CITY OF VINCENT

AGENDA

Ordinary Council Meeting

12 December 2023

Time: **6.00pm**

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

244 Vincent Street, Leederville

David MacLennan

Chief Executive Officer

DISCLAIMER

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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.

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Nil

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Nil

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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

An apology was received from Cr Nicole Woolf.

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

(B) RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

T**racey and Neil Gray of Perth – Item 5.2**

We are the owners of Unit 9/117 Lake Street but we are unfortunately unable to attend the Briefing as we are currently overseas. We will attempt to watch the live stream of the proceedings if possible. Our unit is only 3-4 m from the new development.

As stated in the Briefing Agenda the development was granted conditions to be built in breach of the applicable Building Codes. Unfortunately the developer has not installed the privacy screening as shown in the original proposal drawings and is now seeking to obtain a retrospective modification to the conditions of the DA to allow approval of a solution that we believe is unacceptable.

Administration Response:

The development at No. 276 Newcastle Street did not breach building codes. The development proposed setbacks to the rear boundary that did not meet the then-applicable Acceptable Outcome standard of the Built Form Policy.

The Built Form Policy did not include specific visual privacy standards or objectives when the original development application was considered.

The original application was assessed against Element Objectives of the Built Form Policy relating to setbacks and satisfied these objectives.

We have a number of issues with the responses from the Developer as detailed in the Council Briefing Agenda

- The shared garden and courtyard area does constitute a private place as it used by the occupants in a number of ways and forms an important part of the amenity of the entire complex. For example our daughter used to sunbake and read in the garden area. It also gives the occupants the opportunity to spend time in the gardens. Any green space in an urban area like this is very important to the welfare of the occupants.
- Only the option of a permanently affixed structure gives a guarantee of privacy into the future. It would also guarantee that here are no privacy issues with view lines into either our bedroom or main living areas. While there is some screening afforded by plants on our property they are deciduous so not a guarantee of year round privacy.
- Our experiences with this project to date has not given us great confidence in the reassurances by the developer that the bamboo planting option will be adequately maintained into the future. Furthermore it is likely that any future disputes regarding privacy will be time consuming and difficult to resolve. What happens if the bamboo does not provide an adequate screen? Surely it makes more sense for everyone to implement the screening as originally approved and fix the situation now.
- We have experience using this bamboo in another of our properties where we found it quite difficult to maintain a lush enough screening while staying within the Perth watering restrictions. After several years we removed the bamboo and installed a fence to provide adequate screening.

Frankly we have been disappointed that a company with the reputation and depth of experience of the developer would not meet the requirements of the DA and would propose a clearly inadequate solution. It would be interesting to see their response if a similar privacy issue arose in their "backyard". We can see no reason why this development should not meet planning regulations.

In summary we believe that the amenity of our property has been severely compromised through the loss of privacy. The developer has chosen not to implement the relaxed conditions of the DA and is seeking to obtain retrospective approval using a solution that we believe is inferior to the original proposal.

We would ask that the Council not approve the modifications to the DA and instruct the Developer to either implement the permanent external screening (11.2 (b)) or offer an equivalent solution.

Paula Babic of North Perth – Item 5.1

I am a residential property owner directly affected by this development.

Since this cafe opened it has caused car parking and traffic safety issues in Venn Street, and these problems are still existing today.

Since its opening the cafe staff and patron cars have been taking up street and verge parking that residents of Venn Street use and need.

And have been parking in the 'no-park' areas, causing danger for residents trying to access/egress between Venn & Fitzgerald Streets.

The vehicle access gate to the development was installed in Sept 2020 without authorization or approval.

It was only last month, over 3 years later, that this gate was retrospectively approved.

However the gate is still closed during the cafe business hours.

During these 3 years of restricted access to the carparking, the 8 bays which are proposed to be designated for use by cafe staff/patrons, have been occupied by the residential tenants and/or their visitors.

So I ask the question what will happen now to ensure these bays, which have been used and occupied by the residents cars for over 3 years now, are actually always available for the cars of cafe staff/patrons? There is no guarantee that a simple sign marking the bays will stop the residents from using the bays. Who will be responsible for ensuring the carboys are not used by the residents?

Administration Response:

It is the operator and landowner's responsibility to ensure that the development is in compliance with the terms of the development approval. This includes the requirement for car parking bays allocated for exclusive use by the commercial tenancy being set aside for that purpose.

And the next question is where will the cars that have been utilizing these 8 bays for the past 3 years now park? Will those residents and visitors cars now also park on Venn Street to again cause parking and safe access/egress for cars in Venn Street?

There are 20 resident bays and two residential visitor bays provided on-site. This is as per previous approvals issued for the site and was considered adequate to meet the demands of the residential component of the development. This allocation of parking is not changing as part of this application. Residents and residential visitors would park in these bays.

Since the applicant submitted for the change of use, the problems of carpeting problems and dangers have been raised by concerned residents.

But at no time during this process has the applicant shown any affirmative action to resolve these problems.

So the residents of Venn Street have no assurance that anything will change, all we are been given in the Planning Departments Recommendations, is a proposal that the vehicle access gate is kept open during the cafe operational hours, which is not sufficient given the problems we have been having since the cafe opened.

In my previous submission on this matter I commented that a trial period should be held, to test and determine:

1. If the vehicle access gate will in reality be open during the entire cafe operation hours
2. If the 8 designated commercial carboys will actually be vacant and available for the use of the cafe staff/patrons
3. If there is continued parking problems or issues from this development affecting Venn Street residents

This trial period should be required prior to any new approvals given on this application change of use or increase in patron numbers.

It would be a mis-use of Council's privilege to grant a discretion for this application, without the above proposed trial period been done.

I ask Council to insist on this action before any approval for change of use, or increase in patron numbers in granted.

Question: Request for trial period to be undertaken prior to determination of application.

Administration Response:

A trial period or time-limited approval would not be appropriate in this circumstance.

Car parking provided for the proposed change of use complies with the car parking standard prescribed in the City's Non-Residential Parking Requirements Policy. This means that adequate car parking is provided.

Compliance with conditions of approval, including ensuring that the allocated car parking bays are made available for use by the commercial tenancy, is not a matter to be addressed via a time-limited condition. A time-limited condition imposed on this basis would not be reasonable.

The City has a Development Compliance Enforcement Policy that sets out mechanisms and enforcement action available to the City to ensure compliance with the terms of development approval. This would be the appropriate response to deal with any alleged non-compliance that arises.

Dudley Maier of Highgate – Item 9.7 and 17.1

1. The recommendation for Item 9.7 (Concrete Batching Plants Relocation) seeks approval for the CEO to accept a Management Order even though the recommendation further authorises the production of a Business Plan for the relocation of the City's depot.

    - Why isn't the recommendation to 'accept in principle' at this stage given that, as a result of considering a further Business Plan, the City may decide not to relocate the depot?

      The authorisation for the CEO to accept a Management Order is based on the preparedness of the Minister for Lands to grant the Order subject to conditions outlined in his letter. The 'offer and acceptance' are consequentially 'in principle'.

      The City of Vincent would have the ability to relinquish a Management Order over the Western Power Depot site at any time after it has accepted this.

    - Why isn't the acceptance of the Management Order required to be made by an absolute majority?

The acceptance of a Management Order from the State Government does not require an absolute majority decision of Council. Local Governments routinely accept Management Orders resulting from subdivisions and other land development transactions.

2. *The "Key Terms" for the Leederville Car Parks redevelopment states that the buyer will construct a car park on the Frame Court site with an estimated cost of $20.4 million.*

- Did the City obtain an estimated likely cost of such a car park from an independent, qualified quantity surveyor prior to releasing the Business Plan? If so, who was the quantity surveyor and when was the estimate provided, and what plan was used as a basis for making such an estimate?

A quantity survey (QS) of the car park was carried out by Rider Levett Bucknall on behalf of the proponent. The City's commercial advisor and qualified valuers, Cygnet West, independently assessed the car park proposed and confirmed that the value of the car park would be $21,700,000, which exceeds the estimated QS value.

3. Item 17.1 (Undertakings relating to the Parking Local Law 2023) has been made confidential because it contains legal advice.

- If legal advice has been given, why didn't the Administration simply make that advice confidential rather than make the whole item confidential?
- Would the legal advice that was given affect the City's position in any current legal proceedings if it was made public (i.e. would it be prejudicial to release the advice)?
- In the last 5 years (2019 to 2023) how many times has a Local Law been either rejected or required undertakings to amend it?
- How many times has the Joint Standing Committee required such an amendment in the previous 15 years (2004 to 2018)?
- Is the Administration simply using the 'legal advice' as an excuse to hide the fact that the Joint Standing Committee has once again found fault with a Local Law?

In its 2022 Annual Report the Joint Standing Committee on Delegated Legislation observed:
"Public disclosure of confidential Committee correspondence

4.1 All Committee correspondence to the Mayor or President of local government councils contains the following confidentiality warning:
This correspondence including any attachments is confidential and privileged. Your local government may only discuss the content of this letter and any attachments with the Western Australian Local Government Association, the Department of Local Government and the Shire's legal advisors to the extent necessary to obtain information the Committee seeks. Each person to whom you distribute this material must be made aware of its confidential and privileged status.

4.2 There have been a number of instances where the publicly available minutes of council meetings have included passages from Committee correspondence and/or attached them to the meeting agenda.

4.3 The unauthorised public disclosure of confidential Committee correspondence is a breach of parliamentary privilege and may amount to a contempt of the Legislative Council. Schedule 4 of the Standing Orders of the Legislative Council sets out the criteria that is taken into account when determining whether a contempt has been committed. One criterion is (emphasis in italics added):

14. Unauthorised Disclosure
A person shall not, without the authority of the Council or a Committee, disclose or publish:
(a) a document submitted to the Council, where the Council has ordered that document not be made public;
(b) any private or in camera evidence received by a Committee;
(c) any material produced by a Committee; or
(d) any deliberation of a Committee.

4.4 Committee material is any correspondence, draft report or information produced by a Committee.

4.5 Breaches of parliamentary privilege are serious matters which may give rise to significant penalties.

4.6 The Committee considers local government councils should close meetings when Committee correspondence is discussed. This is an effective method for ensuring confidentiality is maintained and minimises the risk of breaching parliamentary privilege. Committee correspondence should not be disclosed without the Committee's consent."

According to the Parliamentary website addressing JSCDL undertakings the following is noted:
Current (2021 to 2023) – Total of 96 required undertaking of which two related to the City of Vincent
- *Animal Local Law – not disallowed – required amendment*
- *Local Government Property Local Law – not disallowed – required amendment*

2017 to 2020 – Total of 115 required undertaking of which one related to the City of Vincent
• Parking Amendment local law – disallowed – based on the number of previous amendments, also recommended by DLGSC.
2013 to 2016 – Total 70 required undertaking of which none related to the City of Vincent

4 APPLICATIONS FOR LEAVE OF ABSENCE

5 THE RECEIVING OF PETITIONS, DEPUTATIONS AND PRESENTATIONS

6 CONFIRMATION OF MINUTES

Ordinary Meeting - 21 November 2023

7 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

8 DECLARATIONS OF INTEREST

8.1 Cr Ashlee La Fontaine declared an impartiality interest in Item 12.2 Appointment of Council Members and Community Representatives to Advisory Groups. The extent of her interest is that she has social contact with two of the applicants.

8.2 Cr Ashlee La Fontaine declared an impartliality Interest in Item 12.3 Information Bulletin. The extent of her interest is that she owns and resides at a property on Forrest Street, North Perth, which is referred to in the Infobulletin.

9 STRATEGY & DEVELOPMENT

9.1 NO. 500 (LOT: 41; D/P: 418433) FITZGERALD STREET, NORTH PERTH - PROPOSED CHANGE OF USE FROM RESTAURANT/CAFE TO RESTAURANT/CAFE AND SMALL BAR

Ward: South

Attachments:

1. Consultation and Location Plan
2. Development Plans
3. Parking Management Plan
4. Previous Joint Development Assessment Panel Approval
5. Summary of Submissions - Applicant's Response
6. Summary of Submissions - Administration's Response
7. 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 Restaurant/Café to Restaurant/Café and Small Bar at No. 500 (Lot: 41; D/P: 418433) Fitzgerald Street, North Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 7:

1. Development Approval

This approval is for a Change of Use from Restaurant/Café to Restaurant/Café and Small Bar as shown on the approved plans dated 18 August 2023. No other development forms part of this approval;

2. Use of Premises

2.1 This approval is for a Restaurant/Café and Small Bar 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 further approval from the City;

2.2 The total number of persons attending the Restaurant/Cafe and Small Bar at any one time, including staff and customers, shall be limited to 32 persons; and

2.3 The Restaurant/Café and Small Bar shall be limited to the following hours of operation:

- **Monday to Sunday: 8:00am to 5:00pm; and**
- **All deliveries shall be limited to 7:00am to 2:00pm, Monday to Friday; and**

3. Venue Management

3.1 Prior to commencement of the approved development, a Venue Management Plan shall be submitted to and approved by the City. The Venue Management Plan shall be prepared in accordance with City's Policy No. 7.5.7 – Licensed Premises, to the satisfaction of the City (refer advice note 8); and

3.2 The premises shall operate in accordance with the approved Venue Management Plan, to the satisfaction of the City;

4. Waste Management

The approved development shall operate in accordance with the approved Waste Management Plan dated 28 September 2018 at all times, to the satisfaction of the City;

5. Façade Design

5.1 Doors and windows and adjacent floor areas fronting Fitzgerald Street and Venn Street shall maintain an active and interactive relationship with the street, to the satisfaction of the City;

5.2 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, to the satisfaction of the City; and

5.3 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, to the satisfaction of the City;

6. Car Parking

Prior to operation of the approved development, eight parking bays on-site shall be line marked for the exclusive use of the Restaurant/Café and Small Bar;

7. Bicycle Facilities

A minimum of two short-term bicycle bays shall be provided in the Venn Street verge adjacent to the subject site, in a location approved by the City. These bicycle bays shall be designed in accordance with AS2890.3 prior to the use of the approved development, to the satisfaction of the City (refer Advice Note 11); and

8. Parking Management

8.1 Prior to commencement of the approved development, a revised Parking Management Plan shall be submitted to and approved by the City. The Parking Management Plan shall include the following, to the satisfaction of the City:

- **The revised parking bay numbers available to the proposed development, being eight bays;**
- **The revised customer and staff numbers, being a maximum total number of persons attending the venue of 32 persons;**
- **Details of Parking Management Strategies that include:**
  - **The promotion for customers to use the rear car parking bays; and**
  - **The vehicle access gate remaining open during the operating and delivery hours of the tenancy; and**

8.2 The premises shall operate in accordance with the approved Parking Management Plan at all times, to the satisfaction of the City.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for a change of use from Restaurant/Café to Restaurant/Café and Small Bar to an existing commercial premises at No. 500 Fitzgerald Street, North Perth (the subject site).

The subject site is located on the corner of Fitzgerald Street and Venn Street and contains a mixed-use development which includes one commercial tenancy, 19 multiple dwellings and associated car parking.

The subject site is zoned Residential R60-R100 under the City's Local Planning Scheme No. 2 (LPS2) with a portion of the site along the eastern boundary being zoned Residential R40. The portion of the site zoned Residential R60-R100 is located within the Transit Corridor Built Form Area under the City's Policy No. 7.1.1 – Built Form (Built Form Policy), with a building height standard of three to four storeys. The portion

of the subject site zoned Residential R40 is located within the Residential Built Form Area under the Built Form Policy, with a building height standard of two storeys.

The commercial tenancy, which is the subject of this application, is located on the ground floor at the northwest corner of the site and fronts both Fitzgerald Street and Venn Street. The tenancy currently operates as a Restaurant/Café. The remainder of the subject site is built out with ground floor multiple dwellings adjacent to the subject tenancy and two levels of multiple dwellings located above. The site also includes car parking for the dwellings and the subject tenancy located to the rear. This carparking includes open air and covered bays.

The application proposes an additional Small Bar use to the current approved Restaurant/Café use of the subject tenancy. The application also seeks to increase the approved number of persons on-site at any given time. This is proposed to increase the current approval of a maximum 20 patrons with no limit on staff numbers, to a maximum of 32 persons inclusive of staff and patrons.

The additional Small Bar use is proposed to allow for the applicant/operator to obtain a small bar liquor licence which would permit the sale of alcoholic beverages with smaller, snack style meals. This is currently not permitted under the restaurant liquor licence that the operator holds which requires a substantial meal to be served when alcohol is being consumed. A liquor licence is a separate licensing process and is issued by the Racing Gaming and Liquor Division of the Department of Local Government, Sport and Cultural Industries subsequent to first having received the relevant approvals from the City.

No physical works are proposed as part of the application.

The remainder of the business operation remains as existing and is not proposed to be changed as part of this application. The proposal also does not seek to alter car parking arrangements.

The areas of discretion being sought under the planning framework relate to land use acceptability and the provision of bicycle parking facilities.

The Small Bar land use is capable of approval in the Residential zone under LPS2 and the City's Licensed Premises Policy (Licensed Premises Policy) provides for consideration of licensed premises being located on major roads. The amenity of the surrounding residential area would remain protected with most of the activity directed towards Fitzgerald Street and current operating hours being maintained. The subject site would also provide sufficient car parking to satisfy the needs of the proposed development.

The development proposes a shortfall of 1 short-term and 2 long-term bicycle parking spaces in accordance with the City's Local Planning Policy Non-Residential Parking (Non-Residential Parking Policy). A condition of approval requiring two bicycle parking spaces to be provided in the Venn Street reserve adjacent to the subject site is included in the officer recommendation to address this shortfall. The installation of these bays would support a shift towards alternate modes of transport to meet the needs of visitors to the proposed development.

The proposal would meet the deemed-to-comply standards of car parking under the City's Non-Residential Parking Policy. This is because, in accordance with the Non-Residential Parking Policy, eight car bays would be required to be provided, with eight bays existing on-site, consistent with the previous approvals for the development. There is no change proposed to this amount of car parking or the car bay configuration as part of this application.

The proposed development is acceptable as considered against the planning framework and is recommended for approval subject to conditions.

PROPOSAL:

The application proposes a change of use of the subject premises from Restaurant/Café to Restaurant/Café and Small Bar and an increase to the approved number of persons on-site. The application seeks an increase from the current approval of a maximum of 20 patrons with no limit on staff numbers, to a maximum of 32, inclusive of staff and patrons.

The existing premises currently trades as La Mortazza, an Italian-style café. The applicant has advised that no changes are proposed to the existing business operation. The change of use to Small Bar is proposed to allow the business to obtain a Small Bar liquor licence. This would allow for the sale of alcoholic beverages with smaller, snack style meals, which is not permitted under the business' current Restaurant liquor licence.

The application does not propose any works or a change from the current approved operating hours of Monday to Sunday 8:00am – 5:00pm.
Plans of the proposal are included as **Attachment 2**. The applicant's supporting documentation being a Parking Management Plan is included as **Attachment 3**.

BACKGROUND:

Landowner:	A D'Alonzo and F D'Alonzo
Applicant:	La Mortazza Pty Ltd
Client:	La Mortazza Pty Ltd
Date of Application:	11 July 2023
Zoning:	MRS: Urban LPS2: Zone: Residential R Code: R40 and R60-R100
Built Form Area:	Transit Corridor and Residential
Existing Land Use:	Restaurant/Café
Proposed Use Class:	Restaurant/Café and Small Bar
Lot Area:	2069 square metres
Right of Way (ROW):	No
Heritage List:	No

Site Context and Zoning

The subject site is bound by Fitzgerald Street to the west, Venn Street to the north, a three-storey grouped dwelling development to the south and a single-storey single house to the east. A location plan is included as **Attachment 1**.

A portion of the subject site and the properties to the north and south of the subject site that front Fitzgerald Street are zoned Residential R60-R100 under LPS2 and are located within the Transit Corridor Built Form Area under the City's Built Form Policy, with a building height standard of three to four storeys.

A portion of the subject site along the eastern boundary and properties fronting Venn Street are zoned Residential R40 and are located within the Residential Built Form Area under the Built Form Policy, with a building height standard of two storeys.

Approvals History

Development Assessment Panel Approvals

On 11 July 2018, the Metro West Joint Development Assessment Panel (JDAP) resolved to approve construction of 18 Multiple Dwellings and Restaurant/Café at Nos. 500, 502 and 504 Fitzgerald Street and 45 Venn Street, North Perth. The site has since been amalgamated into one lot.

The development included the allocation of nine parking bays to the commercial use on the site, located to the rear with vehicle access provided from Venn Street. The approval included conditions limiting the restaurant/café to a maximum of 20 patrons at any one time and limiting the operating hours to Monday to Sunday, 8:00am – 5:00pm. The approval also limited delivery hours to Monday to Friday, 7:00am to 2:00pm.

A copy of the JDAP approval and plans dated 11 July 2018 is included as **Attachment 5**.

On 29 April 2019, the JDAP resolved to approve an amendment to the 2018 development approval. The amendment related to the addition of two storerooms at basement level and did not impact the subject premises.

The construction of the development was completed in May 2020 with the subject café commencing operation in August 2022.

Delegated Authority Approvals

Multiple Dwelling Application

In January 2022, a development application was received by the City, seeking approval for an additional one-bedroom dwelling within the existing built form of the development, located on the first floor. In May 2022, Administration approved the application.

The approved plans included the reallocation of a car bay from the commercial tenancy to the new multiple dwelling, reducing the allocation for the subject premises to eight car bays.

Vehicle Access Gate Application

In September 2020, following completion of the development, a vehicle access gate was installed across the Venn Street access driveway, adjacent to the bin store on the east of the subject site. The installation of the vehicle access gate was unauthorised and restricted public access to the allocated car parking bays for the subject premises.

The installation of the vehicle access gate resulted in patrons of the existing venue utilising street parking in Venn Street. This contributed to existing parking issues in Venn Street, as detailed in the submissions received during community consultation for the application.

The City received a complaint in March 2023 regarding the installation of the vehicle access gate. The City's Compliance Services Team subsequently commenced an investigation which resulted in a development application being submitted.

The development application was received by the City in July 2023, seeking retrospective approval for the unauthorised vehicle access gate. Administration has since approved the application subject to conditions.

The approval included conditions requiring the vehicle access gate to remain open during the operating and delivery hours of the commercial premises on the subject site. A condition of approval also required signage to be installed directing customers to the available parking at the rear of the development.

The approval of this development application would assist in addressing the parking issues on Venn Street with the vehicle access gate open during operating hours and signage directing patrons to the available parking at the rear of the development.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the LPS2, the City's Built Form Policy and relevant local planning policies, including the Non-Residential Parking Policy, Licensed Premises Policy and Policy No: 7.5.21 - Sound Attenuation (Sound Attenuation 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	Use Permissibility/ Deemed-to-Comply (or equivalent)	Previously approved	Requires the Discretion of Council
Land Use			✓
Car Parking	✓		
Bicycle Parking			✓
Hours of Operation		✓	
Sound Attenuation Policy	✓		

Detailed Assessment

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

Land Use	
Deemed-to-Comply Standard	**Proposal**
LPS2 'P' Use	 Small Bar - 'A' Use
Bicycle Parking	
Deemed-to-Comply Standard	**Proposal**
Policy No. 7.7.1 – Non-Residential Development Parking Requirements *Bicycle Parking* 1 short-term and 2 long-term bicycle parking spaces required.	 Nil short-term or long-term bicycle parking spaces provided.

The above elements of the proposal do not meet the specified standards and are discussed in the Comments section below.

CONSULTATION/ADVERTISING:

First Community Consultation

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days, from 28 September 2023 to 11 October 2023. In accordance with the City's Community and Stakeholder Engagement Policy, the method of consultation included a notice on the City's website, a sign on-site to the Fitzgerald Street and Venn Street elevations, and 27 letters mailed to owners and occupiers of the adjoining and adjacent properties the subject site as shown in **Attachment 1**.

A total of 13 submissions were received at the conclusion of the advertising period including 10 objections, two submissions of support and one submission that neither supported nor objected to the proposal but raised concerns.

The key comments received in support are summarised as follows:

- The existing cafe is consistent with an objective of the Residential zone, being 'to provide for a range of non-residential uses, which are compatible with and complementary to residential development'.
- The design and scale of the subject tenancy will dictate the low-scale nature of the proposed small bar.
- There are other existing non-residential land uses on Fitzgerald Street in the immediate locality.
- The proposed Small Bar use will complement the area and provide amenity for surrounding residents.

The key concerns raised are summarised as follows:

- Concerns regarding existing parking issues on Venn Street for residents, customers and commercial vehicles. Additional concerns regarding the impact of the proposed development on parking availability and traffic safety on Venn Street.
- Concerns regarding a lack of access and signage to the existing car bays for the development, resulting in unsafe vehicle parking on Venn Street.
- Concerns regarding anti-social impacts from the development including the increased noise, the presence of intoxicated patrons and the increase in activity associated with the development late at night.
- Comments that the introduction of a licensed facility is not compatible with the neighbourhood and that the North Perth precinct is already well served by similar land uses in close proximity.

Revised Proposal

The applicant revised the proposal in response to comments received during community consultation. The revisions included:

- A reduction in the proposed patron number from 50 patrons to 36 patrons.
- Amendments to the operating hours which would include returning to the current approved operating hours for the development (being 8:00am – 5:00pm, Monday to Sunday).

Second Community Consultation

The revised proposal was re-advertised for community consultation for a period of seven days from 26 October 2023 to 2 November 2023, in accordance with the City's Community & Stakeholder Engagement Policy. This is because the application received opposition during the first community consultation period and subsequently significant amendments were made. Previous submitters were notified via email and a notice placed on the City's website, consistent with the provisions of the Policy.

Following the conclusion of the second community consultation period, the City received six submissions on the revised proposal. One submission from a previous submitter reaffirming their support for the proposal, three submissions from previous submitters reaffirming their objection to the proposal, one submission from a previous submitter withdrawing their objection to the proposal, and one submission from a new submitter that neither supported nor objected to the proposal but raised concerns.

The additional concerns raised during the second community consultation period are summarised as follows:

- Concerns regarding the existing business is not complying with the existing development approval in relation to the maximum approved patron numbers.
- Concerns regarding the suggested proposal made by the applicant to the community to upgrade the parking in the Venn Street verge resulting in additional risk to traffic safety.
- Concerns that the operation of the proposed Small Bar use would not be consistent with the information provided by the applicant.
- Concerns that the zoning does not allow for the proposed use.
- Concerns regarding the ability for the toilet facilities to cater for the proposed patron numbers.
- Concerns regarding the ability for the venue to accommodate the proposed patron numbers. Request for the applicant to provide a seating plan detailing how the proposed patrons will be accommodated.
- Concerns that the car bays for the premises are currently being used by residents of the mixed use development and that the existing development has a car parking shortfall.
- Concerns regarding the car parking bays being available for staff and patrons not being sufficient to cater for the needs of the development. Request for trial period to be undertaken to determine if the vehicle access gate would be open and the car parking bays would be available for staff and patrons, prior to a decision being made on the application.

The applicant provided a further revision to the proposal occurred following the second consultation period which included the modification from 36 patrons to a maximum of 32 patrons and staff. This clarification was to ensure the development would provide compliant car parking with the City's policy standard.

A detailed summary of submissions received during both consultation periods, along with the applicant's response to the submissions received is provided as **Attachment 5**. Administration's response is provided as **Attachment 6**.

Design Review Panel (DRP):

Referred to DRP: No

The application was not referred to the City's Design Review Panel. This is because no modifications are proposed to the built form.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Community and Stakeholder Engagement Policy;
- Policy No. 7.1.1 – Built Form;
- Policy No. 7.5.7 – Licensed Premises;
- Policy No. 7.5.21 – Sound Attenuation; and
- Local Planning Policy – Non-Residential Parking.

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.

Local Planning Scheme No. 2

In considering the appropriateness of the use, Council is required to consider the objectives of the Residential zone under LPS2, as follows:

- *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.*

Delegation to Determine Applications:

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

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

There are no sustainability implications applicable to this application.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications from this report.

COMMENTS:

Summary Assessment

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

- The premises currently operates as a Restaurant/Café land use and the introduction of the proposed Small Bar use would not substantially change the operation of the existing business at the subject site and would continue its function as a food and beverage venue.
- The amenity of the surrounding residential area would not be impacted. The majority of activity would be directed towards Fitzgerald Street and the current operating hours would be maintained. The subject site would also provide sufficient car parking to satisfy the needs of the proposed development.
- The Small Bar land use is capable of approval in the Residential zone and the City's Licensed Premises Policy provides for consideration of licensed premises such as this being located on major roads.
- The car parking provided on-site complies with the car parking standards prescribed under the Non-Residential Parking Policy. The compliant car parking provided would also ensure the premises can operate without impacting the surrounding area. A condition of approval requiring two bicycle parking spaces to be provided in the Venn Street reserve adjacent to the subject site is included in the officer recommendation to support a shift towards alternate modes of transport.
- As the application does not propose changes to the current approved operating hours and does not substantially increase the capacity of the existing venue, an acoustic report is not required for the proposed development. Noise generated from the operation of the venue would be able to be appropriately managed through compliance with the Venue Management Plan, as required by the condition of approval included in the officer recommendation.

A more detailed assessment against the discretionary aspects of the application is set out below. These relate to consideration against LPS2 and relevant local planning policies.

Land Use

Small Bar is an 'A' use within the Residential zone. This means that the use is not permitted unless Council exercises discretion by approving a development application for the use.

In considering the appropriateness of the use, due regard is to be given to the objectives of the Residential zone under LPS2.

The proposal is consistent with the objectives of the Residential zone under LPS2 for the following reasons:

- Compatibility with Existing Residential Development: The proposed use would be compatible with existing residential development in the surrounding area for the following reasons:
    - The use would not substantially change the operation of the existing business at the subject site which is low in scale. The applicant is seeking approval for a Small Bar to allow for the sale of alcoholic beverages with smaller, snack style meals in a similar style of service to the current operation of the Restaurant business.
    - The subject site would provide sufficient car parking to satisfy the needs of the proposed development, in accordance with the City's Non-Residential Parking Policy.
    - The development would retain the existing operating hours which include a closing time of 5:00pm, Monday to Sunday. This would ensure that the development is not generating noise offsite impact at night-time or outside of day trading business hours which would have the potential to impact surrounding residential properties.
    - The subject tenancy is located on the corner of Fitzgerald Street and Venn Street, with most of the activity generated by the business directed toward Fitzgerald Street. This reduces the noise and impacts of the development on the residential properties along Venn Street.

  - The existing garden bed located along the Venn Street frontage of the tenancy provides a physical separation between the development and the adjoining residential properties. The garden bed contains three trees and is developing in maturity which would continue to provide separation for the development from residential uses for the life of the development.
  - The existing site is located across different Built Form Areas and density coding. The Transit Corridor Built Form Area and R60-R100 density coding intended to provide a higher scale and intensity of development in this location. The approval of the existing mixed use development on the subject site which includes the subject tenancy is reflective of this intended scale and intensity. Consistent with this, the subject tenancy already provides for existing vibrancy and activity in close proximity to residential uses and in the existing site context.
  - The location of the development on Fitzgerald Street which is a higher order road, being a Distributor A road, under Main Roads WA Road Hierarchy would reduce the extent of the impacts on surrounding residential properties. This is because the current traffic levels on Fitzgerald Street would generate existing noise levels that would impact on the amenity of residential properties in close proximity.
  - The use would be required to comply with the *Environmental Protection (Noise) Regulations 1997*, consistent with the existing development on the site.
- Active Use: The development would continue to provide an open frontage and active land uses which enables increased passive surveillance of both Fitzgerald Street and Venn Street. This would improve the amenity of the area.
- Scope of Application: The application proposes the continued use of an approved commercial development within the Residential zone. The proposed continued use of the development would not impact the ability for the objectives of the Residential zone of LPS2 relating to residential development to be met.
- Sustainability: The proposal would result in the continued use of the existing premises on-site by the existing operator with no building alterations. The existing mixed use development on the subject site was considered against sustainability principles by the JDAP and with the sustainability principles incorporated into the development deemed acceptable. The proposed development supports prolonging the building's life by using the premises for an expanded purpose and is consistent with approved sustainability principles.
- Consistency with Licensed Premises Policy: The Licensed Premises Policy recommends that licensed premises be concentrated within Town Centre areas or along major roads. The proposed development is located on Fitzgerald Street which is a Distributor A road under the Main Roads WA Road Hierarchy and is a major arterial route through North Perth and the wider City of Vincent, consistent with this requirement.
- Site Accessibility: The site is highly accessible by public transport. It is located within approximately 50 metres from a high frequency bus route stop on Fitzgerald Street. The site is also within 250 metres of the North Perth Town Centre. This provides alternative transport options for patrons and increases the opportunity for multipurpose trips, reducing traffic and car parking demand.
- Venue Management: The Licensed Premises Policy requires the submission of a Venue Management Plan for a Small Bar land use. A condition of approval is included in the officer recommendation requiring a Venue Management Plan to be provided prior to commencement of the proposed development. A Venue Management Plan would inform the operation of premises to minimise the impacts of noise and patron behaviour on the amenity of the surrounding area. The submitted Venue Management Plan would be required to provide guidance on the management of patron behaviour and noise, and demonstrate that the premises could be operated so as not to unduly impact the amenity of the area. The condition of approval included in the officer recommendation also requires the premises to operate in accordance with the Venue Management Plan approved by the City. This is explained further in the Noise and Venue Management section of this report.
- Waste Management: The premises is currently required to operate in accordance with the Waste Management Plan, approved as part of the initial development application. The proposed development is anticipated to have similar waste generation volumes as the existing development. To ensure waste is continued to be managed, a condition of approval is included in the officer recommendation requiring continued compliance with the current Waste Management Plan.

Bicycle Parking

The application meets the deemed-to-comply standard for the number of car bays to be provided for the Restaurant/Café and Small Bar uses under the City's Non-Residential Parking Policy. This means that no discretion is being sought in relation to car parking provision.

Discretion is being sought in relation to the provision of bicycle bays.

The existing development was approved as part of the JDAP application with no bicycle parking for the commercial tenancy and an approved capacity of 20 patrons. This equates to an approved shortfall of one short term bicycle bay and one long term bicycle bay.

The proposal seeks to increase the patron numbers for the development from 20 to a maximum of 32 patrons and staff. This increase results in the need for an additional long term bay to be provided based on the policy standard.

Administration proposes a condition of approval requiring the provision of two bicycle parking spaces in the Venn Street verge adjacent to the subject site. This is because the application proposes an additional use at the subject site which requires consideration of the entire bicycle parking shortfall, and it would be acceptable for the business to encourage alternative transport options. The applicant has agreed to this condition.

The bicycle parking proposed would satisfy the objectives of the Non-Residential Parking Policy for the following reasons:

- Bicycle Parking: The following would be provided to support this active mode of transport:
  - The provision of bicycle parking in the verge would enable a shift towards active and sustainable transport modes.
  - The bicycle parking spaces are to be located in an area that can be monitored by staff to provide security for patrons using bicycles to attend the venue.
  - An existing end-of-trip facility is provided within the building to encourage bicycle use by staff of the venue.
- Public Transport: The subject site is approximately 50 metres from a bus stop for a high frequency bus route (960 bus route) and would support the use of public transport for both staff and patrons of the venue. It operates approximately every five minutes in peak hours and every 10 minutes off-peak.

Noise and Venue Management

The City's Health Services Team has reviewed the application in accordance with the City's Sound Attenuation Policy and are satisfied that an acoustic report is not required for the proposed development. This is because the application does not propose changes to the current approved operating hours and does not substantially increase the capacity of the existing venue.

A Venue Management Plan to be submitted following the determination of the application would detail the operation of the premises to minimise the impacts of noise and patron behaviour on the amenity of the surrounding area, noting that the business is already operating and the Venue Management Plan would relate to the extent of the details and changes proposed through this application. This is recommended as a condition of approval included in the officer recommendation. Provision of a Venue Management Plan would be consistent with the City's Licensed Premises Policy.

Car Parking

The City received submissions during community consultation which raised concerns that the current eight on-site car parking bays are inadequate for the existing and proposed development. There were also concerns that the proposal would result in further increased on-street parking demand on Venn Street with subsequent impacts on safety and vehicle movement on this street, due to limited on-street parking availability.

Many of these concerns related to the inability for current customers of the development to access the existing car parking bays located at the rear of the site. As detailed in the Approvals History section of this report, the issue has been addressed through the determination of the application for the unauthorised vehicle access gate that includes a condition to remain open during the operating hours of the business.

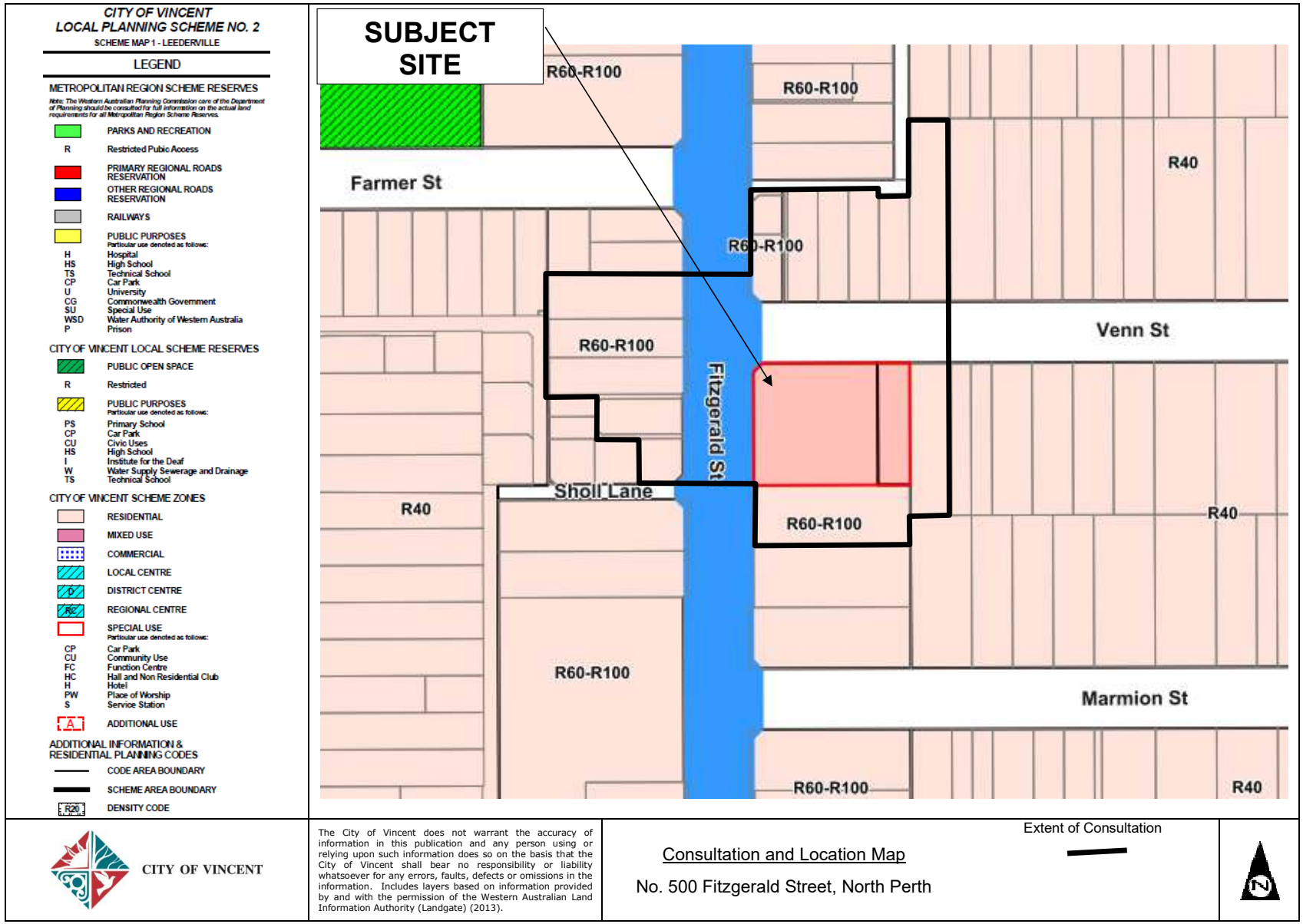
The change of use and increase in patron numbers as proposed as part of the application would result in deemed-to-comply car parking being provided under the Non-Residential Parking Policy standards.

Eight car bays would be the total amount of car parking required to be provided for this tenancy in accordance with the Non-Residential Parking Policy. Eight car bays are provided on-site for exclusive use of by the tenancy and comply with this car parking standard. This means that there is no discretion being

sought in regards to car parking provision. The car parking configuration of these bays are as per previously approved and would remain as existing on-site.

The applicant submitted a Parking Management Plan, included as **Attachment 3**, which covers overall parking management strategies for the tenancy. Administration has recommended a condition of approval requiring an amended Parking Management Plan to be submitted that includes:

- The requirement for the vehicle access gate to be open during hours of operation.
- The promotion for customers to use the rear car parking bays. Directional signage has been approved through a separate development approval issued by the City as detailed in the Background section of this report.


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
R60-R100
R40
Farmer St
Venn St
Fitzgerald St
Sholl Lane
Marmion St
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Extent of Consultation
Consultation and Location Map
No. 500 Fitzgerald Street, North Perth
N

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No. 500 Fitzgerald Street, North Perth

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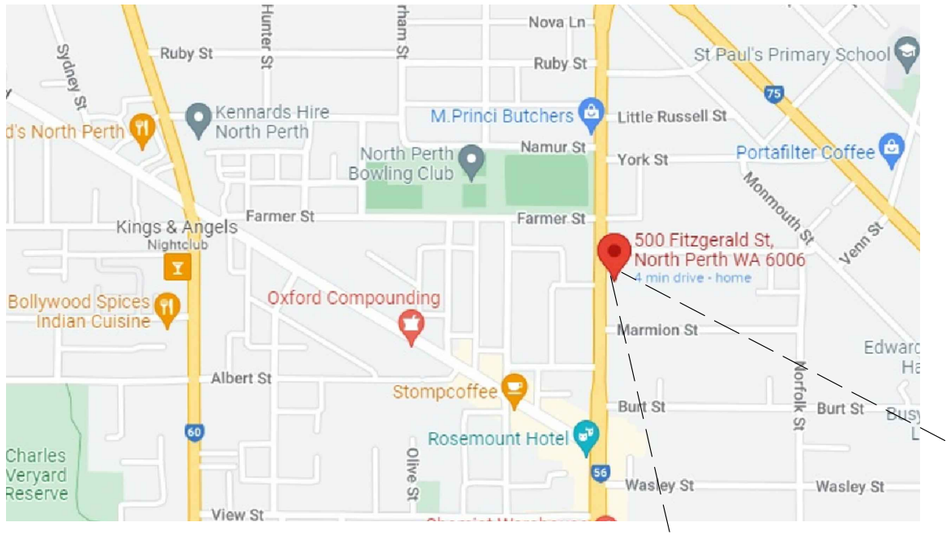
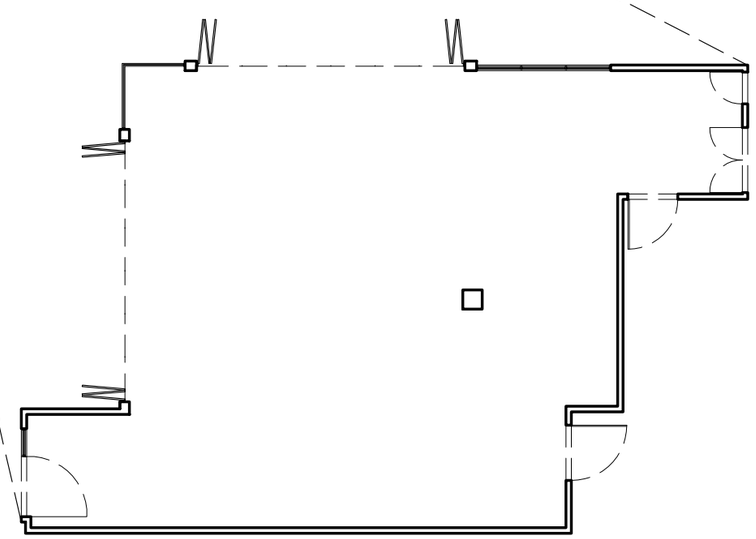
18 August 2023

SITE PLAN



TENANCY PLAN



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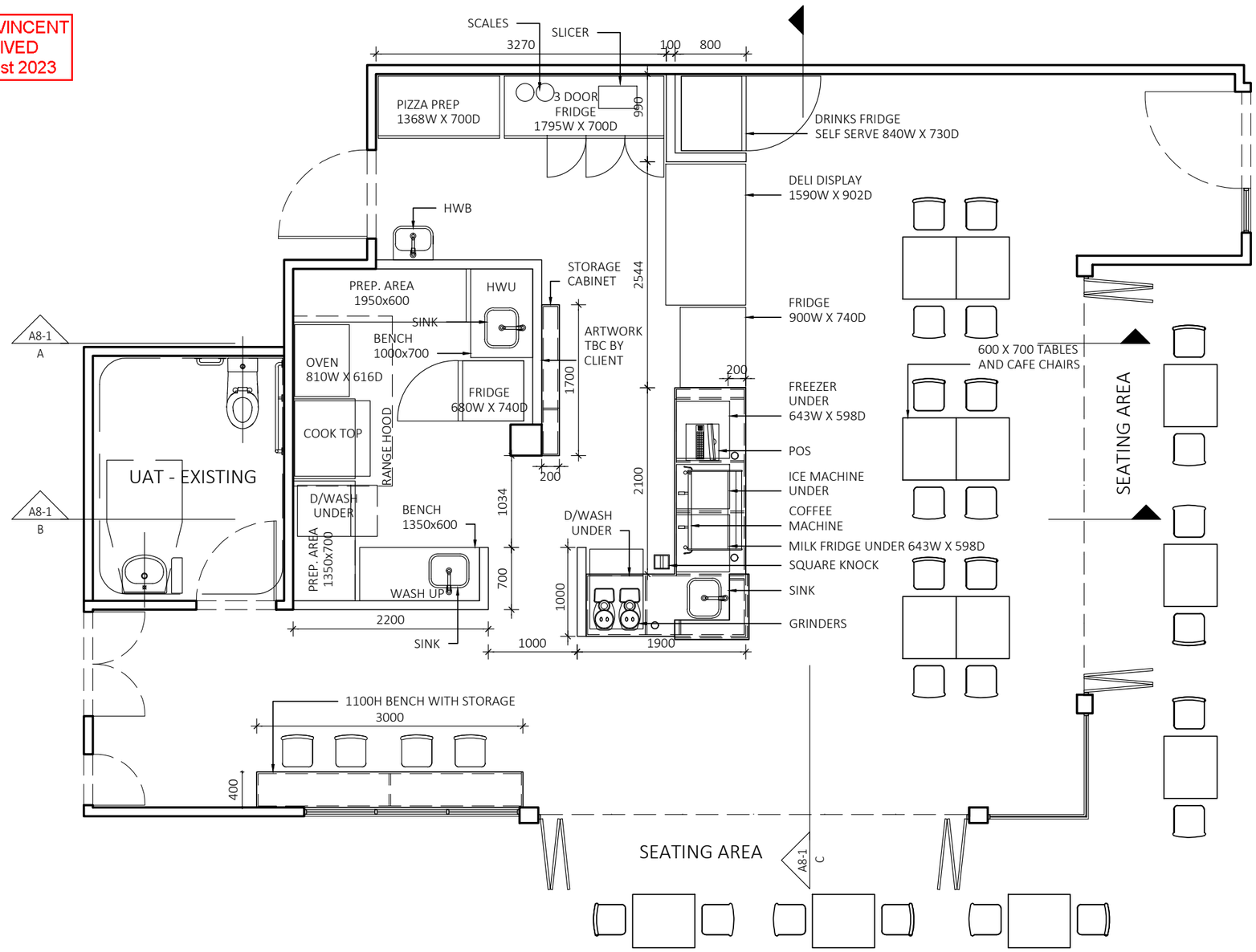
PROJECT MANAGER: AW	
DESIGNER / DRAFTSMAN: DN	
PROJECT DESCRIPTION: 500 FITZGERALD STREET CAFE	
DRAWING TITLE: SITE PLAN + TENANCY PLAN	
NTS	SHEET: A3
DATE: 02.06.2022	REVISION: B
JOB NO: 2022.09	DWG #: A0-1

ISSUED FOR CONSTRUCTION

CITY OF VINCENT
RECEIVED
18 August 2023



NOTES:

ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO THE COMMENCEMENT OF ANY WORK
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ARTIFICIAL LIGHTING TO COMPLY WITH AS1680 BCA PART J6
EXIT SIGNS AND EMERGENCY LIGHTING TO COMPLY WITH AS2293
ALL WORKS TO COMPLY WITH AS1428.1
ELECTRICAL WORKS TO COMPLY WITH AS3000 - **TO BE CERTIFIED AT COMPLETION OF WORKS**
MECHANICAL VENTILATION TO COMPLY WITH AS1688.2
GLAZING TO COMPLY WITH AS1288 - **ENSURE VISIBLE SAFETY STRIP IS INSTALLED**
FIRE SPRINKLERS TO COMPLY WITH AS 2118 - **TO BE CERTIFIED AT COMPLETION OF WORKS**
SMOKE DETECTION / ALARM SYSTEM TO BE AS AS1670 **TO BE CERTIFIED AT COMPLETION OF WORKS**

ALL PRODUCTS, FINISHES AND EQUIPMENT IS TO BE AS SPECIFIED OR SIMILAR APPROVED.
ALL PRODUCTS AND EQUIPMENT TO BE INSTALLED TO MANUFACTURERS RECOMMENDATIONS AND INSTRUCTIONS AND TO AS STANDARDS

EXISTING SERVICE LOCATIONS TO BE CHECKED ON SITE

SLIP RESISTANCE IS REQUIRED TO BE AS SPECIFIED AT HAND OVER TO CLIENT.

MATERIALS AND SURFACE FINISHES TO COMPLY WITH FIRE HAZARD PROPERTIES IN ACCORDANCE WITH C1.10 OF BCA

ALL FINISHES IN WET AREAS TO HAVE WATER PROOF MEMBRANE THAT EXTENDS TO ADJACENT WALL IN ACCORDANCE WITH AS 3740 - 2010

ALL WORK IN FOOD PREPARATION AREAS TO COMPLY WITH AS 4674 - FIT OUT OF FOOD PREMISES

FIRE BLANKETS AND FIRE EXTINGUISHERS TO BE INSTALLED TO AUSTRALIAN STANDARDS

REALEYES DESIGN
www.REALEYES-DESIGN.com.au

DO NOT SCALE THIS DRAWING.

ALL DIMENSIONS TO BE VERIFIED ON SITE AND ANY DISCREPANCIES REPORTED TO REALEYES DESIGN BEFORE ANY COMMENCEMENT OF WORK OR SHOP DRAWINGS.

THIS DOCUMENT IS THE PROPERTY OF REALEYES DESIGN.

LKDFITOUTS

PROJECT MANAGER: AW	
DESIGNER / DRAFTSMAN: DN	
PROJECT DESCRIPTION: 500 FITZGERALD STREET CAFE	
DRAWING TITLE: GA PLAN GENERAL ARRAGEMENT	
1:50	SHEET: A3
DATE: 02.06.2022	REVISION: F
JOB NO: 2022.09	DWG #: A3-1

ISSUED FOR CONSTRUCTION

APPENDIX 1: PARKING MANAGEMENT PLAN

The purpose of the parking management plan is to assess and consider how the proposal will satisfy the parking demand of the development. Consideration of the existing site and surrounding context is required, as well as management strategies to ensure management of parking areas.

Minimum parking requirements may be waived or varied based on the parking management plan submitted. Justification for waiving or varying the minimum parking requirements is not limited to the elements contained within this template.

Owner / Applicant Details:	
Name:	Raffaella D'Alonzo
Address:	1601/19 The Circus, Burswood
Phone:	0476 111 036
Email:	d_raff@outlook.com
Property Details:	
Lot No.:	41
Address:	500 Fitzgerald St, North Perth
Parking Allocation: Please specific for each criteria the number bays allocated to each user group (i.e. staff, customers, accessible, service, etc).	
No. car parking spaces:	9
No. short term bicycle bays:	4
No. long term bicycle bays:	4
End-of-trip facilities:	0
No. other parking: e.g., scooters	0
Parking Demand: Please specify the anticipated parking demand for the development.	
Anticipated no. of staff at any one time:	1
Anticipated no. of customers at any one time:	36
Likelihood of multipurpose trips:	NO
Alternative transport options: Please consider alternative ways people may be able to access your site. The Journey Planner website may provide some assistance.	
Train: Where is the nearest station, how far is this from your site, and is the route provided with footpath access and shade?	N/A
Bus: Where is the nearest bus stop, how far is this from your site and how frequent is the bus during peak periods?	50 meters from cafe every 5 mins

Cycling: Is there a cycle path that accesses your site, are there existing facilities cyclists can use?	N/A
Public parking: Are there public parking facilities (on-street or car parks) in the vicinity of the site? How many bays are available and are there any parking restrictions? Note: use of on-street parking within residential streets will not be supported.	There is ample parking at Woodville Reserve, which is 50 meters from La Mortazza Cafe; from our understanding there are no parking restrictions.
Shared parking arrangement: Clause 77Q of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 outlines the matters that the local government may have regard for when determining whether to approve a shared parking arrangement, including:	
Whether the peak operation hours of the development will overlap with those of the shared site.	
Whether the use of the car parking spaces to be made available on the shared site will impede the use of delivery or service areas on the shared site.	
Any relevant local planning policy.	
Adequate car parking is likely to be available at all times for both the proposed development and the shared site.	
The relationship between he proposed development and the shared site will be such that the shared car parking spaces are likely to be used by persons using the proposed development.	
Parking Management Strategies: Please detail any parking management strategies that will be implemented such as management or tandem bays, way finding.	
General Strategies Bay allocation and marking, time limited parking, fees payable.	1-time limited parking on Venn Street 2- signage on Venn Street stating additional parking at Woodville Reserve (50 meters away from the cafe)
Management and maintenance of parking (including car stackers)	
Management of tandem parking for staff / tenants	
Wayfinding measures	
Promotion of alternative transport modes: I.e. The provision of well-maintained bicycle and end of trip facilities, use of active transport initiatives or public transport promotion.	there are few promotions of alternative transport mode such as: 1-bicycle: we have 4 bicycle racks available for all customers within 5 meters from the cafe (in the property) 2-bus: there is a bus stop within the 50 meters from the cafe, which would allow the customers to reach the cafe without the hassle of parking their cars

Service Bays Please detail how service vehicles will be accomodated	
No. service bays provided: Private and/or shared	N/A
Expected no. of delivery's: Include schedule of deliveries (i.e. days, times)	2 times a week Tuesdays and Thursdays approx 8am
Management of shared service bays: Include requirements of other tenancies, demonstrating there will no conflict.	
Other Sign marking, etc	

Key findings from Traffic Impact Statement / Assessment

THE EXISTING CONDITIONS INCLUDES PARKING FOR CUSTOMERS ON VENN STREET (2 HOURS LIMIT PARKING) OR IN THE VICINITY (9 BAYS ON SITE AND THE WOODVILLE RESERVE ACROSS THE ROAD)
THE PEAK-HOUR CONGESTION IS OBSERVED NEAR THE CAFE FROM 11AM TO 2PM.
DAILY CUSTOMERS: 90 PAX WEEKDAYS AND 120 PAX WEEKENDS.
THE MITIGATION MEASURE CAN BE TAKEN BY EDUCATING OUR CUSTOMERS TO PARK THEIR VEHICLE AT THE WOODVILLE RESERVE ACROSS THE ROAD OF THE CAFE, AND USING THE BUS AS AN OPTION.
ANOTHER POTENTIAL MITIGATION MEASURE COULD BE THE IMPLEMENTATION OF VERGE PARKING ON VENN STREET, WHICH CAN CREATE 3 EXTRA BAYS. AT THE MOMENT WE HAVE 4 STREET BAYS, WHICH COULD BECOME 7 BY IMPLEMENTING THE VERGE AS CARBAYS, WHICH WILL ALSO FREE UP THE BOTTLE NECK IN THE INTERSECTION OF VENN STRFEET AND FITZGERALD STREET.

Justification for vehicle parking bays not satisfying the ratios stipulated in Table 1.

we have a 2 hour parking limit on Venn Street which will help turn over vehicles and the ample parking at Woodville Reserve would be sufficient enough.

Office Use Only	
Responsible Officer	Manager Policy & Place
Initial Council Adoption	06/03/2018
Previous Title	Policy No. 7.7.1 Non-Residential Parking Requirements
Reviewed / Amended	01/2023
Next Review Date	2027

Government of **Western Australia**
Development Assessment Panels

Planning and Development Act 2005

City of Vincent Local Planning Scheme No. 2

Metro West Joint Development Assessment Panel

Determination on Development Assessment Panel Application for Planning Approval

Property Location: Lots 1 (504), 2 (502) and 3 (500) Fitzgerald Street and Lots 27-28 (45) Venn Street, North Perth
Application Details: 18 Multiple Dwellings and Restaurant/Café

In accordance with regulation 8 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the above application for planning approval was **granted** on 11 July 2018, subject to the following:

1. **Approve** DAP Application reference DAP/18/01359 and accompanying plans (Attachment 7) in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the *City of Vincent Local Planning Scheme No. 2*, subject to the following conditions:

Conditions

1. This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two year period, the approval shall lapse and be of no further effect.

2. Use of Premises

   2.1 The use of the tenancy marked as 'Café' on the plans dated 8th June 2018, shall be used in accordance with the definition of Restaurant/Café as defined in the City of Vincent's Local Planning Scheme No.2;

   2.2 The Café shall have a maximum of 20 patrons at any one time;

   2.3 The hours of operation for the café shall be limited to 8.00am to 5.00pm; and

   2.4 All deliveries shall be limited to 7:00am to 2:00pm Monday to Friday.

3. External Fixtures

   All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and surrounding properties to the satisfaction of the City.

4. Car Parking and Access

4.1 30 car bays shall be provided, including a disabled access bay, as shown on the plans;

4.2 A bicycle location plan providing a minimum of two residential bicycle bays shall be lodged with and approved by the City prior to the commencement of the development. The bicycle facilities shall be designed in accordance with AS2890.3;

4.3 Vehicle and pedestrian access points are required to match into existing footpath levels.

4.4 The car parking and access areas shall be sealed, drained, paved and line marked in accordance with the approved plans and are to comply with the requirements of AS2890.1 prior to the occupation or use of the development;

4.5 All visitor bays shall be marked and permanently set aside as such, as required by the Residential Design Codes of WA.

4.6 The applicant is to agree in writing that a notice is placed on the Sales Contract to advise prospective purchasers that the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings under Policy No. 3.9.3 – Parking Permits;

4.8 The car park shall be used only by residents and visitors directly associated with the development; and

4.9 No vehicular access from the site is permitted from Fitzgerald Street. All vehicular access should be from Venn Street.

5. Parking Management Plan

5.1 Prior to occupation of the development a Parking Management Plan shall be submitted to and approved by the City. The Parking Management Plan shall be prepared by a qualified parking consultant.

5.2 A management plan for the delivery and service vehicle movements, relating to the proposed café, shall be submitted to the City for its approval prior to the occupation of the development. The plan shall address:

i. Hours of delivery and service vehicles, Monday to Friday;

ii. Movements of delivery vehicles to ensure that they do not restrict access to the car parking bays for the proposed development and to ensure that they do not obstruct the vehicle movements on Fitzgerald Street and Venn Street; and

iii. The Management Plans as identified in Conditions 5.1 and 5.2 above shall be implemented and the development shall be carried

out in accordance with the plans, to the satisfaction of the City at the expense of the owners/occupiers.

6. Stormwater

6.1 All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City.

7. Verge Trees

7.1 No verge trees shall be removed without prior written approval of the City. The verge trees shall be retained and protected from damage including unauthorised pruning to the satisfaction of the City; and

8. Ground Floor Design

8.1 Windows, doors and adjacent areas of the Café fronting Venn Street and Fitzgerald Street shall provide an active and interactive relationship with the street to the satisfaction of the City and shall be maintained thereafter to the satisfaction of the City. Darked, obscured, mirror or tinted glass of the like is prohibited.

9. Acoustic Report and Noise Management

9.1 All of the recommended measures included in the approved Acoustic Report (Herring Storer Acoustics, June 2018) shall be implemented as part of the development, to the satisfaction of the City prior to the commencement of the use or occupation of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers.

10. Screening

10.1 The proposed screening devices depicted on the balconies of the upper floors to the northern and western elevations are to be comply with the requirements of State Planning Policy 3.1 Residential Design Codes and implemented prior to the practical completion of the development.

11. Landscape and Reticulation Plan

11.1 A detailed landscape and reticulation plan for the development site and adjoining road verge is 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:

i. The location and type of existing and proposed trees and plants;

ii. Areas to be irrigated or reticulated; and

iii. Deep Soil Zones.

11.2 All works shown in the plans as identified in Condition 11.1 above 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.

12. Schedule of External Finishes

12.1 Prior to commencement of development a detailed schedule of external finishes (including materials and colour schemes and details) shall be submitted to and approved by the City. The development shall be finished in accordance with the approved schedule prior to the use or occupation of the development.

13. Clothes Drying Facilities

13.1 All external clothes drying areas shall be adequately screened in accordance with State Planning Policy 3.1 Residential Design Codes prior to the use or occupation of the development and shall be completed to the satisfaction of the City.

14. Construction Management Plan

14.1 A Construction Management Plan shall be submitted to and approved by the City prior to any works commencing on the site. The Construction Management Plan is required to address the following concerns:

i. Public safety, amenity and site security;
ii. Contact details of essential site personnel;
iii. Construction operating hours;
iv. Noise control and vibration management;
v. Dilapidation Reports of nearby properties;
vi. Air and dust management;
vii. Stormwater and sediment control;
viii. Soil excavation method;
ix. Waste management and materials re-use;
x. Traffic and access management;
xi. Parking arrangements for contractors and subcontractors;
xii. Consultation Plan with nearby properties; and
xiii. Compliance with AS 4970 – 2009 relating to the protection of trees on development sites

That relates to any works to take place on the site.

15. Public Art

15.1 Percent for public art contribution of $50,000 being one percent of the total $5 million value of the development, in accordance with the Policy No. 7.5.13 - Percent for Art shall be allocated towards public art prior to the commencement of the development;

15.2 Confirmation in writing outlining how the proposed development will comply with the City's Policy 7.5.13 – Percent For Art shall be submitted prior to commencement of development; and

15.3 Public art shall be approved by the City and fully installed or alternatively a cash-in-lieu payment made prior to occupation of the development.

Government of **Western Australia**
Development Assessment Panels

16. Waste Management

    16.1 A Waste Management Plan prepared to the satisfaction of the City shall be submitted and approved by the City; and

    16.2 Waste management for the development shall thereafter comply with the approved Waste Management Plan.

17. Dust

    17.1 The applicant shall undertake adequate measures to minimise any impacts of dust and sand drift from the site to the satisfaction of the City.

18. General

    18.1 Conditions that have a time limitation for compliance, and the condition is not met in the required time frame, the obligation to comply with the requirements of the condition continues whilst the approved development exist.

Advice Notes

1. This is a development approval only and is issued under the City of Vincent Local Planning Scheme No.2 and the Western Australian Planning Commission's Metropolitan Region Scheme. It is the proponent's responsibility to comply with all other applicable legislation and obtain all required approvals, licences and permits prior to commencement of this development.

2. This development approval does not take into account any restrictive covenants. It is the proponent's responsibility to ensure that the development will not result in a conflict of contractual obligations.

3. An Infrastructure Protection Bond for the sum of $3000 together with a non-refundable inspection fee of $100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.

4. All pedestrian access and vehicle driveway/crossover levels shall match into existing verge, footpath and Right of Way levels to the satisfaction of the City.

5. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.

6. With respect to the Stormwater, no further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site'

be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.

7. With respect to the dust and sand drift condition, adequate measures to minimise any impacts of dust and sand drift from the site include all requirements as stipulated within the Department of Environmental Regulation's 'A guideline for managing the impacts of dust and associated contaminants from land development sites, contaminated sites remediation and other related activities'.

8. The City accepts no liability for the relocation of any public utility and/or any other services that may be required as a consequence of this development. The applicant/owner shall ensure that the location of all services is identified prior to submitting an application for a building permit. The cost of relocated any services shall be borne by the applicant/owner.

9. The applicant and owner are advised that sufficient parking can be provided on the subject site and as such the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the residential dwellings. This information should be provided to all prospective purchasers and it is recommended that a notice be placed on Sales Contracts to advise purchasers of this restriction.

10. The sound insulation recommendations should be submitted and approved prior to the issue of a Building Permit. The engagement of and the implementation of the recommendations of this acoustic consultant are to be at the applicant's/owner(s)' cost.

11. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect;

12. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained; and

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

Where an approval has so lapsed, no development shall be carried out without further approval having first been sought and obtained, unless the applicant has applied and obtained Development Assessment Panel approval to extend the approval term under regulation 17(1)(a) of the *Planning and Development (Development Assessment Panels) Regulations 2011*.

DEVELOPMENT ASSESSMENT PANEL
APPROVED
11-Jul-2018

LOCATION REF.(UBD)	LOT No: 1	LOT No: 2	LOT No: 3	LOT No: 27	LOT No: 28	LOT No: 55
	AREA : 622m²	AREA : 478m²	AREA : 516m²	AREA : 214m²	AREA : 214m²	AREA : 86m²
	C/T VOL: 1291/106	C/T VOL: 657/171	C/T VOL: 1367/935	C/T VOL: 1457/649	C/T VOL: 1457/649	C/T VOL: 652/172

NOTE: IF HOUSE REMAINING, SURVEY OF BOUNDARIES FOR HOUSE POSITION REQUIRED.

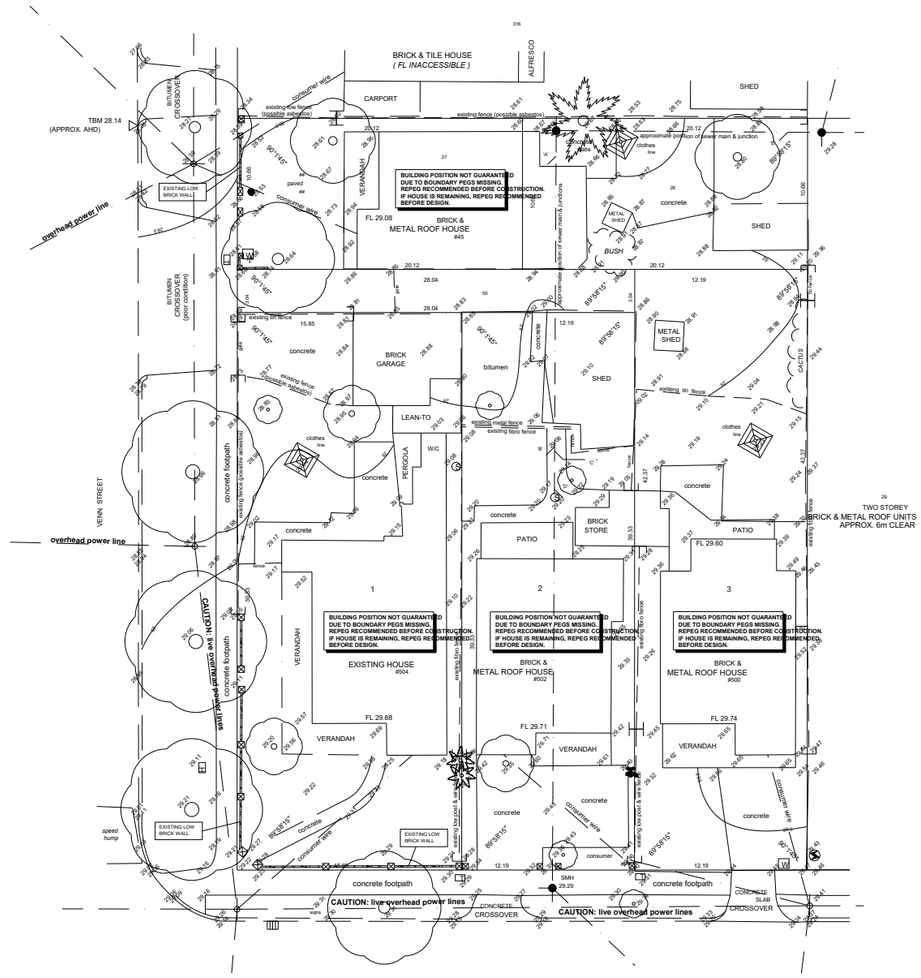
SEWER JUNCTION 'A'
UP 1.5
RL 26.80 (TOP OF RISER)
INVERT LEVEL 25.30
about 1.9m deep (riser)

SEWER JUNCTION 'B'
UP 2.1
RL 27.53 (TOP OF RISER)
INVERT LEVEL 25.43
about 1.6m deep (riser)

SEWER JUNCTION 'C'
UP 2.7 IN 3.0
RL 28.16 (TOP OF RISER)
INVERT LEVEL 25.46
about 1.0m deep (pipe)

SEWER JUNCTION 'D'
UP 2.1
RL 27.55 (TOP OF RISER)
INVERT LEVEL 25.45
about 1.65m deep (riser)

SEWER JUNCTION 'E'
UP 1.5
RL 26.65 (TOP OF RISER)
INVERT LEVEL 25.15
about 2.15m deep (riser)



POSITION OF FENCES & WALLS IN RELATION TO BOUNDARIES NOT GUARANTEED UNLESS REPEG CARRIED OUT AT TIME OF SURVEY.

POSITION OF FEATURES IN RESPECT TO BOUNDARIES NOT GUARANTEED. ALL PEGS GONE AT TIME OF SURVEY.

DIAL BEFORE YOU DIG www.1100.com.au

AUSTRALIAN HEIGHT DATUM (AHD) DERIVED FROM SEWER MANHOLE 1950 LID LEVEL.

DESIGNER:
Studio Di Architettura

CLIENT/s:
TONY D'ALONZO

SITE ADDRESS:
#500 - #504 FITZGERALD STREET &
#45 VENN STREET,
NORTH PERTH

LOCAL AUTHORITY : CITY OF VINCENT

BUILDER
DWN BY : DATE :
SHEET No : 1 of
JOB No : 68089

I / WE THE OWNER /S AGREE TO THE CONTENTS OF THIS DOCUMENT AND ALL INITIALLED SHEETS

OWNER /S :
WITNESS :
BUILDER :
WITNESS :
DATE :

VARIATIONS - all sheets

DETAILS	DWN	DATE	CHK
-	-	-	-

SURVEYOR SITE INSPECTION REPORT

ELECTRICITY:	OVERHEAD	GAS:	YES
TELECOM:	YES	WATER:	YES
SEWERAGE:	YES (SEE THIS PLAN FOR DEPTHS TO JUNCTIONS)		
ROAD:	BITUMEN / HOTMIX		
KERB:	SEMI MOUNTABLE (cracked)		
FOOTPATH:	CONCRETE		
VEGETATION:	ESTABLISHED GARDENS & TREES		
SOIL:	SAND & POSSIBLE LIMESTONE AT DEPTH		
VIEWS:	NIL		
REPEG:	REQUIRED	REPEG TYPE:	OLD SURVEY AREA

ONLY OBVIOUS VISIBLE SERVICES HAVE BEEN LOCATED. PRIOR TO ANY EXCAVATION, CONSTRUCTION OR DEMOLITION THE RELEVANT SERVICE AUTHORITIES MUST BE CONTACTED TO CONFIRM THE LOCATION OF ALL UNDERGROUND SERVICES.

TITLE DETAILS

LOT NOs:	1, 2, 3 & 55 27 & 28	C/T VOL:	see plan
DIA: PLAN:	4533 2355	FOL:	see plan

LEGEND

T.B.M.	TREE	HYDRANT
POWER DOME	PALM TREE	STOP VALVE
NBN	TREE STUMP	TAP
TELECOM PIT	POWER POLE	PRE-LAID WATER PIPE
COMMUNICATION PIT	STREET LAMP	WATER METER
FENCE END	GRATED DRAIN	SEWERAGE MANHOLE
PILLAR	SIDE ENTRY PIT	SEWERAGE MANHOLE
TOW TOP OF RETAINING WALL	DRAINAGE MANHOLE	SEWERAGE INSPECTION LID

NOTES:
ALL SEWER DETAILS PLOTTED FROM INFORMATION SUPPLIED BY WATER CORPORATION SPATIAL INFORMATION MANAGEMENT. REFER TO THE DISCLAIMER NOTE ON WATER CORP E-PLAN.

BLOCK LOCATED MORE THAN 1 KILOMETRE FROM THE OCEAN.

IMPORTANT NOTE:
PLUMBING CONTRACTORS TO CONFIRM SEWER DEPTHS BEFORE PIPE LAYING.
LOCATION OF BOUNDARY PEGS & IMPROVEMENTS NOT GUARANTEED UNLESS BOUNDARIES ARE REPEGGED AT TIME OF SURVEY.
POSITION OF FENCES & WALLS IN RELATION TO BOUNDARIES NOT GUARANTEED UNLESS REPEG CARRIED OUT AT TIME OF SURVEY.
CHECK TITLE FOR EASEMENTS, CAVEATS & COVENANTS.

R. G. LESTER & ASSOCIATES
LICENSED LAND & ENGINEERING SURVEYORS
NORTH BEACH PLAZA
SHOP 7 / 1 NORTH BEACH ROAD
NORTH BEACH WA 6020
PH: 9448 5009 FX: 9203 6722
admin@lestersurveys.com.au

REF NO: 68089 FILE NO: 3170 DATE: 11.01.18 DRAWN: AC

SITE PLAN 1:200 at A2
0 5 10 15

M:\!CAD\Contours\68089FITZGERALD.SKF

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SITE SURVEY DRAWING

SCALE 1:200 @ A1 SIZE

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018

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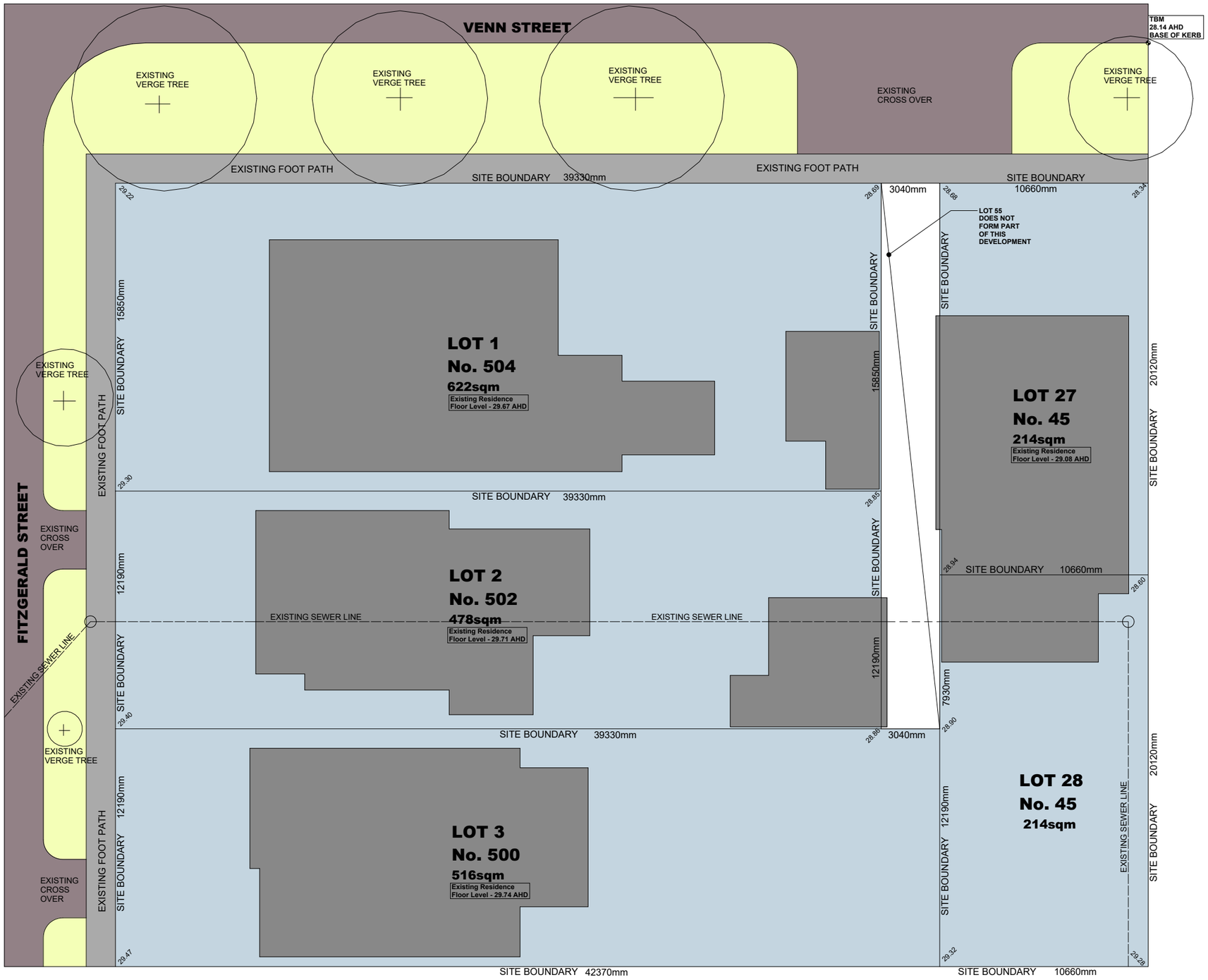
EMAIL: PROGETTO@IINET.NET.AU

Drawing No: SHEET 1 of 15

DEVELOPMENT ASSESSMENT PANEL
APPROVED
11-Jul-2018



MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

EXISTING SITE PLAN
SCALE 1:100 @ A1 SIZE

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018

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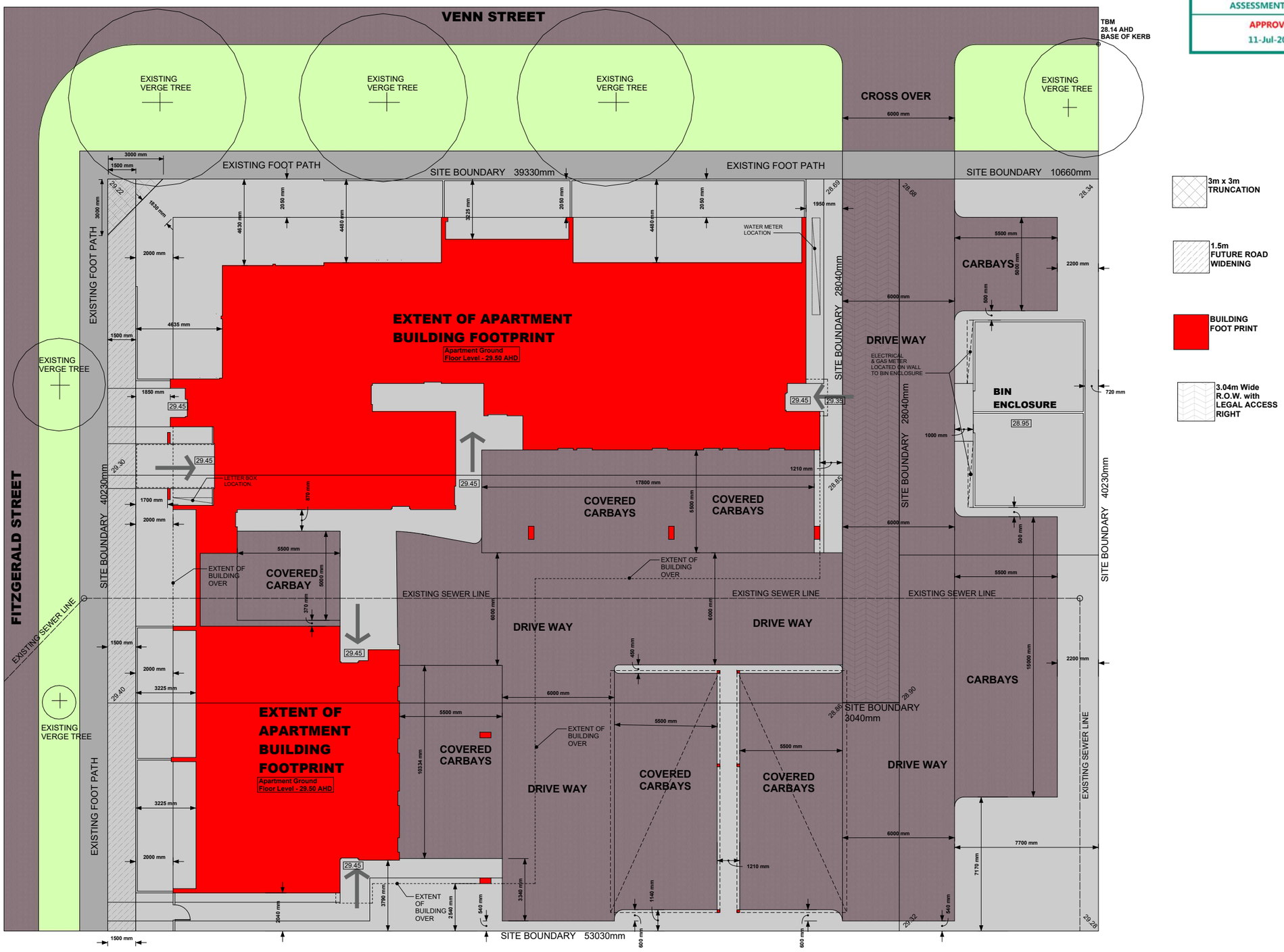
Drawing No: SHEET 2 of 15

DEVELOPMENT ASSESSMENT PANEL
APPROVED
11-Jul-2018



MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SITE PLAN
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018
Revised JUNE 2018

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Drawing No:
SHEET 3 of 15

DEVELOPMENT ASSESSMENT PANEL
APPROVED
11-Jul-2018

LEGEND:

1. Single House - I Storey
2. Single House - 2 Storey
C. Carport
2G. Grouped Dwelling - 2 Storey
3M. Multiple Dwelling - 3 Storey
G. Garden Shed

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SITE ANALYSIS PLAN
SCALE 1:500 @ A1 SIZE

0 5 10

DEVELOPMENT APPLICATION PROJECT No. ST2017.4 JANUARY 2018 Revised JUNE 2018

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Drawing No: SHEET 4 of 15

DEVELOPMENT ASSESSMENT PANEL
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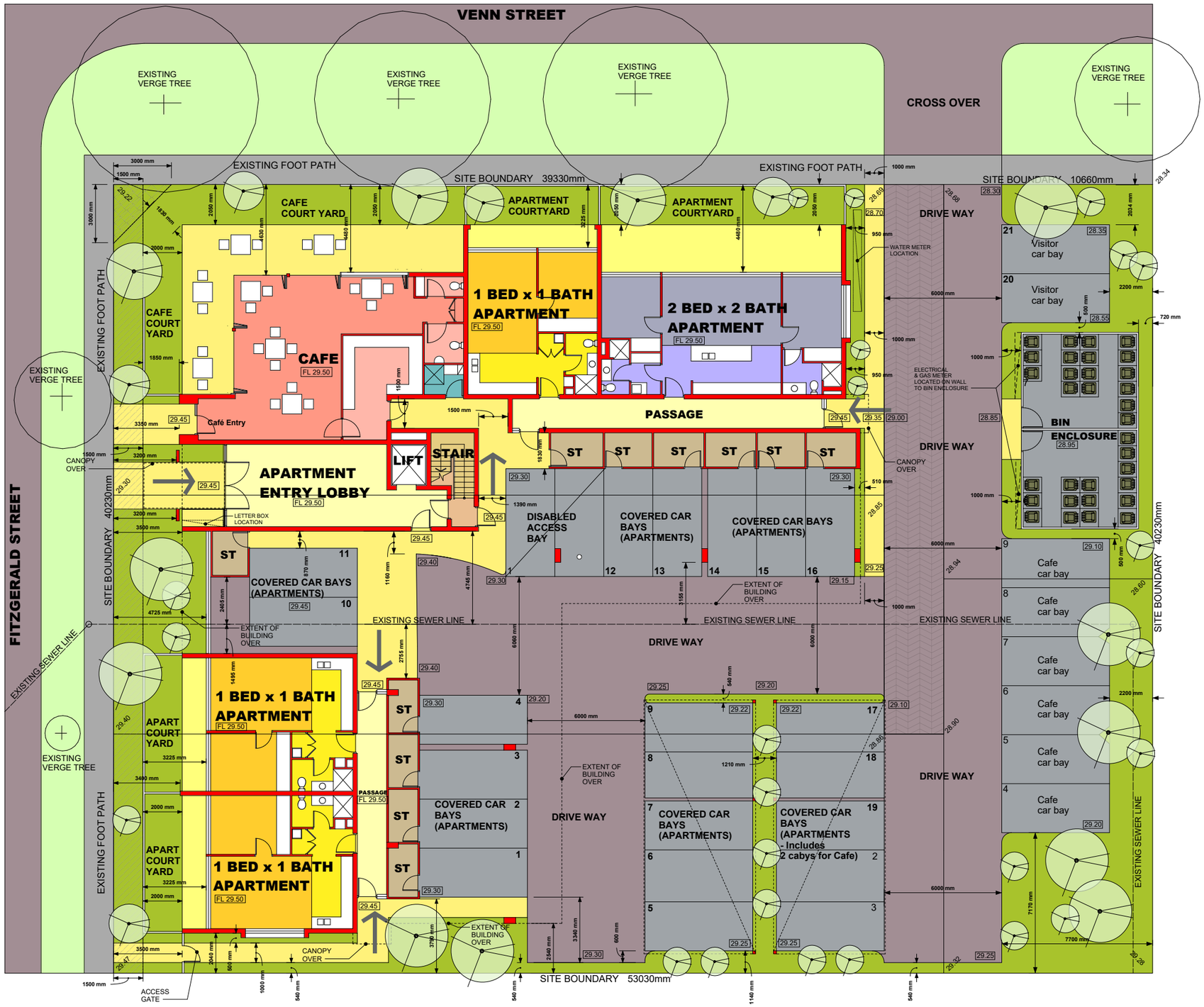

3m x 3m TRUNCATION

1.5m FUTURE ROAD WIDENING

Apartment & Cafe Ground Floor Level - 29.50 AHD

Total 21 Car bays for Apartments
19 Car bays + 2 Visitor Bays Allocated to the Apartments.

