • Future cost of new project once implemented – i.e., for a community centre, insurance, licences etc
Business collaboration		
Commercially viable collaboration	The City has a ***moderate risk appetite*** to being more commercially adept and to explore avenues to identify cost efficiency drivers, collaboration with business partners to deliver on objectives through commercially viable arrangements and partnerships.	Within the boundaries of the appetite stated above in respect to investments being within the City's Corporate plans and strategies, the City is willing to consider proposals to use partnerships and contracts to facilitate meeting the City's objectives, where consistent with legislative requirements (*Local Government Act 1995*). Suggestions would include using outside service providers to deliver current services provided by the City more efficiently, i.e., Waste Collection; or working

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
		collaboratively with an Arts organisation to set up a festival. Other projects may include working with developers.
3rd party Partner (Contractor) failure	The City has a ***low risk appetite*** for third party partner (contractors) failure.	The City utilises many outside organisations in delivering on its mandate. This low appetite means that even minor or insignificant breaches in contracts or delays in delivery of products and services will be taken seriously. Accordingly, third party risk must be considered before entering into any contract, including reputation of third party, financial viability, audit clauses etc.
Procurement		
Procurement failure	The City has a ***low risk appetite*** for procurement failures that lead to poor value for money or financial loss, poor quality of service; incorrect or substandard products or delayed delivery; wastage of funds or services.	This ties into the above point; and thereby requires appropriate procedures in the procurement process to ensure the required outcomes for the City and appropriate enquiry and planning prior to purchases. Note, appropriate delegations must exist to support this.
	The City has ***zero tolerance*** for procurement decisions that endanger our staff and community.	Procurement decision making must consider the risk of injury or harm to the staff & community of Vincent. An example of this would be allowing the Beatty Park pool to use unregulated or unauthorised chemicals.
Asset & Environment management & sustainability		
Environmentally dangerous activity	The City supports investments, activities and developments that result in a sustainable future for our community while meeting the current needs of our residents. It recognises that this may at times involve accepting some degree of risk and is comfortable with this, subject to always ensuring that potential benefits and risks are fully understood before planning is approved and that appropriate measures to mitigate risk are established.	There is often a payoff. Proposals need to consider the risks and rewards based on the promises made to the community. This has been envisaged with the City's Project Management Framework implementation and future actions.

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
Ecologically sustainable decisions *Resource wastage*	The City has a high risk appetite for ecologically sustainable decisions The City is committed to protecting and preserving the environment and has a ***low risk appetite*** for activities that would significantly degrade the environment and a ***high risk appetite*** for decisions that promote ecologically sustainable development. The City has a ***low risk appetite*** for irresponsible use of its resources.	Activities that favour environmentally conscious actions will more likely be approved than those that don't. Furthermore, the City will act swiftly against actions that are detrimental to the environment.
Activities against ratepayer values & ethics	The City has a ***very* low risk appetite** for investments and activities that do not align with the City's values.	The City has set its vision, purpose and guiding values based on the interpretation of those of the community it serves. When entering into new projects, investments and proposals, these values must be considered as one of the key consideration sets.
Activities, structures, projects that present health risk for the community	The City has a ***low risk appetite*** for activities, structures and projects that threaten the health of its community.	The City is committed to ensuring the health and wellbeing of its residents, this must be considered within the activities, projects, and new builds it approves or invests in. Activities that do not align with this will only be approved in exceptional circumstances. An example might be the approval of a Neo-Nazi festival to occur within the City's park space. A multi residential building with no nearby open space may be another example.
Values and Behaviours		
Behaviour or conduct against City values	The City is an equal opportunity employer that employs skilled and experienced employees in positions with clearly defined roles and responsibilities; it has a ***low risk appetite*** for actions and behaviours that threaten the people and organisational capacity.	This sets the City's view on the criticality of its employees and the City culture; accordingly, staff must be selected based on appropriate due diligence and fit for purpose considerations including against the City values. Behaviours and actions of current staff must be measured against their job performance criteria and against the values.
Low individual and team performance	The City places high importance on its values and a culture of integrity in conduct, performance excellence, innovation, equality and diversity, dignity and respect, collegiality, and cultural	Refer above.

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
	sensitivity. It has a ***low risk appetite*** for behaviour or conduct which does not meet these standards.	
Human Resource	The City has a ***low risk appetite*** for human resource risk.	
Lack of Staff feedback & development	The City has a ***low risk appetite*** for risk in practices or behaviours that lead to staff not receiving feedback and development; resulting in low staff performance, moral and staff retention.	KPI's need to be developed that ensure that staff performance management is undertaken within certain timeframes and parameters - timely responses and feedback provided, and that retention rations are considered and acted on were outside norms. Regular surveys will support understanding moral & engagement and to understand what can be done to improve areas.
Behaviour reducing cultural diversity & awareness	The City has a ***low risk appetite*** for practices and behaviours that result in a workforce that is not diverse and culturally aware, be this through recruitment or day to day workplace activities.	Activities and actions to involve and include staff from diverse backgrounds considering culture, age, gender, experience sets etc.
Harm of staff, clients, partners, or visitors	The City has a ***very low risk appetite*** for risk in practices or behaviours that lead to the harm of staff, clients, partners, or visitors in its premises or when undertaking work related activities (within its control and responsibility).	The City's continued focus on OH&S matters, staff and contractor induction support this appetite. All new activities and projects should further consider the impact on the City's community.
Breach of code of conduct, ethics, and Law	The City has ***no appetite*** for conduct that is unlawful, unethical, or otherwise breaches the Code of Conduct or reflects misconduct / serious misconduct.	
Health and Safety		
Inadequate & untimely reporting of breach & near-miss incidents	The City has a ***low appetite*** for health and safety risk, and in particular a ***very low tolerance*** for inadequate or untimely remedy and reporting of breach incidents, or near misses.	The City's continued focus on OH&S matters, staff and contractor induction support this risk.
Negligent & deliberate violations of health & safety requirements	The City has ***no tolerance*** for negligent, deliberate, or purposeful violations of health and safety requirements.	

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
Business Service	The City acknowledges that in order to be innovative and nimble that some degree of risk taking is inevitable, however these risks must be considered in light of maintaining continuity of services to our stakeholders.	See below
Disruption to the operation of the business	The City has a very ***low tolerance*** for risks that may result in disruption to the operation of the business. Including loss of statutory services, operational continuity, loss, or lack of documentation of corporate knowledge. These risks will be mitigated and controlled to where the cost of control is equal to the marginal cost of the risk.	Interruption to services has been included in the Consequence criteria. A very low tolerance would be considered where *"Failure of assets / disruption which results in inconvenience but no material service interruption (resolved within one day)."* So, where there is a disruption, for example the phone lines are down, then a solution needs to be found within one day. The cost of this control must also be considered in the action sought.
Loss or lack of documentation of corporate knowledge	The City has a very ***low risk tolerance*** for loss or lack of documentation of corporate knowledge.	In order for the City to continue to provide services to its stakeholders to the degree required, the City must continue to maintain adequate systems and processes that support maintenance of all corporate knowledge.
Governance	The City is committed to best practice governance and practices and behaviours that support ethical, consistent, and informed decision making, compliance with legislation, regulation and internal and external reporting requirements.	
Breaches in regulations, professional standards, and ethics	The City has a ***very low risk appetite*** for any breaches in regulations, professional standards, and ethics.	There is a low, but not zero appetite for breaches. An example would be the submission of a BAS late due to resource constraints within the City. See specific examples below
Bribery or Fraud	The City has ***no tolerance*** for bribery or fraud.	The City will investigate all allegations and take action to the full extent of its capacity.
Less than better practice for Governance, Due diligence, Accountability and Sustainability	The City has a ***low risk tolerance*** for less that better practice decision making for governance, due diligence, accountability, and sustainability, as measured by accepted industry standards and practices.	

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
A breach in Delegated Authority	The City has a ***very low risk tolerance*** for breach in delegated authority.	
Poor Project or Change Management	The City has ***low risk tolerance*** for incidents or impacts which are generated by poor project management or change management practices.	The risk consequence level will need to be considered.
Information & Systems management		
Compromising information, its management, security, and storage	The City has a ***very low appetite*** for the compromise of processes governing the integrity of, and access to, information; the use of information, its management, security, and storage.	The City wishes to keep the information it has custody of, safe, secure, and uncompromised. Accordingly, it requires appropriate governance, a framework and processes in place for managing this risk.
Information management and Security risk	The City of Vincent has ***very low appetite*** for information management and security risk.	
Internal or External threats to private information	The City has ***no appetite*** for threats to private information arising from internal breaches or external malicious attacks.	
Deliberate misuse of information	The City has ***no appetite*** for the deliberate misuse of information.	
Breaches of the Code of Conduct	The City has ***no appetite*** for repeat breaches of the Code of Conduct.	
Safe & approved Systems Development	The City has a ***moderate risk appetite*** for systems development and changes where it is within the approved strategy, budget, and plans; and appropriate safeguards are installed.	Systems development always comes with an inherent risk factor, accordingly there must be an acknowledgement that for changes to occur some risk must be taken, however appropriate project plans and procedures should be in place to manage this risk.
Community Services	The City seeks to create a connected community where the City's residents can interact with the built environment and nature to	

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Risk Category	Risk Appetite / Tolerance Statement	Descriptor /clarification
	create a vibrant and inclusive place to live, work and play. The City recognises that its purpose is tied to the needs and expectations of its community and in particular the rate payers. In order to meet these needs a certain level of collaboration and co-operation with these stakeholders is beneficial and necessary.	
Community Engagement and Increased Participation	The City has a ***high appetite*** for risks that will drive strong community engagement and increased participation.	The City wishes to match its community desire for high levels of engagement, and this is acknowledged to come with more risk. An example is the BMX track, which was highly desired by the community, but has associated risks.
Constructive Community Consultation	The City has a ***high risk appetite*** to engage in community consultation to deliver on our strategic objectives. This collaboration cannot be to the detriment of ensuring an efficient and effective decision-making process in the spirit of sustainability and achievement of objectives. (See sustainability above)	This point was important in driving the high engagement and participation in delivery of the City's objectives. But this should not be used as a lever to hinder progress or unnecessarily delay decision making.
Activity risking long-term values or reputation of Council	The City has ***zero risk appetite*** in any activity that will put its long-term values or reputation at risk.	
Failure to meet customer commitments and/or provide appropriate advice and address regulatory concerns	The City has a ***very low risk appetite*** for operational risks arising from failure to meet customer commitments and/or appropriateness of advice.	The City must provide appropriate advice to stakeholders and meet its commitments. The City will promptly take action to address ratepayer/customer complaints and regulatory concerns.
Negotiate with Regulators, State & Federal Government Agencies	The City has a ***high risk appetite*** to consult and negotiate with regulators, State & Federal Government Agencies to achieve the City's objectives.	
Leasing of Community Facilities	The City has a ***moderate risk appetite*** for financial loss in respect to the use of the City's community facilities provided the use is: • in the community interest • satisfies a recognised community purpose	This is to ensure we are considering the needs of our community together with the financial impacts of decision making.

RISK APPETITE & TOLERANCE STATEMENTS

CITY OF VINCENT

Strategic Risks & Categories
Finance, procurement & contracts Risks relating to ensuring reliability and timeliness of financial and other information; as well as ensuring the financial sustainability and viability of the City. Risk of failures in the City's procurement and contract engagement and management processes resulting in business loss or disruption.
Asset Management & sustainability, environment management Risks associated with investing in, developing and maintaining the City's infrastructure to ensure reliability and to meet its Vision and strategy. Risk of the City's current activities compromising the ability for the future residents meeting their needs. This refers to social and environmental needs. Consideration of both physical and investment actions.
OH&S, employment practices Risks relating to strategies and systems to maintain a workforce and partnerships that are productive, safe, and diverse as well as an effective and accountable organisational environment. Risks include workforce capability and capaCity, including staff, volunteers, contractors, and subcontractors.
Business service disruption: Risks or events that could cause disruption to services or operations; and/or impair or enhance the delivery of the program or project on time and within budget, or the quality of its outcomes; events that could lead to damage to your reputation, assets or compromise the security of sensitive information.
Governance, misconduct & fraud: Risks resulting in failure to meet regulatory, compliance and accountability requirements; inadequate or unclear definition of roles and responsibilities; lack of effective and transparent decision-making processes; inadequate control and procedural frameworks; the robustness of any third-party systems and processes.
Information & systems management: Risks that jeopardise information being authentic, appropriately classified, properly secured, and managed in accordance with legislative and operating requirements. Technology solutions must support strong internal control processes and the development of robust system and process solutions for the management and protection of information assets; and align technology, systems, processes and culture with business strategy and goals.
Community services: Risks or events that hinder the City's ability to meet the current and changing expectations of the ratepayers and community; including ratepayers'/customers' expectations of providing efficient, considerate, and cost-effective services; building positive and collaborative relationships and outcomes for the City.

6.3 REVIEW OF THE CITY'S AUDIT LOG

Attachments:
1. **Audit Log as at 17 August 2023**
2. **Internal Audit Log as at 17 August 2023 - Confidential**

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. NOTES the status of the City's Audit Logs at Attachments 1 and 2; and

2. APPROVES proposed completion dates as specified at Attachments 1 and 2.

COMMITTEE DECISION ITEM 6.3

Moved: Mr Araj, Seconded: Cr Gontaszewski

That the recommendation be adopted.

CARRIED (4-0)

For: Mr Manifis, Cr Gontaszewski, Cr Alexander and Mr Araj

Against: Nil

(Cr Wallace was on approved leave of absence for the Meeting.)

(Cr Ioppolo was on approved leave of absence for the Meeting.)

(Mr Goy was an apology for the Meeting.)

NOTE: Finance to present a report on the fundamental controls in place to control invoices for procurement, by the next Audit Committee.

NOTE: Add to the internal audit a review of the process to close off audit log items. What process or document has changed, and point to it in the closure on the log.

AUDIT LOG

CITY OF VINCENT

Contents

A:2020/12 (8) Manual Timesheet....2
Office of the Auditor Financial Audit for 2021/22 4
EA: 2022/12 (1) Fair value of Infrastructure Assets – Frequency of Valuations....4
EA: 2022/12 (15) Finance And Payroll System Event Monitoring....5
EA: 2022/12 (20) Data Centre Management....6
Office of the Auditor General Financial Audit for 2022/23 7
EA: 2022/01 Rates Receivable Reconciliations 7
EA: 2022/02 Bank Reconciliations 8

Summary of open Confidential items (D21/61059)

Nil

AUDIT LOG

CITY OF VINCENT

Audit Details	*Action*	*Approved Completion Date*	*Status*	*Proposed Completion Date*
Stanton Reg 5 & 17 Review A:2020/12 (8) Manual Timesheet **Stanton Reg 5 & 17 Review – Manual Timesheet** **Finding** The City uses manual timesheets, predominately for those employees who work in the depot and recreational leisure centre. **Recommendation** The use of manual timesheets should be eliminated, it is worth noting that the City has already noted this as a finding within their own audit log. **Recommendation** **Risk Rating (prior to controls)** Moderate **Risk Rating (with current controls)** Minor **Responsible Officer:** Executive Manager Human Resources and Executive Manager Information and Communication Technology	**Management Comment** The City requires a robust online time-sheeting system which is fit for purpose of a casual workforce (i.e. Beatty Park) that is flexible, easy to use and aligned to the relevant cost centres and employment. Administration has determined that Civica's online time-sheeting module will be suitable for the City. The module however can only be implemented once work orders are activated as part of the Chart of Accounts project scheduled for completion in July 2021. Online time-sheeting will have a mobile option as well. The scoping of this project will be requested to commence in March next year with implementation in December 2021.	December 2021	Partially completed: Beatty Park are now partially using mobile application for rostering and time-sheeting. Further rollout subject to Beatty Park change management resourcing. In progress: for Depot staff with mobile application AND job costing requirements for time-sheeting, two solutions are being reviewed: 1. The City will help Civica test their new mobile time-sheeting (currently in development) in early 2022. 2. A CRM-based approach where jobs are electronically work-flowed to staff who can then update and complete the job using a mobile application. **March 2022** No further progress. Resources have not been available to progress the Beatty Park roll-out; Civica have not completed their new mobile time-sheet. CRM project in early phases. **May 2022** No update. **July 2022** Ongoing HR team challenges have impacted attempts to resource this initiative. The HR/IT plan is now to: 1. Prepare a change management plan in November & December 2. Implement in January & February 2023	~~March 2022~~ ~~Estimated August 2022~~ ~~February 2023~~

AUDIT LOG

CITY OF VINCENT

	November 2022 In line with WA Government announcement (1st November 2022) that all WA Local Governments will transition to the State IR Legislation effective 1st January 2023, the City is now procuring a timesheet solution to meet legislative requirements. An electronic system will initially be rolled out to administrative staff, followed by transition of other teams using manual timesheets (Rangers, Depot field staff, Beatty Park). The City is aiming for go-live in January 2023. **February 2023** Go-live delayed while extensive testing continues to ensure smooth rollout to staff and future application to field-based staff. Final technical changes being made for late February 2023 release. **April 2023** Timesheet functionality considered too basic for effective go live. Additional Functionality requires Payroll integration Works to ensure workflow approvals, Flexi leave management and job costing Details for field staff. HR progressing This work. **June 2023 –** Payroll & Timesheet Project key dates established • 9th October testing (2 pay cycles end-to-end) • 1st November "go / no go" meeting based on testing results • 6th November go live • 21st November – first pay-run • Timing risks: OAG finance/payroll audit; key payroll staff availability (eg: unexpected health issue) **August 2023** On track	~~January 2023~~ ~~February 2023~~ ~~August 2023~~ **November 2023**

AUDIT LOG

CITY OF VINCENT

Audit Details	*Action*	*Approved Completion Date*	*Status*	*Proposed Completion Date*
Office of the Auditor Financial Audit for 2021/22				
EA: 2022/12 (1) Fair value of Infrastructure Assets – Frequency of Valuations **Office of the Auditor Financial Audit for 2021/22** **Finding** The City has performed an assessment to determine whether its infrastructure assets represent fair value. Management performed a high-level desktop assessment of its infrastructure assets as a whole and not across each sub-category of the infrastructure asset class. This assessment relied on the City's internal assessment by management of the current market conditions. This review indicated there were no significant movement or impact on its infrastructure assets relevant to 30 June 2022. **Risk Rating** **Rating: Significant** **Implication** Without a robust assessment of fair value of the City's Infrastructure Assets there is a risk that the fair value of infrastructure assets may not have been assessed adequately and in compliance with *AASB 13 Fair Value Measurement,* as well as Regulation 17A(4)(b) of the Local Government (Financial Management) Regulations 1996 (the Regulations). **Recommendation** The City should consider implementing as part of the preparation of financial statements a formal robust process to determine whether indicators exist annually, that would trigger a requirement to perform a formal revaluation of Infrastructure Assets. Where indicators exist a robust fair value assessment should be performed capturing the requirements of AASB 13 Fair Value Movements. This process is to ensure that the LG Entity's infrastructure assets are recorded at fair value in compliance with *AASB 13 Fair Value Measurement* and the Regulations. This may entail obtaining relevant input from an independent valuer as to whether or not they consider there are any prevailing market factors which may indicate that the fair value of relevant assets are likely to have been impacted to any significant / material extent from the prior year. Where a fair value assessment has been performed internally the LG entity may consider having this assessment peer reviewed by an independent valuer to obtain assurance over the valuation methodology applied, inputs and the reasonableness of the valuation model applied.	**Management Comment** *Management performed a high-level review of the infrastructure asset carrying values as at 30 June 2022 to assess if these values were materially correct.* *The City did not conduct an external valuation of these assets during 2021-22 as in line with Regulation 17A(4)(b) of the Local Government (Financial Management) Regulations 1996, the 5-year detailed external valuation of infrastructure assets has been budgeted and due to be conducted in 2022-23. After the detail valuation has been performed in 2022-23, the City will be able to conduct more robust internal assessments moving forward.* *Management notes the OAG's recommendation but does not agree with the rating of this finding as if no internal assessment of carrying values were performed, the rating would still be the same.*	**June 2023**	The City is still waiting for the valuation to be finalised by the appointed valuer. This will be completed and reconciled prior to the submission of the Annual Financial Statements to the OAG by 30 September.	~~**June 2023**~~ ~~**July 2023**~~ **September 2023**

AUDIT LOG

CITY OF VINCENT

Audit Details	*Action*	*Approved Completion Date*	*Status*	*Proposed Completion Date*
EA: 2022/12 (15) Finance And Payroll System Event Monitoring **Office of the Auditor General Information Systems Audit for 2021/22** **Update 2022** This finding remains open as there is no process in place to manage the logging and monitoring of application. **Finding 2020** We found that there are no formalised requirements for pro-active or regular review of event logs generated by key business application to identify unauthorised access or malicious activity. **Risk Rating** ***Moderate (2021: Moderate)*** **Implication** Without effective pro-active monitoring of high-risk events, such as administration actions, there is an increased risk that any potential problems, trends, or ongoing attempts to compromise systems or data will not be detected. **Recommendation** The City should continue to work towards an appropriate application event logging and monitoring process and capacity to report on inactivity and account creation dates.	**Management Comment:** *The City accepts this finding.* • *New logging and monitoring processes will target:* ○ *Requestor/Approver separation for financial changes* ○ *Change of bank details* ○ *Unusual hours of activity* ○ *Unusual locations* ○ *Failed logins* ○ *Priv access activities – non-IT (CFO, HR) person to review*	February 2023	Behind schedule. Vendor consultant still being scheduled for support. **April 2023** • Still delayed by vendor consulting services. Expected to be completed May 2023. **June 2023** • Vendor's response 13/6/23: "We are unable to assist on custom reports as all our resources are fully scheduled. This request has been taken to the management team to decide on how best to resolve custom reports going forward." • The City has commenced some work on basic database queries to provide alerts to changes in staff and suppliers profiles that include bank details. Other desired reports are being investigated but may not be possible due to lack of data or lack of understanding of the software database. **August 2023** • **Closed.** Reports now operational for: ○ Changes to staff bank details ○ Changes to supplier bank details ○ Changes to staff role access	~~**April**~~ **2023** ~~**May 2023**~~ **July 2023 for bank detail alerts** **Completed**