Total 9 Carbays allocated for Café (including Disabled Carbay)

Total 30 Carbays on site

3.04m Wide R.O.W. with LEGAL ACCESS RIGHT

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

GROUND FLOOR PLAN
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

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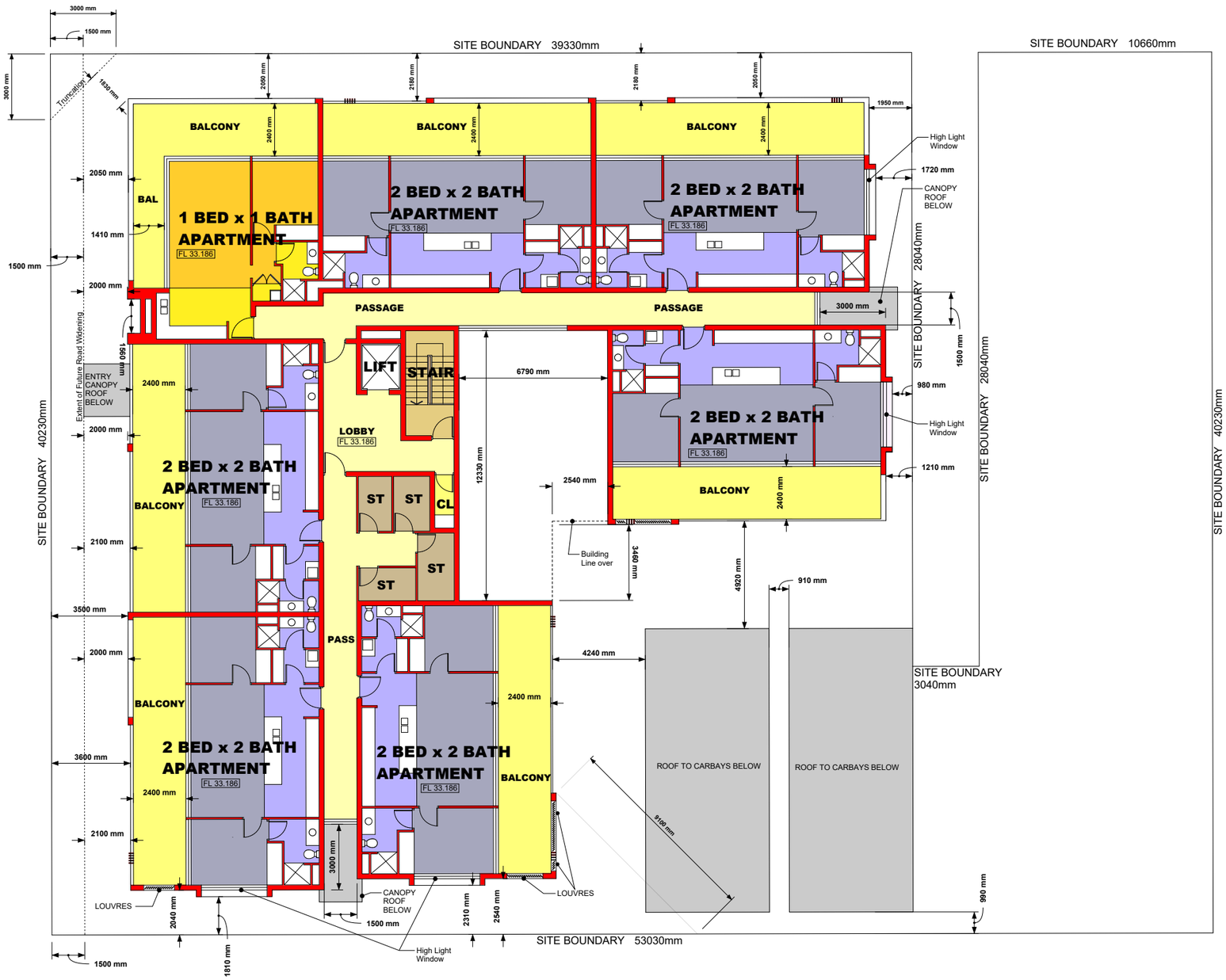

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

1st FLOOR PLAN
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

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DEVELOPMENT ASSESSMENT PANEL
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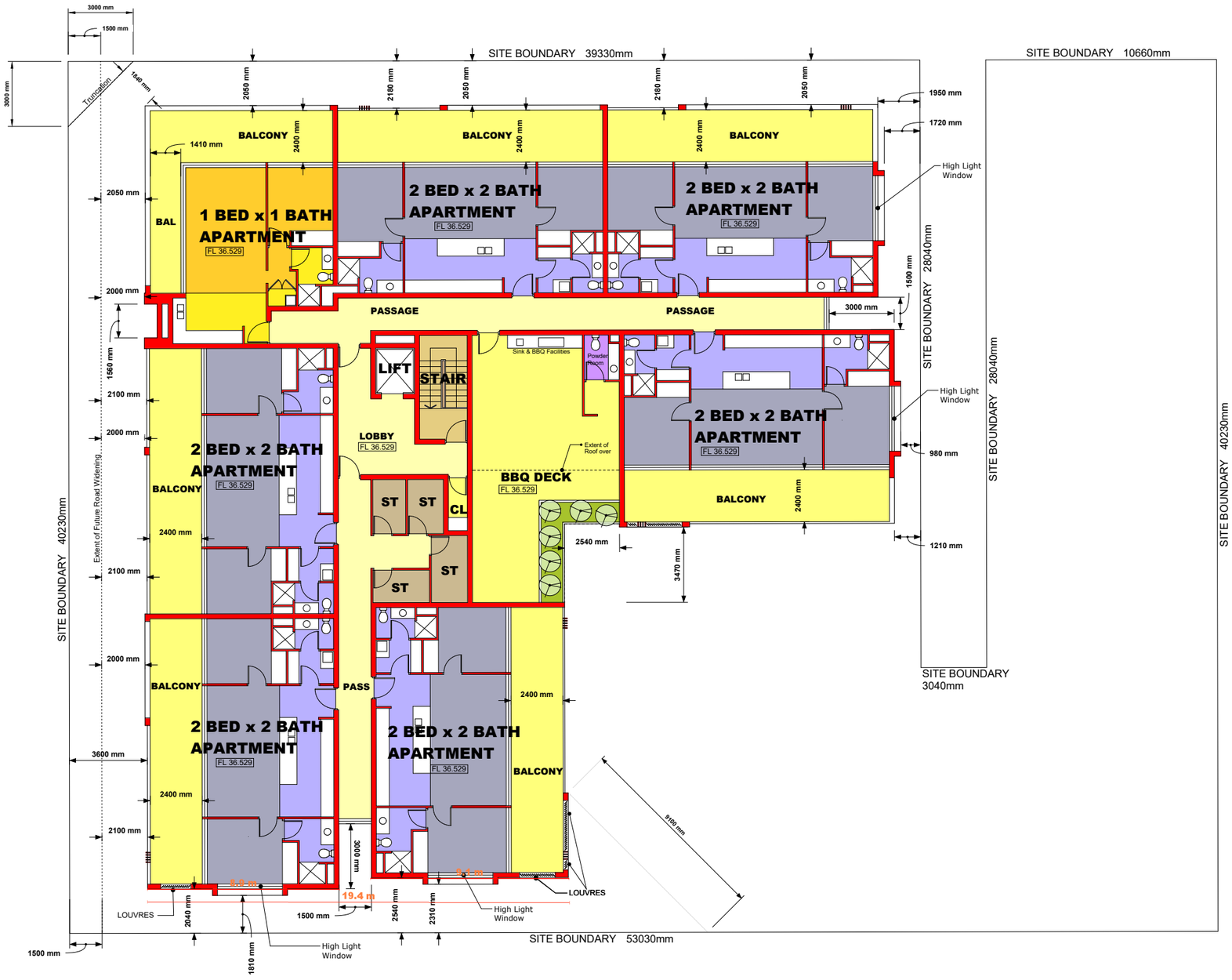

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

2nd FLOOR PLAN
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

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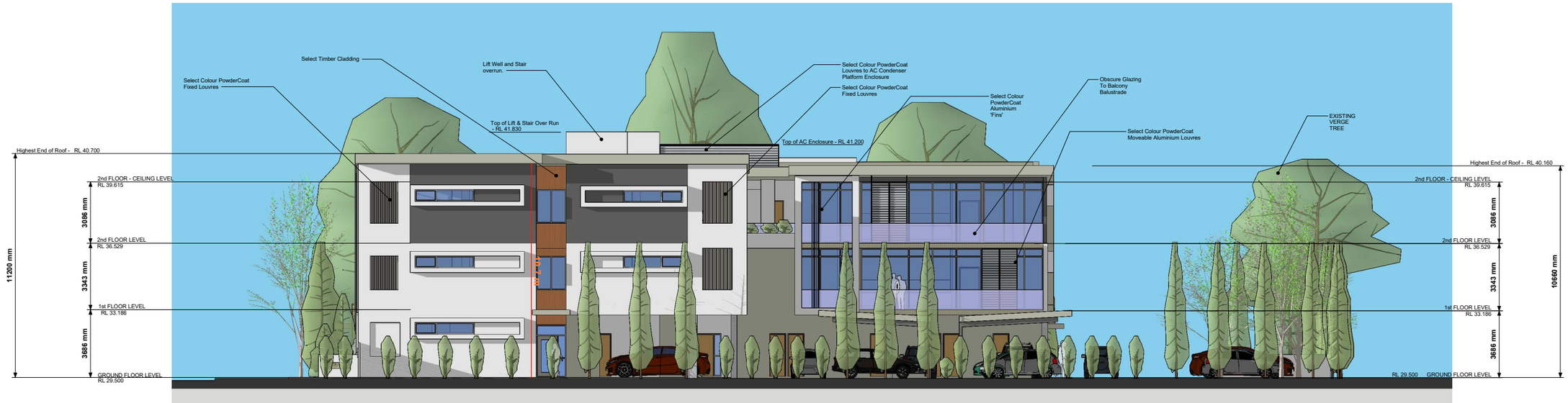
FITZGERALD STREET ELEVATION (WEST ELEVATION)

SCALE 1:100 @ A1 SIZE



SOUTH ELEVATION

SCALE 1:100 @ A1 SIZE

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

0 1 2 3 4 5 10

ELEVATIONS

SCALE 1:100 @ A1 SIZE

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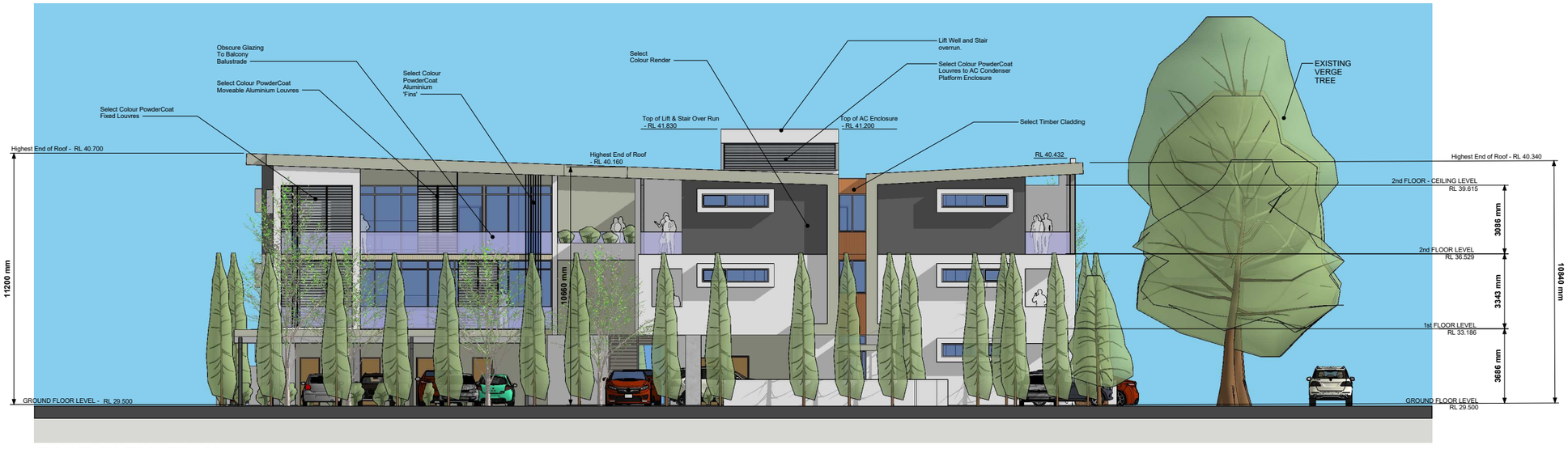
VENN STREET ELEVATION (NORTH ELEVATION)

SCALE 1:100 @ A1 SIZE



EAST ELEVATION

SCALE 1:100 @ A1 SIZE

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

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ELEVATIONS

SCALE 1:100 @ A1 SIZE

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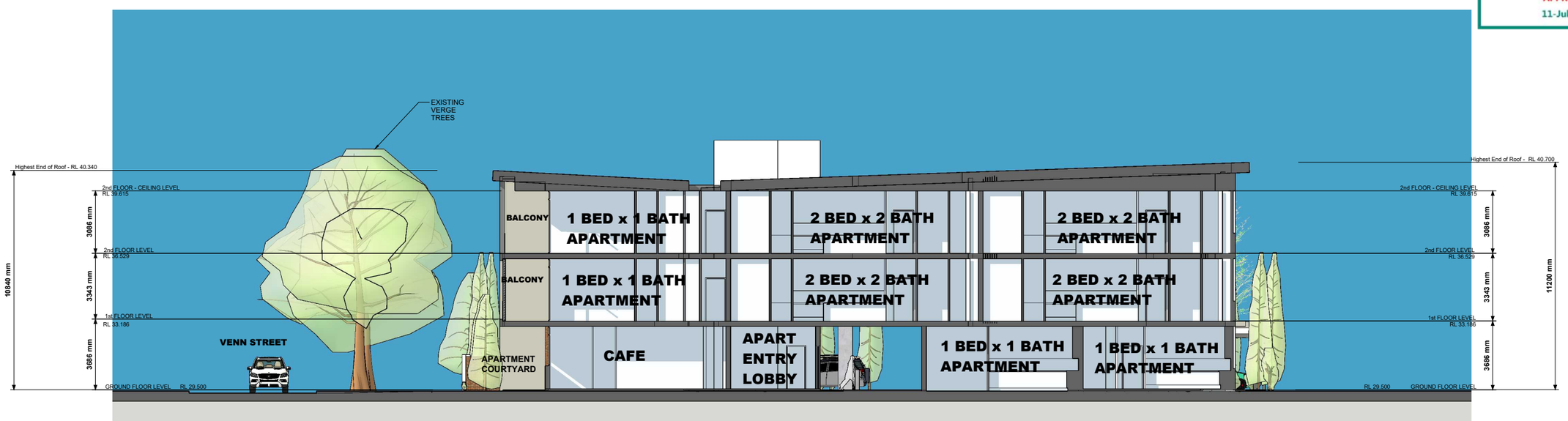
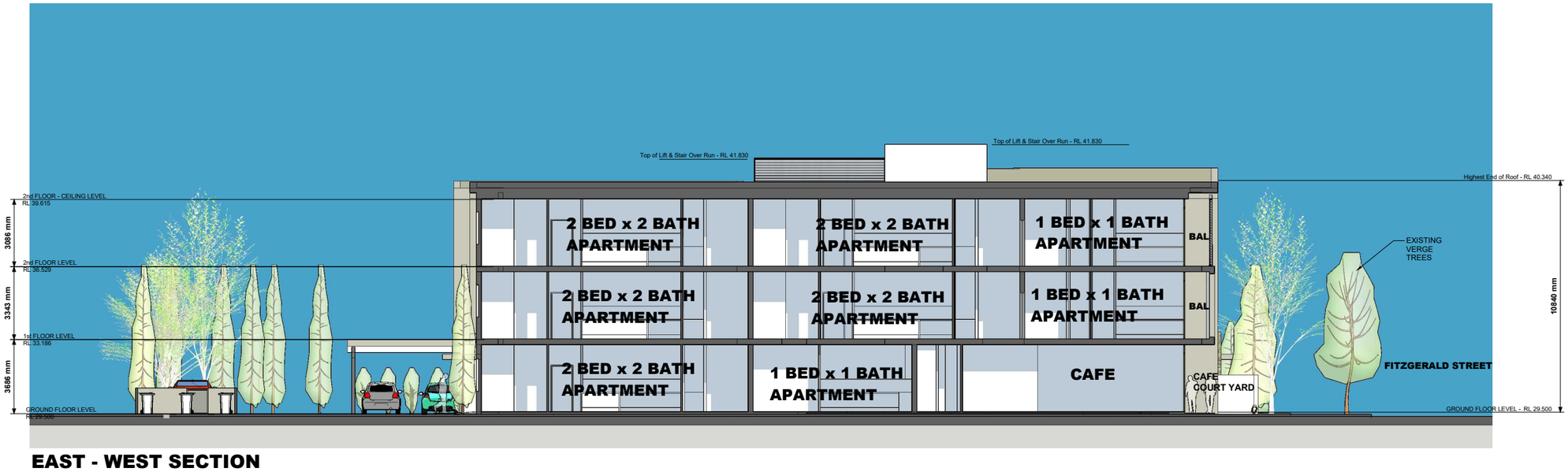


NORTH - SOUTH SECTION

SCALE 1:100 @ A1 SIZE



EAST - WEST SECTION

SCALE 1:100 @ A1 SIZE

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0 1 2 3 4 5 10

SECTIONS

SCALE 1:100 @ A1 SIZE

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DEVELOPMENT ASSESSMENT PANEL
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PLOT RATIO AREAS - 1st FLOOR

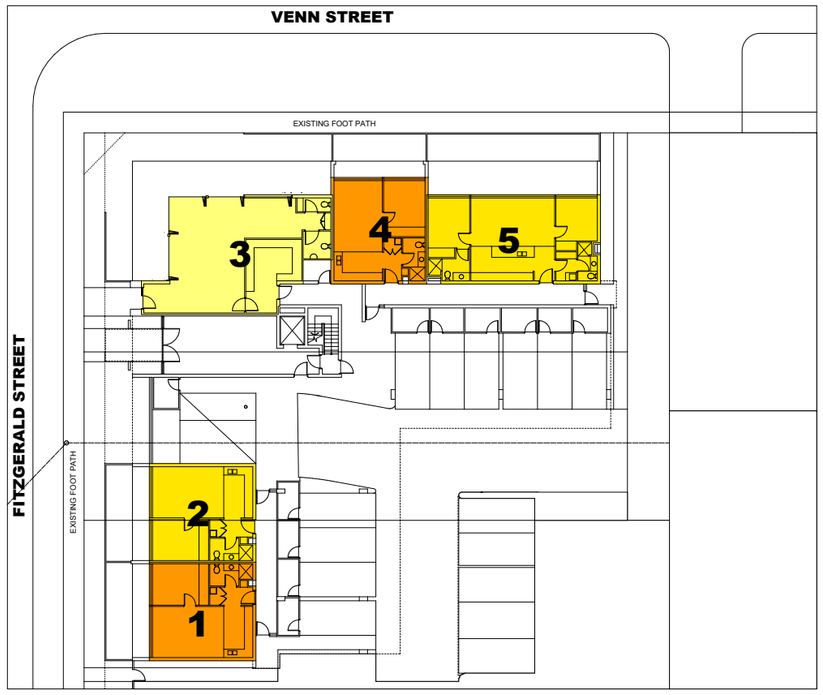
SCALE 1:200 @ A1 SIZE

PLOT RATIO AREAS - 2nd FLOOR

SCALE 1:200 @ A1 SIZE

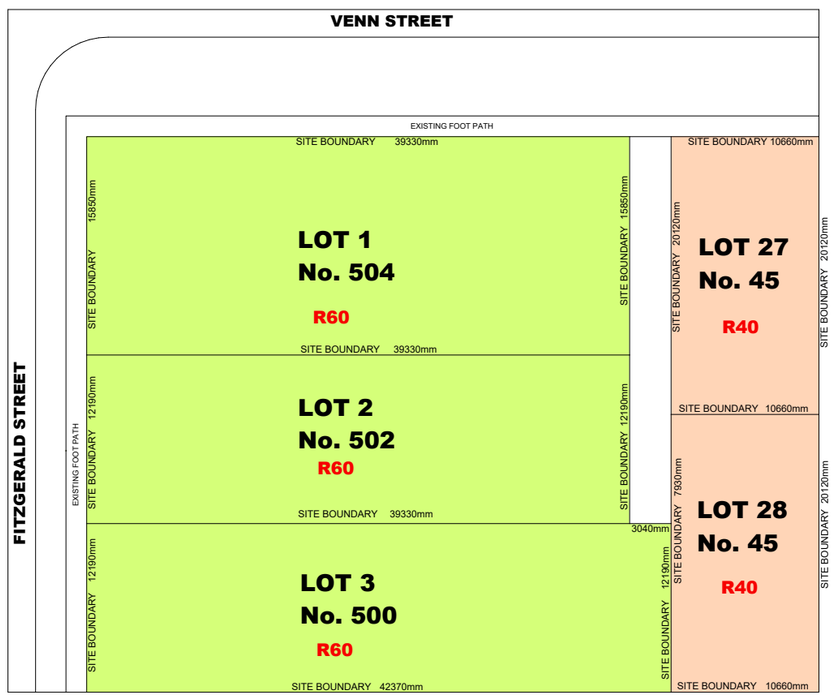
PLOT RATIO AREAS

	UNIT TYPE	PLOT RATIO AREA
1	1 BED APARTMENT	55sqm
2	1 BED APARTMENT	55sqm
3	CAFE	96sqm
4	1 BED APARTMENT	55sqm
5	2 BED APARTMENT	78sqm
6	2 BED APARTMENT	78sqm
7	2 BED APARTMENT	78sqm
8	2 BED APARTMENT	78sqm
9	1 BED APARTMENT	56sqm
10	2 BED APARTMENT	78sqm
11	2 BED APARTMENT	78sqm
12	2 BED APARTMENT	78sqm
13	2 BED APARTMENT	78sqm
14	2 BED APARTMENT	78sqm
15	2 BED APARTMENT	78sqm
16	1 BED APARTMENT	56sqm
17	2 BED APARTMENT	78sqm
18	2 BED APARTMENT	78sqm
19	2 BED APARTMENT	78sqm
	TOTAL PLOT RATIO AREA	1387sqm
	Maximum Plot Ratio Permissible	1388sqm



PLOT RATIO AREAS - GROUND FLOOR

SCALE 1:200 @ A1 SIZE



SITE AREAS

SCALE 1:200 @ A1 SIZE

	ZONING CODE	LAND AREA
LOT 1 - No. 504	R60	622sqm
LOT 2 - No. 502	R60	478sqm
LOT 3 - No. 500	R60	516sqm
TOTAL AREA		1616sqm
Maximum Plot Ratio = 0.7		1131.2sqm

	ZONING CODE	LAND AREA
LOT 27 - No. 45	R40	214sqm
LOT 28 - No. 45	R40	214sqm
TOTAL AREA		428sqm
Maximum Plot Ratio = 0.6		256.8sqm

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

PLOT RATIO AREAS

SCALE 1:200 @ A1 SIZE

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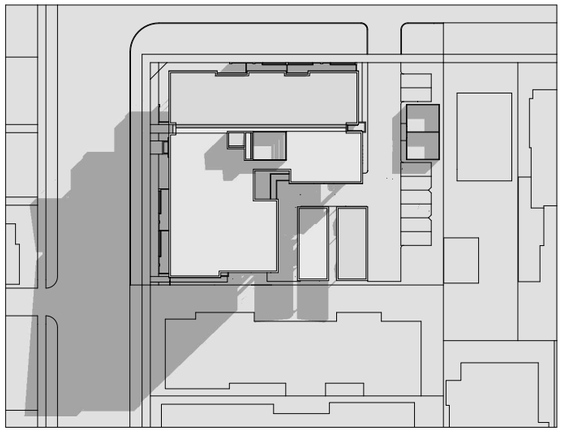
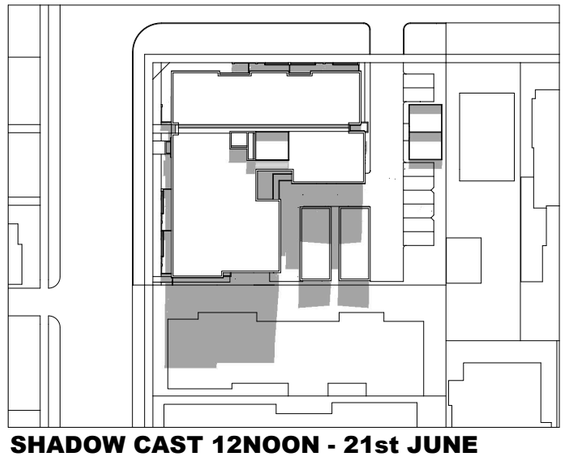
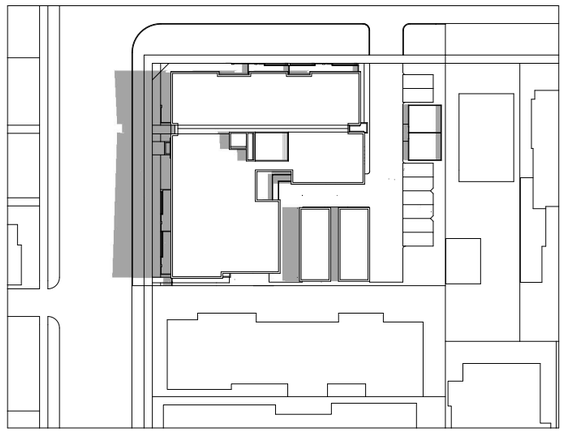


SHADOW CAST 9AM - 21st JUNE
SCALE 1:500 @ A1 SIZE

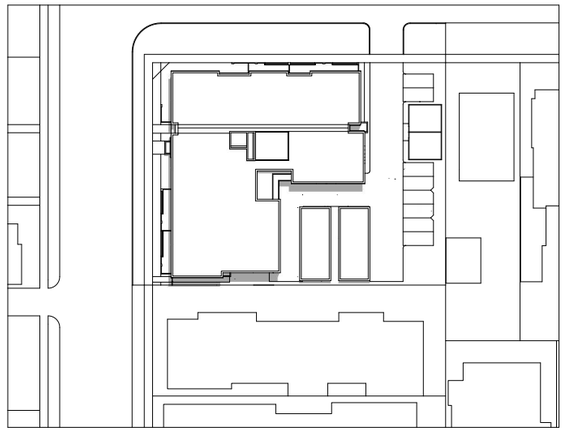


SHADOW CAST 12NOON - 21st JUNE
SCALE 1:500 @ A1 SIZE

SHADOW CAST 3PM - 21st JUNE
SCALE 1:500 @ A1 SIZE



SHADOW CAST 9AM - 21st DECEMBER
SCALE 1:500 @ A1 SIZE



SHADOW CAST 9AM - 21st DECEMBER
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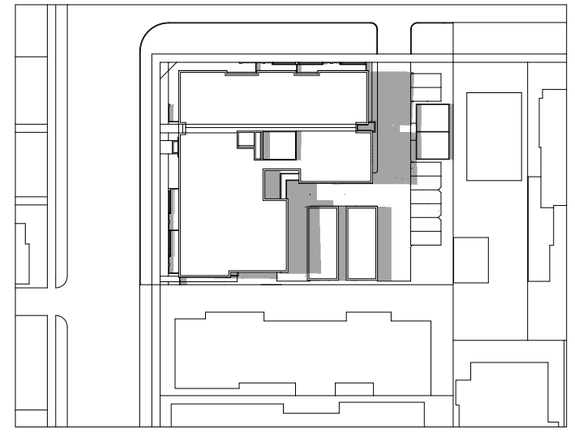

SHADOW CAST 9AM - 21st DECEMBER
SCALE 1:500 @ A1 SIZE

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

SHADOW DIAGRAMS
SCALE 1:500 @ A1 SIZE

0 5 10

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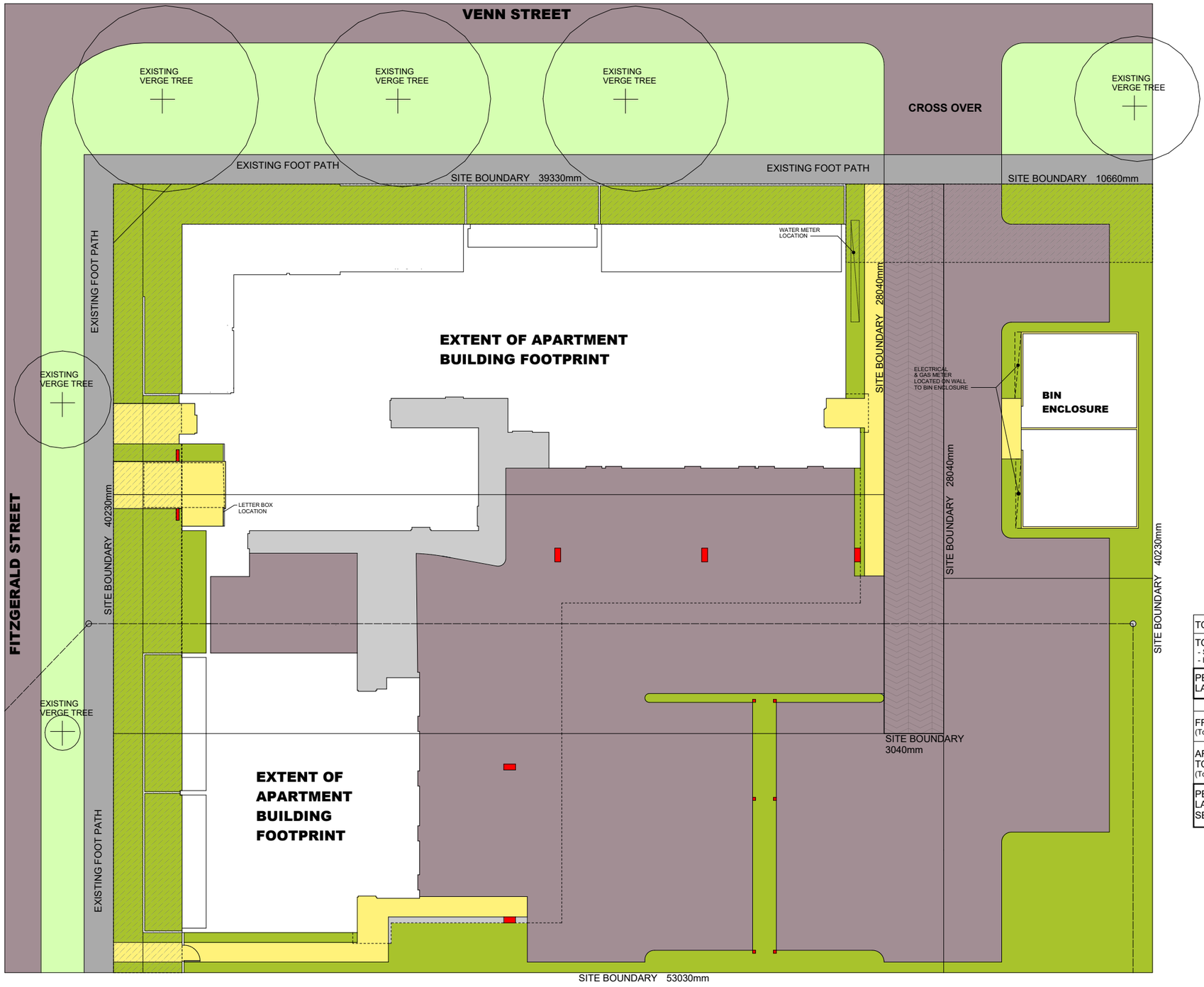

SOFT LANDSCAPING
416m2

HARD LANDSCAPING
73m2

LANDSCAPING WITHIN FRONT SETBACK
229m2

3.04m Wide R.O.W. with LEGAL ACCESS RIGHT

TOTAL SITE AREA	2044m2
TOTAL AREA OFLANDSCAPING - Soft Landscaping = 416m2 - Hard Landscaping = 73m2	489m2
PERCENTAGE OF LANDSCAPING ON SITE	23.92%
FRONT SETBACK AREA (To both Fitzgerald & Venn Streets)	242m2
AREA OF LANDSCAPING TO FRONT SETBACK AREA (To both Fitzgerald & Venn Streets)	229m2
PERCENTAGE OF SOFT LANDSCAPING TO FRONT SETBACK AREA	94.63%

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

LANDSCAPING EXTENT
SCALE 1:100 @ A1 SIZE

0 1 2 3 4 5 10

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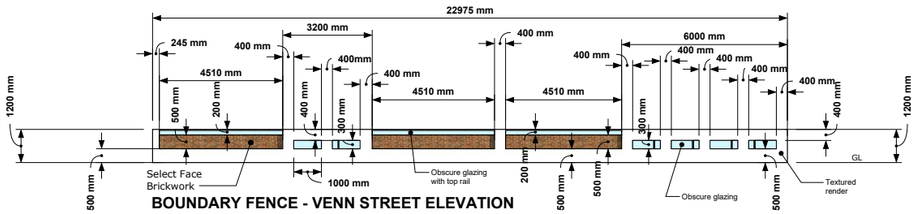
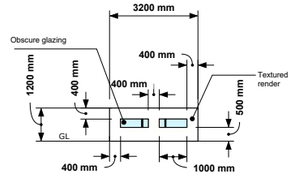
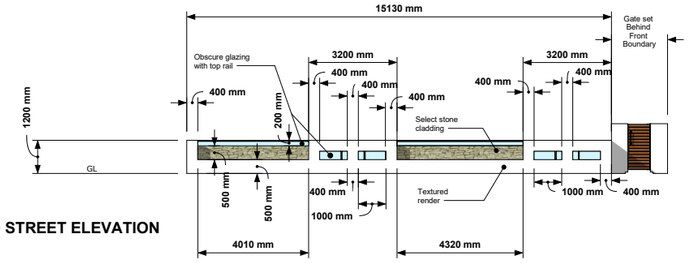
VENN STREET ELEVATION (NORTH ELEVATION)

FITZGERALD STREET ELEVATION (WEST ELEVATION)

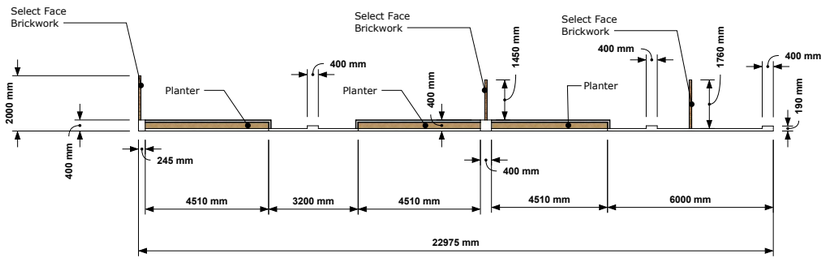


BOUNDARY FENCE - VENN STREET ELEVATION

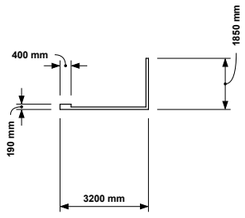


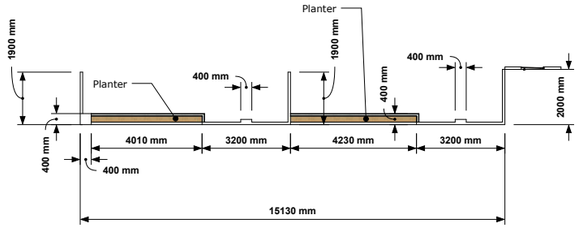


BOUNDARY FENCE - FITZGERALD STREET ELEVATION



BOUNDARY FENCE PLAN - VENN STREET





BOUNDARY FENCE PLAN - FITZGERALD STREET

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

FRONT BOUNDARY FENCE

SCALE 1:100 @ A1 SIZE

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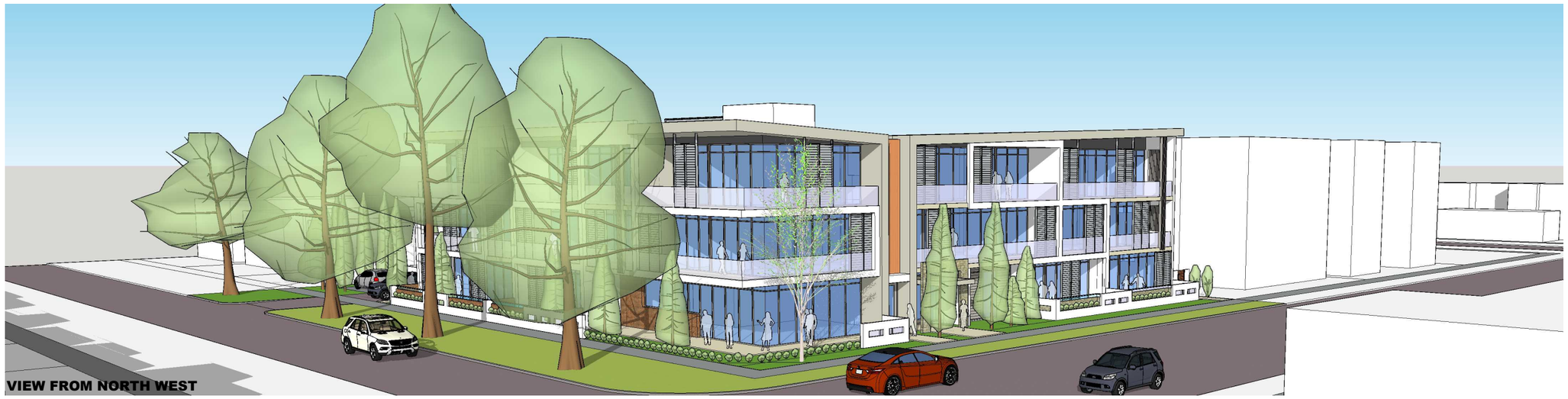
VIEW FROM SOUTH WEST



VIEW FROM NORTH WEST

VIEW FROM NORTH EAST

VIEW FROM SOUTH EAST

MIXED USE DEVELOPMENT - LOT 1 to 3 (No 500 to 504) FITZGERALD STREET & LOT 27 to 28 (No. 45) VENN STREET NORTH PERTH

PERSPECTIVE IMAGES

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Summary of Submissions:

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

Comments Received in Support:	Applicant Comment:
Amenity of Area • The existing café has been a welcome addition to the local area and an asset to the local community. • The proposal will add vibrancy to the local area and the North Perth Town Centre. • Fitzgerald Street already comprises a range of other non-residential land uses in the immediate locality, and this proposal will add to the vitality of North Perth. • The addition of a small bar use will also complement the area, by providing another amenity for surrounding residents, to enjoy at a low-scale venue within walking distance.	Thank you so much, our addition would benefit all of us.
Scale of Development • The physical attributes of the cafe space will dictate the low-scale nature of the proposed small bar, and the local-focus will impart a sense of collective responsibility in terms of patron behaviour. • The proposed addition of a small bar use will also be compatible with the surrounding residential properties, through its small scale, the already established cafe-nature of the business.	
Zone Objectives • The existing cafe is consistent with an objective of the Residential zone, being "to provide for a range of non-residential uses, which are compatible with and complementary to residential development."	

Comments Received in Objection:	Applicant Comment:
Car Parking • Significant concerns regarding existing parking issues on Venn Street. • Venn Street is currently experiencing a high volume of traffic and parking in the street with the existing operations of the cafe. • There are existing parking issues in Venn Street with the café being licensed for 20 patrons. Concerns regarding the proposed increase in	We understand your concerns, however, we have retracted the additional patrons and additional trading hours. We also have concerns in regard of the parking and we have already contacted the Council engineers to help us to solve the issue. We have been in contact with the Council as we are seeing the bottle neck congestions at the entry of Venn Street off Fitzgerald Street. We have spoken with the Council engineers about using our Verge to implement verge parking in front of the café on Venn

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
capacity to 50 patrons with only 9 car parking spaces being provided. • The extended trading hours of a Small Bar will create parking problems at evening hours and multiply existing parking issues and increase safety issues as well. • Commercial vehicles currently servicing the café do not have an allocated bay. The commercial vehicles currently park on the verge and the road on the north side of Venn Street, increasing the traffic hazard, in close proximity to the Fitzgerald Street junction. • There is insufficient parking to cater for a small bar on this street with the potential traffic generated by rideshares. • Existing parking issues result in cars being parked on the street. This makes manoeuvring down the street difficult and dangerous and causes difficulties for traffic flow and safety. • The 9 car bays provided for the development will not address the parking issues and may result in increased issues as the cars manoeuvre in and out of bays, disrupting local traffic accessing Venn Street. • Existing customers are consistently parking on the yellow 'No Stopping' lines on the corner of Venn and Fitzgerald Street, making it dangerous to turn left or right out of Venn Street. • There is no signage currently for customer parking. There currently is a large black gate that works with a remote that you cannot gain access to the car parking bays.	Street to free up both lanes on Veen Street and to make it safe from cars and people walking. At this stage, we have already made some implementation by: Opening up the gate which has additional parking for the customers; the gate is open as per our trading hours; We have also made up a sign encouraging our customers to park at Woodville reserve across the road.
<u>Noise and Anti-Social Behaviour</u> • The noise generated from a Small Bar, and the alcohol consumption and problems it causes is not appropriated for a resident street such as Venn Steet. • The street is known for its quiet, safe, family character and the addition of a bar is not appropriate. • Concerns regarding undesirable behaviour due to alcohol consumption. • Concerns regarding the increased noise, the presence of drunk patrons and the increase in activity associated with the cafe late at night.	We are seeking approval for a Small Bar because it's the appropriate liquor license that would help us achieve the Italian vine. We have not asked to become a Small Bar or a Pub, we are going to trade as a Café Deli with the options of a small selection of alcohol. The alcohol will approximately consist in : 2 types of Italian beers, 2 Italian red wines, 2 Italian white wine, 1 Prosecco and Limoncello. We are not promoting the consumption of alcohol and the Directors of La Mortazza and including the Manager and the staff have already obtained an RSA license and training in regard of consumptions of Liquor. The music will not be louder then already is. We are not changing trading hours, so the consumption of alcohol will be only between 8am and 5 pm.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
Amenity Impact • Concerns that the development will have a detrimental effect on the quality of life and fabric of the neighbourhood.	We are not becoming a Pub. We intend and we remain trading as a Café Deli.
Presence of Similar Land Uses • The North Perth precinct is already well served by small bars and cafes and given the amenity impact the proposal is not necessary. • The proposal to introduce a licensed facility is not compatible with the neighbourhood when there are alternative options in close proximity on Angove Street.	The option that we will be offering is purely Italian alcohol with a minimal selection of alcohol, we do not believe the are other cafes near by with the same concept.

Comments Received Expressing Concern:	Applicant Comment
Car Parking • Concerns about the impact of additional cars parking along Venn Street due to the proposal. • Currently the cafe does not have any onsite parking bays available for customers except for 2 visitors parking bays in the complex which are shared with the residents of 500 Fitzgerald Street. • Cafe customers park along Venn Street which blocks local traffic, blocks street parking for local Venn Street residents and makes the intersection with Fitzgerald Street unsafe. • Request for the City to provide parking bays along Fitzgerald Street within the southbound bus lane after the morning peak period to reduce congestion.	**We have 9 car bays allocated for our customers.** We also have concerns in regard of the parking and we have already contacted the Council engineers to help us to solve the issue. We have been in contact with the Council as we are seeing the bottle neck congestions at the entry of Venn Street off Fitzgerald Street. We have spoken with the Council engineers about using our Verge to implement verge parking in front of the café on Venn Street to free up both lanes on Veen Street and to make it safe from cars and people walking. At this stage, we have already made some implementation by: Opening up the gate which has additional parking for the customers; the gate is open as per our trading hours; We have also made up a sign encouraging our customers to park at Woodville reserve across the road.

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

PLEASE NOTE FROM LA MORTAZZA DIRECTORS:
IT WOULD BE MUCH APPRECIATED IF YOU CAN RETRACT YOUR OBJECTIONS OF PARKING ISSUES AS WE HAVE HEARD YOUR CONCERNES ABOUT THE PARKING AND WE HAVE RETRACTED THE CHANGE OF HOURS AND THE CHANGE OF PATRONS. THANK YOU

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 Support:	Administration's Comment:
Amenity of Area • The existing café has been a welcome addition to the local area and an asset to the local community. • The proposal will add vibrancy to the local area and the North Perth Town Centre. • Fitzgerald Street already comprises a range of other non-residential land uses in the immediate locality, and this proposal will add to the vitality of North Perth. • The addition of a small bar use will also complement the area, by providing another amenity for surrounding residents, to enjoy at a low-scale venue within walking distance.	The submissions received in support are noted.
Scale of Development • The physical attributes of the cafe space will dictate the low-scale nature of the proposed small bar, and the local-focus will impart a sense of collective responsibility in terms of patron behaviour. • The proposed addition of a small bar use will also be compatible with the surrounding residential properties, through its small scale, the already established cafe-nature of the business.	
Zone Objectives The existing cafe is consistent with an objective of the Residential zone, being "to provide for a range of non-residential uses, which are compatible with and complementary to residential development."	

Summary of Submissions:

Comments Received in Objection:	Administration's Comment:
Car Parking • Significant concerns regarding existing parking issues on Venn Street. • Venn Street is currently experiencing a high volume of traffic and parking in the street with the existing operations of the cafe. • There are existing parking issues in Venn Street with the café being licensed for 20 patrons. Concerns regarding the proposed increase in capacity to 50 patrons with only 9 car parking spaces being provided. • The extended trading hours of a Small Bar will create parking problems at evening hours and multiply existing parking issues and increase safety issues as well. • The 9 car bays provided for the development will not address the parking issues and may result in increased issues as the cars manoeuvre in and out of bays, disrupting local traffic accessing Venn Street.	• Following the conclusion of the initial community consultation period, in response to the comments and submissions received during consultation, the applicant revised the proposal reducing the proposed patron numbers from 50 to 36. This means that the application meets the deemed-to-comply standard for the number of car bays to be provided for the Restaurant/Café and Small Bar uses under the City's Non-Residential Parking Policy, and no discretion is being sought in relation to car parking provision. The development is acceptable against the City's policies relating to car parking. • The applicant also removed the proposed change in operating hours, with the proposal to retain the current, approved, operating hours for the development. These hours being 8:00am – 5:00pm, Monday to Sunday, with deliveries required to occur between 7:00am to 2:00pm, Monday to Friday.
• There is insufficient parking to cater for a small bar on this street with the potential traffic generated by rideshares.	• As noted above the development provides car parking which meets the deemed-to-comply standard of the City's Non-Residential Parking Policy. The Policy accounts for the total car parking demand generated by the proposed development which is considered acceptable.
• Commercial vehicles currently servicing the café do not have an allocated bay. The commercial vehicles currently park on the verge and the road on the north side of Venn Street, increasing the traffic hazard, in close proximity to the Fitzgerald Street junction. • Existing parking issues result in cars being parked on the street. This makes manoeuvring down the street difficult and dangerous and causes difficulties for traffic flow and safety. • Existing customers are consistently parking on the yellow 'No Stopping' lines on the corner of Venn and Fitzgerald Street, making it dangerous to turn left or right out of Venn Street. • There is no signage currently for customer parking. There currently is a large black gate that works with a remote that you cannot gain access to the car parking bays.	• The unauthorised addition of a vehicle access gate has resulted in patrons of the existing venue utilising street parking in Venn Street, contributing to existing parking and safety issues in Venn Street. Following the determination of the application for the vehicle access gate by the City, the vehicle access gate is required to remain open during the operating and delivery hours of the premises on the subject site and for signage to be installed directing customers to the available parking at the rear of the development. This will assist with reducing the impact of the car parking for the development on Venn Street. • The vehicle access gate is required to be open during approved the delivery hours for the premises which allow for deliveries to occur at 7:00am prior to the business opening to suitably mitigate the impact of commercial vehicles on the traffic and safety of vehicle movements on Venn Street.

Summary of Submissions:

Comments Received in Objection:	Administration's Comment:
Noise and Anti-Social Behaviour • The noise generated from a Small Bar, and the alcohol consumption and problems it causes is not appropriated for a resident street such as Venn Steet. • The street is known for its quiet, safe, family character and the addition of a bar is not appropriate. • Concerns regarding undesirable behaviour due to alcohol consumption. • Concerns regarding the increased noise, the presence of drunk patrons and the increase in activity associated with the cafe late at night.	• The business is currently permitted to serve alcohol with a meal under a Restaurant/Café liquor licence. The Small Bar liquor licence permits the business to serve alcohol without a meal. • To ensure any potential impacts are appropriately managed, a Venue Management Plan is required to be provided and approved by the City, prior commencement of the Small Bar land use. The Venue Management Plan will inform the operation of premises to minimise the impacts of noise and patron behaviour on the amenity of the surrounding area. • The submitted Venue Management Plan would be required to provide guidance on the management of patron behaviour and noise, and demonstrate that the premises could be operated so as not to unduly impact the amenity of the area. • As mentioned above, the applicant removed the proposed change in operating hours, with the proposal to retain the current, approved, operating hours for the development. These hours will ensure that the development will not result in off-site impacts during the evening hours.
Amenity Impact Concerns that the development will have a detrimental effect on the quality of life and fabric of the neighbourhood.	• The proposed development would provide for compliant car parking and maintain the current, approved, operating hours to ensure the amenity of the residential neighbourhood is not impacted by the proposed development.
Presence of Similar Land Uses • The North Perth precinct is already well served by small bars and cafes and given the amenity impact the proposal is not necessary. • The proposal to introduce a licensed facility is not compatible with the neighbourhood when there are alternative options in close proximity on Angove Street.	• The presence of other similar non-residential land uses located in proximity to the subject site is not a consideration under the planning framework. The City's Licensed Premises Policy provides for consideration of licensed premises being located on major roads. As Fitzgerald Street is a major road, the location of the proposal Small Bar land use is considered acceptable against the relevant planning framework.

Summary of Submissions:

Comments Received Expressing Concern:	Administration's Comment:
Car Parking • Concerns about the impact of additional cars parking along Venn Street due to the proposal.	• As mentioned above, following the conclusion of the initial community consultation period, the applicant revised the proposal reducing the proposed patron numbers from 50 to 36. This means that the application meets the deemed-to-comply standard for the number of car bays to be provided for the Restaurant/Café and Small Bar uses under the Non-Residential Parking Policy.
• Currently the cafe does not have any onsite parking bays available for customers except for 2 visitors parking bays in the complex which are shared with the residents of 500 Fitzgerald Street. • Cafe customers park along Venn Street which blocks local traffic, blocks street parking for local Venn Street residents and makes the intersection with Fitzgerald Street unsafe.	• As mentioned above, the unauthorised addition of a vehicle access gate has previously restricted access to the parking bays for the premises and resulted in patrons utilising street parking in Venn Street, contributing to vehicle safety issues in the street. • Following the determination of the application for the vehicle access gate by the City, the vehicle access gate is required to remain open during the operating hours of the premises on the subject site and for signage to be installed directing customers to the available parking at the rear of the development. This will enable visitors to the development to utilise the car bays provided.
• Request for the City to provide parking bays along Fitzgerald Street within the southbound bus lane after the morning peak period to reduce congestion.	• This request has been forwarded to the City's Engineering Service Team for consideration. It is recommended that this request separately be provided to the Department of Planning Lands and Heritage in relation to the management of car parking along Fitzgerald Street.

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

Determination Advice Notes:

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

2. **If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.**

3. **Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.**

4. **If the 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 development will be classified as a 'Public Building' and must comply with the *Health (Public Buildings) Regulations 1992*. An application is to be made to the City's Health Services for the assessment of the public building and maximum accommodation numbers prior to occupation of the premises. Please contact Health Services on (08) 9273 6000 upon receipt of this approval to discuss the requirements further with an Environmental Health Officer.**

7. **The food business must comply with the *Food Act 2008*, *Food Regulations 2009* and the Australia New Zealand Food Standards Code. The applicant must register with the City's Health Services prior to operation of the food business. Please contact Health Services on 9273 6000 to discuss the requirements further with an Environmental Health Officer.**

8. **The amended Venue Management Plan shall include the following:**

   - **Noise control measures and management procedures of music;**
   - **Patron management and anti-social behaviour;**
   - **Community relations and complaint management procedure;**
   - **Set-up and pack-down of furniture;**
   - **Deliveries;**
   - **Post-service waste disposal; and**
   - **Staff training.**

   It is recommended the applicant/operator liaise with the City to discuss the Venue Management Plan prior to the lodgement of a Building Permit.

9. **The hours in which the sale, supply and consumption of alcohol may be undertaken are restricted by the *Liquor Control Act 1988*.**

10. **Any noise created at the premises must ensure compliance with the provisions within the *Environmental Protection (Noise) Regulations 1997*.**

11. **The short-term bicycle bays in the Venn Street verge are to be provided immediately adjacent to the footpath, and to the west of the power pole located in the verge with a 1.0 metre clearance from this. The bicycle bays are to be provided in accordance with a CBR5B bicycle rack specification from the City's supplier, unless otherwise approved by the City.**

9.2 NO. 276 (LOT: 63; D/P: 97776) NEWCASTLE STREET, PERTH - PROPOSED OFFICE AND SHOWROOM (AMENDMENT TO APPROVED) (UNAUTHORISED EXISTING DEVELOPMENT)

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Existing Development Approval Notices and Approved Plans
4. Summary of Submissions - Administration Response
5. Summary of Submissions - Applicant 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 development application for Office and Showroom (Amendment to Approved) (Unauthorised Existing Development) at No. 276 (Lot: 63; D/P: 97776) Newcastle Street, 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 5.2020.57.1 granted on 14 April 2020 and 5.2021.486.1 granted on 10 January 2022 continue to apply to this approval except as follows:

1.1 Condition 10 is deleted and replaced as follows:

10. All landscaping works shown in the approved plans dated 9 November 2023 shall be undertaken within 28 days of the date of this approval and maintained thereafter at the expense of the owners/occupiers, to the satisfaction of the City.

1.2 Condition 11 is deleted and replaced as follows:

11.1 The obscure glazing privacy screen to the north east elevation of the first floor, as indicated on the approved plans dated 9 November 2023, shall be durable and visually impermeable to a minimum height of 1.6 metres above the first-floor finished floor level, to the satisfaction of the City.

11.2 The north-east elevation of the ground floor shall be screened by either:

(a) The provision of bamboo planting along the north east lot boundary, as shown on the approved plans dated 9 November 2023. The bamboo shall be maintained to a minimum height of 1.6 metres above the ground floor finished floor level to restrict views of the adjoining property; or

(b) The installation of privacy screening to the portion of the north-east elevation of the ground floor indicated in red on the approved plans dated 9 November 2023. The screening shall be fixed, durable and visually impermeable to restrict views of the adjoining property;

The privacy screening and/or bamboo planting are to be maintained at all times from the date of the issue of this decision, to the satisfaction of the City.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for amendments to an approved Office and Showroom development No. 276 Newcastle Street, Perth (subject site), including unauthorised existing development. The subject site is developed as a two storey commercial building with basement car parking and has been occupied by a development company since May 2022.

The application seeks approval for proposed landscaping works as well as works that have been undertaken at the subject site that are inconsistent with the previous approvals issued by the City. This means that some of the works undertaken are currently unauthorised.

The unauthorised existing development relates to changes to the privacy screening previously approved to the north-eastern elevation of the office building and changes to landscaping along the north-eastern lot boundary.

The new works relate to additional landscaping proposed within the open carpark at the front of the site.

There are no changes to the building layout or land use proposed as part of this application.

The proposal seeks an element objectives assessment against the visual privacy and landscaping planning elements. The proposal has been designed to provide for a landscaping outcome that is appropriate for the development site and that would increase the overall canopy coverage across the site of 17.3 square metres.

The landscaping provided to the north-eastern lot boundary provides screening of views from the office towards the adjoining residential property and minimises impact of overlooking to this property.

The additional landscaping provided to the Newcastle Street elevation would increase and make an effective contribution to urban canopy cover and would positively contribute to the Newcastle Street streetscape.

The proposal satisfies element objectives of the Built Form Policy, and the application is recommended for approval subject to updating existing conditions.

PROPOSAL:

The subject application seeks to amend the existing development approval relating to the two-storey office and showroom at No. 276 Newcastle Street, Perth. A location plan of the subject site included as **Attachment 1**.

The application seeks approval for works that already exist on-site which are not consistent with the previous approval, as well as new works that do not currently exist on-site. A summary of these works is provided below.

Existing Unauthorised Works

The application seeks approval to modify the previously approved development plans and conditions of approval to be consistent with the development undertaken on site.

The application seeks approval for the following works that are existing on site and are unauthorised development:

- Removal of privacy screening to the ground floor of the north-eastern elevation of the building. The approved privacy screen consisted of horizontal slats attached to the outside of the building and separated from the glazing by 0.5 metres.
- Provision of bamboo planting along the north-eastern planter bed which would provide privacy screening from the ground floor office. This would replace the eight magnolia trees shown in this garden bed on the previously approved plans.

Proposed New Works

In addition to the above unauthorised existing works, the application also proposes the provision of two additional trees within existing planting beds in the street setback area to Newcastle Street.

All works for which approval is being sought as part of this application are shown in **Attachment 2**. Copies of the development approval notices and approved plans are included as **Attachment 3**.

BACKGROUND:

Landowner:	Silviano Giorgi & Maria Teresa Giorgi
Applicant:	Building Corporation WA Pty Ltd
Client:	Giorgi Nominees Pty Ltd
Date of Application:	7 February 2023
Zoning:	MRS: Urban LPS2: Zone: Commercial R Code: N/A
Built Form Area:	Activity Corridor
Existing Land Use:	Office & Showroom
Proposed Use Class:	Office & Showroom
Lot Area:	881 square metres
Right of Way (ROW):	N/A
Heritage List:	N/A

Site Zoning and Context

The subject site accommodates a two-storey commercial building with a basement car park located at the rear of the site and accessed by a driveway along the south-eastern side of the building. The street setback area is used for car parking and the building is used as an office and showroom.

The subject site and adjoining properties are zoned Commercial under the City's Local Planning Scheme No. 2 (LPS2) and are within the Activity Corridor Built Form Area under the City's Policy No. 7.1.1 – Built Form (Built Form Policy).

The subject site is bounded by Newcastle Street to the south-west, a single storey warehouse and showroom to the south-east, a two-storey lodging house (backpackers) to the north-west and a two storey grouped dwelling complex known as the 'Boot Factory' at No. 117 Lake Street to the north-east. No. 117 Lake Street is included on the City's Heritage List as 'Category B – Conservation Recommended'.

On the southern side of Newcastle Street immediately opposite the subject site is a three-storey building accommodating a hotel and restaurant. Properties on the southern side of Newcastle Street are within the City of Perth.

A location plan is included as **Attachment 1**.

Approvals History

On 1 July 2019, Administration approved a development application for a two-storey office and showroom development with basement car parking. At the time of this approval, the subject site contained two two-storey character dwellings fronting Newcastle Street. The development incorporated the retention of the eastern dwelling to be integrated into the proposed office and showroom.

The approved plans included the provision of an external sun and privacy screen to a portion of the ground and first floor windows on the north-eastern elevation which face No. 117 Lake Street. A condition was included in the approval notice requiring that the screening be 75 percent visually impermeable in accordance with the deemed-to-comply standards of Clause 5.4.1 of the R Codes Volume 1.

An amendment to this approval was granted on 25 October 2019. These plans flipped the proposed design, resulting in the retention of the western character dwelling.

Further amendments were approved on 14 April 2020 and 10 January 2022. These amendments resulted in the following key changes to the approved plans:

- Ground floor slab setback from north-eastern lot boundary reduced from 2.4 metres to 1.9 metres to ensure compliance with the National Construction Code.
- Provision of fencing, signage and a vehicle access gate to Newcastle Street.
- Reconfiguration of landscaping and deep soil area on site.

The amended approvals did not change the privacy screening proposed to the ground and first floor windows on the north-east elevation of the development, facing No. 117 Lake Street, Perth. Figure 1, below, shows the approved privacy screening to the north-east elevation of the subject site.

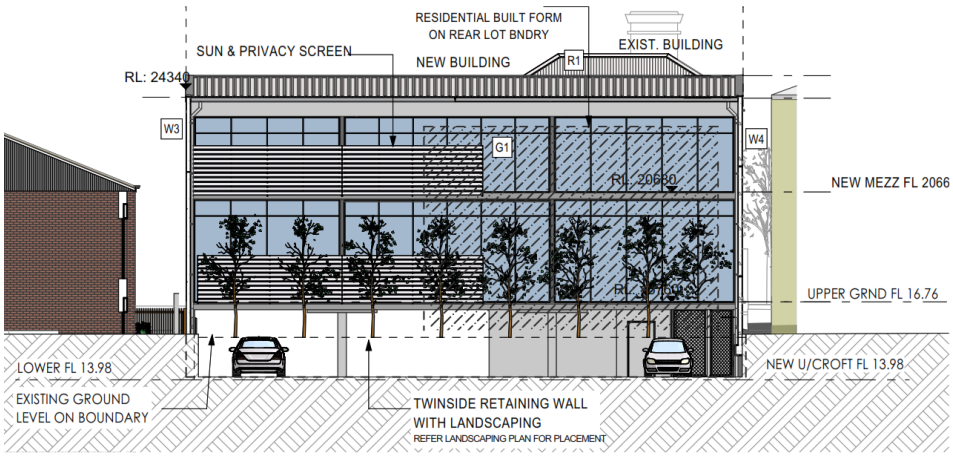


Figure 1: North-east elevation plan of No. 276 Newcastle Street, Perth, showing the previously approved privacy screening.

The magnolia trees along the north-eastern lot boundary were intended to provide canopy coverage at maturity. They were not proposed or considered as a method for screening views from the building towards the adjoining property.

Unauthorised Works

This development application has been submitted as a result of occupancy permit inspections that were undertaken by the City in May 2022. At these inspections it was identified that the external privacy screening had not been installed to the ground floor and first floor north-east elevation, and the magnolia trees had not been installed along the north eastern lot boundary, as shown in the approved plans.

The City also received complaints in May 2022 expressing concern that no privacy screening had been installed to the north-eastern elevation, as had been shown in the approved plans.

In September 2022 an opaque film was applied to a portion of the first floor windows. This screening is consistent with the extent of screening shown on the approved plans and is visually impermeable. The opaque film applied to the windows on the first floor satisfies Condition 11 of the 14 April 2020 development approval and does not form part of this application.

The subject development application for approval of the unauthorised works was lodged with the City in February 2023.

The applicant has advised that they do not wish to install the screening on the ground floor because of the impact on the internal amenity and outlook of the office and have instead proposed the bamboo planting to screen views of the adjoining property.

The City's Development Compliance Enforcement Policy allows for the consideration of an unauthorised development to continue to operate during the development application assessment process. The City's Compliance team liaised with the occupants of the subject site to ensure that the blinds to offices that would have been screened by the external privacy screen were always closed. This ensured the protection of the privacy of the adjoining property while the application was assessed.

The processing timeframe of this application is reflective of the complexities associated with unauthorised development and liaising with the applicant to consider alternative screening outcomes. In accordance with Clause 75(1)(c) of the Deemed Provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* (Planning Regulations), a longer period to determine the application has been arranged with the applicant.

DETAILS:

Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2) and the Built Form 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	Use Permissibility/ Acceptable Development Standard	Previously approved	Requires further Discretion
Land Use	✓		
Street Setback	✓		
Front Fence		✓	
Building Height	✓		
Building Setbacks/Boundary Wall		✓	
Building Orientation	✓		
Landscaping			✓
Privacy			✓
Public Domain Interface	✓		
Pedestrian Access and Entries	✓		
Parking & Access	✓		
Bicycle Facilities	✓		
Façade Design		✓	
Adaptive Reuse	✓		
Environmentally Sustainable Design	✓		

Detailed Assessment

The planning elements that do not satisfy the acceptable outcomes and require the discretion of Council are as follows:

Landscaping	
Acceptable Outcomes Standard	**Proposal**
Built Form Policy Volume 3 Clause 1.5 <u>Canopy Cover</u> 80 percent (48.2 square metres) of the north-east lot boundary setback area at ground level to be provided as canopy cover. The office building is set back 3 metres from the north-east lot boundary.	<u>Canopy Cover</u> Nil canopy cover provided to the north-east lot boundary setback.
Privacy	
Acceptable Outcomes Standard	**Proposal**
Built Form Policy Volume 3 Clause 1.6 The Built Form Policy does not provide an acceptable outcome for visual privacy. An assessment against the element objective is required.	The north-eastern elevation of the ground floor is proposed to be screened with bamboo which is planted to the north-eastern boundary.

The above elements of the proposal do not meet the specified acceptable outcome standards and are discussed in the Comments section below.

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the Planning Regulations for a period of 14 days. Consultation was undertaken from 10 August 2023 to 23 August 2023.

The method of consultation included a notice on the City's website and 31 letters mailed to owners and occupiers of the dwellings within the adjoining property at No. 117 Lake Street as shown in **Attachment 1** in accordance with the City's Community and Stakeholder Engagement Policy. Consultation letters were only sent to dwellings at No. 117 Lake Street because it is the only property which would have the potential to be adversely affected by the removal of the privacy screening to the north-eastern elevation.

At the conclusion of consultation, the City received six submissions, all of which objected to the proposal.

Concerns raised in the submissions are summarised as follows:

- The amenity of the adjoining property would be negatively affected by overlooking into the shared garden, private courtyards and unit windows, particularly the master bedroom windows on the first floor.
- The use of vegetative screening is inadequate to provide privacy and screening because it is not 'visually impermeable' in accordance with deemed-to-comply standards of the R Codes and will not reach a sufficient height to provide privacy for all units.
- Express concern about the ongoing maintenance of the bamboo, including in the event of changes in ownership or adverse weather events.
- The existing office building is close to the lot boundary which creates an imposing view from No. 117 Lake Street.

A summary of submissions received during the consultation period along with Administration's responses to submissions is provided in **Attachment 4**. The applicant's response to the submissions received are provided as **Attachment 5**.

Following consultation, amended plans were received on 9 November 2023, included as **Attachment 2**. These amended plans are consistent with those received on 7 February 2023 which were advertised. These plans were updated to include a north-eastern elevation plan showing the obscure film screening to the first floor. The final set of plans did not alter any built form outcome or propose new departures or greater to the planning framework. For this reason, further community consultation on these plans was not required as per the standards of the City's Community and Stakeholder Engagement Policy. Those that made a submission have been notified of the changes.

Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred to the City's DRP Chairperson for comment on the modifications to the landscaping. The referral related to the development plans dated 7 February 2023. Comments were requested on the impact of the proposed removal of the external screening and the changes to the landscaping.

The proposed landscaping quality was supported by the DRP Chairperson and their comments are summarised as follows:

- The proposed additional trees in the Newcastle Street front carpark area are supported.
- Although not canopy cover, the use of bamboo to the north-eastern setback still provides a soft buffer to the adjoining property. Bamboo can grow quite tall meaning this can still generate a level of shading to the office.

LEGAL/POLICY:

- *Planning and Development Act 2005.*
- *Planning and Development (Local Planning Schemes) Regulations 2015.*
- City of Vincent Local Planning Scheme No. 2.
- Community and Stakeholder Engagement Policy.
- Policy No. 7.1.1 – Built Form Policy.

Planning and Development Act 2005

In accordance with Schedule 2, Clause 76(2) of the Planning Regulations 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 Schedule 2 Clause 67(2) of the Deemed Provisions in the Planning Regulations and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

The matters for consideration that are relevant to this application relate to the compatibility of the development with its setting including the relationship of the proposal with development on adjoining land, amenity, consistency with local planning policies, submissions received about the application and advice from the DRP.

Unauthorised Development

Schedule 2, Clause 65 of the Planning Regulations provides the ability for development applications to be made for development that has already been carried out. In accordance with Clause 68, the application can be approved, approved with conditions, or refused. In accordance with the *Planning and Development Regulations 2009* the application fee for development applications for existing unauthorised developments is three-times the standard fee.

In accordance with Section 164 of the *Planning and Development Act 2005,* the approval of a development application for unauthorised development does not apply retrospectively. This means that the approval sought would not apply to the period during which the development has been in existence without approval.

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 to Administration to determine applications does not extend to applications which have received more than five objections during the community consultation period. The application received six objections during the community consultation period.

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

This is in keeping with the City's Strategic Community Plan 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's Built Form Policy includes environmentally sustainable design provisions. 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.

An Environmentally Sustainable Development assessment was provided as part of the previous development approvals for the subject site. There are limitations to influence whole of life environmental impact of the entire development on the site through this application. This is because the scope of the application is limited to changes to landscaping and the removal on an external screening device.

Due to the limited scope of the development application, an updated environmentally sustainable development assessment was not requested to be provided.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial/budget implications from this application.

COMMENTS:

Summary Assessment

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

- The bamboo along the north-eastern lot boundary screens views from the ground floor of the office towards the adjoining property. This reduces the real and perceived impact of overlooking to the adjoining property. An updated condition of approval is proposed to be imposed to ensure the ongoing maintenance of the bamboo or provision of alternative screening.
- The application results in an overall increase of canopy cover on the site by 16.4 square metres through the addition of two Honey Locust trees to the Newcastle Street elevation of the site. The additional trees to this area would positively contribute to the Newcastle Street streetscape and the City's urban tree canopy.

A detailed assessment against the discretionary aspects of the application is set out below.

Visual Privacy

The Built Form Policy does not provide acceptable outcomes or deemed-to-comply standards relating to visual privacy from commercial developments and assessment is required against the element objective.

In assessing the acceptability of the proposal, it is useful to consider the standards of the R Codes. This is because the adjoining property to the north at No. 117 Lake Street is a residential property and the R Codes provide an accepted baseline for the protection of privacy to residential properties.

The R Codes provide a deemed-to-comply standard for screening devices to be a minimum of 1.6 metres in height, at least 75 percent obscure, permanently fixed and made of durable material to restrict view in the direction of overlooking to an adjoining property.

The R Codes Explanatory Guidelines note that landscaping can provide an effective screen for the control of overlooking while also enhancing the development and residential amenity. Any development approval would then be subject to a condition to ensure the vegetation was retained for the life of the development.

The development satisfies the element objective of the Built Form Policy relating to visual privacy for the following reasons:

- Site Context: The north-east elevation of the building includes floor-to-ceiling windows and is used as an office which is occupied during business hours. Directly to the north-east of the subject site is an area of open space at No. 117 Lake Street that is used as a landscaped communal garden, with private outdoor living areas along the western side. The units associated with these private outdoor living areas include major openings in their south-east elevations as shown in Figure 2, below.

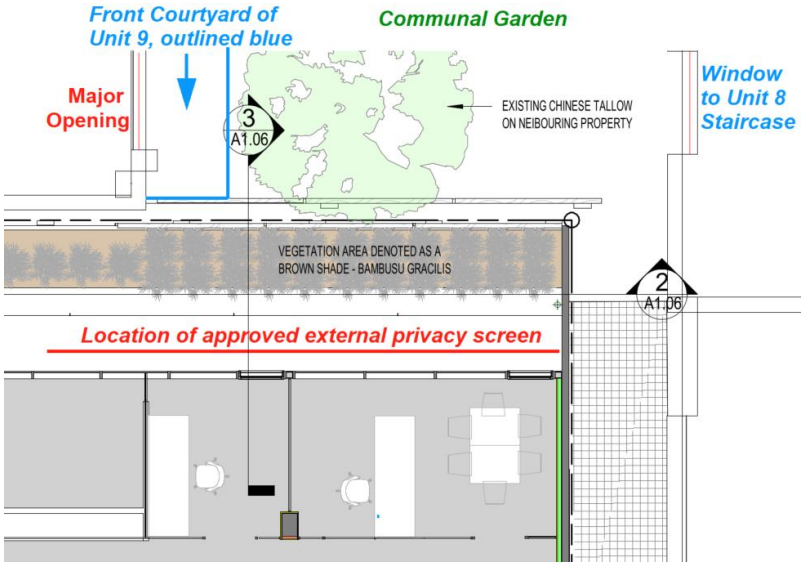


Figure 2: Ground floor plan of No. 276 Newcastle Street showing context of proposed bamboo landscaping screening

- Bamboo planting to ground floor restricts views: On the ground floor the external privacy screen has been replaced with bamboo planting in the garden bed along the north-eastern lot boundary. The applicant has advised that this was to improve the internal amenity and outlook of the office space. The bamboo was planted in April 2022 and now exceeds 1.6 metres in height above the finished floor level of the ground floor office. The bamboo provides effective screening of views from the ground floor of the subject site, towards No. 117 Lake Street as demonstrated in Figures 4, 5 and 6 below:

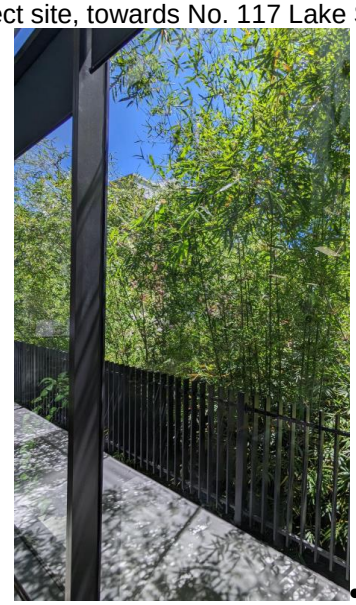


Figure 4: View from ground floor of No. 276 Newcastle Street looking north towards No. 117 Lake Street.

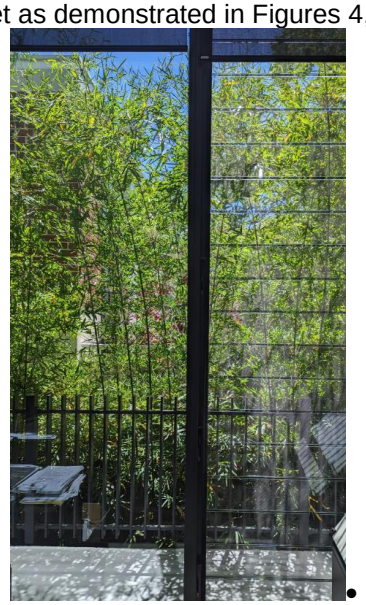


Figure 5: View from ground floor of No. 276 Newcastle Street looking north-east towards No. 117 Lake Street.

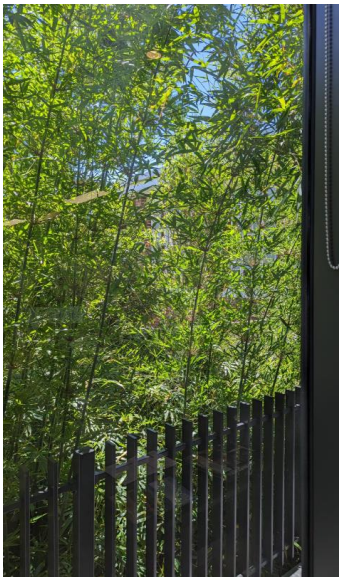


Figure 6: View from ground floor of No. 276 Newcastle Street looking east towards No. 117 Lake Street.

The City's Parks team has confirmed that the bamboo will have sufficient space to grow and be maintained on an ongoing basis to provide screening. The variety of bamboo that has been installed (*bambus gracilis*) is evergreen and would provide screening throughout the year. It has a dense habit and typically grows to 6 to 8 metres in height. For these reasons, the bamboo is an appropriate screening measure.

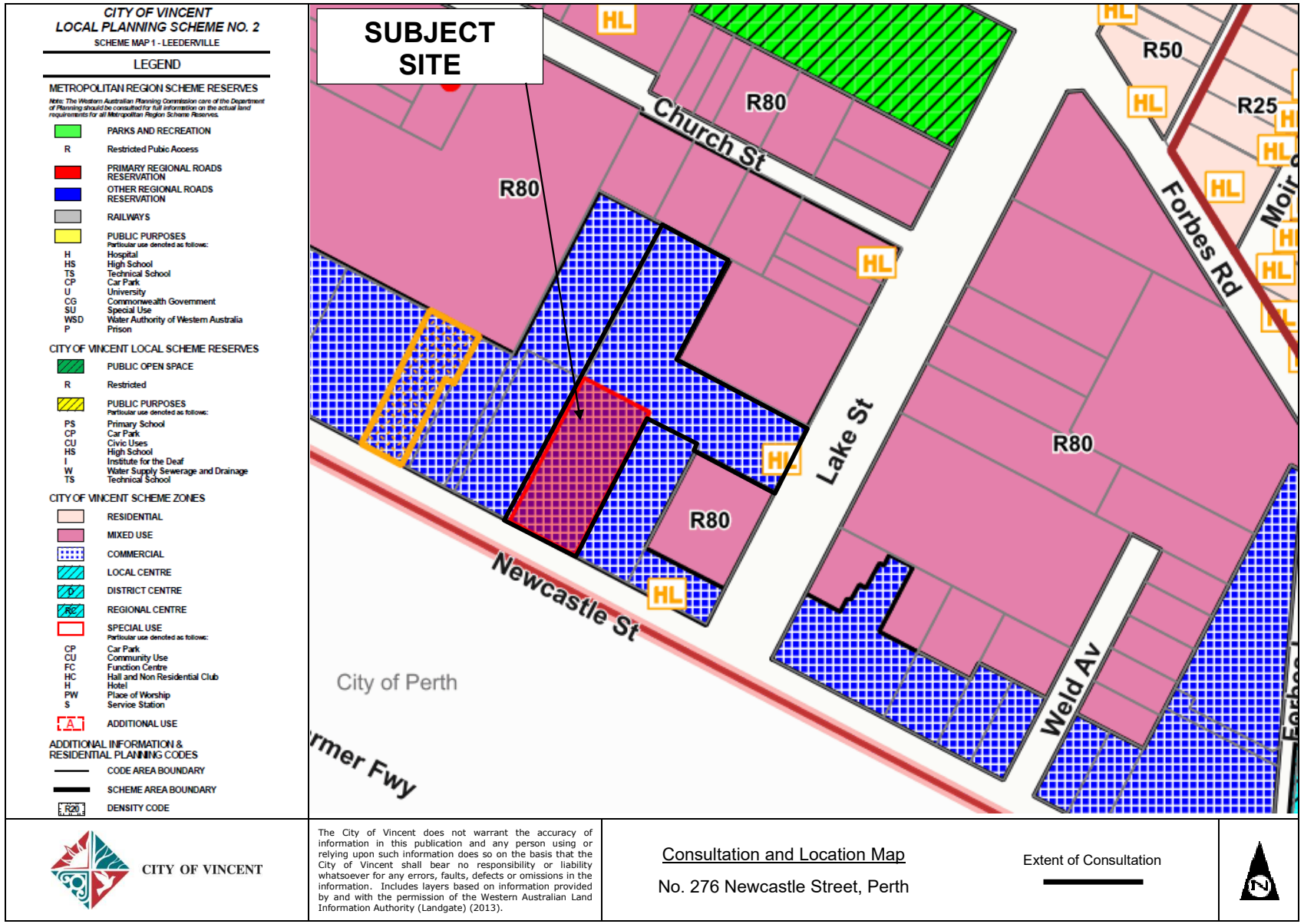
- Updated Condition of Approval: An updated condition of approval is included in the Administration recommendation to ensure that the bamboo is maintained to a minimum height of 1.6 metres above the ground level finished floor level of the office, at the expense of the owners/occupiers. In the event of the failure of the bamboo, the condition requires the installation of permanent privacy screening to ensure that the privacy of the adjoining property is maintained.

Landscaping

The approved plans included the provision of eight magnolia trees in the planter bed along the north-east lot boundary, as shown in Figure 1. These trees would have provided 37.2 square metres or 61.7 percent of the north-east lot boundary setback as canopy cover at maturity. The magnolia trees have been replaced with bamboo planting that extends along the entirety of the north-eastern planting bed.

The proposed development satisfies the element objectives of the Built Form Policy relating to landscaping for the following reasons:

- Bamboo provides for greening of site: The magnolia trees would have provided for greenery along the north-eastern elevation, which assists in breaking up the presentation of mass to No. 117 Lake Street. Due to the 1.9 metre setback of the eaves of the office building from the north-east lot boundary, the trees would not have been able to contribute more than 37.2 square metres of canopy cover. The City's Parks team has also advised that the magnolias may not have been successful in this location due to the space limitations. The provision of bamboo in lieu of the magnolia tees would continue to cover the garden bed with vegetation, would contribute to the urban greening of the subject site and would be consistent with the softening effect provided by the magnolia trees shown in the previously approved development plans. The City's Parks team has confirmed that the location of the bamboo would provide sufficient space, light and ventilation to allow it to be maintained on an ongoing basis. The vegetation is expected to continue to thicken as the bamboo grows to its mature 6 to 8 metres height.
- Increase in Site Canopy Cover: In accordance with the definition of Canopy Coverage in the Built Form Policy, as a grass species the bamboo would result in nil canopy coverage of the north-eastern lot boundary setback area. To offset the reduction in canopy cover resulting from the removal of magnolia trees from the north-eastern lot boundary, the application proposes the installation of two Honey Locust *Gleditsia tricanthos* trees to the Newcastle Street elevation of the site, within the car parking area. These trees would be in addition to the three existing trees within the car park and would provide an additional 54.5 square metres of canopy cover on the site. This would increase the canopy cover of the site at maturity to 165.4 square metres, or 18.7 percent of the site area and represents an overall increase in canopy cover of 17.3 square metres (2.0 percent of the total site area) compared with the existing development approval. The additional landscaping would make a positive contribution to the City's urban tree canopy and reduction in the urban heat island effect.
- Increased Provision of Landscaping to the Car Park: The additional trees to the car parking area would result in a ratio of one tree to every car bay and 77.7 percent of the car park area being provided as canopy cover at maturity. This is in excess of the minimum standard of one tree to every four bays and 60 percent canopy cover under the Built Form Policy. In addition to the 67.1 square metres of deep soil area provided on the subject site, 10.8 square metres of landscaping areas are provided within the Newcastle Street setback. These areas have a minimum width of 0.8 metres. The City's Parks team has confirmed that these landscaping areas are of sufficient size to support the proposed Honey Locust trees. They have also confirmed that the Honey Locus trees are an appropriate species for their location on-site. The additional landscaping within the Newcastle Street setback would further soften the appearance of the building as viewed from Newcastle Street and would contribute a sense of open space and landscape amenity to the Newcastle Street streetscape and was supported by the City's DRP Chairperson.


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
HL
R80
R50
R25
Church St
Forbes Rd
Lake St
Newcastle St
Weld Av
City of Perth
rmer Fwy
CITY OF VINCENT
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Consultation and Location Map
No. 276 Newcastle Street, Perth
Extent of Consultation
N

CITY OF VINCENT

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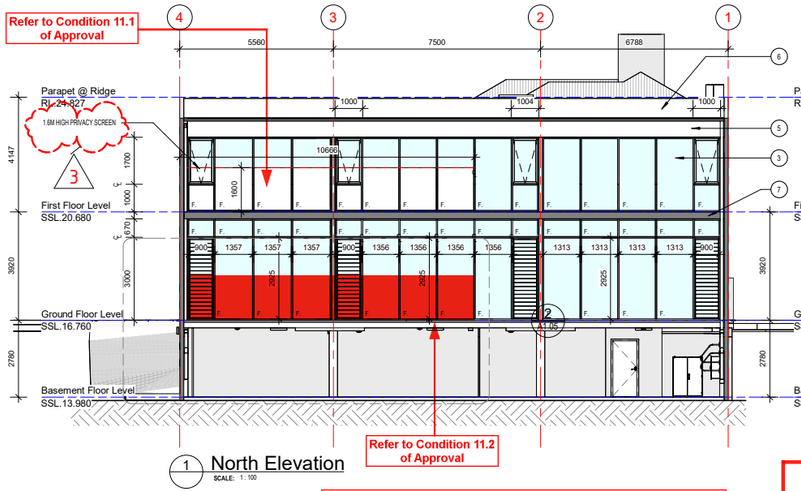
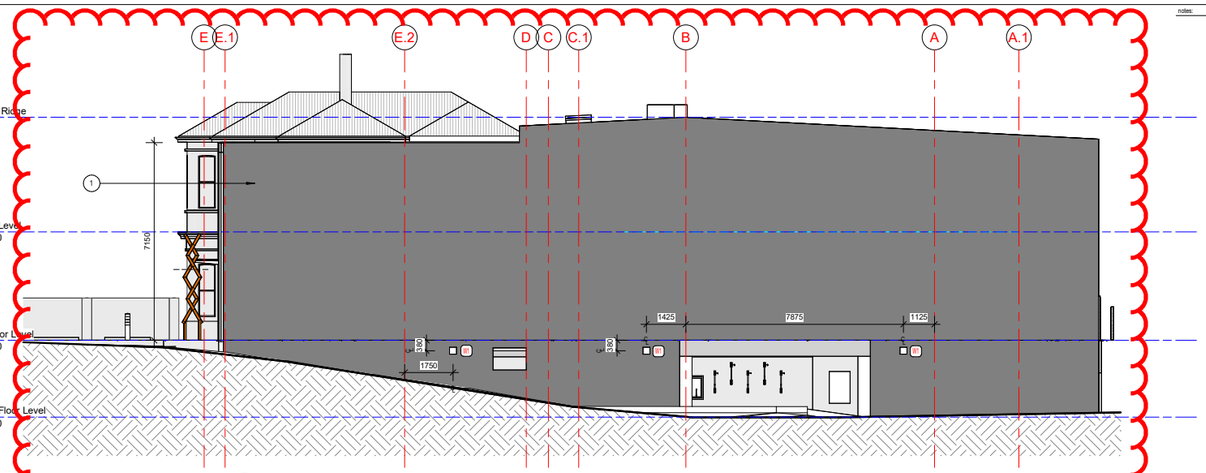
No. 276 Newcastle Street, Perth

Refer to Condition 11.1 of Approval



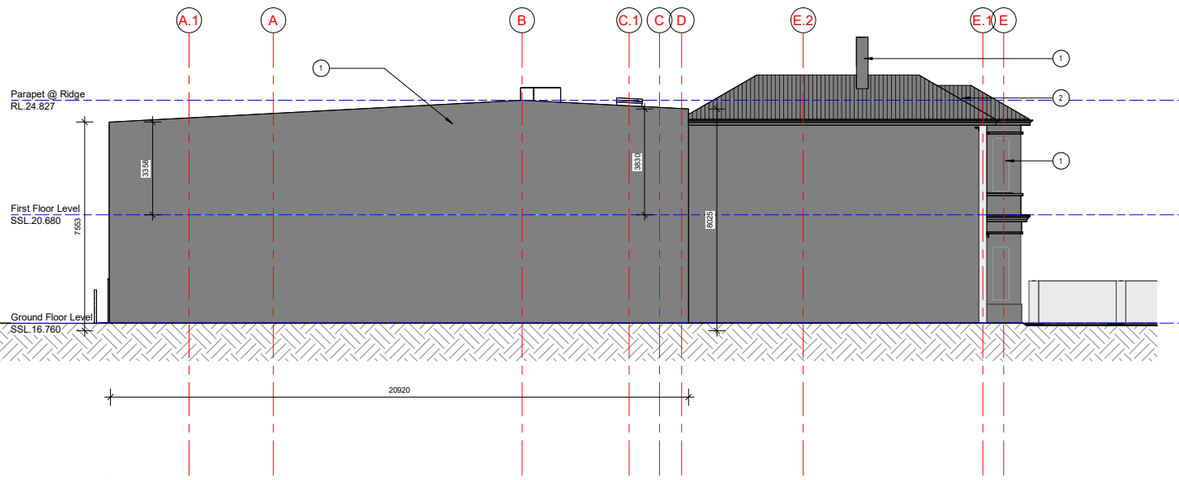
1 North Elevation
SCALE: 1 : 100

Refer to Condition 11.2 of Approval

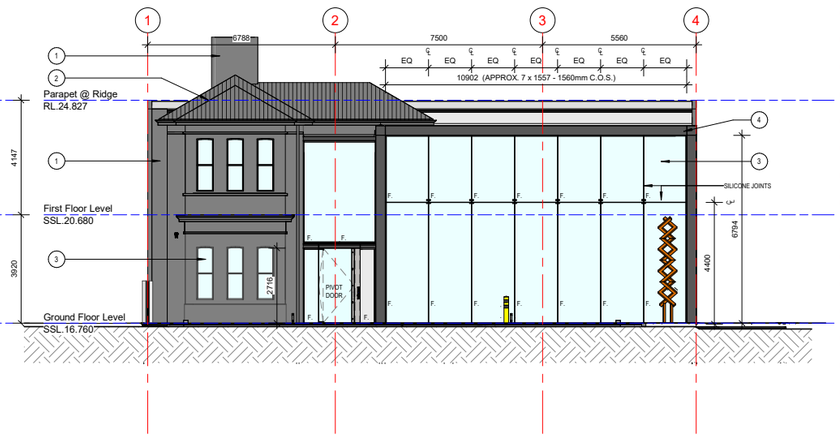


3 East Elevation
SCALE: 1 : 100

NOT PART OF THIS APPROVAL



4 West Elevation
SCALE: 1 : 100



2 South Elevation
SCALE: 1 : 100

ELEVATION COLOUR SCHEME	
NOTE NUMBER	NOTE TEXT

1	DULUX "MONUMENT" MATT
2	COLORBOND CUSTOM ORB "MONUMENT" MATT
3	CLEAR GLASS
4	DULUX – FERRADOR "NATURAL GREY"
5	DULUX "SURFMIST" MATT
6	COLORBOND KLIPLOK 700 "SURFMIST" MATT
7	POWDER COAT DURATEC ZEUS "MONUMENT" MATT

CITY OF VINCENT
RECEIVED
9 November 2023

Rev	Date	Description
3	08.11.2023	FIRST FLOOR PRIVACY FILM ADDED
2	04.01.22	ISSUE FOR CONSTRUCTION
1	20.12.21	ISSUE FOR BUILDING PERMIT

PROJECT #: 9848

CLIENT NAME: 276 Newscatle Street

PROJECT ADDRESS:
Showroom / Office Development
276-280 (Lot 63) Newcastle St., PERTH

DESIGN DRAWINGS

ELEVATIONS

DATE: 9/11/2023 10:04:30 AM
SCALE: 1 : 100 SHEET SIZE : A1
SHEET #: A2.01

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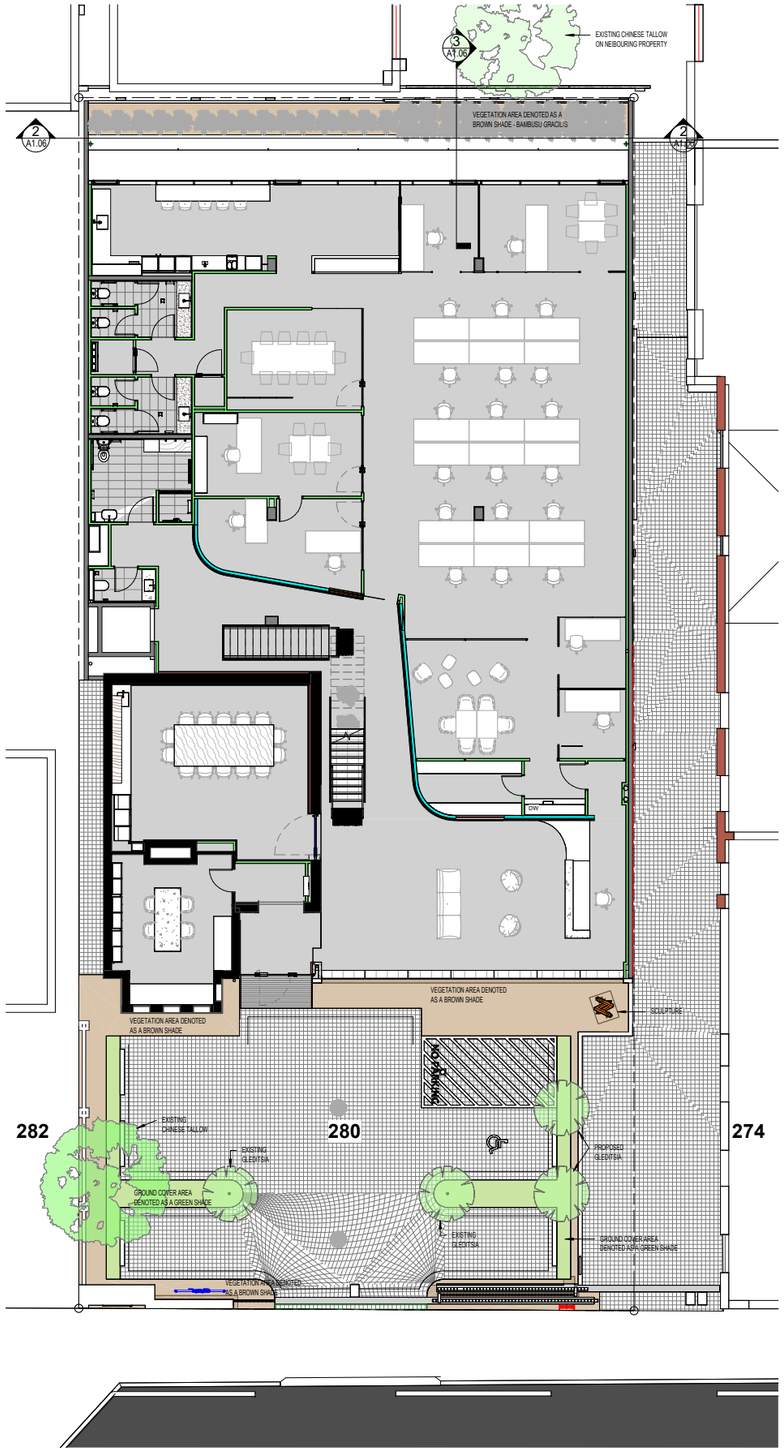
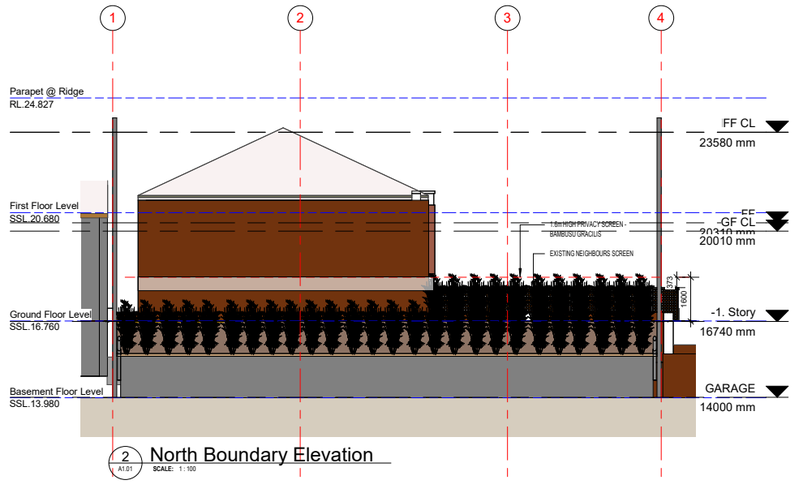
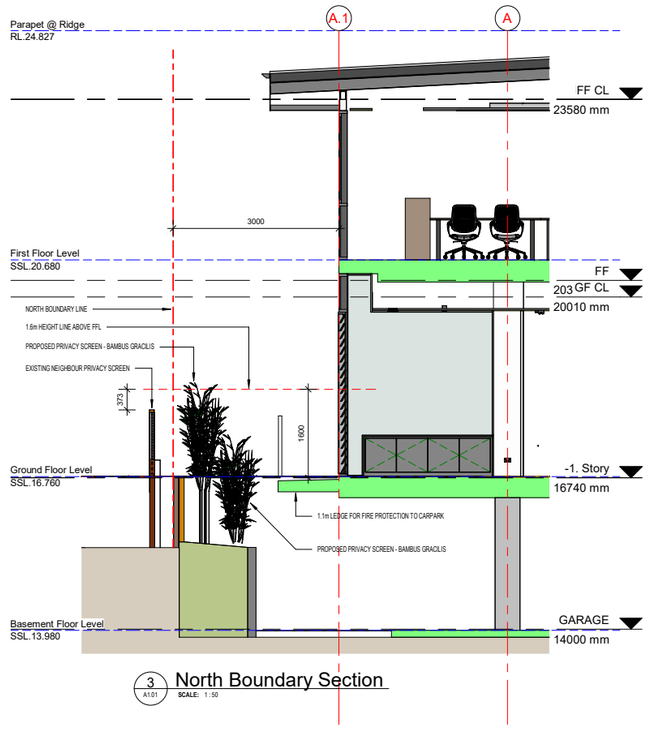


1 A1.05 GROUND LEVEL - LANDSCAPING
SCALE: 1 : 100

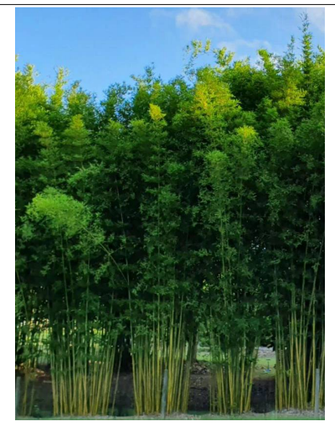


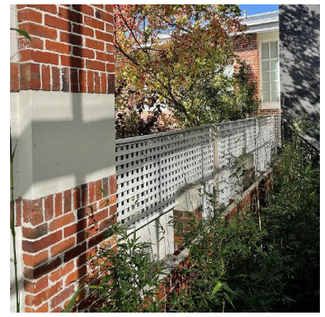
2 A1.01 North Boundary Elevation
SCALE: 1 : 100

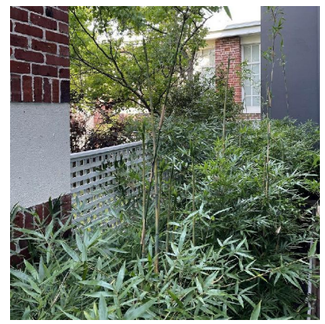


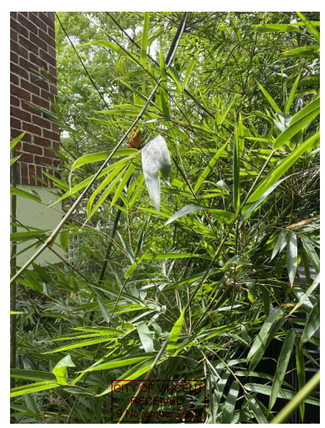
3 A1.01 North Boundary Section
SCALE: 1 : 50

TREE CANOPY COVER	
Front Carpark Area	200sqm
Rear Setback Area	60sqm
Total Cpk/RSb Area	**260sqm**
Existing Trees:	
1 x Sapium Sebiferum (Chinese Tallow)	28sqm
2 x Gleditsia Tricanthos (Honey Locust)	100sqm
Proposed Trees to Front Setback:	
2 x Gleditsia Tricanthos (Honey Locust)	100sqm
Total Canopy Area	**228sqm**
Canopy Cover %	**87.7%**


BAMBUSU GRACILIS AT MATURITY


BAMBUSU GRACILIS - JUNE 2022


BAMBUSU GRACILIS - JANUARY 2023


BAMBUSU GRACILIS - NOVEMBER 2023

notes:

CITY OF VINCENT
RECEIVED
9 November 2023

Rev	Date	Description
1	02.02.23	ISSUE FOR DA - SCREENING

PROJECT #: 9848
CLIENT NAME: 276 Newscatle Street
PROJECT ADDRESS: Showroom / Office Development 276-280 (Lot 63) Newcastle St., PERTH
DESIGN DRAWINGS
LANDSCAPING PLAN
DATE: 9/11/2023 10:07:11 AM
SCALE: As indicated SHEET SIZE: A1
SHEET #: **A1.06**

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Planning and Development Act 2005

City of Vincent

Notice of determination on application for development approval

Location: No. 274 & 276-280 Newcastle Street PERTH

Lot, Plan/Diagram: LOT: 63 & 65 D/P: 97776

Vol. No: 2189 Folio No: 883 & 885

Received on: 20 February 2020

Serial No: 5.2020.57.1

Description of proposed development: Office and Showroom (Amendment to Approved)

Plans dated: 25 March 2020

This application for development approval is approved subject to the following conditions:

(1) This approval is for Office and Showroom as defined in the City of Vincent Local Planning Scheme No.2 and the subject land may not be used for any other use without the prior approval of the City.