AUDIT LOG

Audit Details	*Action*	*Approved Completion Date*	*Status*	*Proposed Completion Date*
EA: 2022/12 (20) Data Centre Management **Office of the Auditor General Information Systems Audit for 2021/22** **Update 2022** The finding remains open as the City still does not have an adequate process to manage data centre access. Our testing identified: • Third party/ Contractor access is not set to expire in line with their contract. • User access is not periodically reviewed to verify if their access is still appropriate • There was no humidity sensor in place to provide an early warning/detection if the room's humidity exceeds maximum/minimum levels. We acknowledge that the City has enforced swipe card access and has recently implemented humidity controls as part of a broader data centre security upgrade that is in progress. **Finding 2021** The finding remains open as the City does not have adequate policies or documented procedures defining responsibility for managing the primary data centre and access management processes. We found that the swipe card reader for primary data centre is not functional and there is no logbook to record access to the data centre. Additionally, we also found non-IT related hardware located in the data centre. **Risk Rating** ***Minor (2021: Minor)*** **Implication** Without adequate protection against various physical and environmental threats there is an increased risk of unauthorised access, damage, and theft to the City's IT systems. This may impact the confidentiality, integrity, and availability of the City's information. **Recommendation** The City should: • develop appropriate data centre access management policies and procedures • perform regular access reviews and remove inappropriate users in a timely manner. Records of the reviews should be retained. • Appropriate environmental controls and alerts are in place.	**Management Comment:** *The City accepts this finding.* • *The City's current building security access system does not provide the functionality necessary to meet all recommendations. A new solution has been procured and is currently being implemented as a cross-team project with Rangers.*	March 2023	In progress, however contractor-led project not expected to complete until May 2023 **April 2023** • Back on track. • Security model reviewed and approved with contractors. Cutover estimated late May or early June 2023. **June 2023** • City waiting on supplier to complete implementation (RFQ awarded in April 2022). **August 2023** • On track • Incremental cutover scheduled to begin 28/8/23 (meaning that card readers begin migrating to the new system floor by floor, building by building).	~~**May 2023**~~ **Estimated: August 2023**

AUDIT LOG

CITY OF VINCENT

Audit Details	*Action*	*Approved Completion Date*	*Status*	*Proposed Completion Date*
Office of the Auditor General Financial Audit for 2022/23 EA: 2022/01 Rates Receivable Reconciliations **Office of the Auditor General Financial Audit for 2022/23** **Finding** From the review of the rates receivables reconciliations for February and March 2023, we found the reconciliations have not been adequately prepared and reviewed, as there was an unexplained variance of $121,294,53 between the rates module and general ledger for both months. **Risk Rating** **Rating: *Moderate*** **Implication** The absence of a robust process over reconciliations on period end balances can result in errors or omissions remaining undetected, leading to misstatements in the financial statements. **Recommendation** Management should review the design of their rates receivable reconciliation process to ensure balances are appropriately reconciled.	**Management Comment:** Management completed the reconciliation in a timely manner with adequate supporting documentation. The variance identified above is a known issue that was raised with CIVICA in January 2023. The City is still waiting for a fix and hopes to have this issue resolved by July 2023. Management is comfortable with the design of the reconciliation as this item is identified as part of the process.			**Completed July 2023**

AUDIT LOG

CITY OF VINCENT

Audit Details	*Action*	*Approved Completion Date*	*Status*	*Proposed Completion Date*
EA: 2022/02 Bank Reconciliations **Office of the Auditor General Financial Audit for 2022/23** **OUTSTANDING FROM PREVIOUS YEARS** **Finding** From our review of bank account reconciliations for February and March 2023: we found the reconciliations were not adequately prepared and reviewed as they included receipts and payments that were incurred in the bank and recognised in the general ledger in the subsequent month, and therefore were inappropriate to be recognised as reconciling items. in addition, the general ledger balance at February was overstated by $7,658.79 due to an incorrect journal that was identified by audit. From our review of investment account reconciliations for February and March 2023: we found the March 2023 reconciliation was not adequately prepared and reviewed. It contained a reconciling item of $70,704.63 that was applicable to the February reconciliation and therefore was inappropriate to be a reconciling item in March. Findings relating to bank reconciliations have been raised since 2020-21. **Risk Rating** ***Moderate (2021-22 – Moderate)*** **Implication** Inappropriately prepared bank and investment reconciliations increases the risk of errors, omissions or fraud remaining undetected. **Recommendation** Management should review the design of their bank and investment reconciliation process to ensure balances are appropriately reconciled and properly completed and reviewed.	**Management Comment:** Management has implemented a new balance sheet reconciliations process that was rolled out in February 2023. As part of the bank reconciliation process additional steps were taken to explain items included on the system generated report that related to the next reporting period. This additional information will be removed for future bank reconciliations. Management will continue to improve the process and ensure all reconciling items are identified and reviewed in a timely manner.			**Completed July 2023**

6.4 AUDIT COMMITTEE - FORWARD AGENDA 2023

Attachments: 1. Audit Committee Forward Agenda 2023

RECOMMENDATION:

That the Audit Committee recommends to Council that it NOTES the Audit Committee Forward Agenda at Attachment 1.

COMMITTEE DECISION ITEM 6.4

Moved: Mr Manifis, Seconded: Mr Araj

That the recommendation be adopted.

CARRIED (4-0)

For: Mr Manifis, Cr Gontaszewski, Cr Alexander and Mr Araj

Against: Nil

(Cr Wallace was on approved leave of absence for the Meeting.)

(Cr Ioppolo was on approved leave of absence for the Meeting.)

(Mr Goy was an apology for the Meeting.)

Audit Committee Forward Agenda 2023

Standing Items	February (no meeting scheduled)	2 March 2023
• Review and update of Audit Committee Forward Agenda 2023 • Review status of pending action items from the last meeting • Review audit log - internal & external audit recommendations • Review of the internal audit activities, progress against plan, and internal audit reports issued during the period • Review of the City's Corporate Risk Register • Review the status of any fraud investigation reports • Briefing by CAE on performance audits or OAG reports carried out for the state government or other LGAs along with any action plans put in place by the City		• Consideration of Audit Committee Forward Agenda 2023 • Fraud and Corruption Plan – Annual Review • Local Government Statutory Compliance Audit Return 2022 – Annual Review • Refresher by CAE on Local Government Act 1995 and key legislation impacting the City. • Briefing by CEO on the City's Strategy, progress of key initiatives, and external events impacting the City (e.g., new regulation, macro-economic factors, etc.) Note: Reports and recommendations to **14 March 2023 OMC**
April (no meeting scheduled)	**4 May 2023**	**29 June 2023**
	• Training and professional development session determined by Committee Chair • Review the Audit Committee Terms of Reference • Review and recommend to the Council any changes to the proposed annual Internal Audit Plan (6 months prior to the initial review). Note: Reports and recommendations to **20 June 2023 OMC**	• Meet privately with the external auditor (OAG) without management present to discuss any matters deemed appropriate • Entry Meeting - OAG • Meet privately (without management present) with the CAE to discuss any matters deemed appropriate. • Meet privately with the internal audit service provider every six months. Note: Reports and recommendations to **25 July 2023 OMC**
July (no meeting scheduled)	**10 August 2023**	**September (no meeting scheduled)**
	• Recommend to the Council the proposed annual Internal Audit Plan along with aspects of coordination with the external auditor's plan and those of other assurance providers. • Evaluate the performance of the internal audit service provider and CAE • Review and recommend changes (if any) to the internal audit charter. • Review of business risk reports issued by management including corresponding action plans • Briefing by CEO on the City's Strategy, progress of key initiatives, and external events impacting the City (e.g., new regulation, macro-economic factors, etc.) Note: Reports and recommendations to **19 September 2023 OMC**	
5 October 2023	**30 November 2023**	**December (no meeting scheduled)**
• Annual financial report for year end 30 June 2023 – draft annual financials • Briefing by CFO of significant accounting policies and significant judgements made in preparing the financial statements. • Review the OAG's audit plan including view of significant accounts and fraud risk. • Annual acknowledgement of the City's Code of conduct, evaluation of member independence & committee performance. • Commence EOI for external Committee Members. • Review risk management processes and activities (including Risk Mgmt. Policy and Appetite Statements) • Review the City's response to the Public Sector Commission Integrity Survey • Review adequacy of procedures for the confidential, anonymous submission by employees regarding possible fraud or irregularities Note: Reports and recommendations to **21 November 2023**	• Exit Meeting - OAG • Meet privately (without management present) with the CAE to discuss any matters deemed appropriate. Meet privately with the internal audit service provider every six months. • Briefing by CEO on the City's Strategy, progress of key initiatives, and external events impacting the City (e.g., new regulation, macro-economic factors, etc.) Note: Reports and recommendations to **12 December 2023**	

CATEGORIES:

1. **Committee Operations**
2. **Financial Reporting & External Audit (OAG)**
3. **Internal Audit Activities**
4. **Risk Management & Internal Control**
5. **Ethics and Compliance**
6. **Other Matters**

7 GENERAL BUSINESS

7.1 Purchase Order raised after Invoice:

Administration were asked to investigate the value of purchase orders (PO) raised after invoice for the 2021/22 financial year.

The amount quoted in the Paxon report of $6,492,937 represented the total value of the POs, not the invoice value which was $1,614,832 in total. Further details of how the City will address this audit finding are included in the audit log.

Cr Gontaszewski queried if it is correct that 1 in 4 dollars expended by the City was expended against an invoice that was raised before the purchase order? The Committee requested that a response be included in the minutes, and that information on the number of non-compliant purchase orders raised after invoice for the 2022/23 financial year?

NOTE: This information is not yet available and will be added prior to the 19 September 2023 Council Meeting.

8 NEXT MEETING

5 October 2023

9 CLOSURE

There being no further business, the meeting closed at 5.43pm.

These Minutes were confirmed at the 5 October 2023 meeting of the Audit Committee as a true record and accurate of the Audit Committee meeting held on 31 August 2023.

Signed: Mr Conley Manifis

Dated

8.2 INFORMATION BULLETIN

Attachments:

1. **Minutes of the Catalina Regional Council Meeting held on 17 August 2023**
2. **Unconfirmed Minutes of the Sustainability and Transport Advisory Group - 17 August 2023**
3. **Statistics for Development Services Applications as at the end of August 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 31 August 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. **Quarterly Street Tree Removal Requests**
10. **Register of Petitions - Progress Report - August 2023**
11. **Register of Notices of Motion - Progress Report - August 2023**
12. **Register of Reports to be Actioned - Progress Report - August 2023**
13. **Council Workshop Items since 9 August 2023**
14. **Council Meeting Statistics**
15. **Council Briefing Notes - 15 August 2023**

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated September 2023.

CATALINA Regional Council

Ordinary Meeting of Council

Thursday, 17 August 2023

MINUTES

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Alaine Haddon-Casey	
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale Cr Bianca Sandri Cr Karlo Perkov	Cr David Lagan
Town of Victoria Park	Cr Bronwyn Ife	Cr Claire Anderson
City of Vincent	Cr Ashley Wallace	Cr Jonathan Hallett
City of Wanneroo	Cr Brett Treby Cr Glynis Parker	Cr Linda Aitken Cr Vinh Nguyen

MINUTES Ordinary Meeting of Council – 17 August 2023

PRESENT

Deputy Chair	Cr Suzanne Migdale
Councillors	Cr John Chester Cr Brent Fleeton Cr Alaine Haddon-Casey Cr Bronwyn Ife Cr Nige Jones Cr Tony Krsticevic Cr Glynis Parker Cr Karlo Perkov Cr Brett Treby Cr Ashley Wallace
Alternate Members	Nil
Staff	Mr Chris Adams (Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Mr Daniel Govus (Senior Governance Officer – City of Stirling)
Apologies Councillors	Nil
Leave of Absence	Cr Bianca Sandri
Absent	Nil
Consultants	Mr Alex Maguire (Satterley Property Group) Mr Drew Tomkins (Satterley Property Group) Mr Alan Abel (Satterley Property Group)
Apologies Participant Councils' Advisers	Mr Mat Humfrey (City of Joondalup) Mr David MacLennan (City of Vincent) Mr Daniel Simms (City of Wanneroo) Mr Gary Tuffin (Town of Cambridge) Ms Michelle Reynolds (City of Perth) Mr Anthony Vuleta (Town of Victoria Park)
In Attendance Participant Councils' Advisers	Mr Stevan Rodic (City of Stirling)
Members of the Public	Nil
Press	Nil

MINUTES Ordinary Meeting of Council – 17 August 2023

1. OFFICIAL OPENING

The Deputy Chair declared the meeting open at 6:03pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Councillor Bianca Sandri (granted a leave of absence from 6 August 2023 to 11 September 2023 inclusive).

DISCLOSURE OF INTERESTS

Nil.

3. PUBLIC STATEMENT/QUESTION TIME

Nil.

4. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil.

5. PETITIONS

Nil.

6. CONFIRMATION OF MINUTES

6.1. CONFIRMATION OF MINUTES

Moved Cr Ife, Seconded Cr Krsticevic.

That the minutes of the Ordinary Meeting of Council of 22 June 2023 be CONFIRMED as a true and accurate record of proceedings.

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

7. BUSINESS ARISING FROM MINUTES

Nil.

8. ADMINISTRATION REPORTS AS PRESENTED

8.1. BUSINESS REPORT – MONTH ENDING 31 JULY 2023

Moved Cr Chester, Seconded Cr Jones.

That the Council RECEIVES the Business Report for the month ending 31 July 2023.

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.2. STATEMENT OF FINANCIAL ACTIVITY - JUNE 2023

Moved Cr Jones, Seconded Cr Perkov.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 30 June 2023.

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.3. LIST OF MONTHLY ACCOUNTS SUBMITTED - JUNE 2023

Moved Cr Chester, Seconded Cr Jones.

That the Council:

1. **RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for June 2023 - $4,477,723.57**

2. **APPROVES the CEO Credit Card Statement for June 2023.**

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.4. SALES AND SETTLEMENT REPORT – MONTH ENDING 31 JULY 2023

Moved Cr Jones, Seconded Cr Perkov.

That the Council RECEIVES the Sales and Settlement Report for the month ending 31 July 2023.

The Motion was put and declared CARRIED (11/0).

For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.5. REVIEW OF MANAGEMENT COMMITTEE MEETINGS

Moved Cr Jones, Seconded Cr Perkov.

That Council:

1. **HOLD in-person, whole of Council Strategic Planning Sessions in lieu of the scheduled 21 September 2023 and 16 November 2023 CRC Management Committee Meetings.**

2. **CANCEL the planned Strategic Project and Advisory meeting that is currently scheduled for 19 October 2023, post the Ordinary Meeting of Council.**

3. **CONSIDERS the future of the CRC Management Committee meetings at the December Ordinary Meeting of Council as a component of setting meeting dates for the TPRC for the 2024 calendar year.**

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.6. PROJECT FINANCIAL REPORT - JUNE 2023

Moved Cr Chester, Seconded Cr Krsticevic.

That the Council RECEIVES the Project Financial Report (June 2023) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.7 REVIEW OF PURCHASER TERMS, CONDITIONS AND INCENTIVES

Moved Cr Jones, Seconded Cr Perkov.

That the Council:

1. **APPROVES the following Purchaser Terms, Conditions and Incentives for public release lots in Catalina Estate for the period August 2023 to August 2024:**

   <u>Already released stock in Catalina Beach and Catalina Green and future Catalina Beach releases (maintain current terms, conditions and incentives, as follows)</u>:

   1.1 Use of the REIWA Offer and Acceptance Contract with Special Conditions and Annexure.

1.2 A $2,000 deposit to be used in the Sales Contracts for lots in Catalina Green and a $5,000 deposit to be used in the Sales Contracts for lots in Catalina Beach.

1.3 A finance approval period, where finance is required, of 60 days for lots in Catalina Green and 45 days for lots in Catalina Beach.

1.4 A 21-day settlement period from finance approval or the issue of titles, whichever is the later.

1.5 A waterwise landscaping package to the front garden.

1.6 A $2,000 rebate for all homes constructed with a minimum 3.0KW capacity photovoltaic solar power system, with an additional $1,000 rebate paid where the system includes integrated battery storage.

1.7 Side and rear boundary fencing (behind the building line).

1.8 A $1,000 rebate for all homes that include appropriate WELS rated fittings and fixtures.

1.9 Sales incentives (Items 1.5 – 1.8) subject to homes being constructed in accordance with the approved applicable Design Guidelines within 24 months of settlement for single storey homes and 30 months of settlement for two storey homes.

Future releases in Catalina Green (from Stage 39)

As for current releases, with the following additions:

1.10 An additional $2,000 rebate for all homes constructed with a minimum 3.0KW capacity photovoltaic solar power system (total of $4,000), with an additional $1,000 rebate paid where the system includes integrated battery storage.

1.11 Waterwise front landscaping package to also include:

1.11.1 Wi-fi enabled smart meter and irrigation controller.

1.11.2 Increased number and size of included tree stock.

1.12 An eco-smart lifestyle bundle including:

1.12.1 Heat pump hot water system (capped at $1,500).

1.12.2 Energy efficient air-conditioning monitor or thermostat (capped at $300).

1.12.3 Home Energy monitor (capped at $350).

2. REQUESTS the Satterley Property Group to review the Purchaser Terms, Conditions and Incentives for Catalina and provide a report to the Council for consideration in August 2024.

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.8. SPECIAL DEVELOPMENT SITES - STATUS REPORT

Moved Cr Jones, Seconded Cr Perkov.

That the Council:

1. **RECEIVES the Special Development Sites update dated 18 July 2023, as prepared by the Satterley Property Group.**

2. **APPROVES the commercial terms and conditions, the lot allocation process and the criteria for the sale of lots to builders in the Catalina Green Builder Display Village, as set out in the Satterley Property Group correspondence dated 18 July 2023.**

3. **REQUIRES the Satterley Property Group to provide a further status report within six months.**

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

8.9. CATALINA BEACH (WEST) DESIGN GUIDELINES

Moved Cr Jones, Seconded Cr Perkov.

That the Council APPROVES the Catalina Beach (West) Design Guidelines (August 2023).

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

9. COMMITTEE REPORTS

AUDIT and RISK COMMITTEE (14 AUGUST 2023)

9.1. POLICY REVIEW: PAYMENT OF DISTRIBUTIONS POLICY

Moved Cr Perkov, Seconded Cr Krsticevic.

That the Council:

1. **ADOPTS the revised Payments of Distributions Policy with the following amendment:**
   Under 'Minimum and Maximum Cash Flow Balances' reduces the proposed maximum cash balance from $35M to $30M.

2. **NOTES that the CRC is currently holding significantly greater cash assets than the current minimum limit of $15M prescribed in the Payment of Distributions Policy.**

3. **CONSIDERS an increase in the forecast distributions in FYE 2024 from $20M to $30M as a component of the Mid-Year Budget Review.**

4. **REQUESTS that the CEO critically reviews distributions forecast, including an analysis of the cash balance required, taking account of Satterley forecasts and known operational expenditure, as a component of the FYE 2024 Mid-Year Budget review with the aim of achieving compliance with the new/revised Payment of Distribution Policy provisions.**

The Motion was put and declared CARRIED (7/4).
For: Councillors Chester, Fleeton, Haddon-Casey, Krsticevic, Migdale, Parker, and Perkov.
Against: Councillors Ife, Jones, Treby and Wallace.

9.2. AUDIT and RISK COMMITTEE AUDIT CHARTER & ANNUAL AUDIT PLAN REVIEW

Moved Cr Treby, Seconded Cr Krsticevic.

That the Council APPROVES the CRC Audit Charter (August 2023) and ADOPTS the Audit Plan 2023/2024.

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

9.3. LATE ITEM - CRC BUDGET FYE 2024

Moved Cr Parker, Seconded Cr Treby.

That the Council:

1. **ADOPTS the CRC Annual Budget FYE 2024.**

2. **ADOPTS 10% or $5,000 whichever is the greater for the purposes of the reporting of material variances by Nature and Type monthly for the 2023/2024 financial year, in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*.**

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil.

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

12. URGENT BUSINESS APPROVED BY THE CHAIR

Nil.

13. GENERAL BUSINESS

Nil.

14. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Krsticevic, Seconded Cr Treby.

That:

1. **Item 14.1 - REVIEW OF DELIVERABLES - DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   c) *A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*

   e) A matter that if disclosed would reveal –

   ii) information that has commercial value to a person; or
   iii) information about the business, professional, commercial or financial affairs of a person.

   Where the information is held by, or is about, a person other than the CRC (section 5.23(2)(e)).

2. **Item 14.2 - CIVIL CONSTRUCTION WORKS TENDER (TENDER 03/2023) be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:**

   c) *A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*

   e) *A matter that if disclosed would reveal –*

   ii) information that has commercial value to a person; or
   iii) information about the business, professional, commercial or financial affairs of a person.

   Where the information is held by, or is about, a person other than the CRC (section 5.23(2)(e)).

The Motion was put and declared CARRIED (11/0).

At 6:42pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 14.1.

Representatives from Satterley Property Group left the room.

With the agreement of Council, the Deputy Chair ruled that Item 14.2 be considered prior to Item 14.1.

14.1. CONFIDENTIAL: REVIEW OF DELIVERABLES - DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS

Councillor John Chester retired from the meeting at 6:49pm, prior to consideration of Item 14.1.

Moved Cr Treby, Seconded Cr Parker.

That the Council:

1. **RECEIVES the Satterley Property Group report (August 2023) on the review of deliverables required by the Development Manager's Key Performance Indicators.**

2. **ACCEPTS that the Satterley Property Group has achieved the deliverable required by the Development Manager's Key Performance Indicators for the period between 1 July 2022 and 30 June 2023.**

3. **NOTES that the Development Manager's Key Performance Indicators that applied in FYE 2023 will form the basis for review of the Development Manager's performance in FYE 2024.**

The Motion was put and declared CARRIED (10/0).
For: Councillors Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

14.2. LATE ITEM - CONFIDENTIAL – CIVIL CONSTRUCTION WORKS TENDER (TENDER 03/2023)

Moved Cr Treby, Seconded Cr Haddon-Casey.

That the Council ACCEPTS the Ralmana Pty Ltd trading as RJV submission (dated August 2023) for civil construction works in accordance with Tender 03/2023.

The Motion was put and declared CARRIED (11/0).
For: Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

Moved Cr Treby, Seconded Cr Ife.

That the meeting be REOPENED to the public.

The Motion was put and declared CARRIED (10/0).
For: Councillors Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.
Against: Nil.

At 6:49pm the meeting was reopened to the public.

15. FORMAL CLOSURE OF MEETING

The Deputy Chair declared the meeting closed at 6:50pm.

MINUTES

CITY OF VINCENT

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 17 August, 2023 at 6pm

Venue:
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville
UNCONFIRMED MINUTES

Attendees:

City of Vincent Councillors
Cr Loden (Chairperson), Cr Hallett

Community Representatives
Helen Griffiths, Jacinta Key, Ian Kininmonth

City of Vincent Officers
Executive Director Infrastructure and Environment, Manager Engineering, A/Executive Manager Urban Design & Strategic Projects, Sustainability & Innovation Advisor

1. Welcome/Declaration of Opening

Cr Loden opened the meeting at 6:02pm and delivered the Acknowledgement of Country.

2. Apologies

Chris Cutress, Adam Wilmot, Phil Taylor.

3. Confirmation of the Minutes

The Minutes of the meeting held on 1 June 2023 were received and confirmed as a true and correct record.

4. New business

4.1 Traffic Calming Projects Update (Manager of Engineering)

- The group was presented with an update on:
  - Green Street and Merredin Street with proposed solutions to improve community road safety including a pocket park and a roundabout; and
  - Menzies Street traffic warrant scoring.

RECOMMENDED ACTION:
STAG members to note update. Menzies Street engineering traffic warrant scoring suggests the road is to be monitored for future traffic issues with no substantial intervention required at this time.

4.2 A Circular Economy Approach to Net Zero and Better Urban Water Management (Chair/Ian Kininmonth)

- The group was given an overview of the benefits of biochar as a product including its water saving properties when blended with compost. The Stockholm example was referenced.

- Operating a pyrolysis unit is another scenario. Possible sites could be the Subiaco wastewater site or the East Perth Power Station. The Shire of Denmark is considering a mobile pyrolysis unit.

RECOMMENDED ACTION:
A Circular Economy Approach to Net Zero and Better Urban Water Management (Biochar) to be included on the next agenda. Executive Director of Infrastructure and Environment to investigate evidence to support this approach with other local governments and discuss with Regional Council.

4.3 Sustainable Environment Strategy (SES) Review Update (A/Executive Manager Urban Design & Strategic Projects)

- It was advised that a new Senior Strategic Planner had recently commenced at the City and that they would be leading the SES review. It was noted that the review would consider the potential to integrate other existing guiding documents, such as the Greening Plan and Waste Strategy, into the one strategy.

RECOMMENDED ACTION: Sustainable Environment Strategy (SES) Review Update to be included on the upcoming STAG agenda.

4.4 Events (Sustainability & Innovation Advisor - For Noting)

- Solar PV and Battery Storage event – Thursday 21 September 2023, 6pm (City of Vincent Library)
- Electric Vehicle event – Thursday 19 October 2023, 6pm (City of Vincent Library)

5. General Business

5.1 Action Item Update from Previous Agendas

Item	Action	Responsibility	Completion/ Status
5.1.1	Contact WALGA about developments in off street EV charging. **Response:** In recent months WALGA has: 1. Provided input to the Electric Vehicle Charging Infrastructure Position Statement being development by the Department of Planning, Lands and Heritage that outlines how electric vehicle charging infrastructure should be considered and assessed in the Western Australian planning system. 2. Provided some examples / models of EV Charging Policies to Local Governments as requested; however, these examples deal with EV charging in an off-street parking context. 3. Raised the need for consideration of the requirements for on-street charging at the State Government EV Strategy implementation group. This is primarily an issue for DMIRS and the electricity distributors.	ME	Complete
5.1.2	Contact inner city local governments about developments in off-street EV charging. **Response:** Inner city local governments were asked about developments in off-street EV charging on 7 June 2023. The request was subsequently followed up and no responses have been received to date.	S&IA	Complete
5.1.3	Request green bike lanes be considered through the preparation of the City's Link and Place Guidelines. **Response:** The consultants engaged to prepare the City's Link and Place Guidelines have been requested to consider green bike lanes as part of the delivery of the project.	A/EMUD&SP	Complete
5.1.4	Update on the SES to be provided at August STAG meeting.	A/EMUD&SP	Item 4.3 in 17/08/2023 Agenda

5.1.5	Consider including an investigation of the potential to locate a wind turbines at the Administration Building or Beatty Park in the next iteration of the SES.	A/EMUD&SP	Complete
5.1.6	Provide update regarding the re-nomination process for this group. **Response:** All current committee members are appointed until October 2023. A call for nominations will be undertaken following the Council election (21 October 2023) and appointments will be presented to the 21 November Council meeting.	S&IA	Complete

RECOMMENDED ACTION:
It was agreed to remove action item 5.1.5 from the table above due to lack of feasibility.

5.2 Other Business

- Acknowledgement to all members of the group and to Cr Loden for his contribution to this group over the years.

6. Next Meeting

6.1 To be confirmed following conclusion of the Council election period and appointment of new committee.

7. Closure

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

Statistics for Development Applications
As at the end of August 2023

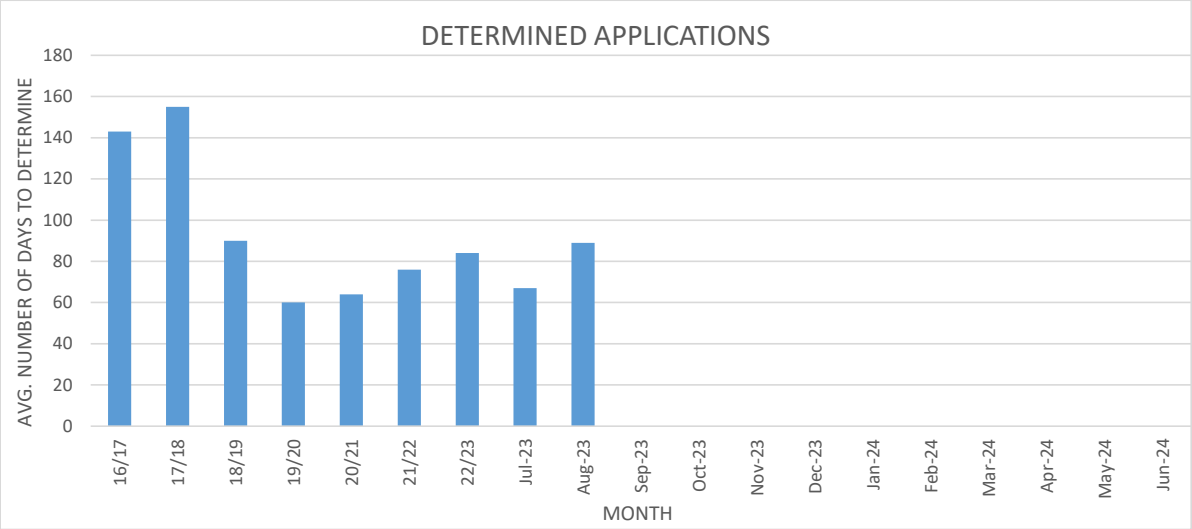
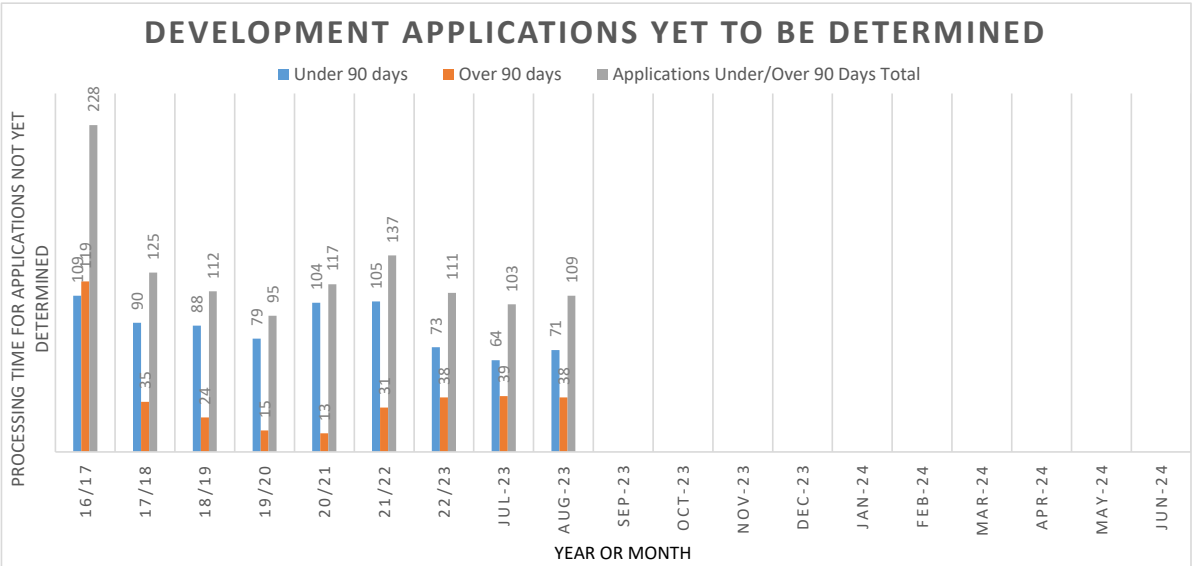


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2022.

Processing Days	16/17	17/18	18/19	19/20	20/21	21/22	22/23	Jul-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Minimum	7	1	0	0	0	1	0	8	14										
Average	143	155	85	60	64	76	84	67	89										
Maximum	924	1008	787	499	268	298	280	301	362										

	20/21	21/22	22/23	Jul-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
DA's Determined *(excludes exempt from approval or cancelled)*	403	385	281	37	18										
Value of Determined DA's *(in millions)*	217	143	417	12.1	66.42										



	Jul-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
DA's lodged	16	30										
DA's to be Determined	103	109										
Value of DA's to be Determined *(in millions)*	268.68	252.92										

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 31 AUGUST 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	Application for review of notice issued in accordance with the *Health (Miscellaneous Provisions) Act 1911* to address odour nuisance at 7 Grams Chicken Café. Hanoze Park Pty Ltd believes the notice to be invalid. ********** 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 *Health (Miscellaneous Provisions) Act 1911* (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. SAT agreed to further adjournment to 21 September 2022. Applicant required to submit mechanical drawings prior to the next SAT Hearing. Matter 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. The SAT mediation hearing that was schedule 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. The SAT hearing that as schedule for 14 April 2023, was adjourned, with the matter relisted for 12 May 2023. The City is advised the installation of the new exhaust system will be completed by 2 May 2023. The two parties will return to SAT on 23 June 2023. At this time, the matter will either be resolved to the satisfaction of both parties, adjourned to a later mediation or programmed for a Hearing by the SAT Member. 29 June 2023. The SAT Directions hearing set for 23 June was adjourned and relisted for 21 July 2023. At this time, the matter will either be resolved to the satisfaction of both parties, or it will likely be programmed for a Hearing by the SAT Member. The matter was heard by the Senior Member at SAT on 21 July 2023. The matter has been listed for a directions hearing on 29 September 2023. Within the timeframe specified by the Order, the City and the Applicant must lodge their statements of issues, facts and contentions. *Representation by: McLeods*

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 31 AUGUST 2023

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
2.	No. 391 Lord Street, Mount Lawley (DR 192 of 2022)	31 October 2022	Urbanista Town Planning	Application for review of a Joint Development Assessment Panel decision to refuse an application for a mixed-use development on 19 October 2022. ********** 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. A third mediation was held on 3 April 2023 to discuss further modifications to the proposal. The SAT issued Orders on 3 April 2023 with the following key dates associated: • 15 May 2023 – The Applicant provided an amended application to the City for assessment. • 20 July 2023 – The Respondent is invited to reconsider its decision on the application by this date pursuant to Section 31 of the *State Administrative Tribunal Act 2004*. • 28 July 2023 – Directions hearing scheduled. On 16 May 2023 the applicant submitted amended plans to the City. On 4 July 2023, the SAT issued an extension of time and invited the JDAP to reconsider its decision on or before 17 August 2023. The application was reconsidered by the JDAP on 8 August 2023 and the application was approved subject to conditions. The City was notified on 25 August 2023 that the applicant had withdrawn their application for SAT review. **Completed.** *Representation by: JDAP Presiding Member*
3.	No. 129 Loftus Street, Leederville (DR 76 of 2023)	23 May 2023	Hidding Urban Planning	Application for review of a Joint Development Assessment Panel decision to refuse an application for a Child Care Premises on 1 May 2023. ********** Directions hearing held on 9 June 2023 and programmed to mediation. A mediation was scheduled for 24 August 2023 and has since been vacated. Mediation has been rescheduled for 8 November 2023. *Representation by: JDAP Presiding Member*
4.	Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023)	1 June 2023	Hidding Urban Planning/Lavan	Application for review of a Joint Development Assessment Panel decision to refuse an application for a Service Station on 3 May 2023. ********** Directions hearing held on 16 June 2023. Mediation held on 4 July 2023, with Mayor Cole and interested community members in attendance to make a presentation. A second mediation was scheduled for 14 August 2023 and was vacated. Mediation has been rescheduled to 10 October 2023. *Representation by: JDAP Presiding Member*

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 31 AUGUST 2023

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
5.	No. 12 Brookman Street, Perth (DR 83 of 2023)	4 June 2023	Peter Arnell	Application for review of Council decision to refuse an application for Alterations and Additions to Single House on 16 May 2023. ********** Directions hearing held on 30 June 2023. Mediation held on 26 July 2023. The SAT issued Orders on 26 July 2023 with the following key dates associated: • 25 August 2023 – The Applicant to provide an additional information to the City for assessment. • 27 October 2023 – The Respondent is invited to reconsider its decision on the application by this date pursuant to Section 31 of the *State Administrative Tribunal Act 2004*. • 10 November 2023 – Directions hearing scheduled. *Representation by: Administration*
6.	Nos. 334-336 Beaufort Street, Perth (DR 87 of 2023)	9 June 2023	Dark Knight Retail Pty Ltd t/as Evolution Bikes Australia	Application for review of Council decision to refuse an application for Proposed Alterations and Additions to Shop (Roller Shutters) (Unauthorised Existing Development) on 16 May 2023. ********** Directions hearing held on 23 June 2023. Mediation held on 13 July 2023. The SAT issued Orders on 13 July 2023 with the following key dates associated: • 27 July 2023 – The Applicant to provide additional information to the City. • 10 August 2023 – Second mediation scheduled. The Mediation on 10 August 2023 was vacated and is in the process of being rescheduled. The new date for the second mediation has yet to be confirmed. *Representation by: Administration*
7.	No. 80 Auckland Street, North Perth (DR 131 of 2023)	10 August 2023	Number 80 Pty Ltd/Altus Planning	Application for review of deemed refusal following Council's decision to defer an application for a Single House on 20 June 2023. ********** Directions hearing scheduled for 25 August 2023 was vacated. Mediation held on 29 August 2023. SAT Orders to be issued with the following key dates associated: • 19 September 2023 – The Applicant to submit additional information to the City. • 21 November 2023 – The Respondent is invited to reconsider its decision on the application by this date pursuant to Section 31 of the *State Administrative Tribunal Act 2004*. • 8 December 2023 – Directions hearing scheduled. *Representation by: Administration*

METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 31 AUGUST 2023

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	Nos. 37-43 Stuart Street, Perth	Planning Solutions	Form 1 – Change of Use to Unlisted Use (Community Purpose) and Alterations and Additions	5 May 2023	Not yet scheduled	The DAP meeting was held on 3 August 2023. The DAP resolved to defer consideration of the application (3-2) by no later than 1 December 2023. The meeting minutes can be found here. Responsible Authority Report is currently due 17 November 2023.
2.	Nos. 38-44 Brisbane Street, Perth	Rowe Group	Form 1 – Mixed Use Development	2 June 2023	Not yet scheduled	The application is on stop-the-clock as the City has requested further information. A due date for the Responsible Authority Report has not yet been confirmed.
3.	Nos. 533-545 Newcastle Street, 1-7 Old Aberdeen Place and 5-16 Cleaver Street, West Perth	Planning Solutions	Form 2 – Amendment to Commercial Development	15 June 2023	Not yet scheduled	The application is on stop-the-clock as the City has requested further information. A due date for the Responsible Authority Report has not yet been confirmed.
4.	Nos. 367-373 Fitzgerald Street and 103 Alma Road, North Perth	Celsius Property	Form 1 – Mixed Use Development	30 June 2023	Not yet scheduled	The application is out for public comment until 28 September 2023. Responsible Authority Report is currently due on 17 October 2023.
5.	Nos. 463-507 Newcastle Street, West Perth	Rowe Group	Form 1 – Mixed Use Development	21 July 2023	Not yet scheduled	The application is out for public comment until 14 September 2023. Responsible Authority Report is currently due on 11 October 2023.

METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 31 AUGUST 2023

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
6.	Nos. 384-388, 390 and 392 Oxford Street, Mount Hawthorn	Planning Solutions	Form 1 – Mixed Use Development	6 July 2023	Not yet scheduled	The application is out for public comment until 7 September 2023. Responsible Authority Report is currently due on 23 September 2023.
7.	No. 168 Scarborough Beach Road, Mount Hawthorn	Rowe Group	Form 1 – Mixed Use Development	22 August 2023	Not yet scheduled	Currently under assessment. Responsible Authority Report is currently due on 6 November 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 31 AUGUST 2023

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nos. 384-392 Oxford Street, Mount Hawthorn	Planning Solutions	Mixed Use Development	9 August 2023	Lodged DA – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel on 3 May 2023.
Nos. 367-373 Fitzgerald Street & 103 Alma Road, North Perth	Celsius Developments & Space Collective	Mixed Use Development	9 August 2023	Lodged DA – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel on 31 May 2023 and 5 July 2023.
Nos. 463-507 Newcastle Street, West Perth	Rowe Group, CCN Architects & APPL Group	Mixed Use Development	23 August 2023	Lodged DA – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel on 19 April 2023 and 21 June 2023.

CITY OF VINCENT

INFORMATION BULLETIN

SUBJECT:	**Quarterly Street Tree Removal Request Report**
DATE:	**29 August 2023**
AUTHOR:	**Sarah Hill, Manager Parks**
AUTHORISER:	**Peter Varris, Executive Director Infrastructure & Environment**

PURPOSE:

To present Council with a quarterly update on street tree removal requests within the City of Vincent.

BACKGROUND:

At the Ordinary Meeting of Council on the 5 December 2017, a Notice of Motion was presented requesting Administration provide a monthly Information Bulletin to Council summarising all requests for street tree removal within the City and the outcome of each.

This decision was subsequently altered to require the report be provided on a quarterly basis at the 3 December 2019 Ordinary Meeting of Council.

COMMENTS:

Please find below listing for the period 31 May 2023 to the 29 August 2023.