(2) Prior to occupation or use of the development, the owners of Lot 63 Newcastle Street, Perth must register an easement over the adjoining Lot 65 Newcastle Street, Perth, securing a reciprocal right of carriageway over the other lot in relation to the access way shown on the approved plans.

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

(4) Doors and windows and adjacent floor areas fronting Newcastle Street shall maintain an active and interactive relationship with this street; Darkened obscured, mirrored or tinted glass or other similar materials as considered by the City is prohibited.

(5) 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.

(6) The 'Life Cycle Assessment – DA Target Setting' report dated 11 June 2019 shall be amended to reflect the current proposal and validated by a Life Cycle Assessment Engineer and approved by the City, prior to the commencement of development, to the City's satisfaction.

(7) In accordance with City of Vincent Policy 7.5.13 Percent for Art the application is required to make a public art contribution of $18,000.00 being one percent of the $1,800,000.00. In order to comply with the Policy, the owner(s) or applicant, on behalf of the owner(s) shall submit a statutory declaration prior to the lodgement of a Building permit stipulating the choice of:

Option 1: Owner/Applicant chooses to co-ordinate the Public Art project themselves or by engaging an art consultant

OR

Option 2: Owner/Applicant chooses to pay cash-in-lieu. Owner/Applicants who choose Option 2 will receive a 15% discount on the Percent for Art contribution.

(8) The owner(s), or the applicant on behalf of the owner(s), shall comply with the City of Vincent Percent for Public Art Policy No. 7.5.13 in conjunction with the above chosen option;

Option 1 – Prior to the issue of a Building Permit for the development, obtain approval for the Public Art Project and associated Artist; and

Prior to the first occupation of the development, install the approved public art project, and thereafter maintain the art work;

OR

Option 2 – Prior to the issue of an Occupancy Permit pay the above cash-in-lieu contribution amount.

(9) The owners of the subject land shall finish and maintain the surface of the boundary walls facing adjoining properties in a good and clean condition prior to the practical completion of the development and thereafter maintained to the satisfaction of the City. The finish of the walls are to be fully rendered or facebrick to the satisfaction of the City.

(10) All landscape works shown in the approved plans 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.

(11) Prior to occupancy or use of the development, the privacy screens shall be visually impermeable and is to comply in all respects with the requirements of Clause 5.4.1 of the Residential Design Codes (Visual Privacy) deemed to comply provisions, to the satisfaction of the City.

(12) A minimum of seven (7) long term bike bays and one (1) short term bicycle bay shall be provided for within the development. Bicycle bays shall be designed in accordance with AS2890.3 and installed prior to occupation to the satisfaction of the City.

(13) The car parking and access areas shall be sealed, drained, paved and line marked in accordance with the approved plans and is to comply with the requirements of AS2890.1 prior to occupation or use of the development and thereafter to the satisfaction of the City.

(14) No walls, letterboxes or fences above 0.75 metres in height to be constructed within the 1.5 metre of where a driveway meets the road, unless the further approval of Council is obtained.

(15) A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan is required to address the following concerns that relate to any works to take place on the site:

- Public safety, amenity and site security;
- Contact details of essential site personnel;
- Construction operating hours;
- Noise control and vibration management;
- Dilapidation Reports of nearby properties;
- Air, sand and dust management;
- Stormwater and sediment control;
- Soil excavation method;
- Waste management and materials re-use;
- Traffic and access management;
- Parking arrangements for contractors and subcontractors;
- Consultation plan with nearby properties; and
- Compliance with AS4970-2009 relating to the protection of trees on the development site.

(16) All storm water produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City. No further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings.

(17) The Parking Management Plan dated 17 September 2019 shall be implemented and the development carried out in accordance with the approved Parking Management Plan and approved plans to the satisfaction of the City.

(18) A Waste Management Plan prepared to the satisfaction of the City shall be submitted approved by the City prior to the commencement of the development. Waste management for the development shall thereafter comply with the approved Waste Management Plan, to the satisfaction of the City.

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

(3) An Infrastructure Protection Bond together with a non-refundable inspection fee shall be lodged with the City by the applicant, prior to commencement of all building/development works, and shall be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond must be made in writing. This bond is non-transferable.

(4) The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5m) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.

(5) With reference to Condition 9, the owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those proper ties in order to make good the boundary walls.

(6) With reference to Condition 16, 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.

Date of determination: - 14 April 2020

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: 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.

Note 3: 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.

Note 4: In relation to Note 1 a further two years is added to the date by which the development shall be substantially commenced, pursuant to Schedule 4, Clause 4.2 of the Clause 78H Notice of Exemption from Planning Requirements During State of Emergency signed by the Minister for Planning on 8 April 2020. For further information regarding the Ministerial direction, please contact Karsen Reynolds on 08 9273 6033.

Signed: Dated: 14 April 2020

MITCHELL HOAD
A/COORDINATOR PLANNING SERVICES
for and on behalf of the City of Vincent

Planning and Development Act 2005

City of Vincent

Notice of determination on application for development approval

Location: No. 274 & 276-280 Newcastle Street PERTH

Lot, Plan/Diagram: LOT: 63 & 65 D/P: 97776

Vol. No: 2189 Folio No: 883 & 885

Received on: 13 December 2021

Serial No: 5.2021.486.1

Description of proposed development: Office and Showroom (Amendment to Approved)

Plans dated: 13 December 2021

This application for development approval is approved subject to the following conditions:

1. All conditions, requirements and advice notes detailed on the development approval 5.2020.57.1 granted on 14 April 2020 continue to apply to this approval except as follows:

    1.1 Condition 19 is added:

        19. Signage

            19.1 The proposed signage shall be wholly contained with the subject lot.

            19.2 Illuminated signage shall:
            a) not cause a nuisance, by way of light spillage, to abutting sites;
            b) not comprise flashing, intermittent or running lights, or images that change more than once in any five minute period; and
            c) not interfere with or be likely to be confused with, traffic control signals.

    1.2 Condition 20 is added:

        20. Street Walls & Fences

            The gate and fencing infill panels shall be visually permeable in accordance with the City's Policy No. 7.1.1 – Built Form, to the satisfaction of the City.

Date of determination: 10 January 2022

Signed:

MITCHELL HOAD
A/COORDINATOR PLANNING SERVICES
for and on behalf of the City of Vincent

CITY OF VINCENT
RECEIVED
13 December 2021

CITY OF VINCENT
DA No. 5.2021.486.1

10 January 2022

APPROVED
Refer to Decision Notice

A/Coordinator Planning Services

AMENDED DA APPLICATION ISSUE REV 6- DA No. 5.2019.340.1
CITY OF VINCENT REFERENCE.

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PROPOSED SHOWROOM/OFFICE, ALTERATIONS & ADDITIONS

276 - 280 (LOT 63) NEWCASTLE STREET, PERTH, WESTERN AUSTRALIA, 6000

GiorgiGroup
ARCHITECTS

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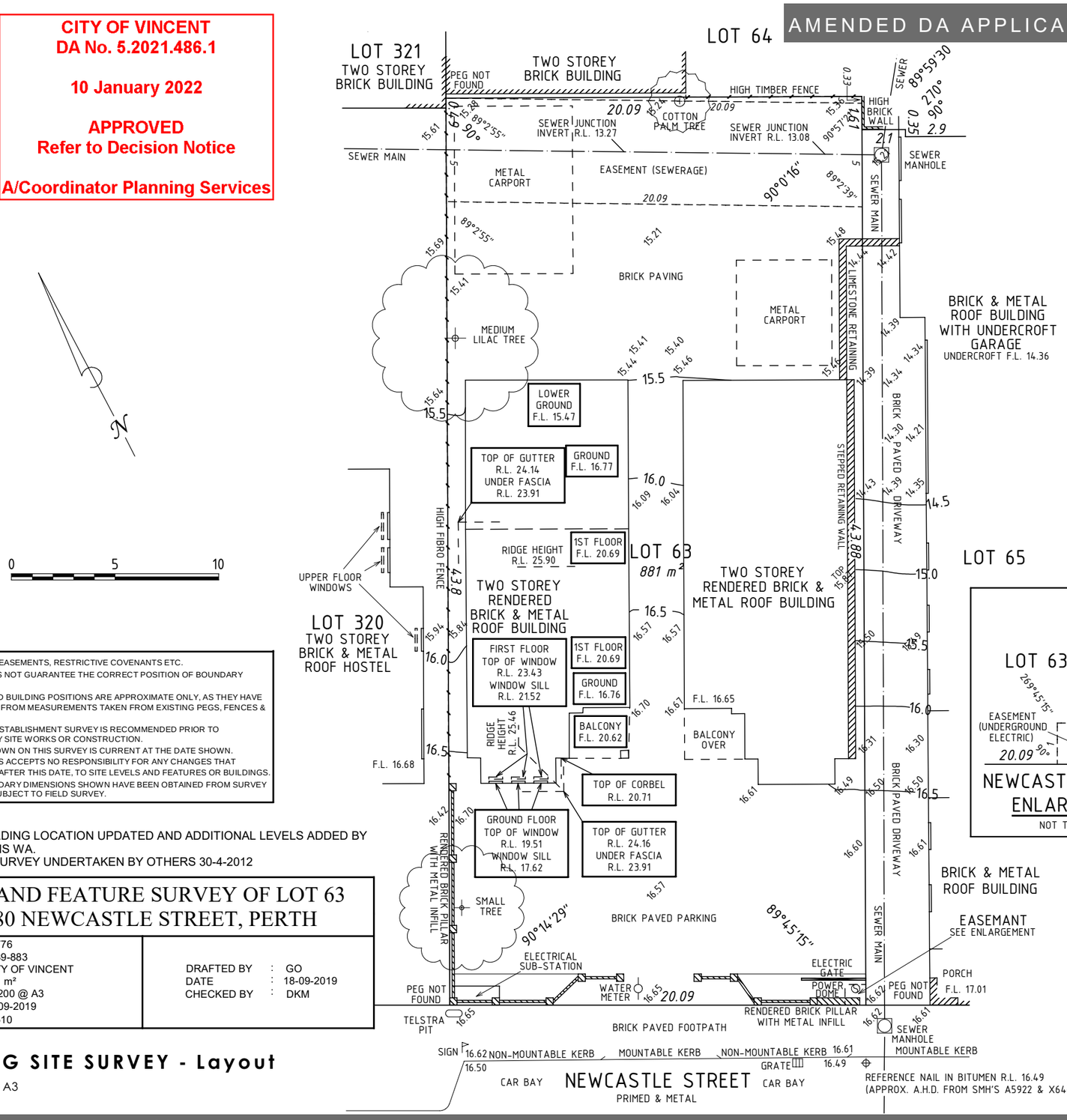

LOT 63 | LOT 65
EASEMENT (UNDERGROUND ELECTRIC)
NEWCASTLE STREET
ENLARGEMENT
NOT TO SCALE

CHECK TITLE FOR EASEMENTS, RESTRICTIVE COVENANTS ETC.
THIS SURVEY DOES NOT GUARANTEE THE CORRECT POSITION OF BOUNDARY PEGS OR FENCES.
ALL FEATURES AND BUILDING POSITIONS ARE APPROXIMATE ONLY, AS THEY HAVE BEEN POSITIONED FROM MEASUREMENTS TAKEN FROM EXISTING PEGS, FENCES & WALLS.
A BOUNDARY RE-ESTABLISHMENT SURVEY IS RECOMMENDED PRIOR TO UNDERTAKING ANY SITE WORKS OR CONSTRUCTION.
INFORMATION SHOWN ON THIS SURVEY IS CURRENT AT THE DATE SHOWN.
CARLTON SURVEYS ACCEPTS NO RESPONSIBILITY FOR ANY CHANGES THAT HAVE OCCURRED AFTER THIS DATE, TO SITE LEVELS AND FEATURES OR BUILDINGS.
CADASTRAL BOUNDARY DIMENSIONS SHOWN HAVE BEEN OBTAINED FROM SURVEY PLANS AND ARE SUBJECT TO FIELD SURVEY.

NOTE : WESTERN BUILDING LOCATION UPDATED AND ADDITIONAL LEVELS ADDED BY SURVEYING SOLUTIONS WA.
ORIGINAL CONTOUR SURVEY UNDERTAKEN BY OTHERS 30-4-2012

CONTOUR AND FEATURE SURVEY OF LOT 63 #276 - #280 NEWCASTLE STREET, PERTH

DIAGRAM	: 97776	DRAFTED BY	: GO
C/T	: 2189-883	DATE	: 18-09-2019
AUTHORITY	: CITY OF VINCENT	CHECKED BY	: DKM
TOTAL LOT AREA	: 881 m²		
SCALE	: 1 : 200 @ A3		
SURVEY DATE	: 18-09-2019		
JOB	: 16510		

EXISTING SITE SURVEY - Layout

SCALE 1 :200 @ A3

DA APPLICATION DRAWING LIST

No.	TITLE	REV
0	COVER SHEET	5
00	EXISTING SITE SURVEY	5
DA 1	UNDERCROFT FLOOR PLAN	5
DA 2	GROUND FLOOR PLAN	5
DA 3	FIRST FLOOR PLAN	5
DA 4	ELEVATIONS - FRONT & EAST SIDE	5
DA 5	ELEVATIONS - REAR & WEST SIDE	5
DA 6	SECTIONS - TYPICAL	5
DA 7	LANDSCAPE PLANS	5
DA 8	PARKING MANAGEMENT PLAN	5

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PROPOSED SHOWROOM/OFFICE, ALTERATIONS & ADDITIONS
276 - 280 (LOT 63) NEWCASTLE STREET, PERTH, WA, 6000
WESTERN AUSTRALIA

DA APPLICATION ISSUE REV 6
12/12/2021
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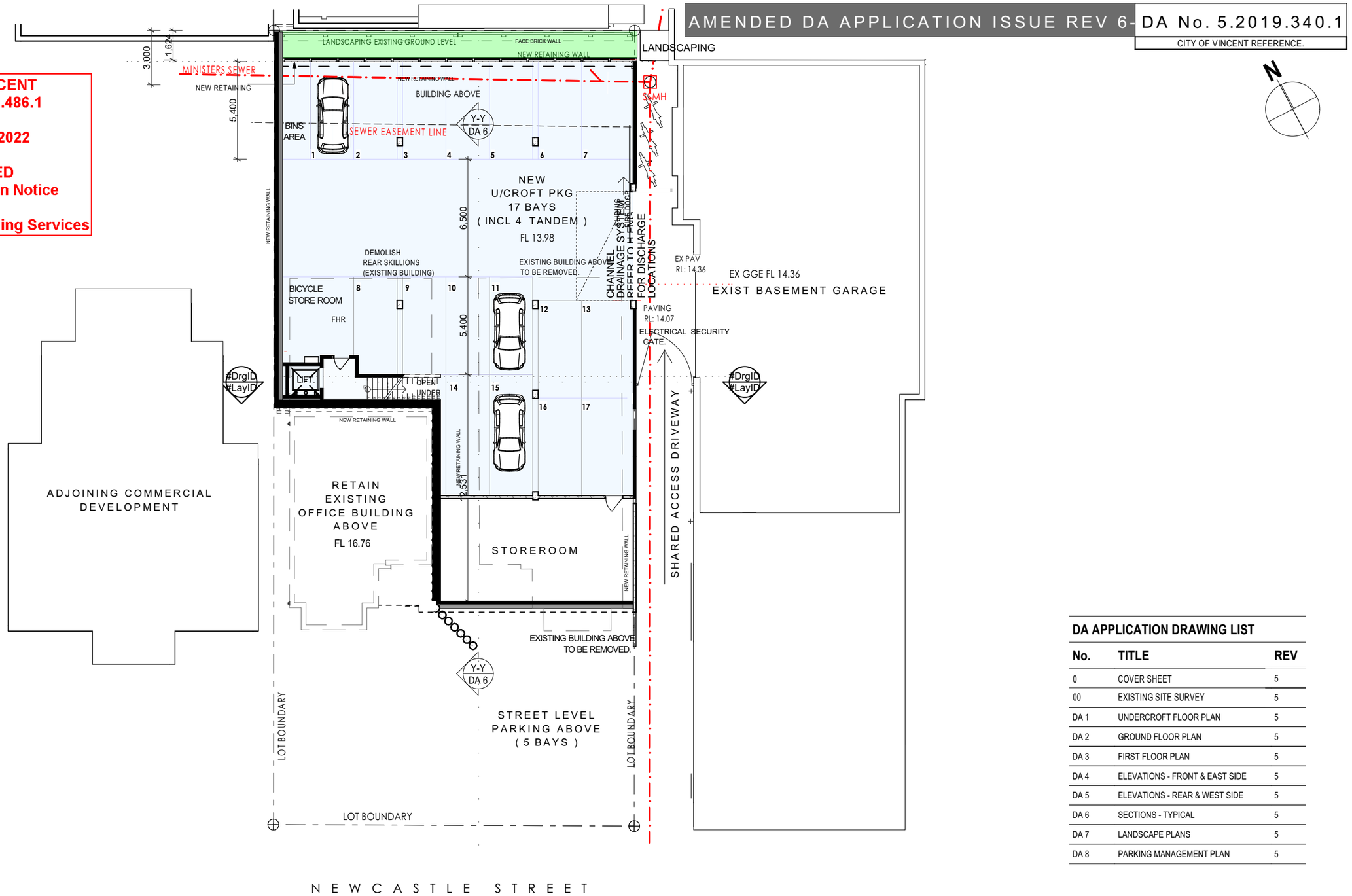

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DA 6	SECTIONS - TYPICAL	5
DA 7	LANDSCAPE PLANS	5
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DA 1 - UNDERCROFT FLOOR PLAN

SCALE 1 :200 @ A3

PROPOSED SHOWROOM/OFFICE, ALTERATIONS & ADDITIONS
276 - 280 (LOT 63) NEWCASTLE STREET, PERTH, W A, 6000
WESTERN AUSTRALIA

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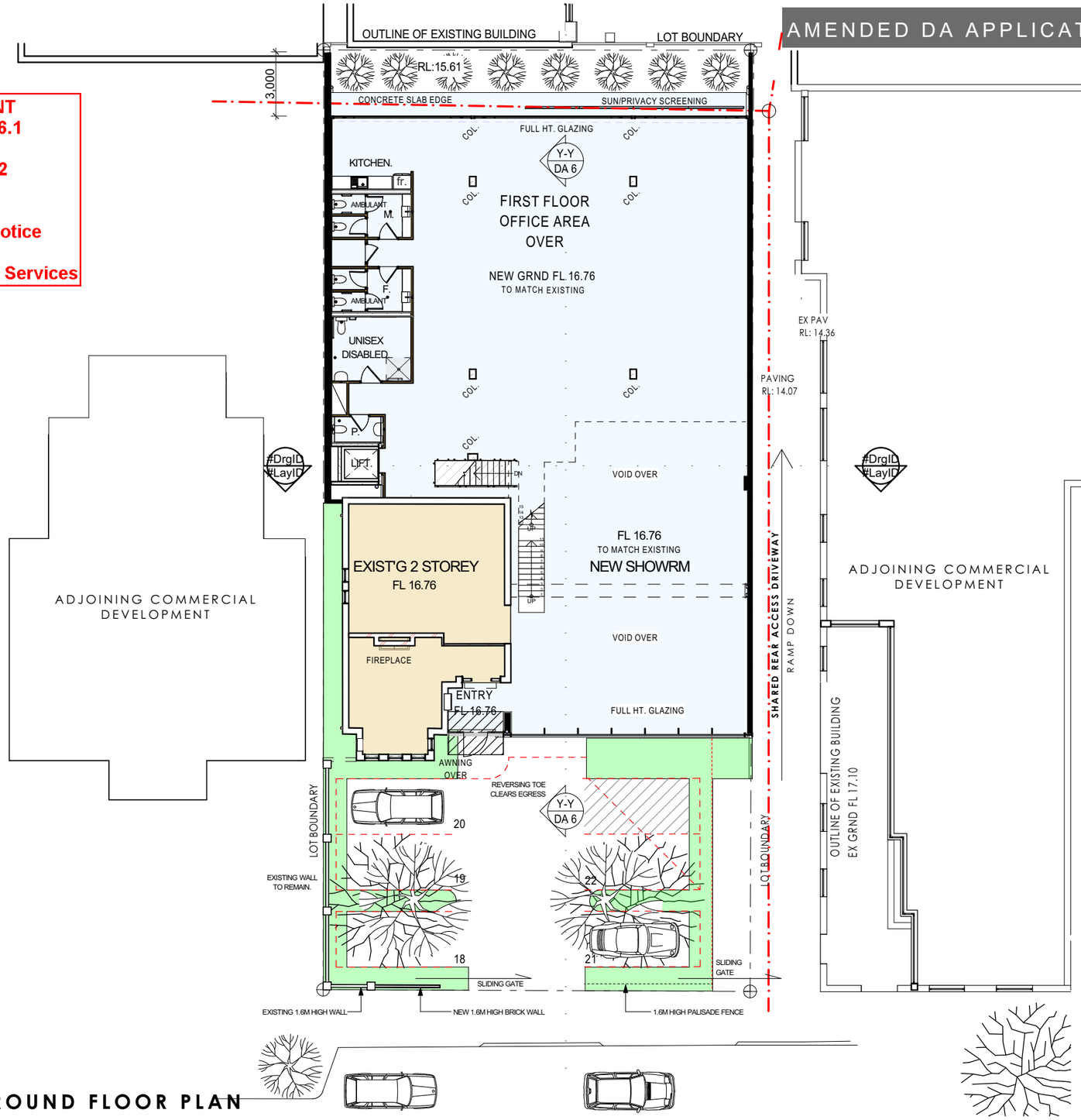

SHOWROOM/OFFICE DA ANALYSIS

SITE AREA:	881 SQM
FRONTAGE:	20.09M
ZONE:	ACTIVITY CORRIDOR

PROPOSED BLDG HEIGHTS:

FRONT - 7M NOM
REAR - 8.5M NOM

PROPOSED SETBACKS:
FRONT - NIL
SIDES - NIL
REAR - 3M

SHOWRM/OFFICE GLA: 972 SQM

NEW GF SHOWROOM 481.5 SQM
EXIST GF OFFICE 84 SQM
NEW MEZZ OFFICE 323 SQM
EXIST FF OFFICE 84 SQM

CAR PARKING REQ: 17 BAYS

SHOWROOM 1.8/100 SQM NLA
430 SQM **NLA** = 7.8 CAR BAYS
OFFICE 2.2/100 SQM NLA
421 SQM **NLA** = 9.2 CAR BAYS
TOTAL CALC = 17 CAR BAYS

CAR PARKING PROV: 22 BAYS

UNDERCOFT LEVEL 17 BAYS*
(* INCL 4 TANDEM BAYS)
STREET LEVEL 5 VISITOR BAYS**
(**INCL 1 U/A BAY)

BICYCLE PARKING REQ: 8 SPACES

SHOWROOM 1/100 SQM NLA
430 SQM NLA = 4.3 BIKE RACKS
OFFICE 0.8/100 SQM NLA
421 SQM NLA = 3.3 BIKE RACKS
TOTAL CALC = 7.6 BIKE BACKS

BICYCLE PARKING PROV: 8 SPACES

UNDERCROFT LEVEL 7 RACKS
(LONG TERM SECURED)
STREET LEVEL (1 x SHORT TEM)

DA 2 - GROUND FLOOR PLAN

SCALE 1 :200 @ A3

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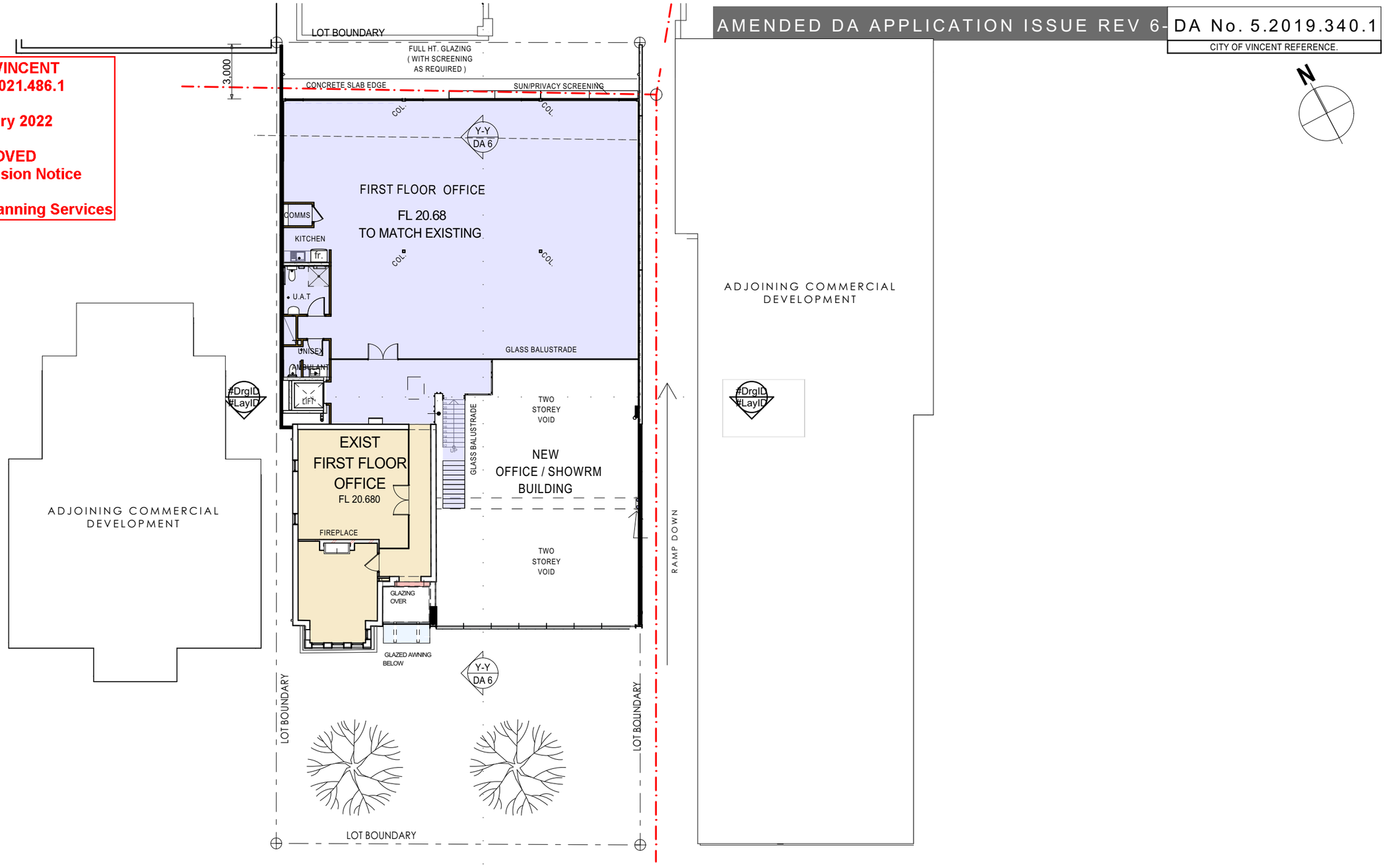

DA 3 - FIRST FLOOR PLAN

SCALE 1 :200 @ A3

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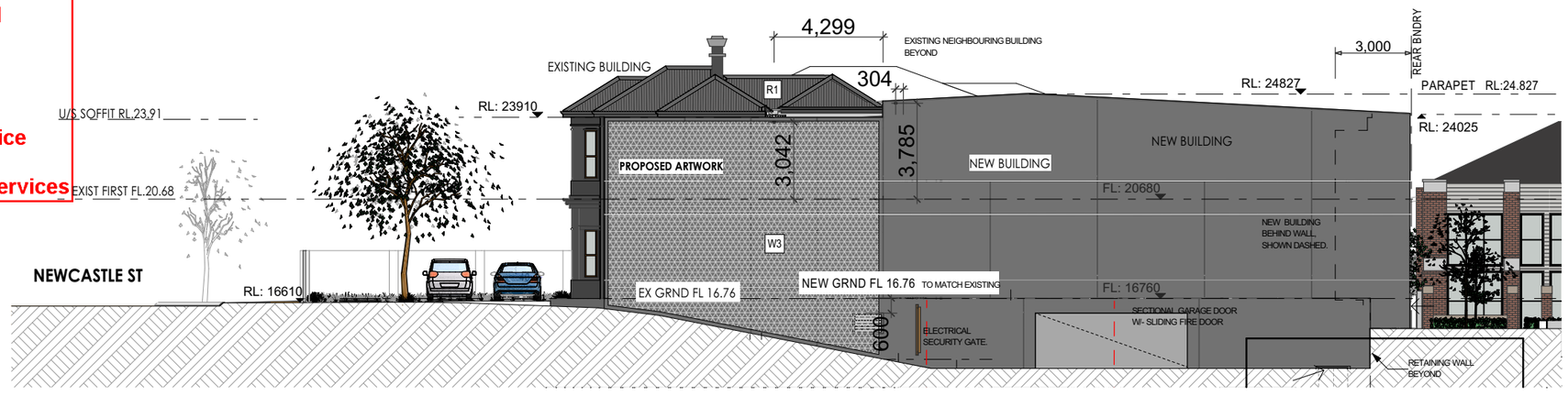

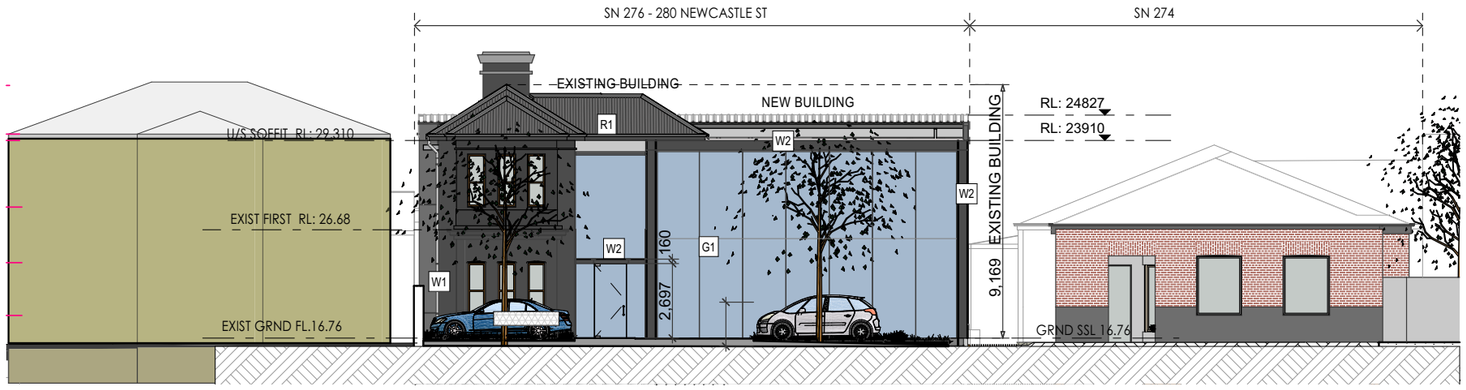

EXTERNAL FINISHES LEGEND

W1:	WALL TYPE 1, - DARK GREY RENDER, PAINTED
W2:	PAINTED STEEL, - DARK GREY
W3:	WALL TYPE 2, PAINTED - DARK GREY
G1:	GLAZING, FRAMELESS SHOWROOM GLASS - CLEAR
R1:	ROOF TYPE 1, CORRUGATED STEEL - DARK GREY

DA 4 - ELEVATIONS - FRONT & EAST SIDE

SCALE 1 :200 @ A3

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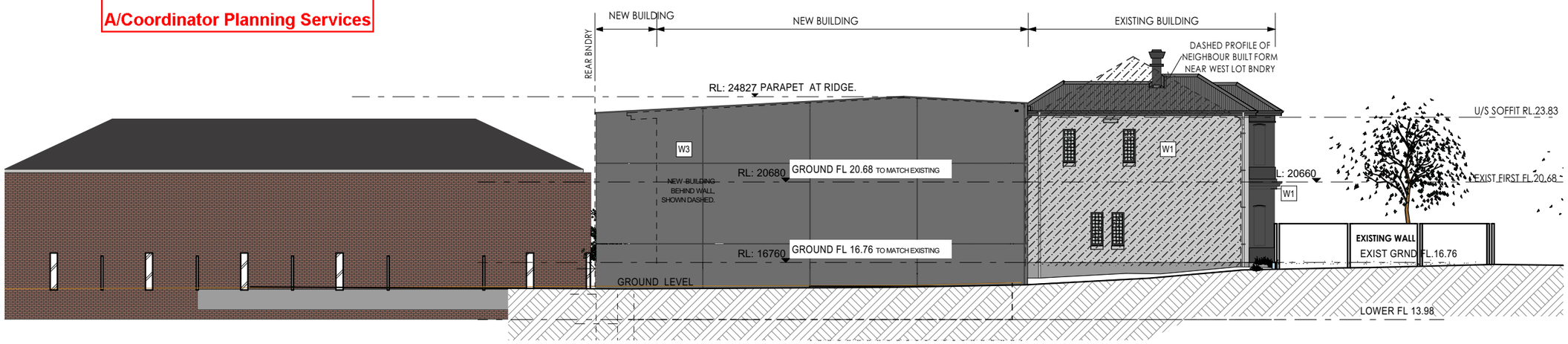

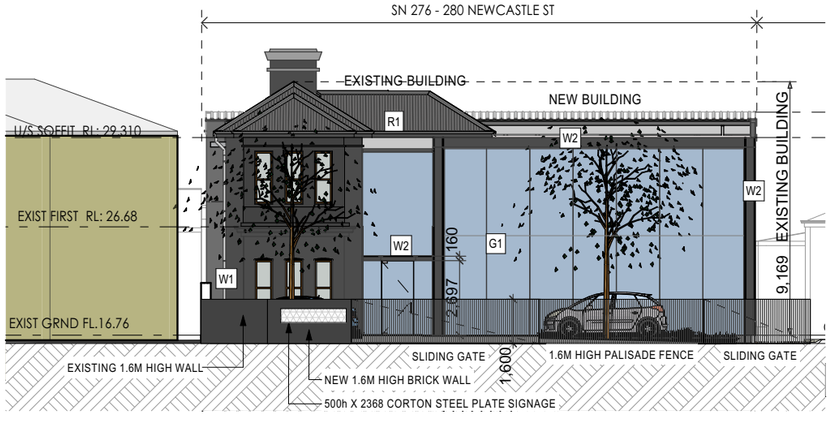

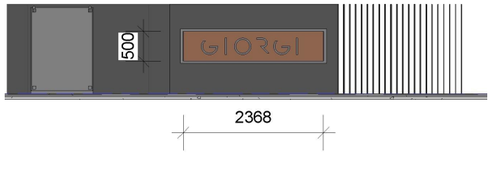

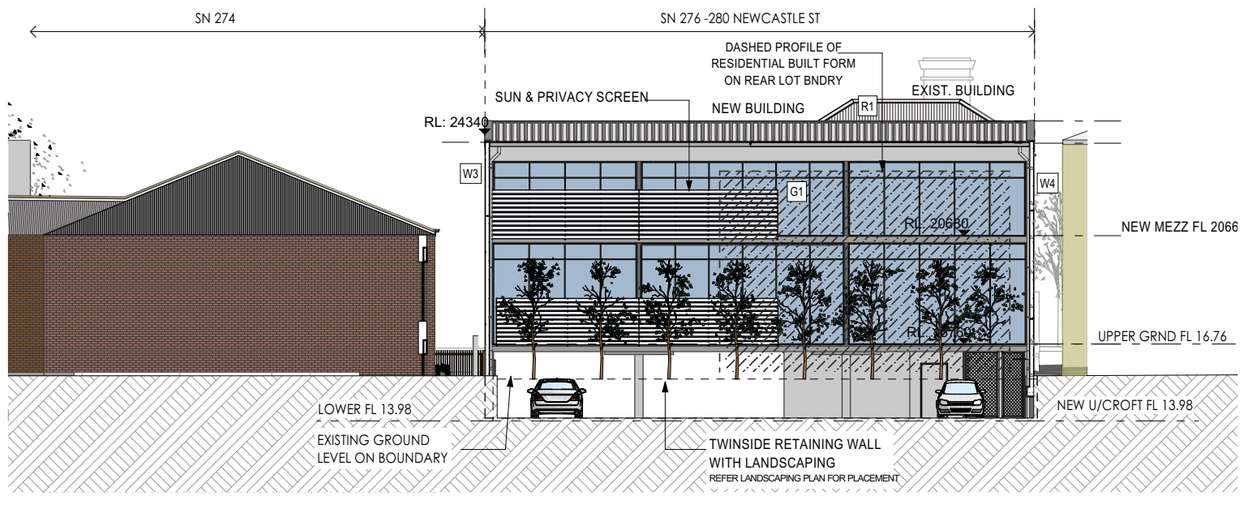

DA 5 - ELEVATIONS - REAR & WEST SIDE

SCALE 1 :200 @ A3

EXTERNAL FINISHES LEGEND

W1:	WALL TYPE 1, - DARK GREY RENDER, PAINTED
W2:	PAINTED STEEL, - DARK GREY
W3:	WALL TYPE 2, PAINTED - DARK GREY
G1:	GLAZING, FRAMELESS SHOWROOM GLASS - CLEAR
R1:	ROOF TYPE 1, CORRUGATED STEEL - DARK GREY

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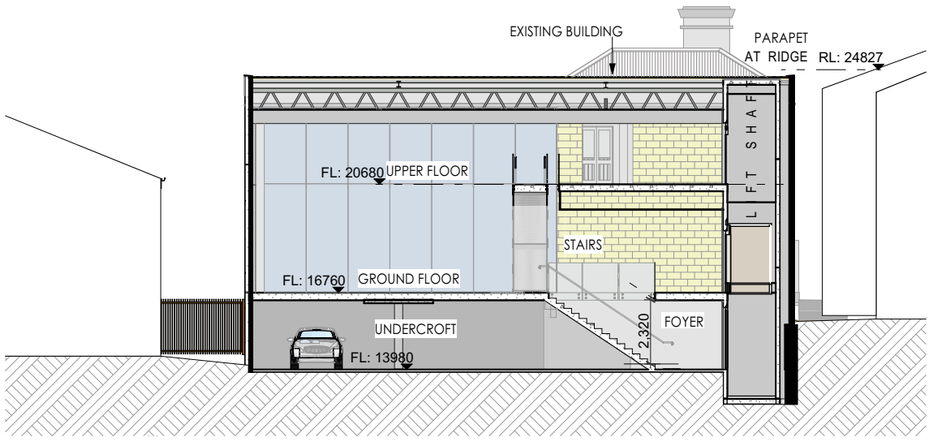
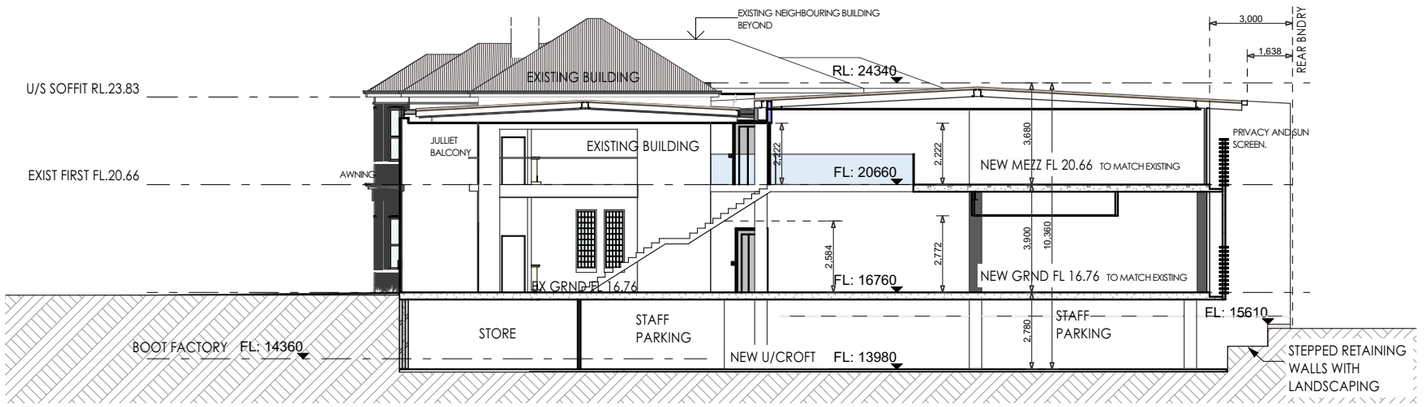


X-X TYPICAL CROSS SECTION X-X



Y-Y TYPICAL CROSS SECTION X-X

DA 6 - SECTIONS - TYPICAL

SCALE 1 :200 @ A3

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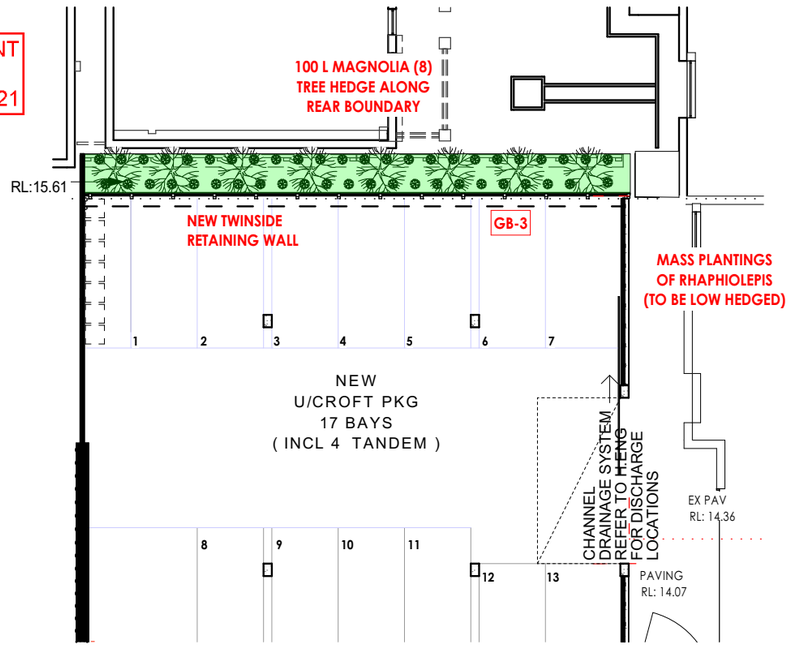
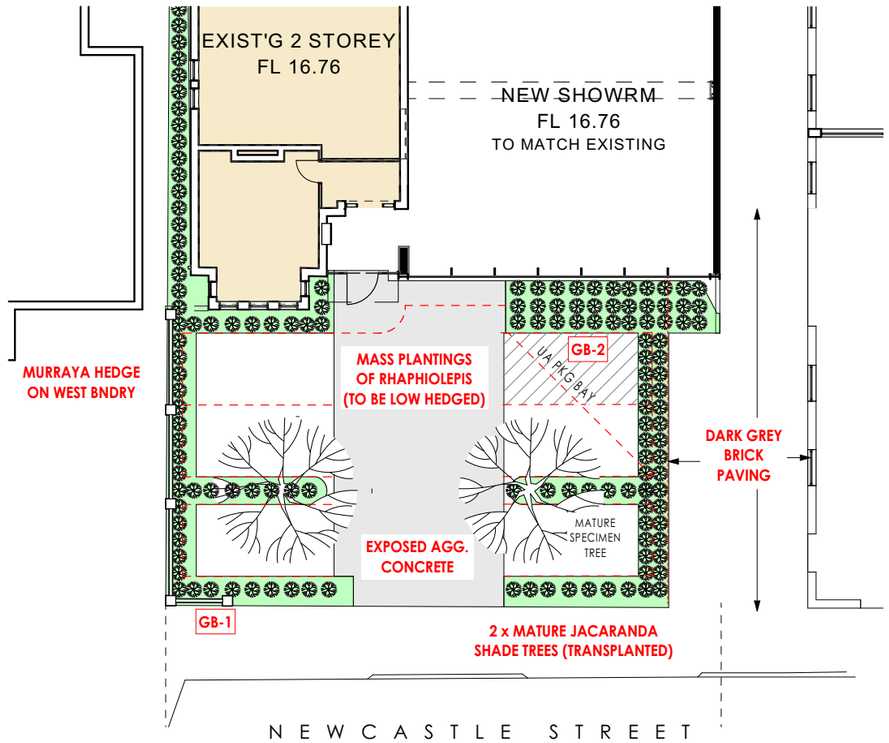


LANDSCAPE AREA ANALYSIS

Garden Bed 1:	40.30 sqm
Garden Bed 2:	35.07 sqm
Garden Bed 3:	31.16 sqm
Total GB Area:	106.53 sqm
Site Area:	881 sqm
Landscape %:	10%
= required	88.10 sq m
= PROVIDED	106.53 sq m OK

TREE CANOPY COVER

Front Carpark Area:	200 sqm
Rear Setback Area:	60 sqm
Total Cpk/Sbk Area:	260 sqm
2 x Jacaranda Canopy:	157 sqm
8 x Magnolia Canopies:	56 sqm
Total Canopy Area:	213 sqm
Canopy Cover %:	82%



CITY OF VINCENT
DA No. 5.2021.486.1

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LANDSCAPE LEGEND & NOTES

New Trees

Planting & Organic Mulch

Grey Stone Paved Areas

TREES

Front Car Park: Mature Jacaranda (transplanted)
Rear Setback: 100L Magnolia Little Gem

Select, plant and stake trees as required.

GENERAL PLANTING

Planting density not be less than 2 plants per sqm (nominally spaced at 500mm apart).

Allow for mass plantings in designated garden beds on Landscape Plan, as follows:

Front Garden Beds: Rhaphiolepis Indica (white)
Front West Side: Murraya
Side Garden Bed: Rhaphiolepis Indica (white)
Rear Garden Beds: Rhaphiolepis Indica (white)

Actual plant selections and sizes, for each garden bed, shall be approved by the Architect, prior to ordering. Depending on availability at the time of ordering, approved substitutions may be made.

ORGANIC MULCH

All planted areas, and any areas shown as mulch only, shall be finished with a 75mm thick layer of approved wood chip mulch - pine bark mulch used.

SOIL PREPARATION

All top soil to planted areas shall be adequately prepared, using a proprietary blend of soil conditioner and good top soil, dug in to a depth of 300mm.

MAINTENANCE

All landscaped areas shall be maintained on a regular basis, by suitability competent persons. Maintenance includes (but is not limited to) weeding, pruning, mulching, fertilising & spraying for pests or disease.

RETIC LEGEND & NOTES

RC Auto Retic Controller

Main Reticulation Lines

GENERALLY

An automatic reticulation system shall be installed to the work areas, using approved components, to deliver mains water to all planted areas.

WATER SUPPLY

The water supply shall be pressure tested and the reticulation shall be sized and laid out as required to deliver adequate water to all planted areas.

PAVEMENT CROSSINGS

Instal 100mm diam pvc sleeves, where necessary, under paved areas, so as to provide access to isolated garden beds.

CONTROLLER

Supply and install an automatic main reticulation controller, from a reputable maker, sized to suit the requirements of this project.

The controller shall be fitted with integrated moisture sensors and capable of delivering a 7 day watering cycle in accordance with the State Govt Water Authority Rules & Regs.

The controller shall be properly set for all req purposes.

SOLENOID CONTROL VALVES

Instal electronically operated solenoid valves, as required, to control the water supply to each reticulation station.

PIPING AND PVC FITTINGS

Generally use 25mm diam pvc main lines with 19mm poly branch lines, to suit the the overall reticulation layout.

SPRINKLERS, DRIPPERS & BUBBLERS

Use pop-up sprinklers and/or dripper tubes, from a reputable maker, located as necessary to provide an even delivery of water to all planted areas. Allow for 1 x bubbler per tree.

DA 7 - LANDSCAPE PLANS

SCALE 1 :200 @ A3

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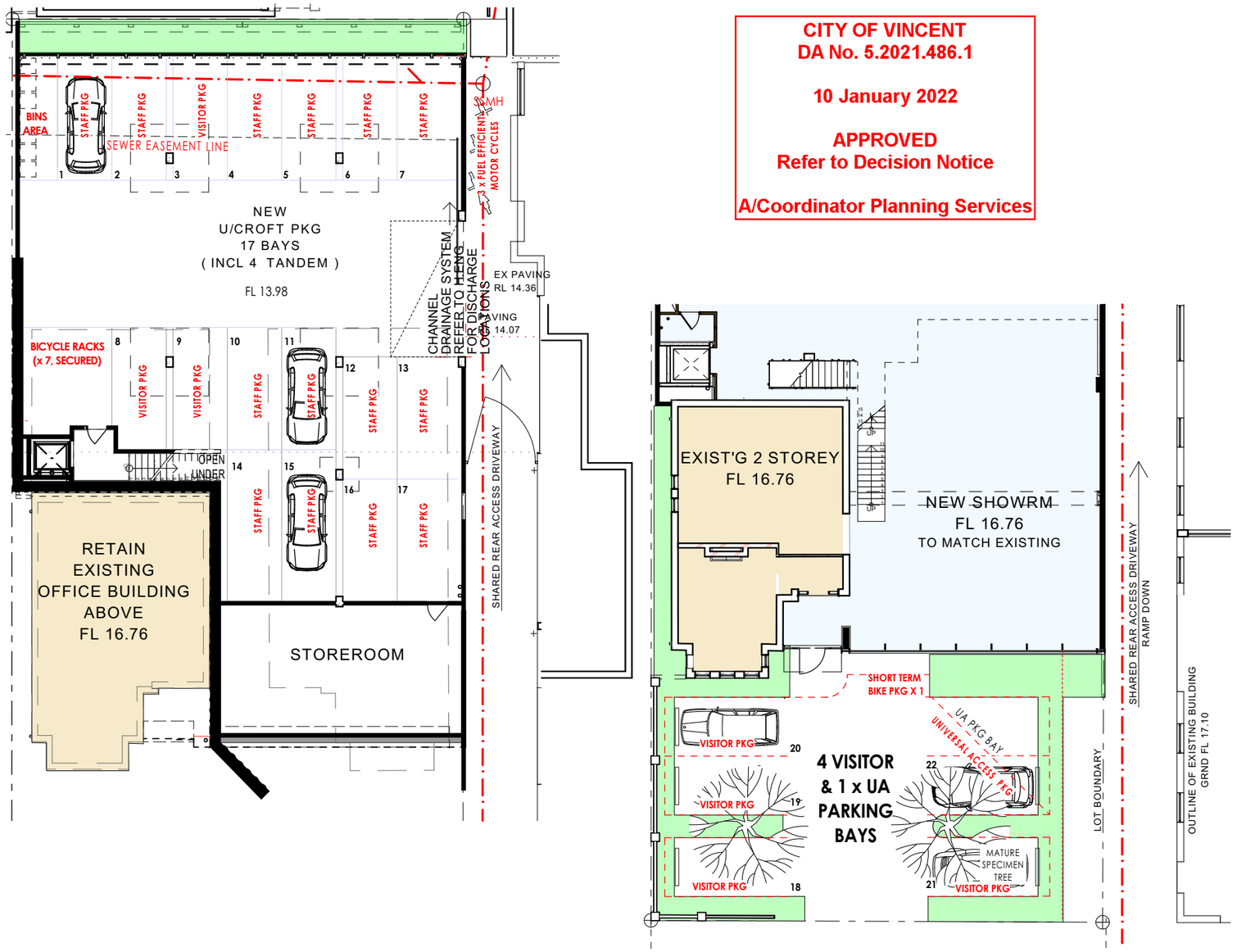

PARKING MANAGEMENT

GENERALLY

This is a Showroom & Office development, which requires a total of 17 car parking bays and 8 bicycle parking spaces, calculated as follows.

ON SITE CAR PKG REQUIRED

CARS 17
Showroom 1.8/100 sqm NLA
430 sqm NLA = 7.8 car bays
Office 2.2/100 sqm NLA
421 sqm NLA = 9.2 car bays
Total car bays req = 17

BICYCLES (LONG TERM) 7
Showroom 1/100 sqm NLA
430 sqm NLA = 4.3 bike spaces
Office 0.8/100 sqm NLA
421 sqm NLA = 3.3 bike spaces
Total bike spaces req = 7.6

BICYCLES (SHORT TERM) 1

ON SITE CAR PKG PROVIDED

A total of 22 car parking bays, 3 motor cycle bays & 8 bicycle spaces have been provided. 5 car bays are located at Street Level & the balance at Undercroft Level.

ON SITE CAR PKG ALLOCATION

It is currently proposed that the development will be occupied by a single tenant and the 22 car bays will be allocated on the following basis.

Visitors (8), bay numbers 8,9& 3, 18 to 22
Staff (14), bay numbers 1,2, & 4 to 7 & 10 to 17 (inclusive)
Motor Cycles (3), ROW
Universal Access (1), bay number 22

TANDEM PARKING

There are 4 tandem car parking bays included in the 18 bays provided at Undercroft Level. All tandem bays are allocated to staff use only.

ALLOCATION MANAGEMENT

The tenant will be responsible for allocating the staff car parking bays.

OPERATIONAL MANAGEMENT

All car parking bays will be numbered and signposted to indicate how they are to be used. It will be the tenant's responsibility to manage the day to day use of the parking bays.

ALTERNATIVE TRANSPORT

LOCATION

276 Newcastle Street is located within 1km of the Perth Railway Station and the Perth Bus Port. There is a CAT bus service within 100m, on Aberdeen St, and Public Parking Stations within 250m.

PUBLIC TRANSPORT

Train and bus services are very accessible and very frequent during normal business hours.

PEDESTRIAN ACCESS

Pedestrian access is available by footpath along both sides of Newcastle Street, the adjoining road network of Northbridge and the broader Perth Central Business District.

CYCLING PROVISIONS

Metropolitan cycle paths follow both the railway and the freeway, which are easily accessible by road from the subject property.

7 secured long term bicycle parking spaces will be provided within the development, at the undercroft level, for staff use.

End of trip facilities will be provided and space for a change room and lockers.

1 short term bicycle parking space will be provided at street level.

PUBLIC PARKING

On street 2 hour paid parking is available on Newcastle Street and adjoining streets. Based on observation, we estimate 100 on street car parking spaces within 100 metres of the subject property.

Off street paid parking is accessible nearby, in the form of City of Perth public parking stations. Based on information from the City of Perth website, we estimate there are some 1,000 paid off street parking bays available within 250 metres and 750 metres of the development.

DA 8 - PARKING MANAGEMENT PLAN

SCALE 1 :200 @ A3

PROPOSED SHOWROOM/OFFICE, ALTERATIONS & ADDITIONS
276 - 280 (LOT 63) NEWCASTLE STREET, PERTH, WA, 6000
WESTERN AUSTRALIA

DA APPLICATION ISSUE REV 6
12/12/2021
AMENDED DA APPLICATION ISSUE REV 6- DA No. 5.2019.340.1

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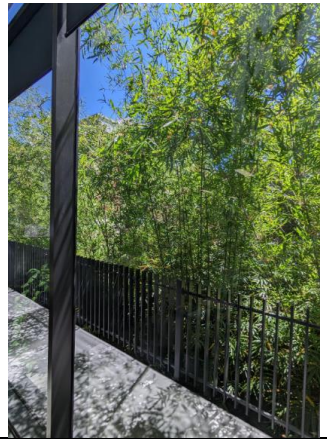
GiorgiGroup ARCHITECTS

Summary of Submissions:

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

Comments Received in Objection:	Administration Comment:
Visual Privacy • Visual privacy has not been sufficiently provided for by obscure glazing and sparse planting along adjoining boundary.	• The first floor of the subject site has been screened to a height of 1.6 metres with an obscure film applied to the windows on the first floor. This screening is consistent with Condition 11 of the development approval. The screening minimises direct overlooking of the adjoining property as shown in the image below. The bamboo within the garden bed along the north eastern lot boundary screens views from the ground floor towards No. 117 Lake Street as shown in the image below. The City's Parks team have confirmed that the bamboo would have sufficient space to grow and be maintained on an ongoing basis to provide screening.  *Left:* Views from Ground Floor of No. 276 Newcastle Street looking north. *Below:* Views from first floor of No. 276 Newcastle Street looking north east.

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
• The proposal to use vegetative screening is inadequate to provide privacy and screening because it provides insufficient coverage. It is not 'visually impermeable' in accordance with the R Codes and cannot be guaranteed to be maintained in the future.	• While the R Codes provide useful standards to consider the acceptability of the application, the application is required to be assessed against the element objective of the City's Policy No. 7.1.1 – Built Form. This is because it is a commercial development and is not assessed against the R Codes. As shown in the image above, the bamboo screens the views from the ground floor of the subject site. While it is not possible to do a percentage analysis of the level of coverage provided by the bamboo, it prevents clear views of the adjoining property. A condition of approval is included in the Administration recommendation requiring the ongoing maintenance of the bamboo to a minimum height of 1.6 metres above the finished floor level of the ground floor of the subject site. This height is consistent with the height of privacy screening under the deemed-to-comply standards of the R Codes as well as the previous development approval.
• The bamboo will take 3-5 years for full growth. It may not reach adequate height to provide screening. During this time residents will have no privacy for their living room and bedrooms. • The orientation of the office building allows clear vision into the living areas of the residents of the Boot Factory. The amenity of the adjoining property is negatively affected by lack of privacy into the shared garden, private courtyard and units, particularly major openings to bedroom windows on first floor. The lack of privacy would restrict use of the shared areas. Blinds to living room and bedroom would need to be kept closed to ensure that people cannot see the adjoining unit. This makes me feel uncomfortable residing in my property.	• Bamboo is a fast-growing plant. The bamboo was planted in April 2022 and as shown in the image above currently provides a high level of screening and has reached a height of more than 1.6 metres above the finished floor level of the ground floor office. In the event of damage or failure of the bamboo the Administration condition provides for the installation of privacy screening to 1.6 metres above the ground floor finished floor level, consistent with the existing development approval.
<u>Landscaping</u> • Express concern if building ownership or tenancy changes, will the landscaping be sufficiently upkept. • Query who will be responsible for paying for maintenance of trees or bamboo should it grow over onto 117 Lake Street.	• The provision of the landscaping and its ongoing maintenance would be secured via a condition of approval. Conditions of approval run with the land and would continue to apply in the event of a change of building ownership. • The ongoing maintenance of the landscaping at No. 276 Newcastle Street would be the responsibility of the owner/occupier. Overhanging branches/vegetation are a civil matter to be resolved between the property owners. In the event a tree is unsafe or a danger to another property, the City may be able to issue a notice under the *Local Government Act 1995.*

Summary of Submissions:

Comments Received in Objection:	Administration Comment:
• Query what contingency plans would be in-place for any weather or other natural phenomenon that damages the plantings, noting that if replacement is required, replanting would take years to result in an acceptable screening.	• Refer to comments above regarding proposed condition of approval. Bamboo is a fast growing plant and in the event of damage from weather events, it would quickly grow to repair any damage. The administration recommendation includes a condition of approval requiring the ongoing maintenance of the bamboo by the owner/occupier to a height of 1.6 metres above the finished floor level of the ground floor of the subject site. In the event the plants fail, the condition provides that alternative screening can be installed to ensure the ongoing privacy of the adjoining property.
• Bamboo is not resistant to weather elements; will break down over time.	• While the bamboo is an organic material, as a living plant it would continue to grow and renew over time to replace any areas of damage.
• Query if the landscaping has small/non-invasive root systems to not threaten the dividing fence integrity or have other issues.	• The City's Parks team have advised that the bamboo has a clumping rhizome habit for its roots and are generally not invasive or wide spreading. This means that they are generally an appropriate species to plant along a boundary.
<u>Impact of Lot Boundary Setback</u> • The closeness of the subject building to our boundary already creates an imposing view and potentially devalues our properties as a result. There has been no consideration to the owners of the adjoining property with the approved original DA and this further requested amendment is yet another lack of such consideration for the sole benefit of the owner of the subject building. • The existing building did not satisfy the acceptable development outcomes of the City's Built Form Policy because of its proximity to the northeast lot boundary. It was approved subject to the provision of a privacy screen to be attached to the outside of the building. The building has been occupied for over a year now and this condition has not been satisfied.	• At the time of the original development approval the 'Acceptable Outcome' for lot boundary setback from the Boot Factory was 4 metres. It is noted that under the current Built Form Policy, the acceptable outcome setback for the first, second and third storeys is nil. Please note that property values are not a valid planning consideration. The bamboo along the north eastern lot boundary assists in softening the appearance of the development by breaking up the presentation of mass to the Boot Factory. The City's Parks team have confirmed that the location of the bamboo would provide sufficient space, light and ventilation to allow it to be maintained on an ongoing basis to provide screening of views from the office. The development has been occupied since May 2022. Since that time the City's Compliance team have worked with the building occupants to ensure that blinds to the north eastern windows were down at all times while this matter was considered.
<u>Other</u> The owners of the subject site have benefit by increasing the size of the property to the detriment of the adjoining property and yet are trying to reduce their costs of complying with the original approval with a much cheaper, inferior, and inadequate alternative.	The changes from the approved plans are required to be considered on their own merits against the provisions of the planning framework. Any change in value of the works does not form a consideration of the application. For the reasons outlined above the landscaping is an acceptable screening device.

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

Summary of Submissions:

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

Comments Received in Objection:	Applicant Comment:
Visual Privacy • Visual privacy has not been sufficiently provided for by obscure glazing and sparse planting along adjoining boundary. • The proposal to use vegetative screening is inadequate to provide privacy and screening because it provides insufficient coverage. It is not 'visually impermeable' in accordance with the R Codes and cannot be guaranteed to be maintained in the future. • The bamboo will take 3-5 years for full growth. It may not reach adequate height to provide screening. During this time residents will have no privacy for their living room and bedrooms. • The orientation of the office building allows clear vision into the living areas of the residents of the Boot Factory. The amenity of the adjoining property is negatively affected by lack of privacy into the shared garden, private courtyard and units, particularly major openings to bedroom windows on first floor. The lack of privacy would restrict use of the shared areas. Blinds to living room and bedroom would need to be kept closed to ensure that people cannot see the adjoining unit. This makes me feel uncomfortable residing in my property.	• The obscure glazing to the first floor does address the issue from there. The sparse planting is no longer sparse, but thick and lush and will only get better. • We have a gardening contractor who carries out all our projects work. They will always maintain the Bamboo to a satisfactory level. The R-Codes only refer to Visual Impermeable where a private outdoor space is located. This is not the case in this instance. • The Bamboo has actually grown quicker than this and is already at a very good screening density. Height isn't an issue as the building is only 6m high and even 8m would be more than required. • If living areas are on the ground floor (we don't have a plan of what windows belong to which rooms) – then the living areas cannot be seen from the offices. The same applies to the shared garden and courtyard as the offices cannot see into them either. The master bedroom of one of the units is the issue to be resolved.
Landscaping • Express concern if building ownership or tenancy changes, will the landscaping be sufficiently upkept. • Query who will be responsible for paying for maintenance of trees or bamboo should it grow over onto 117 Lake Street. • Query what contingency plans would be in-place for any weather or other natural phenomenon that damages the plantings, noting that if replacement is required, replanting would take years to result in an acceptable screening. • Bamboo is not resistant to weather elements; will break down over time. • Query if the landscaping has small/non-invasive root systems to not threaten the dividing fence integrity or have other issues.	• Giorgi started business in 1994 and has been very successful. With the family business finally coming back to this property, being a family property that they have owned for over 50, it is very unlikely that we will move now. • We will maintain the Bamboo from over hanging. • Bamboo is very hardy and regenerative. If any weather did affect it, it would not take very long to come good again. • This species of Bamboo does not have an invasive root system. Bamboo is also very hardy, being able to tolerate cyclones, temporary flooding and short-term drought.
Impact of Lot Boundary Setback • The closeness of the subject building to our boundary already creates an imposing view and potentially devalues our properties as a result. There has been no consideration to the owners of the adjoining property	• By seeking approval to use Bamboo as a screen, the additional benefit to overlooking is that it provides a screen that hides the building from view.

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
with the approved original DA and this further requested amendment is yet another lack of such consideration for the sole benefit of the owner of the subject building. • The existing building did not satisfy the acceptable development outcomes of the City's Built Form Policy because of its proximity to the northeast lot boundary. It was approved subject to the provision of a privacy screen to be attached to the outside of the building. The building has been occupied for over a year now and this condition has not been satisfied.	• We are seeking an alternative solution to the issue of overlooking via this DA.
Other The owners of the subject site have benefit by increasing the size of the property to the detriment of the adjoining property and yet are trying to reduce their costs of complying with the original approval with a much cheaper, inferior, and inadequate alternative.	The decision to propose an alternative 'green' solution should be seen as a thoughtful benefit to all. This is not a cost issue, We believe that the Bamboo will provide the best solution to all parties. The benefits of Biophilic Design are well documented and is neither inferior nor inadequate but rather calming and results in very good screening.

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

9.3 MOUNT HAWTHORN YOUTH SKATE SPACE REVISED LOCATION

Attachments:

1. **Mount Hawthorn Youth Skate Space - Revised Location Plan**
2. **Mount Hawthorn Youth Skate Space - Alternate Locations Map**
3. **Britannia Rd Reserve North West - Amended Development Plan**

RECOMMENDATION:

That Council:

1. NOTES:

1.1 the findings and advice on the previously endorsed location; and

1.2 that Administration will inform and engage the local community in relation to the new location; and

2. ENDORSES the:

2.1 revised location at Attachment 1 for the purpose of varying the current project contract; and

2.2 revised Britannia Rd Reserve North West Development Plan at Attachment 3.

PURPOSE OF REPORT:

To seek Council's endorsement of a revised location for the Mount Hawthorn Youth Skate Space within Britannia Reserve (**Attachment 1**) and subsequently alter the current Design and Construct contract (PP249/2023).

BACKGROUND:

In 2021, the City were successful in receiving $200,000 funding through a State Government Election Commitment to deliver a new skate/scooter park in or surrounding Mount Hawthorn.

The 'potential youth skate space' was initially referenced in the Britannia North West Reserve Development Plan with an indicative location on Britannia West reserve to the west of the cricket nets subject to undertaking a site selection process for the project.

In July 2021, the Mount Hawthorn Skate Working Group (working group) was established to collaborate and progress the planning of the Mount Hawthorn Youth Skate Space (skate space) project. The working group consists of Council Members, representatives from Administration and key stakeholders representing the Mount Hawthorn youth and the local skate community.

The working group and preliminary community consultation identified a location adjacent to the existing pump track as the preferred site for the skate space and supported the development of the draft Mount Hawthorn Youth Skate Space Concept Plan (concept plan). The elements within the concept plan were designed to cater towards younger children and entry-level skaters. All elements are under 1 metre high from the current surface level which is deemed appropriate for young children to safely use and assists with integrating the skate space into the existing landscape. The entire skate space is approximately 350 square metres which is considered a local level facility.

Council at its meeting 18 October 2022 approved the draft concept plan to be advertised for community consultation. Community engagement took place between 19 October to 9 November 2022 where the identified site received strong community support (90 percent).

Council at its meeting 13 December 2022 endorsed the concept plan at the preferred location (**Attachment 2 Location 3**) enabling Administration to proceed with the procurement process to appoint a supplier to finalise the design and construct the skate space.

A Request for Tender (RFT) PP249/2023 Mount Hawthorn Youth Skate Space (Design and Construct) was advertised between 15 April 2023 and 1 May 2023. The tender package included the endorsed Concept Plan, Estimated Works and Materials Schedule and Geotechnical Investigation Report.

Council at its meeting 16 May 2023 accepted the tender submission and awarded the Design and Construct contract (the contract) to Skate Sculpture.

The tender contract was prepared and signed 29 May 2023 to formally commence the contract activities.

DETAILS:

Following acceptance of the contract, Skate Sculpture engaged an engineering consultant to prepare the structural drawings and costings based on the endorsed concept plan and Geotechnical Report findings. This structural design and costings were considerably delayed due to unfavourable market conditions and were provided to the City on 5 October 2023.

The engineering consultant classified the endorsed location as 'a Class P site' and subsequently recommended that a pile system and thickening of the slab underlay would be required to minimise the risk of subsoil movement. As the additional design requirements exceeded well beyond the expected scope and capacity of the initial tender construction package, the working group and the Skate Sculpture identified alternative locations to deliver skate space to be delivered within the allocated budget.

Two appropriate locations that aligned with the endorsed concept plan and the outcomes of community consultation on the project to date were identified in **Attachment 2**:

- Northwest corner of Britannia Reserve (Location 1); and
- Adjacent the central sporting clubroom and playground (Location 2).

The working group met on the 13 October 2023 to discuss the proposed locations identified in **Attachment 2** and considered both as being appropriate to accommodate the skate space.

Geotechnical investigations classified Location 2 as a 'Class P site' and recommended that piling systems and thickening of the slab underlay would be required as per the original endorsed location adjacent to the pump track. This would result in significant additional cost which beyond the scope of the approved project and budget.

Geotechnical investigations classified Location 1 as a 'Class A site' and the project could be delivered in accordance with the accepted tender submission and approved scope.

Based on the geotechnical investigations and associated costs, it is proposed to proceed with Location 1 being the site at the northwest corner of Britannia Reserve.

The revised layout as referenced in **Attachment 1**, is an interpretive footprint of how the skate space would be located, subject to detailed design. However, it emphasises the scale and ability for this location to suitably accommodate the skate space.

The overall design retains all the initial Concept Plan features including the shade structure and picnic tables, grass embankments to integrate the skate space into the landscape and additional greening to provide buffer zones from the car park and Principal Shared Path. It also retains all existing trees in the area.

The skate space would be approximately 50 metres from the closest residential dwelling, which is considered suitable for a local level facility. The closest residential dwellings also face east-west and do not directly front the skate space location proposed. Noise impact will also be reduced due to the ambient noise of the Mitchell Freeway immediately to the west. The revised location is within close proximity to the proposed Litis Stadium change rooms, for which a tender was approved by Council at its meeting 21 November 2023. The change rooms will include public toilets and would be suitably located for access by users of the future skate park providing a much greater amenity outcome then the previous location.

During the detailed design phase, further options will be explored to suitably connect the site with nearby amenities including the soon to be constructed Litis Stadium change rooms and the wider reserve. Given the condition of the nearby basketball ring, development in this location provides an opportunity to renew this asset concurrently with the construction of the skate space to promote various other recreational activities in this area of the reserve.

The North West Britannia Development Plan endorsed by Council 16 November 2021 has been updated (**Attachment 3**) to reflect the proposed skate park location and reflect other recent decisions of Council including the approval of a lease for Telecommunication Infrastructure at the 4 April 2023 Council Meeting.

It is anticipated that construction of the skate space would be completed by 30 June 2024.

Election Commitment Funding

The funding deadline is currently the 31 December 2023, Administration would seek an extension to 30 June 2024 to align with the current proposed option.

PP249/2023 Mount Hawthorn Youth Skate Space - Design and Construct Contract

If the alternate location is endorsed, Administration would then vary the current contract conditions relating to the location of works and practical completion date in accordance with Local Government Regulations and Contract Law.

CONSULTATION/ADVERTISING:

Administration would inform all previous Mount Hawthorn Youth Skate Space respondents of the revised location and engage with the immediate residents prior to progressing detailed design.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse the new location for the skate space.

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.

Connected and Healthy Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Our community facilities and spaces are well known and well used.

Thriving Places

Efficiently managed and maintained City assets in the public realm.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

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

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

The total cost provided by Skate Sculpture is $315,776 ex GST, with the skate space component funded by a State Election commitment of $200,000. The revised cost estimate provided by Skate Sculpture in locating the skate space at this location remains within the current project budget.

COMMENTS:

It is recommended that Council endorse the revised location for the skate space based on the community support for a skate space at Britannia Reserve and its size and scale being suitable for the intended site as a local level facility.

The skate space will be another complementary asset to Britannia Reserve without impacting the various activities it currently provides to the local and surrounding community. It will provide further activation and passive surveillance to this corner of the reserve, which is important given the shortage of public open space and recreational amenities in Mount Hawthorn as referenced in the Public Open Space Strategy.

DESIGN BY (SKATEPARK)
SKATE SCULPTURE
0450105510
ABN: 87 309 621 292
SKATESCULPTURE.COM.AU

STRUCTURAL ENGINEER STAMP

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PROJECT
MOUNT HAWTHORN YOUTH SKATE SPACE

CLIENT / LGA
CITY OF VINCENT

N

SCALE @ A1:
1:200

SITE PLAN

DRAWING NUMBER:
SK 001

REV:

Mount Hawthorn Youth Skate Space
Alternative Locations Map, Britannia Reserve

Location 1:
(Revised location Proposed)
Northwest corner of Britannia Reserve

Location 2:
Adjacent the central sporting clubroom and playground

Location 3:
Previously endorsed location
- 13 December 2023 OMC

Location 1

Location 2

Location 3

*All locations are indicative only

CITY OF VINCENT

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NOTES
1. THIS DRAWING MUST BE READ IN CONJUNCTION WITH ALL RELEVANT CONTRACTS, DRAWINGS, AND SPECIFICATIONS.
2. DISCREPANCIES MUST BE REFERRED TO THE SUPERINTENDENT FOR DETERMINATION, PRIOR TO WORKS COMMENCING.
3. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED AND MUST BE CONFIRMED ON SITE PRIOR TO CONSTRUCTION.
4. LABELLED QUANTITIES ON DRAWINGS TAKE PRECEDENCE OVER SCHEDULED QUANTITIES.
5. ALL STRUCTURE DESIGNS MUST BE CERTIFIED BY AN AUTHORISED ENGINEER PRIOR TO CONSTRUCTION.
6. UNLESS OTHERWISE INDICATED, EXISTING SITE FEATURES ARE TO BE RETAINED.

REVISION			
No.	DESCRIPTION	DRAWN	DATE
A	FOR COUNCIL REVIEW	MM	13.10.21
B	FOR DECEMBER OCM	MM	10.11.21
C	FOR FEBRUARY COUNCIL WORKSHOP	MM	14.12.22
D	FOR REVIEW	MM	14.06.23
E	FOR DECEMBER OCM	MM	29.11.23

BRITANNIA RD RESERVE NORTH WEST
DEVELOPMENT PLAN
BRITANNIA ROAD, MOUNT HAWTHORN

STATUS	FOR REVIEW
REVISION	E
DRAWING TITLE	MASTER PLAN
DWG NUMBER	SK01
SCALE	1:500 @ A1 1:1000 @ A3

9.4 RFT PP272/2023 ROBERTSON PARK REDEVELOPMENT - STAGE 1 - SEPARABLE PORTION A CONSTRUCTION

This report will be finalised and published prior to the Council Meeting 12 December 2023.

In accordance with clause 2.5 of the City's Meeting Procedures Policy this report will supplement the Council Meeting Agenda as a late report due to the following circumstances:

- the urgency of the business is such that the business cannot await inclusion at a subsequent meeting.

Justification for Inclusion:

Awaiting outcome of City's Community Sporting and Recreation Facilities Fund (CSRFF) Application which was scheduled to be determined by the end of November 2023.

9.5 LICENCE TO BROADWAY UNIT TRUST (TRADING AS SPRITZ SPIZZICHERIA ITALIANA) ON ROAD RESERVE ADJACENT TO NO. 148 (LOT: 600) SCARBOROUGH BEACH ROAD, MOUNT HAWTHORN

Attachments:

1. **Plan of Licence Area**
2. **Structure Plan**
3. **2018 Development Application Approval**
4. **2023 Development Approval Application**
5. **Market Valuation - Confidential**

RECOMMENDATION:

That Council:

1. **APPROVES the City granting a licence to Broadway Unit Trust trading as Spritz Spizzicheria Italiana (ABN 87 196 418 066) tenant of Lot: 600 on Deposited Plan: 47025, Certificate of Title Volume 2598, Folio 388, known as No. 148 Scarborough Beach Road, Mount Hawthorn, for a portion of the road reserve adjacent to No. 148 Scarborough Beach Road, Mount Hawthorn, as shown in Attachment 1, on the following key terms:**

1.1	**Term:**	**5 years**
1.2	**Licence Area:**	**48m^2 (3.9m x 13m) of Scarborough Beach road reserve (verge area);**
1.3	**Licence fee:**	**$1,680 per annum plus GST, indexed by CPI annually on 1 July;**
1.4	**Permitted use:**	**non exclusive right to use the Licence Area as an outdoor dining area and liquor consumption in connection with the operation of Spritz Spizzicheria Italian restaurant;**
1.5	**Removal of furniture:**	**All furniture used (unless affixed to the ground) within the Licence Area must be removed by the Applicant at the close of each business**
1.6	**Cleaning:**	**Applicant must, keep the Licence Area clean and tidy at all times, at its cost;**
1.7	**Insurance:**	**Applicant must effect and maintain public liability insurance to a minimum value of $20,000,000 (per claim);**
1.8	**Indemnity:**	**Applicant will indemnify the City and the Minister for Lands against loss or damage to property or persons occurring as a result of the structure and use of the Licence Area;**
1.9	**Assignment**	**Applicant may not assign or transfer its right under this Licence;**
1.10	**Maintenance:**	**Applicant must, at its cost, keep the Licence Area in good repair including repairing damage to structures, fittings or fixtures and the road reserve on the Licence Area;**
1.11	**Outdoor Eating Area Permit:**	**Applicant must (for the duration of the Licence) maintain a valid Outdoor Eating Permit for the Licence;**

1.12	**Liquor Licence**	**Applicant must (for the duration of the Licence) maintain a current liquor licence for the Licence Area in order to serve alcohol in this area;**
1.13	**Access**	**the City, State and public utilities may access the Licence Area at any time in connection with its respective services, and no compensation is payable to the Applicant for any resultant loss;**
1.14	**Make Good:**	**Upon expiry or termination of licence to remove any Structure and make good the Licence Area, at Applicant's cost, to the satisfaction of the City; and**

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 licence in recommendation 1. above.

PURPOSE OF REPORT:

To consider granting a licence to Broadway Unit Trust trading as Spritz Spizzicheria Italiana (Spritz) (ABN 87 196 418 066) (Applicant) to use a portion of the Scarborough Beach Road reserve for outdoor dining and liquor consumption in the location shown in the plan at **Attachment 1** (Licence Area).

BACKGROUND:

The Applicant is the operator of Spritz and is one of the tenants of Lot: 600 on Deposited Plan: 47025, Certificate of Title Volume 2598, Folio 388, known as No. 148 Scarborough Beach Road, Mount Hawthorn.

On 6 November 2018, the City granted development approval (**Attachment 3**) for an application to construct proposed canopy structure and café blinds on the Licence Area subject to conditions. Condition 2 of the approval stipulated the validity of the approval was for a period of 5 years. The Approval expired on 6 November 2023.

The canopy structure and café blinds were constructed in accordance with the building permit and plans approved by the City on 23 April 2019 (**Attachment 2**). The canopy structure was constructed in late 2019 and has operated as an alfresco dining area for Spritz since.

On 22 September 2023, the Applicant submitted a development application for an extension of the Approval for the City's consideration (**Attachment 4**).

Council at its meeting 21 June 2022 approved the Vibrant Public Spaces Policy (VPS Policy), this provides guidance on the permissibility, requirements and management responsibilities of third party proposal to delivery vibrant public spaces on City owned land and managed land. The Spritz alfresco structure does meet the definition of an eatlet.

"**Eatlet**" *means an outdoor eating area during business operating hours and small public park out of business operating hours. Eatlets are reserved for customers of particular businesses during business operating hours and are available for anyone to use out of business operating hours. An eatlet repurposes part of the street into a dual purpose outdoor eating area and small public park through the provision of seating, shade and greenery*.
However, in order to obtain approval under the VPS Policy as an Eatlet the proposal must meet the specified design requirements. The structure does not meet all of the Design Requirements and is therefore required to be considered as an "Other proposal' and requires Development Approval.

The Minister for Lands is required to sign the development application as the "owner" of the road reserve. Administration has received the Minister's in-principle support to sign the development application subject to the City entering into a licence with the Applicant. The licence would need to ensure the Minister for Lands is indemnified from any damage or loss to property or persons as a result of the structure and use of the Licence Area. The development application will be determined after tenure is granted for the Licence Area.

DETAILS:

Alfresco structure

The Alfresco structure is located under the existing awning of No. 148 Scarborough Beach Road, adjacent to the Spritz restaurant tenancy**.** The Applicant does not seek any changes to the existing structure, as shown in **Attachment 2.** The structure provides a total area of 48 square metres. The total dimensions measure 13 metres by 3.9 metres which includes the alfresco dining area, planter boxes and external design features. The structure also includes motorised clear alfresco blinds to all elevations as well as fixed bench seating within the alfresco dining area. Existing lighting and heat lamps are also located within the structure.

Development Approval

Development approval would be required after a license is granted. The City would be required to consider an amended development application to extend the term of approval for the structure.

The consideration of the extension of term of approval for the structure would be assessed against the design guidance of the VPS Policy and the City's planning framework as part of this process.

Licence

The key licence terms below are consistent with the applicant's responsibilities outlined within the 'Other Proposals' of the VPS Policy and ensure that the Department of Planning, Lands and Heritage's requirements have been included. The Applicant has agreed to the proposed licence terms.

1	Term	5 years.
2	Licence Area	48m^2 (3.9m x 13m) of Scarborough Beach road reserve (verge area).
3	Licence Fee	$1,680 per annum plus GST, indexed by CPI annually on 1 July.
4	Permitted Use	Non-exclusive right to use the Licence Area as an outdoor dining area and liquor consumption in connection with the operation of Spritz Spizzicheria Italian restaurant.
5	Removal of furniture	All furniture used (unless affixed to the ground) within the Licence Area must be removed by the Applicant at the close of each business day.
6	Cleaning	Applicant must, keep the Licence Area clean and tidy at all times, at its cost.
7	Insurance	Applicant must effect and maintain public liability insurance to a minimum value of $20,000,000 (per claim).
8	Indemnity	Applicant will indemnify the City and the Minister for Lands against loss or damage to property or persons occurring as a result of the structure and use of the Licence Area.
9	Assignment	Applicant may not assign or transfer its right under this Licence.
10	Maintenance	Applicant must, at its cost, keep the Licence Area in good repair including repairing damage to structures, fittings or fixtures and road reserve on the Licence Area.
11	Outdoor eating permit	Applicant must (for the duration of the Licence) maintain a valid Outdoor Eating Permit for the Licence.
12	Liquor Licence	Applicant must (for the duration of the Licence) maintain a current liquor licence for the Licence Area in order to serve alcohol in this area.
13	Access	The City, State and public utilities may access the Licence Area at any time in connection with its respective services, and no compensation is payable to the Applicant for any resultant loss.
14	Make good	Upon expiry or termination of licence to remove any structure and make good the Licence Area, at Applicant's cost, to the satisfaction of the City.

The Licence Fee of $1,680 has determined in accordance with market valuation dated 13 November 2023 and attached as **Confidential Attachment 1**.

CONSULTATION/ADVERTISING:

In accordance with section 3.58 of the *Local Government Act 1995* (LGA) and regulation 30 of the *Local Government (Functions and General) Regulations 1996* (Regulations), the licence meets the requirements of an exempt disposition (Regulation 30(2)(a)). As a result, local public notice of the proposed licence is not necessary.

LEGAL/POLICY:

Section 55(2) of the *Land Administration Act 1997* (LAA) places responsibility for the care, control and management of road reserves (within the district of the City) with the City.

Section 3.58 of the LGA sets out the process for disposing of City owned and managed property and section 3.58(5) provides for exceptions as set out in the Regulations, as follows:

Regulation 30. Dispositions of property excluded from Act s.3.58

(2) a disposition of land is an exempt disposition if –

(a) the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and –

(i) its market value is less than $5,000; and

(ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee.

Regulation 17 of the *Local Government (Uniform Local Provisions) Regulations 1996* provides:

(a) that the City may grant permission to a person to construct a specified thing on, over, or under a public thoroughfare or public place that is local government property; and

(b) specifies the requirements for the permission to be granted.

Local Government (Uniform Local Provisions) Regulations 1996

Regulation 17 Private works on, over, or under public places — Sch. 9.1 cl. 8

(3) A person may apply to the local government for permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property.

(4) Permission granted by the local government under this regulation –

(a) must be in writing; and

(b) must specify the period for which it is granted; and

(c) must specify each condition imposed under sub-regulation (5); and

(d) may be renewed from time to time; and

(e) may be cancelled by giving written notice to the person to whom the permission was granted.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to enter into a licence for part of the road reserve which addresses the risk to the City in respect to the development application, including indemnity, liability, maintenance and removal.

STRATEGIC IMPLICATIONS:

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

Thriving Places

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

Sensitive Design

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

Innovative and Accountable

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

FINANCIAL/BUDGET IMPLICATIONS:

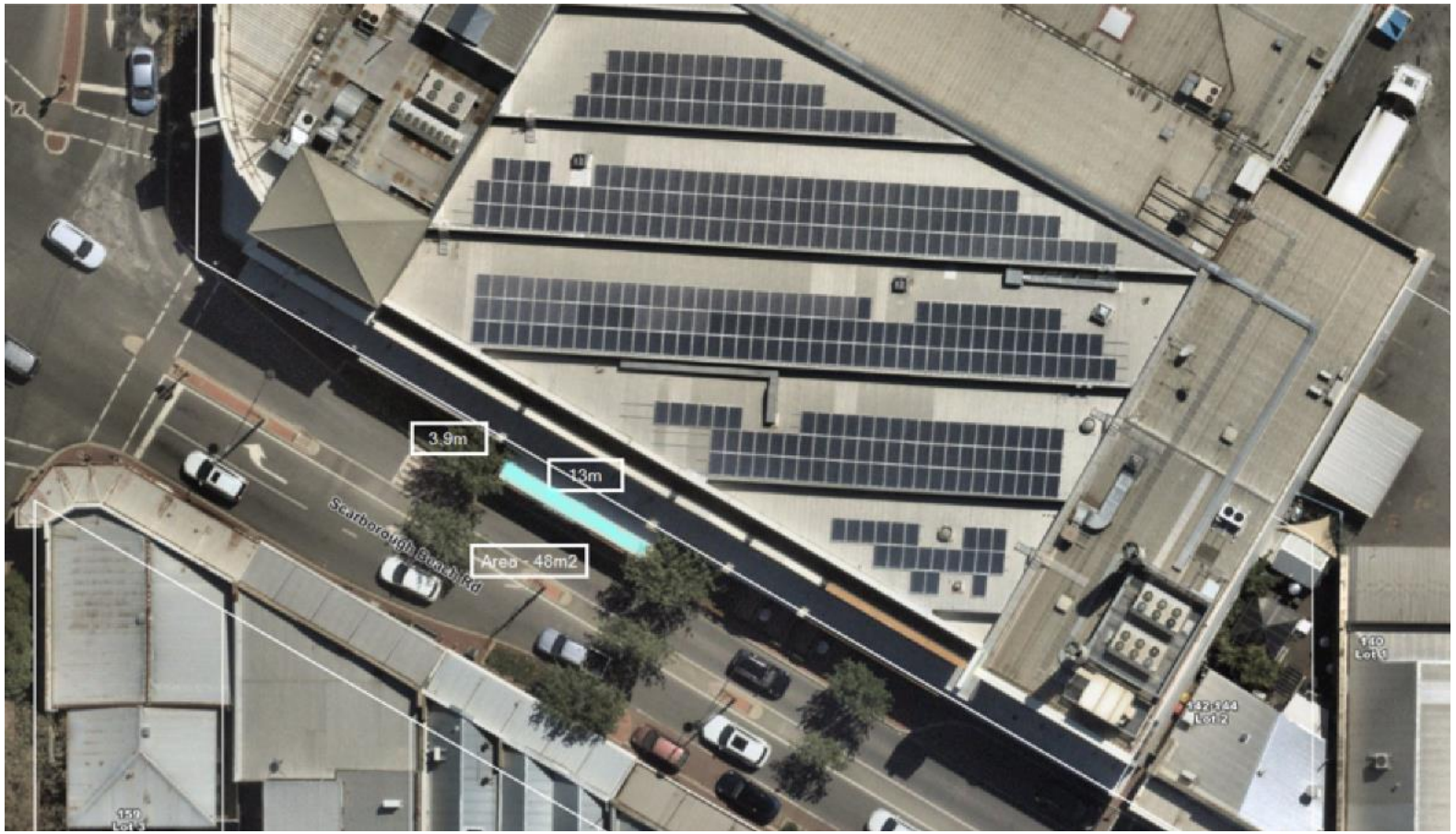
The Licence Fee of $1,680 per annum plus GST, indexed annually by CPI, is recommended as determined by the market valuation.

COMMENTS:

The Applicant has used the Licence Area portion of the Scarborough Beach road reserve for its structure as an extension to its alfresco area for its business for five years with no issues. With the initial development application having expired in November 2023, the Department of Planning Heritage and Lands has advised the City that it has care control and management of road reserves by virtue of s 55 of LAA and can determine the appropriate tenure arrangement with the Applicant.

Administration believes the outdoor dining area activates the streetscape and provides increased amenity for the community.

The licence will be prepared to ensure that the City and Department are not liable for any loss or damage that may arise as a result of the structure, and so that the structure will be removed at any time, at the Applicant's cost, if the road reserve is required by the State, City or a public authority.



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).

Licence Area
Spritz, 148 Scarborough Beach Road, Mount Hawthorn.

modus compliance pty ltd
Building Surveying Contractor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance

B. 1. TYPICAL COLUMN & BEAM CONNECTIONS.
SCALE 1:5.

B2.
150×100×4 SHS beams.
2 ×M16 bolts typical.
B1. B1.
100×100×4 SHS COLUMNS 4 cap plate.
5 mm thick fabricated internal spigot snug fit for 150×100×4 RHS BEAMS.
35 70 35 100.
140 typical.

100×100×4 post.
TOP.
150×90×8 angle fully welded to posts, 2×HILTI HVA M12 anchors
concrete.
100×100×4 post.
BOTTOM.
200×200×10 plate angle ×100 high. 1×HILTI HVA M12 anchors each side.
TYPE A.

100×100×4 post.
TOP.
concrete.
150×50×10 angle – fully welded to column. 1×M16 HILTI HVA anchors.
100×100×4 post.
BOTTOM
250×100×10 plate welded to column 2×HILTI HVA M12 anchors at 180 pitch.
TYPE B.

350 concrete-typical.
2 N°top & bottom R16 bars at 300 ctrs.
SECTION.

150×90×10 angle×400 long welded to column. 2×HILTI HVA M16 anchors.
100×100×4 post.
TOP.
glass balustrade.
planter cladding.
concrete.
100×100×4 post.
BOTTOM.
concrete.
150×150×10 plate ×100 fully welded to column. 1 HILTI HVA M16 anchor each side.
TYPE C.

paving
250×250×10 plate 4×M16 anchors
grout
750×400×400 in ground footing
INGROUND FOOTING.

C. 1. COLUMNS TO FOOTINGS CONNECTION.

FL 00.
SPRITZ SHOPFRONT.

ROOF FRAME
B1 150×100×4 RHS.
B2 150×150×4 RHS
ALL COLUMNS ×10
100×100×4 SHS.
CONNECTIONS AS PER DETAILS.

PEDESTRIAN ACCESS.
EXISTING BRICK PAVING.

COL 100×100×4 SHS TYPICAL. N°off 10.
concrete footings in planters to detail - HATCHED.
GLASS BALUSTRADE 1200 high opaque to 900 ht.
1200×600 TABLE.
line of suspended heater & lighting tray over see ceiling plan.
BENCH SEAT. TO DETAIL.
TABLES 600×600×2 off.
chair-typical.
RHS 150×100×4 TYPICAL N°off 5.
lambretta.
BENCH SEAT.
ALUCOBOND LEDGE-SELECT COLOUR.
PLANTER.
relic access.
2 pvc drain
electrical supply under existing paving connect to all points as required. switch positions TBA.
water supply to planters. under paving & to all planters. reticulate to all planters. position of sprinklers & control panel, TBA.
existing tree to remain.
PROPOSED AL FRESCO. FL 00.
NEW TRAVERTINE PAVING. lay in accordance with suppliers details & instructions. 30mm compacted cracker dust under, mixed with cement on compacted sand fill.
TABLE 1200×600.
*SCAN EXISTING GROUND BEFORE DIGGING FOR FOOTINGS & CONSULT WITH DIAL BEFORE YOU DIG.
glass balustrading fixed between posts in polished stainless steel channel. GLAZING TO AS, & GLAZING CODES.
MOTORISED CAFE BLINDS - ZIPTRAK SYSTEM.
footing under paving to detail.
ALUCOBOND FEATURE COLUMNS & CONTINUOUS BEAMS ×150×150 CONTINUOUS LED LIGHTING AS DETAILED.
slope in planter.
25ø pvc drains ×3.
sleeve for retic.
planter. to detail.
EXISTING BRICK PAVING TO REMAIN.
concrete in planters -350 deep shown hatched - typical.
ACCESS.
kerb - existing.

550 BENCH. 2320. 550 BENCH. 4950 BENCH SEAT. 550 BENCH. 2320. 550 BENCH.
2240 PLANTER. 1100 ACCESS. 150 2360 3600 PLANTER. 1010. ACCESS. 150 1760 PLANTER. 150.
100. 2867 100. 2867 100. 2867 100. 2867 100. 400.
400
11968. OVERALL.
600.

A. 1. PLAN LAYOUT.
SCALE 1:20.

SCARBROUGH BEACH ROAD.

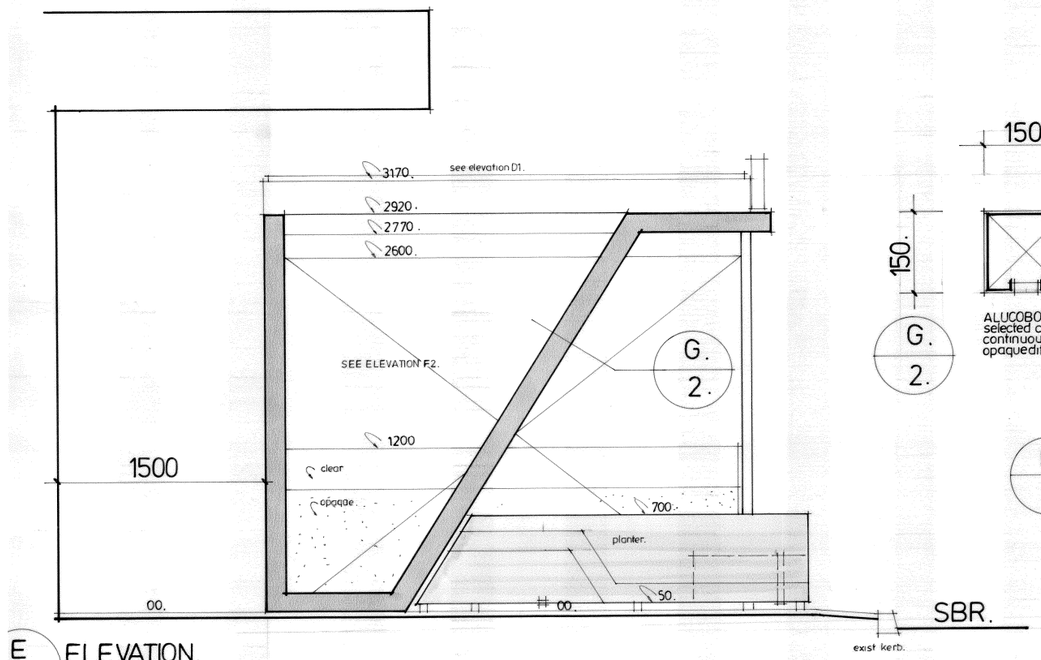
ALL STRUCTURAL STEELWORK TO BE FULLY HOT DIPPED GALVANISED - SELECT POWDER COAT FINISH.
●THIS ENTIRE STRUCTURE HAS BEEN DESIGNED TO MAKE IT EASILY REMOVABLE. - the use of silicone is prohibited unless absolutely necessary and approved.

Date Item No.
PROJECT SPRITZ
148 SCARBOROUGH BEACH ROAD. MT HAWTHORN.

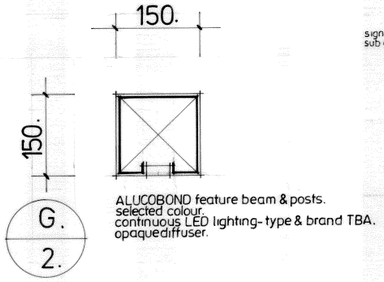
MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net

Date: DEC 2018. Job No. Drawing No. 1.
Scale: 1:20.
Check all dimensions on site prior to commencement

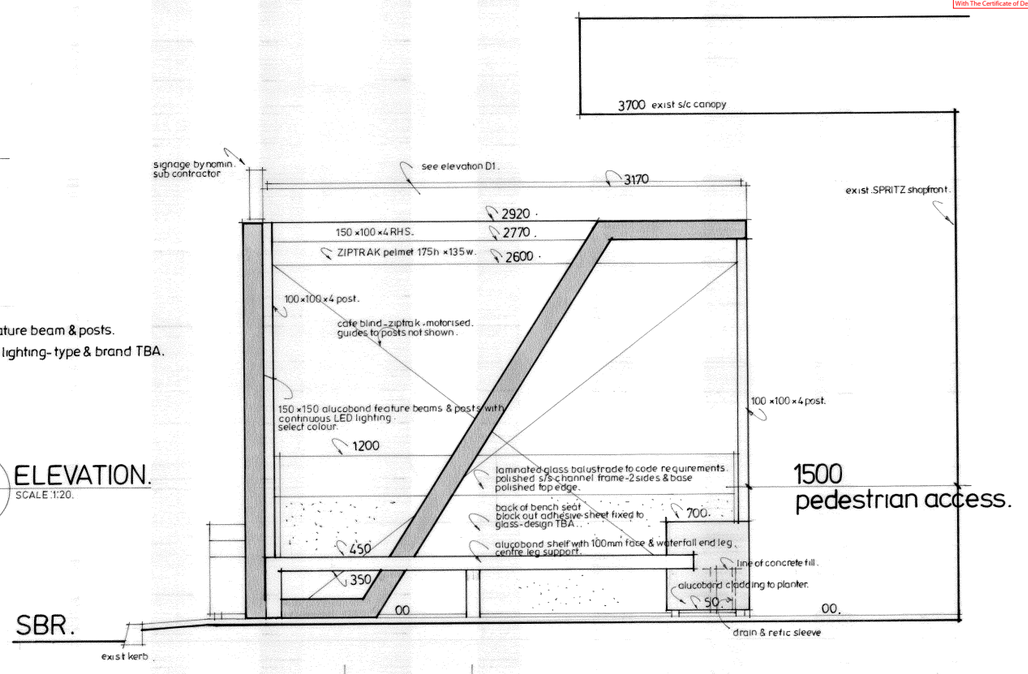
modus compliance pty ltd
Building Surveying Contractor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance

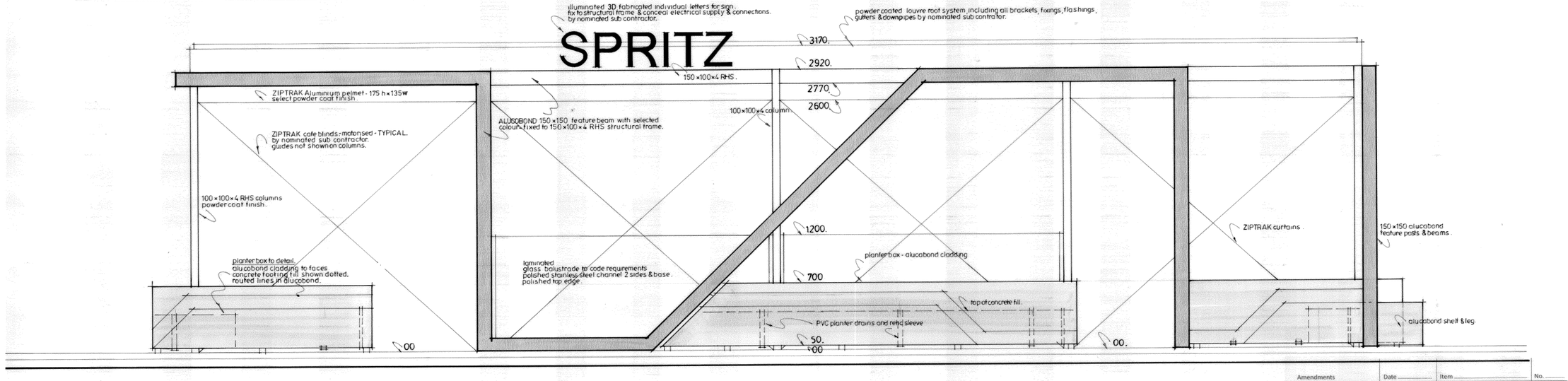


E 2 ELEVATION.
SCALE 1:20.



F 2 ELEVATION.
SCALE 1:20.





D. 2. ELEVATION
SCALE 1:20.

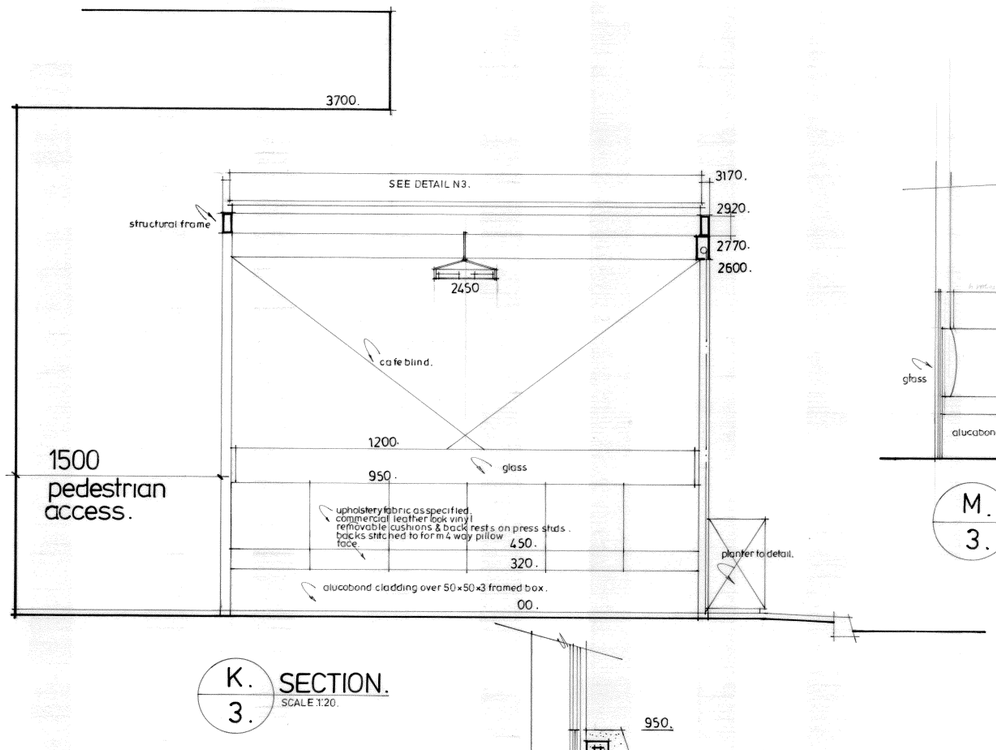
Amendments | Date | Item | No.

MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net

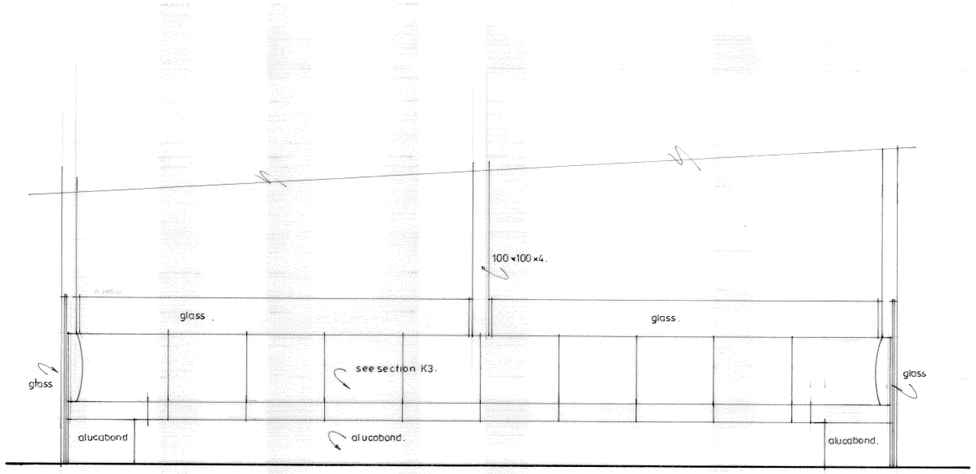
PROJECT
SPRITZ.
148 SCARBOROUGH BEACH ROAD, MT HAWTHORN.

Date: DEC 18. | Job No. | Drawing No. 2.
Scale: 1:20.
Check all dimensions on site prior to commencement

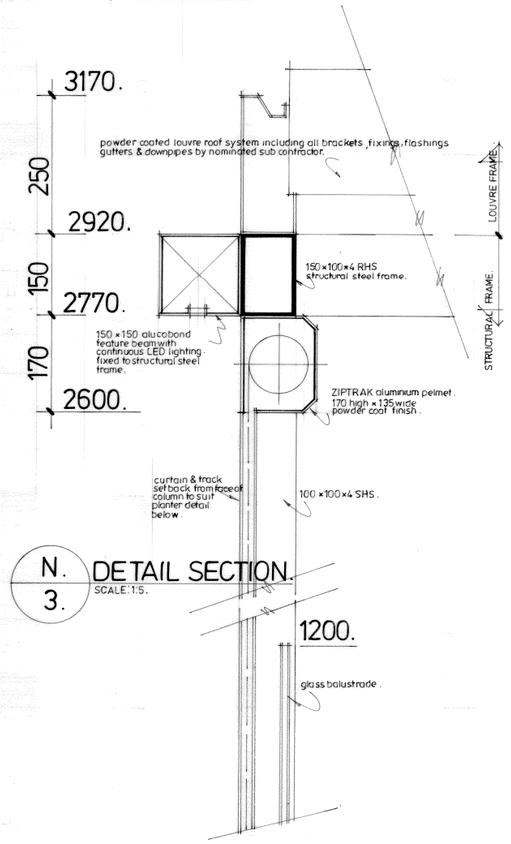
modus compliance pty ltd
Building Surveying Contracor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance



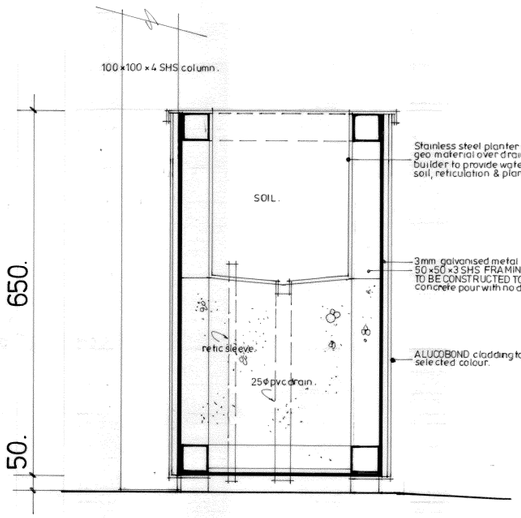
K. 3. SECTION.
SCALE 1:20.



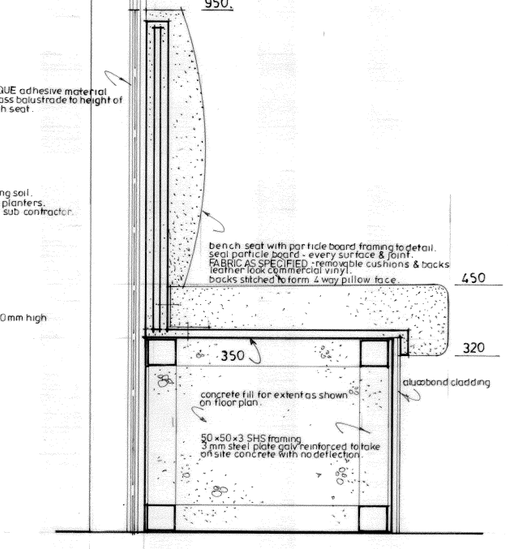
M. 3. SECTION.
SCALE:1:20.



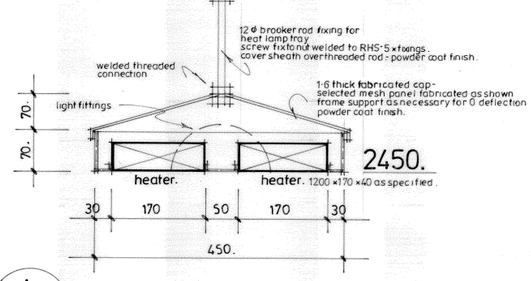
N. 3. DETAIL SECTION.
SCALE:1:5.



H. 3. SECTION - PLANTER.
SCALE:1:5.



J. 3. SECTION - BENCH SEAT.
SCALE:1:5.



L. 3. SECTION - LIGHTING & HEATING TRAY.
SCALE:1:5.

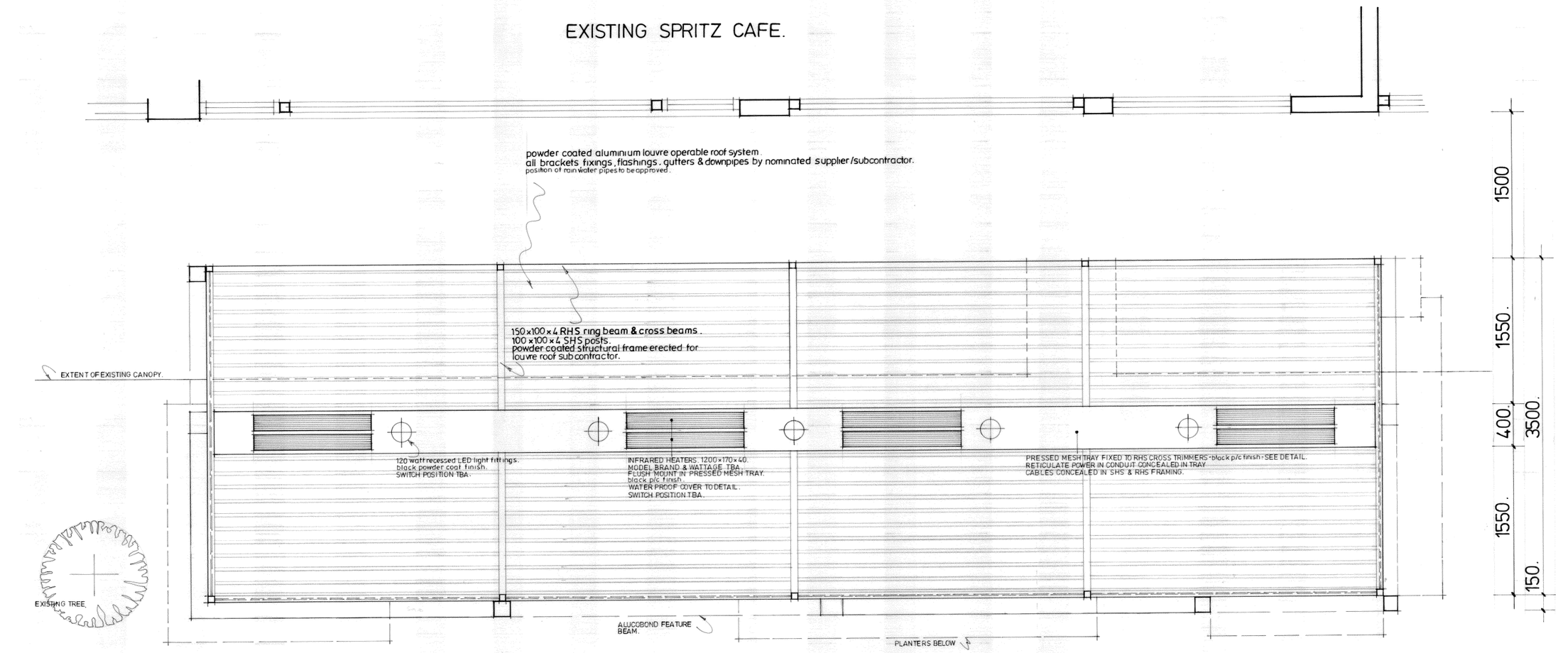
Amendments Date Item No.

MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net

PROJECT
SPRITZ.
148 SCARBOROUGH BEACH ROAD MT HAWTHORN

Date: DEC 18 Job No. Drawing No. 3.
Scale: 1:5 1:20.
Check all dimensions on site prior to commencement

modus compliance pty ltd
Building Surveying Contractor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance



P. 4. CEILING & LIGHTING PLAN.
SCALE : 1:20.

Item No.

SPRITZ.
148 SCARBOROUGH BEACH ROAD. MT HAWTHORN.

MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net

Date: DEC 2018 | Job No. | Drawing No 4
Scale: 1:20.
Check all dimensions on site prior to commencement

ENQUIRIES TO: Natasha Trefry
Approval Services, (08 9273 6568)
OUR REF: 5.2018.159.1

CITY OF VINCENT

6 November 2018

McArtney $ Associates Pty Ltd
16 Angelico Street
WOODLANDS WA 6018

Dear Sir/Madam,

NO. 148-158 SCARBOROUGH BEACH ROAD MOUNT HAWTHORN (LOT: 600 D/P: 47025) – PROPOSED ADDITION TO CAFE

I refer to your Application for Approval to Commence Development dated 04 May 2018 for the above proposal.

I wish to advise that the proposal was assessed and found to be in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and associated policies. Therefore, the application has been granted conditional approval under delegated authority from the Council subject to the terms and conditions shown on the attached form.

Your attention is drawn to the fact that this consent constitutes development approval only and that a Building Permit must be obtained from the City prior to commencement of any construction works. The nominated builder should be provided with a copy of the Notice of determination on application for development approval. Please ensure that the drawings and information submitted to the City with your Building Permit application are identical to those approved by the City with this development approval to avoid delays in the issue of your Building Permit. Please note that any amendments to the drawings and information approved in this development approval that are proposed in the Building Permit application may result in the requirement for a new development application to be submitted for assessment and determination.

I trust that the information is to your satisfaction, however if you have any enquiries regarding the above matter, please do not hesitate to contact Natasha Trefry on 08 9273 6568.

Yours sincerely

JOSLIN COLLI
COORDINATOR PLANNING SERVICES

Cc. Hyde Park Management Ltd
C/- Hawaiian
Ground Floor, 235 St Georges Terrace
PERTH WA 6000

Administration & Civic Centre
244 Vincent Street (Cnr Loftus),
Leederville Western Australia 6007
PO Box 82,
Leederville WA 6902
Tel: (08) 9273 6000
Fax: (08) 9273 6099
Email: mail@vincent.wa.gov.au
www.vincent.wa.gov.au

Planning and Development Act 2005

City of Vincent

Notice of determination on application for development approval

Location: No. 148-158 Scarborough Beach Road MOUNT HAWTHORN

Lot, Plan/Diagram: LOT: 600 D/P: 47025

Vol. No: 2598 Folio No: 388

Application date: 04/05/2018 Received on: 04/05/2018

Serial No: 5.2018.159.1

Description of proposed development: Addition to Cafe

Plans dated: 29 June 2018

This application for development approval is approved subject to the following conditions:

1. This approval is for proposed canopy structure and café blinds as shown on the approved plans dated 29 June 2018.

2. This approval for the canopy structures and café blinds is valid is for a period of five (5) years from the date shown above. Following expiry of this period, the permanent canopy structure shall be removed at the owner's cost and the road reserve made good, unless a further development approval is granted by the City.

3. This approval is issued to the owner and operator of Spritz Spizzicheria.

4. The alfresco blinds shall remain visually permeable in appearance at all times to the satisfaction of the City.

5. The alfresco blinds shall be rolled up at the close of business each day.

6. The owner has a non-exclusive right to use the portion of the road reserve area as an alfresco area in connection with the operation of Spritz Spizzicheria, with a 1.5m pedestrian access way being provided at all times to enable the public to pass through the area;

7. Only the canopy structure and café blinds which forms part of this approval may be located within the road reserve area. Any alterations or additions to these structures will require the approval of the City (and Minister in some circumstances);

8. The owner shall maintain at its cost the structure forming part of the proposed development on the land and constructed over the road reserve adjacent to the proposed development to the satisfaction of the City and in accordance with the provisions of Regulation 17 of the Local Government (Uniform Provision) Regulations 1996 (as amended from time to time).

9. The owner indemnifies and agrees to keep indemnified the State, the Crown, all Ministers of the Crown, and all officers, servants, agents, contractors, invitees, and licensees of any of them against all actions, claims, costs, proceedings, suits and demands

whatsoever arising or connected with the canopy forming part of the proposed development over the road reserve or use of the road reserve in connection with the canopy strcture which may at any time be incurred or suffered by the licensee or brought, maintained or made against the Minister for Transport; Planning; Lands or the State, the Crown, all Ministers of the Crown, and all officers, servants, agents, contractors, invitees, and licensees.

10. The owner shall take out and maintain at its cost a policy of public liability insurance not less than $20,000,000 to insure the City and the owner against all claims for loss or damage or injury occurring to any road reserve or property of the City or any person or property of any person as a result of the construction of the awning forming part of the proposed development over the road reserve adjacent to the proposed development or in respect of the use of the road reserve in connection with the awning forming part of the proposed development. A copy of the certificate of insurance is to be provided to the City annually and on demand.

11. The applicant is to ascertain the location and depth of any services that may interfere with this development. Any adjustment to these services required as part of this approval, must be arranged by the applicant prior to works commencing on the site. Any adjustment must be approved by the relevant service authorities and will be at the applicant's expense.

12. The applicant agrees to repair, maintain and remove the canopy structure at its cost, including to enable access by the City or utility providers.

13. The road reserve area comprising the permanent canopy structure shall be kept in a neat and tidy condition at all times to the satisfaction of the City.

14. If the road reserve is required for use as part of the road at any time the City may terminate the approval and require that the applicant remove the permanent canopy structure, and no compensation will be payable to the applicant.

15. All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City;

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. With regard to Condition 15, no further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings;

3. This approval is subject to the applicant holding an alfresco permit for the alfresco area at all times (in the event that the applicant is not issued with an alfresco permit this approval will immediately terminate);

4. At expiry of the approval the applicant must remove all structures from the road reserve and restore the road reserve to the reasonable satisfaction of the City, at the applicants cost.

Date of determination: - 6 November 2018

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2: 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.

Note 3: 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.

Signed: Dated: 6 November 2018

JOSLIN COLLI
COORDINATOR PLANNING SERVICES
for and on behalf of the City of Vincent

CITY OF VINCENT
RECEIVED
22 September 2023

PLAN
TOWN PLANNING & URBAN DESIGN

21 September 2023 File ref: 0024-02 da

Chief Executive Officer
City of Vincent
email: mail@vincent.wa.gov.au

Attention: Planning Department

Dear Sir

RE: DEVELOPMENT APPLICATION – SPRITZ SPIZZICHERIA
PROPOSAL TO EXTEND DURATION OF DEVELOPMENT APPROVAL (REF: 5.2018.159.1)
EXISTING CANOPY STRUCTURE AND MOTORISED CAFÉ BLIND SYSTEM

This is to advise that *PLAN. (Town Planning & Urban Design)* acts on behalf of Messrs Mario Talardo and Franco Tambasco, the owners and operators of the *Spritz Spizzicheria* (**Spritz**) restaurant which is located at Lot 600 (No. 148 to 158) Scarborough Beach Road, Mount Hawthorn.

This Development Application is lodged pursuant to clause 77, Part 9, Schedule 2 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* (**P&D Regulations**).

The Application is submitted to seek the approval of the City to amend Condition 2 of the existing Development Approval by extending the duration of the decision for the canopy structure and café blind addition to the alfresco dining area of Spritz which was granted under delegated authority on 6 November 2018. (City's Ref: **5.2018.159.1**)

The extension of the approval is sought to facilitate a further five (5) year approval period for the canopy structure and café blinds. The structure with its motorised blind system is essential to the operation of the alfresco area. It protects customers from all types of weather conditions making it possible for this popular outdoor dining area to remain open throughout the year. It is the year round activation of the alfresco area which has created the vibrancy and activity now seen in this section of Scarborough Beach Road, at the heart of the district centre of Mount Hawthorn. For these reasons, we seek the City's support to approve an extension of the duration of the development approval to allow for the canopy structure and motorised blind system to remain in place.

All conditional requirements of the existing approval are to remain unchanged and upheld.

Accordingly, please find attached the completed Development Application Form and MRS Form 1, which are signed by the Directors of *Hyde Park Management Ltd*, the company which owns the subject tenancy. In addition to that, we also attach a copy of the current Certificate of Title (**Annexure 1**), and a copy of the current Development Approval and stamp approved plans and certified building permit drawings (**Annexure 2**).

The following report provides a summary of the details of the canopy structure system together with the planning justification in support of canopy structure and alfresco blind system remaining in place and unmodified for a further five year period.

PLAN.
Town Planning and Urban Design Consultant
mb: 0414 384 972, email: clare@planwa.au
Trading for PLAN (WA) Pty Ltd

1.0 THE SITE AND SURROUNDING ENVIRONS

Spritz is a thriving Italian restaurant situated in the heart of the Mount Hawthorn District Centre at 148-158 Scarborough Beach Road, Mount Hawthorn.

The site details and project information are summarised below at **Table 1**.

TABLE 1: SUMMARY TABLE	
Landowner:	Hyde Park Management Ltd
Property Description:	Lot 600 (No. 148-158) Scarborough Beach Road, Mount Hawthorn
Existing Development Approval:	Addition to Café – canopy structure and café blinds. Serial No: 5.2018.159.1 Approval date: 6 November 2018
Certificate of Title:	Volume 2598, Folio 388
Local Government Authority:	City of Vincent
Local Planning Scheme:	Local Planning Scheme No. 2
Zoning:	District Centre
Built Form Area:	Town Centre
Proposal:	This Application is submitted under clause 77 of Schedule 2, Part 9, of the Deemed Provisions of the *Planning and Development Regulations 2015.* The proposal seeks to amend Condition No. 2 the development approval by extending the duration of the development approval. This will allow for the canopy structure and café blinds to remain in place for a further five (5) year period, from the date of the extended approval.

Spritz is located on the northern eastern side of Scarborough Beach Road and has a southwestern frontage to it. It is a tenancy which forms part of the strip of commercial tenancies of The Mezz shopping centre which shops have frontages to and are accessible directly from the footpath on Scarborough Beach Road. (Refer below to **Figure 1**: Location of Spritz within the District Centre of Mount Hawthorn.

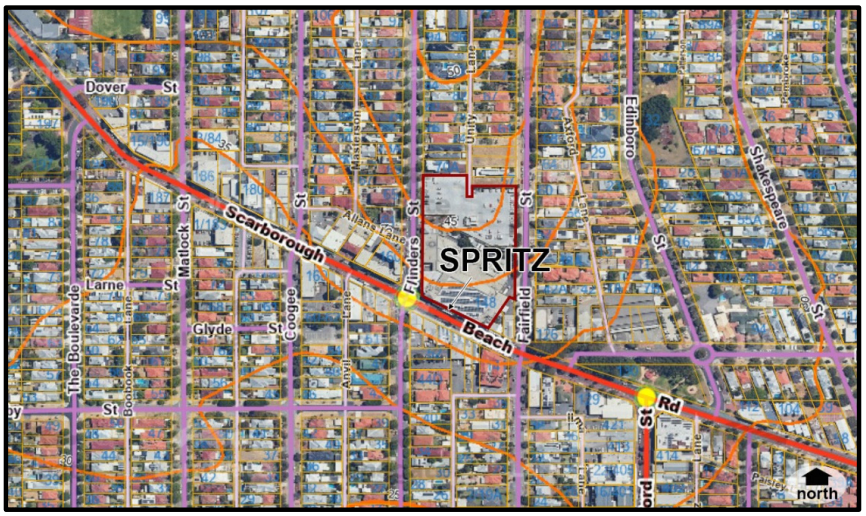


Figure 1: Location of Spritz within the District Centre of Mount Hawthorn *(source: landgate)*

The introduction of the structural canopy shelter to the alfresco area has significantly and positively contributed to the success of Spritz and added to the vibrancy of this commercial strip. The canopy is a striking design and offers a comfortable place for customers to sit and enjoy a meal whilst actively engaging with the street. It is also regularly utilised outside of the operating hours of Spritz by the local community as a causal seating area.

The photographs below illustrate the high quality of the design of the structure which fits within and adds to the character and identity of this commercial strip.

Photograph 1: Standing on the southwestern side of Scarborough Beach Road looking in a north westerly direction towards Spritz. Note: The unique design of the canopy structure creates a visual marker in the streetscape which positively adds to the unique identity and character of Mount Hawthorn.

Photograph 2: Standing on the southwestern side of Scarborough Beach Road looking in a north westerly direction towards Spritz. The design is inviting and sits comfortably in the streetscape. The extent of visibility through the canopy structure is like the adjacent tenancy, with the visibility being impacted only by the trees in the median, the planter boxes and the shadow cast by the awnings.

Photograph 3: Standing on the southwestern side of Scarborough Beach Road looking towards the canopy structure. Note: the design retains visibility and accessibility through the space, inviting pedestrian movement through and within it.

Photograph 4: Standing on the northeastern side of Scarborough Beach Road in the pedestrian footpath clear zone between the alfresco dining area and the internal dining area of the restaurant. Note: The tables and chairs are removed from the space and the motorised blinds are retracted, as Spritz was not open for trade when the photograph was taken and the weather conditions at this time of the day did not require the blind system to be activated to shelter the space. This space is available to the community to use when the restaurant is not open.

Photograph 5:
Looking in a north westerly direction along the footpath between the alfresco dining area and the internal dining space of Spritz. Note the high level of visibility maintained through the structure and the unimpeded pedestrian movement along the footpath.

2.0 THE EXISTING STRUCTURE AND MOTORISED BLIND SYSTEM

The engineered steel frame of the canopy structure is designed with a motorised louvre roof and café blind system, lighting and heat lamps. The roof is fixed with flashing, gutters and downpipes that connect to the stormwater drainage system. This structure is specifically designed to provide customers of Spritz the opportunity to enjoy alfresco dining on the main street during all weather conditions. A copy of the **Development Approval** and the **certified building permit plans** which detail the engineered design are attached at **Annexure 2**.

The location and orientation of the restaurant tenancy has limited (if any) protection from the weather. The frontage of the tenancy is severely impacted by wind, rain and sun due to its position on the northeastern side of Scarborough Beach Road and its orientation to the southwest. This canopy structure and its motorised louvre roof and blind system allows the owners to discreetly open and lower blinds and activate the louvers on the roof to respond to changing weather conditions throughout the day. This ensures the alfresco dining area remains an inviting and engaging space for customers to enjoy across all seasons. It is the year round activation of this alfresco area which is the key driver behind the success of Spritz in this location, with alfresco dining being the preferred choice of seating area for its customers.

The ability to use of the alfresco dining area throughout the year has meant that Spritz has been able to retain its staff on a permanent basis to cater for the 100 seat capacity. Spritz employs 8-10 staff at the restaurants at any one time, many of which live locally. The retention of the structure is necessary to ensure the continued viability of this restaurant is maintained and its staff gainfully employed. It is an unavoidable reality that the removal of the canopy structure and its motorised louvre and blind system will mean that the alfresco area will not be able to be used for much of the year. The outcome being that customer numbers will rapidly decline as many will choose more reliable restaurant environments to visit, which offer alfresco areas in locations which are less exposed to the changes in weather.

It is also relevant to acknowledge the significant contribution made by Spritz in reactivating this section of the main street of Mount Hawthorn. This has been made possible by the installation of this canopy structure system to the alfresco area which draws people to the venue all year round. The activation of the strip by this restaurant has generated a substantial amount of foot traffic and passing trade for the many local businesses operating along Scarborough Beach Road. This is because customers of Spritz will often take the opportunity to visit the independent retailers and boutiques operating along the main

4.0 CONCLUSION

The integrated canopy and motorised blind system is a high quality, attractive and robust structure which remains appropriate for use by the Spritz restaurant in this location. It provides a site specific solution to facilitate the use of the alfresco dining in this area of the commercial strip of Mount Hawthorn which would otherwise be severely compromised and limited due to its exposure to the changes in the weather. The retention of the canopy structure with the motorised blind system will allow for the alfresco space to remain functional and comfortable for customers to enjoy throughout the year. It is an essential contributor to the ongoing success of the restaurant and the pedestrian activation of this road.

The structure is consistent with the City's requirements. It maintains visibility, allows for unimpeded pedestrian movement along the footpath and through the structure for pedestrian crossing of Scarborough Beach Road. It is an inviting space for customers to dine and is available for use by the community outside of operating hours. The structure positively contributes to the vibrancy and unique identify of the district centre of Mount Hawthorn, as envisaged by the City. It is for all these reasons, we respectfully seek the City's support to grant an extension to the duration of the approval to allow the canopy structure and blind system to remain for a further five (5) year time limited period, pursuant to clause 77 of Schedule 2 of the Deemed Provisions of the P&D Regulations.

We trust that the information provided in this Application is sufficient for staff's assessment. However, should staff have any queries, the writer is available on 0414 384 972 or clare@planwa.au.

Yours sincerely

Clare McLean
Director
cc: Messrs M Talardo and F Tambasco of Spritz Spizzicheria
Ms B Moharich, Director – Moharich & More.

street after dining at the restaurant. The striking unique design of the canopy structure is now embedded in the built fabric of this area and recognised as a landmark in Mount Hawthorn. It is an aesthetic form and appropriate in scale, which is sought to be retained for the ongoing activation of the alfresco area by Spritz, to the benefit of the local community more generally.

3.0 THE PLANNING FRAMEWORK

The planning framework has not changed since the Development Approval was granted for the canopy structure and café blind system.

The subject tenancy remains zoned 'District Centre' in the City's *Local Planning Scheme No. 2* (**LPS 2**) and 'Urban' in the *Metropolitan Region Scheme* (MRS).

The tenancy is approved for use as a 'Restaurant/Café', with the alfresco dining area and canopy structure forming part of that approved land use. The land use of 'Restaurant/Café' remains a permitted ('P') use in the District Centre zone.

The site continues to be identified as part of the 'Town Centre' Built Form Area of City's *Local Planning Policy 7.1.1*.

The alfresco area and the canopy structure system remain compliant with the requirements of LPS 2 and other associated policies.

The canopy structure as constructed was approved by the City's Planning Department on 6 November 2018 under delegated authority. A Building Permit was issued by the City on 23 April 2019. The structure is constructed and continues to be used in accordance with the requirements of the City's approvals. A copy of both the Development Approval and Building Permit are attached at **Annexure 2.**

Condition No. 2 of the Development Approval states:

> *'2. This approval for the canopy structures and café blinds is valid is (sic) for a period of five (5) years from the date shown above. Following expiry of this period, the permanent canopy structure shall be removed at the owner's cost and the road reserve made good, unless a further development approval is granted by the City.'*

The reference in the wording of the condition that the period of five (5) years is to be taken from the 'date shown above' is presumed to mean the date that the approval was issued by the City, which is not stated above the condition. The only date references above the condition are the date of the submitted plans, and the date that the application was received. The reference is therefore taken to mean the date stated 'below', being the date of the decision stated on page 4 of the approval as 6 November 2018.

All conditions of the approval are to remain unchanged and will continue to be upheld.

This Application seeks only to extend the duration of the approval, which will amend Condition No. 2 to reference the date of the extended approval as being the start of the further five (5) year approval period for the canopy structure and café blind system.

For information purposes, we also attach a copy of the current **public liability insurance** held by Spritz at **Annexure 3**, as required by Condition No. 10 of the approval.

On the basis that the planning framework has not changed since the last approval was granted and the planning reasons given in support of this application that we respectfully seek the City's approval to extend the duration of the approval and in doing so amend Condition No. 2 to permit another five (5) year approval period for the canopy structure and blind system, under clause 77 of Schedule 2 of the Deemed Provisions of the P&D Regulations.

ANNEXURE 2

Development Approval and Building Permit

ENQUIRIES TO: Natasha Trefry
Approval Services, (08 9273 6568)
OUR REF: 5.2018.159.1

CITY OF VINCENT

6 November 2018

modus compliance pty ltd
Building Surveying Contracor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance

McArtney $ Associates Pty Ltd
16 Angelico Street
WOODLANDS WA 6018

Dear Sir/Madam,

NO. 148-158 SCARBOROUGH BEACH ROAD MOUNT HAWTHORN (LOT: 600 D/P: 47025) – PROPOSED ADDITION TO CAFE

I refer to your Application for Approval to Commence Development dated 04 May 2018 for the above proposal.

I wish to advise that the proposal was assessed and found to be in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and associated policies. Therefore, the application has been granted conditional approval under delegated authority from the Council subject to the terms and conditions shown on the attached form.

Your attention is drawn to the fact that this consent constitutes development approval only and that a Building Permit must be obtained from the City prior to commencement of any construction works. The nominated builder should be provided with a copy of the Notice of determination on application for development approval. Please ensure that the drawings and information submitted to the City with your Building Permit application are identical to those approved by the City with this development approval to avoid delays in the issue of your Building Permit. Please note that any amendments to the drawings and information approved in this development approval that are proposed in the Building Permit application may result in the requirement for a new development application to be submitted for assessment and determination.

I trust that the information is to your satisfaction, however if you have any enquiries regarding the above matter, please do not hesitate to contact Natasha Trefry on 08 9273 6568.

Yours sincerely

JOSLIN COLLI
COORDINATOR PLANNING SERVICES

Cc. Hyde Park Management Ltd
C/- Hawaiian
Ground Floor, 235 St Georges Terrace
PERTH WA 6000

Administration & Civic Centre
244 Vincent Street (Cnr Loftus),
Leederville, Western Australia 6007 | PO Box 82, Leederville WA 6902 | Tel: (08) 9273 6000 Fax: (08) 9273 6099 | Email: mail@vincent.wa.gov.au www.vincent.wa.gov.au

Planning and Development Act 2005

City of Vincent

Notice of determination on application for development approval

Location: No. 148-158 Scarborough Beach Road MOUNT HAWTHORN

Lot, Plan/Diagram: LOT: 600 D/P: 47025

Vol. No: 2598 Folio No: 388

Application date: 04/05/2018 Received on: 04/05/2018

Serial No: 5.2018.159.1

Description of proposed development: Addition to Cafe

Plans dated: 29 June 2018

This application for development approval is approved subject to the following conditions:

1. This approval is for proposed canopy structure and café blinds as shown on the approved plans dated 29 June 2018.

2. This approval for the canopy structures and café blinds is valid is for a period of five (5) years from the date shown above. Following expiry of this period, the permanent canopy structure shall be removed at the owner's cost and the road reserve made good, unless a further development approval is granted by the City.

3. This approval is issued to the owner and operator of Spritz Spizzicheria.

4. The alfresco blinds shall remain visually permeable in appearance at all times to the satisfaction of the City.

5. The alfresco blinds shall be rolled up at the close of business each day.

6. The owner has a non-exclusive right to use the portion of the road reserve area as an alfresco area in connection with the operation of Spritz Spizzicheria, with a 1.5m pedestrian access way being provided at all times to enable the public to pass through the area;

7. Only the canopy structure and café blinds which forms part of this approval may be located within the road reserve area. Any alterations or additions to these structures will require the approval of the City (and Minister in some circumstances);

8. The owner shall maintain at its cost the structure forming part of the proposed development on the land and constructed over the road reserve adjacent to the proposed development to the satisfaction of the City and in accordance with the provisions of Regulation 17 of the Local Government (Uniform Provision) Regulations 1996 (as amended from time to time).

9. The owner indemnifies and agrees to keep indemnified the State, the Crown, all Ministers of the Crown, and all officers, servants, agents, contractors, invitees, and licensees of any of them against all actions, claims, costs, proceedings, suits and demands

whatsoever arising or connected with the canopy forming part of the proposed development over the road reserve or use of the road reserve in connection with the canopy strcture which may at any time be incurred or suffered by the licensee or brought, maintained or made against the Minister for Transport; Planning; Lands or the State, the Crown, all Ministers of the Crown, and all officers, servants, agents, contractors, invitees, and licensees.

10. The owner shall take out and maintain at its cost a policy of public liability insurance not less than $20,000,000 to insure the City and the owner against all claims for loss or damage or injury occurring to any road reserve or property of the City or any person or property of any person as a result of the construction of the awning forming part of the proposed development over the road reserve adjacent to the proposed development or in respect of the use of the road reserve in connection with the awning forming part of the proposed development. A copy of the certificate of insurance is to be provided to the City annually and on demand.

11. The applicant is to ascertain the location and depth of any services that may interfere with this development. Any adjustment to these services required as part of this approval, must be arranged by the applicant prior to works commencing on the site. Any adjustment must be approved by the relevant service authorities and will be at the applicant's expense.

12. The applicant agrees to repair, maintain and remove the canopy structure at its cost, including to enable access by the City or utility providers.

13. The road reserve area comprising the permanent canopy structure shall be kept in a neat and tidy condition at all times to the satisfaction of the City.

14. If the road reserve is required for use as part of the road at any time the City may terminate the approval and require that the applicant remove the permanent canopy structure, and no compensation will be payable to the applicant.

15. All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City;

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. With regard to Condition 15, no further consideration shall be given to the disposal of storm water 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations for the proposed storm water disposal shall be lodged together with the building permit application working drawings;

3. This approval is subject to the applicant holding an alfresco permit for the alfresco area at all times (in the event that the applicant is not issued with an alfresco permit this approval will immediately terminate);

4. At expiry of the approval the applicant must remove all structures from the road reserve and restore the road reserve to the reasonable satisfaction of the City, at the applicants cost.

Date of determination: - 6 November 2018

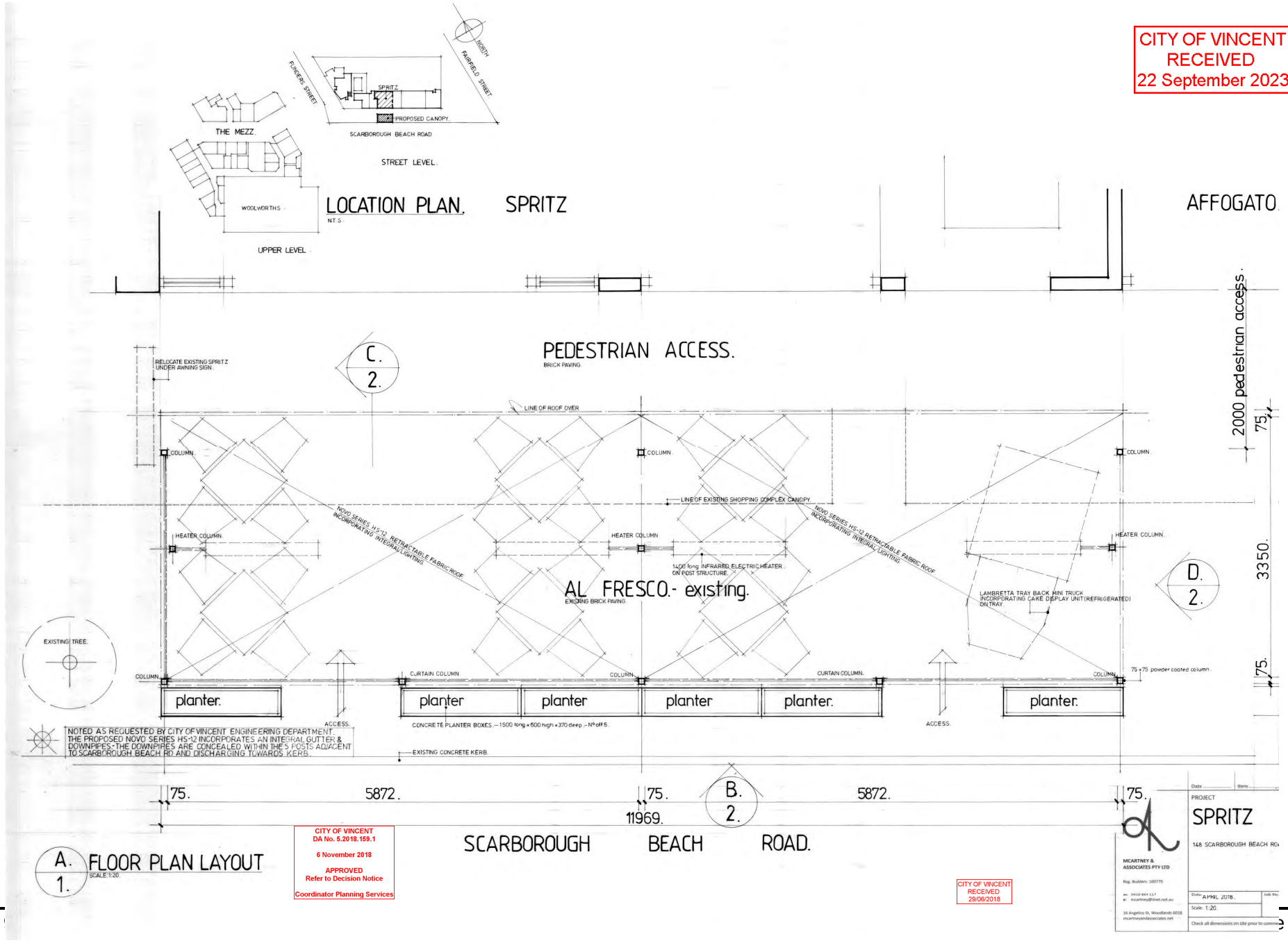
Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

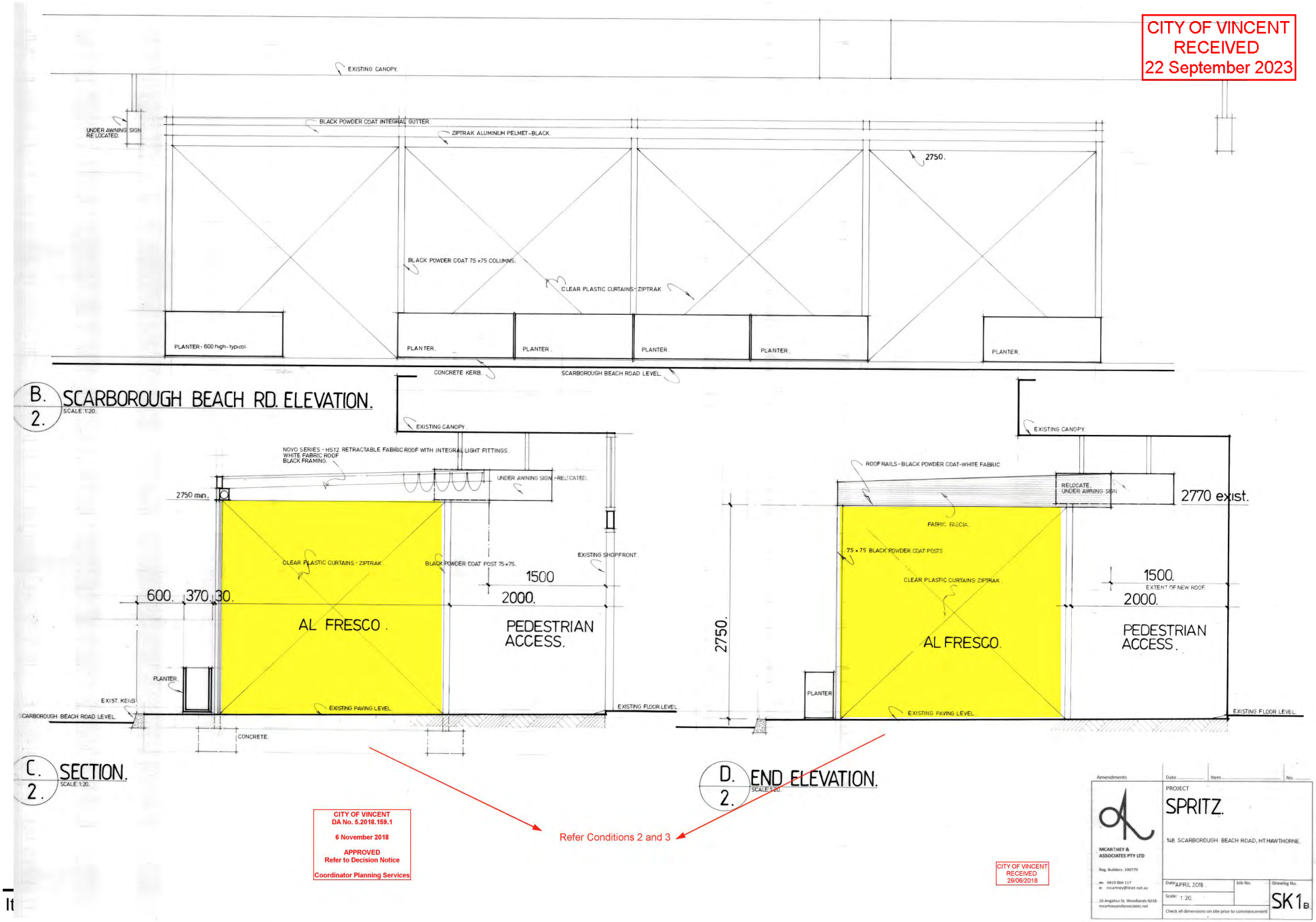
Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3: 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.

Signed: Dated: 6 November 2018

JOSLIN COLLI
COORDINATOR PLANNING SERVICES
for and on behalf of the City of Vincent


CITY OF VINCENT
RECEIVED
22 September 2023
NORTH
FARRELL STREET
FINNERS STREET
SPRITZ
PROPOSED CANOPY
SCARBOROUGH BEACH ROAD
STREET LEVEL
THE MEZZ
WOOLWORTHS
UPPER LEVEL
LOCATION PLAN.
N.T.S.
SPRITZ
AFFOGATO
PEDESTRIAN ACCESS.
BRICK PAVING
C.
2.
RELOCATE EXISTING SPRITZ UNDER AWNING SIGN.
LINE OF ROOF OVER
COLUMN.
LINE OF EXISTING SHOPPING COMPLEX CANOPY
NOVO SERIES HS-12 RETRACTABLE FABRIC ROOF INCORPORATING INTEGRAL LIGHTING.
HEATER COLUMN.
1400 long INFRARED ELECTRIC HEATER ON POST STRUCTURE.
AL FRESCO.- existing.
EXISTING BRICK PAVING
LAMBRETTA TRAY BACK MINI TRUCK INCORPORATING CAKE DISPLAY UNIT (REFRIGERATED) ON TRAY.
D.
2.
2000 pedestrian access.
75.
3350.
EXISTING TREE.
CURTAIN COLUMN.
75 x 75 powder coated column.
planter.
ACCESS.
CONCRETE PLANTER BOXES – 1500 long x 600 high x 370 deep – No off 5.
EXISTING CONCRETE KERB.
NOTED AS REQUESTED BY CITY OF VINCENT ENGINEERING DEPARTMENT.
THE PROPOSED NOVO SERIES HS-12 INCORPORATES AN INTEGRAL GUTTER & DOWNPIPES. THE DOWNPIPES ARE CONCEALED WITHIN THE POSTS ADJACENT TO SCARBOROUGH BEACH RD AND DISCHARGING TOWARDS KERB.
75.
5872.
11969.
B.
2.
SCARBOROUGH BEACH ROAD.
A.
1.
FLOOR PLAN LAYOUT
SCALE 1:20.
CITY OF VINCENT
DA No. 5.2018.159.1
6 November 2018
APPROVED
Refer to Decision Notice
Coordinator Planning Services
CITY OF VINCENT
RECEIVED
29/06/2018
PROJECT
SPRITZ
148 SCARBOROUGH BEACH RO
MCARTNEY & ASSOCIATES PTY LTD
APRIL 2018.
Scale: 1:20.
Check all dimensions on site prior to comm


CITY OF VINCENT
RECEIVED
22 September 2023
EXISTING CANOPY.
UNDER AWNING SIGN RE LOCATED.
BLACK POWDER COAT INTEGRAL GUTTER.
ZIPTRAK ALUMINIUM PELMET - BLACK.
2750.
BLACK POWDER COAT 75 x 75 COLUMNS.
CLEAR PLASTIC CURTAINS - ZIPTRAK.
PLANTER - 600 high - typical.
PLANTER.
PLANTER.
PLANTER.
PLANTER.
PLANTER.
CONCRETE KERB.
SCARBOROUGH BEACH ROAD LEVEL.
B. 2. SCARBOROUGH BEACH RD. ELEVATION.
SCALE 1:20.
EXISTING CANOPY.
NOVO SERIES - HS12 RETRACTABLE FABRIC ROOF WITH INTEGRAL LIGHT FITTINGS.
WHITE FABRIC ROOF
BLACK FRAMING.
UNDER AWNING SIGN - RELOCATED.
2750 min.
CLEAR PLASTIC CURTAINS - ZIPTRAK.
BLACK POWDER COAT POST 75 x 75.
EXISTING SHOPFRONT.
1500
2000.
600.
370.
30.
AL FRESCO.
PEDESTRIAN ACCESS.
PLANTER.
EXIST. KERB.
SCARBOROUGH BEACH ROAD LEVEL.
EXISTING PAVING LEVEL.
EXISTING FLOOR LEVEL.
CONCRETE.
C. 2. SECTION.
SCALE 1:20.
EXISTING CANOPY.
ROOF RAILS - BLACK POWDER COAT - WHITE FABRIC
RELOCATE UNDER AWNING SIGN
2770 exist.
FABRIC FASCIA.
75 x 75 BLACK POWDER COAT POSTS
CLEAR PLASTIC CURTAINS ZIPTRAK.
1500.
EXTENT OF NEW ROOF.
2000.
2750.
AL FRESCO.
PEDESTRIAN ACCESS.
PLANTER.
EXISTING PAVING LEVEL.
EXISTING FLOOR LEVEL.
D. 2. END ELEVATION.
SCALE 1:20.
CITY OF VINCENT
DA No. 5.2018.159.1
6 November 2018
APPROVED
Refer to Decision Notice
Coordinator Planning Services
Refer Conditions 2 and 3
CITY OF VINCENT
RECEIVED
29/06/2018
Amendments
Date
Item
No.
PROJECT
SPRITZ.
148 SCARBOROUGH BEACH ROAD, MT HAWTHORNE.
MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net
Date APRIL 2018.
Job No.
Drawing No.
Scale: 1:20.
SK1B
Check all dimensions on site prior to commencement

PERMIT FORM BA4

Building permit

Building Act 2011, section 25
Building Regulations 2012, regulation 4, 21

Permit number
BP 6.2019.212.1

1. Builder details

Builder's name	*Altima Construction*
Postal or Street address	PO Box 1345, OSBORNE PARK WA 6916,
Registration number or owner-builder approval number (if applicable)	100779

2. Details of building work

Property street address	LOT: 600 D/P: 47025 148-158 Scarborough Beach Road, MOUNT HAWTHORN 6016	
Nature of the building work	Construction of new covered alfresco area within road reserve adjacent to existing Spritz Spizzicheria Café.	
Stage(s) of work	Not applicable	
BCA class of the building	Main BCA class 10a	Secondary BCA class (for multi-purpose buildings) Not applicable
Use(s) of the building	Alfresco Dining	Each restriction on use (if applicable) Not applicable
Estimated value of building work (as determined by permit authority)	$100000	

3. Applicable certificate of design compliance

Certificate of design compliance issued by:

Building surveying contractor/public authority's name	Modus Compliance Pty Ltd	
Phone/fax	Phone no 9444 5922	Fax Nil applicable
Email address	info@modcom.net.au	Date 25/01/19

4. Permit details

All building work permitted by this permit:

1. Must be carried out in accordance with the plans and specifications specified in the applicable certificate of design compliance for this building permit.
2. Must be carried out in accordance with any conditions set out below:

BUILDING CONDITIONS

This Building Permit is approved subject to compliance with the Building Act 2011, Building Code of Australia (BCA), Building Regulations 2012, and Council Local Laws, unless Council agrees in writing to waive or vary those conditions. Please refer to the attached "**Building Permit Advice Notes**" for further builder obligations in relation to this permit.

This amended Building Permit is to be read in conjunction with the documents and conditions associated with Building Permit **6.2019.58.1** issued on **25 Feb 2019.**

3. Must be inspected and tested as prescribed under section 36(2)(a) of the *Building Act 2011* (refer to the certificate of design compliance for the applicable list of inspections and tests that are to be listed here):

Inspections and tests

4. A permit granted to do one or more stages of building work does not automatically entitle a person to be granted a further building permit for any other stage of the building work.
5. This permit is valid for two years from the date of this permit.

Issuing officer	Name Adam Freeman	Job title Delegated Officer
	Signature	Date 23 Apr 2019
Permit authority	**City of Vincent**	

CITY OF VINCENT

Street address: 244 Vincent Street (corner of Loftus Street), Leederville, Western Australia, 6007
Postal address: PO Box 82, Leederville WA 6902
Tel: (08) 9273 6000 **Fax:** (08) 9273 6099

BUILDING PERMIT ADVICE NOTES

Being for LOT: 600 D/P: 47025 148-158 Scarborough Beach Road, MOUNT HAWTHORN 6016
BUILDING PERMIT NO: 6.2019.212.1

DILAPIDATION SURVEY

Where this building permit is subject to a large scale project you are now advised that it is in your best interest to notify surrounding property owners and offer the option of a dilapidation survey. You as the responsible person named on this building permit accept all accountability of the detrimental effect construction work has on neighbouring properties. Copies of all Dilapidation reports may be forwarded to the City for the purposes of record keeping.

BUILDING

The builder must, within 7 days of completion of the work, for which the permit was granted, give **Notice of Completion (BA7)** form to the relevant permit authority. The notice of completion must –

a) be in an approved form; and
b) state the work for which the permit was granted, is completed; and
c) be accompanied by a copy of a certificate for each inspection or test mentioned that applies to the permit.

Penalties may apply

SWIMMING POOL / SPA

Swimming Pool / Spa area shall be protected by barriers complying with AS1926 part 1 & 2 at all times, including associated boundary fences

When a temporary barrier is required to be installed to protect the swimming pool / spa area before the Permit Authority approved barrier can be installed. The temporary barrier is to comply with AS1926 part 1 & 2; it is to be a permanent structure as defined in the standard and the surface beneath the barrier shall be permanent and not easily removed or eroded by a young child, animals or weather.

Noise levels created by the swimming pool or spa pool, or by the equipment relating to the swimming pool or spa pool, must not exceed those noise levels permitted by the *Environmental Protection (Noise) Regulations 1997*.

Water recirculation and filtration systems must be maintained in accordance with AS 1926.3-2003 (as amended).

All construction work, subject of this Building Permit, shall not be commenced until the Water Corporation approval has been issued or notification from Water Corporation that such approval is not required.

Penalties may apply

This permit does not constitute approval for any works associated with the proposed development that are not explicitly indicated on the **Certificate of Design Compliance**. This particularly applies to retaining walls, decks and changes in ground levels. Any building, structures or earthworks undertaken that are not part of this approval will be considered unauthorised building works by the City.

If you are aggrieved with the conditions of the Building Permit you are able to apply to the State Administrative Tribunal for review under the *Building Act 2011*.

STORMWATER, SURFACE WATER & SUBSOIL DISPOSAL FOR SINGLE RESIDENTIAL LOTS

The issue of this Building Permit does not signify approval of the stormwater drainage disposal installation shown or described on the site plan. It is the responsibility of the Builder to ensure the proposed stormwater disposal system complies with the requirements of the City. The City can be contacted to confirm the acceptable water disposal system for this property on **9273 6000**

It will remain the responsibility of the Registered Builder/Owner Builder, regardless of the subsequent sub-contract arrangements or any notations on plan, to ensure compliance with the City's requirements for the design and installation of stormwater disposal systems.

SWIMMING POOL WATER DISPOSAL

Swimming pool and/or spa pool must have adequate means of draining the pool in a manner that will not cause illness to people or affect other property. No water is to be deposited down the septic or leach drain systems. For more information = **WQPN 55 Swimming pools May 14 - water.wa.gov.au.**

PLANNING

Persons responsible for the application of this Building Permit are required to ensure compliance with (where applicable) Development approvals, City's Planning Schemes and policies, Local Development Plans, Residential Design Codes and the Metropolitan Redevelopment Authority Regulations.

HEALTH

PREVENTION OF WIND BLOWN REFUSE

The builder is responsible for ensuring that adequate measures are taken to contain refuse produced on the building site and prevent it from being blown off the site.

Infringement Notices may be issued.

PREVENTION OF WIND BLOWN SAND AND DUST

The owner or occupier of any building site must take all practicable measures to prevent sand or dust deposited or created on the site from escaping the site.

Where the nature of the building activity is likely to generate wind-blown sand or dust, an Air Quality Management Plan must be submitted for approval prior to any clearing, earthworks or other site works. For information about preparation of an Air Quality Management Plan, contact the City's Health Services.

Infringement Notices may be issued

EXCESSIVE NOISE

The Environmental Protection Act imposes stringent restrictions on the creation of excessive noise outside prescribed hours. Construction work is only permitted between 07:00-19:00 hrs on any day which is NOT a Sunday or Public Holiday.

If construction is to occur outside these hours then compliance with Regulation 13 of the Environmental Protection (Noise) Regulations 1997, which includes the submission and approval of a Noise Management Plan, is required prior to the commencement of work.

Penalties may apply

Health Conditions

(1) The proposed development is satisfactory to the Health Services subject to compliance with the following legislation (as amended)-

- Health Act 1911 (as amended);
- Local Government Act 1995
- Occupational Safety and Health Act/Regulations (dust control, safe work practices governed by Worksafe WA)
- Health Act (Laundries and Bathrooms) Regulations;
- City of Vincent Health Local Law 2004;
- Metropolitan Water Supply, Sewerage and Drainage Board By-laws 1981;
- Environmental Protection Act 1986 (Noise and Unauthorised Discharge Emissions);
- Health (Asbestos) Regulations 1992;
- Sewerage (Lighting, Ventilation and Construction) Regulations 1971
- Code of Practice for the Reuse of Greywater in WA
- Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974; and
- Health (Temporary Sanitary Provisions) Regulations 1997

(2) In accordance with the City of Vincent Health Local Law 2004 and requirements of the Local Government Act 1995 (s.3.25) all **stormwater** shall discharge clear of the building(s) and disposal must not cause erosion, corrosion, or other defects as a result of the method of disposal. If these are likely to occur, then disposal must be into sealed impervious drains, which shall empty into a soakwell (to be located a minimum of 1.8m from footings and boundary fences), or other suitable stormwater scheme. If discharge of water is to surface, it shall not be allowed to flow to adjoining property (publicly or privately owned).

(3) Sound levels created shall not exceed the provisions of the *Environmental Protection Act 1986* and the *Environmental Protection (Noise) Regulations 1997.* All construction work must be carried out in accordance with control of noise practices described in Section Six (6) of AS2436-1981 "Guide to Noise Control on Construction, Maintenance and Demolition Sites"

- The equipment used for the construction work must be the quietest reasonably available;
- Construction work is not to commence before 7.00am, or carry on after 7.00pm on Monday to Saturdays;
- No construction work is permitted on Sundays or Public Holidays.

Should work need to be undertaken out-of-hours, the builder/developer is to submit a Regulation 13 application to the City's Health Services, seeking approval for an exemption – the application is to be accompanied by a Noise Management Plan – exemptions will only be considered where a demonstrated need and justification exists (safety concerns with Main Roads etc).

Health Advisory Notes

(1) Site signage is to be provided with wording of no less than 80mm height that reads as follows:

- "CONSTRUCTION WORK TIMES FOR THIS SITE ARE 7.00AM - 7.00PM MONDAY TO SATURDAY ONLY". PLEASE CONTACT THE (*responsible person to be inserted eg site supervisor*) ON TELEPHONE NUMBER (*relevant number to be inserted*) SHOULD PROBLEMS IN RELATION TO BUILDING NOISE OCCUR OUTSIDE THE ABOVE PERMITTED HOURS; or
- In circumstances where approval to work outside of these hours has been granted by the City's CEO, the wording shall remain as above, however with the approved hours to be specified in place of 7.00AM - 7.00PM MONDAY TO SATURDAY.

ENGINEERING

NO MATERIALS TO BE DEPOSITED ON VERGE OR RIGHT OF WAY WITHOUT PRIOR APPROVAL

No person shall deposit stones, bricks, lime, rubbish, timber, iron, or other materials on a street, way, or other public place, nor make an excavation on land abutting or adjoining a street, way, or other public place, unless authorised to do so by an Act or unless the applicant has first obtained from the local government in whose district the street, way, public place, or land is situated a licence in writing for that purpose, nor unless, in the case of an excavation the applicant has securely fenced off the place where it is to be made from the street, way, or other public place, nor unless he complies with the conditions, if any, of the permit.

Penalties may apply

Contact Technical Services on **9273 6000** for further information on requirement and your obligations.

Engineering Conditions
nil

---

modus compliance pty ltd
Building Surveying Contractor - BSCT
C19-0027 ~~C19-0027~~
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance

B. 1. TYPICAL COLUMN & BEAM CONNECTIONS.
SCALE 1:5.

B2.
2 ×M16 bolts typical.
150×100×4 SHS beams.
B1. B1.
100×100×4 SHS COLUMNS 4 cap plate.
5 mm thick fabricated internal spigot snug fit for 150×100×4 RHS BEAMS.
35 70 35 100.
140 typical.

100×100×4 post.
TOP.
150×90×8 angle fully welded to posts. 2×HILTI HVA M12 anchors
concrete.
100×100×4 post.
BOTTOM.
200×200×10 plate angle ×100 high. 1×HILTI HVA M12 anchors each side.
TYPE A.

100×100×4 post.
TOP.
concrete.
150×50×10 angle – fully welded to column. 1×M16 HILTI HVA anchors.
100×100×4 post.
BOTTOM
250×100×10 plate welded to column 2×HILTI HVA M12 anchors at 180 pitch.
TYPE B.

350 concrete - typical.
2 N° top & bottom R16 bars at 300 ctrs.
SECTION.

150×90×10 angle×400 long welded to column. 2×HILTI HVA M16 anchors.
100×100×4 post.
TOP.
glass balustrade.
planter cladding
concrete.
100×100×4 post.
BOTTOM.
concrete.
150×150×10 plate ×100 fully welded to column. 1 HILTI HVA M16 anchor each side.
TYPE C.

paving
250×250×10 plate 4×M16 anchors
grout
750×400×400 in ground footing
INGROUND FOOTING.

C. 1. COLUMNS TO FOOTINGS CONNECTION.

FL 00.
SPRITZ SHOPFRONT.

ROOF FRAME
B1 150×100×4 RHS.
B2 150×150×4 RHS
ALL COLUMNS ×10
100×100×4 SHS.
CONNECTIONS AS PER DETAILS.

PEDESTRIAN ACCESS.
EXISTING BRICK PAVING.

COL 100×100×4 SHS TYPICAL. N° off 10.
concrete footings in planters to detail - HATCHED.
GLASS BALUSTRADE 1200 high opaque to 900 ht.
1200×600 TABLE
line of suspended heater & lighting tray over see ceiling plan.
TABLES 600×600×2 off
BENCH SEAT TO DETAIL
chair - typical.
13 metres
PROPOSED AL FRESCO. FL 00.
NEW TRAVERTINE PAVING. lay in accordance with suppliers details & instructions. 30mm compacted crusher dust under, mixed with cement, on compacted sand fill.
48.2 m²
TABLE 1200×600.
*SCAN EXISTING GROUND BEFORE DIGGING FOR FOOTINGS & CONSULT WITH DIAL BEFORE YOU DIG.
footing under paving to detail.
glass balustrading fixed between posts in polished stainless steel channel. GLAZING TO AS. & GLAZING CODES.
MOTORISED CAFE BLINDS - ZIPTRAK SYSTEM.
ALUCOBOND FEATURE COLUMNS & CONTINUOUS BEAMS - 150×150 CONTINUOUS LED LIGHTING AS DETAILED.
slope in planter.
EXISTING BRICK PAVING TO REMAIN.
kerb - existing.
existing tree to remain.
planter. to detail.
ACCESS.
BENCH SEAT.
lambretta.
RHS 150×100×4 TYPICAL N° off 5.
3.9 metres
ALUCOBOND LEDGE - SELECT COLOUR.
concrete in planters - 350 deep shown hatched - typical.
25ø pvc drains ×3.
sleeve for retic.
pvc drains ×2 25ø
electrical supply under existing paving connect to all points as required. switch positions TBA.
water supply to planters. under paving & to all planters. reticulate to all planters position of sprinklers & control panel, TBA.
retic access

1500. 150 1250. 3500. 2100. PLANTER 400. 600.
100 100 450 1150 2100 PLANTER 3500 1400. 100. 400. 150.

550 BENCH. 2320. 550 BENCH. 4950 BENCH SEAT. 550 BENCH. 2320. 550 BENCH.
2240 PLANTER. 1100 ACCESS. 150 2360 3600 PLANTER. 1010. ACCESS. 150 1760 PLANTER. 150.
100. 2867 100. 2867 100. 2867 100. 2867 100. 400.
400 11968. OVERALL. 600.

A. 1. PLAN LAYOUT.
SCALE 1:20.

SCARBROUGH BEACH ROAD.

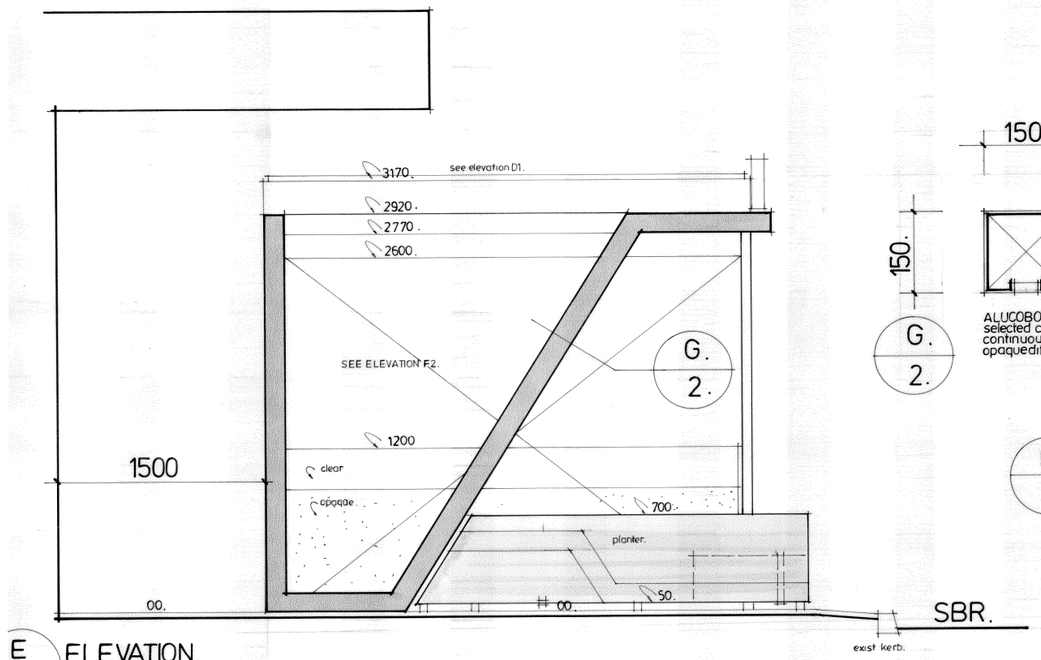
ALL STRUCTURAL STEELWORK TO BE FULLY HOT DIPPED GALVANISED - SELECT POWDER COAT FINISH.
●THIS ENTIRE STRUCTURE HAS BEEN DESIGNED TO MAKE IT EASILY REMOVABLE. - the use of silicone is prohibited unless absolutely necessary and approved.

Date Item No.
PROJECT SPRITZ
148 SCARBOROUGH BEACH ROAD, MT HAWTHORN.

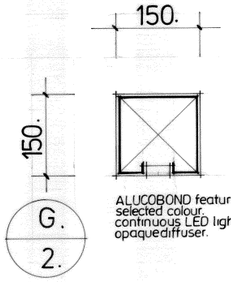
MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net

Date: DEC 2018. Job No. Drawing No. 1.
Scale: 1:20.
Check all dimensions on site prior to commencement

modus compliance pty ltd
Building Surveying Contractor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance

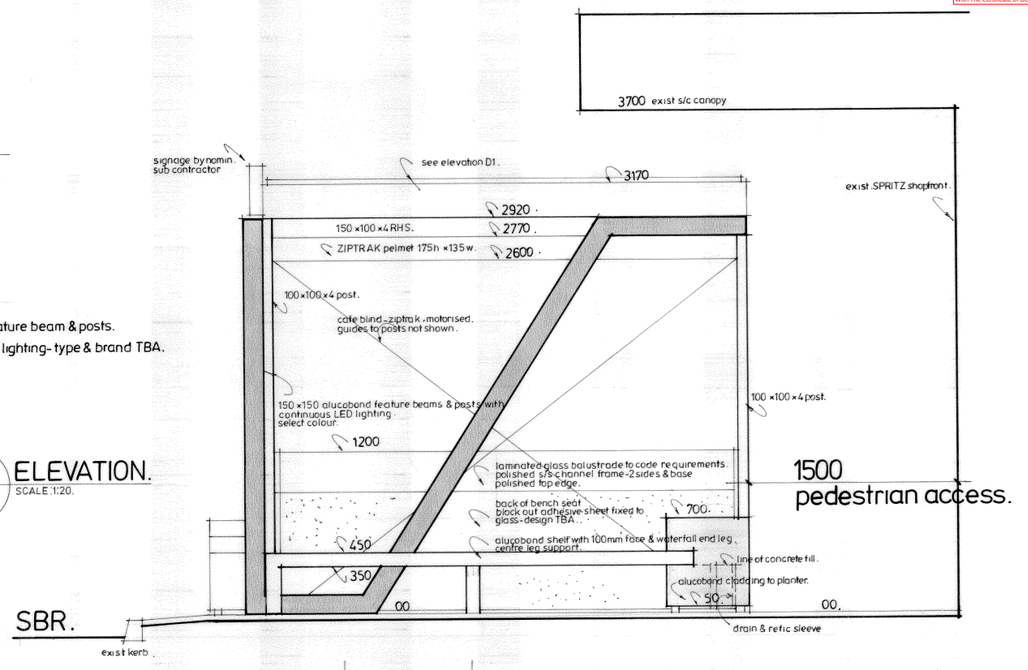


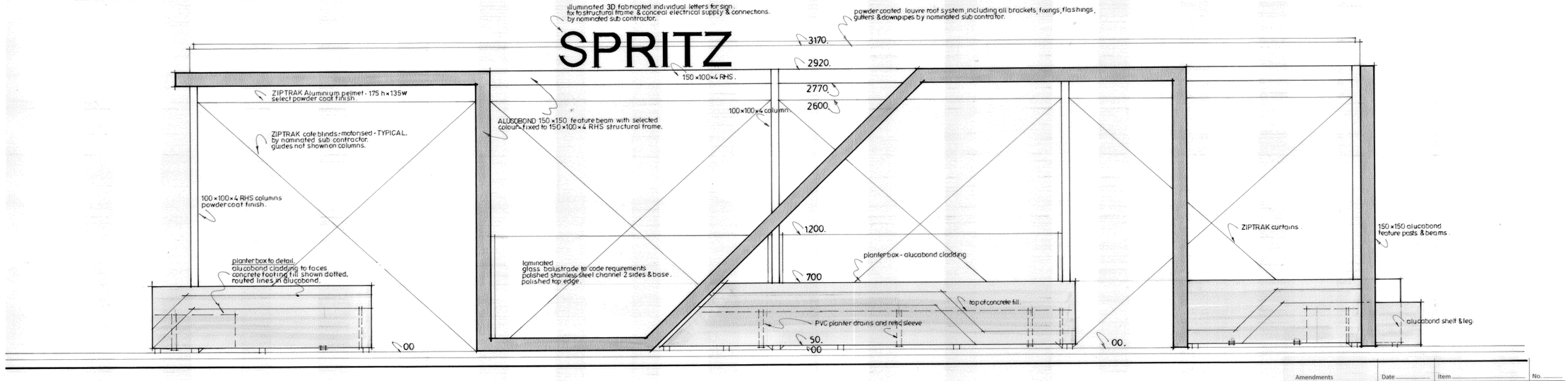
E 2 ELEVATION.
SCALE 1:20.



ALUCOBOND feature beam & posts.
selected colour.
continuous LED lighting- type & brand TBA.
opaquediffuser.

F 2 ELEVATION.
SCALE 1:20.





D. 2. ELEVATION
SCALE 1:20.

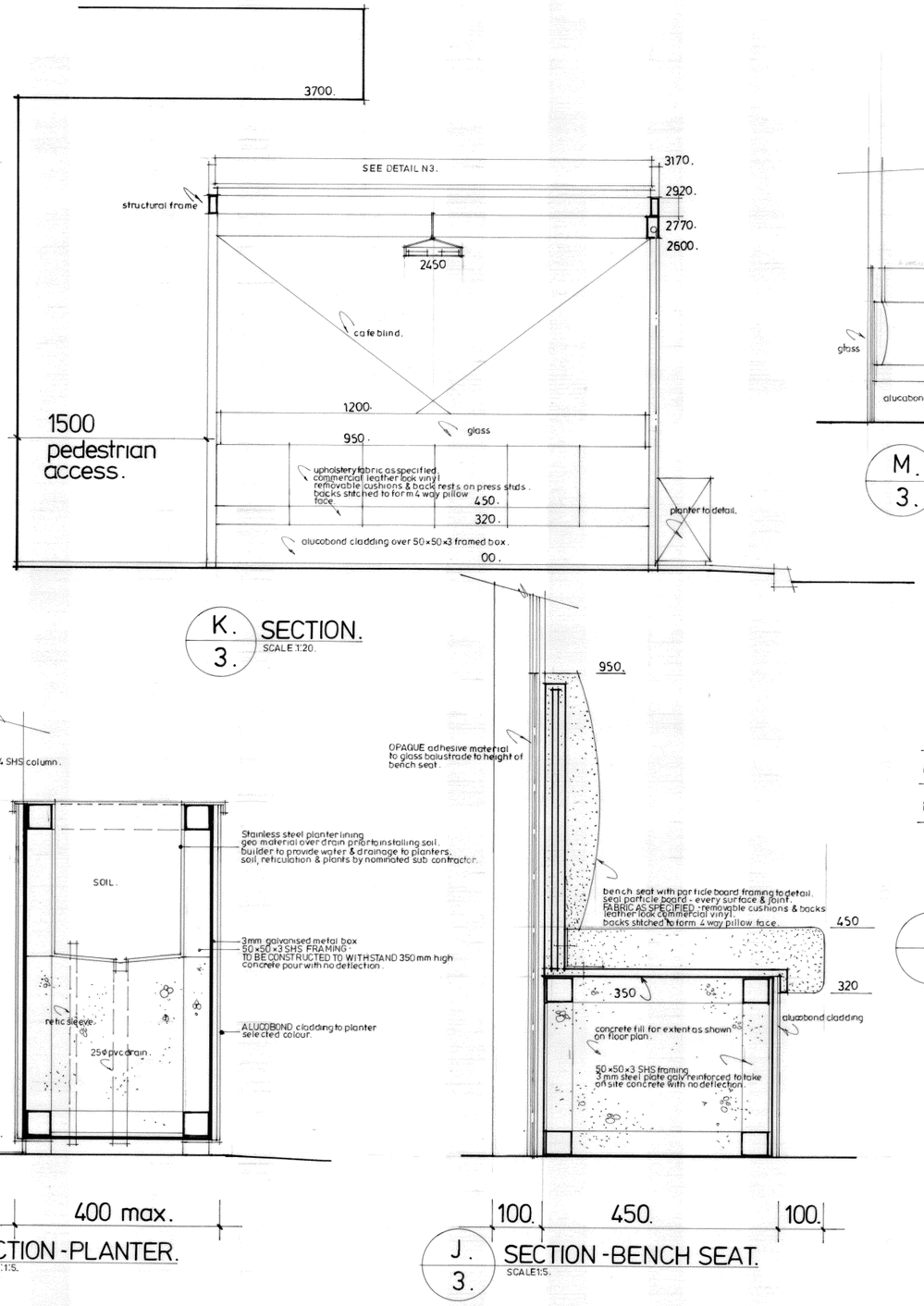
Amendments | Date | Item | No.

MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net

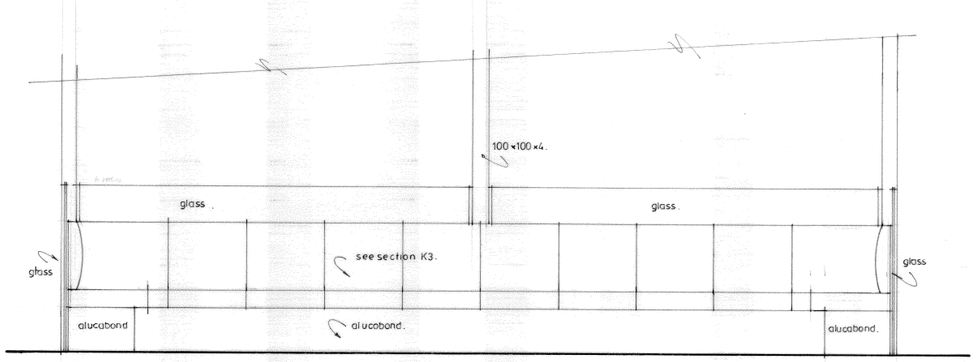
PROJECT
SPRITZ.
148 SCARBOROUGH BEACH ROAD, MT HAWTHORN.

Date: DEC 18. | Job No. | Drawing No. 2.
Scale: 1:20.
Check all dimensions on site prior to commencement

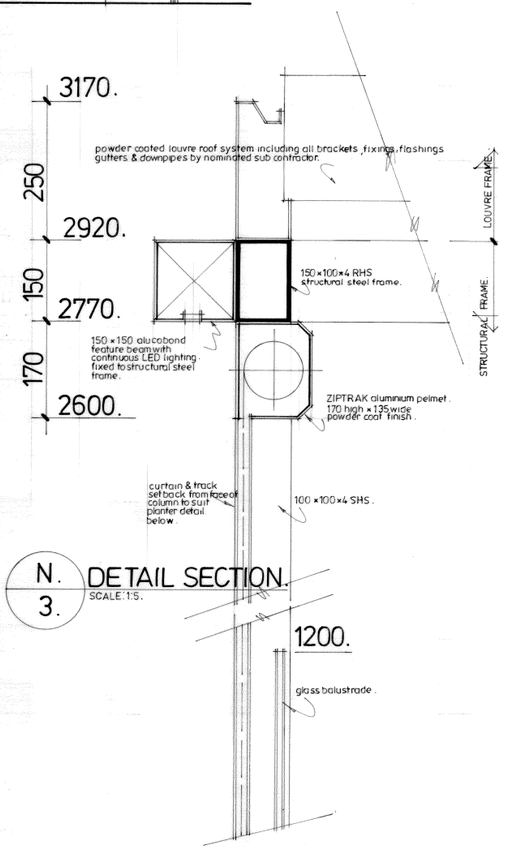
modus compliance pty ltd
Building Surveying Contracor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance



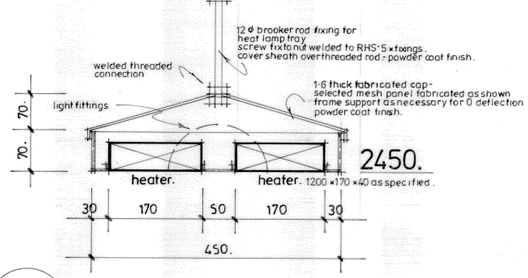
K. 3. SECTION. SCALE 1:20.



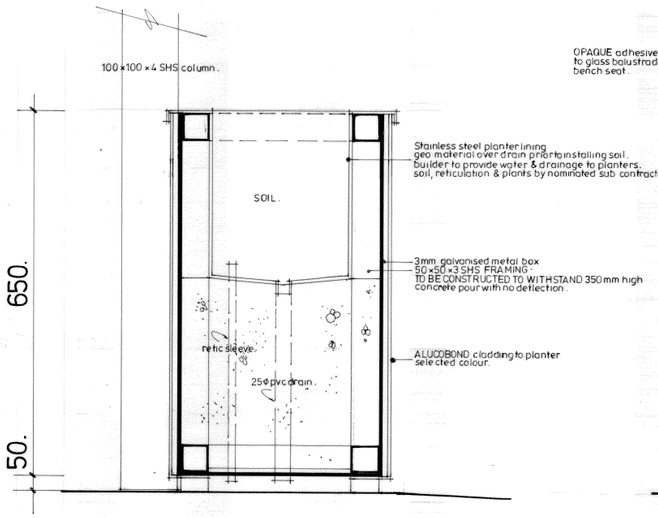
M. 3. SECTION. SCALE 1:20.



N. 3. DETAIL SECTION. SCALE 1:5.



L. 3. SECTION- LIGHTING & HEATING TRAY. SCALE 1:5.



H. 3. SECTION - PLANTER. SCALE 1:5.

J. 3. SECTION - BENCH SEAT. SCALE 1:5.

Amendments	Date	Item	No.

MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
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PROJECT
SPRITZ.
148 SCARBOROUGH BEACH ROAD MT HAWTHORN

Date: DEC 18	Job No.	Drawing No.
Scale: 1:5 1:20.		3.