CITY OF VINCENT

INFORMATION BULLETIN

Date	Requested By	Address	Suburb	Reason for Removal	Tree Species	Inspection Comments	No. of Trees	Approved	Replacement Species
07/06/2023	Resident	53 Federation Street	Mount Hawthorn	Tree has shown no growth despite treatments	*Jacaranda mimosifolia*	Tree in poor health and will not recover	1	Yes	*Jacaranda mimosifolia*
12/06/2023	Resident	15 Eucla Street	Mount Hawthorn	Dead tree	*Jacaranda mimosifolia*	Young tree rapidly declined and is now dead	1	Yes	*Jacaranda mimosifolia*
17/06/2023	Parks Services	8, 13 & 15 Joel Terrace	Mount Lawley	Dead tree	*Callistemon* 'Kings Park Special'	Trees are confirmed dead	3	Yes	*Melaleuca viridiflora*
17/06/2023	Parks Services	25 & 36 Chatsworth St	Highgate	Dead tree	*Agonis flexuosa*	Trees are confirmed dead	2	Yes	*Corymbia eximia*
21/06/2023	Parks Services	Gill Street Carpark	North Perth	Dead trees x 3	*Banksia & Eucalyptus*	Trees are confirmed dead	3	Yes	*Banksia & Eucalyptus*
21/06/2023	Parks Services	1 Brentham Street (Bourke Street Frontage)	Leederville	Large *Araucaria heterophylla* - illegally planted, causing significant damage to infrastructure	*Araucaria heterophylla*	Tree requires removal to reduce risk and undertake repairs to surrounding infrastructure	1	Yes	N/A
21/06/2023	Parks Services	Britannia Reserve Carpark	Leederville	Dead tree	*Callistemon* 'Kings Park Special'	Tree is confirmed dead	1	Yes	Native Species TBD
26/06/2023	Resident	131 Egina Street	Mount Hawthorn	Tree in serious decline	*Agonis flexuosa*	Tree is in serious decline and will not recover	1	Yes	*Agonis flexuosa*
10/07/2023	Resident	51 Norfolk Street	North Perth	Tree is in very poor health	*Callistemon* 'Kings Park Special'	Tree is confirmed dead	1	Yes	*Melaleuca viridiflora*
26/06/2023	Resident	131 Egina Street	Mount Hawthorn	Tree in serious decline	*Agonis flexuosa*	Tree is confirmed dead	1	Yes	*Agonis flexuosa*
10/07/2023	Resident	51 Norfolk Street	North Perth	Tree is in very poor health	*Callistemon* 'Kings Park Special'	Tree is confirmed dead	1	Yes	*Jacaranda mimosifolia*
10/06/2023	Resident	2 Lincoln Street	Highgate	Tree in serious decline		Tree is confirmed dead	1	Yes	*Melaleuca viridiflora*
10/06/2023	Resident	7 Ebsworth Street	Mount Lawley	Tree in serious decline	*Callistemon* 'Kings Park Special'	Tree is confirmed dead	1	Yes	Native species TBD
12/06/2023	Resident	15 Eucla Street	Mount Hawthorn	Tree is dead	*Jacaranda mimosifolia*	Tree is confirmed dead	1	Yes	*Jacaranda mimosifolia*
16/06/2023	Resident	19 Ruth Street	Perth	Tree in serious decline	*Callistemon* 'Kings Park Special'	Tree is confirmed dead	1	Yes	Native species TBD
17/06/2023	Resident	153 Shakespeare Street	Mount Hawthorn	Dead Tree	*Agonis flexuosa*	Tree is confirmed dead	1	Yes	Native species TBD
17/06/2023	Developer	103 Alma Street	North Perth	Development application	*Lophostemon confertus*	Removal of tree due to ROW widening for development requirements	1	Yes	Native species TBD
17/06/2023	Parks Services	25 & 36 Chatsworth Street	Highgate	Tree in serious decline	*Agonis flexuosa*	Trees are confirmed dead	2	Yes	*Corybia eximia*
17/06/2023	Resident	62 Paddington Street (Union Street verge)	North Perth	Tree in serious decline	*Callistemon* 'Kings Park Special'	Tree in poor health and will not recover	1	Yes	*Melaleuca viridiflora*

CITY OF VINCENT

INFORMATION BULLETIN

01/08/2023	Resident	19 Auckland Street	North Perth	New Agonis is dead	*Agonis flexuosa*	Tree is confirmed dead	1	Yes	*Agonis flexuosa*
15/08/2023	Resident	3 Hyde Street	Mount Lawley	Tree is dead	*Corymbia torquata*	Tree is confirmed dead	1	Yes	*Corymbia torquata*
16/08/2023	Resident	8 Blackford Street	Mount Hawthorn	Tree old splitting and in decline	*Shinus spp.*	Tree at end of life and poses danger due to splitting rotting trunk.	1	Yes	TBD
16/08/2023	Resident	16 Britannia Road	Mount Hawthorn	tree old splitting and half dead	*Agonis flexuosa*	Tree at end of life and poses danger due to splitting rotting trunk.	1	Yes	*Agonis flexuosa*

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Petitions – Progress Report – August 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:	Office of the CEO
EDC&BS:	Executive Director Community & Business Services
EDI&E:	Executive Director Infrastructure & Environment
EDS&D:	Executive Director Strategy & Development

No outstanding Petitions as at 31 August 2023

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Notices of Motion – Progress Report – August 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
No outstanding Notices of Motion		

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Reports to be Actioned – Progress Report – August 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
CFO: Chief Financial Officer
EDSD: Executive Director Strategy & Development
EDIE: Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
Council Meeting 22 August 2023				
9.3	Advertising of Amended Local Planning Policy No. 7.5.22 - Consulting Rooms	**EDSD**	Council approved the draft amended policy for advertising.	The results of consultation and the amended policy will be presented to Council in late 2023.
9.9	Community Sporting and Recreation Facilities Fund - July Small Grants Round Application	**EDSD**	Council approved the grant application for submission to the Department of Local Government, Sport and Cultural Industries.	Elected Members will be notified once the results of the grant application are released in late 2023.
9.11	Lease to Association for Services to Torture and Trauma Survivors Inc (ASeTTS) - No. 286 Beaufort Street, Perth	**EDSD**	Council approval to enter into a five year lease. CEO to finalise negotiation on key terms and execution of lease.	September 2023
10.1	Advertising Of New/Amended Policy - Asset Management Policy	**EDIE**	To come back to Council after advertising	The results of the consultation to be presented back to Council in late 2023.
10.2	Harold Street - Black Spot Project	**EDIE**	REQUEST the CEO prepare a report on options to slow vehicle speed and increase pedestrian, cyclist and vehicle safety on Beaufort Street, including engagement with stakeholders such as the Town Team, the Beaufort Street Network Place Management and Main Roads by March 2024; and REQUEST the CEO consult with residents, schools and surrounding businesses on the proposal to make Harold Street west of Beaufort Street a one way street and present a report to Council with the results of this consultation by March 2024. MRWA contacted in regards City return of prepaid black spot funds. Scope of project being prepared including stakeholder identification and influence assessment.	March 2024

10.3	Adoption Of The Parking Local Law 2023	**EDIE**	To go through the final stages of the local law process	Statutory post-adoption process being undertaken. September 2023
10.4	Tender - Escooter Shared Scheme Trial	**EDIE**	REQUESTS the CEO to provide a report to Council within nine months of practical operation of the trial assessing its impacts and whether an extension of the permit will be issued. Implementation of EES being pursued. Updates to be provided to Council via Workshop.	November 2023
11.4	Advertising of amended policy - Customer Service Complaints Policy	**EMC&E**	Out for community consultation 25 August – 18 September.	Item will be reported to Council at the November 2023 meeting.
11.5	Dual Naming of Warndoolier / Banks Reserve	**EMC&E**	Community consultation to commence after LG elections.	Estimated to be reported back to Council Feb 2024
Council Meeting 25 July 2023				
9.10	Request for Proposals for Redevelopment of Leederville Carparks	**EDSD**	Business Plan approved for state-wide consultation.	The results of consultation will be presented to Council in late 2023.
10.2	Approval to advertise draft Animal Amendment Local Law 2023	**EDIE**	To go back to Council on completion of advertising	**September 2023**
10.4	RFT IE259/2023 Beatty Park Leisure Centre 12 & 30 Metre Pool Tile Renewal	**EDIE**	Project Plan is included in Infobulletin in August 2023 OCM	**Completed** **August 2023**
12.2	Report and Minutes of the Audit Committee Meeting held on 29 June 2023	**EMCSG**	Report to go to Council with details of internal audit	**September 2023**
Council Meeting 20 June 2023				
9.1	No. 80 (Lot: 102; D/P: 413590) Auckland Street, North Perth - Proposed Single House	**MD&D**	Application deferred to allow applicant the opportunity to consider Council's reasons for deferral and changes to the proposal. Applicant has sort review by the State Administrative Tribunal of the deemed refusal. Mediation isted for 29 August 2023.	Anticipated late 2023.
Council Meeting 16 May 2023				
9.7	Advertising of New Policy - North Claisebrook Planning Framework	**EDSD**	Council approved the draft planning framework for advertising.	**Completed** 22 August 2023
9.8	Advertising of New Policy - West Perth Planning Framework	**EDSD**	Council approved the draft planning framework for advertising.	**Completed** 22 August 2023
9.9	City of Vincent Arts Plan - Approval to Advertise	**EDSD**	Council approved the draft plan for advertising.	**Completed** 22 August 2023
9.10	Thriving Places Strategy - Approval to Advertise	**EDSD**	Council approved the draft strategy for advertising.	**Completed** 22 August 2023
10.5	Draft Bike Plan	**EDIE**	21 Days local public notice – was adopted at the July OCM	**OCM** **25 July 2023**
11.4	Advertising of amended policy - Recognition of Noongar Boodjar Culture and History through Welcome to Country and Acknowledgement of Country	**EMC&E**	Public Consultation closes 14 June 2023 and was presented to OCM 25 July 2023 for adoption.	**OCM** **25 July 2023**

12.4	Reports and Minutes of the Audit Committee Meeting Held on 4 May 2023	**EMCSG**	Review of Audit Committee Terms of Reference	**Deferred**
Council Meeting 4 April 2023				
9.2	Review of Design Guidelines	**EDSD**	Council endorsed: - Lacey Street Design Guidelines and revocation of Appendix 3, 12, 14, 15, 16 and 18 following consutaltion at the 25 July 2023 Council Meeting - Brookman & Moir Street Design Gudielines and Heritage Area following consutaltion at the 22 August 2023 Council Meeting Commmunity consultation on the proposed amendments to the Built Form Policy and revocation of the Highgate Design Guidelines completed.	The results of advertising and the updated Built Form local planning policy and revocation of the Highgate Design Guidelines will be presented to Council in late 2023.
Council Meeting 14 March 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 late 2023.
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.
12.4 RESPONSES TO MOTIONS CARRIED AT THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 2 FEBRUARY 2023				
4.2(1)	Development Green Space - That Council REQUEST the CEO to present a review of the landscaping requirements in the City's Built Form Policy to Council by December 2023.	**EDIE**	Administration is completing a review of the City's Built Form Policy against the State's Medium Density Codes and will present this review and the impact to the Built Form Policy to Council in late 2023.	**Late 2023**
4.5	**Pedestrian Safety (Newcastle / Fitzgerald):** 4.5.1 That the City of Vincent-addresses the safety issues for pedestrians at the corner of Fitzgerald Street and Newcastle Street in this financial year 2022/23.	**EDIE**	Improvements / modifications to the intersection of Newcastle and Fitzgerald Streets requires the collaboration of several stakeholders and is expected to take over eighteen months to achieve. The interim solution has the support of the proposer of the motion	2024

	4.5.2 That the City of Vincent places a bollard or visual deterrent to offer a pedestrian refuge and protection of the Heritage listed building on the corner Newcastle Street and Fitzgerald Street. (similar to what exists on the City of Perth side of the fore mentioned intersection).			
4.11	Speed Humps - That Council REQUESTS that Administration undertakes a road condition assessment to underpin a program of maintenance and needs assessment for speed humps and other traffic interventions in local areas, and report to Council Workshop on the findings of these assessments by end of 2023.	**EDIE**	Report by December 2023	**December 2023**
4.16(3)	E-Waste – 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: • 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. First trial drop-off day highly successful.
Council Meeting 13 December 2022				
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 Consultation results received for full median strip for Angove Street and Woodville Street intersection and is currently being evaluated.	Design is complete and further traffic analysis is underway. **Late 2023**

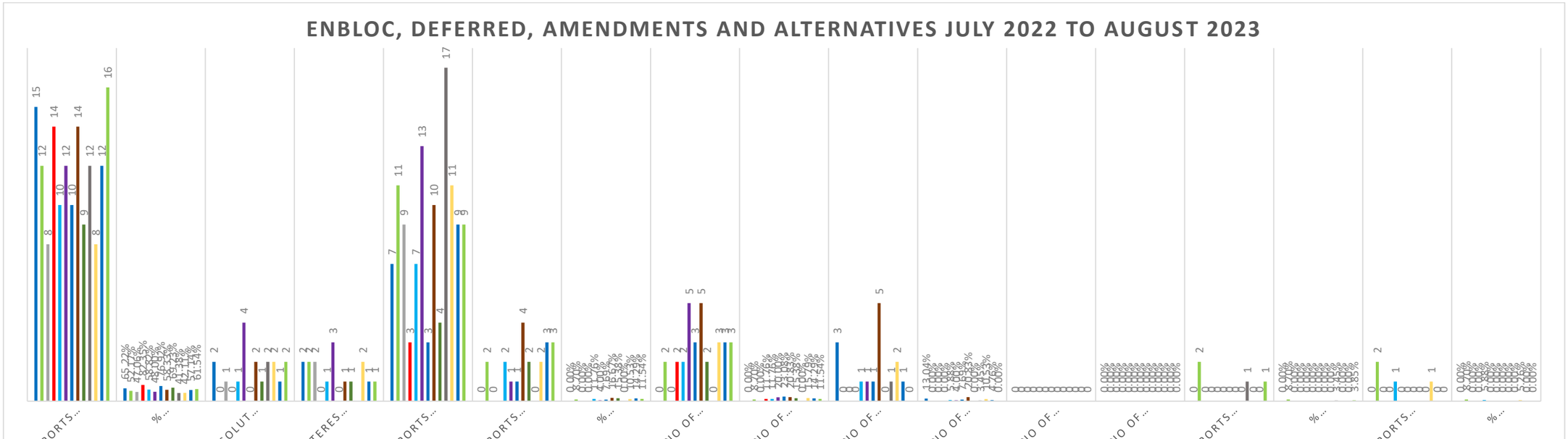
Council Meeting 15 November 2022				
10.2	EOI for E-Scooter Shared Scheme in the City of Vincent	**EDIE**	Council approved the CEO inviting Expressions of Interest for and e-Scooter Share Scheme to operate within the City of Vincent. EOI issued in June. Outcome presented to Council at August OCM	**Completed** Superseded by August 2023 report item 10.4
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 late 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 2023.
Council Meeting 8 March 2022				
9.4	Sale of No. 26 Brentham Street, Leederville	**EDSD**	Scheme amendment approved, liaising with potential purchaser. Confirmation with adjoining landowner, interested in making offer for purchase.	Late 2023
Council Meeting 14 September 2021				
9.7	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan - Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	**EDSD**	LPSP referred to WAPC for comment and endorsement.	Final comments not expected until ~~mid late 2022.early~~ late 2023
Council Meeting – 23 July 2019				
Council Meeting – 30 May 2017				
12.5	Perth Parking Levy	**EDIE**	State Government amending enabling legislation.	Workshop Item for September 2023.

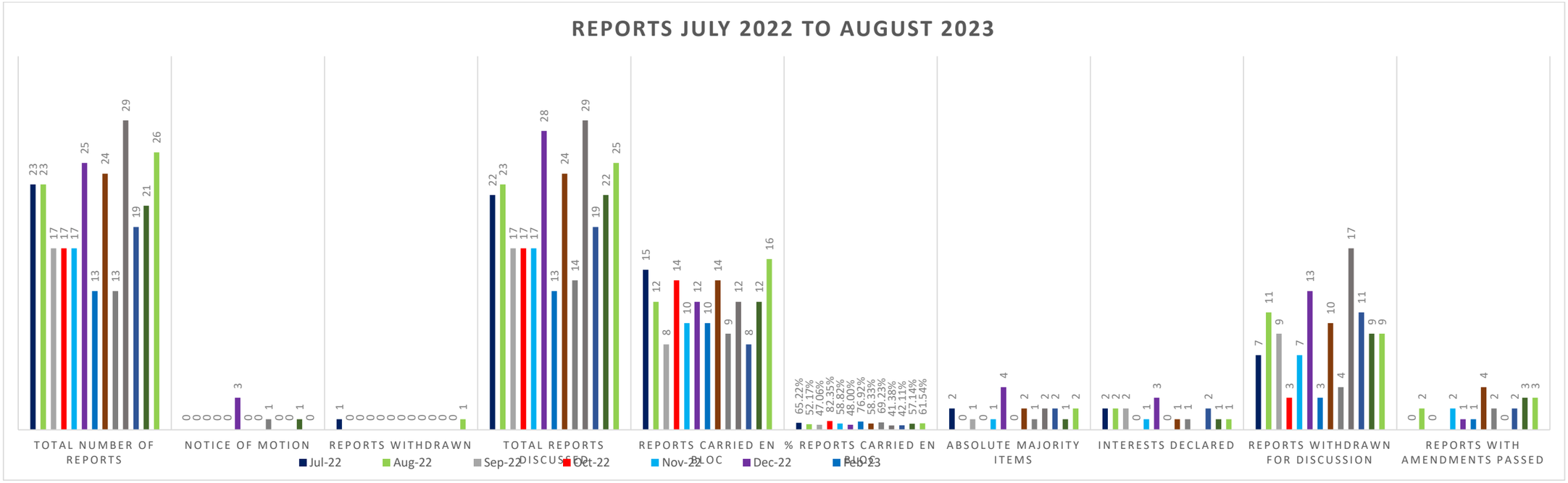
COUNCIL WORKSHOPS

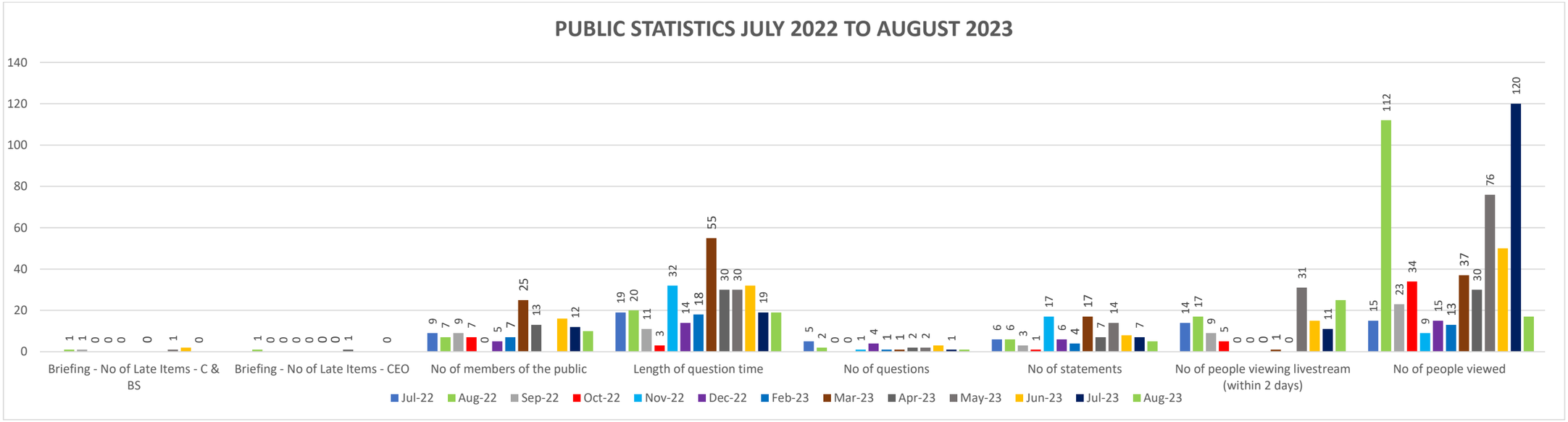
One workshop has been held since 8 August - it was on 5 September 2023 and had the following items on the agenda:

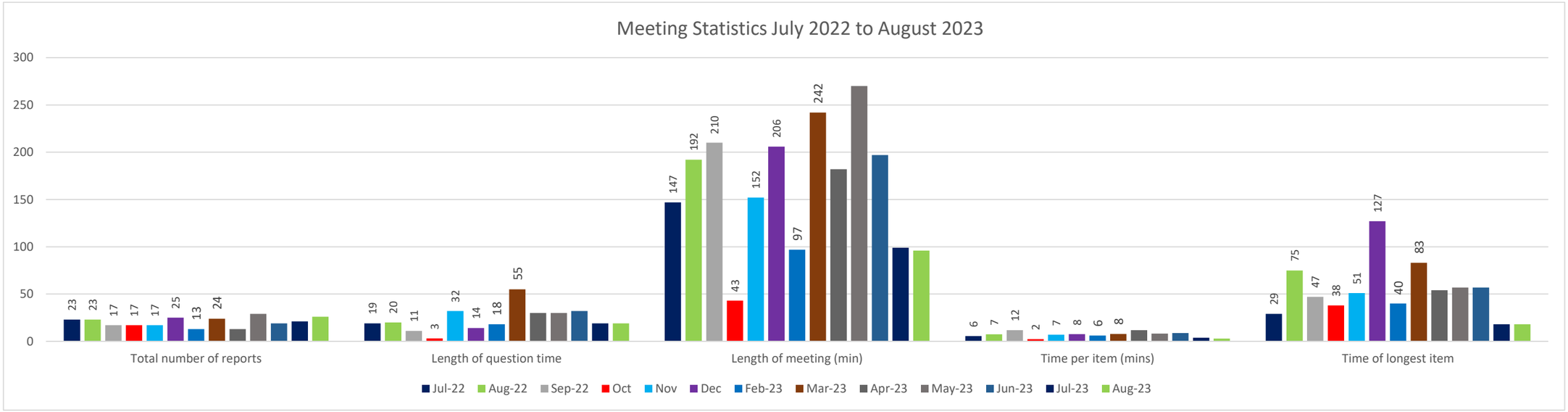
- Digital Governance Tool/Better Governance Scorecard – Presentation
- Update of Strategic Projects in the Corporate Business Plan 2023/24 – 2026/27
- Beatty Park 2062 – Problem & Opportunity Statement Process
- Business Enhancement Grant – Pilot Program
- Council Member Decision Making Forward Agenda – 2023
- Perth Parking Levy

Council Meeting Statistics – August 2023




REPORTS JULY 2022 TO AUGUST 2023
TOTAL NUMBER OF REPORTS
NOTICE OF MOTION
REPORTS WITHDRAWN
TOTAL REPORTS DISCUSSED
REPORTS CARRIED EN BLOC
% REPORTS CARRIED EN BLOC
ABSOLUTE MAJORITY ITEMS
INTERESTS DECLARED
REPORTS WITHDRAWN FOR DISCUSSION
REPORTS WITH AMENDMENTS PASSED
Jul-22
Aug-22
Sep-22
Oct-22
Nov-22
Dec-22
Feb-23


PUBLIC STATISTICS JULY 2022 TO AUGUST 2023
Briefing - No of Late Items - C & BS
Briefing - No of Late Items - CEO
No of members of the public
Length of question time
No of questions
No of statements
No of people viewing livestream (within 2 days)
No of people viewed
Jul-22
Aug-22
Sep-22
Oct-22
Nov-22
Dec-22
Feb-23
Mar-23
Apr-23
May-23
Jun-23
Jul-23
Aug-23