Check all dimensions on site prior to commencement

modus compliance pty ltd
Building Surveying Contractor - BSC7
C19-0027 C19-0027
Building Surveyor - Stephen Jones
Accreditation - Level 1 Registration No - BSP223
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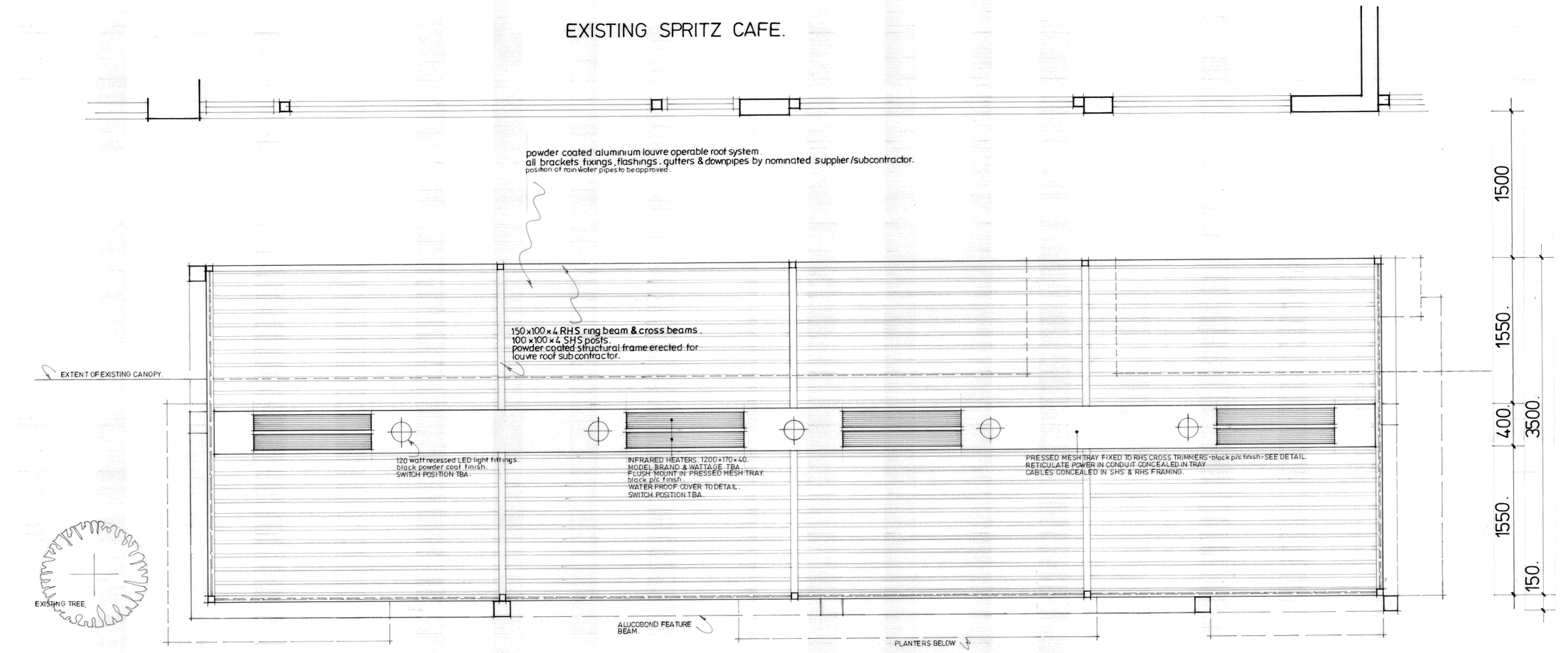


P. 4. CEILING & LIGHTING PLAN.
SCALE : 1:20.

Item No.

SPRITZ.
148 SCARBOROUGH BEACH ROAD. MT HAWTHORN.

MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 100779
m: 0419 864 117
e: mcartney@iinet.net.au
16 Angelico St, Woodlands 6018
mcartneyandassociates.net

Date: DEC 2018 | Job No. | Drawing No 4
Scale: 1:20.
Check all dimensions on site prior to commencement

10 INFRASTRUCTURE & ENVIRONMENT

10.1 RESPONSE TO PETITION - CORNER SCARBOROUGH BEACH ROAD AND KILLARNEY STREET - MAINTENANCE AND INFRASTRUCTURE

Attachments: **1. Petition - Cnr Scarborough Beach Rd & Killarney Str. - Maintenance & Infrastructure - Confidential**

RECOMMENDATION:

That in response to a petition received by the Council on 21 November 2023 in relation to maintenance and infrastructure issues on the corner of Scarborough Beach Road and Killarney Street, Mount Hawthorn, Council:

1. **NOTES that Administration is required to liaise with Main Roads WA to explore options regarding improved signage, line marking around and approaching the corner of Scarborough Beach Road and Killarney Street; and**

2. **REQUESTS administration to complete a review of the location of Scarborough Beach Road and Killarney Street for improved and additional signage and if warranted, provide a concept design on road infrastructure improvements to address road safety concerns which will be included in the wider precinct wide traffic modelling for the Mount Hawtorn area.**

PURPOSE OF REPORT:

To provide Council with a response to a petition received on 21 November 2023 in relation to cars driving the wrong way up Killarney Street, Mount Hawthorn.

BACKGROUND:

On the 21 November 2023 Council received one petition as follows –

A petition with 23 signatures was submitted by Andre Rampono of Mount Hawthorn, requesting that Council explore options for improved signage, line marking and road infrastructure, around and approaching the corner of Scarborough Beach Road and Killarney Street.

The petition is attached in **Confidential Attachment 1.**

DETAILS:

Killarney Street is a one-way Local Access Road running East to West from Matlock Street onto Scarborough Beach Road. It is adjacent to the Mount Hawthorn Primary School and has children drop off points *"kiss and ride"* and 45 degree on street parking. It services Local residents to the north and intersects with Scarborough Beach Road which is a Distributor A Road to the west.

Traffic data in June 2019 confirms that the traffic volume is 704 vehicles per day, average speed is 29.1 km/h, 85% speed is 39.2 km/h and percentage of heavy vehicles is 3.3%.

ROAD	CLASS	DATE		LOCATION	AWT 5 day	Ave Speed	85% Speed	% Heavy	Peak Vehicle/hr	
		START	FINISH						AM	PM
KILLARNEY ST	AR	19-Jun-19	26-Jun-19	MATLOCK-SBR	704	29.1	39.2	3.3	213.4	92.2

Within the last five years there has been one crash recorded at the intersection of Scarborough beach Road and Killarney Street and another mid-block on Killarney Street.

Right and left turn line marking is installed towards the end of the intersection approaching Scarborough Beach Road with “give Way” line markings and “*No Entry”* signs visible to north and south bound approaches to the intersection along Scarborough Beach Road. A banned right turn sign is also installed on the median visible to north bound traffic approaching the intersection. There is a guarded crossing near the intersection and green painted cycle lane which runs across the intersection.

The signage and marking provides satisfactory information identifying this as a no-entry road section (below plan and street view aerial from google maps) however improved and additional signage may aid driver awareness of the turn prohibition.

CONSULTATION/ADVERTISING:

Community consultation on road infrastructure improvements will be required as part of the wider precinct wide traffic modelling of the Mount Hawthorn area.

LEGAL/POLICY:

Road Traffic Act 1974

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to implement Local Area Traffic Management project which warrant intervention due to road safety concerns.

STRATEGIC IMPLICATIONS:

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

Accessible City

We have better integrated all modes of transport and increased services through the City.

Thriving Places

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

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 environmental sustainability outcomes. This action/activity is environmentally neutral.

This action/activity is environmentally neutral, it relates to road safety.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

Minor Traffic Management Improvements has a budget of $125,000 per year, if warranted the treatment to the intersection would come out of this budget account.

COMMENTS:

It should be noted from current traffic data there is low traffic volumes on Killarney Street, low speeds, and few accidents therefore typically this street would not warrant any road safety intervention. Administration will need to take into consideration the wider precinct wide traffic modelling for the Mount Hawthorn area regarding any possible treatment for the intersection.

Improved and additional signage may mitigate the occurrence of drivers turning into Killarney Street and Administration will liaise with Main Roads WA on the possibility of these low-cost interventions being permitted. It is noted that the lane width on the exit approach exceeds 6.0m and there may be opportunity for the width to be reduced which could restrict/deter traffic from entering Killarney Street from Scarborough Beach Road. This will also reduce crossing length for pedestrians. The radius of the kerb line on the northern side of the intersection can also be reduced, removing turning capability for left turns from Scarborough Beach Road.

10.2 RESPONSE TO PETITION - ELLESMERE STREET, NORTH PERTH PARKING

Attachments: **1. Petition - Parking on Ellesmere Street, North Perth - Confidential**

RECOMMENDATION:

That in response to a petition received by the Council on 21 November 2023 in relation to parking issues on Ellesmere Street, North Perth, Council:

1. **NOTES the specific requests of the residents of Ellesmere Street and Highlands Road, between London Street and Charles Street, North Perth, as presented by the lead petitioners;**
2. **NOTES Administration's comments in respect to the residents list of requests;**
3. **REQUESTS Administration to investigate further traffic related issues along Ellesmere Street from Charles Street to London Street in conjuntion with the new developement proposal on the Charles Hotel site;**
4. **CONSULTS with the residents on the potential 'No Right Turn' sign at the Charles Street intersection; and**
5. **RECEIVES a further report at the conclusion of the collection of traffic data and public consultation.**

PURPOSE OF REPORT:

To provide Council with a response to a petition received on 4 November 2023 in relation to parking issues on Ellesmere Street, North Perth.

BACKGROUND:

On 4 November 2023 Council received a 12 signatory petition from residents of Ellesmere Street and Highlands Road, North Perth, stating as follows:

We the undersigned respectfully request that the Council remove the parking signpost on street verge of 18 Ellesmere Street, North Perth for the following reasons:
1. There is no need for it since people very rarely park there;
2. People usually park on Les Lilleyman Reserve because it is safer;
3. The signpost erected is dangerously close to Highlands Rd side street; and
4. More than 50 cars per day are now using Ellesmere Street to avoid Green Street and travel at high speed over the hill down to London Street. We recommend a No Right turn sign in Charles Street would reduce the traffic on Ellesmere Street.

The petition is provided in **Confidential Attachment 1.**

DETAILS:

Council, at its 18 May 2021 Ordinary Meeting adopted the *Accessible City Strategy (ACS).* One of the actions to be implemented from this Strategy was action item 3.3.4:

Better manage the supply of on street parking through the implementation of various restrictions by:

- *Limiting roadside residential parking, confining parking to the property;*
- *Restricting parking to 3P or less within 2 blocks of train stations or transit nodes, with residential permit exemptions;*
- *Restricting parking to 3P or less within 1 block of high frequency transit corridors, with residential permit exemptions; and*
- *Restricting parking to 2P or less within 2 blocks of town centres or mixed-used areas, with residential permit exemptions.*

The restrictions attempt to solve the immediate need to address commuter parking on residential streets and considers the potential future implications of commuter parking. Whilst an issue may not currently exist on a particular street, the City has implemented restrictions in accordance with the ACS so as to not move the commuter parking from one section to another.

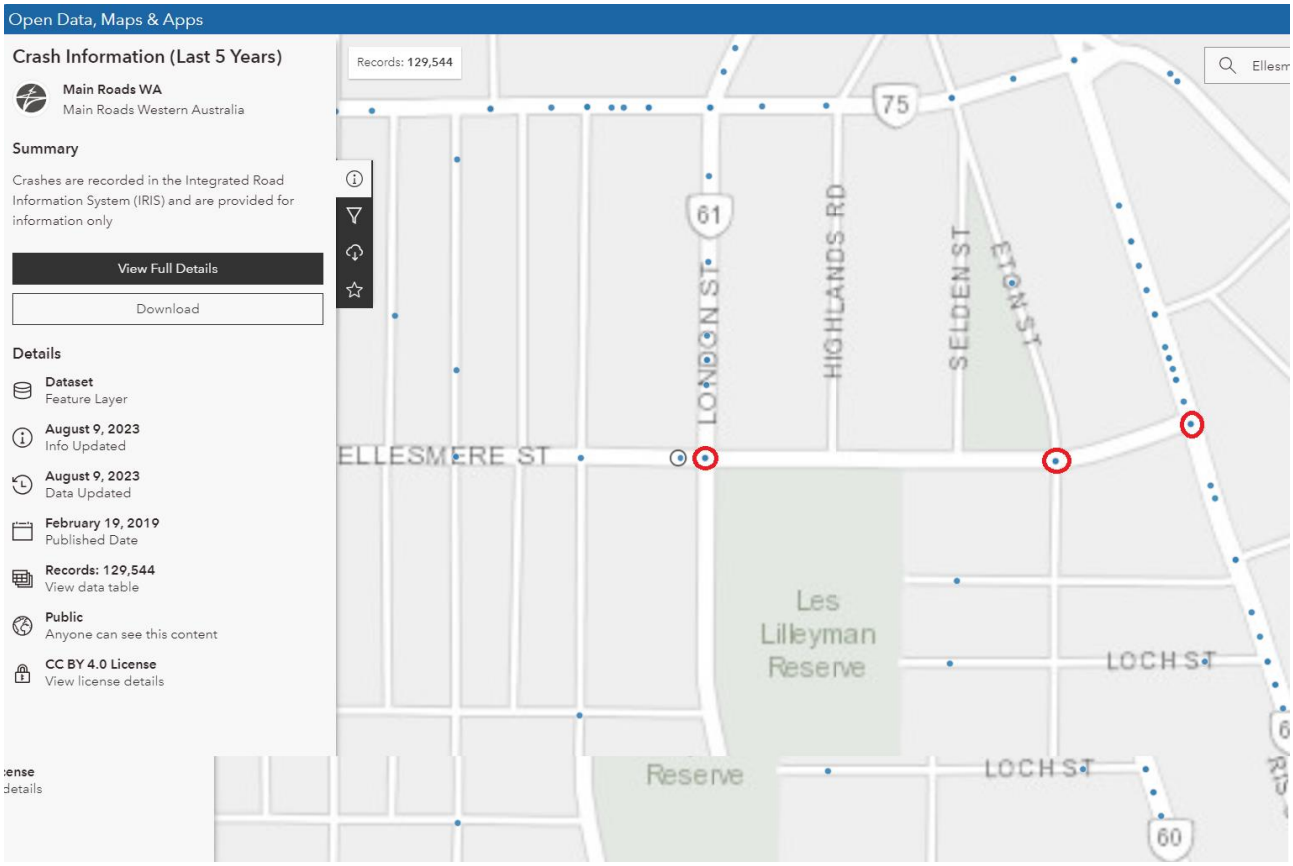
On 20 February 2023, all residents who were due to have restrictions implemented on their street were notified by letter of the proposed imposition of restrictions and providing guidance to obtaining a residential parking e-permit.

Signage was installed by the City's approved contractor, with all signage installed in compliance with Australian Standard AS 2890.5-2020, meeting the required safety distances.

Administration does not support removing the parking restrictions at this location (and the required parking signpost), as it aligns with the overall objectives of the ACS.

In respect to traffic management, Ellesmere Street from Charles Street to London Street is a Local Distributor Road. The posted speed limit is 50km/h and there have been eleven recorded crashes over the last five years, four of which required medical treatment.

The Main Roads WA publicly accessible crash map shows that these crashes are located at Intersections of Ellesmere Street with London, Eton and Charles Streets (see below, circled in red).



Current traffic data shows –

- Charles Street to Eton Street section - average daily traffic volumes taken in June 2023 is 1457 per day, average speed is 37.8km/h and the 85% speed is 44.3 km/h.
- Eton Street to Seldon Street section - average daily traffic volumes taken in May 2021 is 940 per day, average speed is 41.1km/h and the 85% speed is 47.7 km/h.
- Seldon Street to Highlands Road - average daily traffic volumes taken in February 2016 is 776 per day, average speed is 41.9km/h and the 85% speed is 49.7 km/h.

- Highlands Road to London Street - average daily traffic volumes taken in April 2019 is 797 per day, average speed is 43.3km/h and the 85% speed is 50.4 km/h.

Administration plan to conduct future traffic counts from London Street to Charles Street to review the current traffic data. Ellesmere Street is expected to remain within the 6000 vehicles per day capacity for a Local Distributor Road.

There are currently plans to develop the Charles Hotel site which is adjacent to Ellesmere Street. The concept sketch of the proposal is below. This proposed development will likely influence future traffic behaviour and the requirement for traffic management intervention.

CONSULTATION/ADVERTISING:

The engagement process for the ACS was built on the broad community engagement undertaken as part of the development of Imagine Vincent – the Strategic Community Plan 2018-2028 (SCP). The consultation process for Imagine Vincent included an online community survey containing broad questions about transport.

Community consultation consisted of a workshop and an online survey. In both instances, an initial snapshot of Vincent was produced detailing the strengths, weaknesses, opportunities and threats for the Vincent transport network. The workshop was help at the North Perth Town Hall on Saturday, 30 March 2019.

This focused on individuals' transport experiences and concerns and was designed to be a free form discussion with comments received on any transport mode and/or land use topic. Approximately 40 local residents and community stakeholders attended. The online survey was held from 18 March to 13 April 2019 and was taken by 60 people. The surveys collected a combination of ratings regarding different modes as well as mode specific comments.

The draft ACS was advertised from 3 December 2020 to 19 February 2021. With the purpose of this being to gain feedback on whether the vision and objectives of the draft ACS align with community expectations, the level of importance the community place on each action and whether anything has been omitted.

Consultation included an online survey, workshop and engagement with key stakeholders.

The results of the consultation period were:

- Unique page views – 396
- Document downloads – 172
- Survey participants – 43
- Email submissions – 10

Responses were generally supportive of the intent of the draft ACS, with many suggestions on how to make the document clearer, which actions to prioritise and which actions are less important. These comments were incorporated into the final version of the ACS.

Community consultation will be required for any proposed traffic calming projects on Ellesmere Street and neighbouring streets.

LEGAL/POLICY:

Road Traffic Act 1974 and the *City of Vincent Parking Local Law 2023,* which regulates the parking or standing of vehicles in all specified throughfares and reserves under the care, control and management of the City and provides for the management and operation of parking facilities.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to retain the parking restrictions and investigate the implementation of the 'no right turn' restriction in Charles Street.

STRATEGIC IMPLICATIONS:

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

Accessible City

We have better integrated all modes of transport and increased services through the City.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

If traffic calming is warranted the treatment would be funded from the 2023/2024 Minor Traffic Management Improvements budget ($125,000). Additional Main Roads WA funding would be provided to treat crashes at the intersections.

COMMENTS:

After reviewing the current traffic data, Administration notes that there are low traffic volumes on Ellesmere Street and low speeds, both of which would not warrant any immediate Traffic Calming intervention.

There has been crashes located at 3 intersection locations which may qualify for Main Roads WA Blackspot funding. Administration will need to take into consideration the proposed development of the Charles Hotel site into any analysis of Traffic Calming or Road Safety projects. Administration is required to work with Main Roads WA on additional signage and line marking in particular to impacts on Charles Street which is a Primary Distributor Road, under the control and care of Main Roads WA.

10.3 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDMENTS TO ASSET MANAGEMENT POLICY

Attachments:
1. **DRAFT - Asset Management Policy review 2023**
2. **Policy 2.2.12 - Asset Management**

RECOMMENDATION:

That Council

1. **NOTES that at the conculsion of the local public notice period, no public submissions were received in relation to the Asset Management Policy, at Attachment 1;**

2. **ADOPTS the Asset Management Policy at Attachment 1; and**

3. **REPEALS Policy 2.2.12 Asset Management Policy at Attachment 2.**

PURPOSE OF REPORT:

To present the outcome of community consultation and seek approval of the proposed Asset Management Policy at **Attachment 1** and repeal of Policy 2.2.12 'Asset Management Policy' at **Attachment 2.**

BACKGROUND:

At its 22nd August 2023 Meeting, Council approved conducting community consultation of its intention to amend the Asset Management Policy.

In accordance with the City's Community and Stakeholder Engagement Policy, community consultation was undertaken between 31st August 2023 to Friday 22nd September 2023, which is in excess of the 21 days required.

The policy was advertised on the City of Vincent website, social media and through the following public notices:

- Perth Now Central – 31st August 2023; and
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

No public submissions were received.

DETAILS:

The amended policy aims to have clear objectives guiding the development of an Asset Management Framework for the City to apply its management of infrastructure assets, to ensure:

- Infrastructure asset management practices and decisions align with the outcomes of the Strategic Community Plan.
- Community infrastructure assets are maintained and are performing at a service level that meets the needs of our community.
- Infrastructure assets are appropriately planned, acquired and managed considering whole of life costs.

CONSULTATION/ADVERTISING:

No further consultation is required.

LEGAL/POLICY:

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

The City's Policy Development and Review Policy sets out the process for repealing and adopting policies.

RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed policy is low risk

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 accessible for all members of the community.

Accessible City

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

Connected and Healthy Community

Our community facilities and spaces are well known and well used.

Thriving Places

Efficiently managed and maintained City assets in the public realm.

Sensitive Design

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

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.*

Sustainable Energy Use/Greenhouse Gas Emission Reduction

PUBLIC HEALTH IMPLICATIONS:

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

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

The policy ensures asset investment decisions are based on an evaluation of alternatives that consider the "whole of life" of an asset through acquisition, operations, maintenance, renewal and disposal. All long-term asset maintenance and renewal costs will be detailed in the asset management plans and projected in the long term financial plan.

COMMENTS:

The revised policy follows the same principles of the original policy, however further aligns to the outcomes of the Strategic Community Plan, and includes policy definitions and guidance on asset capital planning processes.

The City is committed to making informed decisions in relation to its assets. The revised policy initiates the development of an Asset Management Framework that guides the implementation of asset management business processes and principles within the organisation.

The core intent of the Asset Management Policy is to implement a life-cycle approach to the management of infrastructure assets by evaluating asset planning decisions considering not only the whole of life costs but also current and future environmental, economic and social outcomes.

Asset Management Policy

Legislation / local law requirements	Local Government Act 1995 - Section 5.56 (1) and (2) Local Government (Administration) Regulations 1996 - Regulation 19DA(3)(c) Local Government (Financial Management) Regulation 1996 - Regulation 17A
Relevant delegations	2.2.15 Tenders for goods and services 2.2.17 Disposing of property
Related policies, procedures and supporting documentation	City of Vincent Strategic Community Plan City of Vincent Corporate Business Plan City of Vincent Asset Management Sustainability Strategy ISO 55000, 55001 & 55002 Integrated Planning & Reporting Framework IPWEA Asset Management guidelines International Infrastructure Management Manual (IIMM)

PRELIMINARY

INTRODUCTION

The City of Vincent is custodian of infrastructure assets that provide services to a growing and diverse community. The challenge for the City is to appropriately manage its assets so they provide a level of service that meets the community's needs and expectations, in a financially sustainable manner.

PURPOSE

The purpose of this policy is to ensure the City has an effective framework in place to sustainably manage the City's assets and deliver services to the community for current and future generations.

OBJECTIVE

The objective of the Asset Management Policy is to ensure that services delivered by the City are provided in a sustainable manner through the appropriate management of its infrastructure assets. The policy guides the Infrastructure Asset Management principles and framework that the City will apply to ensure:

- Infrastructure asset management practices and decisions align with the outcomes of the Strategic Community Plan.
- Community Infrastructure assets are maintained and are performing at a service level that meets the needs of our community.
- Infrastructure assets are appropriately planned, acquired and managed considering whole of life costs.

Asset Management Policy

SCOPE

This Policy applies to Council, City employees, relevant contractors and other stakeholders involved in development of new City owned and controlled infrastructure assets and operation, maintenance, refurbishment, renewal, upgrading and disposal of existing City infrastructure assets.

POLICY PROVISIONS

DEFINITIONS

Asset - an item, thing or entity that has potential or actual value to the organisation (International Infrastructure Management Manual 2015 (IIMM)).

Asset Management - the systematic and coordinated activities and practices to optimally and sustainably deliver on its objectives through the cost-effective lifecycle management of assets (IIMM).

Asset Management System - the set of inter-acting elements of an organisation to establish asset management policies and objectives and the processes to achieve those objectives (ISO 55000).

Infrastructure – the physical structures and facilities needed for the operations or to service community needs

Infrastructure Asset Management - the integrated, multidisciplinary set of strategies in sustaining public infrastructure assets. A systematic approach to managing assets over entire life cycles and within a broad asset portfolio.

Level of Service - The parameters or combination of parameters that reflect social, political, economic and environmental outcomes that the City delivers. Levels of service statements describe the outputs or objectives the City or activity intends to deliver to customers (IIMM).

Lifecycle - the time interval that commences with the identification of the need for an asset and terminates with the decommissioning of the asset or any liabilities thereafter (IIMM).

Renewal - works to replace existing assets or facilities with assets of facilities of equivalent capacity or performance capability (IIMM).

Sustainability - the capacity to endure; in the context of asset management, it is about meeting the needs of the future by balancing social, economic, cultural and environmental outcomes or needs when making decisions today (IIMM).

Upgrade - Enhancements to an existing asset to provide higher levels of service, e.g. widen a sealed road (Australian Infrastructure Financial Management Manual).

POLICY

The City is committed to implementing an effective asset management system in line with the ISO55000 suite of standards and the International Infrastructure Management Manual (IIMM) which will result in strong governance and accountability; effective and sustainable decision making; enhanced customer service and the effective management of risk. Asset Management is an organisation wide responsibility ensuring the sustainable delivery of services to current and future generations.

Asset Management Policy

Infrastructure Asset Management Framework

The City's Infrastructure Asset Management Framework consists of the following key outputs:

- Council Policy - reviewed every four years.
- Asset Management Sustainability Strategy - aligned with this Policy specifying the long-term objectives and implementation plan for managing the City's assets, adopted by Council and reviewed every four years.
- Asset Management Plan/s – for each Asset Category describing how assets will be managed to meet defined levels of service. Reviewed annually and updated with asset condition rating information, deterioration modelling, financial projections and performance indicators.
- Informing Strategies – Infrastructure related planning strategies that address future community needs for services provided by infrastructure assets. These strategies address the standard of infrastructure provision and future decisions on asset expansion, upgrade, new or asset rationalisation or disposal.
- Four Year Capital Works Programs - Prioritised capital renewal and expansion requirements meeting agreed levels of services and ranking criteria for inclusion and annual review through the City's Corporate Business Plan
- Long Term Financial Plan – The Asset Management Policy supports the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan and Capital Works Program. The Capital Works Program (4 years) and Long Term Financial Plan are updated annually and integrated with the Corporate Business Plan and Budget Process.

OFFICE USE ONLY	
Responsible Officer	Manager City Buildings & Asset Management
Initial Council Adoption	MARCH 2009
Previous Title	N/A
Reviewed / Amended	APRIL 2023
Next Review Date	APRIL 2027

POLICY NO: 2.2.12

ASSET MANAGEMENT

OBJECTIVES

The purpose of this policy is to assist the Council in managing the infrastructure assets of the City to meet its vision of *a sustainable and caring community built with vibrancy and diversity* as outlined in its strategic plan. To achieve the vision the Council has 5 strategic objectives with key result areas for each outcome. This policy relates to all of the strategic outcomes and provides an integrated and multidisciplinary environment for undertaking infrastructure asset management in such a way as to:

- Ensure that assets service the community for current and future generations;
- Ensure that assets provide a level of service and risk the community is willing to support;
- Ensure the sustainable management of assets;
- Encourage and support the economic and social wellbeing of our community; and
- Allow informed decision making, incorporating life cycle costing principles.

POLICY STATEMENT

To appropriately manage its assets so they provide the desired level of service to meet the community's needs and expectations in a financially sustainable manner and to make the City of Vincent a *sustainable and caring community built with vibrancy and diversity*.

To achieve this the Council recognises that assets must be planned, provided, maintained and refurbished to ensure they continue to meet the service delivery needs of the community within the context of providing best value to the community

This policy aims to achieve the following:

- Support the City's vision and strategic objectives through a dynamic infrastructure asset management framework that will enable Infrastructure Asset Management (IAM) to be undertaken in a structured, integrated, coordinated, cost effective and financially sustainable manner with consideration to full lifecycle costing and assessment of the feasibility and cost of future replacement.
- To assess continued asset ownership, responsibility and management of risk.
- Provide an essential framework and rationale for best practice IAM decision making and informing the organisation on how it will maintain its infrastructure asset to meet service delivery requirements.
- Complement and build on the City's Plan for the Future - Strategic Plan, and provide a more formalised approach to IAM principles and methodologies.

- Provide the framework for the preparation of IAM strategies and plans for infrastructure assets.

- Identify and set levels of service to meet the needs and expectations of the community.

This policy also outlines the importance of IAM and what needs to be considered to ensure that:

- Financial, social and environmental sustainability issues are clearly understood and recognised by Council (i.e. the Council Members) and its community while providing for present needs and sustaining resources for future generations enabling consistency of decision making

- A Life Cycle approach is incorporated into IAM processes, enabling informed decision making to meet service needs over the life of an infrastructure asset form planning, creation, operations, maintenance, and renewal through to disposal.

- Level of service needs form the basis of the IAM.

- Management of infrastructure assets is undertaken in a structured and integrated way.

- Corporate responsibility and resources are identified and established for infrastructure assets inventory, condition, use and performance.

- Risk management is considered as part of IAM.

- Legislative and regulatory requirements are achieved.

- New innovative ways of meeting level of service requirements are sought through continuous improvement.

- All infrastructure asset registers are kept up to date and relevant to enable accurate reporting and effective decision-making.

- Compliance to the Asset Management Policy will be included in the Council adopted four year internal audit program

Date Adopted:	**10 March 2009**
Date Amended:	**-**
Date Reviewed:	**-**
Date of Next Review:	**March 2014**

GUIDELINES AND POLICY PROCEDURE FOR ASSET MANAGEMENT POLICY NO. 2.2.12

1. Infrastructure Asset Management

The City will, as part of its considerations of Infrastructure Asset Management utilise the following:

- Involve and consult with the community and key stakeholders on determining service standards when developing level of service for each infrastructure asset function;
- Act as custodians of infrastructure assets on behalf of the community and as a part of providing quality infrastructure and community facilities, undertake to develop industry standard, affordable and financially sustainable Infrastructure Asset Management plans that include defined level of service for each infrastructure asset function;
- In accordance with the City's Plan for the Future - Strategic Plan and associated Financial Management Plan, provide quality infrastructure assets that support services that are appropriate, accessible, responsive and sustainable in accordance with the defined needs of the community;
- Manage infrastructure assets in a systematic and sustainable manner;
- Ensure infrastructure asset information is accurate and up to date allowing for appropriate planning, both in the long and short term, and for informed decision making to occur;
- Allocate appropriate resources to ensure Infrastructure Asset Management practices are undertaken effectively, including timely maintenance and renewal to ensure that lifecycle costs are optimised for both existing and new infrastructure assets;
- Prior to the consideration of any major works/renewal or improvement to an Infrastructure Asset, undertake critical review of the need and whole life cost of that Infrastructure Asset, including capital, maintenance, operating, renewal, refurbishment, upgrade and disposal costs;
- Adopts with annual Infrastructure Works Budget that reflects the objectives of Infrastructure Asset Management, with adequate funding allocated for maintenance, Capital Renewal and Capital upgrade of existing infrastructure assets;
- Continually seek opportunities for multiple uses of infrastructure assets;
- Ensure that the roles and responsibilities for all infrastructure assets are well defined, understood and assigned appropriately;

- Develop and implement a framework for the evaluation and prioritisation of infrastructure related projects based on a demonstrated need for the infrastructure assets; and

- Develop and apply consistent construction and maintenance standards to infrastructure assets built by the City.

2. Custodianship

As custodians of the City's infrastructure assets, the Council is required to represent the community as the infrastructure asset owner to ensure that infrastructure assets and services are maintained for present and future generations at an equitable cost.

The Council:

- Be a steward of infrastructure assets
- Adopt Asset Management Policy and vision
- Adopt an appropriate level of service

3. Technical and Professional

Administration has a responsibility to provide technical and professional advice to Council so that it is in the position to make the best decisions on behalf of the community.

3.1 Chief Executive Officer, Directors, Managers:

- Implement the Asset Management Policy and Plans
- Implement the Asset Management Strategy
- Ensure appropriate staffing levels and resources are available
- Recommend to the Council appropriate level of service, risk, standards etc
- Ensure levels of service are met
- Monitor staff and recourses performance in achieving the required outcomes.

3.2 Asset Management Task Team
(Directorates– internal and external service delivery)

- Prepare Asset Management Plans
- Implement approved Asset Management Plans
- Ensure services are delivered to levels set
- Develop and implement procedures to ensure Asset Management Policy and Plans is being met
- Develop service level agreements.

3.4 Section (Operational) Managers

- Responsible for day to day delivery of service
- Ensure that service level agreements are met
- Ensure that assets are fit for purpose
- Carryout inspections undertake appropriate maintenance

3.5 Asset Management Officer

- Collate Asset information provided
- Monitor and update Asset Management Plans in liaison with Asset Management Task Team and Operational Managers/Service Providers
- Provide input and take ownership for updating asset registers.

4. POLICY APPLICATION

This policy applies to the Council, Executive Management, Staff, the Community and land developers involved in development of new infrastructure assets and operation, maintenance, refurbishment, renewal, upgrading and disposal of existing infrastructure assets.

4.1 Principles

- Asset Management Plans
  Prepare review and audit Asset management Plans in accordance with best practice guidelines. The Asset Management Plan should be a simple, easily understood plan that is achievable and is consistent with normally available resources.

- Renew before New
  Adopt a principle of "Renew before New" of City owned assets, with an emphasis on integrating services while maintaining/upgrading/replacing existing assets rather than adding new assets to the City's inventory, unless cost benefit analysis justifies otherwise.

- Allocation of Financial Resources
  Develop and implement guidelines for the allocation of financial resources, both Capital and Operational to meet new development over short and long-term timelines.

- Ownership and User roles and Responsibilities
  Roles and responsibilities for asset "ownership" and "user" to be in accordance with the following principles:

  - "Asset Management Task Team" - as a cross functional team with representation from all facets of the City's administration to coordinate the management of City owned assets (including maintenance standards and levels of service) in the most efficient and effective manner, using best practice Asset Management principles

- Maintenance Standards and levels of service are detailed via a service level agreement developed in conjunction with the service area responsible for the service delivery (Operational Manager), the Asset Management Task Team and user stakeholders
- "Day to day" management or risk is the responsibility of the service area responsible for service delivery (Operational Manager) and as identified in any service level agreement

- Capital Works Evaluation Framework
  A Capital Works Evaluation framework to assist in prioritising projects for consideration within Council's long-term financial plan and annual budget process which takes into consideration:

  - Demonstrated need and asset function
  - Level of service
  - Community benefits
  - Community "goodwill"
  - Historical ownership and social fabric
  - "Overall community value" of asset ownership
  - Risk Assessments
  - Statutory Obligations

- "Whole of Life" Funding
  When considering assets "whole of life" funds are to be allocated for the complete lifecycle of the asset(s), including the operation, maintenance and replacement cost associated with the asset(s).

- Specified Maintenance Programs
  Proactive specified maintenance programs will be implemented, and included as part of any service agreement.

- Risk Management
  Manage assets in accordance with City's Risk Management of Occupational Safety and Health Policy.

- Levels of Service, Maintenance Standards and Asset Needs
  Where appropriate, the community and key stakeholders will be involved and consulted to determine levels of service, maintenance standards and asset needs.

- Delivery of Services and the Function and Ownership of Assets
  The Asset Management Task Team, Service Delivery Managers will continually review and consider alternative options for the delivery of services and the function and ownership of assets.

- Assets Funding
  Funding of infrastructure not owned or controlled by the City is to be external to Council's Capital Works and Asset Management funding. Funding for specified maintenance and capital works to be based on level of service.

- "Strategic Asset Management
  Strategic is to be adopted by directorates and sections and progressed by the Asset Management Task Team.

5. RESPONSIBILITIY

5.1 Council Members

- To act as stewards for infrastructure assets
- Adopt the Asset Management Plan and monitor its outcomes
- To set corporate Asset Management policy and vision
- To adopt the annual plan and in accordance with Council policy
- Promote and raise awareness of Asset Management to the Community.

5.2 Chief Executive, Directors & Managers

- To set corporate Asset Management policy and vision
- To ensure appropriate resources and funding for Asset Management activities are made available to integrate Asset Management policies, strategies and Asset Management Plans into the corporate governance framework
- To continue to refine the "overarching" Asset Management Policy with linkage to the Asset Management Plan
- To implement the corporate Asset Management strategy within agreed resources
- To monitor and review performance of staff in achieving the Asset Management strategy
- To ensure that accurate and reliable information is presented to Council for decision-making
- To foster and support the multi discipline Asset Management Task Team
- To ensure the community and key stakeholders inputs are integrated into the Asset Management Plan
- Promote and raise awareness of asset management to the Council, staff, users and community
- Provide recommendation to Council on levels of service, risk and cost standards and to ensure assets are managed to the approved levels.

5.3 Asset Management Task Team

- To develop Asset Management plans for individual asset groups
- To implement improvement plans for individual asset groups as detailed in the Asset Management Plan
- To ensure appropriate community consultation is undertaken
- To deliver levels of service to agreed risk and cost standards and report to Council on service delivery versus service level standard
- To present information to the Council and Chief Executive in terms of lifecycle risks, costs and service levels
- To develop and implement (operational plans) maintenance refurbishment and capital works (refurbishment/renewal) programs in accordance with Asset Management Plans, Strategic Resource Plan and Annual Plan and reports to Chief Executive Officer, Directors and Managers

- To develop and implement procedures with a goal of ensuring that the asset database is maintained and updated and provide required reports to Council to meet their statutory and legal responsibilities
- Promote and raise awareness of asset management to the Council, staff, users and community.

5.4 Section (Operational) Managers

- To ensure day-to-day maintenance of the Assets they are responsible for, is delivered to service levels specified in the Service Agreement
- Meet requirements as specified in the Service Agreement
- Ensure assets are utilised to maximise community benefit and are fit for purpose
- Ensure assets are maintained, renewed and upgrade as and when required to meet the needs of the community
- To carry out routine inspections as specified in Service Agreement
- To report on maintenance actions versus levels of service as specified in the Service Agreement
- Promote and raise awareness of Asset Management to staff
- Provide recommendations to Asset Management Task Team on upgrades or renewals for assets they are responsible for
- Provide input into the Service Agreement
- Recommend any changes of service levels to Asset Management Task Team.

5.5 Asset Management Officer

- Liaise with the Asset Management Task Team
- Assist with the review the Asset Management Policy and Strategy implementation within agreed resources
- Provide accurate and reliable information.
- Ensure that the asset database is maintained and updated.

10.4 KYILLA COMMUNITY FARMERS MARKET - WAIVER OF FEES

Attachments: **Nil**

RECOMMENDATION:

That Council:

1. **ACKNOWLEDGES the success of the Kyilla Community Farmers Market, and the efforts of the Kyilla Primary and Pre Primary Parents and Citizens Association Inc. to operate the Market over the last ten year period;**

2. **APPROVES BY ABSOLUTE MAJORITY a waiver of the following fees and charges:**

   2.1 Reserve hire fees of $8,788 per annum totalling $43,940 over a five (5) year period;

   2.2 Waste service fees of $1,971 per annum totalling $9,855 over a five (5) year period

PURPOSE OF REPORT:

To obtain Council approval to waive the reserve hire and waste fees associated with the hire of Kyilla Park, North Perth for the Kyilla Community Farmers Market (Farmers Market) operated by the Kyilla Primary and Pre-Primary Parents and Citizens Association Inc.

BACKGROUND:

The Kyilla P&C is a not-for-profit organisation aimed at engaging and supporting the local community and providing numerous benefits to the school and its students. They have operated the Farmers Market for the past ten years following approval at the Ordinary Meetings of Council on 26 March 2013 and 16 October 2018:

The Council resolution on the 16 October 2018:

- Acknowledged the success of the Farmers Markets,
- Approved a permit to operate for a further five (5) year period subject to a range of conditions,
- Authorised up to four (4) Extraordinary Markets per calendar year that fall outside the normal timeframe subject to CEO approval; and
- Approved by absolute majority the waiving of reserve hire and waste fees for a further five-year period to the value of $65,060.

DETAILS:

The Farmers Market operates on Saturday's between 8.00am and 11.30am with approximately 800-1000 visitors each week although some themed or special events attract between 2,000 and 2,500 visitors. Over the last ten years the Farmers Market has provided a way for the local community to engage and connect with each other and consistent feedback from attendees has demonstrated that people enjoy the family friendly environment and access to quality food and fresh produce.

Stallholders

Stallholders pay a fee to the Kyilla P&C to be able to operate their stall and the stallholder retains any profit. Commercial stallholders are charged $55.00 per market for a 3-metre x 3 metre space. Community focused stall holders are charged a reduced fee of $27.50 and charitable/local community stalls do not pay a fee. The funds raised from stallholder fees enables the Kyilla P&C to meet costs associated with Farmers Market operations including a Market Manager, equipment, and infrastructure. The funds raised also enable Kyilla P&C to contribute to the educational resources and learning resources for students at Kyilla Primary School. Recent purchases for the school include smartboards, iPads, classroom air filters and library furniture.

The existing Permit conditions enable the Farmers Market to accommodate up to 50 stallholders although not all stallholders are there each week. Stalls vary each week with a variety of offerings including fruit and vegetables, bakery and baked goods, coffee and juice vans, groceries including meats/cheeses/preserves, craft and homewares, plants, food vans and community/children's activities.

Community Initiatives

Local entertainers including school choirs, musicians and dance troupes regularly perform at the Farmers Market which provides opportunities for them to gain performance experience while adding to the atmosphere.
The City of Vincent has on a number of occasions had a stall to facilitate community discussions around various topics. The Waste team has been in attendance to promote and encourage FOGO, as well as increasing the amount of recycling bins at the markets. The Market encourages no plastic by selling reusable tote bags and stallholders sell sustainable products e.g., refillable, and sustainable cleaning products as well as honey and olive oil refills.
Themed markets are held to enable collaboration with other community events and organisations. Special themed markets are held for events such a Book Week, Halloween, Mother's Day, Father's Day, Easter, and Chinese New Year. The annual twilight Christmas Market is well received by the community with visitation up to 2,500.

Community Feedback

The Kyilla P&C regularly receives positive feedback from Farmers Market attendees and the broader North Perth community. The Kyilla P&C has not received any written complaints from the public, although they have received minor verbal complaints about the busker volume which they have immediately dealt with. The City received two written complaints regarding parking (2019, 2022). The Rangers team is aware of these and available to assist when needed.

The Kyilla P&C has established a contact phone for any complaints to be reported and the Farmers Market Manager deals with these issues immediately.

Farmers Market Operating Budget

The Farmers Market generates revenue from stallholder fees as well as sales from the Kyilla P&C stall. The funds raised enable Kyilla P&C to contribute to the educational resources and learning resources for students at Kyilla Primary School.

As per Council's previous resolutions, the reserve hire fees, and waste management fees associated with Kyilla Park were waived for the Kyilla P&C.

The waiver of these costs has proven essential for the Kyilla P&C to deliver the Farmers Market in a financially sustainable manner, and they have acknowledged the invaluable support and assistance provided by the City of Vincent.

Hire fees:

- Annually $8,788
- Five-year period $43,940

Waste fees:

- Annually $1,971
- Five-year period $9,855

CONSULTATION/ADVERTISING:

The City has held discussions with Kyilla P&C who indicated their desire to continue operating the Farmers Market. Administration will now deal with this as a hire permit application under normal business operations and delegated authority to the CEO.

Administration is not aware of any significant concerns or issues associated with the continued operation of the Farmers Market. Further community consultation is not required.

LEGAL/POLICY:

The following Policy is relevant to the Farmers Market fee waiver approval:

Council Policy – Community Funding Policy

The Community Funding Policy enables the waiving or reduction of fees for community groups, organisations, and individuals this is limited to an amount up to $2,000 as per Council's Delegated Authority Register. Given that the proposed waiver for the Kyilla P&C totals $10,759 per annum and $53,795 over the five-year period Council decision making is required.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to support The Farmers Market as it has been in operation for ten years and demonstrated robust management processes during that time. The Kyilla P&C is required to hold adequate Public Liability Insurance and adhere to all relevant environmental health and reserve hire conditions.

STRATEGIC IMPLICATIONS:

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

Connected and Healthy Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Thriving Places

We are recognised as a City that supports local and small business.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024,* however Kyilla P&C aims to promote environmental, economic and social sustainability through the Farmers Market by providing local businesses with the opportunity to generate revenue and awareness, by providing fresh food and produce to local residents, by introducing organic waste bins and composting of market waste and by connecting the community through a locally focussed event.

PUBLIC HEALTH IMPLICATIONS:

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

Increased healthy eating

By increasing the access to fresh fruit and vegetable options in a local environment

FINANCIAL/BUDGET IMPLICATIONS:

The proposed waiver of reserve hire and waste fees for the Farmers Market totals $10,759 per annum and $53,795 over the five-year period

COMMENTS:

Over the past ten years the Farmers Market has proven to be a successful and popular community event for the North Perth and broader Vincent community. The Farmers Market has enjoyed good attendances, received positive feedback from ongoing engagement with local community groups and businesses and has delivered important social benefits to the local community.

The Kyilla P&C has met all approval conditions and operated the Farmers Market in a responsible and sustainable manner. The funds raised have enabled Kyilla P&C to contribute to the educational resources and learning resources for students at Kyilla Primary School. Recent purchases for the school include smartboards, iPads, classroom air filters and library furniture.

It is recommended that Council approve the waiving of reserve hire fees and waste fees, allowing the Kyilla P&C to operate the Farmers Market for a further five years. The waiver of fees is essential for maintaining the market’s financial sustainability, promoting community engagement, and contributing to the better resourcing of the school. Attendee feedback consistently highlights the appeal of the family-friendly atmosphere, reinforcing the market's positive impact on local connections.

11 COMMUNITY & BUSINESS SERVICES

11.1 FINANCIAL STATEMENTS AS AT 31 OCTOBER 2023

Attachments: **1. Financial Statements as at 31 October 2023**

RECOMMENDATION:

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

That Council BY ABSOLUTE MAJORITY APPROVES the purchase of a rubbish truck for $520,000 to be funded from the 2024/2025 annual budget.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 October 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 August2023:**

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	6-12
5.	Cash Backed Reserves	13
6.	Receivables: Rates and Other Debtors	14
7.	Beatty Park Leisure Centre Financial Position	15-16

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 at 31 October 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 $672,427 (1.3%). The following items materially contributed to this position:

- A favourable variance of $787,775 in Fees and Charges mostly due to timing variances for:
  - $373,306 favourable Beatty Park admission, enrolment fee, membership and merchandise income,
  - $184,186 favourable car parking revenue $296k partially offset by unfavourable infringement revenue ($143k),
  - $86,920 favourable statutory planning services mostly due to development application fees,
  - $78,475 favourable waste service rubbish charges,

  - $32,793 favourable swimming pool inspection fees.
- A favourable variance in Interest earnings of $263,396 mostly due to higher-than-expected interest rates.
- A favourable variance in Rates of $65,970 due to a timing variance.
- An unfavourable variance in Operating grants, subsidies, and contributions of $402,080 due to timing a variance in financial assistance grants.
- An unfavourable variance in Other revenue of $42,634 due to a timing variance in insurance recoups.

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of $6,467,386 (28.3%). The following items materially contributed to this position:

- $4,202,384 favourable Depreciation expense due to timing variances.
- $1,740,648 favourable Materials and Contracts mainly due to timing variances.
- $250,992 favourable Employee related costs mostly due to timing variances.
- $184,978 favourable Utility charges due to timing variances.
- $52,337 favourable Interest expenses due to timing variances on loan payments.

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 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 6-12)
   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 13)
   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 October 2023 is $18,918,273.

6. Receivables**:** Rating Information (Note 6 Page 14)

   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 October 2023 was $15,912,555, excluding deferred rates of $141,838. The outstanding rates percentage at 31 October 2023 was 33.58% compared to 31.37% for the same period last year.

7. Receivables: Other Debtors (Note 6 Page 14)

Total trade and other receivables at 31 October 2023 were $4,817,535.

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

- $864,011 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.

- $192,308 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 15-16)

As at 31 October 2023, the Centre's operating surplus position was $789,711 (excluding depreciation) compared to the prior YTD surplus amount of $431,934. The surplus is predominantly driven by Health and Fitness memberships.

REPLACEMENT OF RUBBISH TRUCK (PLANT 3524)

A rubbish truck is scheduled for replacement in FY2024/25 of the current 4-year capital works plan.

Due to supply chain issues and long lead times required to purchase the truck, the City needs to raise a commitment and place an order 12 months in advance.

Administration is seeking approval from Council to procure the rubbish truck for $520,000 to be funded from 2024/2025 annual budget.

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 OCTOBER 2023

CITY OF VINCENT

	Note	Adopted Budget 2023/24 $	YTD Budget 31/10/2023 $	YTD Actual 31/10/2023 $	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	42,182,811	42,248,781	65,970	0.2%
Operating Grants, Subsidies and Contributions		1,498,420	464,476	62,396	(402,080)	-86.6%
Fees and Charges		22,143,204	7,405,584	8,193,359	787,775	10.6%
Interest Earnings		1,103,000	756,000	1,019,396	263,396	34.8%
Other Revenue		1,385,434	564,749	522,115	(42,634)	-7.5%
Profit on Disposal of Assets		2,370,775	0	0	0	0.0%
		70,803,644	51,373,620	52,046,047	672,427	1.3%
Expenditure from operating activities						
Employee Costs		(31,198,096)	(9,702,307)	(9,451,315)	250,992	-2.6%
Materials and Contracts		(23,046,382)	(7,581,143)	(5,839,655)	1,741,488	-23.0%
Utility Charges		(1,860,315)	(626,120)	(441,142)	184,978	-29.5%
Depreciation on Non-Current Assets		(12,607,088)	(4,202,384)	0	4,202,384	-100.0%
Interest Expenses		(495,449)	(146,962)	(94,625)	52,337	-35.6%
Insurance Expenses		(804,195)	(268,064)	(268,064)	0	0.0%
Other Expenditure		(752,098)	(349,200)	(313,993)	35,207	-10.1%
Loss on Disposal of Assets		(47,335)	0	0	0	0.0%
		(70,810,958)	(22,876,180)	(16,408,794)	6,467,386	-28.3%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(26,444)	(26,444)	0.0%
Add Back Depreciation		12,607,088	4,202,384	0	(4,202,384)	-100.0%
Adjust (Profit)Loss on Asset Disposal		(2,323,440)	0	0	0	0.0%
		10,283,648	4,202,384	(26,444)	(4,228,828)	-100.6%
Amount attributable to operating activities		**10,276,334**	**32,699,824**	**35,610,809**	**2,910,985**	**8.9%**
Investing Activities						
Non-operating Grants, Subsidies and Contributions		3,703,747	979,590	806,335	(173,255)	-17.7%
Purchase Property, Plant and Equipment	4	(9,185,484)	(1,558,699)	(1,440,710)	117,989	-7.6%
Purchase Infrastructure Assets	4	(9,946,016)	(1,135,611)	(1,107,034)	28,577	-2.5%
Proceeds from Joint Venture Operations		1,666,666	0	0	0	0.0%
Proceeds from Disposal of Assets		1,713,000	571,000	793,824	222,824	39.0%
Amount attributable to investing activities		**(12,048,087)**	**(1,143,720)**	**(947,585)**	**196,135**	**-17.1%**
Financing Activities						
Principal elements of finance lease payments		(95,000)	(48,000)	(29,224)	18,776	(39.1%)
Repayment of Loans		(1,585,417)	(630,123)	(630,123)	0	0.0%
Transfer to Reserves	5	(6,535,355)	(2,178,444)	(2,911,037)	(732,593)	33.6%
Transfer from Reserves	5	5,934,019	1,978,008	1,231,485	(746,523)	-37.7%
Amount attributable to financing activities		**(2,281,753)**	**(878,559)**	**(2,338,899)**	**(1,460,340)**	**166.2%**
Closing Funding Surplus(Deficit)		**45,109**	**34,776,159**	**40,328,451**	**5,552,292**	**16.0%**

CITY OF VINCENT

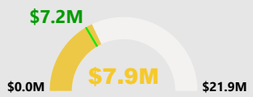
CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 31 OCTOBER 2023

	Note	YTD Actual	PY Actual
		31/10/2023	31/10/2022
		$	$
Current Assets			
Cash Unrestricted		35,125,179	28,108,026
Cash Restricted		18,918,273	12,349,121
Receivables - Rates	6	15,912,555	12,724,083
Receivables - Other	6	4,817,535	3,368,779
Inventories		1,459,526	233,969
		76,233,068	56,783,978
Less: Current Liabilities			
Payables		(12,897,029)	(10,667,542)
Provisions - employee		(5,766,563)	(4,836,871)
		(18,663,592)	(15,504,413)
Unadjusted Net Current Assets		**57,569,476**	**41,279,565**
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	5	(18,918,273)	(12,349,121)
Less: Land held for sale		(1,204,276)	0
Add: Current portion of long term borrowings		1,528,143	1,236,841
Add: Infringement Debtors transferred to non current asset		1,293,417	1,225,718
		(17,241,025)	(9,886,562)
Adjusted Net Current Assets		**40,328,451**	**31,393,003**

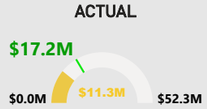
CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE
AS AT 31 OCTOBER 2023

CITY OF VINCENT

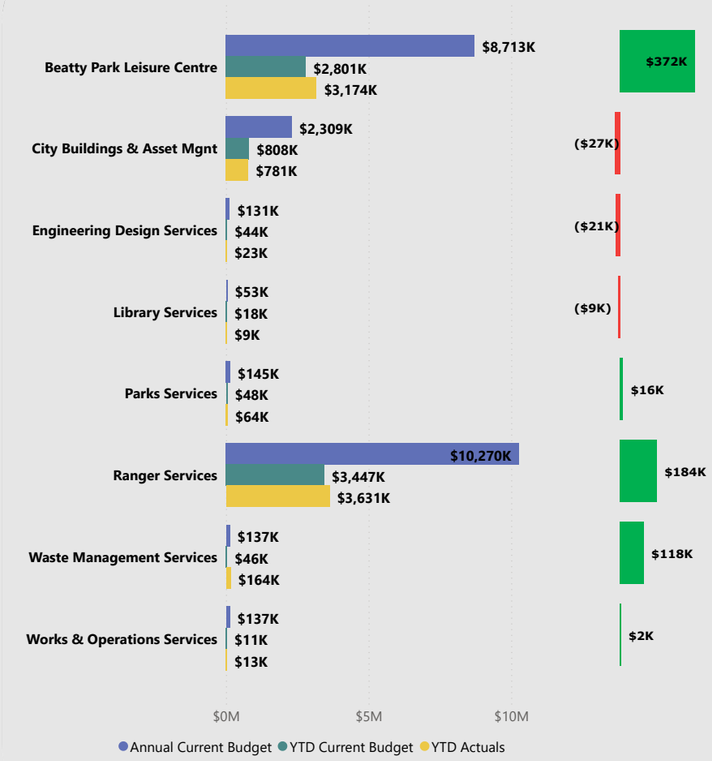
INCOME BUDGET VS ACTUAL



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
$372k favourable income mostly due to higher admission $175k, membership $89k, enrolment $81k and other fees $20k.
$697k favourable expenditure mostly due to timing variance for depreciation $482k, contractors $65k, consultants $45k, materials purchased $42k and utilities $35k.

City Buildings & Asset Management
$1,519k favourable expenditure mostly due to timing variances in depreciation $1,226k, cleaning and maintenance $233k and rates and levies $67k.

I&E Directorate
$55k favourable expenditure mainly due to timing variances in employee costs $33k and consultant fees $15k.

Engineering Design Services
$21k unfavourable income due to timing variance in grants ($11k) and fees and charges from bus shelter advertising ($10k). $191k favourable expenditure mostly due to timing variances in utilities $116k, depreciation $51k, materials and contracts $71k and employee costs $21k, partially offset by agency labour cost $49k.

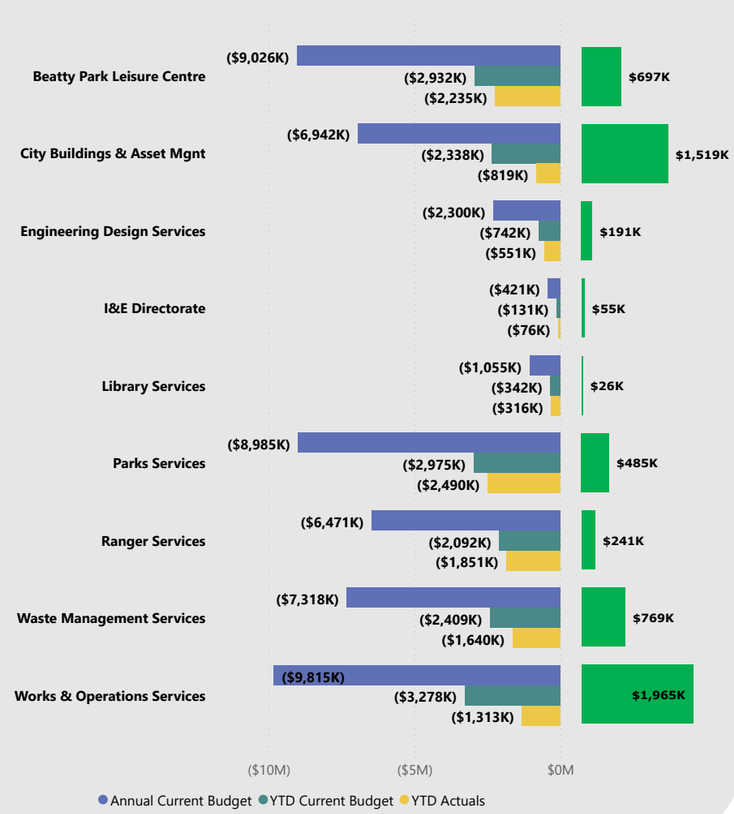
Parks Services
$485k favourable expenditure due to timing variance for depreciation $451k, and materials and contracts $29k.

Ranger Services
$184k favourable income mostly due to higher car park revenue.
$241k favourable expenditure mostly due to timing variance for depreciation $196k and employee costs $46k.

Waste Management Services
$118k favourable income mostly due to fees and charges for Waste service charges.
$769k favourable expenditure mostly due to timing variances for materials and contracts $685k and employee costs $45k .

Works and Operations Services
$1,965k favourable expenditure mostly due to timing variances of depreciation expense $1,782k and materials and contracts $128k.

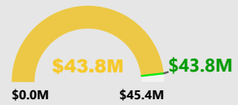
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



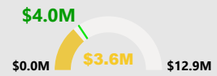
CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
COMMUNITY & BUSINESS SERVICES DIRECTORATE
OFFICE OF THE CEO
AS AT 31 OCTOBER 2023

CITY OF VINCENT

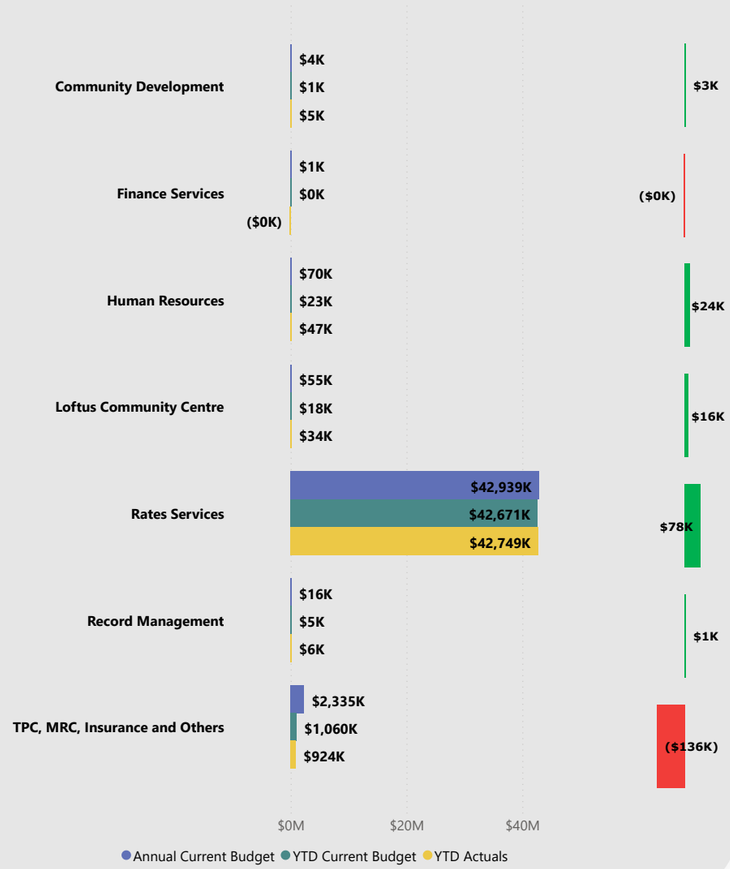
INCOME BUDGET VS ACTUAL



EXPENDITURE BUDGET VS ACTUAL



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



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

CBS Directorate
$36k favourable expenditure due to timing variances in employee costs.

Community Development
$95k unfavourable expenditure due to timing variances in employee costs $66k and donations $40k.

Customer Relations
$64k favourable expenditure mostly due to timing variances in employee costs.

Finance Services
$204k favourable expenditure due to timing variances in professional fees $91k, other expenses $53k and employee costs $49k.

Human Resources
$24k favourable income due to higher than anticipated parental leave revenue.
$138k favourable expenditure mostly due to timing variance for employee costs.

Information Communication and Technology
$190k favourable expenditure mostly due to timing variances in software license fees $93k, furniture and equipment purchases $55k and employee costs $49k.

Marketing and Communications
$67k favourable expenditure mostly due to timing variance in programmes and events $38k and employee costs $26k.

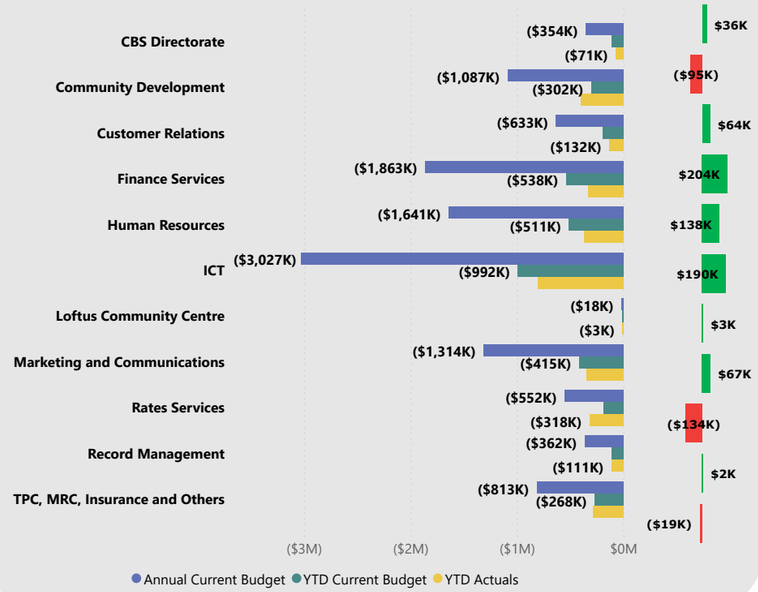
Rates Services
$78k favourable income due to timing variances. $134k unfavourable expenditure mostly due to timing variance for rates waivers.

TPC, MRC, Insurance and other
$136k unfavourable income mostly due to timing variance of the financial assistance grants.

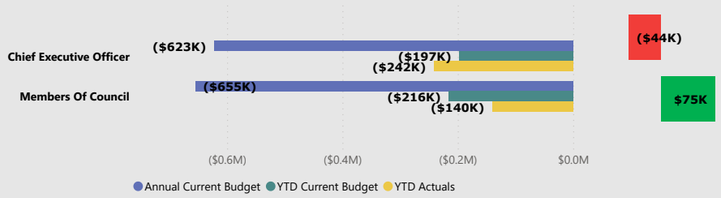
Chief Executive Officer
$44k unfavourable expenditure mostly due to timing variance for materials and contracts.

Members of Council
$75k favourable expenditure mostly due to timing variance in materials and contracts.

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



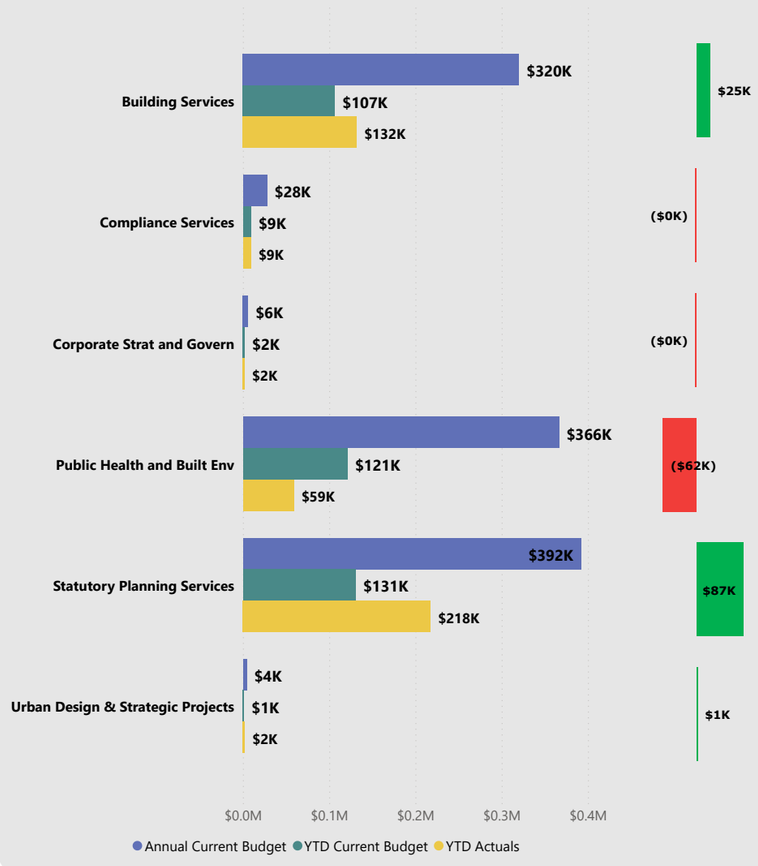
OFFICE OF THE CEO
EXPENDITURE BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



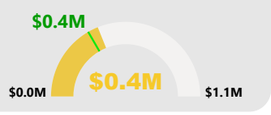
CITY OF VINCENT
NOTE 3 - SUMMARY OF INCOME AND EXPENDITURE
STRATEGY AND DEVELOPMENT DIRECTORATE
AS AT 31 OCTOBER 2023

CITY OF VINCENT

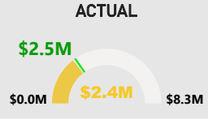
INCOME BY SERVICE LINE: Annual and YTD Budget vs YTD Actuals



INCOME BUDGET VS ACTUAL



EXPENDITURE BUDGET VS ACTUAL



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

Building Services
$25k favourable income mostly due to timing variances in swimming pool inspection fees.
$32k favourable expenditure mostly due to timing variance in employee costs.

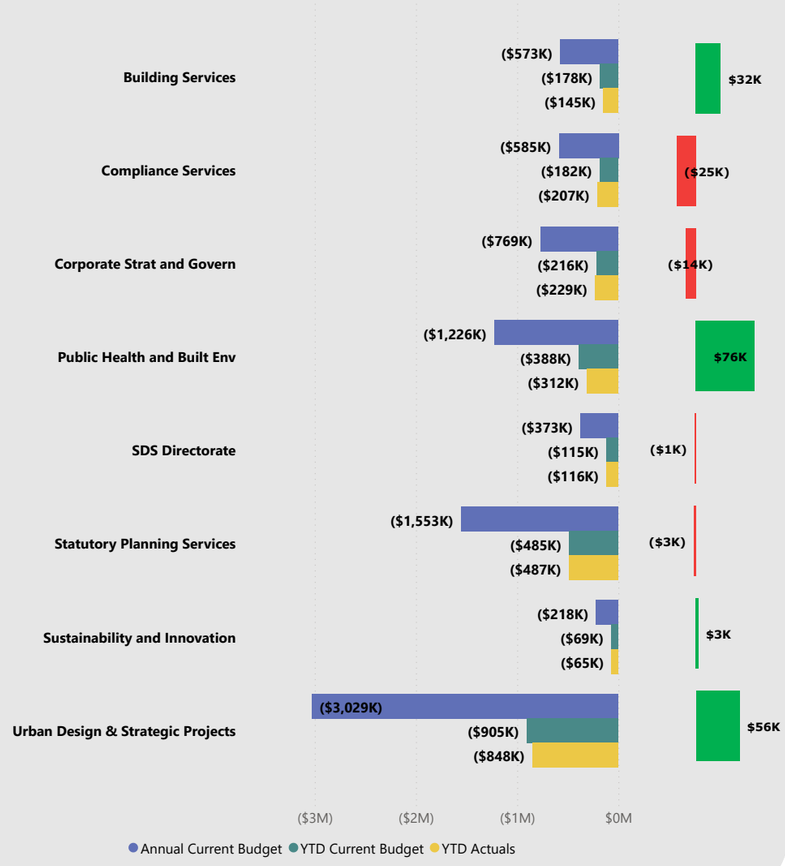
Compliance Services
$25k unfavourable expenditure due to higher than anticipated long service leave expenses of $19k.

Public Health and Built Environment
$62k unfavourable income mostly due to timing variances in fees and charges $45k and state grants and subsidies $17k.
$76k favourable expenditure due to timing variance in employee costs $46k and programmes and events $17k.

Statutory Planning Services
$87k favourable income mostly due to timing difference in income received from development application fees $70k and development application panel fees $17k.

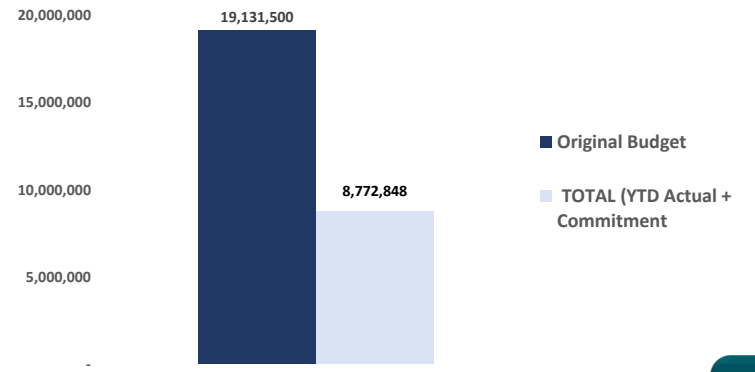
Urban Design & Strategic Projects
$56k favourable expenditure mostly due to timing variance for various programmes and events $88k, operating Initiatives $17k, partially offset by $41k unfavourable expenditure in employee costs.

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

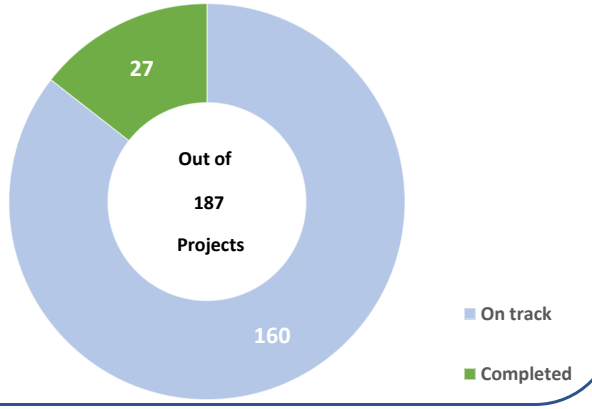


Note 4 - City Of Vincent - Capex Report As At 31 October 2023

Budget vs Total funds spent & committed

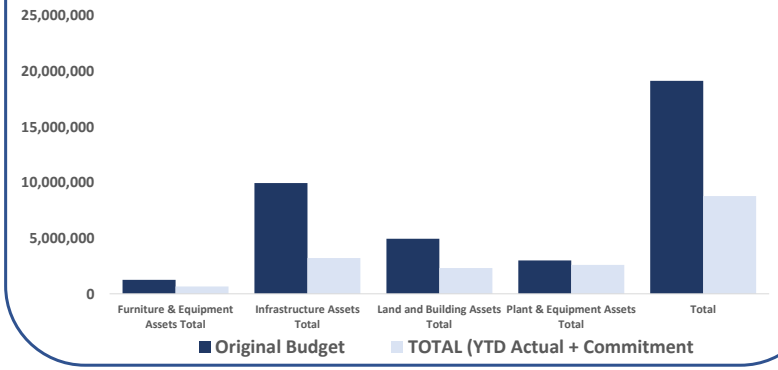


Summary of Project Status

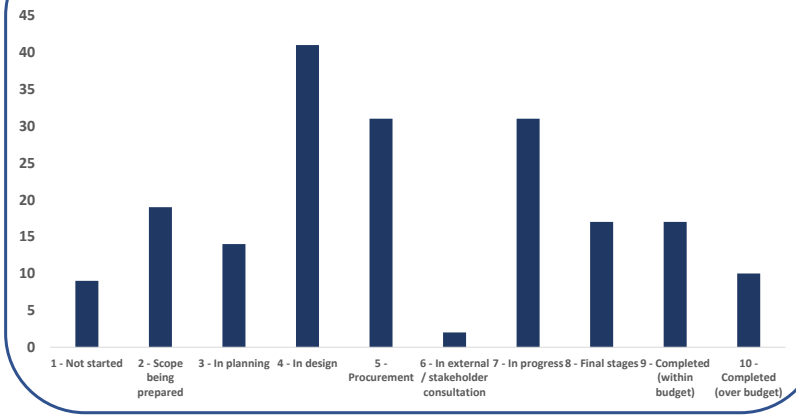


Project Count
187

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



Summary of Project Stages



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NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 OCTOBER 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	-	-	-	6,220	6,220	On track	2 - Scope being prepared	Researching replacement/scope
Air Con & HVAC Renew - Miscellaneous	50,000	10,000	8,430	1,570	220	8,650	On track	2 - Scope being prepared	Developing replacement program
Air Conditioning & HVAC Renewal - Admin	50,000	-	-	-	200	200	On track	3 - In planning	Scope for timers installed upstairs; consultant for scope
Public Toilet Renewal Program									
Public Toilet Renewal - General Provision	25,000	25,000	-	25,000	22,727	22,727	On track	5 - Procurement	Painting contractor engaged.
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand									
Beatty Park Leisure Centre – Heritage Grandstand Renewal	200,000	-	0	(0)	-	0	Deferred	1 - Not started	Project deferred in FQBR
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 – Construct & Fit Out Indoor Pool Changerooms	650,000	120,000	2,330	117,670	34,936	37,266	On track	5 - Procurement	Tender report to OCM November
North Perth Bowling Club Toilet & changeroom refurbishment									
North Perth Bowling Club	165,000	145,000	109,886	35,114	30,390	140,276	Completed	9 - Completed (within budget)	Recently completed
Litis Stadium changeroom redevelopment									
Infrastructure Works - Litis Stadium	1,560,799	260,799	10,963	249,836	9,271	20,234	On track	7 - In progress	Tender report to OCM November
Beatty Park Leisure Centre - Facilities Infrastructure Renewal									
BPLC - Pool Tiling Works	800,000	360,000	198,054	161,946	630,994	829,048	On track	7 - In progress	New floor slab being poured and rendering
Plant room remedial works	100,000	-	1,941	(1,941)	93,564	95,504	On track	7 - In progress	Upper plant switchboard renewal underway
BPLC - Facilities Infrastructure Renewal	350,000	150,000	35,915	114,085	56,497	92,412	On track	7 - In progress	Creche renewal works complete
Miscellaneous Asset Renewal (City Buildings)									
Misc Asset Renewal - City buildings	50,000	10,000	-	10,000	47,736	47,736	On track	2 - Scope being prepared	Reactive building capital works being planned
North Perth Town Hall - Kitchen and Toilet Renewal - Lesser Hall	-	-	59,787	(59,787)	-	59,787	Completed	9 - Completed (within budget)	23FY carried forward project
North Perth Town Hall - Kitchen and Toilet Renewal - Main Hall	-	-	127,128	(127,128)	10,442	137,570	Completed	9 - Completed (within budget)	23FY carried forward project
Hyde Park West - Public Toilet Renewal	-	-	6,597	(6,597)	-	6,597	Completed	9 - Completed (within budget)	FQBR
Menzies Park Pavillion & Ablutions	-	-	6,390	(6,390)	4,950	11,340	Completed	9 - Completed (within budget)	FQBR
Solar Photovoltaic System Installation									
Solar Installation (Belgravia/Gymnastics WA)	109,400	109,400	-	109,400	-	-	Cancelled	1 - Not started	Solar project not progressing
Solar Installation - DLGSC Building	98,688	-	95,680	(95,680)	-	95,680	Completed	9 - Completed (within budget)	Complete
Water and Energy Efficiency Initiatives									
Water and Energy Efficiency Initiatives	75,000	-	-	-	17,173	17,173	On track	2 - Scope being prepared	Works program being prepared
Land and Building Asset Renewal Projects									
Admin Building - Additional Meeting Spaces	73,000	-	1,810	(1,810)	630	2,440	On track	7 - In progress	Meeting space complete - remaining funds to be allocated to accissible toilets and foyer space
Administration Centre Renewals	100,000	-	-	-	-	-	On track	2 - Scope being prepared	Design Completed, Specification development in progress
Leederville Oval Stad Fac Renewal (Leased)	316,629	50,000	121,638	(71,638)	404,012	525,651	On track	5 - Procurement	Awarding tender
Replace electrical distibution boards - multiple buildings - post asbestos removal	30,000	-	-	-	-	-	Cancelled	2 - Scope being prepared	Reallocate funding for projects within Miscellaneous asset renewals
Modifications to Litis Stadium Underpass	30,000	30,000	14,051	15,949	55,765	69,816	Completed	10 - Completed (over budget)	Currently in progress
Non Fixed Asset Renewals - Works Depot	20,000	-	5,570	(5,570)	13,856	19,426	On track	7 - In progress	Reactive works to box gutters
Lease Property Non Scheduled Renewal	50,000	20,000	18,960	1,040	34,200	53,160	On track	2 - Scope being prepared	Lease building renewals - program being developed
DLGSC HVAC, Plant & Fire Services Renewals	-	-	8,500	(8,500)	7,650	16,150	On track	8 - Final stages	C/F from 2023FY. Underspend in PY
Land and Building Assets Total	**4,938,446**	**1,290,199**	**833,631**	**456,568**	**1,481,432**	**2,315,063**			

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NOTE 4 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 OCTOBER 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	-	49,184	(49,184)	18,240	67,424	On track	7 - In progress	
Enterprise Applications Upgrades									
Enterprise Applications Upgrade	100,000	-	19,082	(19,082)	18,468	37,550	On track	7 - In progress	
Beatty Park Leisure Centre - Furniture & Equipment									
BPLC Non-Infrastructure Fixed Asset Renewal	159,573	-	3,775	(3,775)	-	3,775	On track	7 - In progress	
BPLC - Non Fixed Assets Renewal	60,050	-	9,580	(9,580)	21,526	31,106	On track	2 - Scope being prepared	
Public Arts Projects									
COVID-19 Artwork relief project	172,000	80,500	-	80,500	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	168,000	61,746	106,254	72,499	134,245	On track	7 - In progress	Link and Place Guidelines progressing
Parking Machines Asset Replacement Program									
Parking Infrastructure Renewal Program	212,575	-	180,385	(180,385)	26,012	206,397	Completed	9 - Completed (within budget)	In process - Project scoping ongoing
Furniture & Equipment Assets Total	**1,249,198**	**248,500**	**323,753**	**(75,253)**	**328,746**	**652,498**			
Plant & Equipment Assets									
Fleet Management Program									
P1276 - Toyota Corolla Hybrid Hatch	40,000	-	-	-	-	-	On track	3 - In planning	
P2187 - Fiat Doblo Van	50,000	-	-	-	-	-	On track	3 - In planning	
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	
P1266 - Toyota Camry Hybrid	45,000	-	-	-	-	-	On track	3 - In planning	
P1275 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	25,000	25,000	On track	5 - Procurement	
P1274 - Nissan Leaf BEV Hatch	25,000	-	-	-	-	-	On track	3 - In planning	
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	
P2212 - Nissan Navara	25,000	-	-	-	-	-	On track	3 - In planning	
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	-	27,789	(27,789)	-	27,789	Completed	10 - Completed (over budget)	
P1279 - Toyota Camry Hybrid SL	28,000	-	-	-	-	-	On track	3 - In planning	
P2200 - VOLKSWAGEN Caddy Maxi TDI250	45,000	-	-	-	-	-	On track	3 - In planning	
P1286 - Corolla Sedan Hybrid 1HKS151	50,000	-	-	-	-	-	On track	3 - In planning	
P2209 - VW Caddy Maxi TDI250	40,000	-	-	-	-	-	On track	3 - In planning	
P2171 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	-	-	On track	3 - In planning	
P2170 - Toyota Corolla Hybrid Hatch	25,000	-	-	-	-	-	On track	3 - In planning	
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)	-	35,880	Completed	9 - Completed (within budget)	
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	

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WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
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	-	207,658	(207,658)	1,129,662	1,337,320	On track	5 - Procurement	
5 Tonne Rubbish Compactor Small Rear Loader	337,000	-	-	-	336,040	336,040	On track	8 - Final stages	Ordered ETA December 2023
Artlets									
Artlets - Public Art - Sculpture	20,000	20,000	12,000	8,000	2,400	14,400	On track	7 - In progress	Finalising approvals for installation
Parks Irrigation Upgrade &Renewal Program									
Weather Stations and Soil Moisture Probes							On track	7 - In progress	FQBR
Plant & Equipment Assets Total	**2,997,840**	**20,000**	**283,327**	**(263,327)**	**2,307,675**	**2,591,002**			
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	20,000	-	20,000	-	-	On track	8 - Final stages	Fencing completed with minor gate latch & paving reinstatement works to occur
Royal Park - renew volleyball court fencing	30,000	30,000	-	30,000	-	-	On track	5 - Procurement	Quote being revised inline with allocated budget
Parks Irrigation Upgrade &Renewal Program									
Sutherland St - renew irrigation, groundwater bore and electrical cabinet	75,000	-	-	-	27,192	27,192	On track	4 - In design	P/o issued for cabinet replacement. P/o for design issued
Axford Park - renew in-ground irrigation system and electrical cabinet	80,000	-	-	-	30,749	30,749	On track	4 - In design	P/o issued for cabinet replacement. P/o for design issued
Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal	145,000	-	-	-	24,769	24,769	On track	4 - In design	P/o issued for cabinet replacement. P/o for design issued
Charles Veryard - renew in-ground irrigation system and electrical cabinet	250,000	150,000	3,950	146,050	274,727	278,677	On track	7 - In progress	Works commencing 25/10/23
Forrest Park - renew groundwater bore	45,000	-	-	-	-	-	On track	1 - Not started	Works not required - budget to be reallocated MYBR
Britannia Reserve - renew groundwater bore (south) No 40	45,000	-	-	-	-	-	On track	1 - Not started	DWER licence required
Menzies Park - Replace Irrigation System	-	-	14,825	(14,825)	-	14,825	On track	8 - Final stages	C/F from 2023FY. Underspend in PY.
Les Lilleyman - upgrade in-ground irrigation system and electrical cabinet	-	-	42,065	(42,065)	-	42,065	On track	8 - Final stages	C/F from 2023FY. Underspend in PY.
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	-	1,158	(1,158)	30,730	31,888	On track	7 - In progress	
MRRG - Brady St (A) - Powis St to Tasman	200,049	-	11,066	(11,066)	205,324	216,389	On track	7 - In progress	
MRRG - Loftus St NB (A) - Leederville Pde to Vincent St	247,921	-	51,204	(51,204)	36,320	87,524	On track	8 - Final stages	
MRRG - Loftus St SB (B) - Leederville Pde to Vincent St	310,500	-	70,460	(70,460)	48,332	118,792	On track	8 - Final stages	
MRRG - Lord St - Harold St to Walcott St	168,431	-	25,706	(25,706)	72,697	98,403	On track	8 - Final stages	
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
Beaufort St (1) Fore to Brisbane	-	-	5,787	(5,787)	9,555	15,342	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	-	9,821	(9,821)	5,800	15,621	On track	4 - In design	

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WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
LRP - Albert Street – Barnet Street to Charles Street	-	-	-	-	-	-	On track	4 - In design	
LRP - Amy Street - Lake Street to End	-	-	-	-	-	-	On track	4 - In design	
LRP - Barnert Street - Bourke Street to Barnet Place	-	-	-	-	-	-	On track	4 - In design	
LRP - Barnet Place - Barnet Street to Cul-De-Sac	-	-	2,893	(2,893)	-	2,893	On track	4 - In design	
LRP - Blake Street - Norham Street to Walcott Street	-	-	5,398	(5,398)	-	5,398	On track	4 - In design	
LRP - Bondi Street - Cul-De-Sac to Matlock Street	-	-	-	-	-	-	On track	4 - In design	
LRP - Chamberlain Street - Loftus Street to Pennant Street	-	-	-	-	-	-	On track	4 - In design	
LRP - Dunedin Street - Woodstock Street to Scarborough Beach Road	-	-	-	-	-	-	On track	4 - In design	
LRP - Haley Avenue - Bruce Street to Richmond Street	-	-	-	-	-	-	On track	4 - In design	
LRP - Hardy Street - Howlett Street to Scarborough Beach Road	-	-	-	-	-	-	On track	4 - In design	
LRP - Howlett Street - Pennant Street to Charles Street	-	-	-	-	-	-	On track	4 - In design	
LRP - Kadina Street - Barnet Place to Charles Street	-	-	-	-	-	-	On track	4 - In design	
LRP - Macedonia Place - Albert Street to Cul-De-Sac	-	-	3,208	(3,208)	740	3,948	On track	4 - In design	
LRP - Melrose Street - Oxford Street to End	-	-	-	-	15,000	15,000	On track	4 - In design	
LRP - Pennant Street - Kadina Street to Scarborough Beach Road	-	-	-	-	-	-	On track	4 - In design	
LRP - Richmond Street - Oxford Street to Leicester Street	-	-	2,214	(2,214)	26,595	28,809	On track	4 - In design	
LRP - Stuart Street - Fitzgerald Street to Lake Street	-	-	-	-	-	-	On track	4 - In design	
LRP - Tay Place - Albert Street to Kadina Street	-	-	260	(260)	740	1,000	On track	4 - In design	
LRP - The Boulevard - Britannia Road to Anzac Road	-	-	-	-	-	-	On track	4 - In design	
LRP - View Street to Alma Road	-	-	-	-	11,000	11,000	On track	4 - In design	
LRP - Stamford Street – Melrose Street to Freeway off Ramp	-	-	-	-	-	-	On track	4 - In design	
Guildford Rd - Walcott to East Parade	-	-	11,506	(11,506)	19,132	30,637	Completed	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	60,000	43,603	16,397	36,311	79,914	On track	4 - In design	Litis Stadium underpass landscaping completed.
Traffic Management Improvements						-			
Britannia Road Improvements	40,000	-	-	-	-	-	On track	4 - In design	
Minor Traffic Management Improvements	124,339	-	3,010	(3,010)	12,715	15,725	On track	7 - In progress	
Harold and Lord St Intersection	22,850	-	-	-	-	-	On track	1 - Not started	
Alma/Claverton Local Area Traffic Management	-	-	421	(421)	50,532	50,953	Completed	10 - Completed (over budget)	23FY carried forward project
Parks Playground / Exercise Equipment Upgrade & Renewal Program									
Weld Square - replace basketball backboards	10,000	-	6,800	(6,800)	-	6,800	On track	7 - In progress	Installation October
Kyilla Park - soft fall replacement	60,000	30,000	-	30,000	59,200	59,200	On track	7 - In progress	Installation late October/early November
Braithwaite Park - playground and soft fall replac (south)	150,000	-	1,250	(1,250)	-	1,250	On track	5 - Procurement	RFQ evaluation completed. Selection form to be approved
Ellesmere/Matlock St Res - repl playground soft fall	10,000	10,000	-	10,000	-	-	On track	2 - Scope being prepared	Scope to be revised
Menzies Park - replace playground soft fall	50,000	20,000	-	20,000	55,700	55,700	On track	7 - In progress	Installation November
Ellesmere Street Reserve - replace playground soft fall	80,000	40,000	-	40,000	68,540	68,540	On track	7 - In progress	Installation late October/early November
Ellesmere Street Reserve - replace playground shade sails	18,000	18,000	-	18,000	13,875	13,875	On track	7 - In progress	Installation November
Cricket Wicket Renewal Program	25,000	25,000	23,140	1,860	-	23,140	Completed	9 - Completed (within budget)	Completed - Asset addition form TBC
Parks Infrastructure Upgrade & Renewal Program									
Smith`s Lake - resurfacing of boardwalk	25,000	25,000	-	25,000	4,300	4,300	On track	7 - In progress	Additional budget required MYBR due to unforseen structual issues
Street / POS furniture renewal - Town Centres	5,000	-	1,744	(1,744)	2,093	3,837	On track	1 - Not started	-
Hyde Street Reserve - replace Gazebo	10,000	10,000	-	10,000	4,920	4,920	On track	7 - In progress	Works in progress
Parks Infrastructure Upgrade & Renewal - BBQ provision	45,000	40,000	33,872	6,128	-	33,872	Completed	9 - Completed (within budget)	Completed
Hyde Park - Renewal of path lighting poles	-	-	75,910	(75,910)	-	75,910	Completed	9 - Completed (within budget)	Completed
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	198,000	70,000	28,700	41,300	42,720	71,420	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	7 - In progress	
Gully Soak Well Program	134,710	-	8,527	(8,527)	1,415	9,943	On track	7 - In progress	
Minor Drainage Improvement Program	639,838	-	21,819	(21,819)	335,314	357,133	On track	7 - In progress	Drainage study to be conducted - approximately 6 months

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Road Maintenance Programs – State Black Spot									
State Black Spot Programs scheduled annually	-	-	-	-	-	-	On track	4 - In design	
Blackspot - Fitzgerald/Lawley, West Perth	74,940	-	9,576	(9,576)	2,756	12,332	On track	8 - Final stages	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	-	-	-	19,784	19,784	On track	4 - In design	Extension received from Main Roads due to Western Power
Blackspot - Intersection of Beaufort and Harold Street	150,000	-	-	-	-	-	Cancelled		Project not going ahead after community consultation
Blackspot - Brady Street & Tasman Street	80,000	-	-	-	-	-	On track	4 - In design	
William/Forrest - instal traffic island on eastern leg of Forrest St and provide additional STOP sign	-	-	854	(854)	-	854	Completed	9 - Completed (within budget)	23FY carried forward project
Road Maintenance Programs – Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split	233,740	-	-	-	-	-	On track	4 - In design	
R2R - Brentham Street - Egina and Raglan	-	-	-	-	-	-	On track	4 - In design	
R2R - Egina Street - Scarborough Beach Road to Berryman Street	-	-	-	-	710	710	On track	4 - In design	
Car Parking Upgrade/RenewalProgram									
Accessibility audits and proposed project implementation	50,000	-	-	-	-	-	On track	2 - Scope being prepared	
Macedonia Place Car Park	50,000	-	39,695	(39,695)	-	39,695	On track	8 - Final stages	
ASeTTS Car Park - 286 Beaufort Street	20,000	-	-	-	-	-	On track	4 - In design	
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	-	6,435	(6,435)	8,251	14,687	On track	4 - In design	
Public Open Space Strategy Implementation Plan									
Birdwood Square - Public Toilets	294,000	-	-	-	-	-	On track	2 - Scope being prepared	
Public Open Space Strategy Implementation	30,000	10,000	1,750	8,250	-	1,750	On track	7 - In progress	Park furniture being purchased
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	50,000	20,000	15,036	4,964	2,673	17,709	On track	2 - Scope being prepared	Projects being prioritised to seek quotes
Community Safety Initiatives									
Laneway Lighting Program	120,000	-	7,950	(7,950)	15,930	23,880	On track	5 - Procurement	Laneways have been identified and quotes being sought
Banks Reserve Master Plan Implementation									
Walter`s Brook Crossing	200,000	-	6,879	(6,879)	2,921	9,800	On track	2 - Scope being prepared	
Footpath Upgrade and Renewal Program									
Footpath Upgrade and Renewal Program	269,682	-	7	(7)	-	7	On track	4 - In design	
Haynes Street Reserve Development Plan Implementation									
Haynes St Reserve Development Plan 1 & 2	147,841	47,841	130	47,711	15,669	15,800	On track	7 - In progress	
Rights of Way Rehabilitation Program									
Rights of Way Rehab Program	173,000	-	208,982	(208,982)	55,591	264,574	On track	8 - Final stages	Ongoing works
Parks Eco-Zoning Program									
Jack Marks Reserve - Eco-zoning	10,000	-	-	-	-	-	On track	4 - In design	Designs to be developed for consultation.
Blackford Street Reserve - Eco-zoning	10,000	-	-	-	-	-	On track	4 - In design	Designs to be developed for consultation.
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	-	-	1,404	(1,404)	4,441	5,845	Completed	10 - Completed (over budget)	23FY carried forward project - Completed.