Meeting Statistics July 2022 to August 2023
300
250
200
150
100
50
0
23 23 17 17 17 25 13 24
19 20 11 3 32 14 18 55
147 192 210 43 152 206 97 242
6 7 12 2 7 8 6 8
29 75 47 38 51 127 40 83
Total number of reports
Length of question time
Length of meeting (min)
Time per item (mins)
Time of longest item
Jul-22 Aug-22 Sep-22 Oct Nov Dec Feb-23 Mar-23 Apr-23 May-23 Jun-23 Jul-23 Aug-23

CITY OF VINCENT

NOTES

Council Briefing

15 August 2023

Table of Contents

1 Declaration of Opening / Acknowledgement of Country 4

2 Apologies / Members on Approved Leave of Absence 4

3 Public Question Time and Receiving of Public Statements 5

4 Declarations of Interest 13

6.2 Harold Street - Black Spot Project 14

5.1 No. 39 (Lot: 302; D/P: 30339 and Lot: 84; Plan: 3845) Bondi Street, Mount Hawthorn - Proposed Two Grouped Dwellings 16

5.2 No. 296 (Lot: 8; Plan: 2411) Fitzgerald Street, Perth - Proposed Change of Use from Shop and Café to Shop and Associated Alterations and Additions 22

5.3 Advertising of Amended Local Planning Policy No. 7.5.22 - Consulting Rooms 24

5.4 Outcomes of Advertising - Brookman and Moir Streets Heritage Area Guidelines 26

5.5 Outcomes of Advertising - Pickle District Planning Framework 27

5.6 Outcomes of Advertising - North Claisebrook Planning Framework 30

5.7 Outcomes of Advertising - Arts Plan 33

5.8 Outcomes of Advertising - Thriving Places Strategy 34

5.9 Community Sporting and Recreation Facilties Fund - July Small Grants Round Application 35

5.10 Mount Hawthorn Youth Skate SpaCE 36

5.11 Lease to Association for Services to Torture and Trauma Survivors Inc (ASeTTS) - No. 286 Beaufort Street, Perth 37

6.1 Advertising of new/amended policy - Asset Management Policy 39

6.3 Adoption of the Parking Local Law 2023 [ABSOLUTE MAJORITY DECISION REQUIRED] 41

6.4 Tender - Escooter Shared Scheme Trial 42

6.5 RFT IE258/2023 Cleaning Services 44

6.6 RFT IE252/2023 Leederville Oval Grandstand Roof Repair 45

7.1 Preliminary Financial Statements as at 30 June 2023 46

7.2 Authorisation of Expenditure for the Period 01 June 2023 to 30 June 2023 47

7.3 Investment Report as at 30 June 2023 48

7.4 Advertising of amended policy - Customer Service Complaints Policy 49

7.5 Dual Naming of Warndoolier / Banks Reserve 50

8.1 Advertising of Amended Policy No. 4.2.12 - Advisory Groups 51

8.2 Information Bulletin 53

9 Motions of Which Previous Notice Has Been Given 55

10 Representation on Committees and Public Bodies 55

11 Confidential Items/Matters For Which the Meeting May be Closed 55

11.1 Annual CEO Performance Review 2022-2023 and Key Performance Indicators 2023-2024 [ABSOLUTE MAJORITY DECISION REQUIRED] 55

NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 15 AUGUST 2023 AT 6.00PM

PRESENT:	**Cr Susan Gontaszewski**	**South Ward (Acting Presiding Member)**
	Cr Alex Castle	**North Ward**
	Cr Jonathan Hallett	**South Ward**
	Cr Dan Loden	**North Ward (arrived at 6.11pm during Item 6.2)**
	Cr Ashley Wallace	**South Ward**
	Cr Ron Alexander	**North Ward**
	Cr Suzanne Worner	**North Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	John Corbellini	**Executive Director Strategy & Development**
	Peter Varris	**Executive Director Infrastructure & Environment**
	Rhys Taylor	**Chief Financial Officer (left at 7.19pm after Item 7.5)**
	Jay Naidoo	**Manager Development & Design (left at 6.48pm after Item 5.9)**
	Georgia Lawrence	**A/Executive Manager Urban Design & Strategic Projects**
	Luke McGuirk	**Manager Engineering (left at 7.31pm after Item 12.2)**
	Jayde Robbins	**Manager City Buildings & Asset Management (left at 7.42pm after Item 12.2)**
	Chris Dixon	**Project and Strategy Officer (left at 7.02pm after Item 6.4)**
	Lisa Williams	**Executive Manager Communications and Engagement (left at 7.18pm after Item 7.5)**
	Janine Neugebauer	**Executive Assistant Infrastructure & Environment (left at 7.00pm after Item 6.1)**
	Joslin Colli	**Executive Manager Corporate Strategy & Governance**
	Wendy Barnard	**Council Liaison Officer**
Public:	Approximately two members of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Susan Gontaszewski, 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."

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Ross Ioppolo on approved leave of absence from 26 July 2023 to 30 September 2023.
Mayor Emma Cole is an apology for this meeting.

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.

Louise Shneider of Mt Lawley – Item 6.2

- Spoke against the recommendation
- The members of the Action Group in the street request that Council consider changing this section of Harold Street to a one way configuration, entering from Vincent Street and exiting onto Beaufort Street.
- Mentioned that the community feedback survey mentioned that 55% of respondents believe there is no problem. It is the view of the Action Group that these comments appear to reflect the view of non-residents,not the actual residents who are impacted by this problem
- Noted that this section of road is unique and the issues are amplified

The following questions and submissions were received in writing prior to the meeting.

Liz Seggie of Highgate – Item 6.2

I note the persistence to amend the Harold Street intersection regardless of the significant objection from local residents and businesses.

Having lived on the corner of Harold and Beaufort Street for nearly nine years (9 years this November) I can attest to never having witnessed or heard an accident at this intersection. I have never had to wait more than 2 minutes to turn right onto Beaufort Street.

The report the council relies on to amend the street is highly flawed and does not provide evidence warranting the amendment of the intersection. The incidents in the report are from years previously, minor at best and there is nothing to indicate that it was the nature of the intersection that caused said minor incident.

Administration Response

The Main Roads Crash data confirms there has been 7 crashes at this intersection over the last 5 years. The project has received the approval and partial funding from Main Roads WA as an appropriate intervention to address road safety.

To close off Harold Street would be to segregate Highgate from Mount Lawley, significantly impact businesses and create significant traffic congestion on smaller streets which cannot handle the traffic or alternatively push traffic into an already extremely congested Walcott Street and Lord Street.

I request the councillors consider the following questions:

1. What evidence is there that the said accidents were contributed to by the intersection?

   Administration Response

   The Main Roads Crash data confirms there has been 7 crashes at this intersection over the last 5 years, and the project has received the approval and partial funding from Main Roads WA as an appropriate intervention to address road safety.

2. What do the local rate payers say in response to the proposal?

   Administration Response

   Community consolation is noted within attachment 2 of the report, confirming that 80% do not support the proposal. Road safety is undertaken with consideration to the public interest benefits and crash mitigation, not whether the community supports or opposes the project.

3. What roads will local traffic take to migrate north and can those roads handle the traffic?

Administration Response

As identified in the Council report the roads which might be affected are -

- *Mereny Lane*
- *Chatsworth Road*
- *Clearance Street*
- *Kaata Lane*
- *Curtis Street*
- *Stirling Street*
- *Broome Street*
- *William Street*
- *Vincent Street*

4. What evidence is there that amending the intersection would have avoided the incident (I note none were right hand turns)?

Administration Response

The Council report details the treatment outcomes. The crash analysis confirms that 3 x crashes will be treated.

5. What is the likely outcome to local business?

Administration Response

The analysis in determining the merits of road safety interventions does not include the commercial impacts on local business. It address road safety concerns and reducing crash incidents.

6. To what extent does traffic congestion and difficulty navigating areas contribute to patrons going elsewhere (closing off Highgate will cause patrons to go to other close areas in Mount Lawley above 2nd Ave or Northbridge).?

Administration Response

Please refer to response to 5 above.

7. What group/organisation/body could/will possibly benefit from this? Why are their concerns greater than the local rate payers and businesses?

Administration Response

Please refer to response to 5 above.

Dudley Maier of Highgate – Item 5.11 and 7.1

Item 5.11 – Lease of 286 Beaufort Street:

Can you confirm that the City does not own the property and simply has care and control of the property and as such cannot sell the property in the future? Why hasn't the report given any indication of the annual cost to the community of maintaining the facility? What was the net cost to the community of maintaining the facility in 2022-2023, and what is the estimated cost of maintaining it in 2023-2024?

Administration Response

The Premises is held in conditional freehold by the City pursuant to section 75 of the Land Administration Act 1997 for Municipal Purposes. While held on a freehold Certificate of Title, the Premises may not be leased unless with the consent of the Minister, which may be given subject to conditions.

The actual and estimated annual maintenance costs for the ASeTTS building are as follows:

Actual maintenance cost FY 22/23: *$28,733.61 (includes roof repair of $18,000)*
Estimated general maintenance cost FY23/24: *$ 6,500.00*

The report has been updated to reflect the above information.

Item 7.1 – Monthly Financials for June 2023:

The report does not contain the regular statement for Rates (Rating Information and Graph) which is usually included as 'Note 6'. Why has this report not been included in the 30 June range of supporting documents? What were the total Interim Rates collected as at 30 June 2023?

Administration Response

Note 6 has been updated as part of ongoing reporting improvements. The graph and interim rates are still included and can be found on page 17 of Agenda item 7.1.

Bryony Calendar of Highgate – Item 6.2

I am very concerned that whilst the majority of survey respondents do not support the Beaufort/Harold St project as designed, yet the project has still been given the green light to proceed with construction.

Can you please advise what the point of the survey was if our views are to be dismissed in this way?

Administration Response

Community consultation supports the City's decision making process by enabling Council Members (and the Administration) to be confident that stakeholder views have been ascertained, understood and considered. When making a final decision, this needs to be taken into consideration along with technical advice and requirements, research, constraints and any other policy or legislative considerations. The responsibility for final decision making remains with Council which will consider the consultation outcomes along with the public interest benefit that can be obtained.

David Di Prospero of Perth – Item 5.6

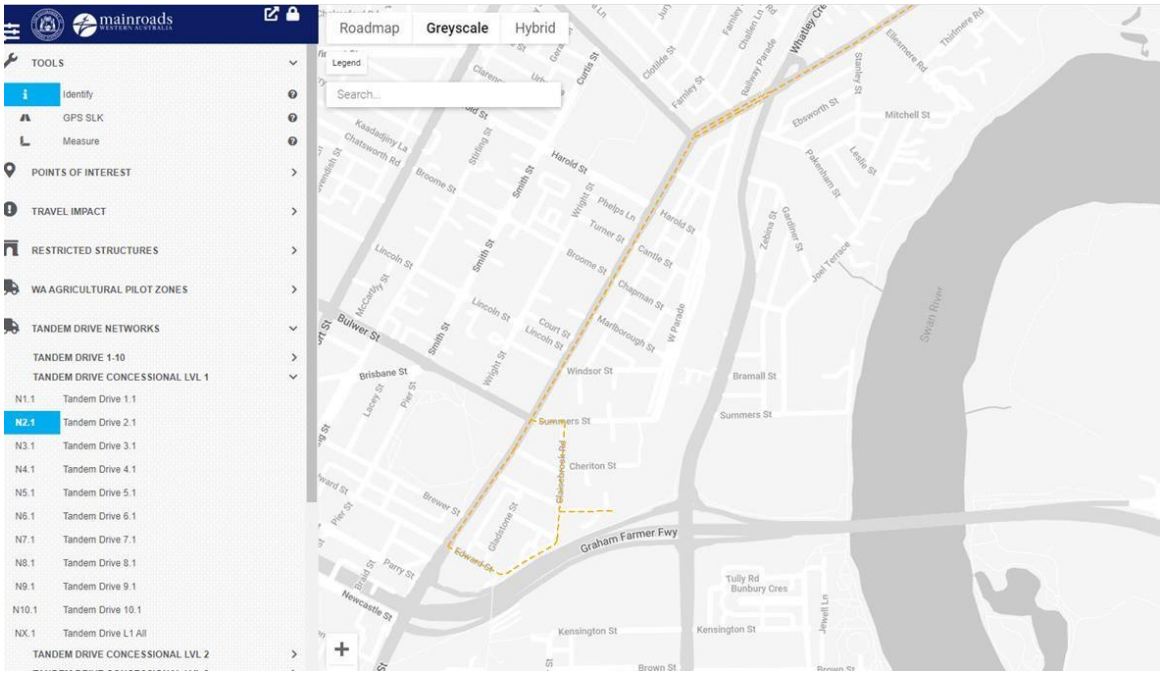
I'm unsure if anyone is aware of this fact so I bring it to your attention with the hope it be also considered when making decisions about the future of the area.

It should be noted that Main Roads WA granted, at some stage in the past (starting 1974 I think) has operated with the concessions or the as of right of use for traveling to the Concrete Batchings, for transporting with the large resource trucks to with what is known as the B-Double category of trucks:https://www.mainroads.wa.gov.au/globalassets/heavy-vehicles/getting-a-permit/amms/accredited-mass-management-scheme-amms-prime-mover-trailer-combinations-operating-conditions.pdf?v=49b8e6

2C	B-Double 	≤27.5 m	Level 1	72 t	4 t	N2.1
			Level 2	74 t	6 t	N2.2
			Level 3	76.5 t	8 t	N2.3

The trucks used are the:

TANDEM DRIVE CONCESSIONAL LVL 1, N2.1 Tandem Drive 2.1, and their current path is indicated in the yellow broken lines in the following screen grab of the Greyscale plan obtained from this link https://mrwebapps.mainroads.wa.gov.au/hvsnetworkmap



We think that for it to be truly the "given" that the Concrete Batching plants are indeed going to stop their activities in the area by next year that such concessions for the transport of their large resource trucks, in the set pattern that they are still using, should also be cancelled to ensure the cessation of their activities.

Jon Denaro of West Perth – Item 5.5 and 5.7

The Pickle District values your support thus far.

Pickle District Feedback-

1. We agree with pretty much all of the community feedback. -as always.

2. The vision as expressed via the Pickle District Town Team into this process has been 100% acknowledged.

The vision wrt strategic future survival of the Arts Context has been 100% overridden.

The practical future reality for this precinct as directed via this document is ….'development as per normal and the diminishing of Arts Precinct potentials'.

This document disables **all** strategic commentary being currently proposed via the Pickles Community.

These Pickle inputs- coming from a long campaign of community interaction and specifically driven by **contemporary Arts Industry expertise** remains vitally relevant here.

The Pickle vision is about- taking this planning opportunity and the community sentiment and providing a practical and realistically achievable path.

Values- reinforcement of the **'causality'** which underwrites the **'vitality'** of the central idea here. …. **'ARTS PRECINCT.'**

-consolidating that and expanding participation.

We unfortunately have to **'oppose'** this draft analysis and specifically the proposed strategic content within this current draft document form.

This draft offers no real hope for the Arts Precinct concept to continue. - an Arts and Community driven **ARTS PRECINCT.**

Context Note- The Pickle District Town team have been sidelined from the current Holden site development process- due to an absence of strategic planning support from COV.

This current document if approved would provide little weight -make no actual difference to these types of developer negotiations.

The PICKLE district is advocating for:-

1. Closer liaison into this Pickle MasterPlan Process.

2. 2% for ART as developer contribution

3. % for Arts Contribution to become (In perpetuity) **Dedicated Arts space.-100%**

4. Pickle ARTs Spaces to be managed via the Pickle District Town team.

Context update- The Pickle District in response to these prevailing realities is in current negotiation to relocate the Arts Precinct centre to the City of Perth.

This negotiation is in response to a substantial lack of confidence.

ie- a lack of intent or perhaps understanding on behalf of COV to actively prioritise the ARTS PRECINCT actively and strategically into the future.

Final note-

This document surveys community aspiration supporting and requesting action on behalf of COV.

The Community response reinforce stepping forward with a consolidation of the Arts Precinct Content.

These planning actions are weak and will be ineffective.

The proposed ACTIONS- as listed -read as having either no intent or no crucial direction into this.

Roslyn Harley of Mt Lawley - Item 6.2

It is with dismay I write again to the City about the consultation and communication processes of the Administration with regard to this consultation matter.

Yesterday at 2.48pm I received an email advising that the matter of the Harold and Beaufort St road treatment is on the Council briefing for tomorrow night. This consultation closed in May. This email was the first time I have been advised of the outcome - just over 24 hours before this matter goes to Council. An overwhelming majority of respondents said they wanted to be kept up to date on this project.

Staggeringly your officers are recommending going ahead with this traffic treatment against overwhelming opposition and while acknowledging that many other roads will be impacted. Officers listed 9 roads/streets/laneways which will be impacted by higher traffic volumes. 9 roads and streets!! St Albans and Barlee streets were omitted from the impact list (neither street were consulted) but will be impacted and ironically they omitted Harold Street West from the impacted list too. I've followed many of these processes over the years but to have one single road treatment impact so many surrounding residents, streets and roads is probably some kind of record.

The City's officers have demonstrated their determination to go ahead with this traffic treatment on several occasions - having been required to do consultation they hadn't intended to do. These works were marked out on the road and scheduled to commence. This is what alerted residents to the planned work earlier in the year.

The City received a huge response and were subsequently required to go out to consultation. One officer describing to me that the phones had been in 'melt down'.

The belligerence to recommend going ahead with this road treatment in the face of such community opposition, in the face of detailed and considered objections and the noted impact beggars belief.

This road treatment will cost WA Government and City of Vincent ratepayers in excess of $153000 and will inevitably lead to more issues on impacted streets who in turn will be seeking remedy, in turn creating more costs to ratepayers. Traffic monitoring, further officer time in managing complaints, temporary mitigations, possible removal of the treatment will occur at ratepayers cost. It is obvious that Harold St residents are being disregarded but residents especially on Clarence, Broome and Chatsworth - the streets which will be immediately impacted as cut through options to Vincent Street or to turn right onto Beaufort Street are also being completely disregarded by the City's officers. These streets will see immediate traffic flow increase if works go ahead. Three already difficult and contested streets - Broome, Chatsworth and Beaufort Streets are very difficult areas for drivers and especially for pedestrians. Clarence Street will become the Street I use to get to Vincent Street or to Beaufort St North if the works go ahead.

Administration Response

Administration has completed a Traffic Engineering Report which highlights and estimates traffic volumes that might be diverted to roads such as Clarence, Broome and Chatsworth. Although there is an impact on these roads, traffic volumes are still within appropriate level of service (under 3000vpd) and therefore it is considered low impact.

Two of your officers said to me by phone and it was also said on record at a Council meeting that if they don't go ahead with the works then the City will lose the funding as the rationale for going ahead. This is both a 'tail wagging the dog' example ie: have money must spend, and a throwaway line more suited to an episode of ABC's Utopia. The City goes out to consultation, a huge response occurs, an overwhelming number of respondents object, detailed responses are submitted, adverse impact is identified but the Officers shrug their shoulders and go 'meh' we'll recommend it going ahead anyway as it will reduce crashes.

The Main Roads own guide - attached -notes that treatments such as the one proposed may result in an increase of side swipe accidents and rear end accidents. They also note that these treatments should not be used if they move traffic to other roads in which case the issue will be moved. I've included this excerpt:

While preventing right-turn movements at an intersection may improve safety at that particular intersection, it is of little real benefit if the traffic is simply redistributed to an adjacent intersection that experiences similar problems. As such, the broader network context needs to be considered and these treatments should only be used where a safer alternative route exists.
Banning of particular movements can also cause undue delays to residents and businesses that use that route for access. Consideration of these access requirements should be given.

Administration Response

The side swipes accidents and rear end accidents might happen after the treatment is implemented however this is low-risk and these crashes are not considered KSI's (killed or seriously injured). Traffic might be redistributed to intersections which have crash however the impact is considered low when weighing up the benefits of treating KSI's at the current intersection.

It's also noted that left hand only turns with give-way signs may increase incidents for pedestrians and cyclists as traffic may not come to a full stop and vehicles roll through. This was included in my consultation and discussed with Main Roads and discussed with the Manager of the area. It was also acknowledged in that conversation that a left hand only turn may result in more traffic at higher speeds as the treated street becomes a quicker turn out area - a known documented impact. Harold St already has an issue with traffic speeds and volume as a main rat run for vehicles off Lord St and Walcott use to turn left onto Beaufort St.

These documented risks are nowhere to be found in the Officers report or the Risk Implementation section.

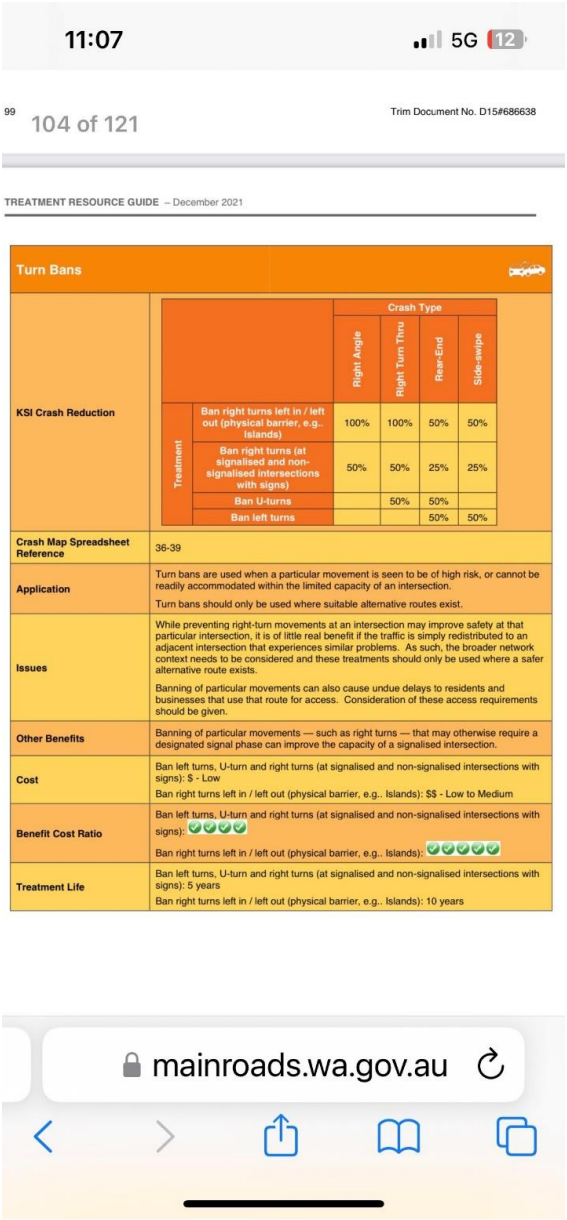
Administration Response

The Traffic Engineering Report details the impact when the treatment is implemented.

One of your officers said to me that now the area has been identified as a black spot area the City could be negligent if an accident occurs. This claim of vicarious liability is complete nonsense of course but if it was applicable surely it would apply to the risks noted by MRD for pedestrians and cyclists who may be at higher risk of injury under this proposal

Due to late notice I will unfortunately not be able to attend the briefing tomorrow night as I am travelling for work. Hopefully other residents will be there at short notice. I'll endeavour to be present on Tuesday 22nd August for the decision.

https://www.mainroads.wa.gov.au/globalassets/technical-commercial/road-safety/treatment-resource-guide.pdf?v=492d8e



Trish Byrne of Burswood – Item 5.6

Whereas we still consider retaining standard car parking requirements and setbacks a potential lost opportunity, we thank the project team for their genuine consideration of the submissions received. We support the modifications relating to the Village precinct and wholly agree that infill development is necessary to accommodate increased population targets. North Claisebrook is an appropriate location for infill, being underutilised, and having the additional and unique benefit of proximity to public transport, and Perth CBD.

Nathan Tetlaw and Sonya Broughton of Mt Hawthorn – Item 5.1

Thanks for the opportunity to make some statements around this development. We live next door (west side) at 43 Bondi Street.

We note that works are already underway at the property, despite no approvals being gained. The builder has changed the ground elevation and there is now about 400-500mm of soil up against our garage wall on the western boundary. This wall is not designed as a retaining wall and we are concerned that there may be damage to the wall in the future.

We are also concerned that their access path along the western boundary is elevated so they can see directly into our backyard. With the changes in elevation along the western boundary, the height of this path is likely to be well over 1m above the natural ground on our side of the fence and people using this path would have a clear view directly into our backyard (that they wouldn't have had if the site wasn't built up). If the site is built up further along the western boundary there will be great pressure on our fence.

Finally we're concerned at the loss of privacy associated with the balcony extending so high at the back of the property. As well as the potential impacts of shading on our garden.

Jane Gillett of Highgate – Item 6.2

As a 10 year resident of Harold St, I am strongly opposed to there being any change to the intersection of Beaufort and Harold Streets . I do not believe the intersection is dangerous or a problem for traffic management in the street. Making Harold Street a one way entry to Beaufort St , as indicated in the councils report, would severely impact the residents, businesses and surrounding suburban street traffic. The impact would be significant and disruptive. I hope my objections will be firmly noted and stated at the council meeting.

Administration Response

The Main Roads Crash data confirms there has been 7 crashes at the intersection of Harold St and Beaufort St over the last 5 years. The project has received the approval and partial funding from Main Roads WA as an appropriate intervention to address road safety.

Ross Drennan of Highgate – Item 6.2

We are quite distressed at how the City of Vincent is making numerous changes to Harold Street, with zero consultation to local small businesses that operate in the area.

1. Relocation of the loading bay at the end of Harold Street to Beaufort Street. This was a safe loading area on the quieter side road, close to the Mereny Lane which all the properties along Beaufort St use to access back of house areas. Now deliveries have to occur on a busy road and each delivery driver needs to push heavy items up the hill to access our properties along Mereny Lane. Despite this loading bay forming part of our approved DA management plans, being in place for many years and being convenient for businesses, this change was made with zero consultation to the businesses.

Administration Response

The loading zone has access onto the footpath and is located within a designated parking area on Beaufort Street. This section of road is posted 40km/h and has the applicable signage to notify drivers that this is used as a loading zone. Administration do not believe there is any significant risk with the current location of the loading bay.

Changing the northern side of Harold St to resident parking only. This reduces the amount of available car parking for all retail businesses along Beaufort Street. Whilst the majority of our patrons do not drive to our establishment, a lot of small retailers that provide a great tenant mix along Beaufort St require easily accessible car parking options.

Administration Response

The parking change was the outcome from Council's consideration of a petition comprising 26 signatories (local residents). The parking proposal was subject to community consultation and two reports to Council.

2. Now this Harold St Black Spot programme, has had an overwhelming majority of people crying out in opposition and yet the City still wants to go ahead.

   Administration Response

   This is a Main Roads WA approved Road Safety Project, co-funded by the City of Vincent and Main Roads WA. The reports recommendation is for Council to support the project and the Consultation section confirms 80% of respondents does not support the prosed design.

   Road safety is undertaken with consideration to the public interest benefits and crash mitigation, not whether the community supports or opposes the project.

We pay tens of thousands of dollars in rates each year and yet are treated like second class citizens by the City. The businesses along Beaufort Street bring vibrancy to the area and the vast majority of residents in the area love this. We have amassed a customer database of tens of thousands in just over a year of business, many of whom live within the City of Vincent. One or two people who live on Harold St complain that they don't always have a free car space out the front of their houses (despite living within a few metres of a retail strip) and the City immediately jumps to make changes to the detriment of all the businesses.

We're hopeful that council members will rectify these items above, instruct the City's officers to consult business owners going forward and seek to find solutions that are fair for all parties involved

There being no further speakers, Public Question Time closed at approximately 6.04pm.

4 DECLARATIONS OF INTEREST

Cr Susan Gontaszewski declared a proximity interest in Item 5.4 Outcomes of Advertising - Brookman and Moir Streets Heritage Area Guidelines. The extent of her interest is that she resides adjacent to the Highgate design guidelines area that is proposed to be revoked. She is not seeking approval to participate in the debate or to remain in Chambers or vote in the matter.

The CEO, David MacLennan, declared a financial interest in Item 11.1 Annual CEO Performance Review 2022-2023 and Key Performance Indicators 2023-2024. The extent of his interest is that the item includes the annual review of his remuneration package. He is not seeking approval to participate in the debate or to remain in Chambers or vote in the matter.

6.2 HAROLD STREET - BLACK SPOT PROJECT

Attachments:
1. **Harold and Beaufort St Intersection - Design Drawing**
2. **Harold and Beaufort St Intersection - Community Consultation Results**
3. **Harold and Beaufort St Intersection - Traffic Engineering Report - Confidential**
4. **Main Roads WA Crash Map - Blackspot - Confidential**

RECOMMENDATION:

That Council:

1. **SUPPORTS the current approved Main Roads WA funded Blackspot project which has investigated and mitigates road safety risks and the vehicle crash history at the intersection of Harold Street and Beaufort Street, Mount Lawley as per the design drawing in Attachment 1;**

2. **SUPPORTS a precinct-wide traffic analysis be undertaken to predict the impact on other roads at a more strategic and broader level prior to further applications for Black Spot funding in the Highgate area; and**

3. **REQUESTS administration to complete community consultation on a one-way conversion of Harold Street from Vincent Street to Beaufort Street and apply to Main Roads for approval.**

MAYOR COLE:
This is difficult given community opposition and impact on some streets in the network. Is Harold not the Distributor Rd and does this not need further consideration?

Also, should the concept of one way on Harold between Vincent & Beaufort not be explored first? What impact would that have on vehicle movements at the intersection, especially from Harold St east side of intersection? What traffic movement resulted in crashes at this intersection?

Further, what about the Black Spot proposal on Harold/Lord That is a faster speed environment. Should the impact of both be considered?

Given Beaufort Street is predominantly a 40kph speed zone, could other alternatives be considered to slow traffic on Harold as they approach the intersection?

MANAGER ENGINEERING:
Harold Street (Vincent St to Beaufort St) is a 'Local Road', Harold Street (Beaufort St to Lord St) is a 'Local Distributor'.

The current Harold St and Beaufort St Blackspot design (left out only) is supported and approved by Main Roads WA and is the appropriate treatment for the intersection. Main Roads WA has approved an extension to the projects delivery end date with the project now required to be constructed before December 2023.

Harold Street (Vincent St to Beaufort St) has 12 crashes. To treat/mitigate some of these crashes a One-Way only on Harold St from Vincent St to Beaufort St could be considered.

The Harold/Lord street intersection is not currently funded through the Main Roads WA Blackspot program. Administration has noted this area to be included in future funding applications.

Alternatives have been considered within the 'Details' section of the report, which notes that "traffic calming devices (speed humps) throughout Harold Street" could slow traffic as it approaches the intersection. Note that these devices do not mitigate crashes at the intersection, they are used to reduce vehicle speeds.

Summary on all treatments (one-way, speed humps and left turn only) are below;

- *Combining the two (one-way and Blackspot) will likely eliminate all crashes at the Intersection and most crashes on Harold Street.*
- *Having the left-out only (Blackspot Project) will treat 3 crashes at the intersection and some crashes on Harold Street (Vincent to Beaufort).*
- *Having a one-way option only would treat little or no crashes at the intersection and some crashes on Harold Street (Vincent to Beaufort).*
- *The Highgate area has a significant number of pre-approved blackspot projects which needs further strategic Traffic and Transport planning (Main Roads WA have agreed to assist the City with this). We have taken a review (Traffic Engineering Report) on the impact of the approved left-out only blackspot project design which has shown the project to be low impact. The One-Way option would be part of the further strategic Traffic and Transport planning, considered in conjunction with future proposed treatments around the Highgate area. It is important any future proposed designs are allowed the time to be analysed, have been consulted with by the community and are carefully managed, allowing approved capital works blackspot projects to be delivered successfully.*

CR HALLET:
Why are attachments 3 and 4 confidential?

MANAGER ENGINEERING:
Attachments 3 and 4 contain information from Main Roads WA crash maps. This information is specifically accessible to City Officers for road traffic management purposes. Main Roads WA requires this information to be treated confidentially.

Publicly available information can be accessed through the Main Roads WA website Open Data, Maps & Apps or can be sourced by contacting Main Roads WA at enquiries@mainroads.wa.gov.au

5.1 NO. 39 (LOT: 302; D/P: 30339 AND LOT: 84; PLAN: 3845) BONDI STREET, MOUNT HAWTHORN - PROPOSED TWO GROUPED DWELLINGS

Ward: North

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Perspectives
4. Superseded Development Plans - 18 January 2023
5. Superseded Development Plans - 29 May 2023
6. Summary of Submissions - Administration Response
7. Summary of Submissions - Applicant Response
8. Building Height Plan
9. Bondi Street Elevation Showing Adjoining Properties
10. Shadowing Plan
11. Visual Privacy Plan
12. Energy Efficiency Report
13. 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 Grouped Dwellings (2) at No. 39 (Lot: 302; D/P: 30339 and Lot: 84; Plan: 3845) Bondi 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 13:

1. Development Plans

This approval is for Grouped Dwellings (2) as shown on the approved plans dated 11 July 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 antennas, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive, to the satisfaction of the City;

3. Colour and Materials

3.1 Prior to the lodgement of a building permit, a schedule detailing the colour and texture of the building materials shall be submitted to and approved by the City. The schedule shall be generally in accordance with the approved development plans and demonstrate that the colours and materials complement the surrounding area, including details of the grey pebble feature finish to the dwelling on Lot 2, shall be submitted to and approved by the City;

3.2 The garage doors shall be installed and finished to be in line with and in the same colour and finish as the garage walls, to the satisfaction of the City; and

3.3 The development must be finished, and thereafter maintained, in accordance with the schedule approved by the City under conditions 3.1 and 3.2, prior to occupation or use of the development;

4. Visual Privacy

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and is to comply in all respects with the requirements of Clause 5.4.1 (Visual Privacy) of the Residential Design Codes Volume 1 deemed-to-comply provisions, to the satisfaction of the City;

5. Simultaneous Construction

The dwellings on proposed Lots 1 and 2 shall be constructed simultaneously, to the satisfaction of the City;

6. Landscaping

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

7. Car Parking and Access

The layout and dimensions of all driveways and parking areas shall be in accordance with Australian Standard AS2890.1;

8. 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

9. Crossovers

9.1 Prior to the first occupation of the development, redundant or "blind" crossovers shall be removed, and the verge and kerb made good to the satisfaction of the City, at the applicant/owner's full expense; and

9.2 The drainage grate on Bondi Street that is adjoining the proposed crossover is to be relocated to the specifications of the City so as to not adjoin or interact with the crossover, at the expense of the owner/occupier, to the satisfaction of the City.

CR WALLACE:
With reference to the written statement by Nathan Tetlaw and Sonya Broughton of Mount Hawthorn, can Administration please provide comment on the suitability of the adjoining wall at No. 43 Bondi Street as a retaining wall?

MANAGER DEVELOPMENT & DESIGN:
Administration has liaised with the landowner of No. 39 Bondi Street (subject site). The landowner has confirmed that site works undertaken were related to the subdivision approval. This included the preparation for a level sand pad at the front of the property for the installation of a power dome.

Administration has reviewed site levels next to the boundary wall to the garage at No. 43 Bondi Street. The ground level is approximately 1 brick course (8 centimetres) lower than the level prior to demolition. This is shown in the photographs below and has also been communicated to the owners of No. 43 Bondi Street.

	
Photograph of wall after site works. 16 August 2023	*Photograph of wall prior to demolition 19 August 2022.*

CR GONTASZEWSKI:
Could perspectives of the Bondi Street elevation be provided without the street tree?

MANAGER DEVELOPMENT & DESIGN:
The applicant has prepared the following renders that does not show the existing street tree and includes renders that do not show proposed tree planting in the front setback area. These renders have been included in Attachment 3 of the officer report that contains other perspectives.









CR GONTASZEWSKI:
Request additional commentary regarding the garage width and setbacks and an alternative recommendation be prepared with reference to these design elements.

MANAGER DEVELOPMENT & DESIGN:
Administration will prepare an alternate recommendation separately and arrange to have this available for the Council meeting.

Administration is of the view that specific circumstances exist in this instance to warrant support of the proposed garage width and street setbacks. These are detailed in the officer report and summarised as follows:

- *Street Setback: The overall ground floor setback complies with the deemed-to-comply standard of the Built Form Policy. This ensures the development is adequately setback from the street consistent with average street setbacks of adjoining properties.*

- *Streetscape Context: The established streetscape includes examples of double garages and balconies that project forward of the ground floor and the proposed development would be compatible with the character of the immediate and broader area. This includes double garages that occupy greater than 50 percent of their respective lot frontages and balconies and porches/verandahs that project forward of the dwelling alignment. An example of this is the neighbouring property to the east, No. 37 Bondi Street, that has a double garage that occupies greater than 50 percent of the lot width, a 4.5 metre garage street setback and the garage projects forward of the dwelling alignment. The proposed garages would be set back 1.9 metres behind this.*

- *Site Topography: The subject site slopes down significantly from Bondi Street. This results in the garages being 1.8 to 2 metres below the adjacent footpath level and reduces building bulk as viewed from the street.*

- *Landscaping: 12 trees are proposed within the front setback area in deep soil and landscaping areas. This would effectively soften the appearance and partially screen the garages as viewed from the street.*

- *Treatment of Garages: The treatment of the garage doors to blend in with its supporting walls minimises the visual expression of the garage doors as openings.*

- *Balcony Design: The balconies have been designed to reduce building mass by incorporating open front and sides, and visually lightweight materials. The balconies assist in reducing the impact of the garage doors and would be consistent with raised porches and verandahs existing in the streetscape on the higher side of Bondi Street across the road.*

- *Architectural Expression: The development incorporates two distinct architectural treatments to the Bondi Street elevation that reduces the presentation of bulk to the street.*

- *Surveillance: The development would maintain connectivity and surveillance of the street with each dwelling having major openings to the street to three internal habitable rooms.*

- *DRP Member Support: The design response and streetscape presentation of the proposed development has support of the City's DRP Member that reviewed the proposal.*

ADDITIONAL INFORMATION:

- *The 'Subdivision Approval' section of the officer report has been updated to reflect that clearance of the conditions of subdivision approval is being progressed by the landowner. This has occurred since the officer report to Council's Briefing Session was prepared.*

- *The 'Legal/Policy' section of the officer report has been updated to reflect recent announcements relating to deferred gazettal and intended changes to the State Government's Medium Density Code. These announcements were made following the preparation of the officer report to Council's Briefing Session.*

5.2 NO. 296 (LOT: 8; PLAN: 2411) FITZGERALD STREET, PERTH - PROPOSED CHANGE OF USE FROM SHOP AND CAFÉ TO SHOP AND ASSOCIATED ALTERATIONS AND ADDITIONS

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Heritage Impact Statement
4. Applicant's Planning Assessment
5. Parking Management Plan
6. Summary of Submissions - Administration Response
7. Summary of Submissions - Applicant Response
8. Applicant Response to Design Review Panel Comments
9. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for a proposed Change of Use from Shop and Café to Shop and Associated Alterations and Additions at No. 296 (Lot: 8; Plan: 2411) Fitzgerald Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 9:

1. Development Approval

This approval is for a Change of Use from Shop and Café to Shop and Associated Alterations and Additions as shown on the approved plans dated 17 July 2023. No other development forms part of this approval;

2. Use of Premises

2.1 This approval is for a Shop as defined in the City of Vincent Local Planning Scheme No. 2. The use of the subject land for any other land use may require approval from the City; and

2.2 Prior to the occupancy or use of the building addition which forms part of this approval, the subject site shall cease to be used as a Café, to the satisfaction of the City;

3. Façade Design

3.1 Doors and windows and adjacent floor areas fronting Fitzgerald Street and Glendower Street shall maintain an active and interactive relationship with the street;

3.2 Glazing and/or tinting shall have a minimum of 70 percent visible light transmission to provide unobscured visibility between the street and the interior of the tenancy; and

3.3 Internal security and privacy treatments shall be located and installed internally behind the glazing line or recessed, and shall be transparent and visually permeable to allow views inside the building and enable internal light sources to be seen from the street;

4. Building Design

4.1 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; and

4.2 The roof of the proposed rear addition shall have a maximum solar absorptance rating of 0.4, to the satisfaction of the City;

5. Landscaping

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

- **The location and type of existing and proposed plants;**
- **Areas to be irrigated or reticulated;**
- **Species within the planting area between the new building and Glendower Street to be selected to have a low height at maturity to facilitate views between the building and Glendower Street;**

5.2 All works shown in the plans as identified in Condition 5.1 shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

6. Signage

6.1 All signage shall be in accordance with the City's Signs and Advertising Policy, unless further development approval is obtained; and

6.2 All signage shall be kept in a good state of repair, safe, non-climbable, and free from graffiti for the duration of its display on-site, to the satisfaction of the City;

7. Bicycle Facilities

Four bicycle parking spaces shall be provided on-site in accordance with Australian Standard AS2890.3 prior to the occupation or use of the building addition the subject of this approval, to the satisfaction of the City; and

8. Parking Management

The premises shall operate in accordance with the Parking Management Plan dated 4 August 2023 and the approved plans, to the satisfaction of the City.

CR GONTASZEWSKI:
Page 7 says nine objections were received and page 10 says six objections were received. Please provide clarification.

MANAGER DEVELOPMENT & DESIGN:
The 'Delegation to Determine Applications' section of the officer report has been corrected to confirm that nine objections were received during the community consultation period.

At 7.00pm Executive Assistant Infrastructure & Environment left the meeting and did not return.

5.3 ADVERTISING OF AMENDED LOCAL PLANNING POLICY NO. 7.5.22 - CONSULTING ROOMS

Attachments:
1. **Draft Amended Local Planning Policy: Consulting Rooms and Medical Centres Policy**
2. **Comparison Table: Existing Policy and Draft Amended Policy Modifications**

RECOMMENDATION

That Council PREPARES amendments to Local Planning Policy: Consulting Rooms, 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*.

CR GONTASZEWSKI:
Clause 2.2 relates to street interaction but notes 'during hours of operation'. Is it correct that obscuring the street frontage is not permitted at any time?

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS:
Yes, obscuring the street frontage is not permitted at any time. The heading of this section has been updated to include 'Street Frontage' and the reference to 'during hours of operation' has been removed for clarity.

CR GONTASZEWSKI:
Clause 3.2 notes that the use is not permitted on the ground floor but then the following clause references instances where it is. Is there more appropriate phraseology, that provides more clarity?

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS:
The draft amended policy has been modified to delete clause 3.2. The City's Scheme contains development requirements for the location of consulting rooms and medical centres on ground floors within certain zones of the City, the subsequent clause has been modified to reference this for clarity.

CR HALLETT:
Clause 5.1 references illegal uses. Given DPLH confirmed illegal uses are not guided by planning policy, is this clause required?

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS:
Clause 5. Illegal Uses, including clause 5.1, have been deleted.