CITY OF VINCENT

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

WO Name	Original Budget 2024FY	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
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	100,000	29,117	70,883	52,110	81,227	On track	8 - Final stages	Awaiting final invoices
Car Parking Upgrade/Renewal Program									
HBF Stadium Car Park	49,250	-	-	-	-	-	On track	4 - In design	Overlay will be done after FIFA Women's World Cup.
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	86,651	-	19,552	(19,552)	-	19,552	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	89,934	90,187	(253)	-	90,187	Completed	10 - Completed (over budget)	
Lynton St Res - Renew/rep playground equipment	79,932	79,932	80,000	(68)	-	80,000	Completed	10 - Completed (over budget)	
Charles Veryard Res - Replacl playground	59,904	59,904	60,000	(96)	-	60,000	Completed	10 - Completed (over budget)	
Street Lighting Renewal Program									
Beaufort St - Art Deco Median Lighting Renewal	127,000	-	-	-	-	-	On track	1 - Not started	Lights audit to be conducted
Street Lighting Upgrade Program	91,843	-	-	-	1,208	1,208	On track	1 - Not started	Lights audit to be conducted
Skate Space at Britannia Reserve									
Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	311,353	180,000	6,200	173,800	319,226	325,426	On track	5 - Procurement	Procurement completed. In design phase
North Perth Town Centre Place Plan									
Tree Up Lighting	60,000	-	-	-	-	-	On track	3 - In planning	RAC grant unsuccessful. Developing project scope
Bicycle Network									
Bicycle Network - Travel Smart Actions	10,500	-	-	-	-	-	On track	2 - Scope being prepared	
Bicycle Network	150,000	-	-	-	3,990	3,990	On track	4 - In design	Scope and modelling to be conducted
Infrastructure Assets Total	**9,946,016**	**1,135,611**	**1,107,034**	**28,577**	**2,107,252**	**3,214,285**			
Grand Total	**19,131,500**	**2,694,310**	**2,547,744**	**146,566**	**6,225,104**	**8,772,848**			

Summary	Original Budget	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	%
Land and Buildings	4,938,446	1,290,199	833,631	83.12%
Furniture and Equipment	1,249,198	248,500	323,753	74.08%
Plant and Equipment	2,997,840	20,000	283,327	90.55%
Infrastructure Assets	9,946,016	1,135,611	1,107,034	88.87%
Total	**19,131,500**	**2,694,310**	**2,547,744**	**86.68%**

Funding	Original Budget	YTD Budget	YTD Actual	Remaining Budget
	$	$	$	%
Own Source Funding - Municipal	8,562,929	716,302	1,338,100	84.4%
Cash Backed Reserves	5,934,019	1,978,008	1,003,309	83.1%
Capital Grants, Contributions and Loans	3,703,747	-	206,335	94.4%
Other (Disposals/Trade In)	930,805	-	-	100.0%
Total	**19,131,500**	**2,694,310**	**2,547,744**	**86.68%**

CITY OF VINCENT

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NOTE 5 - CASH BACKED RESERVES
AS AT 31 OCTOBER 2023

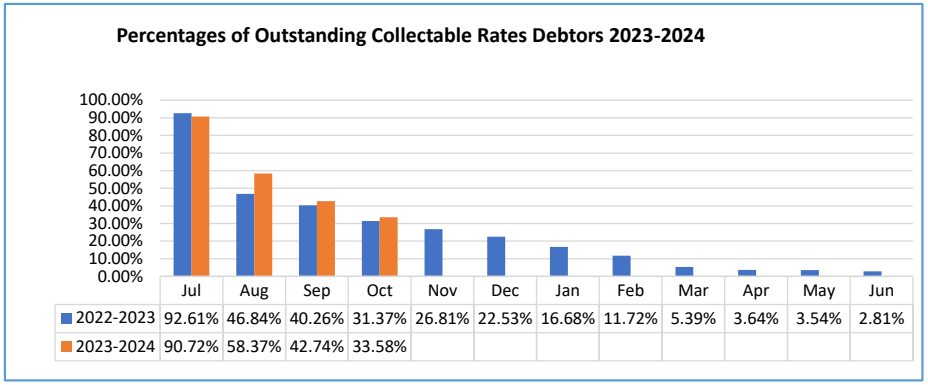
Reserve Particulars	Budget Opening Balance 01/07/2023	Actual Opening Balance 01/07/2023	Budget Transfers to Reserve 31/10/2023	YTD Actual Transfers to Reserve 31/10/2023	Budget Interest Earned 31/10/2023	YTD Actual Interest Earned 31/10/2023	Budget Transfers from Reserve 31/10/2023	YTD Actual Transfers from Reserve 31/10/2023	Budget Closing Balance 31/10/2023	Actual Closing Balance 31/10/2023
	$	$	$	$	$	$	$	$	$	$
Asset Sustainability Reserve	7,368,624	7,263,661	1,118,112	1,591,054	41,692	96,223	(1,490,836)	(881,440)	7,037,592	8,069,498
Beatty Park Leisure Centre Reserve	308,340	251,425	0	0	1,488	3,434	(28,332)	(3,775)	281,496	251,084
Cash in Lieu Parking Reserve	1,200,761	1,278,592	5,260	0	2,920	6,739	(259,500)	(90,446)	949,441	1,194,885
Hyde Park Lake Reserve	165,950	165,950	0	0	1,108	2,557	0	0	167,058	168,507
Land and Building Acquisition Reserve	307,816	307,816	0	0	2,052	4,736	0	0	309,868	312,552
Leederville Oval Reserve	71,705	71,705	0	0	480	1,108	0	0	72,185	72,813
Loftus Community Centre Reserve	141,125	142,550	0	0	940	2,169	0	0	142,065	144,719
Loftus Recreation Centre Reserve	232,511	244,631	21,680	22,530	1,984	4,579	0	0	256,175	271,741
Office Building Reserve - 246 Vincent Street	212,455	205,855	0	0	1,416	3,268	0	0	213,871	209,123
Parking Facility Reserve	109,375	109,375	0	0	728	1,680	0	0	110,103	111,055
Percentage For Public Art Reserve	268,947	284,947	0	0	312	720	(74,000)	(27,518)	195,259	258,149
Plant and Equipment Reserve	131	131	0	0	0	0	0	0	131	131
POS reserve - General	652,650	744,726	266,664	782,195	9,372	21,630	(15,948)	0	912,738	1,548,552
POS reserve - Haynes Street	88,049	88,604	13,504	13,506	192	443	(33,332)	(130)	68,413	102,423
State Gymnastics Centre Reserve	129,617	115,922	4,300	4,331	952	2,197	0	0	134,869	122,450
Strategic Waste Management Reserve	30,089	30,089	76,708	228,176	1,736	4,007	0	0	108,533	262,272
Tamala Park Land Sales Reserve	3,273,250	3,271,415	555,556	0	32,952	76,052	0	0	3,861,758	3,347,467
Underground Power Reserve	2,448,925	2,433,151	0	0	16,336	37,703	0	0	2,465,261	2,470,853
Waste Management Plant and Equipment Reserve	228,176	228,176	0	0	0	0	(76,060)	(228,176)	152,116	0
	17,238,497	**17,238,721**	**2,061,784**	**2,641,792**	**116,660**	**269,246**	**(1,978,008)**	**(1,231,485)**	**17,438,933**	**18,918,273**

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

CITY OF VINCENT

Rates Outstanding

	Total
Balance from Previous Year	623,048
Rates Levied - Initial	42,045,635
Rates Levied - Interims	203,147
Rates Waived	(119,626)
Non Payment Penalties	440,704
Other Rates Revenue	178,463
Total Rates Collectable	**43,371,371**
Outstanding Rates	14,997,901
ESL Debtors	593,783
Pensioner Rebates Not Yet Claimed	443,547
ESL Rebates Not Yet Claimed	19,162
Deferred Rates Debtors	(141,838)
Current Rates Outstanding	**15,912,555**



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2022-2023	92.61%	46.84%	40.26%	31.37%	26.81%	22.53%	16.68%	11.72%	5.39%	3.64%	3.54%	2.81%
2023-2024	90.72%	58.37%	42.74%	33.58%								

Receivable - Other Debtors

DESCRIPTION	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	$	$	$	$	$
DEBTOR CONTROL - HEALTH LICENCES	(753)	495	1,018	137,927	138,687
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	192,308	192,308
DEBTOR CONTROL - PROPERTY INCOME	8,719	4,663	6,319	3,832	23,533
DEBTOR CONTROL - RECOVERABLE WORKS	1,325	0	0	(395)	930
DEBTOR CONTROL - OTHER	1,155	25,573	776	680,142	707,646
DEBTOR CONTROL - PLANNING SERVICES FEES	44	46	0	255	345
DEBTOR CONTROL - GST	0	(30,963)	12,779	18,181	(3)
DEBTOR CONTROL - INFRINGEMENT	183,570	90,856	83,220	864,011	1,221,656
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(219,546)	(219,546)
IMPAIRMENT OF RECEIVABLES	0	0	0	(218,023)	(218,023)
TOTAL DEBTORS OUTSTANDING AS AT 31/10/2023	**194,060**	**90,670**	**104,113**	**1,458,691**	**1,847,534**
	10.5%	**4.9%**	**5.6%**	**79.0%**	**100.0%**
ACCRUED INCOME					128,130
ACCRUED INTEREST					832,901
PREPAYMENTS					2,008,971
TOTAL TRADE AND OTHER RECEIVABLES					**4,817,535**

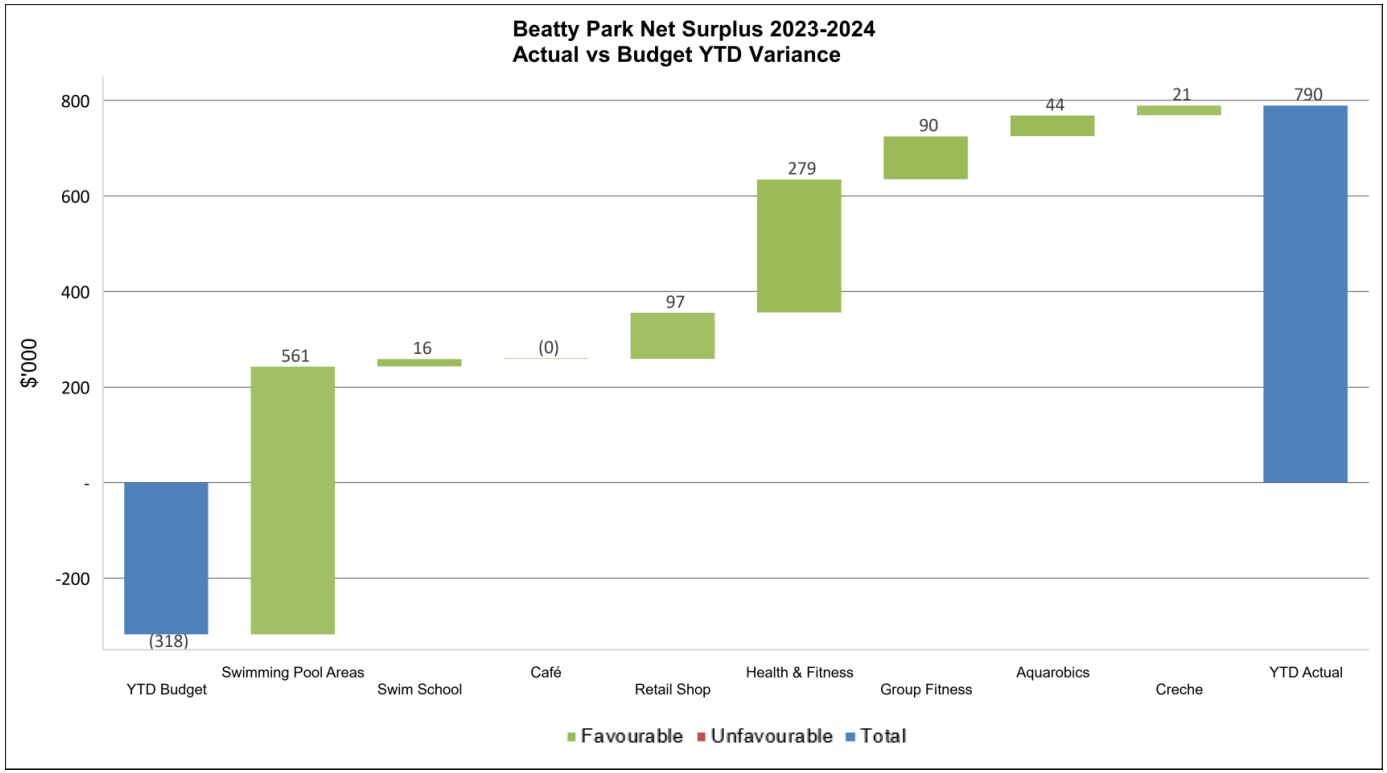
CITY OF VINCENT

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

	Original Budget 2023/24 $	YTD Budget Oct-23 $	YTD Actuals Oct-23 $	YTD Actuals Oct-22 $	Month Actuals Oct-23 $	Month Actuals Oct-22 $
ADMINISTRATION						
Revenue	0	0	(0)	(231,000)	(92,808)	(80,804)
Expenditure	0	0	0	230,799	92,808	80,604
Surplus/(Deficit)	**0**	**0**	**(0)**	**(200)**	**0**	**(200)**
SWIMMING POOLS AREA						
Revenue	2,550,517	729,575	957,477	803,026	290,806	240,617
Expenditure	(4,669,839)	(1,534,390)	(1,201,286)	(1,437,049)	(349,883)	(626,539)
Surplus/(Deficit)	**(2,119,322)**	**(804,815)**	**(243,809)**	**(634,023)**	**(59,076)**	**(385,922)**
SWIM SCHOOL						
Revenue	2,038,129	759,399	841,625	737,947	204,451	181,970
Expenditure	(1,464,155)	(455,302)	(521,623)	(412,857)	(131,998)	(120,727)
Surplus/(Deficit)	**573,974**	**304,097**	**320,001**	**325,090**	**72,453**	**61,243**
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	197,458	213,792	194,949	67,407	67,646
Expenditure	(588,477)	(181,308)	(100,616)	(140,520)	(28,062)	(55,652)
Surplus/(Deficit)	**137,925**	**16,150**	**113,176**	**54,429**	**39,345**	**11,995**
HEALTH & FITNESS						
Revenue	2,109,626	690,295	917,740	754,297	256,304	212,759
Expenditure	(1,408,461)	(461,705)	(410,094)	(426,060)	(108,659)	(149,918)
Surplus/(Deficit)	**701,165**	**228,590**	**507,646**	**328,237**	**147,644**	**62,841**
GROUP FITNESS						
Revenue	746,431	245,924	314,418	266,973	86,872	76,887
Expenditure	(726,034)	(241,217)	(219,395)	(244,482)	(66,878)	(100,656)
Surplus/(Deficit)	**20,397**	**4,707**	**95,023**	**22,491**	**19,994**	**(23,768)**
AQUAROBICS						
Revenue	300,112	98,178	125,531	110,211	34,997	33,908
Expenditure	(222,042)	(71,377)	(55,224)	(62,441)	(15,312)	(22,888)
Surplus/(Deficit)	**78,070**	**26,801**	**70,307**	**47,770**	**19,685**	**11,020**
CRECHE						
Revenue	79,938	26,585	35,473	28,289	9,855	8,323
Expenditure	(377,494)	(120,298)	(108,107)	(89,201)	(29,835)	(30,867)
Surplus/(Deficit)	**(297,556)**	**(93,713)**	**(72,633)**	**(60,913)**	(19,980)	(22,544)
Net Surplus/(Deficit)	**(905,347)**	**(318,183)**	**789,711**	**82,880**	**220,065**	**(285,335)**
Less: Depreciation	(1,446,544)	(482,180)	0	(349,053)	**0**	(349,053)
Surplus/(Deficit)	**541,197**	**163,997**	**789,711**	**431,934**	**220,065**	**63,719**

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

CITY OF VINCENT



11.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 OCTOBER 2023 TO 31 OCTOBER 2023

Attachments:
1. **October 2023 Payments by EFT and Payroll**
2. **October 2023 Payments by Direct Debit**
3. **October 2023 Payments by Cheques**

RECOMMENDATION:

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

EFT payments, including payroll	$5,513,607.25
Cheques	$689.55
Direct debits, including credit cards	$139,208.30
Total payments for August 2023	**$5,653,505.10**

PURPOSE OF REPORT:

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

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	**2988-2998**	**$4,055,399.14**
Payroll by Direct Credit	**October 2023**	**$1,458,208.11**
Sub Total		**$5,513,607.25**
Cheques		
Cheques		$689.55
Sub Total		**$689.55**

Direct Debits (including Credit Cards)

Lease Fees	$21,243.37
Loan Repayments	$78,434.41
Bank Charges – CBA	$24,357.67
Credit Cards	$15,172.85
Sub Total	**$139,208.30**
Total Payments	**$5,653,505.10**

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
01/10/2023 to 31/10/2023

Date	Payee	Description	Amount
06/10/2023	1010 Performers	Donation to 1010 Performers	$ 125.00
20/10/2023	22 Enterprises	Hire of venue - Garden Comp Awards Night Booking	$ 4,050.00
20/10/2023	4Park Pty Ltd t/as Forpark Australia	Supply & install new playground equipment IvyPark	$ 99,000.00
06/10/2023	A Austin	Fitness instructor fee	$ 841.00
20/10/2023	A Blundell	Partial refund of dog registration	$ 75.00
06/10/2023	A Fink	Fitness instructor fee	$ 530.55
06/10/2023	A J Klobas	Partial refund of dog registration	$ 150.00
06/10/2023	A Kolkova	Partial refund of dog registration	$ 30.00
20/10/2023	A Mander	Refund part membership fee - BPLC	$ 141.70
20/10/2023	A T Kirkwood	Refund of infrastructure bond	$ 3,500.00
06/10/2023	A Team Printing	Printing services - Health & Fitness	$ 1,855.70
20/10/2023	A Team Printing	Printing services - Swim School Pads	$ 1,135.20
20/10/2023	A Thorpe	Part refund of Beatty Park Leisure Centre fees	$ 83.98
06/10/2023	A V ChaiO F Wasse	Partial refund of dog registration	$ 150.00
03/10/2023	A&E Wilmot Superfund	Superannuation	$ 103.03
06/10/2023	ABC Distributors WA	Interleaved Hand Towel	$ 2,065.14
06/10/2023	Abel Property	Rates Refund	$ 1,446.58
20/10/2023	Access Icon Pty Ltd	Supply of trafficable covers	$ 23,064.91
20/10/2023	Adam Cruickshank	Transportation of public artwork to Titan storage, Arts rebound for CDP Leederville, Leederville Public Artwork storage Titan Storage	$ 3,735.93
06/10/2023	Addstyle Constructions Pty Ltd	Refund of infrastructure bond	$ 6,000.00
20/10/2023	Addstyle Constructions Pty Ltd	Refund of infrastructure bond	$ 3,000.00
06/10/2023	Agserv	Purchase anti coagulants pest control	$ 335.50
20/10/2023	Air Roofing Co Pty Ltd	Refund of infrastructure bond	$ 1,000.00
20/10/2023	Alchemy Saunas Pty Ltd	Sauna monthly rental - September 23	$ 2,860.00
20/10/2023	Alinta Energy	Gas charges - Mt Hawthorn Community centre	$ 177.75
20/10/2023	Allstate Kerbing and Concrete	Kerbing services - Agnov st, Vine st, Albert st , Charles st	$ 40,946.68
06/10/2023	Allstate Kerbing and Concrete	Kerbing Services - 24 Burt St, 183 Scarborough rd	$ 4,015.33
20/10/2023	Alsco Pty Ltd	Door mats - BPLC	$ 1,508.90
20/10/2023	Ampol Australia Petroleum Pty Ltd	Fuel & Oils	$ 29,883.65
06/10/2023	AMS Technology Group Pty Ltd	Programmed preventative maintenance BPLC	$ 5,063.66
20/10/2023	Anna Cappelletta	Fitness instructor fee	$ 2,965.00

20/10/2023	APARC	CMS licence fee - 21 meters and Ticketor Mobile LPR	$	5,407.71
06/10/2023	APARC	Credit card test transactions - August 23	$	8.10
06/10/2023	Aqua Lung Australia Pty Ltd	Merchandise for resale- BPLC	$	1,281.43
20/10/2023	Aqueo Import & Distribution Pty Ltd	Merchandise for resale- BPLC	$	925.98
06/10/2023	Aranmore Catholic College	Donation Student citizenship award	$	250.00
06/10/2023	ARMA Group Holdings Pty Ltd	Debt collection recovery- Health Service June 23	$	155.68
20/10/2023	ARMA Group Holdings Pty Ltd	Debt collection recovery- Health Service - September 23	$	11.28
20/10/2023	Arts Hub Australia Pty Ltd	Organisation membership September 2023 to September 2024	$	385.00
20/10/2023	Asphaltech Pty Ltd	Asphalt supplies - various locations	$	24,912.49
06/10/2023	Assure Property Group	Rates Refund	$	1,809.00
06/10/2023	ATI-Mirage	Training course -Micorsoft365 Staff 14 September 2023	$	422.10
06/10/2023	Atom Supply	Supply of small and large cable ties	$	1,994.52
06/10/2023	Auslan Inspired	Training facilitation deaf awareness 21 October 2023	$	270.00
06/10/2023	Australia Post	Postage charges August 23	$	6,101.79
06/10/2023	Australian HVAC Services Pty Ltd	Air-conditioning maintenance- Various Locations	$	3,371.51
10/10/2023	Australian Services Union	Payroll Deduction	$	185.50
25/10/2023	Australian Services Union	Payroll Deduction	$	185.50
06/10/2023	Australian Swim Schools Association	Yearly Swim School membership 8 June 2023 to 8 June 2024	$	549.00
25/10/2023	Australian Taxation Office	Payroll Deduction	$	232,460.00
10/10/2023	Australian Taxation Office	Payroll Deduction	$	225,755.00
06/10/2023	Award Contracting	Locating services Britannian Reseve & Forrest Park	$	836.00
20/10/2023	Award Contracting	Locating services - Charles Veryard Rese	$	418.00
20/10/2023	B A Worrall	Rebate for purchase of reusable sanitary products	$	31.45
06/10/2023	B Williams	Refund of infrastructure bond	$	3,000.00
06/10/2023	BCITF Building & Construction Industry Training	Levy collection September 23	$	5,913.90
06/10/2023	Beatty Park Physiotherapy Pty Ltd	Pilates classes - September 23	$	720.00
20/10/2023	Benara Nurseries	Supply of plants	$	1,383.25
20/10/2023	Blackburne Property Group	Rates Refund	$	858.47
06/10/2023	Blackwoods	Gloves supplies	$	3,321.66
20/10/2023	Blackwoods	Hardware supplies	$	157.08
20/10/2023	BOC Limited	Medical Oxygen Supplies	$	850.89
06/10/2023	Boral Construction Materials Group Limited	Supply of Concrete	$	1,639.18
06/10/2023	Boyan Electrical Services	Electrical services - Thompson Street	$	8,745.00
20/10/2023	Bridgestone Australia Ltd	Tyre services	$	547.36
20/10/2023	Briskleen Supplies Pty Ltd	Toiletry and cleaning products - BPLC	$	2,600.75
06/10/2023	Briskleen Supplies Pty Ltd	Toiletry and cleaning products - BPLC	$	1,095.45

20/10/2023	Bronze Penny Pty Ltd	Refund of infrastructure bond	$	5,000.00
20/10/2023	Bucher Municipal Pty Ltd	Plant repairs and maintenance	$	2,010.44
06/10/2023	Bucher Municipal Pty Ltd	Plant repairs and maintenance	$	1,510.69
02/10/2023	Budo Group Pty Ltd	Refurbishment - North Perth Town Hall Claim 4	$	159,567.16
06/10/2023	Bug Busters	Treatment for Bees in street tree on Cowle street	$	198.00
06/10/2023	Building Development Group Constructions Pty Ltd	Refund of infrastructure bond	$	5,000.00
20/10/2023	Building Surveying Solutions Pty Ltd	CBC site inspection picnic shelter- Banks reserve	$	990.00
20/10/2023	Bunnings Trade	Dewlt batteries and charge - Parks	$	820.03
06/10/2023	Bunnings Trade	Hardware supplies	$	714.87
20/10/2023	C Beasley	Fitness instructor fee	$	315.00
06/10/2023	C Beasley	Fitness instructor fee	$	248.00
06/10/2023	C De Souza	Refund of grounds bond	$	500.00
20/10/2023	C Donkin	Rebate for purchase of reusable sanitary products	$	48.00
20/10/2023	C Kosick	Reimburement for milk and other expenses	$	117.79
06/10/2023	C M Roe	Refund of infrastructure bond	$	3,000.00
06/10/2023	C M Roe	Refund of infrastructure bond	$	275.00
20/10/2023	C Pendlebury	Crossover subsidy payment	$	490.00
20/10/2023	Caprice Constructions WA	Refund of infrastructure bond	$	2,000.00
06/10/2023	Casson Homes Inc	Refund of overpaid invoice 50146 - Health dept	$	30,987.00
20/10/2023	Catalina Regional Council	Account for GST payable and receivable Sept 23	$	16,512.22
20/10/2023	Choiceone Pty Ltd	Temporary staff - Senior administration Officer	$	43,422.01
06/10/2023	Choiceone Pty Ltd	Temporary staff - Parks	$	20,073.48
20/10/2023	City Of Perth	Building Archive Retrievals September 2023	$	98.16
06/10/2023	City of South Perth	Animal Care Facility Occupancy Cost FY 2023-24, Cat impound fee , Dog impound fee	$	6,517.50
06/10/2023	City of Stirling	Meals on Wheels - Sept 23 & Green waste tipping - September 23	$	964.68
25/10/2023	City of Vincent	Payroll Deduction	$	798.90
10/10/2023	City of Vincent	Payroll Deduction	$	692.38
25/10/2023	City of Vincent Staff Social Club	Payroll Deduction	$	463.00
10/10/2023	City of Vincent Staff Social Club	Payroll Deduction	$	454.00
06/10/2023	City Of Wanneroo	Tamala Park rates share FY 2023-2024	$	17,340.81
20/10/2023	Civica Pty Limited	Consulting services - Rates on demand -September23	$	346.50
06/10/2023	Civil Engineering Assignments	Design and Drafting assistance for Projects	$	1,331.00
20/10/2023	Civil Engineering Assignments	Assist with drafting projects	$	220.00
06/10/2023	Cleanaway	240L Residential recycling collection Aug23	$	40,177.51

06/10/2023	Cleanaway	Residential waste bin collection August 2023	$	39,537.78
06/10/2023	Cleanaway	Residential recycling collection August 2023	$	38,973.23
06/10/2023	Cleanaway	Customer Services reconcilliation August 2023	$	2,099.26
06/10/2023	Cleanaway	Customer Services reconciliations January 2023 & Febuary 2023	$	533.32
06/10/2023	Club 55 Travel	Bus hire - Seniors outing 20 September 2023	$	1,768.00
06/10/2023	Coates Hire Operations Pty Ltd	Hire of breaker	$	979.59
20/10/2023	Coates Hire Operations Pty Ltd	Hire of breaker	$	406.38
20/10/2023	Cobblestone Concrete Pty Ltd	Concrete path repairs - Berryman and Federation, The boulevard pram	$	28,491.91
06/10/2023	Cobblestone Concrete Pty Ltd	Concrete path repairs - Cnr Fitzerald & Newcastle	$	15,727.14
20/10/2023	Cockburn Cement Limited	Cement & Pallets	$	1,347.37
20/10/2023	Cohera-Tech Pty Ltd	People counting software Beatty Park and Library	$	11,806.60
06/10/2023	Commercial Aquatics Australia	Electrician to attend site and investigate BPLC, Supply and install wiper kit indoor pool , Replacement Chambers for Spa UV. Replacement Diaphragm and O Rings	$	4,642.00
20/10/2023	Commercial Aquatics Australia	Replacement Circulation pump for Spa - BPLC	$	2,593.80
06/10/2023	Compu-Stor	Off-site Storage and Digitisation	$	687.47
20/10/2023	Connect Call Centre Services	After hours calls service - September 2023	$	2,398.88
20/10/2023	Contraflow Pty Ltd	Traffic Management Loftus St MRRG rehabilitation 2	$	46,019.91
06/10/2023	Contraflow Pty Ltd	Traffic Management services - various	$	35,792.78
20/10/2023	Contraflow Pty Ltd	Concrete path repairs - Loftus street	$	30,623.79
20/10/2023	Contraflow Pty Ltd	Traffic Management various locations	$	22,384.07
06/10/2023	Contraflow Pty Ltd	Traffic Management services - Right way of closure	$	9,735.44
20/10/2023	Corsign WA Pty Ltd	Sign supplies - various	$	264.55
13/10/2023	Cr A Castle	Council meeting fee - October 23	$	3,264.17
13/10/2023	Cr Ashley Wallace	Council meeting fee - October 23	$	1,364.44
13/10/2023	Cr D Loden	Council meeting fee - October 23	$	1,364.44
13/10/2023	Cr J Hallett	Council meeting fee - October 23	$	3,264.17
13/10/2023	Cr Ron Alexander	Council meeting fee October 23	$	3,264.17
13/10/2023	Cr Ross Ioppolo	Council meeting fee - October 23	$	1,364.44
13/10/2023	Cr S Gontaszewski	Deputy Mayor meeting fees - October 23	$	2,294.69
13/10/2023	Cr Suzanne Worner	Council meeting fee - October 23	$	1,364.44
06/10/2023	CSE Crosscom Pty Ltd	Remove and install two way radio in new sweeper	$	939.93
20/10/2023	Cygnet West	The avenue & Frame Court Carpark -Stage 2 works	$	12,870.00
20/10/2023	D Dama	Fitness instructor fee	$	58.00
20/10/2023	D Gerrard	Reimbursement for staff leaving expenses	$	167.12
06/10/2023	Dalin Electrical Controls	Repairs to geothermal system - BPLC	$	2,134.69

20/10/2023	Daniel Bullen	Fitness instructor fee	$	2,866.00
06/10/2023	Department of Mines, Industry Regulation and Safety	Building services levy collection September 2023	$	9,585.36
10/10/2023	Department of Social Services	Payroll Deduction	$	849.16
25/10/2023	Department of Social Services	Payroll Deduction	$	849.16
06/10/2023	Devco Builders	Manitenance and repairs - various locations	$	41,628.90
20/10/2023	Devco Builders	Maintenance and repairs - various locations	$	33,704.32
20/10/2023	Donegan Enterprises Pty Ltd	Playground repairs & maintenance various location	$	14,399.00
06/10/2023	Donegan Enterprises Pty Ltd	Playground repairs & maintenance various location	$	3,209.80
20/10/2023	E Campbell	Interpreter for the Deaf Awareness Event	$	242.00
06/10/2023	E Campbell	Interpreter for the Deaf Awareness Event	$	220.00
20/10/2023	E M Pokoney	Partial refund of dog registration	$	150.00
25/10/2023	Easi Group	Payroll Deduction	$	4,973.66
10/10/2023	Easi Group	Payroll Deduction	$	4,418.35
20/10/2023	Eclipse Soils Pty Ltd	Supply of Mulch	$	17,869.50
20/10/2023	Edison Property	Rates Refund	$	522.34
20/10/2023	Electek	Repairs and maintenance - Gym display TV- BPLC	$	484.00
20/10/2023	Elite Electronics Online	Replacement for broken scale in fitness	$	719.00
20/10/2023	Ellenby Tree Farm Pty Ltd	Supply of plants and trees	$	6,400.80
20/10/2023	Elyse Amy Johnstone	Fitness instructor fee	$	628.40
20/10/2023	Enviroblast Cannington	Pressure cleaning services -September 2023	$	1,663.50
20/10/2023	EOS Electrical	Electrical Services - Depot	$	32,214.20
06/10/2023	EOS Electrical	Electrical Services - Depot	$	14,998.84
20/10/2023	FE Technologies Pty Ltd	Annual Maintenance - October 2023 to September 2024	$	1,346.40
20/10/2023	Felton Industries	Park setting and delivery	$	6,393.20
06/10/2023	Flex Fitness Equipment	Supply of fitness equipment - BPLC	$	186.03
06/10/2023	Flexi Staff Group Pty Ltd	Temporary staff various departments	$	20,906.34
20/10/2023	Flexi Staff Group Pty Ltd	Temporary staff various departments	$	12,897.62
20/10/2023	Flick Anticimex Pty Ltd	Pest control services - various location	$	1,413.82
20/10/2023	Focus Networks	Focus Networks - Network segmentation initiative	$	8,740.60
20/10/2023	Forestvale Trees Pty Ltd	Supply of trees	$	4,158.00
06/10/2023	Forpark Australia	Removal of existing and supply and installation of new exercise equipment and associated rubber soft fall at Charles Veryard Reserve	$	66,000.00
20/10/2023	Fort Amity Pty Ltd t/as Bent Logic	Membership Cards & Fobs - BPLC	$	5,203.00
20/10/2023	G Brunning	Partial refund of dog registration	$	30.00
06/10/2023	GHD Pty Ltd	TIA Peer Review - 367-373 Fitzgearld & Alma Rd	$	6,886.00
20/10/2023	GHD Pty Ltd	TIA Peer Review -463-507 Newcastle Street	$	4,051.30
20/10/2023	GMF Contractors PTY LTD	Refund of infrastructure bond	$	4,000.00

06/10/2023	Governance Institute of Australia	Certificate in Governance & Risk Mgmt	$	3,620.00
06/10/2023	Governance Institute of Australia	Workshop seminar half day	$	355.00
20/10/2023	Gymcare	Gym equipment repairs & maintenance - BPLC	$	1,537.65
06/10/2023	Gymcare	Gym equipment repairs & maintenance - BPLC	$	896.50
20/10/2023	H Britton	Partial refund of dog registration	$	150.00
20/10/2023	H Truong	Frame court parking permit refund	$	210.00
20/10/2023	Hames Sharley WA Pty Ltd	Consultancy serviceVincent Link & Place Guidelines	$	13,398.00
20/10/2023	HardHat Media Pty Ltd	Video Services wall Mural and filming	$	2,497.00
20/10/2023	Harvey Norman City West Supa Pty Ltd	Dyson Vaccum - BPLC	$	1,649.00
10/10/2023	Health Insurance Fund of WA	Payroll Deduction	$	192.60
25/10/2023	Health Insurance Fund of WA	Payroll Deduction	$	192.60
06/10/2023	Helene Pty Ltd t/as LO-GO Appointments	Temporary staff - customer service	$	10,848.79
20/10/2023	Helene Pty Ltd t/as LO-GO Appointments	Temporary staff - customer service	$	2,166.87
06/10/2023	Holcim (Australia) Pty Ltd	Concrete supplies	$	2,596.44
06/10/2023	I B Lobeto-Ortega	Rebate for purchase of reusable sanitary products	$	18.00
06/10/2023	ID Consulting Pty Ltd	Vincent Precinct Analysis - Economic profiles	$	3,300.00
20/10/2023	ID Consulting Pty Ltd	Vincent Precinct Analysis Final report	$	2,750.00
20/10/2023	Imagesource Digital Solutions	Printing services - lap lane sign inserts, 2 librabry windows descaled	$	2,112.00
06/10/2023	Institute of Public Administration Australia WA	Annual Report training course on 19 October 2023 and membership	$	1,160.20
20/10/2023	Integrated Power Pty Ltd	Supply and install 24W bollard lights	$	4,680.50
06/10/2023	iSUBSCRiBE Pty Ltd	Library magazine subscriptions	$	560.80
06/10/2023	J & K Hopkins	Office supplies	$	1,141.00
06/10/2023	J A WalshK Johnson	Partial refund of dog registration	$	150.00
20/10/2023	J Annett	Part refund of Beatty Park Leisure Centre fees	$	62.22
20/10/2023	J Chung	Fitness instructor fee	$	232.00
20/10/2023	J Hitch	Part refund of Beatty Park Leisure Centre fees	$	106.08
20/10/2023	J Hunt	Reimbursement Catering workshop QueerD&D	$	284.55
20/10/2023	J Lowden	Fitness instructor fee	$	176.84
06/10/2023	J Lowden	Fitness instructor fee	$	113.68
20/10/2023	J Pendlebury & A Stoichev	Crossover subsidy payment	$	490.00
20/10/2023	J R Wilson	Partial refund of dog registration	$	150.00
20/10/2023	J Rosa-Dzitkowski	Part refund of Beatty Park Leisure Centre fees	$	43.61
06/10/2023	Janet Verburg	Fitness instructor fee	$	1,107.00
20/10/2023	Jonathan Epps Arboriculturist	Annual inspection of Money Monger Tree Survey	$	1,500.00
20/10/2023	K Ballin	Partial refund of dog registration	$	51.66

20/10/2023	K M Allen	Reimbursement for workshops	$	268.21
06/10/2023	K M Dolan	Partial refund of dog registration	$	30.00
06/10/2023	K Ward	Design review panel meeting	$	400.00
20/10/2023	Kambarang Services Pty Ltd	Facilitation of Elders - Boordiyas Advisory Group	$	2,900.00
20/10/2023	Kennards Hire	Equipment hire - excavator	$	693.20
06/10/2023	Kestral Computing Pty Ltd	Phoenix Annual Licence & Support Fees FY 2023-24	$	30,431.50
20/10/2023	Kilmore Group Pty Ltd	Leederville Oval Grandstand Roof Repair -PC 01	$	129,958.87
06/10/2023	Kleen West Distributors	Cleaning supplies	$	1,729.20
06/10/2023	Kleenheat Gas	Forklift gas delivery - Depot	$	48.11
20/10/2023	Kone Elevators Pty Ltd	Service lift Beatty Park - Ground floor button	$	1,026.58
20/10/2023	KS Black Pty Ltd	Bore Development and Pump Service Menzies Park	$	16,307.50
06/10/2023	Kuditj Pty Ltd	Catering for Council Briefing 15 August 23	$	572.00
20/10/2023	L Engles	Partial refund of dog registration	$	150.00
06/10/2023	L J Sharp	Fitness instructor fee	$	232.00
06/10/2023	L McGuirk	Refund for membership fees	$	919.20
06/10/2023	L Swart	CANZ annual membership	$	350.83
06/10/2023	L Sze	Reimbursement for fuel	$	59.01
10/10/2023	L.G.R.C.E.U.	Payroll Deduction	$	22.00
25/10/2023	L.G.R.C.E.U.	Payroll Deduction	$	22.00
20/10/2023	Lalli Consulting Engineers	Site inspections - BPLC	$	2,860.00
20/10/2023	Landgate	GRV rentals valuations Sept 2023	$	7,777.18
06/10/2023	Landgate	Land inquiries - August 23	$	516.33
20/10/2023	Leederville Cameras	Printing services 1000x swim passes	$	230.00
06/10/2023	Leederville Cameras	Printing services - DL Flyer	$	180.25
20/10/2023	Leo Heaney Pty Ltd	Street tree watering & pruning services-various locations	$	17,292.00
20/10/2023	Leo Heaney Pty Ltd	Street tree watering & pruning services-various locations	$	12,837.00
20/10/2023	Leo Heaney Pty Ltd	Street tree watering & pruning services-various locations	$	9,075.00
06/10/2023	Leo Heaney Pty Ltd	Reticulation Flushing July 2023 - June 2024	$	528.00
20/10/2023	Leo Heaney Pty Ltd	Reticulation Flushing September 2023	$	528.00
06/10/2023	Les Mills Asia Pacific	Registration and music fees October 23	$	1,771.11
06/10/2023	Les Mills Asia Pacific Industries	Purchase of gym equipment - BPLC	$	5,161.38
06/10/2023	Local Geotechnics	Geotechnical investigation report - Britannia Reserve	$	6,820.00
06/10/2023	Local Government Professionals Australia WA	Commtelligence Forum 2023 - 30 October 2023	$	380.00
20/10/2023	Luke Riley Creative	Photography services at Mt Hawthorn Hawkers Markets	$	382.50
06/10/2023	M C Koong	Partial refund of dog registration	$	150.00
20/10/2023	M C Whyte	Rebate for purchase of reusable sanitary products	$	50.00

06/10/2023	M Colreavy	Partial refund of dog registration	$	150.00
20/10/2023	M EnglesY Lunney	Partial refund of dog registration	$	150.00
06/10/2023	M G Jajko	Fitness instructor fee	$	294.00
20/10/2023	M G Jajko	Fitness instructor fee	$	60.00
06/10/2023	M L Humich	Fitness instructor fee	$	638.00
06/10/2023	M Rinaldi	Refund of infringement notice	$	135.00
06/10/2023	M Slater	Fitness instructor fee	$	60.29
20/10/2023	M Von Karlowitz	Partial refund of dog registration	$	150.00
20/10/2023	M West	Part refund of Beatty Park Leisure Centre fees	$	402.85
20/10/2023	Majestic Plumbing Pty Ltd	Plumbing services - various locations	$	17,395.39
06/10/2023	Majestic Plumbing Pty Ltd	Plumbing services -various locations	$	2,294.33
20/10/2023	Manheim Pty Ltd	Relocation and sale of abandoned vehicle	$	709.50
06/10/2023	Marketforce Pty Ltd	Advertisement Public Notice Animal amendment	$	526.36
20/10/2023	Masterprint Pty Ltd	Supply of Photo cards	$	49.50
06/10/2023	Maxima Group Training	School based trainees - work experience students	$	751.49
20/10/2023	Maxima Group Training	School based trainees - work experience students	$	232.39
13/10/2023	Mayor E Cole	Mayoral allowance - October 23	$	5,550.61
20/10/2023	Mazami Pty Ltd	Speaker fee - Library talk 24 August 2023	$	700.00
06/10/2023	McLeods Barristers & Solicitors	Legal Services - 7 Grams Chicken	$	7,405.39
20/10/2023	McLeods Barristers & Solicitors	Legal service fees - amending building permit	$	4,136.55
30/10/2023	Mercer Spectrum	Superannuation	$	3,493.53
03/10/2023	Mercer Spectrum	Superannuation	$	3,434.44
06/10/2023	MessageMedia	SMS integrating for Phoenix	$	276.71
20/10/2023	MessageMedia	SMS integrating for Phoenix	$	228.97
20/10/2023	Messages on Hold	Provision of programming & equipment October 2023	$	456.06
20/10/2023	Metal Artwork Badges	Supply of staff name badges	$	247.67
06/10/2023	Metal Artwork Badges	Name badges	$	129.42
20/10/2023	Metal Works Perth	Shelter and picnic benches - Banks Reserve	$	7,452.50
20/10/2023	Miltom Pty Ltd t/as Classic Hire	Supply of chemical for toilets and additional clean up North Perth Bowling club	$	3,098.24
06/10/2023	Mindarie Regional Council	Processable and non-processable waste	$	49,451.32
06/10/2023	Miracle Recreation Equipment	Zipline repairs	$	2,937.00
20/10/2023	My Best Friend Veterinary Centre	Animal Sterilisations September 23	$	2,910.00
20/10/2023	My Media Intelligence Pty Ltd	Quarterly statement for press articles.	$	1,229.36
06/10/2023	N E Chai	Refund of planning application fee	$	171.00
20/10/2023	N E Hirsch	Rebate for purchase of reusable sanitary products	$	48.99

20/10/2023	Nao Williams	Fitness instructor fee	$	295.00
20/10/2023	National Association for the Visual Arts	Annual NAVA Premium Membership	$	96.00
06/10/2023	Natural Area Holdings Pty Ltd	Weed Control - Banks Reserve & Charles Veryyard	$	7,480.00
20/10/2023	Newground Water Services Pty Ltd	Robertson Park Redevelopment - Irrigation Design	$	1,045.00
06/10/2023	Nicholas Jolly & Associates	Fitness instructor fee	$	414.70
06/10/2023	Nightlife Music Pty Ltd	Crowd DJ October 2023 - BPLC	$	417.94
06/10/2023	North Perth Cricket Club	50% subsidy of Turf Curation for the 2022-2023	$	12,336.00
20/10/2023	North Perth United football Club	Refund for incorrect rate charges - Woodville Pavilion	$	509.00
20/10/2023	Northsands Resources	Sand paving	$	736.16
06/10/2023	Nutrien Ag Solutions Limited (formerly Landmark O perations Lim	Supply of weedkiller	$	10,120.00
20/10/2023	O'Brien Harrop Access	Disability access consultancy services BPLC	$	2,178.00
06/10/2023	Officeworks Ltd	Office supplies and consumables	$	763.13
20/10/2023	Officeworks Ltd	Office supplies and consumables	$	184.42
06/10/2023	Omnicom Media Group Australia Pty Ltd	Advertisment services - Various	$	3,942.59
20/10/2023	Omnicom Media Group Australia Pty Ltd	Advertisment services - Various	$	3,301.24
06/10/2023	Open Systems Technology Pty Ltd (T/A CouncilFirst)	Professional services - Various	$	66,176.00
06/10/2023	Orbic Construction Pty Ltd	Refund of infrastructure bond	$	5,000.00
20/10/2023	P A Somers	Rates Refund	$	813.79
20/10/2023	P Lee-Jones	Refund of infrastructure bond	$	1,000.00
06/10/2023	P Tran	Fitness instructor fee	$	290.00
06/10/2023	P W Kerr	Crossover subsidy payment	$	490.00
20/10/2023	Paint & Gather	Craft Workshop 2 October 23	$	480.00
06/10/2023	Paragon Construction Solutions Pty Ltd	30 mtr & 12 mtr pool tile Progress claim 3 Sept 23	$	132,186.16
20/10/2023	Paragon Construction Solutions Pty Ltd	Additional demolition of 30 meters pool floor BPLC	$	22,028.71
06/10/2023	Paragon Construction Solutions Pty Ltd	Urgent slab scanning of 30mtr pool structure	$	2,035.00
20/10/2023	Paxon Business & Financial Services	Regulation 17 - Preparation of internal audit review - part payment	$	3,960.00
20/10/2023	Paxon Business & Financial Services	Regulation 5 - Finanacial Management Review - part payment	$	3,960.00
06/10/2023	Paxon Business & Financial Services	Internal Audit - HR and Payroll	$	2,640.00
20/10/2023	PeopleSense by Altius	Consultancy service September 2023	$	2,307.25
06/10/2023	Perth Region Tourism Organisation Inc	Contribution to PICG destination Perth tourism	$	11,000.00
20/10/2023	Pixelcase Group Pty Ltd	Aero Ranger ALPR Hardware vehicle kits November 23	$	5,689.12
20/10/2023	PJA Holdings (Australia) Pty Ltd	Road Safety Audit - Beaufort Street from Walcott St	$	4,675.00
06/10/2023	Planning Institute Australia	Award submission for PIA	$	506.00
06/10/2023	Plantrite	Supply of plants	$	952.60
06/10/2023	PriceMark Pty Ltd	Supply of 26 boxes of wristbands and WAW Bands	$	1,665.50
06/10/2023	Print and Sign Co	Printing services - Hopscotch replacement	$	5,051.86

20/10/2023	Print and Sign Co	Printing services - Corflute	$	3,330.80
06/10/2023	Pro Turf Services	Plant repairs and maintenance- P5050 Par	$	1,298.99
06/10/2023	Professional Tree Surgeons	Tree pruning & removal services -various locations	$	12,170.13
20/10/2023	Professional Tree Surgeons	Tree pruning & removal services -various locations	$	10,239.35
06/10/2023	Profounder Turfmaster Pty Ltd	Turf Maintenance- Litis Stadium & Leederille Oval - August 2023	$	8,783.04
06/10/2023	Programmed Skilled Workforce Limited	Pay for the agency staff	$	4,507.25
20/10/2023	Programmed Skilled Workforce Limited	Pay for the agency staff	$	2,299.00
20/10/2023	Protector Fire Services Pty Ltd	Fire equipment maintenance - various location	$	10,881.20
20/10/2023	Public Libraries Western Australia Inc	Annual membership FY 2023-2024	$	350.00
06/10/2023	R Freitas	Fitness instructor fee	$	480.00
20/10/2023	R Freitas	Fitness instructor fee	$	420.00
06/10/2023	R Pierucci	Crossover subsidy payment	$	625.00
20/10/2023	R Ross	Reimbursement for purchase of waterproof speakers	$	94.00
20/10/2023	Rada & Neso Services	After hours cleaning of BPLC	$	9,600.00
20/10/2023	Rada & Neso Services	Carpet cleaning studios 1 and 2	$	770.00
06/10/2023	Regents Commercial	Rent Barlee St CP, Council rates, Water services	$	10,503.50
20/10/2023	Renew Property Maintenance	Clearing rights of way & tipping fees-Sept 23, Tipping fee - logistics and labour Victoria Street,Main arterial moving - August 23	$	31,031.00
20/10/2023	Repeat Plastics (WA)	Supply of wheel stop and spikes	$	7,218.20
06/10/2023	Repeat Plastics (WA)	Supply of bollards	$	922.46
20/10/2023	Richgro Garden Products	Supply of fertiliser	$	772.00
06/10/2023	Roberts on Oxford	Refund of infrastructure bond	$	6,000.00
20/10/2023	Rock 'n' Toddle	3 hours roving entertainment for Halloween	$	638.00
20/10/2023	Roksteady GRC Pty Ltd	Digital Governance Survey	$	1,485.00
06/10/2023	Rosevale Fire & Electrical	Electrical works at BPLC	$	4,970.90
20/10/2023	Rosevale Fire & Electrical	Electrical works at BPLC	$	4,917.10
06/10/2023	Rotary Club Of North Perth Inc.	Festival and event sponsorship - Hyde Park	$	13,200.00
20/10/2023	S Chong	Partial refund of dog registration	$	150.00
06/10/2023	S Patchett	Fitness instructor fee	$	585.00
20/10/2023	SafetyCulture Pty Ltd	Annual iAuditor subscription	$	1,542.38
20/10/2023	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	$	4,584.00
06/10/2023	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	$	395.00
20/10/2023	SAS Locksmiths	Key cutting and lock maintenance service	$	86.02
20/10/2023	Schindler Lifts Australia Pty Ltd	Interior wall finishes at DLGSC	$	9,350.00
06/10/2023	SEEK Limited	Job advertisement	$	1,397.88
20/10/2023	Shaaron Taylor	Fitness instructor fee	$	210.00

06/10/2023	Sharon Gregory	Final payment for Noongar language translation	$	1,000.00
06/10/2023	Shred-X Pty Ltd	Security bin exchange - August 23 - BPLC	$	39.01
20/10/2023	Sigma Chemicals	Supply pool chemicals for BPLC	$	8,699.46
20/10/2023	Skye Group Pty Ltd	Merchandise for resale- BPLC	$	662.20
20/10/2023	Slater-Gartrell Sports	Supply & install synthetic turf - various reserves	$	21,516.00
06/10/2023	Soundtown	Installation of existing sound system Yoga studio	$	1,584.00
20/10/2023	Soundtown	Installation of existing sound system Yoga studio	$	1,300.00
20/10/2023	SpacetoCo Pty Ltd	Facilities weekly reporting and financial handling	$	660.00
20/10/2023	Speedo Australia Pty Ltd	Merchandise for resale- BPLC	$	8,374.30
06/10/2023	Sports Turf Technology Pty Ltd	Annual groundwater monitoring report FY 2023-24	$	3,581.60
06/10/2023	Sports Turf Technology Pty Ltd	Biannual groundwater sampling April 2023	$	2,607.00
06/10/2023	Sportsworld Of WA	Merchandise for resale- BPLC	$	9,177.85
20/10/2023	Sportsworld Of WA	Merchandise for resale- BPLC	$	7,148.46
20/10/2023	St John Ambulance Western Australia Ltd	First aid kit supplier - BPLC	$	240.00
06/10/2023	State Law Publisher	Publishing Parking Local Law 2023	$	2,924.70
30/10/2023	Steeg Banham Superannuation Fund	Superannuation	$	508.69
03/10/2023	Steeg Banham Superannuation Fund	Superannuation	$	400.09
20/10/2023	Stott Hoare	Supply of computers and accessories	$	9,153.10
06/10/2023	StrataGreen	Garden equipment supplies - various	$	3,199.28
20/10/2023	StrataGreen	Garden equipment supplies	$	1,513.09
30/10/2023	SuperChoice Services Pty Ltd	Superannuation	$	299,867.66
03/10/2023	SuperChoice Services Pty Ltd	Superannuation	$	296,154.74
06/10/2023	Synergy	Electricity and gas charges - various locations	$	102,577.73
20/10/2023	Synergy	Electricity and gas charges - various locations	$	19,121.21
06/10/2023	Talis Consultants Pty Ltd - ATF Talis Unit Trust	Consultancy Services August 23	$	18,787.05
20/10/2023	TasteWright Pty Ltd t/as The Pudding People	100 x Single Serve puddings for Seniors Christmas	$	432.00
20/10/2023	Teena Smith	Fitness instructor fee	$	451.00
06/10/2023	Teena Smith	Fitness instructor fee	$	75.00
20/10/2023	Temptations Catering	Catering for Council Meeting 10 October 23	$	1,188.46
06/10/2023	Temptations Catering	Catering for Council Meeting 19 September 23	$	598.80
20/10/2023	The BBQ Man	BBQ cleaning - September 23	$	4,725.21
20/10/2023	The BBQ Man	Pressure cleaning Hyde Park and Oxford street	$	1,045.00
20/10/2023	The Chamber of Arts and Culture WA Inc	Annual membership 19 October 23 to 30 June 24	$	275.00
06/10/2023	The Royal Life Saving Society Western Australia Inc	Provide Staff Training - BPLC	$	1,511.00
20/10/2023	The Royal Life Saving Society Western Australia Inc	AIDS Memorial pond servicing - September 23	$	1,071.55
30/10/2023	The Trustee for Fergco Family Super Fund	Superannuation	$	2,423.01

03/10/2023	The Trustee for Fergco Family Super Fund	Superannuation	$	2,322.98
20/10/2023	The Wilson Family Trust t/a Storyline Designs	Administration Building - Foyer and Meeting spaces	$	4,719.00
20/10/2023	Tom Lawton - Bobcat Hire	Bobcat hire - various locations	$	19,206.00
06/10/2023	Tom Lawton - Bobcat Hire	Bobcat hire - various locations	$	2,104.30
06/10/2023	Toolmart Australia Pty Ltd	Hardware supplies - Depot	$	1,407.00
06/10/2023	Totally Workwear Mt Hawthorn	Uniform supplies - Depot	$	8,320.93
20/10/2023	Totally Workwear Mt Hawthorn	Uniform Supplies - Rangers	$	222.70
20/10/2023	Traffic Logistics Australia	Traffic survey - Vincent St & New Castle Street	$	4,851.00
06/10/2023	Traffic Systems West (Ennis Traffic Safety Solutions Pty Ltd)	Supply and Install 19m Separation kerb Fitzgearald st	$	4,183.96
20/10/2023	Tree Amigos	Street trees and parks pruning/removal - various locations	$	51,013.60
20/10/2023	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance - P3526	$	7,494.15
06/10/2023	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	$	5,434.30
06/10/2023	Tyres4U Pty Ltd	Tyre replacements and maintenance	$	1,108.58
20/10/2023	Tyres4U Pty Ltd	Tyre replacements and maintenance	$	260.70
20/10/2023	Universal Bar	The Little Bar Cart - Service& Drinks End of term	$	2,172.50
06/10/2023	Universal Diggers	Plant Hire - Depot	$	19,704.85
20/10/2023	Universal Diggers	Plant Hire - Depot	$	10,311.95
20/10/2023	V Forbes	Fitness instructor fee	$	1,029.60
20/10/2023	VendorPanel Pty Ltd	Vendor Panel Service Renewal 30 November 2023 to 29 November 2024	$	5,438.22
20/10/2023	Vibe DJ Service	Corporate event DJ package	$	475.00
06/10/2023	W.A. Hino Sales & Service	Plant repairs and maintenance	$	8,892.75
20/10/2023	W.A. Hino Sales & Service	Plant repairs and maintenance	$	1,639.70
20/10/2023	WA Aids Council Inc	Donation - Pride campaign	$	1,000.00
06/10/2023	WA Library Supplies	Library supplies	$	128.65
06/10/2023	WA Timber Products Pty Ltd	Supply of tree stakes	$	4,400.00
06/10/2023	Walcott Industries	North Perth Bowling Club toilet renewals Payment 2	$	70,404.40
06/10/2023	Walcott Industries	North Perth Bowling Club toilet renewals Var 02	$	2,244.00
20/10/2023	WALGA	Association membership	$	57,307.31
20/10/2023	WALGA	Employee Relations Membership and Subscription	$	14,850.00
20/10/2023	WALGA	Legal Advice Contribution for tree retention	$	500.00
20/10/2023	WALGA	Courses attendance - Procurement in local government	$	242.00
20/10/2023	Water Corporation	Water charges - various locations	$	8,594.51
06/10/2023	Water Corporation	Water charges - various locations	$	91.98
20/10/2023	West Coast Profilers Pty Ltd	Profiling services - Lord St and Loftus Street	$	61,156.32

20/10/2023	Western Irrigation Pty Ltd	Rectic Parts	$	11,844.62
06/10/2023	Western Irrigation Pty Ltd	Retic Parts	$	1,112.24
06/10/2023	Western Metropolitan Regional Council	Processing of FOGO Material 16 August 2023 to 31 August 2023	$	38,300.86
20/10/2023	Western Metropolitan Regional Council	Verge waste collection and processing - August 2023	$	28,717.85
20/10/2023	Wilson Security	Security services - Depot	$	71.50
20/10/2023	Winc Australia Pty Ltd	Office supplies and consumables	$	1,928.99
06/10/2023	Winc Australia Pty Ltd	Office supplies and consumables	$	661.52
20/10/2023	Woodlands Distributors Pty Ltd	Supply of compostable dog waste bags	$	8,537.76
20/10/2023	Work Metrics Pty Ltd	Online Induction Platform - September 23	$	110.00
20/10/2023	Worldwide East Perth	Printing services - Business cards	$	946.00
06/10/2023	Worldwide East Perth	Printing services - Business Cards & Corflutes	$	880.00
06/10/2023	Wow Wipes	Supply anti-bacterial wipes - BPLC	$	1,265.00
20/10/2023	Y Plimbley	Reimbursement - Staff recognition event	$	333.00
06/10/2023	YogaNut	Fitness instructor fee	$	252.00
20/10/2023	Yolande Gomez	Fitness instructor fee	$	286.00
06/10/2023	Yolande Gomez	Fitness instructor fee	$	116.00
20/10/2023	Yonga Solutions Pty Ltd	Supply of calico bags	$	3,190.00
20/10/2023	Youth Affairs Council Of WA	Financial contribution - Youth week event	$	500.00
06/10/2023	Zenien	CCTV Wireless repairs to Leederville network	$	7,272.98
20/10/2023	Zenien	CCTV Consulting 11 September 2023 & 14 September 2023	$	577.50
20/10/2023	Zipform	Rates reminder notices FY 2023-24	$	10,353.43
06/10/2023	Zumba Fitness Patricia Rojo	Fitness instructor fee	$	325.00
			$	**4,055,399.14**
	Payroll			
	10/10/2023	Payroll Pay Period 9	$	727,346.69
	24/10/2023	Payroll Pay Period 10	$	730,861.42
	Total Payroll		**$**	**1,458,208.11**
	Total Payment		**$**	**5,513,607.25**

Creditors Report - Payments by Direct Debit

01/10/2023 to 31/10/2023

redit Card Transactions for the Period 07/09/2023 - 05/10/2023

ard Holder	*Date*	*Payee*	*Description*	*Amount*
EO	07/09/2023	Mary Street Bakery	Catering City events - Staff event	$ 91.30
	11/09/2023	CPP Roe Street	CEO Parking - Meeting with DPLH, 140 William St	$ 5.05
	13/09/2023	CPP Convention centre	CEO Parking - Sustainability Forum Attendance	$ 19.69
	22/09/2023	CBRE	CEO Parking - Regulation Seminar - 140 William St	$ 24.00
	25/09/2023	WA News	WA newspaper subscription - digital and paper	$ 83.60
	02/10/2023	IPAA	Registration for 2023 IPAA WA Achievement Awards	$ 1,305.00
				$ 1,528.64
irector Infrastructure & Environment				
	16/09/2023	Harvey Norman	Food Warmers for Function Room x 3	$ 294.00
				$ 294.00
anager Marketing and Partnerships				
	10/09/2023	Mailchimp	E-Newsletter	$ 757.91
	13/09/2023	Harvey Norman online	Camera Bag	$ 45.95
	13/09/2023	Harvey Norman online	Refund for camera bag	-$ 45.95
	18/09/2023	Rosemount Hotel	Nov 2023 Citizenship Ceremony Deposit	$ 600.00
	19/09/2023	Tickets	YACWA training	$ 118.38
	21/09/2023	Wilson Parking	Parking for Destination Perth workshop	$ 6.07
	23/09/2023	Asana.com	Marketing and Comms scheduling tool	$ 952.61
	23/09/2023	International transaction fee	Marketing and Comms scheduling tool	$ 23.82
	26/09/2023	Shutterstock	Stock photo subscription	$ 99.00
	26/09/2023	SQ Chu	Service Unit Planning Day catering	$ 60.03
	27/09/2023	SQ Bunn Mee	Service Unit Planning catering 1	$ 142.00
	27/09/2023	Chu Bakery Pty Ltd	Service Unit Planning Day	$ 7.70
	30/09/2023	Facebook	Facebook advertising	$ 268.66
				$ 3,036.18
ouncil Liaison Officer				
	08/09/2023	Ikea Perth	Frames for certificates for Elected Members	$ 60.00

ard Holder	Date	Payee	Description	Amount
	08/09/2023	Ikea Perth	Frames for certificates for Elected Members	$ 33.00
	28/09/2023	Governance Institute	Women in leadership lunch	$ 240.00
	29/09/2023	Officeworks	Frames for certificates for Elected Members	$ 9.20
	02/10/2023	A1 Quality Laundromat	Cleaning of Table Cloths	$ 27.00
				$ 369.20
ranch Librarian				
	12/09/2023	MHA Products	Big trolley for Books on Wheels delivery	$ 484.42
	13/09/2023	Booktopia	Non Fiction books x 4	$ 173.75
	15/09/2023	Amazon Au Retail	Children's Book Purchase	$ 43.29
	15/09/2023	3MCFTSTBG2	VR Game Purchase: Tilt Brush	$ 27.32
	23/09/2023	Canva	Displays and Promotions: Canva Subscription	$ 164.99
	28/09/2023	QBD The Bookshop	QBD Book Purchase	$ 29.99
	04/10/2023	D-ID Studio	Displays and Promotions: AI Webinar Tools	$ 28.64
	04/10/2023	International transaction fee	Displays and Promotions: AI Webinar Tools	$ 0.72
				$ 953.12
anager ICT				
	07/09/2023	Twilio Sendgrid	Software API cost - email service BPLC booking system	$ 141.54
	07/09/2023	International transaction fee	Software API cost - email service BPLC booking system	$ 3.54
	09/09/2023	Intruder.io pro	External vulnerability testing	$ 394.01
	09/09/2023	International transaction fee	External vulnerability testing	$ 9.85
	09/09/2023	Deputy	Online timesheet software	$ 173.25
	10/09/2023	Assetsonar.com	ICT asset management	$ 439.82
	10/09/2023	International transaction fee	ICT asset management	$ 11.00
	11/09/2023	Microsoft Store	Fingerprint Reader for Timesheet Project	$ 289.95
	11/09/2023	JB HI-FI online	Multiple items purchased from JBHiFi	$ 218.74
	11/09/2023	Landis Technologies	Call centre for Customer service - Aug 2023	$ 1,382.50
	11/09/2023	International transaction fee	Call centre for Customer service - Aug 2023	$ 34.56
	11/09/2023	EziM2M One Pty Ltd	Sim card service - parks reticulation	$ 495.29
	14/09/2023	Node one	Fixed wireless internet - Beatty Park Sept 23	$ 109.00
	19/09/2023	Zoom	Video conferencing	$ 338.68
	20/09/2023	Chez Jean Claude	Delos Delta Lunch Meeting	$ 74.20
	24/09/2023	Amazon	ICT Hardware for timesheet solution	$ 882.64
	28/09/2023	Officeworks	Hardware Purchase, iPad Pro Keyboard	$ 397.65

ard Holder	Date	Payee	Description	Amount
	28/09/2023	Blueskys App	Zoom timer app	$ 19.64
	28/09/2023	International transaction fee	Zoom timer app	$ 0.49
	29/09/2023	Devolutions Inc	ICT secure accounts/Password manager	$ 947.91
	29/09/2023	International transaction fee	ICT secure accounts/Password manager	$ 23.70
	29/09/2023	Assetsonar.com	ICT asset management	$ 15.25
	29/09/2023	International transaction fee	ICT asset management	$ 0.38
	02/10/2023	Assetsonar.com	ICT asset management	$ 592.32
	02/10/2023	International transaction fee	ICT asset management	$ 14.81
	03/10/2023	Deputy	Online timesheet software	$ 165.00
	03/10/2023	Intruder.io pro	External vulnerability testing	$ 399.08
	03/10/2023	International transaction fee	External vulnerability testing	$ 9.98
	04/10/2023	Node one	Payment Reconciliation for Node1 Bill	$ 10.00
				$ 7,594.78
anager Engineering				
	08/09/2023	Fast courier	Tree lighting - Leederville	$ 576.50
	12/09/2023	Fast courier	Tree lighting - Leederville	$ 52.25
				$ 628.7
rocurement and Contracts Officer				
	12/09/2023	Datacamp inc	Business news subscription for staff	$ 233.93
	12/09/2023	International Transaction Fee	Business news subscription for staff	$ 5.85
	14/09/2023	Our Community Pty Ltd	Subscription for Strategic Planning Team	$ 400.00
	27/09/2023	Flexisim mobile	Optus Starter Kits for Field Worker iPads	$ 100.00
	28/09/2023	ALH Venues	Training seminar - Place planner - Arts	$ 28.40
				$ 768.18
otal Corporate Credit Cards				**$ 15,172.85**
irect Debits				
	03/10/2023	Alleasing		$ 20,847.54
	23/10/2023	PB Leasing		$ 395.83
			Total Leasing	**$ 21,243.37**

ard Holder	*Date*	*Payee*	*Description*	*Amount*
oan Repayments				
	03/10/2023	Treasury Corporation		$ 78,434.41
			Total Treasury Corporation	**$ 78,434.41**
ank Fees and Charges				
	30/10/2023	Commonwealth Bank		$ 24,357.67
			Bank fees	**$ 24,357.67**
otal Direct Debits including Credit Cards				**$ 139,208.30**

Creditors Report - Payments by Cheque

01/10/2023 to 31/10/2023

Creditor	*Date*	*Payee*	*Description*	*Amount*
82758	23/10/2023	Petty Cash	Petty cash recoup - Beatty Park October 23	$ 222.15
82759	23/10/2023	Petty Cash	Petty Cash Recoup - Finance October 23	$ 378.15
82760	26/10/2023	Petty Cash	Petty Cash Recoup October 23	$ 89.25
Total Net Cheque Payments				**$ 689.55**

11.3 INVESTMENT REPORT AS AT 31 OCTOBER 2023

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

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 31 October 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 October 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

There was one matured term deposit during the month of October 2023. No new investments were made during the month to maintain an optimum level of cash flow.

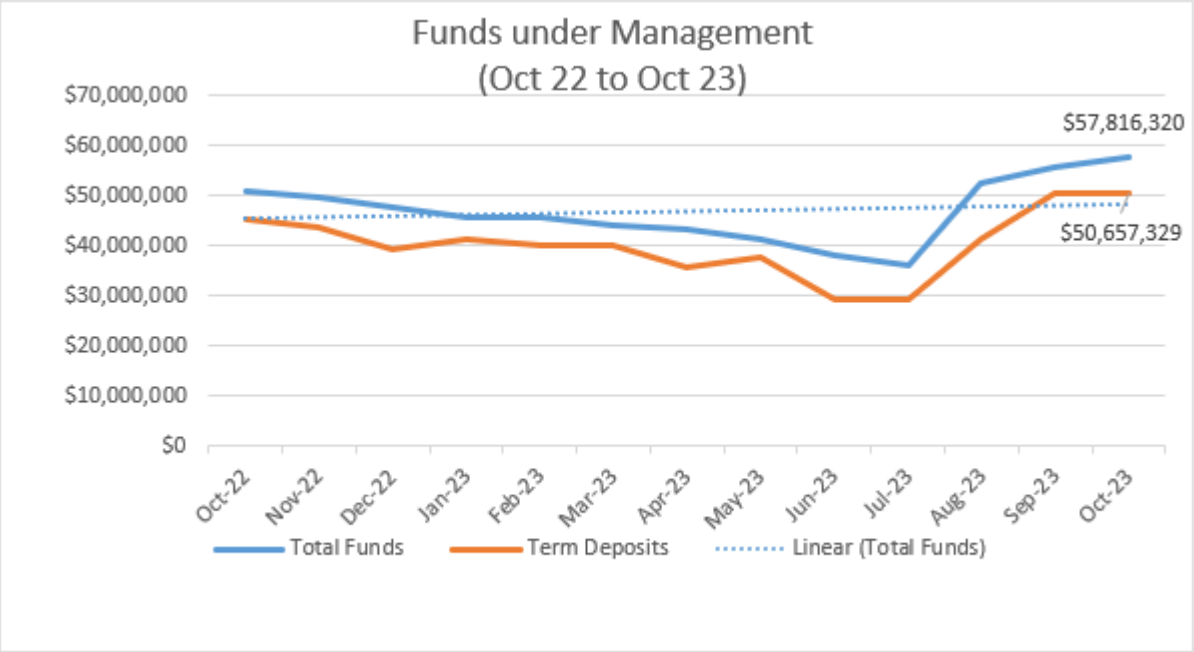
Investment Status

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

As at 31 October 2023, the total funds held in the City's operating accounts (including on call) was $57,816,321 compared to $50,984,645 for the period ended 31 October 2022. All funds are interest bearing as at 31 October 2023.

The total term deposit investments for the period ended 31 October 2023 were $50,657,329 compared to $45,236,604 for the period ended 31 October 2022.

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



Interest Status

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

Total Accrued Interest Earned on Investment	Budget Adopted	Budget YTD	Actual YTD	% of YTD Budget
Municipal	$400,000	$240,000	$433,125	180.5%
Reserve	$350,000	$220,000	$269,246	122.4%
Subtotal	**$750,000**	**$460,000**	**$702,371**	**152.7%**
Leederville Gardens Inc Surplus Trust*	$0	$0	$63,811	N/A
Total	**$750,000**	**$460,000**	**$766,182**	**166.6%**

**Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2023/24 Budget as actual interest earned is restricted.*

The City has a weighted average interest rate of 4.90% for current investments compared to the Reserve Bank 90 day accepted bill rate for October 2023 of 4.21%.

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 financial institutions at 90% as reflected in the below table. The majority of financial 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%	33.6%	90%	54.4%
A-1	25%	0%	90%	0%
A-2	20%	12.1%	90%	45.6%

The direct investment for A1+ institute is higher than normal due to rates revenue received for the month in the municipal operating account (Commonwealth Bank). 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.
This does not contribute to any specific sustainability outcomes of the *City's 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 OCTOBER 2023

Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal $
OPERATING ACCOUNTS					
Municipal	Commonwealth Bank of Australia			3.85%	2,429,230
Municipal	Commonwealth Bank of Australia	Ongoing		4.10%	3,151,488
Reserve	Commonwealth Bank of Australia	Ongoing		4.10%	1,578,273
Total Operating Funds					**7,158,992**
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	AMP Bank	29/03/2023	28/03/2024	4.90%	3,500,000
Municipal	Bank of Queensland	03/03/2023	05/03/2024	5.05%	1,000,000
Municipal	Bank of Queensland	24/08/2023	06/06/2024	4.95%	2,500,000
Municipal	Bank of Queensland	24/08/2023	19/06/2024	4.95%	2,500,000
Municipal	Commonwealth Bank of Australia	09/08/2023	08/04/2024	5.46%	2,500,000
Municipal	Commonwealth Bank of Australia	09/08/2023	08/07/2024	5.53%	2,500,000
Municipal	G&C Mutual	20/09/2023	22/04/2024	5.10%	2,500,000
Municipal	G&C Mutual	20/09/2023	06/05/2024	5.10%	4,500,000
Municipal	Hume Bank	20/09/2023	19/12/2023	4.85%	4,000,000
Municipal	National Australia Bank	20/02/2023	20/02/2024	4.83%	4,000,000
Reserve	Bendigo and Adelaide Bank	30/08/2023	29/04/2024	5.00%	2,500,000
Reserve	Commonwealth Bank of Australia	09/08/2023	08/08/2024	5.55%	5,200,000
Reserve	Hume Bank	29/03/2023	28/03/2024	4.78%	2,540,000
Reserve	National Australia Bank	12/01/2023	11/01/2024	4.53%	4,500,000
Reserve	National Australia Bank	24/05/2023	23/05/2024	4.87%	1,600,000
Reserve	National Australia Bank	24/08/2023	06/06/2024	5.12%	1,000,000
Total Term Deposits					**50,657,329**
Total Funds available					**57,816,320**

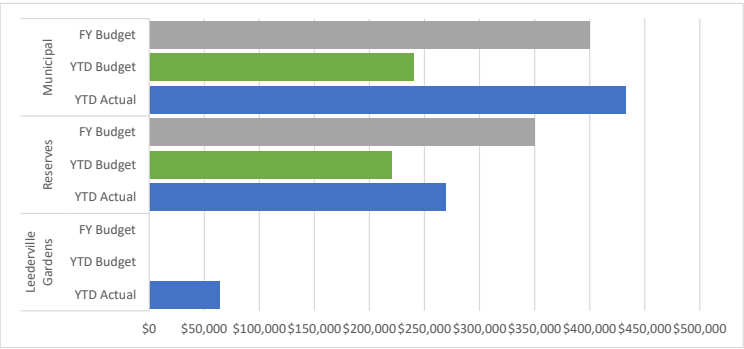
CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 31 OCTOBER 2023

	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	$	$	$	$	%
BY INVESTMENT HOLDINGS					
Municipal Account	2,429,230	0	0	2,429,230	4.2%
Online Saver	3,151,488	1,578,273	0	4,729,761	8.2%
Term Deposits	29,500,000	17,340,000	3,817,329	50,657,329	87.6%
	35,080,718	**18,918,273**	**3,817,329**	**57,816,321**	**100.0%**
BY INSTITUTION					
Bank of Queensland	6,000,000	0	0	6,000,000	10.4%
Bendigo and Adelaide Bank	0	2,500,000	0	2,500,000	4.3%
Commonwealth Bank of Australia	10,580,718	6,778,273	2,058,536	19,417,527	33.6%
Beyond Bank	0	0	850,117	850,117	1.5%
National Australia Bank	4,000,000	7,100,000	908,677	12,008,677	20.8%
AMP Bank	3,500,000	0	0	3,500,000	6.1%
Hume Bank	4,000,000	2,540,000	0	6,540,000	11.3%
G&C Mutual	7,000,000	0	0	7,000,000	12.1%
	35,080,718	**18,918,273**	**3,817,329**	**57,816,321**	**100.00%**
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	14,580,718	13,878,273	2,967,212	31,426,204	54.4%
A-2	20,500,000	5,040,000	850,117	26,390,117	45.6%
	35,080,718	**18,918,273**	**3,817,329**	**57,816,321**	**100.0%**
BY TERMS					
0-30 days	5,580,718	1,578,273	0	7,158,992	12.4%
31-90 days	4,000,000	0	0	4,000,000	6.9%
181-270 days	9,500,000	2,500,000	0	12,000,000	20.8%
271-365 days	15,000,000	14,840,000	3,817,329	33,657,329	58.2%
> 1 year	1,000,000	0	0	1,000,000	1.7%
	35,080,718	**18,918,273**	**3,817,329**	**57,816,321**	**100.0%**
BY MATURITY					
0-30 days	5,580,718	1,578,273	850,116	8,009,108	13.9%
31-90 days	4,000,000	4,500,000	908,677	9,408,677	16.3%
91-180 days	13,500,000	2,540,000	0	16,040,000	27.7%
181-270 days	12,000,000	5,100,000	2,058,536	19,158,536	33.1%
271-365 days	0	5,200,000	0	5,200,000	9.0%
	35,080,718	**18,918,273**	**3,817,329**	**57,816,321**	**100.0%**
BY FOSSIL FUEL EXPOSURE					
Fossil Fuel Investments	22,080,718	16,418,273	2,967,212	41,466,204	71.7%
Non Fossil Fuel Investments	13,000,000	2,500,000	850,117	16,350,117	28.3%
	35,080,718	**18,918,273**	**3,817,329**	**57,816,321**	**100.0%**

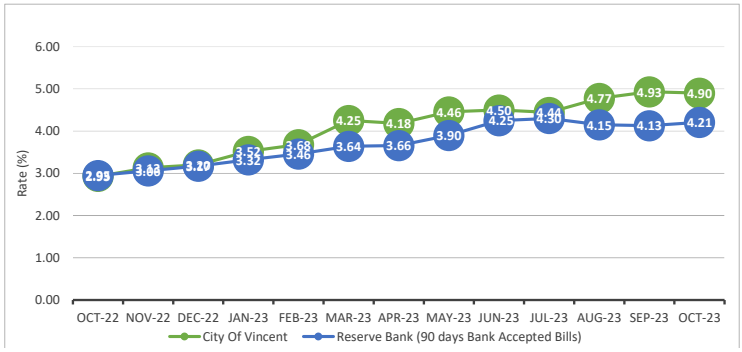
CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 OCTOBER 2023

FUNDS INVESTED (TERM DEPOSITS ONLY)

INTEREST EARNINGS

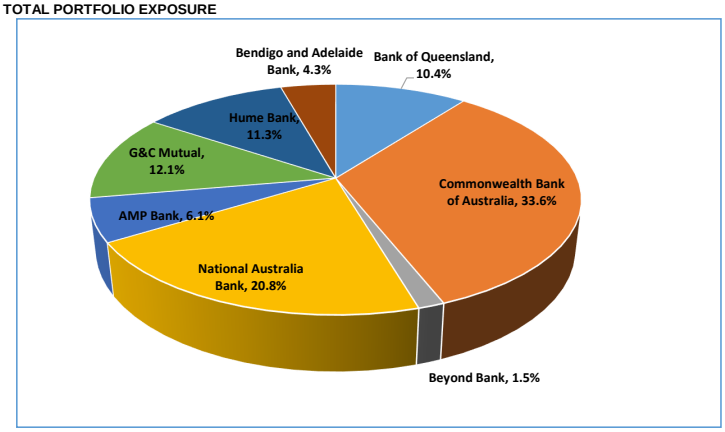


INTEREST RATE COMPARISON

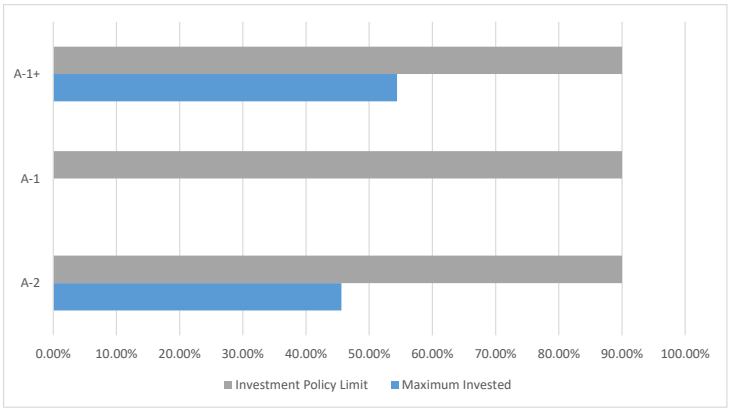


CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 OCTOBER 2023

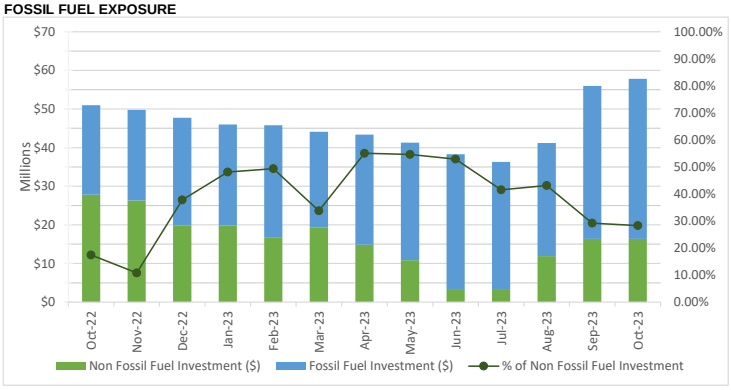
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



Selection of non fossil fuel investments is based on information provided by Yield Hub.

CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 31 OCTOBER 2023

	YTD 31/10/2023	PY YTD 31/10/2022	FY 2023/24	PY FY 2022/23
MUNICIPAL FUNDS	**$**	**$**	**$**	**$**
Budget	240,000	40,000	400,000	500,000
Interest Earnings	433,125	170,882	433,125	827,395
% Income to Budget	180.5%	427.2%	108.3%	165.5%
RESERVE FUNDS				
Budget	220,000	26,668	350,000	450,000
Interest Earnings	269,246	134,346	269,246	497,011
% Income to Budget	122.4%	503.8%	76.9%	110.5%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	63,811	36,140	63,811	134,290
% Income to Budget	0.0%	0.0%	0.0%	0.0%
TOTAL				
Budget	460,000	66,668	750,000	950,000
Interest Earnings	766,182	341,368	766,182	1,458,696
% Income to Budget	166.6%	512.0%	102.2%	153.6%
Variance	306,182	274,700	16,182	508,696
% Variance to Budget	66.6%	412.0%	2.2%	53.6%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	460,000	66,668	750,000	950,000
Interest Earnings	702,371	305,228	702,371	1,324,406
% Income to Budget	152.7%	457.8%	93.7%	139.4%
Variance	242,371	238,560	(47,629)	374,406
% Variance to Budget	52.7%	357.8%	(6.4%)	39.4%

11.4 OUTCOME OF ADVERTISING AND ADOPTION OF NEW CHILD SAFE AWARENESS POLICY

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

RECOMMENDATION:

That Council ADOPTS the Child Safe Awareness Policy at Attachment 1.

PURPOSE OF REPORT:

To present the outcome of community consultation and seek approval of the proposed Child Safe Awareness Policy at **Attachment 1**.

BACKGROUND:

This policy is an outcome of 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.

The recommendations emphasised that organisations working with children must be able to provide safe environments where children's rights, needs, and interests 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 several recommendations aimed at using this role to promote the safety and wellbeing of children and young people.

At its 17 October 2023 Meeting, Council approved conducting community consultation of its intention to adopt the Child Safe Awareness Policy.

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 City is committed to supporting the safety and wellbeing of all children and young people, including protection from abuse. This policy is one way 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 was undertaken between 26 October 2023 and 16 November 2023 which exceeds the 21 days required.

The policy was advertised on the City of Vincent website, social media, and through the following public notices:

- Perth Voice – 28 October 2023;
- PerthNow Central **–** 26 October 2023;
- News item on CoV website – 26 October 2023;
- Social media post – 31 October 2023;
- E-news – 6 November 2023 and
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

Administration received one submission requesting that the policy include child protective resources. This comment was noted. All relevant resources and guidelines for promoting child-safe messages are available on the Department of Local Government, Sport and Cultural Industries website. Administration will share this information with relevant sporting clubs and community groups.

No further consultation is required.

LEGAL/POLICY:

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

The City's Policy Development and Review Policy sets out the process for repealing and adopting policies.

RISK MANAGEMENT IMPLICATIONS:

Low: Adopting the proposed policy is low risk.

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

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.

Child Safe Awareness Policy

CITY OF VINCENT

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

Child Safe Awareness Policy

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

Child Safe Awareness Policy

- 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	12/12/2023
Previous Title	N/A
Reviewed / Amended	N/A
Next Review Date	12/12/2027

11.5 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDMENTS TO DIVERSITY ACCESS AND INCLUSION POLICY

Attachments:
1. **Diversity Access and Inclusion Policy**
2. **Community Consultation Comments**
3. **Diversity Access and Inclusion Policy - Marked Up**

RECOMMENDATION:

That Council ADOPTS the amended Diversity Access and Inclusion Policy at Attachment 1.

PURPOSE OF REPORT:

To present the outcome of community consultation and seek approval of the amended Diversity Access and Inclusion Policy at **Attachment 1.**

BACKGROUND:

The Diversity, Access and Equity Policy (Policy) was endorsed by Council in December 2021 replacing the Access and Equity Policy adopted in June 2002.

During the review of the Policy in 2021, it was identified that there was a need to update the structure, language, and style of the document. The intent of the Policy remained largely unchanged, although the scope was more clearly defined to include reference to diversity and the LGBTIQ+ community.

It was noted at the time that the City's Disability Access and Inclusion Plan (DAIP) was due to expire in June 2022 and that when undertaking community engagement for the project if any feedback received was applicable to the Policy, it would be considered during a secondary review to ensure that both documents were consistent and aligned to the needs of our community.

As a result, only minor changes to the Policy were made in December 2021.

A report submitted to Council on 17 May 2022 seeking approval for public consultation for the draft Access and Inclusion Plan (AIP) emphasised that it would be supported by the City's Diversity Access and Equity Policy. It further noted that the Policy would be reviewed following the adoption of the AIP. This was to ensure all actions were addressed and achieved during the life of the plan.

A subsequent review of the current Policy has shown that it does not meet best practice and needs to be updated to align with our AIP. The Policy also refers to strategic documents that have been superseded since it was last updated in December 2021.

DETAILS:

Following a review of the policy, Council at its 17 October 2023 Meeting approved conducting community consultation on the amended Diversity Access and Inclusion Policy.

The proposed changes to the policy are:

a) Changing the name of the policy from Diversity, Access and Equity to Diversity Access and Inclusion.
b) Updating references to other plans which have been superseded.
c) Removal of the City's fax number as a contact method.
d) Changing terminology to that which is considered best practice, noting that preferred terminology varies within communities.
e) Broadening the scope of physical accessibility to include environmental accessibility to consider environmental elements such as noise, light, temperature and other factors.
f) Recognising communication disability and, where practicable, supporting the use of communication aids such as Augmentative and Alternative Communication (AAC) boards and providing documents in Easy Read format on request.
g) Updating principles within the policy to reflect the needs of diverse communities and contemporary best practices in the access and inclusion field.

CONSULTATION/ADVERTISING:

In accordance with the City's Community and Stakeholder Engagement Policy, community consultation was undertaken between 26 October 2023 and 16 November 2023, which is in excess of the 21 days required.

The policy was advertised on the City of Vincent website, social media and through the following public notices:

- PerthNow Central – 26 October 2023;
- News item on CoV website – 26 October 2023;
- Perth Voice **–** 28 October 2023;
- Social media post – 31 October 2023;
- E-news listing – 6 November 2023; and
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

Administration has received two public submissions as summarised in **Attachment 2** one of which has resulted in minor amendments to the draft policy, as shown in **Attachment 3.**

No further consultation is required.

LEGAL/POLICY:

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

The City's Policy Development and Review Policy sets out the process for repealing and adopting policies.

RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed amendment to the policy is low risk

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 accessible for all members of the community.

Accessible City

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

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

Thriving Places

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. This action 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

Reduced injuries and a safer community

Diversity, Access and Inclusion Policy

Legislation / local law requirements	• *Racial Discrimination Act (1975)* • *Racial Hatred Act (1995)* • *Human Rights and Equal Opportunity Commission Act (1986)* • *Commonwealth Disability Discrimination Act (1992)* • *Western Australian Disability Services Act (1993)* • *Equal Opportunity Act 1984 (amended 1988)* • *Age Discrimination Act (2004)* • *Sex Discrimination Act (1984)* • *Sex Discrimination Amendment Bill (2000)* • *Sex Discrimination Amendment Act (Sexual Orientation, Gender Identity and Intersex Status) (2013)* • *Disability Discrimination Act (1992)* • *Disability Services Act (1993)* • *Fair Work Act (2009)* • *Occupational Safety and Health Act (1984)* • *Workplace Gender Equality Act (2012)* • *The Local Government Act (1995) WA*
Relevant delegations	Nil.
Related policies, procedures and supporting documentation	• City of Vincent Strategic Community Plan 2022-2032 • City of Vincent Public Health Plan 2020-2025

PRELIMINARY

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.

We would also like to acknowledge all Aboriginal and Torres Strait Islander Elders for they hold the memories, the traditions, the culture and hopes of Aboriginal and Torres Strait Islander Australia.

We recognise the contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet, and thrive as a community always was and always will be Noongar land.

INTRODUCTION

The City of Vincent recognises that there are many cohort groups within our community that face environmental, social, structural and/or economic barriers to participation and inclusion in society. The inability to fully participate and feel included in society can result in wide-ranging negative impacts on the affected individuals and groups, as well as the wider community.

PURPOSE

The purpose of this policy is to raise awareness of barriers to participation and inclusion and provide guidance on how the City can address these barriers. It demonstrates the City's commitment to ensuring services and activities are inclusive of all members of the community, including (but not limited to)

Diversity, Access and Inclusion Policy

Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse (CaLD) people, racially marginalised people, people with disability (PwD), seniors, young people and lesbian, gay, bisexual, transgender, queer, intersex and asexual (LGBTQIA+) people.

OBJECTIVE

This policy formalises and supports the City's approach to diversity, access, equity and inclusion by ensuring these considerations are incorporated into all areas of City decision making, service delivery and general operational culture. It establishes access and inclusion standards that are to be met by all employees and contractors when working for, or providing services on behalf of, the City.

SCOPE

The scope of this policy covers both the internal and external operations of the City, including work undertaken, or services provided by, Administration, Council and its agents and contractors.

POLICY PROVISIONS

DEFINITIONS

Access: implies fair and equitable access to services in areas essential to achieving and maintaining social, cultural and economic well-being. This includes access to services, programs, facilities, decision-making processes and entitlements.

Community Relations: refers to how people interact and relate to each other as individuals and as groups within the wider community.

Culture: refers to the ideas, beliefs, values, knowledge, customs and experiences which influence the behaviours of people from different groups and backgrounds.

Disability:

A condition that:

- Is attributable to an intellectual, cognitive, neurological, sensory or physical impairment or combination of those impairments;
- Is permanent or likely to be permanent;
- May or may not be episodic in nature;

And results in:

- A substantially reduced capacity of the person for communication, social interaction, learning or mobility; and
- A need for continuing services.

Diversity: Diversity refers to the differences in individuals based on sex, gender, age, language, ethnicity, race, cultural background, disability, sexual orientation, intersex status, religious beliefs, educational level, professional skills, work experience, socio-economic background, carer obligations and/or other factors, that are represented in a community, organisation, team or other group.

Equity: is the distribution of economic, social and political resources in ways that are not restricted by sex, gender, age, language, ethnicity, cultural background, disability, sexual orientation, intersex status, religious beliefs, educational level, professional skills, work experience, socio-economic background, carer obligations and/or other factors. It ensures fair and equal distribution of resources (according to need), opportunities, and access to decision-making processes.

Diversity, Access and Inclusion Policy

Inclusion: refers to a culture where everyone feels valued and respected and is able to fully contribute. It includes removing barriers to make sure everyone can fully participate and has equal access to opportunities.