Following the Briefing session, the following clauses within the attachments have been modified for consistency:

Provision	*Modified provision*	*Rationale*
2. Signage *2.2 Doors, windows and adjacent areas located along the primary street frontage shall maintain uninterrupted views to and from the primary street, and an active/interactive relationship with the primary street, during the hours of operation to the satisfaction of the City. Darkened, obscured, mirror or tinted glass or the like is prohibited.*	*2. Signage <u>and Street Frontage</u>* *2.2 Doors, windows and adjacent areas located along the primary street frontage shall maintain uninterrupted views to and from the primary street, and an active/interactive relationship with the primary street, ~~during the hours of operation~~ to the satisfaction of the City. Darkened, obscured, mirror or tinted glass or the like is prohibited.*	*To clarify that clause 2.2 relates to signage and street frontage and that then when a premises is not operating it cannot provide completely obscured windows.*
3.2 Consulting rooms and medical centres are not	*~~3.2 Consulting rooms and medical centres are not~~*	*To clarify the position regarding ground floor consulting room*

permitted on the ground floor of a premises.	~~*permitted on the ground floor of a premises.*~~	*and medical centre tenancies, reflected within the Scheme.*
3.3 In relation to provision 3.2 above, where consulting rooms or medical centres are proposed on a ground floor, the City will assess the permissibility of the use against the objectives of this Policy in reference to the following:	*3.~~3~~2 In relation to ~~provision 3.2 above~~ Clause 32 of the Scheme, where consulting rooms or medical centres are proposed on a ground floor, the City will assess the permissibility of the use against the objectives of this Policy in reference to the following:*	
5. Illegal Uses *5.1 This Policy applies only to land uses that are consulting rooms or medical centres under the Scheme. Uses that are otherwise illegal within Western Australia that relate to sexual activities for financial or other benefit, are not considered by this Policy, as illegal land uses cannot be covered within the local planning framework.*	~~*5. Illegal Uses*~~ ~~*5.1 This Policy applies only to land uses that are consulting rooms or medical centres under the Scheme. Uses that are otherwise illegal within Western Australia that relate to sexual activities for financial or other benefit, are not considered by this Policy, as illegal land uses cannot be covered within the local planning framework.*~~	*Provision deleted with policy renumbered, to reflect DPLH advice.*

At 6.37pm Cr Gontaszewski left the meeting due to a prevously declared proximity interest. Cr Hallett assumed the chair.

5.4 OUTCOMES OF ADVERTISING - BROOKMAN AND MOIR STREETS HERITAGE AREA GUIDELINES

Attachments:
1. **Summary of Submissions**
2. **Heritage Council of Western Australia Comments**
3. **Brookman and Moir Streets Heritage Area Guidelines - Tracked Modifications**
4. **Brookman and Moir Streets Heritage Area Guidelines**

RECOMMENDATION:

That Council:

1. **DESIGNATES Brookman and Moir Streets as a Heritage Area, pursuant to Schedule 2, Part 3, Clause 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**

2. **PROCEEDS with the:**

2.1 Amendment to Appendix 6 Brookman and Moir Streets Heritage Area Guidelines, included as Attachment 4 pursuant to Schedule 2, Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and

2.2 revocation of Appendix 8 – Highgate Design Guidelines, pursuant to Schedule 2, Part 2, Clause 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and

3. **NOTES that Administration will notify the Heritage Council of Western Australia and each owner and occupier of the area of this decision pursuant to Schedule 2, Part 3, Clause 8 and Clause 9 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

NO QUESTIONS

At 6.38pm Cr Gontaszewski returned to the meeting and resumed the chair.

5.5 OUTCOMES OF ADVERTISING - PICKLE DISTRICT PLANNING FRAMEWORK

Attachments:
1. **Summary of Submissions**
2. **Pickle District Planning Framework - Tracked Modifications**
3. **Pickle District Planning Framework**

RECOMMENDATION:

That Council:

1. **REVOKES the Pickle District Place Plan; and**

2. **PROCEEDS with the Pickle District Planning Framework, in accordance with Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* included in Attachment 3.**

MAYOR COLE:
Could the report please outline in some detail Admin's investigations into point two of Council's resolution when the draft was adopted for advertising (16/05):

REQUESTS the Chief Executive Officer to investigate mechanisms through the Local Planning Framework: Pickle District that enable the Pickle District to increase the number of commercial premises that service the creative arts and cultural industries.

From the town team and community feedback generally on the future of the Pickle District, this is a key issue.

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS:
The report has been updated to reference how the investigations to increase the number of commercial premises that service the creative and arts industries have informed changes to the Pickle District Planning Framework (PDPF).

Prior to commencing the preparation of the PDPF, the City had worked closely to develop the Pickle District Place Plan in collaboration with the Pickle District Town Team. It was clear through the development and implementation of the place plan, and through working closely with the Town Team, that the area has a strong presence of creative arts and cultural industries.

This was reiterated in the PDPF context report, and consultation which resulted in a vision, objectives and provisions which sought creative industries above any other use. The general approach in all other frameworks has not been to promote any particular use and instead remove any barriers to land uses.

In response to community consultation and the most recent State Government changes of scope for public open space contributions; and medium density codes, based on development feasibility, Administration proposes the following changes to increase the incentive to provide commercial premises that service the creative arts and cultural industries.

- ***Reducing the acceptable heights to align with current height limits***
  This change will mean that only through compliance with the Development Incentive for Community Benefit will heights above seven storeys be realised.

- ***Increasing the number of points for providing a commercial space for a registered enterprise within the creative arts and cultural industries***
  Increasing the points for providing Priority One - Additional Criteria 1 (provision of space for creative arts and cultural industries) will incentivise this developer contribution for community benefit. This criterion has also been reordered to put if front of mind when utilising the PDPF.

CR GONTASZEWSKI:
Community benefit points – streetscape improvements, is it 10 points max, or 10 per improvement? Is there a cap?

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS
To achieve maximum height, ten x 10 point improvements could be proposed. This would require justification as to why a Priority One Criteria could not be provided and would be tested against the long term financial plan to understand whether the City could maintain the new improvement.

CR GONTASZEWSKI:
Through the development of the Leederville Precinct Structure Plan we ranked development incentives for community benefit. Do you feel we've given enough thought to the ranking of development incentives in the PDPF, in relation to what the community most needs in that area?

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS
The development incentives for community benefit have been prepared initially in accordance with State Planning Policy 7.3 Residential Design Codes Volume 2 and subsequently with State Planning Policy 7.2 Precinct Design.

The criteria that local governments can explore as suggested in the State Planning Policy, includes but is not limited to:

- *Affordable housing;*
- *Dwelling diversity;*
- *Heritage;*
- *Retention and restoration or improvement of vegetation;*
- *Economic development;*
- *Public facilities;*
- *Water Conservation;*
- *Energy efficient design;*
- *Spaces and places; and*
- *Community development.*

The Leederville Precinct Structure Plan (LPSP) addressed each of these criteria. The PDPF was prepared based on the above State Planning Policies and the LPSP. The PDPF goes further than the LPSP in that it provides a Priority for each criteria and also includes the following wording in relation to Priority One criteria:

Where a proposal includes Priority One criteria, this must be satisfied or demonstrate that there is an alternative. Where Priority One criteria is not applicable to the site the proposal may propose a combination of Priority Two and Three criteria.

As above, to reflect community feedback, the weighting for providing space for creative arts and cultural industries has been increased to further incentivise this. It has also been reordered and is now listed as Criteria 1 so as to put if front of mind when utilising the PDPF.

CR WORNER:
In relation to Action 5.6.3 seeking funding from the Perth Parking Levy, new legislation was introduced to Parliament last week to update how it's administered. Will it have an impact?

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS:
The State Government's introduction of new legislation proposes to improve and modernise the Perth Parking Management Act 1999 and the administration of the Perth Parking Levy (PPL). The new legislation seeks to provide more flexibility in how levy funds can be invested including:

- *funding non-transport projects that provide an economic benefit or improve urban amenity in the CBD, for example, works associated with a new Perth Convention Centre;*
- *the ability to declare ancillary areas to ensure projects that expand beyond the Perth Parking Management area can be funded from the levy (ancillary areas can only be in local governments that directly adjoin the Perth Parking Management area and on projects that are primarily located within and to the benefit of the CBD); and*
- *traffic management for events that deliver economic benefits to the CBD.*

The new legislation will have an impact and this was considered through the development of the PDPF. Action 5.6.3 references 'advocate for funding from the PPL and other funding opportunities to deliver transport and public realm improvements'. Including reference to both 'transport' and 'public realm

improvements' was proposed to encompass the current application of the PPL and to leverage the flexibility of the proposed new legislation. To provide additional clarity, the delivery of this action has been update to read: 'Advocate for funding from the Perth Parking Levy and other funding opportunities to deliver transport improvements and improvements that provide economic benefit or improve the public realm in the Pickle District'.

5.6 OUTCOMES OF ADVERTISING - NORTH CLAISEBROOK PLANNING FRAMEWORK

Attachments:
1. **Summary of Submissions**
2. **North Claisebrook Planning Framework - Tracked Modifications**
3. **North Claisebrook Planning Framework**

RECOMMENDATION:

That Council:

1. **PROCEEDS with North Claisebrook Planning Framework, in accordance with Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* included in Attachment 3.**

CR GONTASZEWSKI:
Regarding last month's flightpath Scheme amendment, we discussed making a change to this framework so that the max height was in metres, has that been done? How does that fit with the previous decision?

A/EXECUTIVE MANAGER URBAN DESIGN & STRATEGIC PROJECTS:
At its 25 July 2023 Ordinary Meeting, Council endorsed Amendment 11 to create a Special Control Area for emergency flight path protection and this was subsequently forwarded to the Western Australian Planning Commission for determination. The maximum height of development impacted by the flight path, including the concrete batching plant sites, will be governed by the Local Planning Scheme, when Amendment 11 is determined by the WAPC. Referencing Amendment 11, as opposed to height in metres, will allow for development to reach the greatest potential height based on the ground level of the site in relation to the flight path. Height in metres has therefore not been included as this may limit parts of the site and reduce the overall potential of development.

Amendment 11 would limit development potential by imposing height limits between 70AHD and 90AHD. Based on this, the maximum development height that could be realistically achieved for the two concrete batching plants is approximately:

- *60 metres (18 storeys) for the Edward Street site; and*
- *78 metres (22 storeys) for the Caversham Street site.*

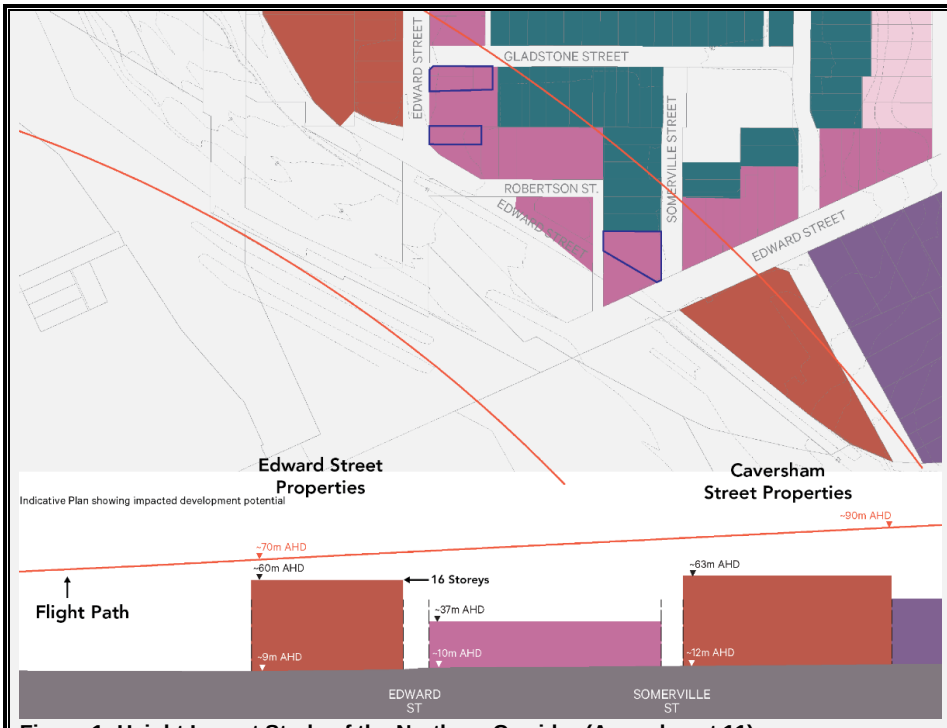


Figure 1: Height Impact Study of the Northern Corridor (Amendment 11)

The two batching plant sites are located within the Cityscape sub-precinct of the Draft North Claisebrook Planning Framework (NCPF). In the draft NCPF presented at Briefing, the Cityscape sub-precinct set a maximum height limit of 16 storeys for these sites. 16 storeys doubles the existing maximum heights set by Local Planning Policy No. 7.1.1 – Built Form.

The Cityscape 16-storey maximum height proposed for the area impacted by Scheme Amendment 11 is a conservative figure based upon Table 2.2 of the R-Codes Volume 2 (refer Figure 2) which considers developments varying these indicative heights. Based on this table, 16 storeys would lead to a development of an approximate height of 51 metres.

Table 2.2 Indicative building height

Storeys	Indicative overall building height in metres
2	9
3	12
4	15
5	18
6	21
7	24
8	27
9	30
10	33

Figure 2: Table 2.2 Residential Design Codes Volume 2

Following Briefing, the maximum heights for the Cityscape sub-precinct have been modified to remove the 16 storey reference as follows:

> ~~*A2.1.3 Maximum development height: 16 storeys and subject to compliance with Clause 4.7 - Development Incentives for Community Benefit.*~~

A2.1.3: Maximum development height is to be in accordance with the Royal Perth Hospital Helicopter Flight Path Protection Special Control Area of the Local Planning Scheme No.2 and in compliance with Clause 4.7 - Development Incentives for Community Benefit.

NCPF Figure 7 will also be modified to reflect the above.

The draft NCPF removes reference to overall meters for developments and instead set height limits at overall storeys. Table 2.2 of the R-Codes Volume 2 provides acceptable outcomes on height of storeys in metres, by applying a height of 4 metres for a ground floor and 3 metres for subsequent floors. An additional 2 metres is added for rooftop articulation. These conservative figures do not take into account higher podium levels or levels with greater ceiling heights. Removing reference to exact maximum heights in metres from the NCPF would allow a more flexible approach to redevelopment and innovation in design and ensure the development incentives for community benefit are triggered based on storeys and resultant plot ratio rather than as a result of additional storey height, which may be desired from a design perspective.

Should developments propose storeys in excess of the acceptable outcome for storeys provided in the R-Codes, applicants will need to provide a performance assessment against the relevant element objectives of the R-Codes. In addition, Mandatory Criteria 3. of Clause 4.7 Development Incentives for Community Benefits, requires applicants to demonstrate that additional storeys above the acceptable height requirement: mitigates adverse impacts to adjoining properties with regard to solar access of outdoor living areas, major openings, solar collectors or spaces such as alfresco areas, outdoor dining and pedestrian arcades.

5.7 OUTCOMES OF ADVERTISING - ARTS PLAN

Attachments:
1. **Summary of Submissions and Tracked Modifications**
2. **Arts Plan 2023-2028**

RECOMMENDATION:

That Council:

1. **REVOKES the Arts Development Action Plan 2018-2020; and**

2. **ADOPTS the Arts Plan 2023-2028, at Attachment 2.**

NO QUESTIONS

5.8 OUTCOMES OF ADVERTISING - THRIVING PLACES STRATEGY

Attachments:
1. **Summary of Submissions**
2. **Thriving Places Strategy 2023-2028 - Tracked Modifications**
3. **Thriving Places Strategy 2023-2028**

RECOMMENDATION:

That Council:

1. REVOKES the Economic Development Strategy 2011-2016; and

2. ADOPTS the Thriving Places Strategy 2023-2028, at Attachment 3.

ADDITIONAL INFORMATION:
The Thriving Places Strategy 2023-2028 Implementation Framework has been updated to reference City Directorates, as opposed to individual service areas. This has been updated for consistency and aligns with the Arts Plan and Place Plans.

5.9 COMMUNITY SPORTING AND RECREATION FACILTIES FUND - JULY SMALL GRANTS ROUND APPLICATION

Attachments: **Nil**

RECOMMENDATION:

That Council ENDORSES the:

1. **Community Sporting and Recreation Facilities Fund – 2023/24 July 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**

2. **Club Night Lights Program – 2023/24 July 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.**

NO QUESTIONS

At 6.48pm Manager Development & Design left the meeting and did not return.

At 6:48 pm, Cr Ashley Wallace left the meeting.

5.10 MOUNT HAWTHORN YOUTH SKATE SPACE

LATE REPORT

5.11 LEASE TO ASSOCIATION FOR SERVICES TO TORTURE AND TRAUMA SURVIVORS INC (ASETTS) - NO. 286 BEAUFORT STREET, PERTH

Attachments: **1. Location Plan**

RECOMMENDATION:

That Council

1. APPROVES a new lease of No. 286 Beaufort Street, Perth to Association for Services to Torture and Trauma Survivors Inc (ASeTTS) (ABN 83 460 231 835) on the following key terms:

1.1.	**Term:**	Five (5) years
1.2.	**Rent:**	$22,925 per annum plus GST and indexed to CPI
1.3.	**Rent Review:**	CPI on 1 July each year of the term, commencing on 1 July 2024
1.4.	**Premises area:**	Approximately 2,226m^2 (subject to survey).
1.5.	**Outgoings:**	Tenant responsibility including rates and taxes, ESL, rubbish and recycling bin charges, utilities (including scheme water, electricity and gas) and minimum level of services statutory compliance testing (including RCD, DFES and pest inspection fees and charges), building insurance applicable to the Premises.
1.6.	**Public Liability Insurance:**	Tenant responsibility – minimum of $20 million per one claim.
1.7.	**Building Insurance**	Tenant to reimburse the City for the building insurance premium payable in respect of the Premises. If the Tenant requests the City to make a claim on the Tenant's behalf (under the building insurance policy) the City may require the Tenant to pay any excess payable in respect to that claim.
1.8.	**Repair/maintenance:**	As per maintenance schedule in the Property Management Framework.
1.9.	**Permitted Use:**	Conducting community and office activities related to the services provided by ASeTTS. The Premises is not to be used for illegal or immoral purposes.
1.10.	**Special conditions:**	**Premises condition:** a) The Tenant leases the Premises from the City on an 'as is, where is' condition. b) The Tenant acknowledges that the Premises is in a condition that commensurate with its age and the City does not anticipate making any capital upgrades or improvements to the Premises or its surrounds.
1.11.		**Redevelopment or demolition:** If: a) the City or the Minister for Lands intends to redevelop the Premises or its surrounds; or b) the City determines that it can no longer maintain the Premises in a safe and occupiable condition,

the City may, upon providing the tenant with a minimum of 12 months' prior notice, require the tenant to surrender its lease of the Premises.

2. **Subject to final satisfactory negotiations being carried out by the Chief Executive Officer, AUTHORISES the Mayor and Chief Executive Officer to affix the common seal and execute the lease in accordance with the Execution of Documents Policy.**

CR CASTLE:
With reference to key term 1.9 *No illegal or immoral purposes* – what is this defined as and why has it been included?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

- *Illegal and immoral are not defined in the City's lease template. The ordinary English meaning would therefore have application which according to the Cambridge dictionary has the following meaning:*

  'Illegal' means not allowed by law.
  'Immoral' means morally wrong, or outside society's standards of acceptable, honest, and moral behaviour.

- *Permitted use sets out the type of business or activity that can or cannot be operated from a leased or licenced premise. This clause is standard in all of the City's occupancy agreements (management agreements, licences and leases) and has been incorporated in all occupancy agreements prior to the adoption of the Property Management Framework in 2020. The clause is included to ensure that the premises is not used for any Illegal or Immoral purposes, it is required to be included as if this were to occur this would constitute a breach of the lease and be cause for termination of the lease.*

CR HALLETT:
With reference to the public questions Why hasn't the report given any indication of the annual cost to the community of maintaining the facility? What was the net cost to the community of maintaining the facility in 2022-2023, and what is the estimated cost of maintaining it in 2023-2024?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:
The actual and estimated annual maintenance costs for the ASeTTS building are as follows:

Actual maintenance cost FY 22/23:	*$28,733.61 (includes roof repair of $18,000)*
Estimated general maintenance cost FY23/24:	*$ 6,500.00*

The report has been updated to reflect the above information.

At 6:51 pm, Cr Ashley Wallace returned to the meeting.

6.1 ADVERTISING OF NEW/AMENDED POLICY - ASSET MANAGEMENT POLICY

Attachments:
1. **Asset Management Policy - revised 2023**
2. **Policy 2.2.12 - Asset Management**

RECOMMENDATION

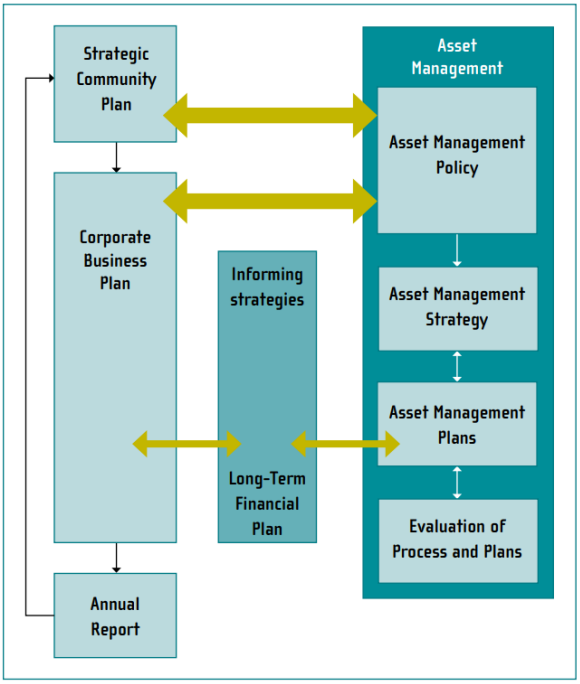
That Council APPROVES the revised Asset Management Policy, at Attachment 1, for the purpose of community consultation.