Participation: is active involvement in aspects of society including community and social activities, employment, education and decision-making.

POLICY

1. Community Inclusion and Participation

The City supports participation in community life for all people and is committed to meaningful, inclusive capacity building to enhance the strengths of individuals, redress disadvantage and foster a unified community. The City strives to secure access to services, activities and facilities that enable all people to live constructive fulfilling lives, feeling empowered to fully participate and engage in all opportunities.

The City will:

- Encourage and enable all members of the community to participate in activities which will in turn lead to improvements in the wellbeing of people within the City.
- Encourage all people to participate in life in the general community, by minimising the physical, cultural, attitudinal, social, gender, economic and institutional barriers that prevent participation.
- Promote self-development of community members by supporting and hosting services, programs and events that provide opportunities for education, up-skilling, social connection and personal independence.
- Support and promote harmonious community relations and work towards eliminating all forms of discrimination within the community which prevent harmony.
- Recognise and respect different cultural and religious commemorations and significant events.
- Recognise and respect Aboriginal and Torres Strait Islander peoples being the traditional owners and custodians of the land.
- Offer services that are designed and delivered in ways that meet a range of needs and therefore enable all members of the community to participate, as appropriate.
- Support and host events for specific demographics and communities, where barriers to participating in events, or specific needs are identified for these groups.

2. Physical and Environmental Inclusion

The City recognises that certain groups in the community have specific physical and environmental access needs and where viable will allocate resources according to need to reduce inequalities and improve accessibility.

The City will:

- Embed diversity, access and inclusion principles in its strategic planning and development processes.
- Advocate and plan for the development and management of built environments and infrastructure, open spaces and streetscape that are accessible and maximise their potential use by diverse groups.
- Implement strategies to ensure access to buildings, services and facilities is available, welcoming and inclusive of, all members of the community wherever possible.
- Ensure that services and events are conducted in venues that are physically accessible to people with disability and, where possible, accommodate non-physical environmental access needs, and ensure that Administration, it's agents and contractors are aware of the relevant requirements.
- Ensure Administration, it's agents and contractors are aware of their respective responsibilities under the *Commonwealth Disability Discrimination Act (1992)*, *Western Australian Disability Services Act (1993)*, Building Code Australia, as amended, and the relevant Australian Standards (Access and Mobility (AS 1428) suite).

Diversity, Access and Inclusion Policy

- Approve plans and projects only when compliant with requirements outlined in the above Codes and Standards.
- Ensure all contracts and tender documents contain a clause advising contractors of their obligation to implement the City's Access and Inclusion Plan wherever practicable and report annually on their compliance with the Plan.

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- Integrate access and inclusion principles into the City's communications and provide access to clear, accessible information in a variety of formats and media, including but not limited to:
  - ✓ Ensuring an audio loop is used at Council meetings (and formal meetings at external venues) to ensure that people who are hard of hearing are able to participate.
  - ✓ Advertising the availability of an Auslan interpreter on request for Council meetings, other meetings and any City events, programs or workshops and engaging an interpreter when requested.
  - ✓ Publicising, on written material in languages other than English, the availability of information in different formats.
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  - ✓ Ensuring the City's website is W3C Web Accessibility Guidelines (WCAG) 2.2 level AA compliant.
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The City will:

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- Provide information on accessibility of venues when promoting in-person engagement and consultation sessions and offer alternative methods of contribution for people unable to attend due to access needs.
- Ensure varied and user-friendly engagement and consultation processes that encourage feedback from all members of the community with regards to the level of access and equitable provision of services.
- Ensure all grievance procedures are accessible and allow for a range of options for making complaints including: in person, by phone, letter, email, SMS, National Relay Service, Auslan and via the City's website and social media.

Diversity, Access and Inclusion Policy

CITY OF VINCENT

4. Organisational Culture and Employment Practices

The City promotes equal opportunity in recruitment, promotion, retention and training and will continue to operate and set examples as an organisation which promotes diversity and inclusion and rejects discrimination, unconscious bias and exclusion.

4.1. Employment and Retention

The City will:

- Ensure recruitment and selection policies and practices reflect the desire for a diverse workforce as one strategy to achieve and promote diversity, access and inclusion principles and provide equitable service delivery.
- Engage with specialist recruitment and employment service providers to reach, and encourage applications from, diverse candidates.
- Make appropriate workplace flexibility, modifications and adaptive technologies available to enable staff to do their jobs effectively.

4.2. Training and Development

The City will:

- Ensure all Council representatives are aware of diversity and inclusion principles and the subsequent implications for policy formation, program design and service delivery.
- Continue to integrate this Policy, the Reconciliation Action Plan and Access and Inclusion Plan into policy development and review processes, strategic planning processes and employee inductions.
- Provide relevant diversity awareness training, support and resources to staff to strengthen their knowledge and build understanding.
- Provide advice to Administration and contractors relating to the appropriate communication methods when liaising with Aboriginal and Torres Strait Islander peoples, CALD, PwD, LGBTIQA+ and other communities.

OFFICE USE ONLY	
Responsible Officer	Community Development Advisor – Diversity Access and Inclusion
Initial Council Adoption	25/06/2002
Previous Title	Policy 3.10.02 - Access and Equity
Reviewed / Amended	28/09/2023
Next Review Date	12/12/2027

Diversity, Access, and Inclusion Policy consultation comments

	Summary of Public Comment	Administration's Response
1	Indicated support of survey, commented 'Everyone matters'	Noted.
2	Supportive, requested minor updates to wording in the draft including:	Noted with the following responses:
	Update heading number 2 from 'Environmental Inclusion' to 'Physical and Environmental Inclusion' to make it clearer.	Heading number 2 updated to 'Physical and Environmental Inclusion' for clarity as requested
	Change reference from 'Building Code of Australia' to 'National Construction Code'	Reference to 'Building Code of Australia' to remain, as the National Construction Code includes three volumes, two of which are commonly known as the Building Code of Australia and the third of which is the Plumbing Code which is not relevant to this policy.
	Remove reference to Australian Braille Authority Australian Standards	Reference has been changed to recognise that there is no Australian Standard, this was an administrative error and should read as 'standards outlined by the Australian Braille Authority'.
	Change reference of 'voice to text technology' to 'captioning'.	Updated reference of 'voice to text technology' to 'captioning' for clarity as requested.
	Specify level of WC3 Web Content Accessibility Guidelines to be met	Level of WC3 Web Content Accessibility Guidelines to be met has been specified as 'AA'.
	Include reference to audio description for video content	Reference is already included to audio description for video content so no update is required.

Diversity, Access and Inclusion Policy

Legislation / local law requirements	• *Racial Discrimination Act (1975)* • *Racial Hatred Act (1995)* • *Human Rights and Equal Opportunity Commission Act (1986)* • *Commonwealth Disability Discrimination Act (1992)* • *Western Australian Disability Services Act (1993)* • *Equal Opportunity Act 1984 (amended 1988)* • *Age Discrimination Act (2004)* • *Sex Discrimination Act (1984)* • *Sex Discrimination Amendment Bill (2000)* • *Sex Discrimination Amendment Act (Sexual Orientation, Gender Identity and Intersex Status) (2013)* • *Disability Discrimination Act (1992)* • *Disability Services Act (1993)* • *Fair Work Act (2009)* • *Occupational Safety and Health Act (1984)* • *Workplace Gender Equality Act (2012)* • *The Local Government Act (1995) WA*
Relevant delegations	Nil.
Related policies, procedures and supporting documentation	• City of Vincent Strategic Community Plan 2022-2032 • City of Vincent Public Health Plan 2020-2025

PRELIMINARY

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.

We would also like to acknowledge all Aboriginal and Torres Strait Islander Elders for they hold the memories, the traditions, the culture and hopes of Aboriginal and Torres Strait Islander Australia.

We recognise the contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet, and thrive as a community always was and always will be Noongar land.

INTRODUCTION

The City of Vincent recognises that there are many cohort groups within our community that face environmental, social, structural and/or economic barriers to participation and inclusion in society. The inability to fully participate and feel included in society can result in wide-ranging negative impacts on the affected individuals and groups, as well as the wider community.

PURPOSE

The purpose of this policy is to raise awareness of barriers to participation and inclusion and provide guidance on how the City can address these barriers. It demonstrates the City's commitment to ensuring services and activities are inclusive of all members of the community, including (but not limited to)

Diversity, Access and Inclusion Policy

Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse (CaLD) people, racially marginalised people, people with disability (PwD), seniors, young people and lesbian, gay, bisexual, transgender, queer, intersex and asexual (LGBTQIA+) people.

OBJECTIVE

This policy formalises and supports the City's approach to diversity, access, equity and inclusion by ensuring these considerations are incorporated into all areas of City decision making, service delivery and general operational culture. It establishes access and inclusion standards that are to be met by all employees and contractors when working for, or providing services on behalf of, the City.

SCOPE

The scope of this policy covers both the internal and external operations of the City, including work undertaken, or services provided by, Administration, Council and its agents and contractors.

POLICY PROVISIONS

DEFINITIONS

Access: implies fair and equitable access to services in areas essential to achieving and maintaining social, cultural and economic well-being. This includes access to services, programs, facilities, decision-making processes and entitlements.

Community Relations: refers to how people interact and relate to each other as individuals and as ~~a~~ groups within the wider community.

Culture: refers to the ideas, beliefs, values, knowledge, customs and experiences which influence the behaviours of people from different groups and backgrounds.

Disability:

A condition that:

- Is attributable to an intellectual, cognitive, neurological, sensory or physical impairment or combination of those impairments;
- Is permanent or likely to be permanent;
- May or may not be episodic in nature;

And results in:

- A substantially reduced capacity of the person for communication, social interaction, learning or mobility; and
- A need for continuing services.

Diversity: Diversity refers to the differences in individuals based on sex, gender, age, language, ethnicity, race, cultural background, disability, sexual orientation, intersex status, religious beliefs, educational level, professional skills, work experience, socio-economic background, carer obligations and/or other factors, that are represented in a community, organisation, team or other group.

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Diversity, Access and Inclusion Policy

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Diversity, Access and Inclusion Policy

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Diversity, Access and Inclusion Policy

CITY OF VINCENT

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Previous Title	Policy 3.10.02 - Access and Equity
Reviewed / Amended	28/09/2023
Next Review Date	12/12/2027

11.6 ANNUAL REPORT 2022/23

Attachments:
1. **Annual Report 2022/23**
2. **CEO KPI report 2023**

RECOMMENDATION:

That Council:

1. **Pursuant to Section 5.54(1) of the *Local Government Act 1995*, ACCEPTS BY AN ABSOLUTE MAJORITY the City of Vincent Annual Report for the 2022/23 Financial Year included as Attachment 1;**

2. **Pursuant to Section 5.27 of the *Local Government Act 1995*, CONVENES an Annual Meeting of Electors of the City of Vincent to be held at 7pm on Thursday 1 February 2024 at the City of Vincent Administration and Civic Centre, to present the City of Vincent Annual Report for the 2022/23 Financial Year; and**

3. **NOTES that:**

   3.1 **the City of Vincent Annual Report may be subject to further formatting and styling, to be determined by the Chief Executive Officer prior to publication. The 2022/23 Financial Statements will be presented to Council as part of the recommendations of the Audit Committee and will be included in the Annual Report following adoption by Council;**

   3.2 **pursuant to Sections 5.29 and 5.55 of the *Local Government Act 1995*, the Chief Executive Officer will give local public notice of the Annual Meeting of Electors to be held on 1 February 2024, and of the availability of the City of Vincent Annual Report for the 2022/23 financial year, and will make the report available on the City of Vincent website within 14 days.**

PURPOSE OF REPORT:

For Council to accept the 2022/23 Annual Report and to convene the Annual General Meeting of Electors on 1 February 2024.

BACKGROUND:

Each year Council is required to accept the City of Vincent Annual Report and the Annual Financial Statements and Auditor's certification of the account.

Following the acceptance, the Annual Report will be presented at the Annual General Meeting of Electors. The Annual Report will also be available via the City's website and in hardcopy format at the City's Administration and Library. Subject to Council approval the AGM will be held at 7pm Thursday 1 February 2024 at the City's Administration Centre.

DETAILS:

The City of Vincent Annual Report is an important statutory document through which the City communicates with its ratepayers, residents and community stakeholders. The report outlines progress made towards strategic objectives set out in the City's guiding strategic documents.

The financial statements have been accepted by the Audit Committee and will be included in the report prior to publication.

The Annual Report for 2022/23 is included as **Attachment 1**. The attached version of the Annual Report may be subject to formatting and styling changes to be determined by the Chief Executive Officer (CEO) prior to publication.

The Annual Report incorporates the CEO KPIs agreed each year between Council and the CEO.

The CEO's KPIs are made publicly available each year and are incorporated into the annual update of the City's Corporate Business Plan.

The State Government's local government reform package will mandate this in the future as well as publishing the results report of performance against the KPIs.

In advance of this forthcoming requirement, we will publish the CEO KPI results report at **Attachment 2** on the City's website alongside the Annual Report for the same reporting year.

CONSULTATION/ADVERTISING:

The AGM will be advertised via local public notice as required by section 5.29 of the *Local Government Act 1995*.

Within 14 days of the Annual Report being accepted by Council, a copy will be uploaded to the City's website.

LEGAL/POLICY:

Section 5.53(1) of the *Local Government Act 1995* requires a Local Government to prepare an Annual Report for each financial year. Section 5.53(2)(f) of the Local Government Act 1995 specifies that the Annual Report is to contain the financial report of the financial year and Section 5.53(2)(h) specifies that it must contain the Auditor's report for the financial year.

In accordance with Section 5.54(1) of the *Local Government Act 1995*, an Annual Report for the financial year is to be accepted by the Local Government no later than 31 December after that financial year.

Section 5.27 of the *Local Government Act 1995* requires an Electors' General Meeting to be held once every financial year on a day selected by the local government but not more than 56 days after the local government accepts the annual report.

Section 5.55 of the *Local Government Act 1995* requires that the CEO is to give public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government. The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to adopt the 2022/23 Annual Report and ensures the compliance with the requirements of the *Local Government Act 1995.*

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

SUSTAINABILITY IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications.

CITY OF VINCENT

ANNUAL REPORT

2022/23

Acknowledgement of Country

The City of Vincent acknowledges the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pays our respects to Elders past and present.

We recognise the unique and incomparable contribution the Whadjuk people have made and continue to make to our culture and in our community. We will continue to seek the input of the Traditional Owners.

The land on which we live, meet and thrive as a community always was and always will be Noongar land.

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MAYOR'S MESSAGE

The 2022/23 financial year marked a return to normality for Vincent, after a few COVID-19-impacted years.

It was a joy to see our community members heading out to dine and shop in our town centres, attending our popular family-friendly events and socialising in our parks without any restrictions.

A return to a stronger economic climate also meant that we could focus on delivering more key projects, community and sporting facility upgrades and playground improvements.

We took a massive step forward with our once-in-a-generation underground powerproject with Western Power.

After securing underground power in three project areas in 2021/22, we locked in another five project areas.

The project will see all of our residential streets and town centres having underground power and brighter, energy-efficient LED lights rolled out over the next decade.

This will also help achieve our 10-year Strategic Community Plan vision for Vincent to be a leafy and vibrant 24-hour city synonymous with quality design and sustainability.

To make our neighbourhoods even safer, we received the green light from Main Roads WA to drop the speed limit to 40km/h in 40 per cent of our Local Access Roads. This was part of our long-term bid for all local, residential streets in Vincent to be posted at 40km/h.

Slower speed limits will ensure that our kids feel safe walking and riding to school, people can get around safely without relying on a car and our streets are calmer.

Another key goal we reached was achieving smoke-free areas in town centres as part of our Public Health Plan 2020 – 2025, three years ahead of schedule.

Parts of North Perth, Mt Hawthorn, Leederville, William Street and Beaufort Street became smoke-free in November after the launch of our Fresh Air – You're Welcome: the Smoke-Free Town Centres project.

Our entertainment precincts are now free from second-hand smoking and vaping. People can also enjoy alfresco dining in fresh air.

We also worked on an exciting new project to transform two City-owned car parks in Leederville into high-quality transit orientated development by progressing a Request for Proposals process.

Community and sporting facilities play a huge role in our local neighbourhoods. They are places where locals unite, create memories and history together.

We installed new floodlights at Britannia Reserve, Charles Veryard Reserve and Forrest Park Croquet Club thanks to funding from the Australian and State governments.

The brighter lights support our ever-growing sporting clubs along with dog walkers and community members who can now feel safer when they visit their local parks in the evening.

Together with Floreat Athena Football Club, we secured a $3 million grant from the Australian Government to construct a multi-sports changeroom facility at the former grandstand site at Litis Stadium.

Once the upgrades are complete, the stadium will become an even better community hub that is not only used by sporting clubs, but also local groups and residents.

The upgrades will also go a long way to increasing female participation in sports in the area.

Beatty Park Leisure Centre achieved a one million visitor milestone for the first time and a record number of 2800 students enrolled in its swim school.

We also celebrated the Centre's 60th anniversary with members, locals and people who have fond memories at Beatty joining us over two-days of celebrations.

Playgrounds are always a key feature of our annual capital works program as they are loved by local families.

Phase one of our new Haynes Street Reserve in North Perth made its debut. It is home to nature play equipment including an all-abilities swing, a bench, shelter and greenery.

In a Vincent-first, we hosted the WAFL Grand Final at Leederville Oval which attracted 16,000 people.

The festivities flowed into the Leederville Village Square for the Footyville activations with alfresco dining filling up the streets.

We also saw the return of St Patrick's Day in Leederville after a three-year pause due to COVID-19 and what a reception it got from both locals and the Irish community!

The Mt Hawthorn community had something to cheer about with the return of the popular Mt Hawthorn Hawkers Market at Axford Park, starting with a pop-up in April ahead of the full season from September 2023.

Activating our high streets continued to be a priority, with the trial of the Grosvenor Road Pedestrian Space, just off Beaufort Street, and the pedestrianisation of Washing Lane, off William Street.

We also started preparing for the FIFA Women's World Cup™ – the biggest football tournament Perth has ever seen.

HBF Park was selected to host five matches from July to August 2023, while Dorrien Gardens was selected as a training site for international teams and attracted funding for facility upgrades and the commission of a fantastic 80m mural in honour of the world game.

We launched our latest Innovate Reconciliation Action Plan, and this time with strong cultural guidance, leadership and endorsement from our Boordiya Reference Group. Windows at the Administration Building and doors in our Community Centre are home to meaningful artwork celebrating the Noongar Six Seasons by artist Darryl Bellotti, who is an Aboriginal man of Yamatji and Noongar descent.

Over the past 12 months, Council has focused on delivering the projects, events and initiatives that matter most to our community.

I would like to thank my Council colleagues, the City's CEO and staff for their dedication and contributions throughout the year. And thank you to the Vincent community for your support and engagement along the way. Together, we strive to make Vincent the best it can be.

EMMA COLE
MAYOR

CEO'S MESSAGE

The results and outcomes outlined in this year's Annual Report demonstrate the benefit of a strong focus on planning for the future.

Council adopted a new 10-year Strategic Community Plan which included the City's commitment to providing underground power in all residential streets.

This will have a transformative, greening and cooling effect throughout our streets and suburbs.

Delivering this program will be a strong focus for the organisation and will involve close engagement with our residents.

An updated Long Term Financial Plan places the City in a strong position to support the underground power program.

We continue to refine and improve our approach to project management, contract management, risk management and community engagement.

This is keeping our portfolio of strategic projects on time, on budget and on scope.

We won the 2022 National Award for Local Government in the Waste Management Category for FOGO – one of our biggest projects which was exceptionally well managed by our staff.

The City was pleased to host the 2022 WAFL Grand Final at Leederville Oval in partnership with the Western Australian Football Commission.

It showcased the potential of the venue and our ability to deliver major events.

In particular, people attending really enjoyed the great community atmosphere we helped create in the Leederville Town Centre and at the game.

We had some big wins on advocacy including on grants and transport issues such as the extension of our 40km/h speed zones on local roads.

The benefits of our participation in the Small Business Friendly Approvals program are now being realised.

We have been able to reform and improve how we support small businesses to turn their dreams into reality.

We also renewed our collaborative agreement with the Perth Inner City Group including the City of Perth, City of Subiaco, City of South Perth and the Town of Victoria Park.

The City works hard to be an exemplar of good governance and delivering great services to the community. This requires strong alignment between the community and Council.

This Annual Report shows that we are getting the balance right between continuity and change.

Collaboration between teams is a key driver of success at Vincent.

Our staff often work together to deliver major strategic projects and the plans that matter most to the community.

We are protecting and promoting the important heritage, character and close community connections we have throughout Vincent.

At the same time, we are working to maintain the vibrancy in our town centres and ensuring we renew and upgrade our parks, reserves and facilities to the standard our community expects.

This report outlines many achievements from a dedicated and hard-working Council and staff here at Vincent – I thank them all for their efforts.

DAVID MACLENNAN
CEO

COUNCILLORS

Mayor Emma Cole
Elected (Mayor) 2017 – 2023

Committees:
- Chair of the CEO Performance Review Panel
- Metropolitan local government representative Western Australian Planning Commission (WAPC)
- WAPC Executive, Property and Finance Committee
- Deputy Chair of the State Emergency Management Committee

SOUTH WARD

Cr Susan Gontaszewski
Deputy Mayor
Elected (Deputy Mayor) 2017 – 2023

Committees:
- City of Vincent Audit Committee
- Metro Inner-North Joint Development Assessment Panel
- CEO Performance Review Panel
- DevelopmentWA Midland Land Redevelopment Committee (alternate)

Cr Jonathan Hallett
Elected 2017 – 2025

Committees:
- Tamala Park Regional Council (alternate)
- Metro Inner-North Joint Development Assessment Panel (alternate)
- Sustainability and Transport Advisory Group
- Reconciliation Action Plan Working Group

Cr Ashley Wallace
Elected 2019 – 2023

Committees:
- Member representative of the Western Australian Local Government Association
- Tamala Park Regional Council
- Metro Inner-North Joint Development Assessment Panel
- City of Vincent Audit Committee
- Chair of the Safer Vincent Advisory Group

Cr Ross Ioppolo
Elected 2021 – 2025

Committees:
- Deputy Chair of the City of Vincent Audit Committee
- CEO Performance Review Panel

NORTH WARD

Cr Alex Castle
Elected 2017 – 2025

Committees:
- Mindarie Regional Council
- CEO Performance Review Panel
- Arts Advisory Group
- Chair of the Children and Young People Advisory Group

Cr Ron Alexander
Elected 2021 – 2025

Committees:
- Children and Young People Advisory Group
- City of Vincent Audit Committee

Cr Suzanne Worner
Elected 2021 – 2023

Committees:
- Reconciliation Action Plan Working Group
- Chair of the Arts Advisory Group

Cr Dan Loden
Elected 2015 – 2023

Committees:
- Metro Inner-North Joint Development Assessment Panel (alternate)
- Deputy Chair of the Reconciliation Action Plan Working Group
- Chair of the Sustainability and Transport Action Group

EXECUTIVE MANAGEMENT COMMITTEE

David MacLennan
Chief Executive Officer

Lisa Williams
Chief Communications Officer

John Corbellini
Chief City Planner

Tara Gloster
Chief Urban Designer

Rhys Taylor
Chief Financial Officer

Nathan Stokes
Chief People Officer

Peter Ferguson
Chief Information Officer

Peter Varris
Chief Operations Officer

Joslin Colli
Chief Governance and Audit Officer

STRATEGIC COMMUNITY PLAN VISION

Our Strategic Community Plan (SCP) 2022 – 2032 sets out a vision for the City.

"In 2032, the City of Vincent is a leafy and vibrant 24-hour city which is synonymous with quality design and sustainability. Its diverse population is supported in their innovative endeavours by a Council that says YES!"

OUR VALUES

Engaging
Listening, understanding and communicating is the key to our success.

Accountable
We work openly and transparently to earn our community's trust.

Making a Difference
Our work improves our community and the lives of our residents.

OUR PRIORITIES

Established through the Strategic Community Plan 2018 – 2028 and reinforced by community feedback when developing the Strategic Community Plan 2022 – 2032. They continue to be a focus for the community now and into the future. No one priority is more substantial than another; each works in conjunction with the others to deliver on our community's overall vision.

Enhanced Environment
The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.

Accessible City
We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.

Connected & Healthy Community
We are a diverse, welcoming and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.

Thriving Places
Thriving Places are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.

Sensitive Design
Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identify and respond to specific local circumstances.

Innovative & Accountable
The City of Vincent has a significant role to play in supporting our community to realise its vision. To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.

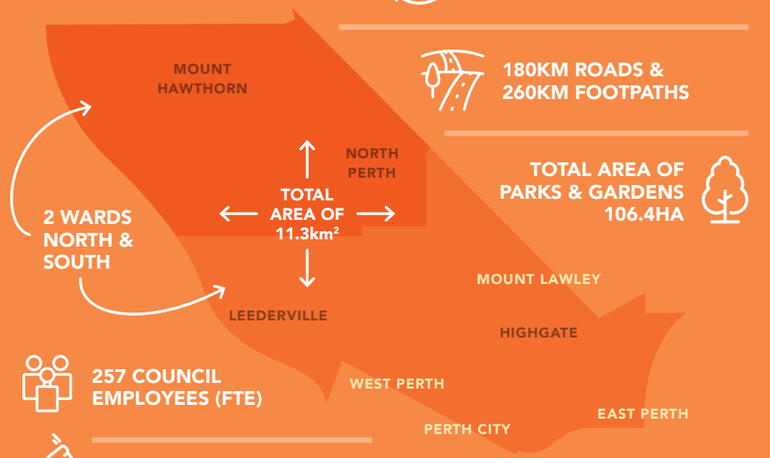
CITY OF VINCENT PROFILE

POPULATION OF 38,433 AS AT 30 JUNE 2022
(Source: ABS ERP 2022)

MEDIAN AGE 36 YEARS
(Source: ABS 2021)

180KM ROADS & 260KM FOOTPATHS

TOTAL AREA OF PARKS & GARDENS 106.4HA



257 COUNCIL EMPLOYEES (FTE)

9 ELECTED MEMBERS MAYOR AND 8 COUNCILLORS

TOP PROJECTS FOR 2022/23

STRATEGIC COMMUNITY PLAN 2022-2032

VINCENT UNDERGROUND POWER PROGRAM

LEEDERVILLE CARPARKS REQUEST FOR PROPOSAL

BEATTY PARK 2062

ACCESSIBLE CITY STRATEGY IMPLEMENTATION AND 40KM/H TARGET

ROBERTSON PARK DEVELOPMENT PLAN

BANKS RESERVE MASTER PLAN IMPLEMENTATION

MT HAWTHORN YOUTH SKATE SPACE

HAYNES STREET RESERVE DEVELOPMENT AND TRANSITION PLAN

WAFL GRAND FINAL

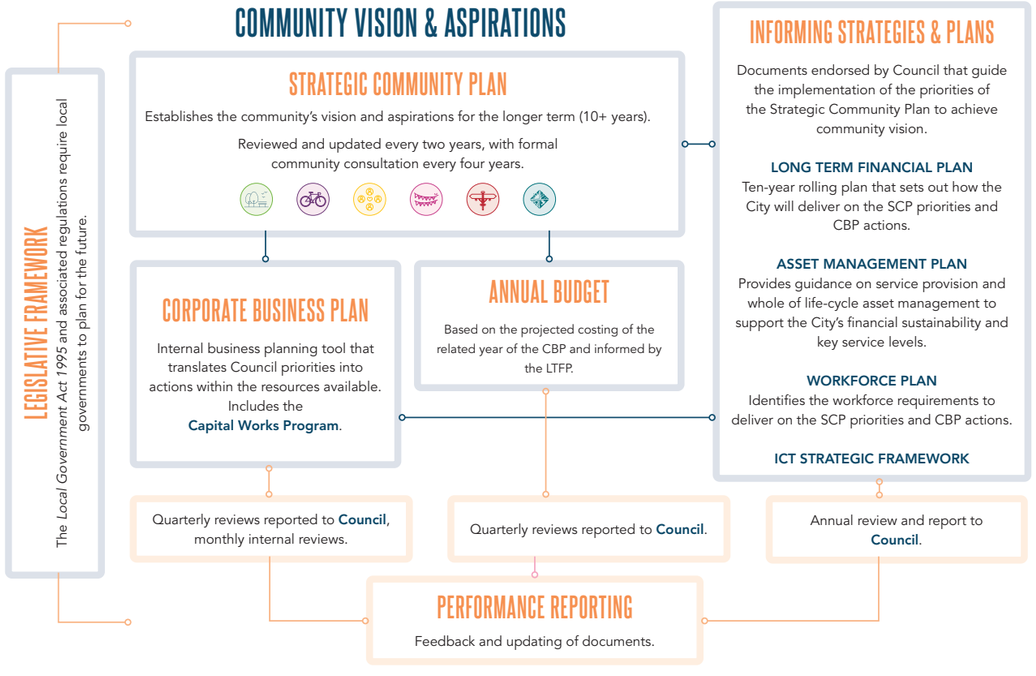
PREPARATION FOR FIFA WOMEN'S WORLD CUP 2023™

SMOKE-FREE TOWN CENTRES

SMALL BUSINESS FRIENDLY APPROVALS PROGRAM

STRATEGIC PROJECTS AT A GLANCE

NO.	STRATEGIC PROJECT	DESCRIPTION	SUMMARY
1	**Strategic Community Plan 2022 – 2032**	The SCP outlines the community's long-term vision, values, aspirations and priorities. It takes into consideration other local government plans, information and resourcing capabilities.	Received Council approval in May 2023 following a major consultation process.
2	**Vincent Underground Power Program**	Convert distribution power lines to underground power, delivering reliable and safe power while improving street appeal and allowing the tree canopy to flourish.	Signed a second Memorandum of Understanding with Western Power for a further five project areas.
3	**Leederville Carparks Request for Proposal**	Redevelopment of The Avenue and Frame Court carparks.	Selected a preferred proponent from a shortlist of three developers.
4	**Beatty Park 2062**	Develop a long-term approach to preserve and protect the history of the 1962 heritage grandstand and other major elements of the site.	Repaired and maintained the heritage grandstand. Developed a long-term asset management program to guide the efficient maintenance and operation of the facility.
5	**Accessible City Strategy Implementation and 40km/h target**	Implement the Accessible City Strategy to guide future movement within Vincent. Seek approval for permanent 40km/h speed zones on all local roads.	Received approval from Main Roads WA to make an existing trial area and parts of North Perth permanent 40km/h speed zones.
6	**Robertson Park Development Plan**	Implement the plan to guide future use, management and development of Robertson Park.	Completed a detailed design for the multi sports courts and entrance.
7	**Banks Reserve Master Plan**	Implement key outcomes of the Banks Reserve Master Plan.	Delivered new public toilets and landscaping. Secured funding for an Interpretation Node.
8	**Mt Hawthorn Youth Skate Space**	Develop a youth skate space at Britannia Reserve.	Appointed Skate Sculpture to deliver the project. Completed detailed design.
9	**Haynes Street Reserve Development and Transition Plan**	Convert three lots of land in North Perth into public open space.	Implemented Stage One of the development plan. Demolished existing buildings at 31 Sydney Street and installed nature play elements and benches.
10	**WAFL Grand Final**	Successful bid to host the 2022 WAFL Grand Final at Leederville Oval.	Commissioned Up Beat Events to run town centre activations. Promoted the event and managed parking and traffic.
11	**Preparation for FIFA Women's World Cup 2023™**	Five matches played at HBF Park with training sessions held at Dorrien Gardens.	Helped with planning, communications, promotions, traffic and parking management for the event.
12	**Smoke-Free Town Centres**	Implement smoke-free areas.	Rolled out signage in town centres, communications, marketing and education and awareness campaigns.
13	**Small Business Friendly Approvals Program**	Act on reforms developed by the Small Business Development Corporation.	Launched new webpages and a fast-track planning approval program to better support small businesses.


COMMUNITY VISION & ASPIRATIONS
LEGISLATIVE FRAMEWORK
The Local Government Act 1995 and associated regulations require local governments to plan for the future.
STRATEGIC COMMUNITY PLAN
Establishes the community's vision and aspirations for the longer term (10+ years).
Reviewed and updated every two years, with formal community consultation every four years.
CORPORATE BUSINESS PLAN
Internal business planning tool that translates Council priorities into actions within the resources available. Includes the Capital Works Program.
ANNUAL BUDGET
Based on the projected costing of the related year of the CBP and informed by the LTFP.
INFORMING STRATEGIES & PLANS
Documents endorsed by Council that guide the implementation of the priorities of the Strategic Community Plan to achieve community vision.
LONG TERM FINANCIAL PLAN
Ten-year rolling plan that sets out how the City will deliver on the SCP priorities and CBP actions.
ASSET MANAGEMENT PLAN
Provides guidance on service provision and whole of life-cycle asset management to support the City's financial sustainability and key service levels.
WORKFORCE PLAN
Identifies the workforce requirements to deliver on the SCP priorities and CBP actions.
ICT STRATEGIC FRAMEWORK
Quarterly reviews reported to Council, monthly internal reviews.
Quarterly reviews reported to Council.
Annual review and report to Council.
PERFORMANCE REPORTING
Feedback and updating of documents.

UNDERGROUND POWER

In 2022/23, the City of Vincent expanded its vision for underground power to include the whole of Vincent.

A second Memorandum of Understanding (MOU) was signed with Western Power in December 2022, adding a further five underground power project areas to the three included in the first MOU signed in May 2022.

Close to 16,000 properties will be connected to the new underground power network at completion.

Undergrounding power will transform Vincent's neighbourhoods, allowing tree canopy to flourish and making streets cooler and more walkable. New light posts and LED street lighting will also be installed as part of the change.

The first three project areas will be delivered under Western Power's Network Renewal Undergrounding Program (NRUP). This program targets areas with a high density of ageing distribution overhead assets that need to be replaced. This includes parts of Mt Hawthorn, North Perth, Mt Lawley, Perth and Highgate.

- All three projects made good progress, with the design for the first project area (North Perth/ Mt Hawthorn) recently completed.
- Design commenced for the next two project areas (North Perth/Mt Lawley and Perth/Highgate).
- The first three projects are expected to provide underground power to around 5500 properties by 2027.
- The remaining five project areas will be delivered under the Targeted Underground Power Program and Retrospective Undergrounding Projects. The first of these five projects is expected to start construction in 2027.

TEAM FUNCTIONS & STRATEGIES

STRATEGY & DEVELOPMENT

DEVELOPMENT & DESIGN
URBAN DESIGN & STRATEGIC PROJECTS
PUBLIC HEALTH & BUILT ENVIRONMENT
CORPORATE STRATEGY & GOVERNANCE

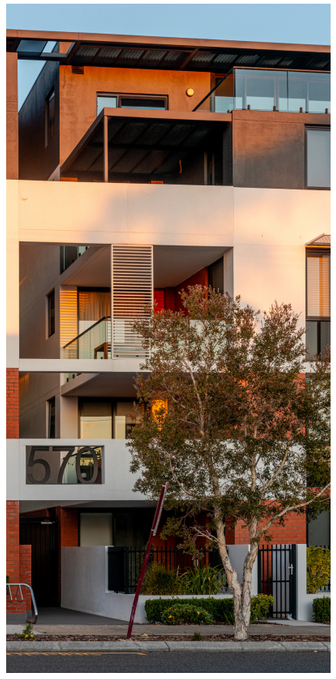
DEVELOPMENT & DESIGN

Key Functions

- Development applications
- Building permit referrals
- Design Review Panel processes
- Subdivision applications
- State Administrative Tribunal appeals

Highlights

- Approved 272 development applications, with an average processing time of 81 days.
- Provided recommendations to the State Government on 84 subdivision applications to create new lots for development.
- Processed 15 Joint Development Assessment Panel Form 1 applications, including nine approvals, through to determination for large-scale developments including apartments, mixed-use buildings and commercial developments. This number increased by four in comparison to the previous financial year.
- Determined 43 small business development applications as part of the Small Business Fast Track Approvals stream. The average processing time for approvals was 27 days, a decrease from 73 days in the previous financial year.
- Improved website information, forms and checklists relevant to small business to make it easier for businesses to start, grow and thrive. Simplified information that resulted in 80 per cent of small business development applications being complete when lodged, which was an increase from 19 per cent from the previous financial year.
- Completion of two large-scale mixed-use developments. These developments brought a total of 56 new apartments, eight retail tenancies, five office tenancies and one childcare centre to the Leederville and Mt Lawley town centres.



URBAN DESIGN & STRATEGIC PROJECTS

Key Functions

- Strategic planning
- Place planning
- Landscape architecture
- Sustainability & innovation

Highlights

- Reviewed and updated the Strategic Community Plan which received absolute majority Council endorsement in May 2023.
- Progressed the Britannia North West Reserve Development Plan, including securing a $3 million Australian Government grant. Detailed design of the changerooms was completed and the existing grandstand was demolished in preparation for the new changerooms.
- Completed Banks Reserve toilet block and surrounding landscaping improvements. Funding secured and detailed design commenced for the Interpretation Node.
- Implemented Stage One of the Haynes Street Reserve Development Plan.
- Public electric vehicle charging station installed at Beatty Park Leisure Centre.
- Solar PV system installed at Leederville Early Childhood Centre.
- Delivered the Laneway Revitalisation Project in the Beaufort Street Town Centre, including urban design upgrades and new murals.
- Mural commissioned with Tourism Western Australia for the FIFA Women's World Cup 2023™ at one of the official training facilities, Dorrien Gardens.
- Completed a review of Local Planning Policy – Percent for Art. This included changes to artist eligibility, public artwork type eligibility and the assessment criteria.
- Commenced implementation of the Wayfinding Signage Plan.
- Vision and design engagement commenced and drafted for the Pickle District, North Claisebook and North Perth Planning Frameworks, including vision and design work in consultation with the community.

STRATEGIC COMMUNITY PLAN

The Strategic Community Plan (SCP) outlines the community's long-term vision, values, aspirations and priorities. It takes into consideration other local government plans, information and resourcing capabilities. The SCP is not a static document and must undergo a minor review every two years and a major review every four years.

A major review of the SCP commenced in September 2021, and three months of community engagement was held in March, April and May 2022. A total of 843 submissions were received. The responses were workshopped with a community panel, which provided additional recommendations.

Council approved community consultation for the draft SCP 2022 – 2032 at its 13 December 2022 Ordinary Council Meeting. Community consultation was undertaken for 26 days between 22 February and 20 March 2023.

A total of 61 survey submissions were received which influenced the wording of the Mission Statement, Vision and Priorities and Outcomes.

Highlights

- Draft SCP advertised in early 2023 with a total of 61 survey submissions received.
- Received absolute majority Council endorsement in May 2023.

URBAN DESIGN & STRATEGIC PROJECTS

STRATEGY & DEVELOPMENT

LOCAL PLANNING STRATEGY AND SCHEME

All local governments in Western Australia are required to have a Local Planning Strategy and Scheme. The strategy sets out the long-term land use planning direction and vision for the City, while the scheme sets out the rules for development that align with this direction and vision.

The Western Australian Planning Commission (WAPC) determined the City's Report of Review of the Local Planning Scheme and Strategy and stated that the scheme and strategy would be satisfactory following amendment.

The report of review outlined several relevant planning issues which needed research and community engagement to determine potential solutions. The WAPC outlined that these elements, along with alignment with State planning legislation would need to be undertaken.

The City commenced investigation into these items and has also started to reform the Local Planning Strategy to ensure it integrates with the Strategic Community Plan and all other major strategies and plans endorsed by Council.

As our town centres evolve, so does our approach to the increased development. We want to make sure we have a collection of clear frameworks that guide development that is appropriate to the place in both existing town centres and those that are emerging. We have commenced creating bespoke town centre planning frameworks for the Pickle District, North Claisebrook and North Perth.

The planning frameworks have been developed in four parts:

1. Where are we now – strengths, weaknesses, opportunity and threat analysis.
2. Where do we want to be – visioning and design through community engagement.
3. Drafting and testing – responding to the engagement by creating the documents.
4. Have we got it right? – formal community engagement.

Council will consider the community engagement feedback to determine whether to proceed with the frameworks.

Highlights

- Report of review determined by the WAPC in August 2022.
- Commenced vision and design engagement and the drafting of the Pickle District, North Claisebrook and North Perth Planning Frameworks.

STRATEGY & DEVELOPMENT

URBAN DESIGN & STRATEGIC PROJECTS

SUSTAINABLE ENVIRONMENT STRATEGY 2019 – 2024

The City's Sustainable Environment Strategy includes bold but realistic targets across five key focus areas – energy, transport, water, waste and urban greening and biodiversity.

The City remains on track to achieve its overarching net zero emissions target by 2030. We are transitioning our operational energy use to 100 per cent renewables and investigations are under way into Scope 3 emissions auditing, reporting and offsetting.

Highlights

- Installed a Public electric vehicle (EV) charging station at Beatty Park Leisure Centre.
- Commenced planning for a fast-charging EV station in partnership with Evie Networks, with implementation scheduled for the Chelmsford Road carpark in 2023/24.
- Installed a Solar PV system at Leederville Early Childhood Centre.
- Commenced planning for a solar PV system at Department of Local Government, Sport and Cultural Industries, with implementation scheduled in 2023/24.
- Held a sustainable building design masterclasses for Perth Design Week.
- Held community sustainability workshops at the Library to encourage uptake of solar PV.
- Performed water audits at large City facilities to detect water leaks.
- Real-time energy monitoring equipment installed at the depot to increase corporate energy efficiency.

PUBLIC OPEN SPACE STRATEGY

The City of Vincent has a unique blend of parks, reserves, and civic spaces within its boundaries. These public spaces provide our community with spaces to exercise, socialise and participate in recreational activities.

Our Public Open Space Strategy provides a guiding framework to help the City plan and prioritise investment, development and improvements to our public open spaces. The strategy has 32 key actions.

The strategy has 11 short term key actions and the majority of these have been completed or commenced. The City is now completing the remaining short term key actions and moving on to the short-medium and medium term actions.

Highlights

- Progressed the Britannia North West Reserve Development Plan. A $3 million Australian Government grant was secured. Detailed design of the changerooms was completed and the existing grandstand was demolished in preparation for the new changerooms.
- Banks Reserve toilet block and surrounding landscaping improvements completed. Funding secured and detailed design commenced for the Interpretation Node.
- Implemented Stage One of the Haynes Street Reserve Development Plan.
- Council endorsed implementation of the Western Australian Planning Commission Development Control Policy 2.3 – Public Open Space in Residential Areas from 1 July 2023.
- Detailed design of Robertson Park Development Plan Stage 1a completed.

ACCESSIBLE CITY STRATEGY

The Accessible City Strategy (ACS) explores the current provision for transport and compares this infrastructure to the current and future needs of the community across all transport modes, to support the long-term success and viability of Vincent. The ACS has the vision of 'The City of Vincent puts people first. Getting around is safe, easy, environmentally friendly and enjoyable'. The vision is supported by objectives, plans and actions which seek to create a more liveable, sustainable, healthy, equitable and prosperous Vincent through placing emphasis on walking, cycling and public transport.

Highlights

- Drafted the City of Vincent Bike Network Plan 2023-2028.
- Adoption of the Vincent Wayfinding Signage Plan in November 2022. This plan aims to deliver a comprehensive and coordinated signage system that creates connectivity, walkability and legibility for all. Stage One commenced in 2022/23 and focused on town centres and three key connecting routes. It is due to be completed in 2023/24.
- Advocacy for additional transport infrastructure along corridors. This included Vincent's position on the Wanneroo Road Urban Corridor and METRONET Mid-Tier Transport Planning Working Groups.
- Endorsement of a submission on the proposed Charles Street Planning Study which led to the project being abandoned and retained the opportunity for Charles Street to become a future high frequency public transport corridor.
- Commencement of the Link and Place Guidelines due to be completed in 2023/24.
- Opened expressions of interest for the e-scooter share system trial.
- Completion of the precinct parking management plan review including future recommendations.
- Implementation of parking restriction changes to ensure better management of on street parking.
- Submitted a request to Main Roads WA to permanently reduce the speed limit on all remaining local roads in Vincent to 40km/h.

Council received its second implementation update of the strategy in May 2023. Updates will be carried out annually.

ARTS PLAN

Our draft Arts Plan 2023-2028 (Arts Plan) is the successor to the Arts Development Action Plan 2018-2020 and will deliver the overall strategic direction for arts in Vincent with the overarching vision to 'Embed creativity in everything we do to make the City of Vincent the Arts Capital of Perth' supported by key objectives and action items.

The review of the Arts Plan commenced in October 2021. The first phase of engagement involved the Arts Advisory Group (AAG). The second phase took place from March to June 2022. The Arts Plan was approved for formal advertising in May 2023.

Highlights

- Reviewed the Local Planning Policy – Percent for Art, which included changes to artist eligibility, public artwork type eligibility and the assessment criteria.
- Installed canopy artwork by Paula Hart at parklet on Scarborough Beach Road, Mt Hawthorn (COVID Arts Relief project). The pattern shown in the laser cut aluminium canopy was developed by Paula Hart in workshops she facilitated at a local women's shelter.
- Provided four $7000 grants as part of the City of Vincent Film Project 2023.
- Completed the Laneway Revitalisation Project in the Beaufort Street Town Centre which combined urban design upgrades with new mural artworks. A new mural titled Nostalgia Lane by Queensland artist Leans was created in Lois Lane. This complemented the new bench, planting, shade structure and lighting.
- Kaadadjiny Lane was revitalised with a 30m long collaborative mural called A Whadjuk Tale by J.D. Penangke, Kambarni, Jarni Creative, Jack Bromell, Honeys Mural Co and lighting artist Christian Lovelady.
- Mural commissioned with Tourism Western Australia for the FIFA Women's World Cup 2023™ at official training facility Dorrien Gardens. Titled Boorloo Wirin (Perth Spirit), the 80m long mural by Seantelle Walsh (Kardy Kreations) and Sioux Tempestt celebrates women in sport and Aboriginal culture.
- Co-funded a new mural by Luke O'Donohoe in Electric Lane, Leederville.
- Patched up mural artwork by Matthew Wong on benches at North Perth Common.

Council received its second implementation update of the strategy in May 2023. Updates will be carried out annually.

URBAN DESIGN & STRATEGIC PROJECTS

STRATEGY & DEVELOPMENT

THRIVING PLACES STRATEGY

Our draft Thriving Places Strategy 2023 – 2028 (TPS) is the successor to the Economic Development Strategy 2011 – 2016 and the Town Centre Wide Place Plan. The TPS has been developed to provide a blueprint to achieve thriving places outcomes. Thriving places in Vincent are defined as:

- Local and small businesses that are supported.
- Town centres and gathering spaces that are safe, easy to use, and attractive places where pedestrians have priority.
- Public and private spaces that host innovative businesses, social enterprises and imaginative uses.
- Assets in the public realm that are efficiently managed and maintained.
- Art, history, and our community's living cultures that are evident in the public realm.

We are a leader in adopting a place-led approach to all aspects of service, support and planning for our community.

Vincent's most significant assets are diverse town centres and precincts that foster local economic, social, and cultural activity. The TPS will guide the future review and implementation of place plans and planning frameworks.

Highlights

- Completed the Pickle Park upgrade, which included landscaping and picnic benches.
- Mt Hawthorn Youth Skate Space concept plan approved by Council for delivery in 2023/24.
- Trialled a pedestrian space and shared street at Grosvenor Road in conjunction with RAC through the RAC Reconnect Program. The trial included the construction of a raised continuous footpath at the intersection of Grosvenor Road and Beaufort Street to provide better amenity for pedestrians. Findings from this trial will inform the next phase of the project.
- Acquired RAC Reconnect grant for the delivery of a trialled pedestrian space at the View Street carpark in North Perth in November 2023.
- Replacement of the Beaufort Street Art Deco lights.
- Delivered lighting improvements in the Leederville Town Centre.

STRATEGY & DEVELOPMENT

PUBLIC HEALTH & BUILT ENVIRONMENT

Key Functions

- Development compliance investigations
- Implementation of the Public Health Plan
- Swimming pool barrier monitoring
- Food safety, noise, environmental and public health hazards surveillance and compliance
- Building approvals
- Events health and safety assessment and approvals

Highlights

- Launched and delivered the Smoke-Free Town Centres project, with an ongoing support rate of 78 per cent amongst our community.
- Continued delivery of core services to maintain environmental and public health standards, building standards and development compliance services.
- Reviewed and redesigned the Building Services content on the website to have a small business and customer friendly focus.
- Completed 267 planning and building compliance investigations, with more than 4500 tasks performed by the team to execute these matters.
- Processed a total of 506 building applications and completed 465 inspections of private swimming pool barriers.
- Became a key stakeholder in the formation of a Local Drug Action Group, in collaboration with the Cities of Perth and Subiaco.
- Completed 442 investigations into customer service requests relating to environmental and public health hazards such as noise, odour, asbestos and dwellings unfit for habitation.
- Processed more than 100 new food business applications and 100 environmental noise approvals.
- Two successful prosecutions relating to food safety and development compliance.

SMOKE-FREE TOWN CENTRES

The Fresh Air – You're Welcome: Smoke-Free Town Centres Project, a major initiative of the Public Health Plan 2020 – 2025, was launched on 22 November 2022 at Mary Street Piazza.

Our town centres are our cultural and entertainment precincts. They have a mix of retail, restaurants, bars and parks. The project aims to reduce residents, workers and visitors' exposure to environmental tobacco smoke and aerols from e-cigarettes (vapes) in these areas and create healthy, safe and accessible streets and public open spaces.

This project will continue to be delivered into 2024 and beyond. We aim to inspire other local governments to prioritise tobacco and e-cigarette control and expand smoke-free public places for the benefit of communities, creating healthy environments for all to enjoy.

Highlights

- In partnership with Healthway, North Metropolitan Health Service, Cancer Council WA and Australian Council on Smoking and Health, the City demonstrated public health leadership, becoming the first WA Local Government to include smoke and e-cigarette (vape) free areas within their Local Law.
- Worked with local youth services to educate young people and staff about the project and the risks of smoking and vaping.
- Provided local businesses with direct advice to manage the transition of the footpaths outside their businesses becoming smoke-free.
- Rolled out education and awareness of the smoke and vape-free areas through signage, engagement, advocacy and public awareness campaigns.
- Embedded the principles of the project into the Local Government Property Local Law, which resulted in authorised officers being able to take enforcement action as a last resort for repeat offenders.

CORPORATE STRATEGY & GOVERNANCE

Key Functions

- Corporate governance
- Council administration
- Land and property management

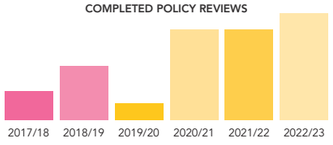
Highlights

- Reviewed the Risk Management Framework, delegations and authorisations and Fraud and Corruption Prevention Plan.
- Facilitated the relocation of artists from Halvorsen Hall to the North Perth Community Centre.
- Approved a lease with a telecommunications provider for a telecommunications tower at Britannia Reserve.
- Started the first year of an internal audit, with four audits being completed.
- Prepared the Corporate Business Plan with adoption at the June Ordinary Council Meeting.
- Reviewed and updated 15 policies.
- Reviewed and repealed 11 policies.
- Named five laneways.

POLICY REVIEW OUTPUT

DATE	COMPLETED POLICY REVIEW
2017/18	7
2018/19	13
2019/20	4
2020/21	22
2021/22	22
2022/23	26

COMPLETED POLICY REVIEWS



FRAUD AND CORRUPTION PREVENTION PLAN

The Fraud and Corruption Prevention Plan ensures the City of Vincent remains a leader in good governance, transparency and accountability. This is achieved through strong engagement with the community on the budget process and transparent decision making.

Since Council adopted the first Governance Framework in 2020, the City has continued to implement and update the framework as part of an annual review which includes:

- Developed a Fraud and Corruption internal webpage for staff which highlighted the key integrity responsibilities of public sector employees.
- Developed and implemented mandatory online training for Fraud Awareness and Accountable and Ethical Decision Making.
- Continued the review and update of the Corporate Risk Register.

SMALL BUSINESS FRIENDLY APPROVALS PROGRAM

The City of Vincent launched easy-to-understand webpages and a fast-track planning approval program to better support small businesses and real estate agents.

Vincent participated in the Small Business Friendly Approvals Program run by the Small Business Development Corporation.

The small business innovators team developed 33 reforms from more than 300 ideas, business feedback and baseline data assessments.

Reforms were grouped into three categories – better information, business support and streamlining processes.

The new webpages – Before you sign a commercial lease, Information for real estate agents to support small business and Step by step approval process – are a direct outcome of a reform needed as part of the program, with Vincent being the first local government to achieve this.

Highlights

- Implemented a fast-track planning approval stream for low-risk applications.
- Launched three new webpages with easy-to-understand information, interactive tools and frequently asked questions.
- Developed a self-assessment tool that customers could use to better understand the type of approval that may be required to get their business started.
- Developed an eight-step guide to all the approvals and processes associated with small business.
- Consolidated and centralised permits for public space activation.

INFRASTRUCTURE & ENVIRONMENT

RANGER SERVICES
ENGINEERING
PARKS
WASTE & RECYCLING
COMMUNITY FACILITIES
LIBRARY & LOCAL HISTORY CENTRE
CITY BUILDINGS & ASSET MANAGEMENT

RANGER SERVICES

Key Functions

- Public amenity management
- Community safety
- Parking and traffic management
- Animal control

Highlights

- Implemented actions from the Accessible City Strategy.
- Rolled out actions from the Safer Vincent Plan.
- Encouraged the growth of the EasyPark parking system.
- Council approved the adoption of a new Animal Local Law.

Total animals registered in the City of Vincent	8208
Animals registered in 2022/23	1174
Dog complaints issued and dealt with by rangers	444
Parking revenue	$7,579,317
Parking infringements issued	34,052
Residential parking permits issued	1888
Road and/or footpath obstruction permits issued	437

SAFER VINCENT PLAN

The Safer Vincent Plan 2019 – 2022 was endorsed in August 2019 following extensive collaboration with the community, business, non-government organisations and the WA Police Force.

The plan aims to make Vincent a safer place to live, work, trade and visit and draws on the three key themes of:

1. Safer spaces
2. Community connection
3. Crime prevention

Highlights

- Ongoing collaboration with the WA Government's Office of Homelessness, WA Police Force, specialist service providers and other local governments through the Safe Perth City Initiative to ensure a coordinated approach to managing and supporting those experiencing, or at risk of homelessness.
- Continued partnership with Nyoongar Outreach Services, which offered and/or provided support to at-risk Aboriginal people on 4299 occasions.
- Ongoing partnership with the Constable Care Foundation which has delivered road safety, cyber safety and protective behaviours programs to 1546 participants in Vincent.
- Delivery of internal staff community safety training and development initiatives supported by Department of Communities and Crime Stoppers WA.
- For a third year, the City supported Curtin University's Crime and Built Environment unit through presentations and providing the opportunity for students to conduct Crime Prevention Through Environmental Design audits within Vincent.

ENGINEERING

Key Functions

- Drainage design
- Pavement design
- Footpath design
- Geometric road design
- Signage and line marking design
- Contract management
- Project delivery
- Management of light fleet
- Maintenance works
- Development and building approvals
- Sustainable traffic and active transport
- Strategic transport
- Road safety

Highlights

- Main Roads WA approval to implement a 40km/h speed limit on 40 per cent of Local Access Roads within the City of Vincent.
- Adoption of the 2023 – 2028 Bike Plan.
- Maintenance and renewal works on 144km of roads and 260km of footpaths.
- Maintenance of 1128 speed humps, 2689 pram ramps and 94 bus shelters.
- Maintenance and renewal of 8500 drainage pits and 122km of drainage pipes.
- Maintenance and renewal of 64 street lights.
- Maintenance of six bridges.
- Maintenance and renewal of 26 carparks.

PARKS

Key Functions

- Parks maintenance and upgrades
- Horticultural operations
- Tree management
- Weed control
- Road reserve maintenance
- Bore, reticulation and pump maintenance programs
- Irrigation efficiency
- Community prorgams, events and initiatives

Highlights

The City of Vincent maintains 106.55 hectares of public open space comprised of 49 parks and reserves, town centre streetscapes and more than 13,000 street trees. Several projects were delivered to completion or near completion in 2022–23, including:

- Les Lilleyman Reserve in-ground irrigation renewal to improve efficiency and reduce groundwater usage.
- Renewal of the light poles in Hyde Park.
- Playground softfall and equipment renewal at Lynton Street Reserve and Ivy Park.
- Replacement and renewal of wooden nature play elements at Braithwaite Park and Oxford Street Reserve.
- Implementation of the Haynes Street Reserve Development Plan, creating 0.15 hectares of new public open space including a nature playground, parks infrastructure and turf and garden areas.
- Renewal of the perimeter bollard fencing at Forrest Park.
- Planted more than 420 new trees as part of the Greening Plan delivery and residential requests for verge trees.
- Commenced the detailed assessment and mapping of all street trees within Vincent to improve future management of our urban forest.
- April and August Native Plant Sales provided approximately 14,000 native plants and trees to residents at subsidised prices.
- Assisted 68 residents to convert turfed or weedy verges into waterwise native gardens through the Adopt a Verge program.

GREENING PLAN

The Greening Plan 2018 – 2023 is a pathway to delivering on our responsibility to protect, enhance and effectively manage our natural and built environment. It focuses on opportunities on both public and privately owned land to increase overall tree canopy cover, create more liveable neighbourhoods and foster biodiversity.

The plan identifies the following five key areas with specific targets and actions:

1. Increase canopy cover on public land
2. Enhance habitat and promote biodiversity
3. Greening the town centres
4. Greening private land and new development
5. Greening the community

Greening Vincent is a key focus for the City, given the higher percentage of active and passive spaces compared to other similar local governments. The City invests significantly in maintaining these spaces for the benefit of the community, spending $268 per resident compared to the WA median of $199 per resident (based on 2022 financial year data).

Highlights

- Planted 421 trees including 164 park trees and 257 street and verge trees.
- Converted more than 6000 square metres of underutilised turfed area into native garden through the eco-zoning program at Charles Veryard Reserve and Vincent/Bulwer Street Reserve.
- Planted more than 5000 native plants in garden areas within parks, reserves and streetscapes through the Parks Replanting Program.

WASTE & RECYCLING

Key Functions

- Domestic waste and recycling collections, including Food Organics and Garden Organics (FOGO)
- Street and parks public waste collection
- Street and precinct cleaning
- Illegal dumping management
- Verge bulk green waste
- Pre-booked bulk hard waste service – Verge Valet™ Vincent
- Bin infrastructure delivery, repairs and maintenance
- Alternative waste and recycling drop-off sites and collections
- Graffiti management
- Waste education, engagement and advocacy

Highlights

- In 2022/23, the City improved resource efficiency and waste management services to become more sustainable, increase diversion from landfill and pursue cleaner resource recovery in line with its Waste Strategy and the WA Waste Avoidance and Resource Recovery Strategy 2030.
- Carried out waste education programs such as bin tagging and a tailored Multi-Unit Dwellings education campaign to engage with the community on the use of FOGO.
- Continued with the trial of the pre-booked verge collection system Verge Valet™ Vincent after achieving great recovery rates and receiving positive feedback from the community.
- Further progressed graffiti management programs.
- Investigated potential alternative waste treatment options.
- Delivered engaging waste avoidance workshops including an inaugural Sustainable Fashion Workshop and Clothes Swap event attended by 88 people.

INFRASTRUCTURE & ENVIRONMENT
WASTE & RECYCLING

WASTE STRATEGY

Each year, the City of Vincent collects around 14,000 tonnes of waste and spends about $6.5 million on its waste collection and recycling services.

The City's Waste Strategy 2018 – 2023 is aligned with The WA Waste Avoidance and Resource Recovery Strategy 2030, and focuses on Waste Avoidance, Resource Recovery and a move towards a circular economy.

In 2022/23, more than 4500 tonnes of FOGO material was collected for processing into a high quality compost product, with an impressive recovery rate averaging 97 per cent.

Highlights

- Rolled out a seven-week bin tagging program for 2200 households in partnership with WALGA, thanks to a Waste Authority grant.
- Tailored education campaign carried out at select multi-unit dwellings involving waste audits, doorknocking engagement and delivery of a new Waste in my Apartment flyer and compostable caddy liners.
- Launched the Community FOGO Compost Pile, with compost made from the City's FOGO material.
- Introduced a reusable sanitary product rebate initiative to help residents make the switch to reusable sanitary products.
- Winner of the Waste Management category at the National Awards for Local Government in 2022 for its successful transformation of waste services in the City of Vincent.
- Consulted with the community and stakeholders on a review of the Graffiti Control and Removal Policy.
- Council adopted an updated Graffiti Management Policy which confirmed Vincent's ongoing support of a whole-of-community approach to managing graffiti vandalism and defined the scope of the City's graffiti removal service.
- MARKYT Community Waste Scorecard was carried out receiving over 500 resident responses, with the City gaining equal sixth place out of 50 national councils with a score of 72 out of 100; 10 index points ahead of the industry average.

COMMUNITY FACILITIES

Key Functions

- Beatty Park Leisure Centre – pools, fitness centre and studios, Swim School, spa, sauna, steamroom, creche and retail shop
- Bookings at City halls and reserves
- Sports club support and development

Highlights

- Celebrated the 60th anniversary of Beatty Park Leisure Centre with events and promotions internally and online.
- Achieved more than 1.1 million entries for the first time ever and 4500 members.
- Upgraded the strength and cardio equipment in the gym.
- Opened a dedicated yoga room in the heritage listed area of the facility to cater for increased numbers.
- Beatty Park Swim School Team Leader Rebecca Ross won the Emerging Talent Award at the National Excellence Awards run by the Australian Swim Schools Association.

Annual attendance	**1,182,280**
Membership (annual peak)	**4560**
Swim School (annual peak)	**2836**
FTE	**61**
Annual revenue	**$9,405,472**
City halls and reserves hire revenue	**$384,000**

INFRASTRUCTURE & ENVIRONMENT

LIBRARY SERVICES

Key Functions

- Interlibrary loans
- Community outreach
- Literacy and digital skill building
- Information and lending services
- Distribution of Better Beginnings packs
- Books on Wheels home delivery service
- Support and inform knowledge seeking pursuits
- Acquisition, preservation and promotion of local history, culture and heritage
- Events

Highlights

- Completed State Heritage Community Heritage Grant funded project with Moodjar Consultancy to develop a draft Aboriginal Heritage Interpretation Strategy.
- Worked with Noongar Elders and the Department of Local Government, Sport and Cultural Industries to complete the Moorditj Footprints project which collected Noongar oral histories of the East Perth area.
- Collaborated with artists and musicians on a range of interpretive projects including the award-winning Galup and COVID Conversations projects.
- Collaborated with key community organisations Foundation Housing and Shutterpups to exhibit artwork and photography in the library foyer.
- Introduced new collection items focused on tactile activities for people with Alzheimer's.
- Introduced community social club groups which increased social connections in the library.
- Provided personal and wellbeing development classes.
- Collaboration with other internal departments to deliver holistic programming aimed at improving community members' skills and knowledge in a broad range of areas.

Loans (including eResource loans)	**245,335**
Total visits	**148,986**
Total reference queries	**16,214**
Total number of programs	**356**
Library program attendance	**6533**
Local history reference queries	**1038**
Local history program attendance	**799**

CITY BUILDINGS & ASSET MANAGEMENT

Key Functions

- Buildings and facility maintenance
- Maintenance and services contract management
- Project management
- Building capital works delivery
- Asset condition auditing
- Infrastructure renewal planning
- GIS asset capture
- Asset data management

Highlights

- Implemented the Asset Management Sustainability Strategy.
- Completed Beatty Park Heritage Grandstand water ingress and concrete remediation works.
- Completed Beatty Park Heritage Grandstand electrical upgrade.
- Delivered Hyde Park West toilet renewal and kiosk lease.
- Implemented the Solar Panel Installation program.
- Completed Menzies Park pavilion refurbishment works.
- Delivered Britannia Reserve floodlighting upgrade.

ASSET MANAGEMENT AND SUSTAINABILITY STRATEGY

The Asset Management and Sustainability Strategy is a strategic framework that guides the planning, management and provision of assets. The City is on a journey to improve its strategic asset management practices to ensure our assets are well maintained, financially sustainable and meeting the needs of the current, growing and diverse community.

Highlights

- Reviewed the Asset Management Policy.
- Developed a draft framework guiding the management of all assets and infrastructure.
- Development of Buildings Level of Service Framework.
- Establishment of a Strategic Asset Management Sub-Committee.
- Condition audits completed for roads and footpaths.
- Asset data collected for buildings and facilities.
- GIS mapping of asset data – buildings, roads, footpaths.

COMMUNITY & BUSINESS SERVICES

MARKETING & COMMUNICATIONS
COMMUNITY DEVELOPMENT
CUSTOMER RELATIONS
FINANCIAL SERVICES
HUMAN RESOURCES
INFORMATION & COMMUNICATIONS TECHNOLOGY

MARKETING & COMMUNICATIONS

Key Functions

- Civic functions
- Major event delivery
- Digital communications, website and social media
- Media relations
- Graphic design
- Community consultation

Highlights

- Refreshed various sections of the City of Vincent website.
- Created new webpages for major infrastructure projects, parks and facilities and Moorditj Footprints.
- Launched the Small Business Friendly Approvals section on the website.
- Sponsored 17 events through the Event Sponsorship program.
- Played a part in the publication of 476 stories relating to Vincent across newspapers, online publications, radio and TV stations.
- Attracted 25,800 visitors to our online community consultation portal, Imagine Vincent.
- 255 projects open for consultation.
- Delivered major communications campaigns including Smoke-Free Town Centres, Litis Stadium upgrades, Vincent Underground Power Program and the temporary pedestrian space trial on the corner of Grosvenor Road and Beaufort Street.

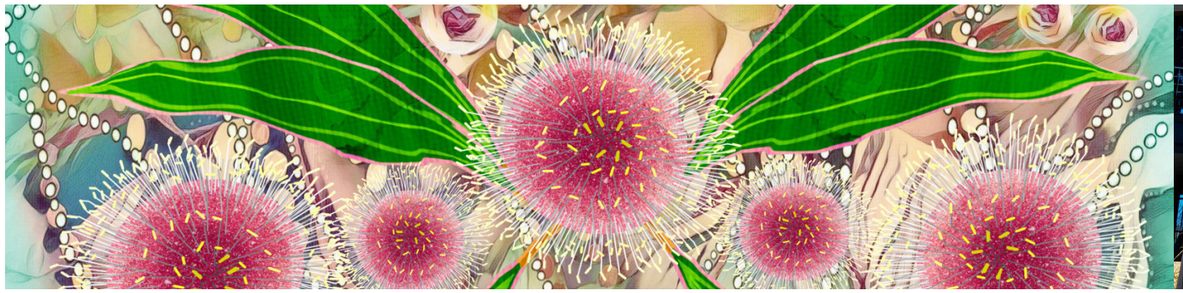
COMMUNITY DEVELOPMENT

Key Functions

- Reconciliation
- Access and inclusion
- Seniors
- Children and young people
- Community funding
- Multiculturalism
- LGBTIQA+
- Community groups

Highlights

- Hosted five Boordiya Reference Group meetings with local Aboriginal Elders and leaders.
- Council endorsed the second Innovate Reconciliation Action Plan 2022–2024.
- Continued providing two traineeships for Aboriginal students from Aranmore Catholic College.
- Hosted a Multicultural Youth Sundowner during Youth Week.
- Hosted a Seniors Christmas lunch for more than 70 residents.
- Celebrated Seniors Week with chair yoga, tai chi, macrame workshop and morning tea.
- Organised three bus tours for Vincent seniors.
- Hosted the annual LiveLighter Activity and Information Day in partnership with Seniors Recreation Council.
- Provided funding to Noongar Radio, Tools n Things Library, Mt Hawthorn Playgroup, North Perth Community Gardens and Propel Youth Arts WA.
- Collaborated with the Chung Wah Association to host an Encompass program with a workshop for seniors from CaLD backgrounds.
- Celebrated Pride Month with a Raising the Pride Flag ceremony and hosted three additional Pride events.
- Raised awareness of Wear It Purple Day to foster supportive, safe, empowering and inclusive environment for rainbow young people.



INNOVATE RECONCILIATION ACTION PLAN 2022–2024

The City of Vincent is located on the lands of the Whadjuk people of the Noongar nation, and many of the places and waterways hold great significance to local Aboriginal people. The aim of the plan is to build on the success of previous plans and continue to work closely with Aboriginal stakeholders, businesses and organisations to achieve greater opportunities for the Aboriginal community. One of the key goals is to increase both our Aboriginal procurement and employment to 3 per cent.

Highlights

- Council endorsed the second Innovate Reconciliation Action Plan with a launch at Hyde Park.
- Officers participated in the Local Government Aboriginal Network.
- Aboriginal Employment Retention Strategy developed in conjunction with Christine Coyne.
- Participated in the Reconciliation Week street banner project.
- Held a For Our Elders Truth Telling lunch event with our Aboriginal Elders and leaders.
- Held five Boordiya Reference Group meetings.

RAP events and initiatives:

- Conducted a bus tour for the Boordiya Reference Group at some of Vincent's nine significant Aboriginal sites.
- Koorlong singing event held with Kobi Morrison.
- Bush Tucker Tasting Workshop conducted by Marissa Verma from Bindi Bindi Dreaming.
- Reviewed and updated Aboriginal culture content on the website.
- Council supported a Notice of Motion to cease the requirement for compulsory Citizenship Ceremonies to be held on Australia Day.
- Darryl Bellotti provided staff with an onsite education session of Noongar Six Seasons.
- Dale Tilbrook conducted an Aboriginal Art and Dreamtime Workshop.
- Purchased new staff uniforms with Charmaine Cole's artwork.
- Indigenous Cultural Experience with Dale Tilbrook conducted.

COMMUNITY DEVELOPMENT

COMMUNITY & BUSINESS SERVICES

ACCESS AND INCLUSION PLAN 2022 – 2027

The Disability Services Act 1993 requires all local governments to develop, maintain and implement an Access and Inclusion Plan (AIP) every five years. The aim of this plan is to make our buildings, services, events and culture more accessible and to make sure everyone in our community feels included.

Our AIP shows we are committed to ensuring that services, events, buildings, and facilities within our control are accessible to all members of the community. This includes meeting the specific requirements of people with disability, seniors, children, parents and people from CaLD backgrounds.

Highlights

- Hyde Park West toilet block upgraded to be compliant with current standards, with two accessible all gender toilets.
- A communication board for Hyde Park playground installed to assist children and families with communication disability.
- SpacetoCo facilities hire webpages updated to include additional accessibility information including more detail about parking and ACROD bays.
- Hosted free Splash All Abilities Pool Party at Beatty Park indoor pool.
- Partnered with Youth Disability Advocacy Network to deliver an event for young people with disability.
- Hosted Auslan-interpreted story time for hearing and deaf and/or hard of hearing children to raise awareness of Auslan language and to promote inclusion as part of International Day of People with Disability celebrations.
- The Youth Disability Advocacy Network conducted an audit of the Library to assess how accessible our library services are to young people with disability.
- The City of Vincent and Library websites have been upgraded to improve accessibility through a new layout, streamlined pages, improved navigation and readability (font size, text contrast etc.).

COMMUNITY & BUSINESS SERVICES

COMMUNITY DEVELOPMENT

YOUTH ACTION PLAN 2023 – 2026

The Youth Action Plan supports our key priorities of Connected Community, Thriving Places and Innovative and Accountable by providing a roadmap for delivering relevant and meaningful services and support for our youth.

Highlights

- Participated as a committee member of the Youth at Risk Network (YARN) with more than 20 youth service providers.
- Ensured events were structured and delivered in youth-friendly formats to maximise uptake and increase awareness.
- Collaborated with major stakeholders on activities and events for young people.
- Entered into a three-year agreement with the Y HQ for the delivery of lifestyle and mental health workshops along with the support of the Youth Squad.

Youth Action Plan events and initiatives:

- Delivered two Young Makers Markets (Mother's Day and Christmas) at the North Perth Town Hall and Multicultural Gardens.
- Hosted the annual Interschool Debating competition.
- Collaborated with the Y HQ on Skate and Gig event for Youth Week.
- Received 52 artwork submissions from local schools for the Spirit of Christmas Banners with 22 artworks displayed on Fitzgerald Street and Scarborough Beach Road.
- Nine schools participated in the Student Citizenship Awards with award recipients and schools presented with certificates and prizes by Council representatives.
- Installed Pop up Play at Edinboro Street Reserve.
- Participated in YARN Youth Festival.
- Hosted a pot planting activity for the Free to be you – Youth Week at the Freedom Centre.
- Hosted two Game Vault sessions and a weaving workshop.

CUSTOMER RELATIONS

Key Functions

- Provide a positive customer experience via phone, online and in person

Highlights

- 77 per cent calls to the City resolved by Customer Relations team at first point of contact.
- 17,285 customer requests created.
- 7602 cashier transactions processed.
- New Customer Service Charter adopted.
- Customer Relations relocated to Administration Building to consolidate customer service.
- Knowledge Management database developed.
- Customer Request Management system extended across additional business units.
- Contributed towards the Small Business Friendly Program.

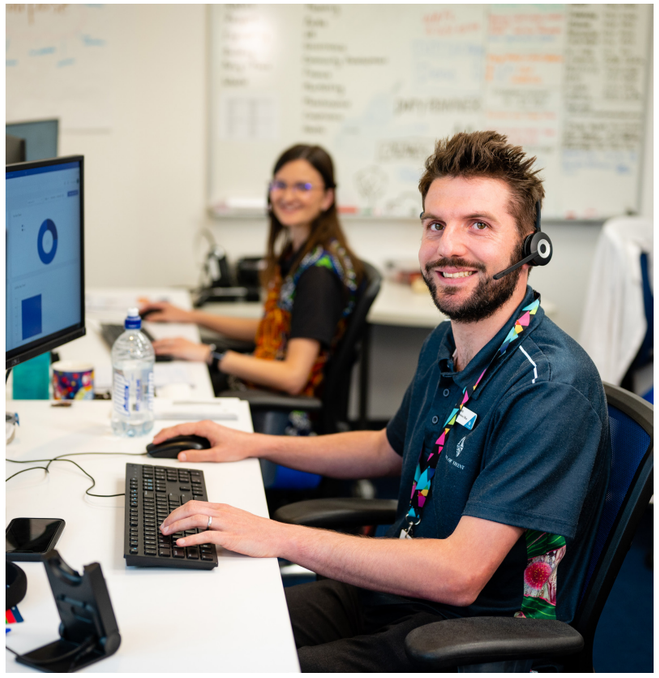
Customer touchpoints

ENQUIRIES BY	TOTAL
Phone	36,140
Email	28,033
Web chat	7963
Visits to the City's websites	1,621,259

Customer Feedback

- Very happy | 81% (450)
- Happy | 11% (63)
- Neutral | 2% (10)
- Unhappy | 2% (11)
- Very unhappy | 4% (21)

Customer perceptions via ipad at front counter 1 July 2022 – 30 June 2023.



FINANCIAL SERVICES

Key Functions

- Financial management
- Financial reporting and auditing
- Rates management
- Procurement and contract management
- Project Management Office

Highlights

- Improved monthly reporting through use of dashboards.
- LG Solutions implemented for Annual Financial Statement preparation.
- Introduced a new system to support the Project Management Framework.
- Implemented the Underground Power Financial Model.
- Updated the Purchasing Policy.
- Reduction in Office of the Auditor General audit findings.

HUMAN RESOURCES

Key Functions

- Attraction and retention of staff
- Organisational development
- Workplace health, safety and wellbeing
- Equity and diversity
- People, safety and capability processes

Highlights

- Improved recruitment and selection practices, including attraction and turnaround times between advertising and offer of employment.
- Ensured proactivity and agility to secure the right people for Vincent in a competitive market.
- Concluded Enterprise Agreement negotiations and confirmed a two-year agreement for both Enterprise Agreements.
- Reviewed, adjusted and confirmed Emergency Management Plans and completed fire drills at each staff building.
- Developed new and reviewed current policies and procedures in line with legislation, management practices and enterprise agreement conditions.
- Continued to promote and deliver workplace health, safety and wellness initiatives such as health checks, skin checks, flu vaccinations, immunisation programs, mental health first aid and first aid.

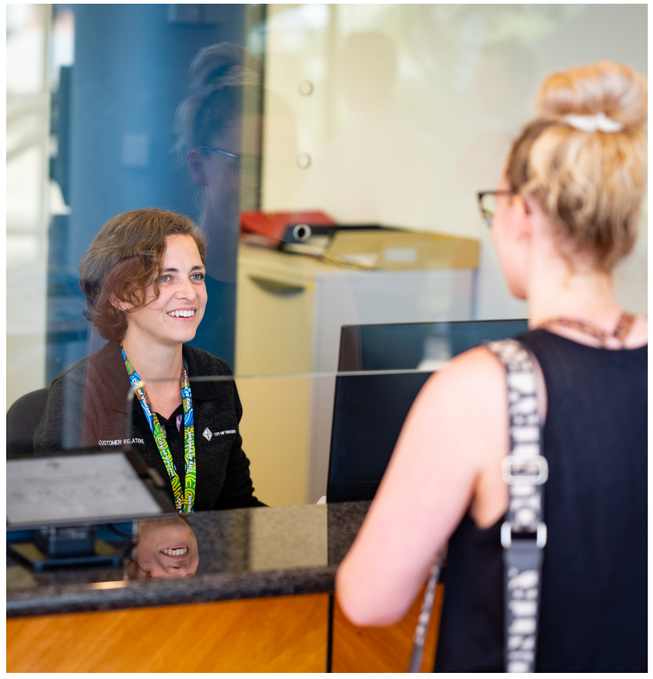
INFORMATION & COMMUNICATIONS TECHNOLOGY

Key Functions

- Digital service planning and innovation
- Information system development and improvement
- Systems support, GIS services and IT asset management
- Information protection and security, including cyber-security
- Information governance, including Freedom of Information

Highlights

- Security enhancements to prepare for cyber events and ensure business continuity at Vincent.
- Progressed the integration of automated record-keeping for digital workflows to improve the availability and integrity of City information. This helped us to continue developing an online knowledgebase and request system for public customers.
- Drafted the Smart City Positioning Statement to help guide further digitisation of processes and governance of data.
- Early preparation started for the City's alignment to Privacy and Information Sharing legislation that was being drafted by State Government.



ABOUT OUR ELECTED MEMBERS

35 – 44
45 – 54
65 – 74

AGE

5 Male
4 Female

GENDER

COUNTRY OF BIRTH

ENGLISH

LANGUAGES SPOKEN AT HOME

ELECTED MEMBER MEETING ATTENDANCE

Council Meetings

Council meetings are held monthly at the City of Vincent Administration Building. The attendances of Council Members at Council meetings for the 2022/23 financial year are shown in the table below.

MEMBERS	ORDINARY COUNCIL MEETINGS ENTITLED TO ATTEND	ORDINARY COUNCIL MEETINGS ATTENDED	ORDINARY COUNCIL MEETINGS ATTENDED ELECTRONICALLY	APOLOGIES	LEAVE OF ABSENCE	COUNCIL BRIEFINGS ENTITLED TO ATTEND	COUNCIL BRIEFINGS ATTENDED	APOLOGIES	LEAVE OF ABSENCE
Mayor Emma Cole	11	8	0	2	1	11	8	1	2
Cr Susan Gontaszewski	11	10	0	1	0	11	9	1	0
Cr Ron Alexander	11	10	1	0	0	11	8	2	1
Cr Alex Castle	11	11	0	0	0	11	10	0	0
Cr Jonathan Hallett	11	9	0	2	0	11	9	1	0
Cr Ross Ioppolo	11	9	0	1	1	11	8	1	1
Cr Dan Loden	11	9	1	1	0	11	10	0	0
Cr Ashley Wallace	11	10	0	1	0	11	6	2	2
Cr Suzanne Worner	11	9	0	1	1	11	7	1	2

Audit Committee Meetings

The Audit Committee is responsible for reviewing and making recommendations to Council regarding financial management, risk management, internal controls, legislative compliance, internal and external audit planning and reporting. The Audit Committee meets approximately every six weeks and the recommendations of the Audit Committee are then presented to Council.

MEMBERS	AUDIT COMMITTEE MEETINGS ENTITLED TO ATTEND	AUDIT COMMITTEE MEETINGS ATTENDED	APOLOGIES	LEAVE OF ABSENCE
Cr Ioppolo	6	5	1	0
Cr Alexander	6	5	1	0
Cr Gontaszewski	6	5	1	0
Cr Wallace	6	3	2	1
Conley Manifis (Chair)*	6	4	2	0
Olaf Goy*	6	6	0	0
George Araj*	6	6	0	0

**Note: denotes an external, independent member.*

Advisory Group Meetings

Elected members sit on a number of Advisory Groups.

Arts Advisory Group

COUNCIL MEMBER	MEETINGS ENTITLED TO ATTEND	MEETINGS ATTENDED	APOLOGIES AND/OR APPROVED LEAVE OF ABSENCE
Cr Worner	4	3	1
Cr Castle	4	2	2

Reconciliation Action Plan Working Group

COUNCIL MEMBER	MEETINGS ENTITLED TO ATTEND	MEETINGS ATTENDED	APOLOGIES AND/OR APPROVED LEAVE OF ABSENCE
Cr Loden	2	2	0
Cr Hallett	2	1	1
Cr Worner	2	2	0

Children and Young People Advisory Group

COUNCIL MEMBER	MEETINGS ENTITLED TO ATTEND	MEETINGS ATTENDED	APOLOGIES AND/OR APPROVED LEAVE OF ABSENCE
Cr Castle	3	3	0
Cr Alexander	3	1	2

Sustainability and Transport Advisory Group

COUNCIL MEMBER	MEETINGS ENTITLED TO ATTEND	MEETINGS ATTENDED	APOLOGIES AND/OR APPROVED LEAVE OF ABSENCE
Cr Loden	3	2	1
Cr Hallett	3	2	1

EMPLOYEE REMUNERATION

As per the requirements of the Local Government (Administration) Regulations 1996, tabled below are the number of City of Vincent employees earning over $130,000 per annum.

SALARIES IN EXCESS OF $130,000	NO OF POSITIONS
Salary between $130,001 – $140,000	6
Salary between $140,001 – $150,000	7
Salary between $150,001 – $160,000	1
Salary between $160,001 – $170,000	
Salary between $170,001 – $180,000	
Salary between $180,001 – $190,000	
Salary between $190,001 – $200,000	1
Salary between $200,001 – $210,000	1
Salary between $210,001 – $220,000	
Salary between $220,001 – $230,000	
Salary between $230,001 – $240,000	
Salary between $240,001 – $250,000	
Salary between $250,001 – $260,000	1*
Salary between $260,001 – $270,000	
Salary between $270,001 – $280,000	

**CEO Salary*

GENDER EQUALITY REPORT

Gender Pay Gap

The gender pay gap is calculated as the difference between women's and men's average weekly full time equivalent earnings, as a percentage of men's earnings. According to the Workplace Gender Equality Agency, Australia's national gender pay gap is currently 13.8 per cent and has hovered between 14 per cent and 19 per cent for the past two decades.

CITY OF VINCENT		
Female	Permanent and fixed term staff 155	Average base salary $84,465
Male	Permanent and fixed term staff 134	Average base salary $87,195

COV – LEVEL 7 AND ABOVE		
Female	73	54%
Male	63	46%
Total	136	100%

The City of Vincent currently has female representation in 61 per cent of its coordinator roles, 50 per cent of management roles with 33 per cent of those on the Executive Management Committee.

The City is known to be a flexible and family-friendly local government organisation, with 25 per cent of the workforce in part-time roles. This benefit has attracted many staff members to Vincent across all directorates. The City also offers other flexible arrangements such as a full-time working week with flexible arrangements (for example, a nine or eight day fortnight).

The 25 per cent of part-time arrangements at Vincent comprise a combination of part-time positions, full-time positions being filled part-time upon return from parental leave, job share arrangements and flexible working arrangement requests to reduce hours.

In 2022/23, the City provided 110 career and professional development opportunities (42 per cent) to female staff in the form of secondments and higher duties.

RECORD KEEPING STATEMENT

Transparency and Accountability

In accordance with Section 5.121 of the *Local Government Act 1995*, the City maintains a register of complaints of minor breaches which details:

- Name of council member about whom the complaint is made.
- Name of person who makes the complaint.
- Description of the minor breach that the standards panel finds has occurred.
- Details of action taken.

No entries (upheld complaints) were made on the complaints register for 2022/23. The City has recorded six alleged breaches per the Code of Conduct in 2022/23.

Record Keeping Plan

The City's current Recordkeeping Plan (RKP 2021033) was approved by the State Records Commission on 16 November 2021. The plan and associated policy and procedures are comprehensive and address all requirements of the State Records Office.

Record Keeping Systems

A review of all enterprise applications and financial management systems was carried out in line with the Corporate Business Plan. The efficiency and effectiveness of the City's Electronic Document and Records Management System (EDRMS) was reviewed in 2017 and upgraded from HP TRIM to HPE Content Manager. The City is currently reviewing alternative EDRMS options associated with Microsoft 365 and AvePoint.

Record Keeping Training

The City's record keeping training program includes monthly sessions made available to all staff. The efficiency and effectiveness of this training program is reviewed via feedback from staff attending those sessions. In addition, all new starters are required to complete an induction program conducted by Records staff, to ensure they are aware of their roles and responsibilities with regards to their compliance with the Record Keeping Plan.

Digital Records Strategy

In 2022/23, the City continued to pursue its digital records strategy aimed at operating in a purely digital environment. The City no longer creates hard copy files.

FREEDOM OF INFORMATION

Freedom of Information Act 1992

The City is subject to the provisions of the *Freedom of Information Act 1992* (the FOI Act).

The FOI Act gives the public a general right of access to information held by the City, subject to limitations as set out in Clauses 1 to 15 of Schedule 1 to the Freedom of Information Act.

It also provides the right of review in relation to decisions made by the City to refuse access to information applied for under the FOI Act.

Further information is available on the City's website.

In 2022/23, the City received and responded to 15 requests under the Act.

The City maintains a public register of applications received, including a summary of records sought and decisions made.

FINANCIAL REPORTS

CITY OF VINCENT
CEO KPIs
2023 REPORT

CEO'S MESSAGE

Dear Mayor Cole and Councillors

This year's KPIs were focused on ensuring alignment of the City's short and medium term actions to meet our long term strategic goals.

We are now doing this as well as any other local government.

LONG TERM PLANNING

This year, Council adopted a new 10-year Strategic Community Plan which outlines the community's vision and long term priorities for Vincent – with underground power being the one new thing the community has been most keen for us to deliver.

Council endorsed our Long Term Financial Plan which outlines how we will manage the revenue and expenditure required to deliver the Strategic Community Plan priorities in a financially sustainable manner.

We worked closely with Council to develop a long term financial model which will enable the City to deliver underground power to all residential streets in Vincent by 2031.

MEDIUM TERM PLANNING

Council has adopted an updated Four Year Corporate Business Plan and Four Year Capital Works Program which is marked by strong continuity towards our long term goals.

Each year, we are improving how we deliver the Four Year Capital Works Program. This sets out our maintenance, renewal, upgrade and build schedule to ensure our community assets and infrastructure are fit for purpose.

SHORT TERM PLANNING

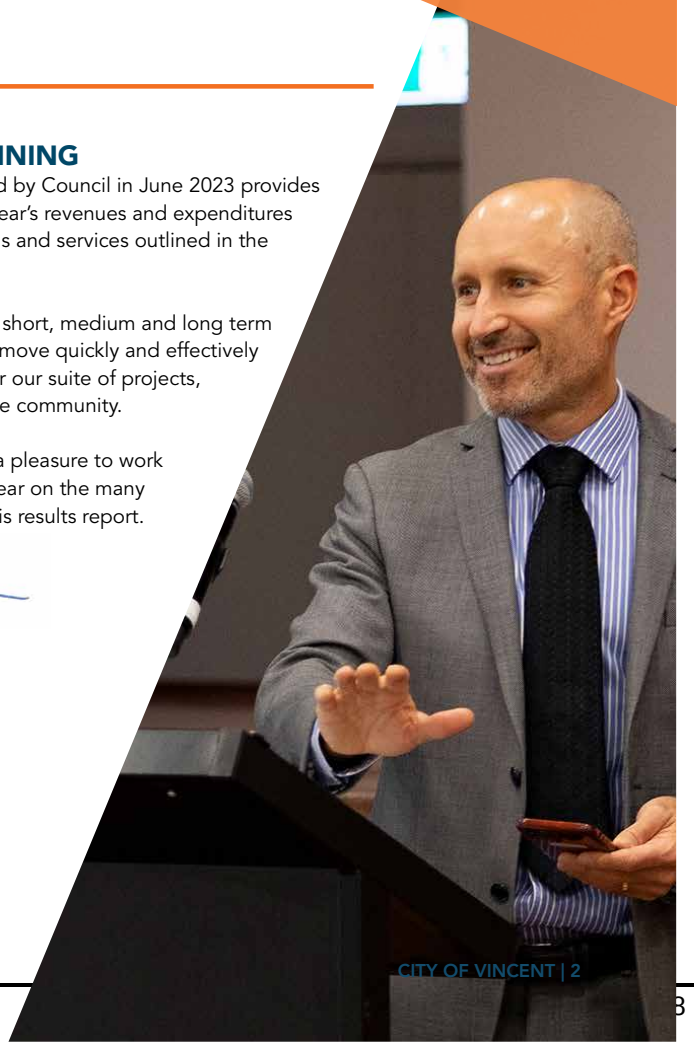
The Annual Budget adopted by Council in June 2023 provides the detail of next financial year's revenues and expenditures for all our projects, programs and services outlined in the Corporate Business Plan.

Successful alignment of our short, medium and long term planning has enabled us to move quickly and effectively in a clear direction to deliver our suite of projects, programs and services to the community.

It has been a privilege and a pleasure to work with Council and staff this year on the many achievements outlined in this results report.