CR CASTLE:
Request that an explanation of this hierarchy, why is this needed above the strategy?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:
In 2011 as part of reforms for local government the Department of Local Government developed the Asset Management Framework and Guidelines for WA Local Governments to improve asset management capability within the local government sector (shown in Fig 1 below).

It was developed with input from the Institute of Public Works Engineering Australia, the WA Local Government Association and the Local Government Managers Association and reflects a nationally consistent approached to asset management. The City is adopting this approach as its Asset Management Framework within the revised Asset Management Policy.

FIG 1 ELEMENTS OF WA ASSET MANAGEMENT FRAMEWORK

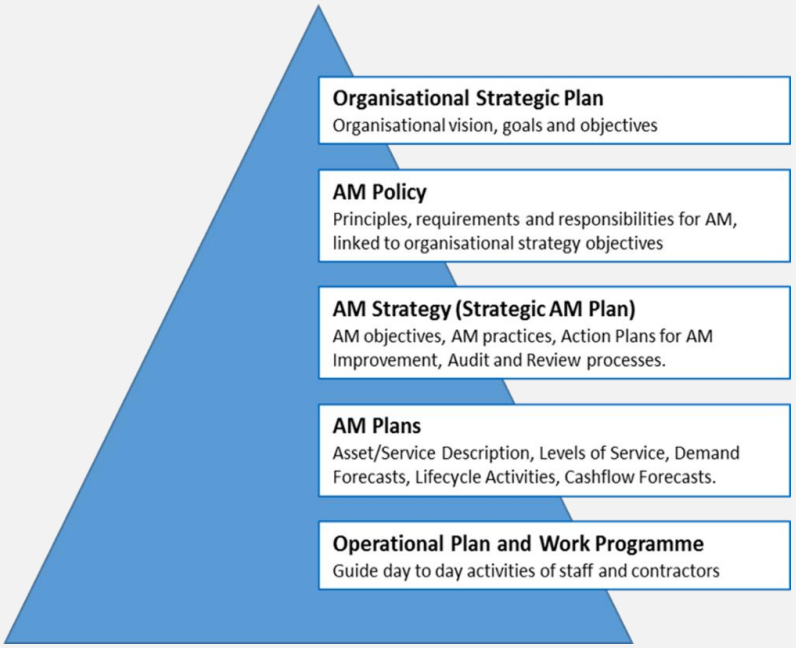


The aim of the policy is to enhance the sustainable management of local government assets by encouraging 'whole of life' and 'whole of organisation' approaches and the effective identification and management of risks associated with the use of Assets. Having an asset management framework will enable the City to develop a process of continuous improvement in our asset management practice to adapt to changing service delivery needs of our community and the increasing integration of asset management with our strategic directions.

As detailed above the WA Local Government Asset Management Framework requires the following:

1. *Asset Management Policy – In alignment with the Strategic Community Plan the Asset Management Policy is guiding principles to consistent decision making on asset investment, and set some high level boundaries on the approach the City will take in relation to Asset Management. The Policy dictates the AM Framework.*
2. *Asset Management Strategy – now also referred to as a Strategic Asset Management Plan (WA Local Government) and details the Asset Management objectives and provides assurance to Council that the City's management of its assets is appropriate to support current and future service delivery objectives.*
3. *Asset Management Plans – (Asset Portfolio Plans/Asset Classes) detail the levels of service and the financial forecasts and asset management activities to meet this services.*
4. *Capital Works Programs & Annual Service Area Plans – detailed works programs that come out of the Asset Management Plans and inform the yearly Capex program and Service Area delivery plans.*

A figure is shown below of the City's proposed Asset Management Framework –



H

6.3 ADOPTION OF THE PARKING LOCAL LAW 2023

Attachments:
1. **Parking Local Law 2023 (Clean Version) - Formatted**
2. **Parking Local Law 2023 - Tracked changes**
3. **Parking Local Law 2023 - DLGSC comments**
4. **Parking local law 2023 public comments**

RECOMMENDATION:

That Council:

1. **GIVES NOTICE that the purpose of the Parking Local Law 2023 is to provide for the regulation, control and management of parking and vehicles within the local government;**

2. **GIVES NOTICE that the effect of the Parking Local Law 2023 is to ensure that any person parking a vehicle within the City of Vincent is to comply with these provisions; and**

3. **MAKES BY ABSOLUTE MAJORITY the Parking Local Law 2023 at Attachment 1, in accordance with section 3.12(4) of the *Local Government Act 1995* subject to the Chief Executive Officer:**

    3.1 publishing the *Parking Local Law 2023* in the Government Gazette in accordance with s3.12(5) of the *Local Government Act 1995* and providing a copy to the Minister for Local Government; and

    3.2 following Gazettal, providing local public notice in accordance with s3.12(6) of the *Local Government Act 1995,* and providing a copy of the law and Explanatory Memorandum signed by the Mayor and Chief Executive Officer to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

NO QUESTIONS

At 7.02pm Project and Strategy Officer left the meeting and did not return.

6.4 TENDER - ESCOOTER SHARED SCHEME TRIAL

Attachments:
1. **E-Scooter-Shared-Services-Discussion-Paper**
2. **Proponent 1 - Confidential**
3. **Proponent 2 - Confidential**

RECOMMENDATION:

That Council:

1. **SUPPORTS a twelve-month trial period for an e-scooter share system with the proponents (as shown in Confidential Attachment 2 and 3); and**

2. **REQUESTS the CEO to provide a report to Council within nine months of practical operation of the trial assessing its impacts and whether an extension of the permit will be issued.**

MAYOR COLE:
Is there an option to align the trial period with City of Perth? Scooters make sense when they link up across the boundary to the city. CoP commenced at two years, so would be more than 12 months but less than 2 yrs.

MANAGER ENGINEERING:
The Request For Proposal confirms that the proponents have provided their submissions based on a 1 year plus 2 x 1 year extensions (subject to satisfactory performance and mutual agreement). The CEO can issue a permit which has the flexibility to amend the length of the permit which can align with the City of Perth.

Administration's recommendation has been changed to reflect the practical opportunity to align term and option periods with that of the City of Perth e-scooter scheme.

CR GONTASZEWSKI:
4 trips a day seems high, where did this come from? What is success? Any actual numbers would be good

MANAGER ENGINEERING:
The Proponents have indicated an amount of revenue to the City of Vincent which is calculated to average 4 trips per day. Administration is unable to accurately predict the likely numbers of trips or revenue at this time. Predictions are based on the City of Perth feedback which has been general and not specific in respect to numbers of trips and revenue derived.

CR HALLETT:
1. the report refers to the Perth trial being successful. Can admin provide links in report where this has been stated?

2. Perth Trial had strong comments about only having one provider can you explain why now 2 being considered?

3. Has there been any scoping of potential parking locations in town centres, how will this work with alfresco dining?

MANAGER ENGINEERING

Please refer to the link to City of Perth public Statement Message from the Lord Mayor | City of Perth

ESCOOTERS HIRE SCHEME ROLLS INTO THE CITY

The City of Perth's e-scooter trial has got off to a hugely successful start. Both providers, Bird (blue) and Neuron (orange) are reporting very strong patronage and very few incidents.

We are well aware of community conversations around e-scooter safety and for that reason this is not a space we have rushed into.



Our trial is measured and cautious. It is absolutely safety first. And we have benefited from technology advancements which mean there are even more mechanisms in place (like mandatory helmets, speed restrictions and geo-fencing) to ensure a safe experience for riders and fellow road or path users.

You can read more about the trial here.

There are currently two proponents operating within the City of Perth and this will build strong synergies throughout the Inner City local governments when in operation.

Having two proponents provides value for money and allows the ability to address any poor performance if there was reasons to do so during the trial period.

CR LODEN:
Foreshadow an amendment to use funds for transport infrastructure, cash in lieu reserve or otherwise other reserve for infrastructure?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:
Amendment prepared.

6.5 RFT IE258/2023 CLEANING SERVICES

Attachments: 1. Evaluation Summary - Confidential

RECOMMENDATION:

That Council:

1. **NOTES the outcome of the evaluation process for Tender IE258/2023 Cleaning Services; and**
2. **ACCEPTS the tender submission of Iconic Property Services Pty Ltd for both portions of Tender IE258/2023 Cleaning Services.**

NO QUESTIONS

6.6 RFT IE252/2023 LEEDERVILLE OVAL GRANDSTAND ROOF REPAIR

Attachments: 1. Evaluation Summary - Confidential

RECOMMENDATION:

That Council:

1. **NOTES the outcome of the evaluation process for Tender IE252/2023 Leederville Oval Grandstand Roof Repair;**
2. **ACCEPTS the tender submission of Kilmore Group for Tender IE252/2023 Leederville Oval Grandstand Roof Repair; and**
3. **AUTHORISES the CEO to submit a Phase 4 Work Schedule project nomination for the Leederville Grandstand roof renewal to be part funded by the LRCI program of $270,557.**

NO QUESTIONS

At 7.12pm Manager City Buildings & Asset Management left the meeting and did not return.

(

7.1 PRELIMINARY FINANCIAL STATEMENTS AS AT 30 JUNE 2023

Attachments: 1. Preliminary Financial Statements as at 30 June 2023

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 30 June 2023 as shown in Attachment 1.

NO QUESTIONS

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 JUNE 2023 TO 30 JUNE 2023

Attachments:
1. **June 2023 - Payment by EFT and Payroll**
2. **June 2023 - Payments by Direct Debit**
3. **June 2023 - Payments by Cheque**

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 June 2023 to 30 June 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	$9,388,407.63
Cheques	$649.80
Direct debits, including credit cards	$340,530.40
Total payments for June 2023	**$9,729,587.83**

NO QUESTIONS

7.3 INVESTMENT REPORT AS AT 30 JUNE 2023

Attachments: 1. Investment Statistics as at 30 Jun 2023

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 30 June 2023 as detailed in Attachment 1.

NO QUESTIONS

7.4 ADVERTISING OF AMENDED POLICY - CUSTOMER SERVICE COMPLAINTS POLICY

Attachments: 1. Complaint Management Policy - DRAFT

RECOMMENDATION

That Council APPROVES the proposed amendments to the Customer Service Complaints Policy, at Attachment 1, for the purpose of community consultation.

CR GONTASZEWSKI:
In relation to the complaints, it talks in 1 paragraph about CEO or delegate having responsibilities and then in the next paragraph it talks about senior employees, clarify who has roles under this policy, and whether more clarity could be provided in the documents around the role of the CEO?

EXECUTIVE MANAGER COMMUNICATIONS AND ENGAGEMENT
The draft Policy has been amended to clarify that it is the CEO, or their delegate, who will determine whether the City will restrict or withhold the provision of service to an unreasonable or vexatious complainant.

CR GONTASZEWSKI:
In the definitions, there is a definition for vexatious complainant and also an unreasonable complainant. The defined term of unreasonable complainant is utilised later in the policy where it talks about unreasonable complainant conduct, but couldn't see another use of the defined term vexatious complainant, just wondered if that was meant to be captured somewhere? Would be interesting to know what the need to define them is in terms of the action and direction that is provided within the policy and whether there is a tiered approach, potentially, according to if you are one or not the other?

EXECUTIVE MANAGER COMMUNICATIONS AND ENGAGEMENT
Both vexatious and unreasonable complaints are managed in the same way. The Draft Policy has been amended to further clarify this.

7.5 DUAL NAMING OF WARNDOOLIER / BANKS RESERVE

Attachments: 1. Banks Reserve Master Plan

RECOMMENDATION:

That Council APPROVES the proposed dual naming of Warndoolier / Banks Reserve for the purpose of advertising.

MAYOR COLE:
Checking to see if Admin received advice from Landgate on whether advertising both co-naming and renaming outright could be put to community consultation as options?

EXECUTIVE MANAGER COMMUNICATIONS AND ENGAGEMENT:
Landgate have advised that we could consult with the community on both dual naming and renaming options.

We would need to demonstrate community support for the option we decide to apply for.

At 7.18pm Lisa left

At 7.19pm Rhys left

8.1 ADVERTISING OF AMENDED POLICY NO. 4.2.12 - ADVISORY GROUPS

Attachments:
1. **Policy No. 4.2.12 - Advisory Groups(Current)**
2. **Policy No. 4.2.12 - Advisory Groups - (marked up)**
3. **Advisory Groups Policy - Draft**

RECOMMENDATION

That Council APPROVES the proposed amendments to the Advisory Groups Policy, at Attachment 1, for the purpose of community consultation.

MAYOR COLE:
Has Administration considered broadening this Policy to include the establishment and operation of Community Panels? Given discussion around how our Community Engagement Framework is best engaging with community members, if Advisory Groups are achieving this on their own and the need for a variety of approaches, this could be worthwhile?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:
Community Panels are contemplated under the City's Community and Stakeholder Engagement Policy and where required can be used as a means of consultation. Where matters are presented to Council and it is considered that the project would benefit from Engagement by Community Panel the Council resolution could specify this requirement.

Further Clause 1.1. of the amended policy sets out the instances where Council may resolve to establish an Advisory Group and includes at Clause 1.1 (C) states to: support to the City, in regard to strategic, special interest and/or operational activities.

CR GONTASZEWSKI:
The existing policy refers to the Chairperson being appointed by Council, and is generally a Councillor how is this to be managed in the new policy?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:
A new provision reflecting the requirement for the advisory group members and chairperson to be appointed by Council has been inserted at clause 2.3

CR GONTASZEWSKI:
Previous policy referred to need to have an administration staff member assigned, to ensure delivery of actions is this the place for it?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:
The template terms of reference would deal with members of committees and would set out which particular positions within Administration would be involved with the committee. The Terms of Reference with the members would form part of the appointment of committees.

CR GONTASZEWSKI:
What would be the tenure of the advisory group members? The existing policy refers to two years?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:
Clause 2.1 of the policy states that this will be established through the Terms of Reference which is approved by Council. As the Advisory Group may exist for a particular purpose and may not be required for two years it is considered more appropriate that the applicable terms of reference define the purpose of the group and identify the required tenure.

8.2 INFORMATION BULLETIN

Attachments:

1. **Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 13 July 2023**
2. **Statistics for Development Services Applications as at the end of July 2023**
3. **Register of Legal Action and Prosecutions Monthly - Confidential**
4. **Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 18 August 2023**
5. **Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current**
6. **Register of Applications Referred to the Design Review Panel - Current**
7. **Project on a Page - Beatty Park Leisure Centre 12m and 30m tile renewal**
8. **Register of Petitions - Progress Report - July 2023**
9. **Register of Notices of Motion - Progress Report - July 2023**
10. **Register of Reports to be Actioned - Progress Report - July 2023**
11. **Council Workshop Items since 27 June 2023**
12. **Council Meeting Statistics**
13. **Council Briefing Notes - 18 July 2023**

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated August 2023.

CR GONTASZEWSKI:
What has changed since this was last provided, what is the project health, on time, etc?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:
In May 2022 Administration was alerted to the delamination of the tiles in the 30m and 12m outdoor pools and a business case was developed to seek future capital funding for this project. Based on previous experience it was anticipated that the delamination would worsen.

The project on a page (POAP) was developed in conjunction with this business case (dated 3 June 2022). As the annual budget for 2022/2023 and capital works program was already endorsed by Council this project was put forward as a consideration in the mid-year budget review and as noted on the POAP, if commenced immediately, could be delivered by mid 2023.

However, based on the delivery of the indoor pool renewal it was strongly recommended within the business case that the same specialised tiling methodology be applied, in conjunction with other recommendations in a report by consultant - Geoff Ninnes and Fong & Associates. Therefore the project required preliminary investigations and the engagement of a specialised engineer to assist with the development of tender specification.

Due to the timing of this process, it was recommended in the 2022/2023 mid-year review to allocate $50,000 from the BPLC changeroom project to commence these preliminary project design/preparations and allocate $800,000 in 2023/2024 capital works for the pool tiling project delivery. This would also allow the City to communicate and time the works in an effort to minimise impact on the current seasonal bookings/users.

The POAP has been updated to reflect the project delivery timeframes (in alignment with this year's endorsed capital works program) and the project budget/costs have also been updated to reflect the tender award amount, plus project contingency, within budget to allow for any unexpected variations particularly coming out of the initial sub-surface investigations.

The marked up version of the PoaP is attached.

ADDITIONAL INFORMATION

Various matters on the SAT Register have been updated is the additional information

CITY OF VINCENT

PROJECT ON A PAGE

Project Size	Start Date	SCP Category	
Large	~~03/06/2022~~ August 23		Accessible City Connected Community Thriving Place Innovative and Accountable
Priority	**Estimated Finish Date**		
High	~~Mid-2023~~ Dec 23		

Project Name:	**BPLC 12m & 30m Pool Tile Renewal**	**Project Board:**	BPLC Project Board	**Project Manager:**	Brian Marr Coordinator Projects BPLC
Project Code (CBP):	/CBP Strategic Project No. ~~3~~ IE 259/2023 – Revised 28/07/2023	**Accountable Executive Sponsor:**	TBA	**Service Area:**	BPLC
Project Description:	Replace the failing tiles in the 12m and 30m Pools at BPLC to mitigate structural damage and improve public safety.	**Expenditure Type:**	TBA	**Container & Record No:**	SC3475 PMF SharePoint 22FYBPPool tiling

Objectives & Scope

The extent of the proposed works to the 12m and 30m pools will include but are not limited to the following deliverables -

- Prepare both the 12m and 30m pool's surfaces by removing the existing tiles and associated render back to the original pool structure including both raised hob ends east and west. In addition, wetdeck tiles and steel support fixtures are to be removed along with lane anchor points and pool entrance ladders. Pool gutter surfaces to be prepared for waterproofing to approved product standards. The entire pool structure, including gutters, are to be scanned for structural defects, inspected for steel corrosion, and certified by a qualified engineer. All metallic pool fixtures are to be earthed and approved by a licensed electrician.
- In preparation for the retiling of both 12m and 30m pools, the interiors shall be prepared within the guidelines set out in the Metz tile specifications in association with Geoff Ninnes Fong and Associate's recommendations. All expansion control joints are to be recessed back to the original structure in preparation for replacement with an approved product.

Project Success is...

- Complete all deliverables within the allocated budget and timeframe.
- Minimise the negative impact on patrons using the facility.
- Reduction in the cost of both, reactive maintenance and the general operations of the asset.
- Provide the ratepayers, general community and regular hirers with a safe and fit for purpose amenity.

Estimated Timeframe:	~~6 months~~ 4 months
Project Estimated Cost:	~~$700,000.00~~ $547,780 ~~ex GST~~
Contingency:	~~$50,000.00~~ $100,000
Total Expenditure:	~~$750,000.00~~ $647,780
Sensitivity Analysis: (Indicate the confidence level of your estimate i.e. +/- 20% and provide factors to be considered)	-5 %
Total FTE cost (estimated):	$25,000.00
Number of FTE	1
Total Project Cost (ex. GST):	~~$775,000.00~~$672,780
Account No.(Finance to allocate)	TBA

Benefits

- Full asset renewal intervening before failure and reducing the risk of injury to patrons and staff.
- Reduction in reactive maintenance.
- Providing an ongoing Level of Service in line with the expectations of the community and regular pool hirers (2 water polo clubs, synchronized swimming club, and underwater hockey club).
- Lower cost of chemical usage (Operating costs).

Key Stakeholders (internal and external)

- City residents / ratepayers
- City of Vincent (Council)
- City of Vincent Project Board
- BPLC management
- Sporting associations (water polo, underwater hockey, Synchronised swimming)
- Community in general
- Successful contractor

	Project Deliverables / Milestones (Optional Phasing and Gantt Charts available)	MoSCoW Priority (M, S, C, W)	Year 1 Budget ($)	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year 2 ($)	Year 3 ($)	Year 4 ($)	Outer Years ($)
1.	Planning Complete																		
2.	Finance and Procurement Complete																		
3.	Council Approval Complet																		
4.	Project Initiation																		
5.	Project Delivery [2023 if procurement and approvals push the project commencement date past the start of October)																		
6.	Closeout Report																		
	Total		~~$775,000.00~~$672,780 -																

Risks and Issues

Risks (what could happen):

- Both swimming pools will continue to fail, adding to the cost of the renewal
- Public safety will be compromised

Issues (what has been identified):

- Tiles are delaminating from both 12m and 30m pools
- Public and staff safety issues identified

What happens (if we don't do the project)?

- Swimming pools will be decommissioned
- Significant corrosion damage to internal pool steel and structure

At 7.30pm the livestream was stopped to discsus confidential item 11.1 Annual CEO Performance Review 2022-2023 and Key Performance Indicators 2023-2024
At 7.31pm Manager Engineering left the meeting and did not return.
At 7.42pm Manager City Buildings & Asset Management left the meeting and did not return

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

11.1 ANNUAL CEO PERFORMANCE REVIEW 2022-2023 AND KEY PERFORMANCE INDICATORS 2023-2024

NO QUESTIONS

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 (“BEHIND CLOSED DOORS")

11.1 DECLARATION OF SECONDARY EMPLOYMENT - CHIEF EXECUTIVE OFFICER (AMENDMENT TO APPROVED)

The Chief Executive Officer is of the opinion that this report is of a confidential nature as it contains information concerning:

Local Government Act 1995 - Section 5.23(2):

(a) a matter affecting an employee or employees

(b) the personal affairs of any person

LEGAL:

2.14 Confidential business

(1) All business conducted by the Council at meetings (or any part of it) which are closed to members of the public is to be treated in accordance with the Local Government (Rules of Conduct) Regulations 2007.

Confidential reports are provided separately to Council Members, the Chief Executive Officer and Directors.

In accordance with the legislation, confidential reports are to be kept confidential until determined by the Council to be released for public information.

At the conclusion of these matters, the Council may wish to make some details available to the public.

12 CLOSURE