DAVID MACLENNAN

CEO



CEO'S KPIS 2022/23

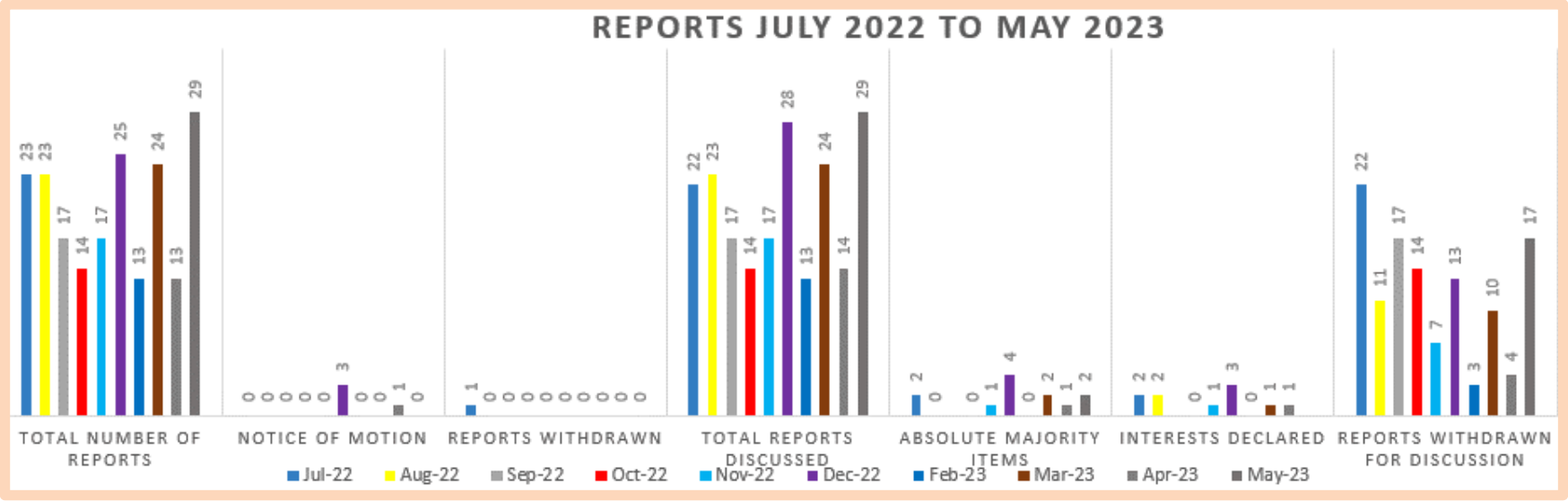
	STRATEGIC OUTCOME	PERFORMANCE CRITERIA	REVIEW FREQUENCY	WEIGHTING (OUT OF 100)
1	**Achievement of the functions of the CEO in s5.41 of the Local Government Act.**	• Present a report on achievement of the functions of the CEO by 30 June 2023.	Annual	40
1a	High quality and timely advice to Council on preparation of the **annual budget** and coordinated IPRF update.	• CEO ensures strategic alignment of IPRF and annual budget process in line with Council endorsed project plan.	Quarterly updates	
1b	Advice to Council on long-term **financial sustainability** including proposals for operational service efficiencies and revenue diversification.	• Quality and timeliness of advice and management of the annual budget process and update of LTFP.	Annually	
1c	Improvement in City's **Financial and Information Technology Maturity**	• Improvements in financial and IT management maturity as per OAG annual audit findings.	Annual audit	
2				
2a	Delivery of **strategic projects** in the Corporate Business Plan i. Vincent Underground Power Program ii. Leederville Carpark Request for Proposal iii. Beatty Park 2062 iv. Accessible City Strategy implementation and 40km/h target v. Robertson Park Development Plan vi. Banks Reserve Master Plan implementation vii. Mt Hawthorn Youth Skate Space viii. Haynes Street Reserve Development and Transition Plan	• Strategic projects delivered in line with Council endorsed project plans. • CEO stewardship of major projects. • Note the list of strategic projects will be as approved by Council on adoption of the Corporate Business Plan.	Quarterly updates	40
2b	**Improve customer experience and community engagement**	• Implementation of the Small Business Friendly Program reforms. • Establish customer feedback and community engagement measures to drive improvement.	Annual report	
2c	Delivery of **Capital Works Program**	• Delivery of approved Capital Works Program within time, budget and scope.	Quarterly reports	
2d	**Advocacy on unfunded major projects**	• Progress in pursuing advocacy agenda.	Quarterly reports	
3	**Executive leadership attributes**	• 360 survey on executive leadership capabilities.	Annual	20

1. Achievement of the functions of the CEO

CRITERIA 1 – Performance of the Functions of the CEO	
Performance criteria	
1.1	Advise the Council in relation to the functions of a local government under the LG Act and other written laws.
1.2	Ensure that advice and information is available to the Council so that informed decisions can be made.
1.3	Cause Council decisions to be implemented.
1.4	Manage the day-to-day operations of the local government.
1.5	Liaise with the Mayor on the local government's affairs and the performance of the local government's functions.
1.6	Speak on behalf of the local government if the Mayor agrees.
1.7	Be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees).
1.8	Ensure that records and documents of the local government are properly kept for the purposes of the LG Act and any other written law.

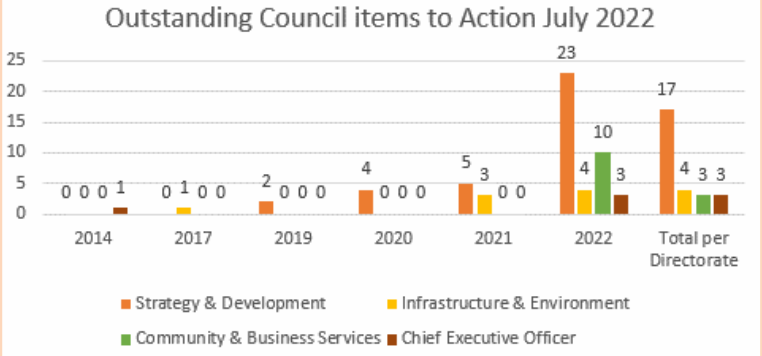
1. Achievement of the functions of the CEO

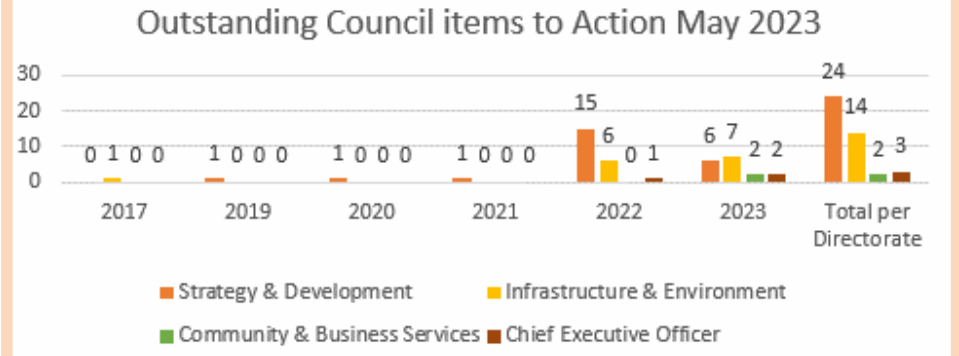
1.3 Cause Council decisions to be implemented



1. Achievement of the functions of the CEO

1.3 Cause Council decisions to be implemented





1. Achievement of the functions of the CEO

1.5 Liaise with the Mayor on the local goverment's affairs and the performance of the local government's functions

1. Achievement of the functions of the CEO

1.5 Liaise with the Mayor on the local goverment's affairs and the performance of the local government's functions

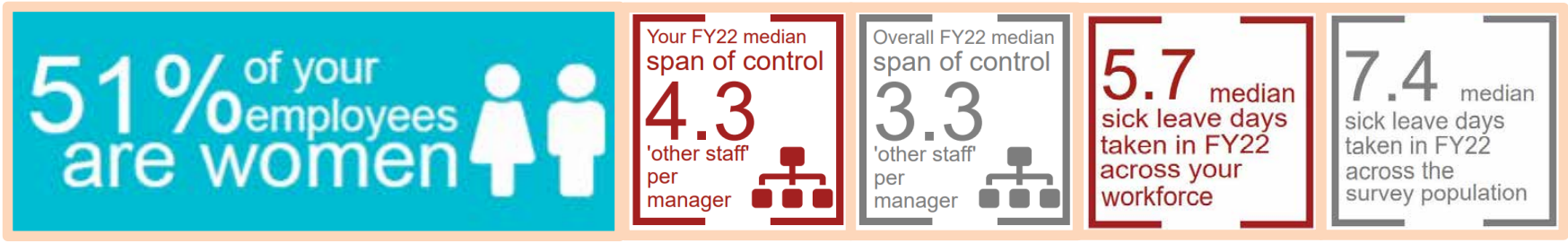
1. Achievement of the functions of the CEO

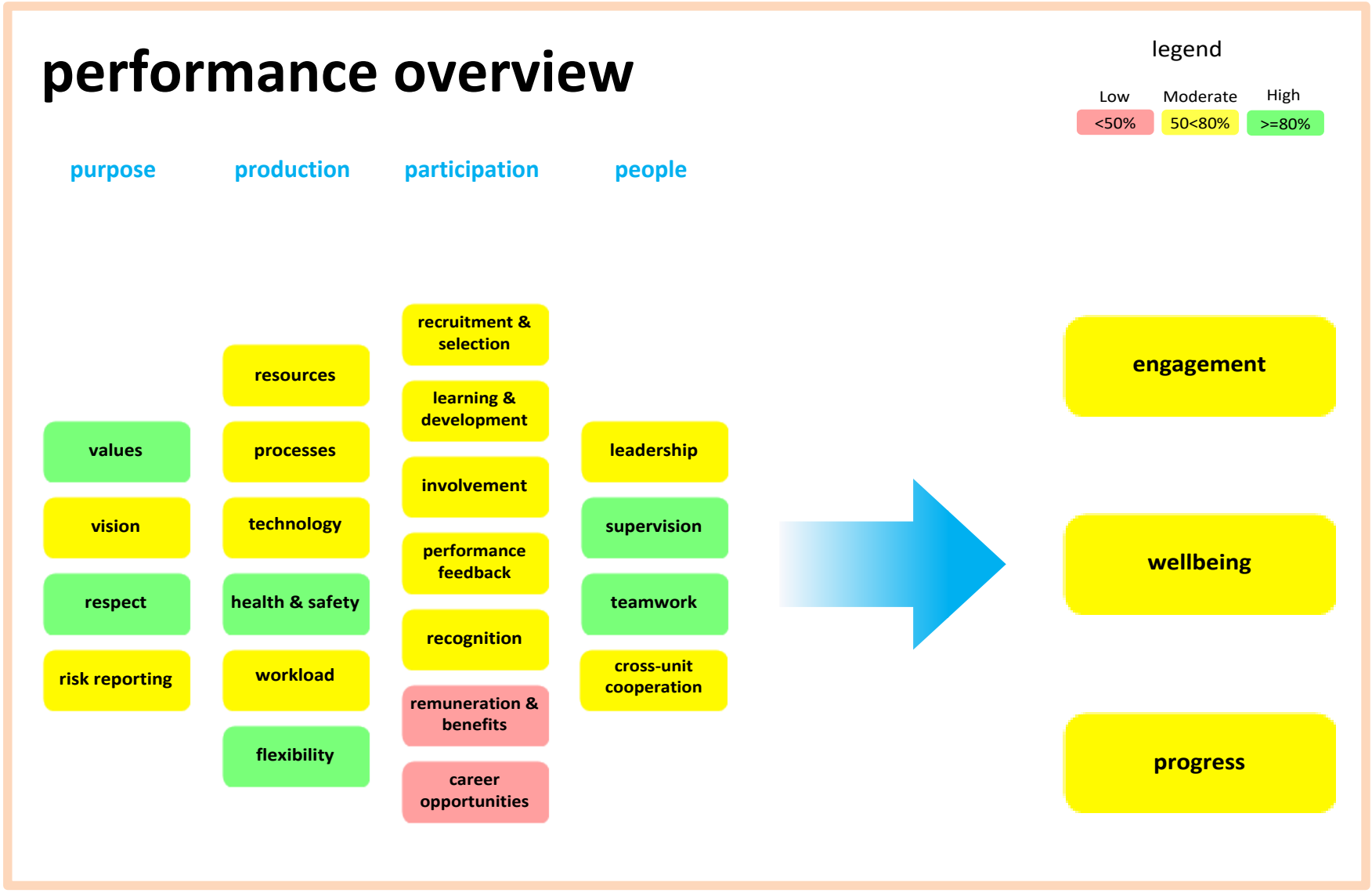
1.6 Speak on behalf of Local Government if the mayor agrees

The City of Vincent was successful in a bid to host the 2022 WAFL Grand Final. This followed strong advocacy from the CEO directly with the CEO of the Western Australian Football Commission to make the case for hosting the grand final at Leederville Oval.

1. Achievements of the Functions of the CEO

1.7 Operational and Human Resource Management




performance overview
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risk reporting
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technology
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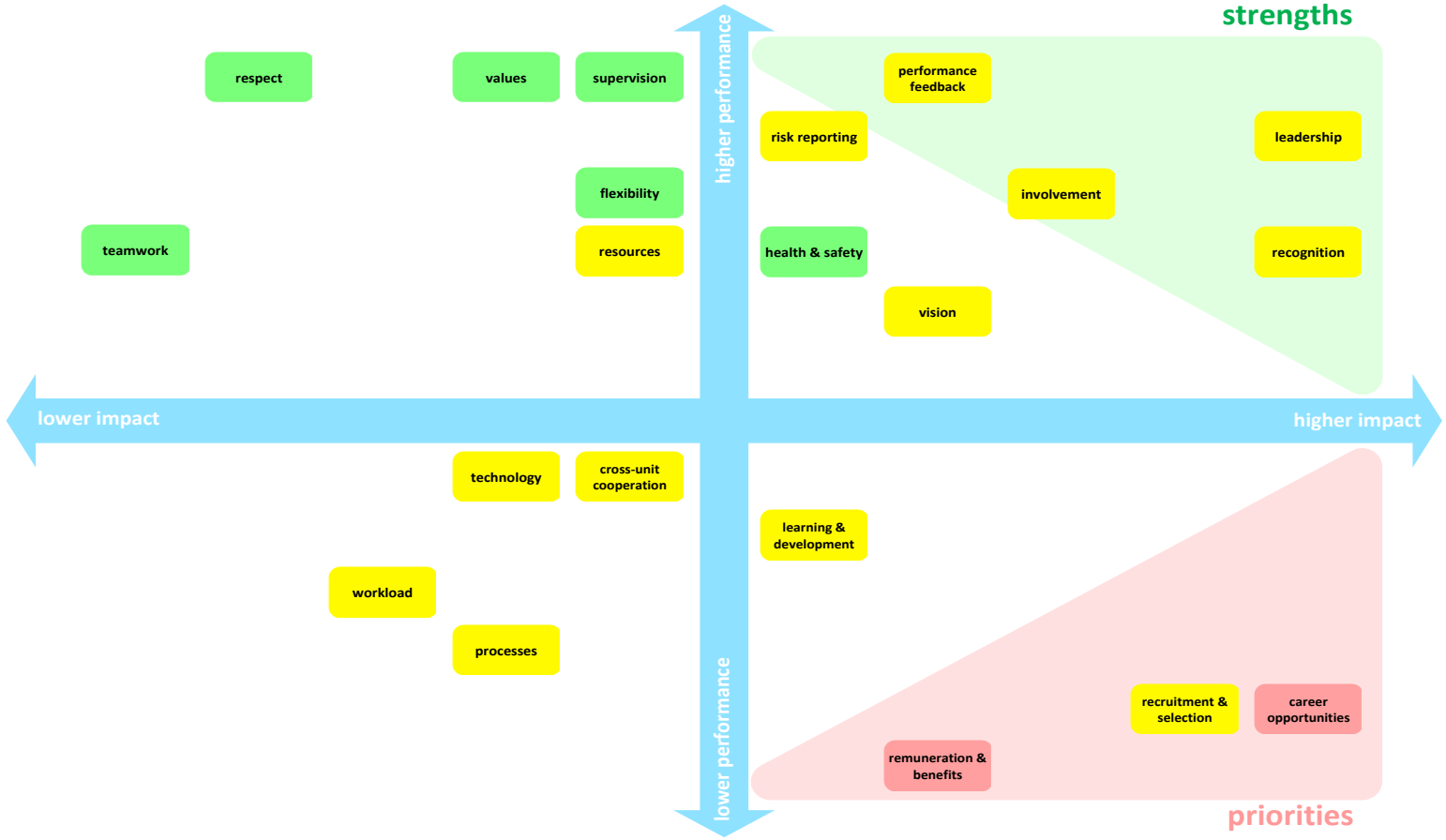
flexibility
recruitment & selection
learning & development
involvement
performance feedback
recognition
remuneration & benefits
career opportunities
leadership
supervision
teamwork
cross-unit cooperation
engagement
wellbeing
progress

priority matrix

Based on analyses of the data from this survey, the practices are positioned on the matrix below in terms of performance (combining % favourable and the comparison to benchmark) and impact (the degree that each practice is likely to drive engagement, wellbeing and progress). The potential priorities for improvement are in the bottom right (ie relatively low performance and high impact).



top 5 questions % favourable

		2023 % Fav	2020 % Diff	Ind % Diff
Health & Safety	Keeping high levels of health and safety is a priority of City of Vincent	**90%**	+2%	+9%
Supervision	My direct manager behaves in a way that is consistent with the values of City of Vincent	**89%**		+11%
Values	I believe in the values of City of Vincent	**89%**	+2%	+10%
Values	I believe in the overall purpose of City of Vincent	**89%**	+3%	+7%
Engagement	I like the kind of work I do	**88%**	-3%	+1%

top 5 questions compared to benchmarks

		2023 % Fav	2020 % Diff	Ind % Diff
Leadership	Senior management behave in a way that is consistent with the values of City of Vincent	75%	+3%	**+19%**
Performance Feedback	The way my performance is evaluated provides me with clear guidelines for improvement	73%	-1%	**+18%**
Respect	Staff treat each other with respect	81%		**+18%**
Values	City of Vincent is ethical	88%	+3%	**+18%**
Progress	City of Vincent is innovative	67%	-13%	**+16%**

1. **Achievements of the Functions of the CEO**
1.7 Operational and Human Resource Management

2023 STAFF ENGAGEMENT SURVEY – RESULTS SUMMARY

OVERVIEW OF SURVEY RESULTS FROM CONSULTANT ALEX KASHIAN:

"Response Rate:
Final response rate was 87 per cent which is higher than the already strong response rates from your previous surveys (84 per cent in 2020 and 80 per cent in 2019). This is above the average of other Councils, which I believe was around 70 per cent when I last reviewed it.

Your margin of error at the whole-of-CoV level was 2.1 per cent. In a nutshell, this means that we expect there is a maximum of 2.1 per cent error in your overall results. For example, if a score in your Overall Report is 75 per cent, the margin of error suggests that the true score (the one you would have achieved with a 100 per cent response rate) would have been somewhere between 72.9 per cent and 77.1 per cent. In other words, we can be very confident in the accuracy of your report. I'd ignore any historical/industry differences that are smaller than 3 per cent.

Survey Outcomes – Engagement, Wellbeing & Progress:
The three key outcomes in this survey are Engagement, Wellbeing and Progress. The Engagement score in 2023 was 76 per cent (meaning 76 per cent of the respondents either agreed or strongly agreed to those questions). This is 2 per cent lower than in 2020, but it's important to remember that the margin of error is 2.1 per cent. As such, my interpretation of this score is that you're on par with your previous results. This result is 3 per cent higher than the Councils average.

Wellbeing scored 71 per cent and is similarly on par with your 2020 results at +1 per cent. Compared to the Councils average however, we see a more significant difference with City of Vincent scoring 9 per cent higher.

Progress scored 66 per cent and unlike Engagement and Wellbeing saw a more noteworthy decline since 2020 (-9 per cent). In particular, fewer staff in 2023 feel that City of Vincent is innovative (-13 per cent), that rate-payers are satisfied with your services (-15 per cent), and that the City's goals are being reached (-10 per cent). On the plus side, Progress is the strongest of the three outcomes when compared to other Councils (+11 per cent).

Drivers of Engagement, Wellbeing and Progress:
Looking at the practices which drive the three outcomes above, the highest rated areas were Supervision (88 per cent), Values (88 per cent) and Teamwork (87 per cent). Additionally, if you refer to the industry comparison,

1. Achievements of the Functions of the CEO

1.7 Operational and Human Resource Management

you'll notice that City of Vincent outperforms the Councils average on every category-level result except for Remuneration and Benefits. In particular, you score 17 per cent higher than the industry average on staff perceptions of both Performance Feedback and Leadership.

City of Vincent's lowest scoring areas are Remuneration and Benefits (45 per cent), Career Opportunities (48 per cent) and Recruitment and Selection (52 per cent). These are common challenges for Councils, and you're actually scoring above the Councils benchmark on all but Remuneration and Benefits (which has scored 13 per cent lower than the industry). Of the questions within Remuneration and Benefits, satisfaction was lower with the income received (32 per cent, -17 per cent below other Councils) than with the benefits received (58 per cent, 10 per cent below other Councils).

Looking at the comparison to 2020, we see some mixed results. Your biggest improvements are in Cross-Unit Cooperation (+8 per cent), Involvement (+7 per cent) and Risk Reporting (+7 per cent). I find these really encouraging, given that Involvement tends to be one of the stronger drivers of the survey outcomes and Cross-Unit Cooperation has been a challenge for City of Vincent. There has also been a 9 per cent improvement in the perception that there is a commitment to ongoing training and development for staff. The biggest category-level decreases since 2020 were Remuneration and Benefits (-10 per cent), Technology (-9 per cent, but coming off of a 24 per cent improvement back in 2020), and Recruitment and Selection (-8 per cent)."

Alex Kashian
Senior Consultant Voice Project

1. Achievements of the Functions of the CEO

1.8 Compliance and Records Management

- The Compliance Audit Return (CAR) for 2022 which requires local governments to confirm they have satisfied the requirement of the Local Government Act has been completed and presented to the Audit Committee.
- The audit identified that City of Vincent was compliant in all areas. This is the first time that Vincent has been 100 per cent compliant in three years!

CITY OF VINCENT

RECORDKEEPING PLAN

2021033

APPROVED BY THE STATE RECORDS COMMISSION 16 NOVEMBER 2021

STATE RECORDS COMMISSION

Our Ref: RKP/L/2011/003

Your Ref:

Enquiries: Carolyn Atkinson 9427 3667
carolyn.atkinson@sro.wa.gov.au

26 November 2021

Mr David Maclennan
Chief Executive Officer
City of Vincent
PO Box 82
LEEDERVILLE WA 6902

Dear Mr Maclennan

Amended Recordkeeping Plan RKP 2021033

At its meeting on 16 November 2021 the State Records Commission APPROVED the amended Recordkeeping Plan (the Plan) for the City of Vincent (the City).

I acknowledge that the Plan indicates a strong commitment to address certain matters, as identified in the attachment, and I would expect that the next review will reflect progress towards those improvements.

In accordance with section 28 of the *State Records Act 2000*, the City's Plan is to be reviewed within five years of its approval date. Once completed, a report of the review must be submitted to the SRO by **16 November 2026**.

Please contact my officer, Ms Carolyn Atkinson, on 9427 3667 if you require further assistance or clarification.

Yours sincerely

Damian Shepherd
Director State Records
Att.

Address all correspondence to:
Director State Records,
Alexander Library Building, Perth Cultural Centre, PERTH WA 6000
Tel: (08) 9427 3636
e-mail: sro@sro.wa.gov.au Website: www.sro.wa.gov.au

1a. High quality and timely advice to Council on preparation of the annual budget and coordinated IPRF update

1b. Advice to Council on long-term financial sustainability including proposes for operational service efficiencies and revenue diversification

Performance Criteria: Quality and timeliness of advance and management of the annual budget process and update of LTFP

For the first time Vincent has adopted the Long Term Financial Plan, Annual Budget, Corporate Business Plan and Four Year Capital Works Program in 2023/24 by the end of the financial year

- The Long Term Financial Plan (LTFP) 2023/24 – 2032/33 was adopted by Council on 20 June 2023.
- The LTFP has been modelled on the 2023/24 Budget being the first year of the 10-year rolling plan.
- Reviewed to reflect the current economic environment and alignment to the Corporate Business Plan 2023/24 – 2026/27.
- The LTFP incorporated the assumptions and calculations used in the adopted Underground Power Financial Model 2022/23.

1b. Advice to Council on long-term financial sustainability

LONG TERM FINANCIAL PLAN GOALS

The LTFP is a key component of the City's integrated planning framework and identifies how the City funds the delivery of the Strategic Community Plan and Corporate Business Plan short, medium and long-term priorities.

- Address the City's ageing asset and maintenance issues.
- Long term financial sustainability.
- Build the City's cash backed reserves for the future.
- Reducing rating volatility.
- Support Western Power's Underground Power Project.

KEY THEMES

While the City has a focus on operating efficiency, it also continuously seeks new revenue opportunities to reduce the burden on ratepayers.

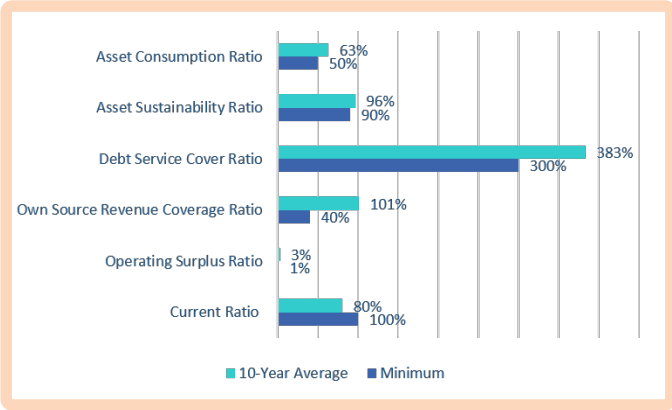
- Proceeds of $0.8m from the sale of 25 Sydney Street have been allocated to the Public Open Space Reserve for future development of public open space in the City.
- $3 million grant funding will be received over 2023/24 and 2024/25 to improve community facilities at Litis Stadium.
- $1 million forecasted savings from the exit of the Resource Recovery Facility agreement, transition to FOGO and future roll-out of waste to energy.
- Strategic acquisition of assets including the planned acquisition of a new drainage truck in 2024/25 to increase cleaning efficiencies.
- Increased interest revenue from investments compared to the previous LTFP 2022/23 – 2031/32 based on current RBA data.
- The City will commence entering into a Heads of Agreement with a proposed proponent for the future redevelopment of the Leederville Carparks.

1b. Advice to Council on long-term financial sustainability

RATIO ANALYSIS

The purpose of financial ratios is to provide guidance on the financial sustainability of local governments. The adopted LTFP estimates the majority of key ratios to meet the minimum target prescribed by the DLGSC over a 10-year period average.

- In 2018/19 the asset sustainability ratio for Vincent was 33 per cent, equating to an asset renewal gap in a single year of approximately $7.5 million The current LTFP has estimated a revised asset sustainability ratio average of 96 per cent over the next 10 years.
- The current ratio is planned to fall below the minimum prescribed range of 100 per cent due to a strategic focus on transferring any excess surplus to build up the reserve balance over the 10-year period.



1b. Advice to Council on long-term financial sustainability

ADOPTED LTFP SCENARIO

The adopted model supports long term financial sustainability through growth in reserves and the ability to fund the four-year capital works without significant rate rises over the life of the LTFP. Key projects include Underground Power, Robertson Park Development Plan Stage 1 and 2 and the Banks Reserve Master Plan.

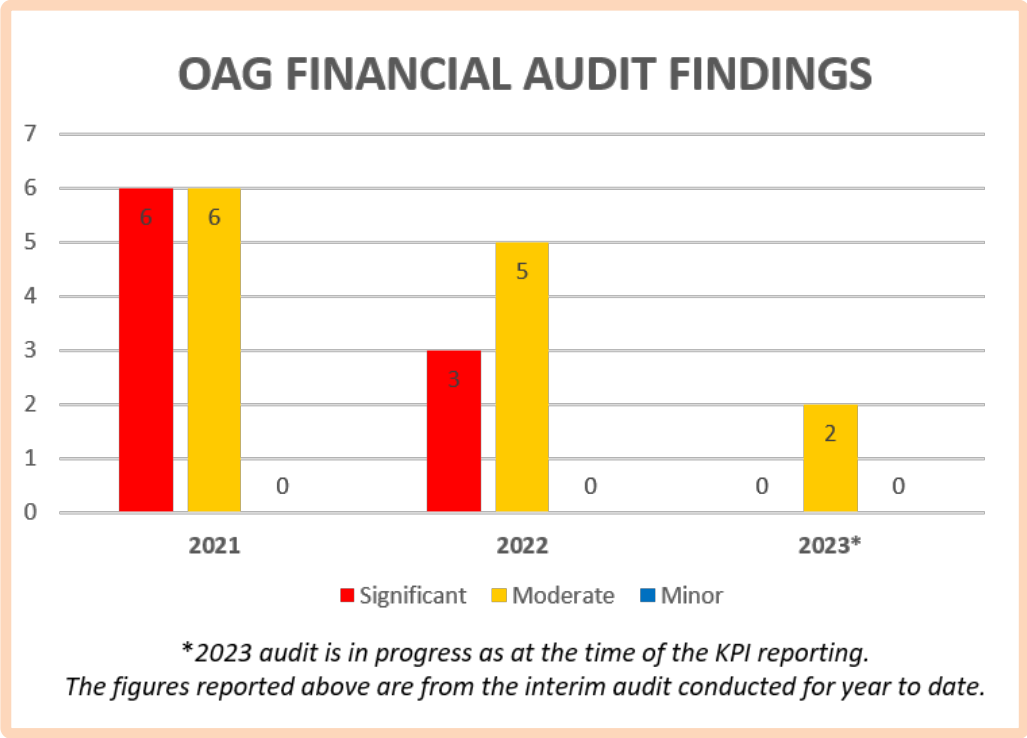
- **Capex**
  - 4-year capital works is fully funded which includes Robertson Park and Banks Reserve projects
  - Excludes Beatty Park 2062 and Leederville Oval ($32.7m)
  - Total capex from FY24 to FY32 = $154m (same as previous LTFP)
- **Rates**
  - Mid range increase from FY24 to FY26 (4.5%-5.5%) and reducing to 3% from FY27
- **Reserves**
  - $8m increase over 10 years
  - $1m reduction in reserves for FY25 and steady increase from FY26
  - Closing balance of reserves at $22m for FY32 (same as previous LTFP) and $25m by FY33

1c. Improvement in City's financial and informaton technology maturity

OAG FINANCIAL AUDIT FINDINGS

In 2022/23, the City has continued to strengthen its policies, procedures and controls across the annual financial report.

From 2021, the City has done significant work to close three significant audit findings, and three moderate audit findings. The continuous improvement is evident with a reduction in audit findings year on year.



*2023 audit is in progress as at the time of the KPI reporting.
The figures reported above are from the interim audit conducted for year to date.

INFORMATION SYSTEMS AUDIT

In 2022/23 the City has strengthened its management of ICT policies and operational procedures across Office of Auditor General (OAG) control categories:

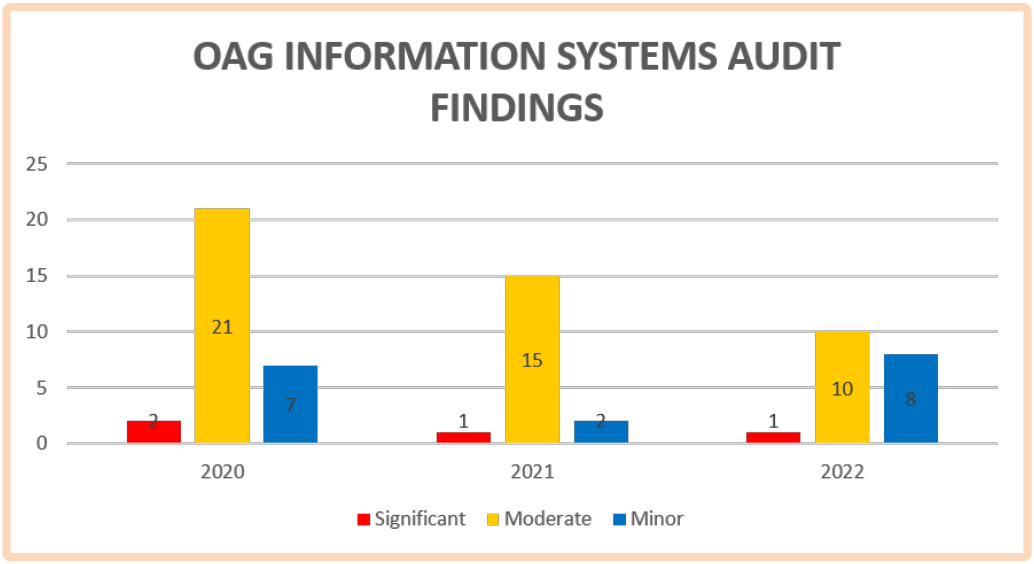
1. information security framework
2. human resource security
3. access management
4. endpoint security
5. network security
6. risk management
7. business continuity
8. change management
9. IT operations
10. physical security

1c. Improvement in City's financial and information technology maturity

OAG Information Systems Audit Findings

The City is striving to raise its capability maturity in all categories. The key ICT improvements that have been completed in response to OAG findings from 2021/22 include:

- Systems to control privileged access to reduce the risk of unauthorised or unintentional modifications of information.
- Processes to remove user accounts for terminated staff to reduce the risk of unauthorised information access.
- Configuration of email systems to reduce the risk of attackers gaining access to City systems and information.
- ICT asset register review to reduce the risk of assets being lost or stolen.
- Information security policy updates to address cyber security risks and mitigations.
- Information classification to label and protect information based on its sensitivity.
- Controls to prevent unauthorised devices from accessing the City's computing network.



**2023 audit is in progress as at the time of the KPI reporting. The figures will be available upon completion of the Information Systems Audit.*

1c. Improvement in City's financial and information tehcnology maturity

FINANCIAL AUDIT

The Auditor General audits and provides an opinion to the Councillors of the City on the annual financial report.

Their audit is conducted in accordance with Australian Auditing Standards and their approach is designed to focus on key areas of risk in reporting finance and performance. The aim is to provide reasonable assurance whether the annual financial report is free of material misstatements and if the annual financial report, in all material respects complies with the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

OAG's financial audit approach consists of four steps:

Planning
- Develop/update OAG understanding of audited entity and its processes.
- Identify and assess risk.
- Identify significant accounts (by value or nature).
- Understand and evaluate control environment.

Conduct
- Test operating effectiveness of controls (where appropriate).
- Assess reliance on controls.
- Sample testing of transactions.
- Assess risk of misstatement.

Review
- Review format of the financial statements.
- Verify balances and disclosures in the financial statements and KPIs, including the notes.

Report
- Complete procedures.
- Overall evaluation of the audit evidence.
- Form an opinion.
- Finalise management letters and audit report to users, including Parliament.

CITY OF VINCENT

MAKURU
DJILBA

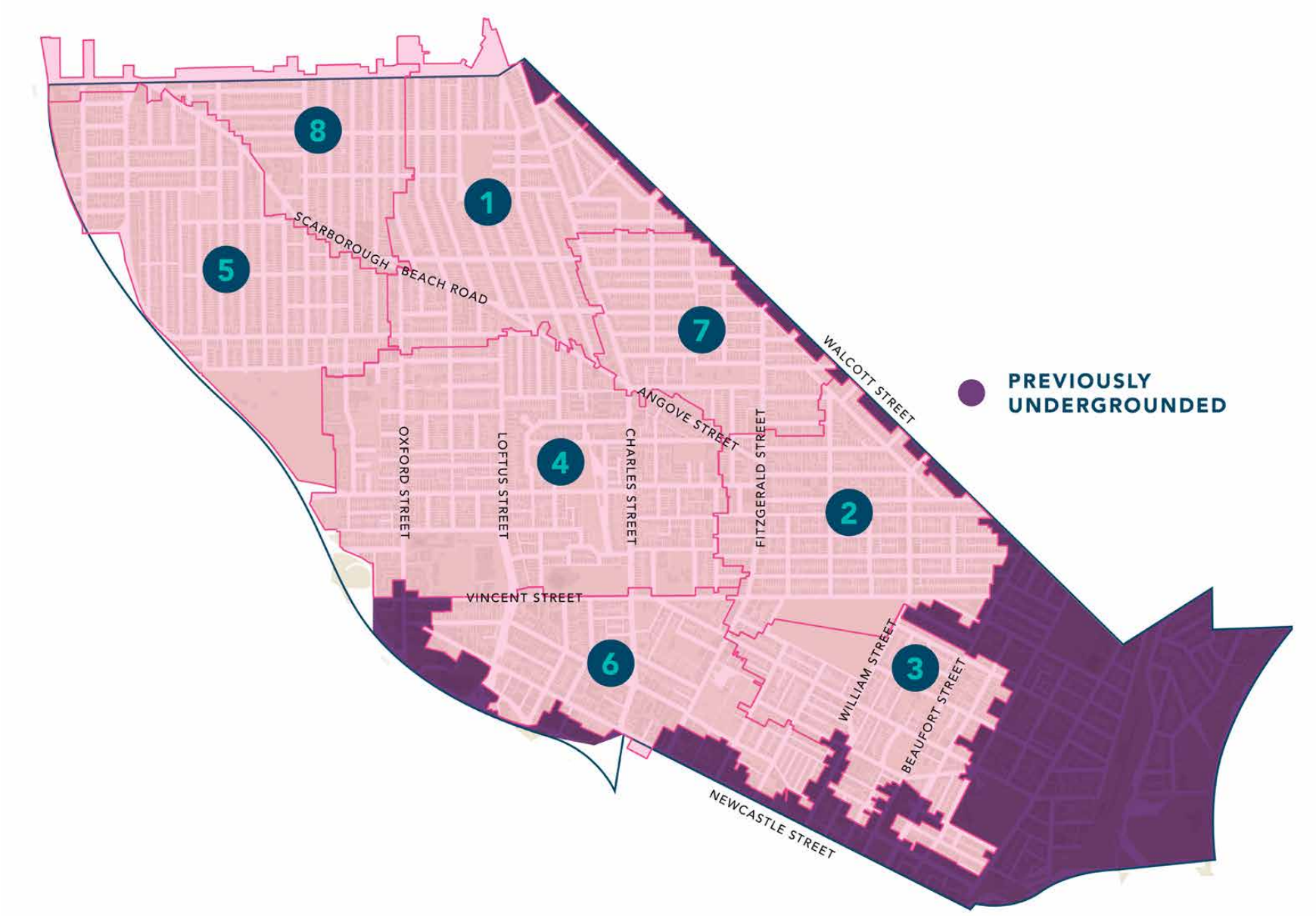
2a.i Vincent Underground Power Program (VUPP)

Strategic Priority #	Status	Project	Sub-project	Overall status	%*	Finish Date	Upcoming milestones
1		Vincent Underground Power Program	North Perth / Mount Hawthorn (Project 343)	On track – engineering design completed in June 2023	40%	June 2025.	Co-Funding Agreement to be signed by March 2024; Construction to start in the second quarter of 2024. Service Charges to be issued July 2024.
1		Vincent Underground Power Program	North Perth / Mount Lawley (Project 347)	On track – engineering design in progress; community engagement on primary equipment under way	30%	September 2025.	Primary equipment campaign to be completed in July/August 2023; Engineering design to be completed in November 2023; Co-Funding Agreement to be signed by April 2024; Construction to start late second quarter 2024; Service Charges to be issued July 2024 (contingent upon E10 being received from Western Power in time).
1		Vincent Underground Power Program	Perth / Highgate (Project 348)	On track – procurement of design contractor in progress	15%	September 2026.	Engineering design to begin in August 2023
1		Vincent Underground Power Program	Leederville (Project 406); Mount Hawthorn (Project 340); Mount Hawthorn (Project 34A); North Perth (Project 35); and West Perth (Project 1190)	On track – planning in progress, project timing to be confirmed	5%	To be confirmed	Project timing negotiations with Western Power expected to be completed by December 2023

Note: Finish dates are subject to Western Power plan delivery and may change.

In May 2022, the City signed a Memorandum of Understanding (MOU) with Western Power, to pursue underground power for three project areas, covering approximately 35 per cent of the Vincent municipal area. This was followed in December 2022 by a second MOU for an additional five project areas. Together, the eight projects will deliver underground power to the entire city by 2031.

Close to 16,000 properties will be connected to the new underground power network, at a total cost of around $170 million shared with Western Power. The City's commitment is expected to be approximately $80 million for the eight projects.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ANGOVE STREET
OXFORD STREET
LOFTUS STREET
CHARLES STREET
FITZGERALD STREET
VINCENT STREET
WILLIAM STREET
BEAUFORT STREET
NEWCASTLE STREET
PREVIOUSLY UNDERGROUNDED

The objective of this program is to manage the undergrounding of electricity distribution lines for the benefit of the Vincent community, in collaboration with Western Power in a safe, equitable, affordable manner and with minimum risk and interruption for all involved.

The original Vincent Underground Power Project, comprising three project areas, is now the Vincent Underground Power Program, comprising eight individual projects. Each project is subject to a separate Co-Funding Agreement, to be executed with Western Power prior to commencement of works.

Project cost estimates at the time of signing both MOUs were E30 (+/- 30 per cent). Following the completion of engineering design, the City will receive an E10 for each project area. This will inform the Business Case for each Co-Funding Agreement. Council approval of the Business Case and Co-Funding Agreement will green-light the commencement of works in each project area. Western Power will issue cash calls (invoices) to the City, payable in full prior to each individual project completion.

The City will issue services charges to manage Western Power cash-call payments and will negotiate payment terms with Western Power that align with the levying of service charges.

In July 2024, Service Charges will be raised for the first project area, North Perth/Mt Hawthorn (project 343) and possibly for the second project area, North Perth/Mt Lawley (project 347), contingent upon the E10 being received from Western Power in time.

2a.i Vincent Underground Power Program (VUPP)

Project management

The Vincent Underground Power Program (VUPP) is administered in accordance with the City's project management framework, under the stewardship of the City's Chief Executive Officer and VUPP Project Board.

A Project Plan for the first three project areas was endorsed by the Executive Management Committee in September 2022. Following execution of the second MOU, this plan was amended to reflect the increase in project scale and duration, becoming the Underground Power Program Plan.

To ensure consistent, transparent and orderly project delivery, the VUPP Program Plan is supported by two sub-plans for Finance and Community Engagement, and by a Risk Assessment process. The VUPP Project Management team monitors progress and prepares monthly updates for the Project Board and for the City's Executive Management Committee.

VUPP is managed through key work-streams within the City's VUPP Project Team:

- Finance
- Communication and Engagement
- Infrastructure and Environment (Parks and Engineering)

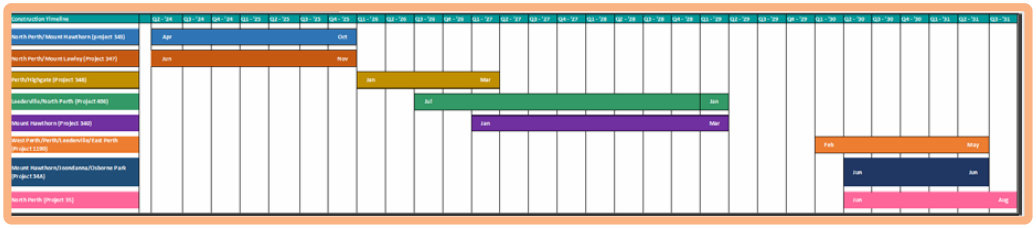
The VUPP Project Management team works in close collaboration with Western Power's Underground Power team.

Project timelines, phases and milestones

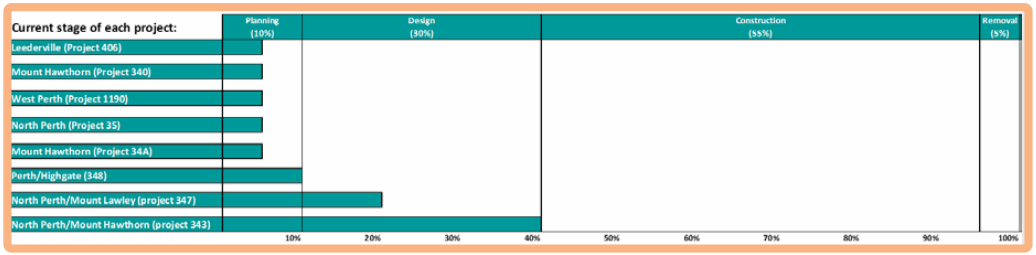
VUPP is progressing well. All three NRUP projects are now active. North Perth/Mt Hawthorn engineering design will be completed in August 2023. North Perth/Mt Lawley engineering design is now in progress, with the primary equipment engagement campaign to commence in July 2023. Perth/Highgate engineering design commences in August 2023.

Construction work in the first project area is expected to start in the first quarter of 2024, with the second project area to follow in the second quarter of 2024. Overall, the last of the eight project areas is expected to be completed in 2031. As the project areas vary in size, construction times range from 12 months to 29 months.

Estimated timing of construction is shown below:



Each project will pass through the following phases: 1) Planning; 2) Design; 3) Construction; 4) Removal of old overhead structures



2a.i Vincent Underground Power Program (VUPP)

Community engagement

Each project stage for each of the eight project areas will be accompanied by a community engagement campaign.

Each of the eight VUPP projects will have its own Community Engagement Plan (CEP).

Implementation of the CEP for the first project area is now complete and in progress for the second project area. The Primary Equipment (PE) community engagement campaign for the first project area (North Perth/Mt Hawthorn) was successfully completed in May 2023, with the response being more positive than anticipated. The PE campaign for the second project area (North Perth/Mt Lawley) is currently under way, due to be completed in August 2023.

To facilitate positive engagement with the community, the following communication channels have been established to provide relevant, up-to-date project information and address community queries and concerns:

- VUPP web page including FAQs
- interactive mapping
- underground power email inbox
- dedicated customer request management workflow
- direct mail
- electronic direct mail
- social media
- face-to-face engagements/ meetings

Financial planning

The VUPP Program Plan and its delivery is supported by a fully aligned Financial Plan, the objective of which is successful management of VUPP's financial impact on the City.

Key actions within the Financial Plan:

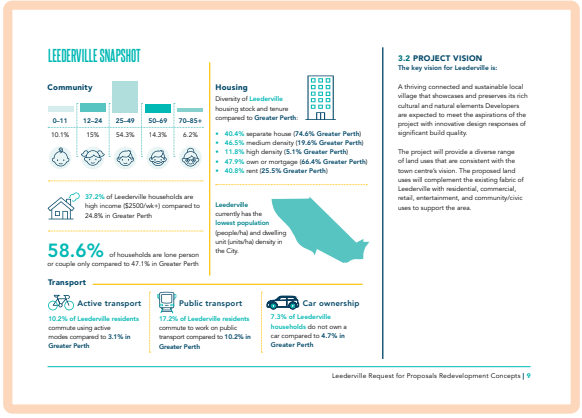
1. Design and implement the City's Underground Power Financial Model to ensure financial sustainability and manage required reserves.
2. Obtain Treasury loans as needed within the City's borrowing capacity to provide longer payback periods to ratepayers.
3. Design the service charges model to facilitate charges calculations and scenario planning for underground power charges to ratepayers.
4. Establish fair, equitable, affordable and easy to explain service charges, which will be legally binding.
5. Translate/reconcile Western Power meter numbers/locations into correctly identified property numbers/locations.
6. Identify all property owner categories for service charges facilitation.

The Finance team completed the Budget process for 2023/24 in consultation with Council, resulting in the decision to manage cash-flow by extending the originally proposed program timeline by three years, to 2031.

The Underground Power Financial Model was adopted by Council on 20 June 2023.

2a.ii Leederville Car Park Request for Proposal

- Eight submissions were recieved through out the stage one advertising period from 27 June – 8 August 2022.
- The evalation panel shortlisted three submissions that recieved the highest score against the selection critirea.
- At its meeting in October 2022, Council endorsed the three submissions for progression to stage two of the redevelopment proposals process.
- At its meeting in December 2022, Council approved the Stage 2 Request for Detailed Proposals materials for the second stage of the redevelopment proposals process.
- Shortlisted proponents were invited to submit detailed proposals from 14 December 2022 – 28 February 2023.
- The evaluation panel determined a preferred proponent based on their score against the selection criteria.



LEEDERVILLE SNAPSHOT

Community

0–11	12–24	25–49	50–69	70–85+
10.1%	15%	54.3%	14.3%	6.2%

Housing

Diversity of Leederville housing stock and tenure compared to Greater Perth:

- 40.4% separate house (74.6% Greater Perth)
- 46.5% medium density (19.6% Greater Perth)
- 11.8% high density (5.1% Greater Perth)
- 47.9% own or mortgage (66.4% Greater Perth)
- 40.8% rent (25.5% Greater Perth)

37.2% of Leederville households are high income ($2500/wk+) compared to 24.8% in Greater Perth

Leederville currently has the lowest population (people/ha) and dwelling unit (units/ha) density in the City.

58.6% of households are lone person or couple only compared to 47.1% in Greater Perth

Transport

Active transport
10.2% of Leederville residents commute using active modes compared to 3.1% in Greater Perth

Public transport
17.2% of Leederville residents commute to work on public transport compared to 10.2% in Greater Perth

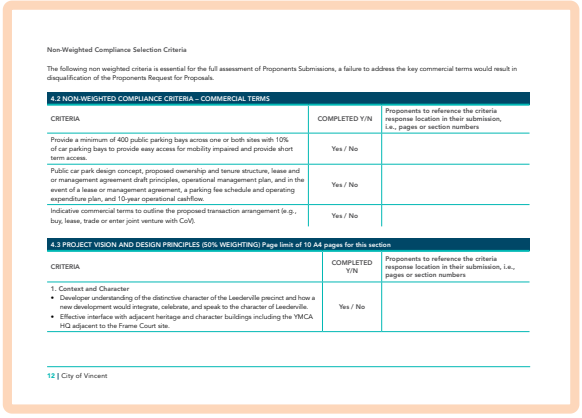
Car ownership
7.3% of Leederville households do not own a car compared to 4.7% in Greater Perth

3.2 PROJECT VISION
The key vision for Leederville is:

A thriving connected and sustainable local village that showcases and preserves its rich cultural and natural elements Developers are expected to meet the aspirations of the project with innovative design responses of significant build quality.

The project will provide a diverse range of land uses that are consistent with the town centre's vision. The proposed land uses will complement the existing fabric of Leederville with residential, commercial, retail, entertainment, and community/civic uses to support the area.

Leederville Request for Proposals Redevelopment Concepts | 9



Non-Weighted Compliance Selection Criteria

The following non weighted criteria is essential for the full assessment of Proponents Submissions, a failure to address the key commercial terms would result in disqualification of the Proponents Request for Proposals.

4.2 NON-WEIGHTED COMPLIANCE CRITERIA – COMMERCIAL TERMS		
CRITERIA	COMPLETED Y/N	Proponents to reference the criteria response location in their submission, i.e., pages or section numbers
Provide a minimum of 400 public parking bays across one or both sites with 10% of car parking bays to provide easy access for mobility impaired and provide short term access.	Yes / No	
Public car park design concept, proposed ownership and tenure structure, lease and or management agreement draft principles, operational management plan, and in the event of a lease or management agreement, a parking fee schedule and operating expenditure plan, and 10-year operational cashflow.	Yes / No	
Indicative commercial terms to outline the proposed transaction arrangement (e.g., buy, lease, trade or enter joint venture with CoV).	Yes / No	

4.3 PROJECT VISION AND DESIGN PRINCIPLES (50% WEIGHTING) Page limit of 10 A4 pages for this section		
CRITERIA	COMPLETED Y/N	Proponents to reference the criteria response location in their submission, i.e., pages or section numbers
1. Context and Character • Developer understanding of the distinctive character of the Leederville precinct and how a new development would integrate, celebrate, and speak to the character of Leederville. • Effective interface with adjacent heritage and character buildings including the YMCA HQ adjacent to the Frame Court site.	Yes / No	

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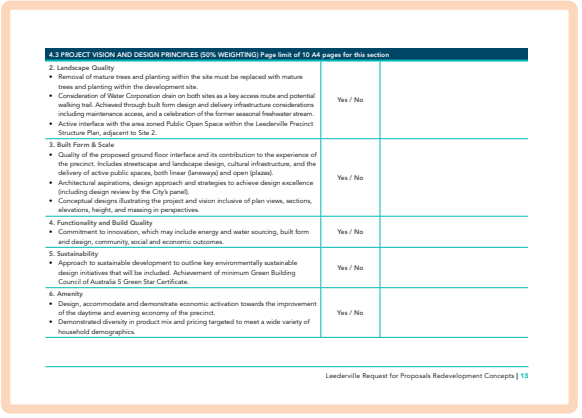


4.3 PROJECT VISION AND DESIGN PRINCIPLES (50% WEIGHTING) Page limit of 10 A4 pages for this section		
2. Landscape Quality • Removal of mature trees and planting within the site must be replaced with mature trees and planting within the development site. • Consideration of Water Corporation drain on both sites as a key access route and potential walking trail. Achieved through built form design and delivery infrastructure considerations including maintenance access, and a celebration of the former seasonal freshwater stream. • Active interface with the area zoned Public Open Space within the Leederville Precinct Structure Plan, adjacent to Site 2.	Yes / No	
3. Built Form & Scale • Quality of the proposed ground floor interface and its contribution to the experience of the precinct. Includes streetscape and landscape design, cultural infrastructure, and the delivery of active public spaces, both linear (laneways) and open (plazas). • Architectural aspirations, design approach and strategies to achieve design excellence (including design review by the City's panel). • Conceptual designs illustrating the project and vision inclusive of plan views, sections, elevations, height, and massing in perspectives.	Yes / No	
4. Functionality and Build Quality • Commitment to innovation, which may include energy and water sourcing, built form and design, community, social and economic outcomes.	Yes / No	
5. Sustainability • Approach to sustainable development to outline key environmentally sustainable design initiatives that will be included. Achievement of minimum Green Building Council of Australia 5 Green Star Certificate.	Yes / No	
6. Amenity • Design, accommodate and demonstrate economic activation towards the improvement of the daytime and evening economy of the precinct. • Demonstrated diversity in product mix and pricing targeted to meet a wide variety of household demographics.	Yes / No	

Leederville Request for Proposals Redevelopment Concepts | 13

2a.iii Beatty Park 2062

During the review period, updates were provided as required through the Project Management Framework. The initial concept plans for the Beatty Park site were further developed, with a specific focus on the original entry and Western wing of the grandstand. These plans were presented to the Heritage Council of Western Australia (HCWA) on 26 August 2022, resulting in feedback for the project.

To better understand the HCWA's perspective on preservation versus adaptation of the site and explore other options, the Mayor and CEO met with an architect from the Department of Planning, Lands and Heritage in October 2022.

In early 2023, the EMC was given a presentation on the Victoria Park's Edward Millen Redevelopment in East Victoria Park, which shares similarities with the Beatty Park project regarding heritage and partnerships with external groups. The goal was to learn lessons that could be applied to the Beatty Park project.

Based on these lessons learned, a Problem and Opportunity Statement (POS) process was initiated, which provides the industry with the opportunity to work with the government to provide innovative solutions to focused problems. In April, the POS was presented to a Council Workshop for comment, and it was referred back to the Project Steering Committee in June for further refinement before release to market.

Overall, progress has been made in developing concept plans for the Beatty Park site, with a focus on the original entry and Western wing of the grandstand. Meetings with the HCWA and the Department of Planning, Lands and Heritage have provided some clarity on preservation and adaptation requirements. Learning from similar projects, such as the Edward Millen project, has informed the development of the POS for the Beatty Park project, which will be investigated in the upcoming period.

2a.iv Accessible City Strategy implementation and 40 km/h target

Minister for Transport; Planning; Ports

Your ref: SC3193-02; D23/49380
Our ref: 72-43505

Ms E Cole
Mayor
City of Vincent

emma.cole@vincent.wa.gov.au

Dear Ms Cole

40 KM/H SPEED LIMITS ON LOCAL ACCESS ROADS

I refer to your letter dated 22 March 2023, requesting the implementation of 40 km/h speed limits on all City of Vincent roads.

I note the completion of the three-year trial and I am pleased to advise the conversion of the local access roads bounded by Vincent Street, Newcastle Street, Charles Street and the Swan River to a permanent areawide 40 km/h zone has now been formally approved.

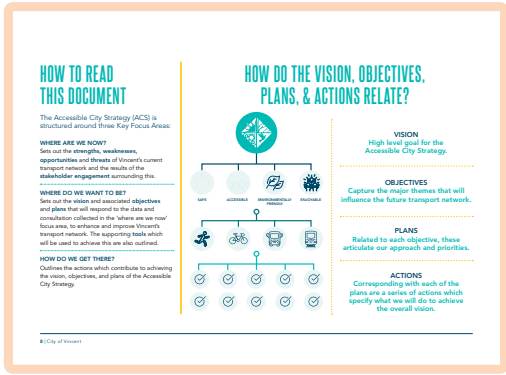
I also understand that Main Roads has approved a permanent areawide 40km/h zone in a second area bounded by Charles Street, Scarborough Beach Road / Angove Street, William Street and Vincent Street.

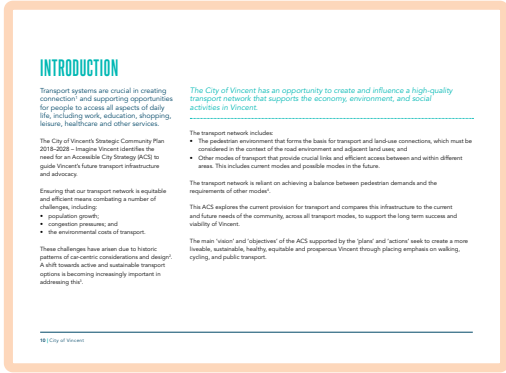
In relation to extending this 40 km/h zone to all local access roads within the City of Vincent, Main Roads will continue to work with the City to assess the suitability of areawide 40 km/h speed zoning on the basis that funding requirements and interface issues are resolved.

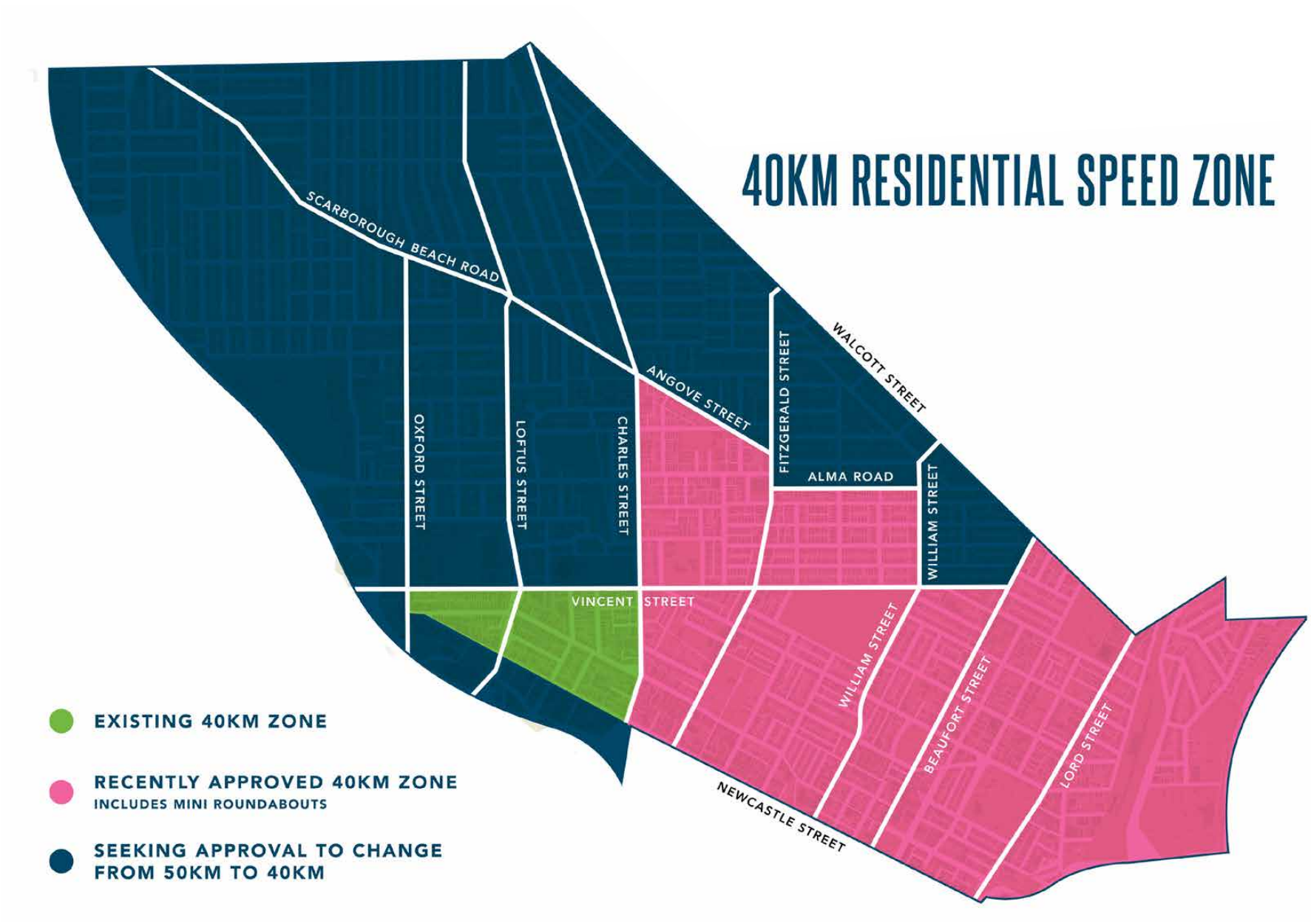
Yours sincerely

HON RITA SAFFIOTI MLA
MINISTER FOR TRANSPORT
19 JUN 2023

Level 9, Dumas House, 2 Havelock Street, West Perth, Western Australia, 6005
Telephone: +61 8 6552 5500 Facsimile: +61 8 6552 5501 Email: minister.saffioti@dpc.wa.gov.au






40KM RESIDENTIAL SPEED ZONE
SCARBOROUGH BEACH ROAD
OXFORD STREET
LOFTUS STREET
CHARLES STREET
ANGOVE STREET
FITZGERALD STREET
WALCOTT STREET
ALMA ROAD
WILLIAM STREET
VINCENT STREET
WILLIAM STREET
BEAUFORT STREET
LORD STREET
NEWCASTLE STREET
EXISTING 40KM ZONE
RECENTLY APPROVED 40KM ZONE
INCLUDES MINI ROUNDABOUTS
SEEKING APPROVAL TO CHANGE
FROM 50KM TO 40KM

2a.v Robertson Park Development Plan

On 14 September 2021 at its Ordinary Meeting, Council adopted the Robertson Park Development Plan.

- The City is continuously advocating, applying and exploring various funding avenues to support the implementation of the Robertson Park Development Plan.
- On 20 September 2022, Council adopted the revised Robertson Park Development Plan to enable the City to seek additional funding.
- In November 2022, the City obtained Section 18 (Aboriginal Heritage Act.) consent to implement the Development Plan.
- Stage 1 (Tennis Centre) detailed design work has continued to prepare for implementation. Work entails varies inputs such as landscape drawing set, detailed specifications, electrical engineering review and design, varies site surveys and updated costings.
- Implementation of Stage 1a – Tennis Centre multi sports courts and entrance zone to commence in 2023/24.
- Drafting the Tennis Centre's long term lease agreement.

2a.vi Banks Reserve Master Plan Implementation

At the 5 March 2019 Ordinary Council Meeting, Council adopted the Banks Reserve Master Plan. In 2022/23, the City of Vincent has progressed with the following works as part of the master plan.

TOILET BLOCK

- In November 2022, Vincent posted a Request for Quote to a number of suppliers for the design and construction of a new public toilet block at Banks Reserve.
- In December 2022, Vincent evaluated the Request for Quote submission and subsequently awarded the contract to Landmark Products Pty Ltd.
- In November 2022, the Department of Planning, Lands and Heritage approved the proposal in accordance with the Public Works Act 1902 and Planning and Development Act 2005.
- In January 2023, Vincent signed-off on the finalised design of the toilet block and the Local Roads and Community Infrastructure Program (LRCI) reallocated $280,000 of funding to Banks Reserve for the new toilet block and general landscape improvements.
- In February 2023, the Department of Biodiversity, Conservation and Attractions (DBCA) approved the Permit 7 Application to allow the construction of the toilet at Banks Reserve which falls within the Swan and Canning River Development Control Area.
- In March 2023, Landmark completed the fabrication of the building components.
- April 2023 saw the building components delivered to the site and ready for construction.
- Construction of the new toilet block was completed by Landmark in May 2023.
- A connecting access path, bins, drinking fountain, bike racks and new picnic facilities were also installed as part of this project to provide improved amenity at the reserve.

RIVER JOURNEYS INTERPRETATION NODE

- Vincent has formed a partnership with DBCA to develop an Interpretation Node at Banks Reserve as part of the Swan and Canning Riverpark River Journeys project. This feature will deliver some of the key elements identified in the Banks Reserve Master Plan.
- DBCA has contributed $150,000 in funding plus $50,000 worth of in-kind services to support the project development. Services include facilitating consultation with Traditional Owners, engaging artists, developing the interpretation content and overseeing the procurement and contract administration for the construction of the node.
- Heritage Council of WA has awarded a further $20,000 of grant funding to the project.
- Vincent has contributed $100,000 in funding plus in-house landscape design services.
- Vincent and DBCA have collaborated to develop a concept design for the node.
- DBCA has engaged an Aboriginal consultant to advise on the content to be included in the interpretation elements. This will be done in collaboration with Vincent's Boordiyas (Bosses) Elders Group.
- DBCA has also engaged an Aboriginal artist to provide a concept for an integrated art piece for consideration by the Boordiyas Elders Group.
- Vincent has commenced developing the detailed design for the node.
- Vincent and DBCA are aiming to complete the Tender documentation and undertake construction works in the second half of 2023.

2a.vii Mt Hawthorn Youth Skate Space

During the State Election in 2021, an election commitment of $200,000 was announced for a new skate/scooter park in Mt Hawthorn. Following the results of the State Election, the City submitted a funding application for the $200,000, made as a part of the State Government Election Commitment to "Create a new skate facility for the children in Mt Hawthorn and surrounding suburbs."

A Mt Hawthorn Skate Working Group (Working Group) was then established to collaborate and progress the planning of the Mt Hawthorn Youth Skate Space (skate space) project. The Working Group consists of Council Members, representatives from Administration and key stakeholders representing the Mt Hawthorn youth and the local skate community.

Preliminary community consultation was conducted during July and August 2022, 140 survey responses were received during this period. Responses via the survey were supportive (78.6 percent) for the proposed skate space location at Britannia Reserve.

Based on the feedback received during consultation, a draft Concept Plan was developed to both complement the existing amenities at Britannia Reserve and include the most favourable skate elements from the submissions. The draft Concept Plan was then approved for advertisement by Council at its 18 October 2022 Ordinary Council Meeting.

The Concept Plan presents a skate space that would be approximately 350sqm. The skate space and elements have been designed to cater towards younger children and entry-level skaters, with all elements being under 1m high from the current surface level. With skate elements being of this smaller scale, it will also assist with integrating the skate space into the existing landscape. Additional planting, turf banks, shade structures and seating allow separation from current reserve activities and allow parents and families to comfortably spend more time at the location.

The draft Concept Plan community consultation results were presented to the relevant stakeholder and reference groups, through this process it was confirmed no changes were identified to the draft Concept Plan.

Council endorsed the Concept Plan at its 13 December 2022 Ordinary Council Meeting.

The project's Design and Construct contract was awarded with design works currently underway, and construction to soon follow. The project is estimated to be completed by October 2023.

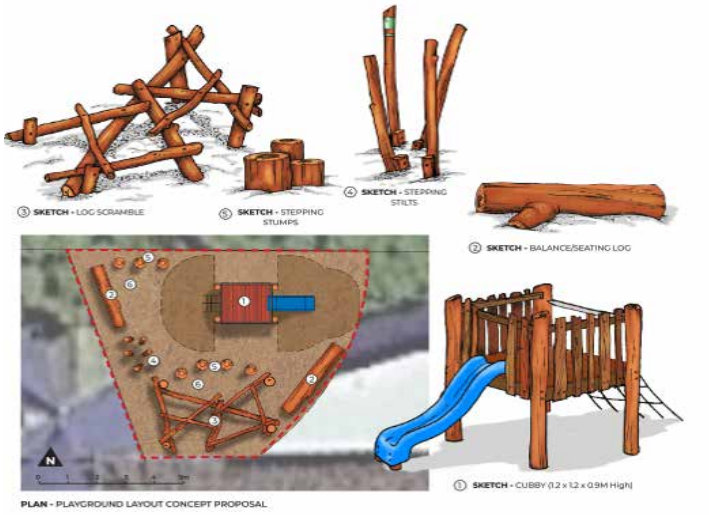
A high-level summary of survey responses on the draft Concept Plan included:

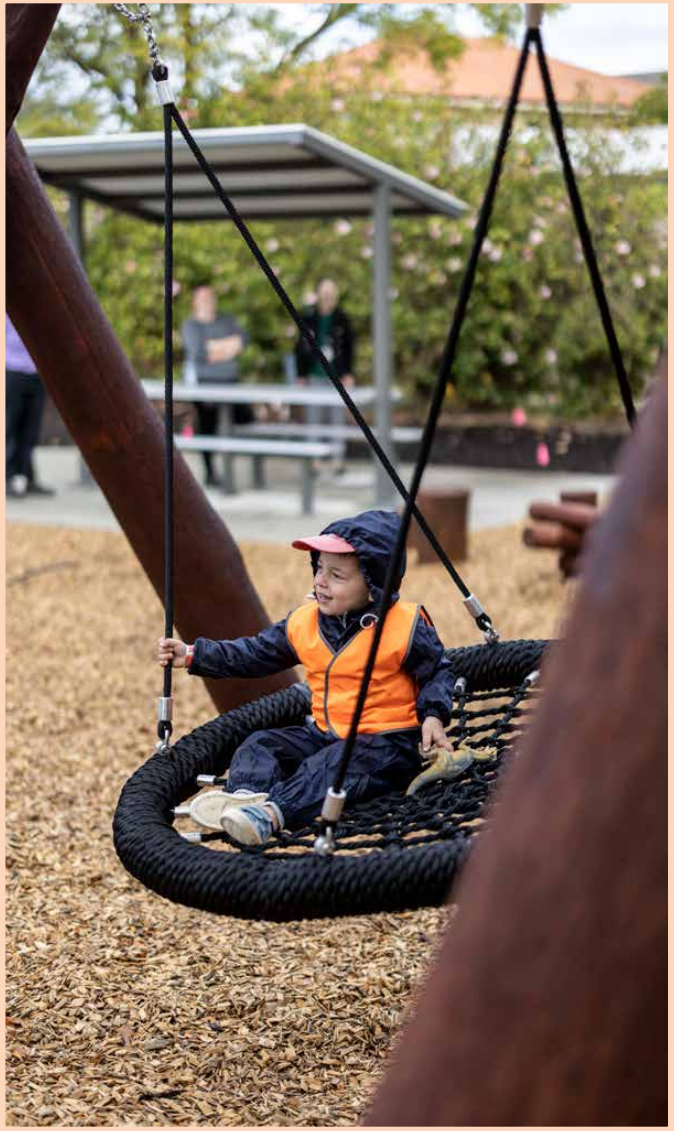
- **96.7 per cent** of respondents live within Vincent, with the majority living within 500 metres (51.7 per cent) and 1 kilometre (36.7 per cent) of Britannia Reserve.
- **90 per cent** of respondents were supportive of the Concept Plan.
- **94.8 per cent** of respondents believe the skate elements included are suitable for younger children and entry-level skaters.
- **26.7 per cent** of respondents completed the preliminary project survey.
- **89.5 per cent** of respondents were supportive of the layout and design of the skate space.

2a.vii Haynes Street Reserve Development and Transition Plan

At the 20 October 2020 Ordinary Council Meeting, Council endorsed the Haynes Street Reserve Development Plan, which includes the conversion of 15 Haynes Street and 31 Sydney Street into public open space and the sale of 25 Sydney Street as a residential lot. In 2022/23, the City of Vincent has progressed with the following works as part of the development plan.

- Implementation of Stage 1 of Haynes Street Reserve commenced in late 2022 with the playgroup and dental buildings at 31 Sydney Street being demolished.
- Between February and March 2023, the engineering team completed site preparation and hardscapes at 31 Sydney Street. The parks team completed the reticulation works.
- By mid-March, new solar lighting to the footpath was installed along with a new picnic shelter and bench seats.
- By the start of April, the new nature play elements were installed including softfall mulch.
- By the end of April, the conversion of 25 Sydney Street into a residential lot was complete.
- Between May and June, the parks team coordinated the installation of the new drinking fountain, feature boulders, lawn and the planting of native shrubs and trees.
- As part of the demolition works, existing power to the site was disconnected. Reconnection of power by Western Power is expected in the second half of 2023, which will enable the bore to be utilised to water the new lawn, plants and trees. The winter rain will help establish the new softscapes until such time as the bore is powdered-up.
- Stage 2 will be implemented following the end of Kidz Garlore's lease in December 2025.





2b. Improve customer experience and community engagrment

Implementation of the Small Business Friendly Program Reforms

The small business innovators team developed 33 reforms from more than 300 ideas, business feedback and baseline data assessments. Reforms were grouped into three categories:

	Number of reforms	Progress completing reforms
Better information	15	56%
Business support	10	59%
Streamlining Processes	8	61%

The team has made great progress in developing systems to support small business this includes:

1. Implementing a 'fast track' planning approval stream for low risk applications:

Small Business Snapshot – Development Application Tracking	BASELINE DATA 2020/21	YEAR TO DATE 2022/23
Small business DAs received (Includes change-of-use, signage and commercial developments)	Not tracked	37
Percentage of small business DAs submitted incomplete	81%	18%
Percentage of FastTrack Small Business applications determined in 30 / 60 day timeframe	Not tracked	100%
Percent of Complex Small Business determined in 60 / 90 day timeframe	Not tracked	75%

2. Developed a self assessment tool, customers can use this to better understand the type of approval that may be required to get your business started www.vincent.wa.gov.au/develop-build/approval-self-assessment-tool.aspx

3. Developed an eight-step guide to all the approvals and processes associated with small business. This includes information, application forms.

4. Consolidated and centralised permits for public space activation note this is built but content still being developed so this is not yet live.

Small Business Development Corporation

Our ref: D23/4036

David MacLennan
City of Vincent

Email: mail@vincent.wa.gov.au

Dear Mr MacLennan

SMALL BUSINESS FRIENDLY APPROVALS PROGRAM SYMPOSIUM

I would like to extend my congratulations to your team on the accomplishments highlighted during their presentation at the online *Approvals Program Symposium*, held on Thursday 4 May 2023.

Joslin Colli, Karsen Reynolds and Prue Reddingius did a wonderful job of sharing City of Vincent reform achievements during the peer-to-peer learning session and I was impressed by the work that your team continues to do.

I have received very positive feedback on the format and delivery of the Symposium, which demonstrated the value of reform implementation and your team's genuine efforts in reducing barriers and making it easier for small business to start, relocate, grow and thrive in your community.

Please pass on my thanks to your team in supporting WA's small business community and their contribution to the State's prosperity.

Yours sincerely

David Eaton
SMALL BUSINESS COMMISSIONER

9 May 2023

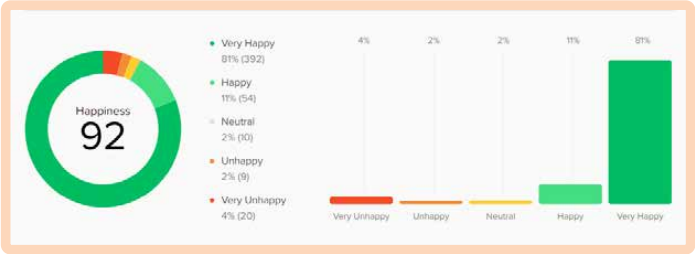
2b. Improve customer experience and community engagrment

The City's Customer Experience project aims to create a customer-centric organisation where we make it easy for people to do business with us, where they feel welcomed and valued.

We continued to work on these project objectives throughout the year with the following achievements:

- Ongoing measurement of the customer experience gathered via the Delighted platform.
- New Customer Service Charter endorsed by Council and publicly available on the website.
- Customer Service Centre created at the Administration Building in October 2022 and opening hours extended.
- Internal communications campaign in development to embed a whole of organisation approach to customer service.
- Continued roll out of CRM system to improve the customer experience.
- Development of a Customer Service Knowledge Base to ensure consistent and accurate information is provided to all customers.
- Small Business Friendly processes established (as reported separately).

Dashboard reporting has demonstrated 92 per cent satisfaction with customer service at the customer service hub:



We continued to roll out the Community Engagement Framework across the organisation with an emphasis on consistency of consultation methods, closing the loop on each project and reporting.

Training for key staff in the IAP2 (International Association for Public Participation) framework continued with 11 staff members attending the Engagement Essentials Course in February 2023, four attending Engagement Methods training and five attending Engagement Design training in June.

With key staff trained and community engagement champions in key roles, we have been able to drive improvement in community engagement across the organisation.

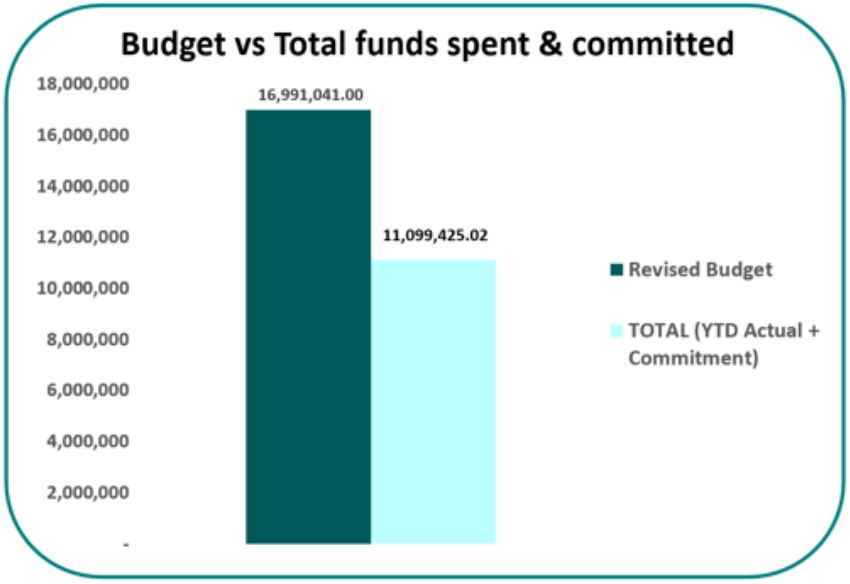
2c. Reporting on the delivery of the Annual Capital Works Program

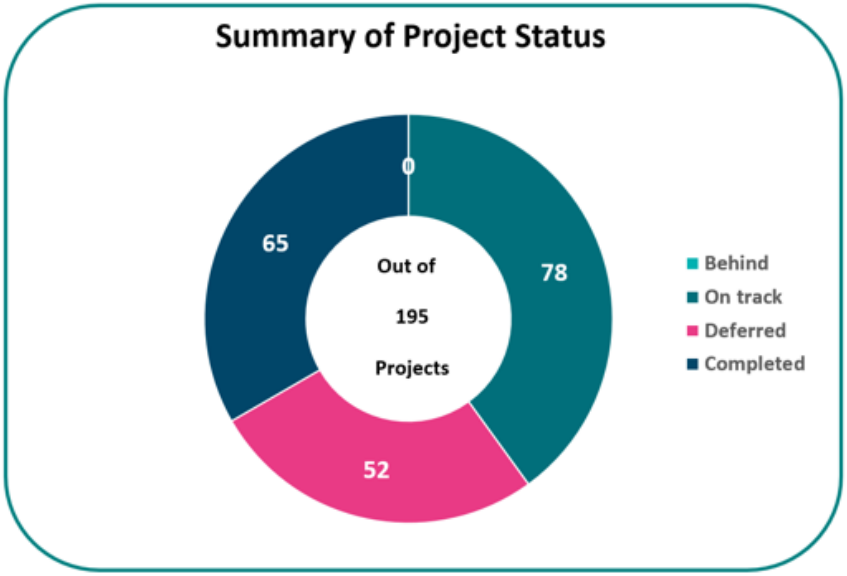
The City budgeted $17 million of capital works for the period of 1 July 2022 to 30 June 2023. As at the reporting date, the City has spent and committed $11.1 million.

Out of 195 projects, 65 projects have been marked as complete and 78 on track for completion with the remainder deferred for future years.

Projects marked as behind are those projects with expected completion beyond 30 June 2023 which may be due to the following reasons:

- external forces (i.e. supply chain, backlog)
- in tendering process
- re-scoping of projects due to increased costs estimates





CITY OF VINCENT
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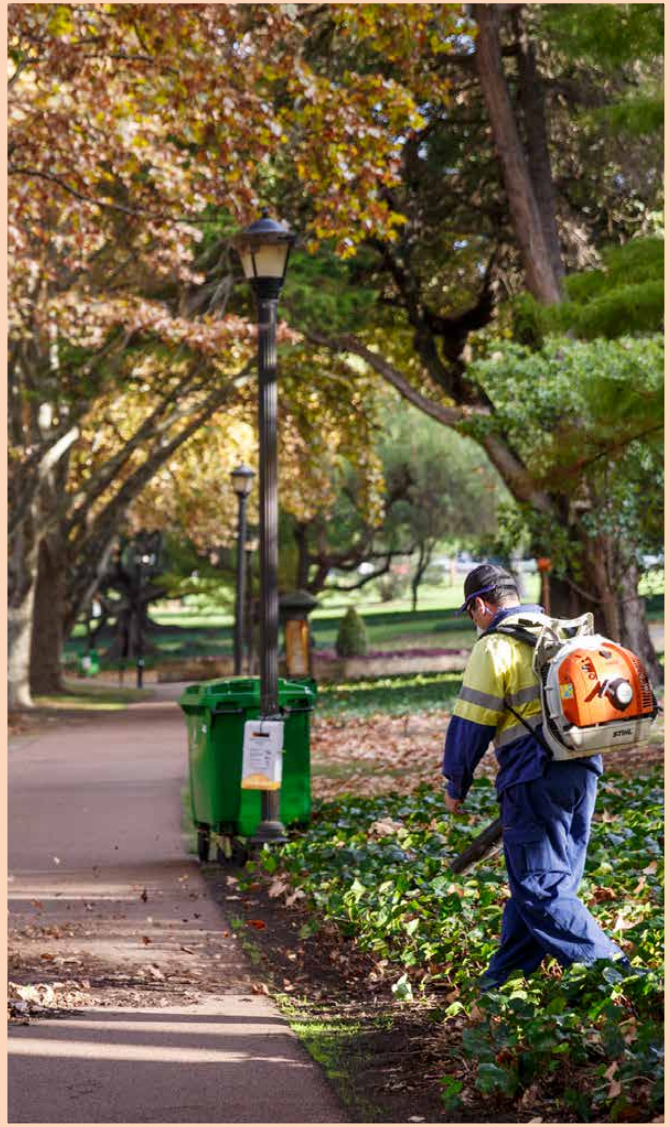


What the FOGO?
Third bin coming from late October 2021
vincent.wa.gov.au/FOGO
CITY OF VINCENT

2d. Advocacy on unfunded Major Projects

Major success stories:

Charles Street: Main Roads abandoned its Charles Street Planning Study after Council approved its submission to not support the Main Roads WA proposal for Charles Street in its current form.

The submission will still be reviewed by a member of the City's Design Review Panel against the ten design principles outlined in State Planning Policy 7.0 Design of the Built Environment before being submitted to Main Roads and a request made to work together to plan better for the future of transport in Perth.

Smoke-free Town Centres

At the end of 2020 and beginning of 2021, the City of Vincent prepared an advocacy agenda. This was established as a list of eighteen initiatives which would be reported quarterly with an update on the advocacy efforts. The list included items seeking legislative change and other items seeking funding.

At the end of 2022, Vincent staff joined other local government staff and elected members at an advocacy workshop. The workshop was led by a registered lobbyist and provided a clear process to establish a strategic approach to advocacy.

Administration has been working toward a new approach. Rather than join the other 137 local governments, who each have a list of approximately 20 advocacy projects, the City has prioritised key projects to focus upon and achieve. The key projects are to be informed by a promotional business case which outlines community support, a way forward, and aligns with State and Federal priorities for the best chance of success through government grants or joint ventures or private investment.

The refined advocacy approach includes funding initiatives (Opportunity) and legislative change (Change).

The key opportunities are Beatty Park, Leederville Oval and Robertson Park.

Opportunity updates:

- **Beatty Park** – The City has had an ongoing advocacy program for Beatty Park including presentations and site visits from State Government Ministers, Federal Government representatives and the Heritage Council. The City is preparing a draft Problem and Opportunity Statement for Council's consideration for public release.
- **Leederville Oval** – Council has endorsed a Working Group to commence the finalisation of the Master Plan – the project plan has been updated for potential budget funding next financial year.
- **Robertson Park** – Plan endorsed and positive advocacy occurring. Funding of clay courts is to be supported by Tennis West.

The key legislative change updates:

- **40km/h limit:** Mayor Cole and the CEO met with the Transport Minister on 24 August 2022 along with the other Inner-City Mayors and CEOs to advocate for the 40km/h speed zone and mid-tier transport initiative.
- **Relocation of the Claisebrook Concrete Batching Plants:** the City has been liaising with Hanson and their appointed property consultants on a potential relocation plan.
- **East Perth Power Station:** the CEO continues to attend Steering Committee meetings and advocate for the Precinct Connectivity Infrastructure sub-projects (Pedestrian Bridge, Summers Street and East Parade Intersection Upgrades and the Jetty).

LEEDERVILLE OVAL WAFL GRAND FINAL BID

The City of Vincent was successful in a bid to host the 2022 WAFL Grand Final. This followed strong advocacy from the CEO directly with the CEO of the Western Australian Football Commission to make the case for hosting the grand final at Leederville Oval.

WAFC:

"Thanks again David to you and your team for the support in delivering the Grand Final…we haven't heard a bad word said about the event…which is quite uncommon for the football public in WA about us!!"

Leederville Connect:

"On behalf of Leederville Connect I would like to thank you for your support of and investment in Leederville shown by the City through the WAFL Grand Final celebrations.

"The event was a great success and much appreciated by the community. It hit the sweet spot between creating an exciting and edgy atmosphere while at the same time being family friendly.

"Informal feedback from our business members was that it brought considerable benefit to the vibrance of their businesses. A preliminary review of our foot-traffic and spend data was that the economic benefit was very significant.

We would strongly suggest that the City continue to support and engage in events of this scale in Leederville."

MAJOR WIN FOR FOOTY

Fans flock to Leederville for historic suburban final

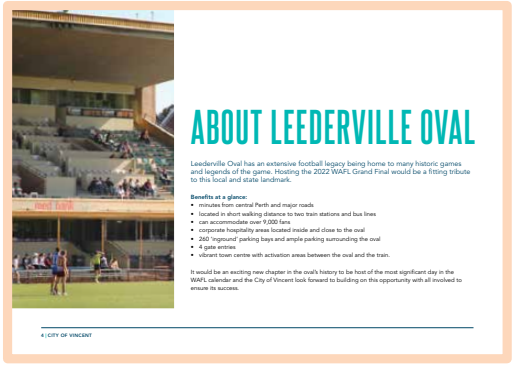
JACKSON BARRETT

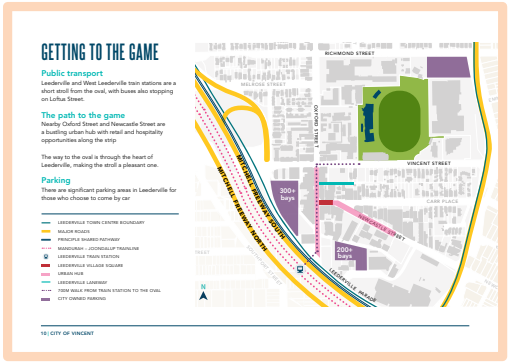
The beating heart of Leederville has been transformed into Footyville, embracing the bustling festivities around the suburb's first WAFL grand final.

Local venues showed their support, with gold-and-blue and blue-and-cardinal streamers and balloons lining the suburb's main streets.

Bands played down Oxford Street and bars were packed full of colour as the

Leederville bar Nabar extended its alfresco area into the main street, with the festival of footy helping it do a roaring trade. "It is excellent, the sun's out, it's lovely, we've





Cr Ron Alexander:
"Congratulations to all concerned on a highly successful Grand Final day that really showcased the combination of Leederville oval and the surrounding commercial/cappuccino strip.

"The expertise and tenacity of those at the City of Vincent to get the surface into such great shape in a relatively short timeframe has been the subject of much positive discussion.

"Firstly, to secure the Grand Final and then spruce up the ground and deliver Footyville at the ground and surrounds has attracted great appreciation from all concerned and particularly from the Aussie Rules hierarchy.

"With the great showcasing of course comes opportunity.

"I chatted with Dale Alcock, Simon Garlick and Wayne Martin amongst others at the ground and later that evening at Fremantle Football Clubs Fairest and Best night. Generally, they were somewhat surprised but elated on how it all came to together so brilliantly."

Others:
"A quick note to advise how enjoyable the WAFL Grand Final and events around Leederville were last Saturday. The entire day was an extremely enjoyable experience and holding of such an event in a suburban environment elevated the day in my opinion."

"The event held in Oxford Street coinciding with the WAFL Grand Final was fantastic. Maybe we could see more of the same."

"My father in law went WAFL Grand Final, he has seen a few! He and his mates were incredibly impressed with the whole vide put on by the precinct."

WAFL

Leederville Oval looking lush and green just days out from WAFL grand final

Aaron Kirby The West Australian
Mon, 26 September 2022 7:54PM
Comments

Leedervile Oval is nearly ready for the grand final. Credit: Supplied

The mud puddles and lakes of Leederville Oval have been transformed into lush, green grass just four days from the WAFL decider between West Perth and Claremont.

A winter of heavy rain and football took its toll on the oval, with much of the surface turned into a quagmire.

Despite the state of the ground causing more than three WAFL clashes to be moved, the WAFC named Leederville as the host of the 2022 grand final after an International T20 between Australia and England was relocated to Optus Stadium for October 9, just a week after the October 1 decider.

WAFL and Leederville Oval sponsorship: Sullivan Logistics poised to sign major sponsor deal

Glen Quartermain The West Australian
Thu, 13 April 2023 2:00AM
Comments
Glen Quartermain

Leederville Oval hosted last year's grand final. Credit: Adam Crane/RegionalHUB

The West Australian Football League is locked in negotiations to secure its first major sponsor since 2021, with Sullivan Logistics poised to sign a $500,000 deal over two years.

The West Australian family owned transport and logistics company is also deep in discussions over the naming rights to Leederville Oval.

Sullivan Logistics is in talks with the City of Vincent, the West Australian Football Commission and Leederville Oval tenants Subiaco and East Perth.

Under the proposal, the stadium would be renamed Sullivan Logistics Oval - or Park - for three years, with an option for another three.

WAFL 2022: WAFC chief executive Michael Roberts confident Leederville Oval will be ready for grand final

Mitchell Woodcock The West Australian
Thu, 11 August 2022 4:06PM
Comments
Mitchell Woodcock

Leederville Oval's surface will get a makeover costing up to $40,000 as the City of Vincent races to get it up to scratch ahead of hosting this year's WAFL grand final.

It comes as WAFC chief executive Michael Roberts said he was confident tens of thousands of fans would not miss out on tickets, despite the capacity crowd of 14,000 being under half of last year's attendance for the decider.

Leederville Oval was declared the venue for the October 1 grand final on Thursday, beating out bids from Mandurah, Bassendean, Joondalup and Fremantle.

But it came after the past two games fixtured to be played at the ground were relocated to East Fremantle Oval because the playing surface was deemed unfit.

CEO Michael Roberts and Town of Vincent CEO David MacLennan in the centre of Leederville
redit: Jackson Flindell/The West Australian

The ground will have no activity after the Royals' final home game on September 3, with any teams from Subiaco or East Perth still in finals to train away from the oval, giving the surface four weeks to be at its best.

Roberts said an independent turf consultant would work with all parties to get the ground up to standard, which would likely cost between $30,000 and $40,000.

"I think it will involve a turf replacement as well as an enhancement plan," Roberts said.

"We believe as part of the city's application to commit to that then it puts us in really good stead.

"The home and away season finishes September 3, as it's going at the moment it's looking like neither East Perth or Subiaco will be a part of that so as part of the commitment from the council and the football clubs, following that date there will be no football on the ground for a month.

"We are really confident it will come up with weeks to spare."

Roberts said there was no contingency plan should the ground not be ready.

"We haven't indicated any back-up plans at this stage," he said.

Roberts downplayed any talk of tens of thousands of fans missing out on attending the grand final because it wasn't at Optus Stadium.

"You go back through history and over the last 10 to 15 years the numbers that have been attending have been in the high teens to the low 20s (thousands)," Roberts said.

"We don't believe that with 14,000 there'll be a lot of people missing out.

"What is pleasing and what is great as part of this bid was the activations around the ground with the nearby retailers down Oxford Street, where a big screen will come in so people can still be part of the activity.

"We're not too worried that people will say they're missing out on activity"

The CEO engaged directly with the Property Council and the consulting team preparing a research project to identify the best locations and short-term opportunities for Transit-Oriented Developments (TODs in the Perth metropolitan area and to identify the policy levers necessary to deliver them.

The CEO advocated for Leederville as by far the best location and short-term opportunity for a successful TOD in Perth. He noted we were seeking a train station upgrade for Leederville. Oxford Street was already one of Perth's most successful high streets. The local planning was in place for a high-density high quality TOD and there was a high level of developer interest in redevelopment opportunities.

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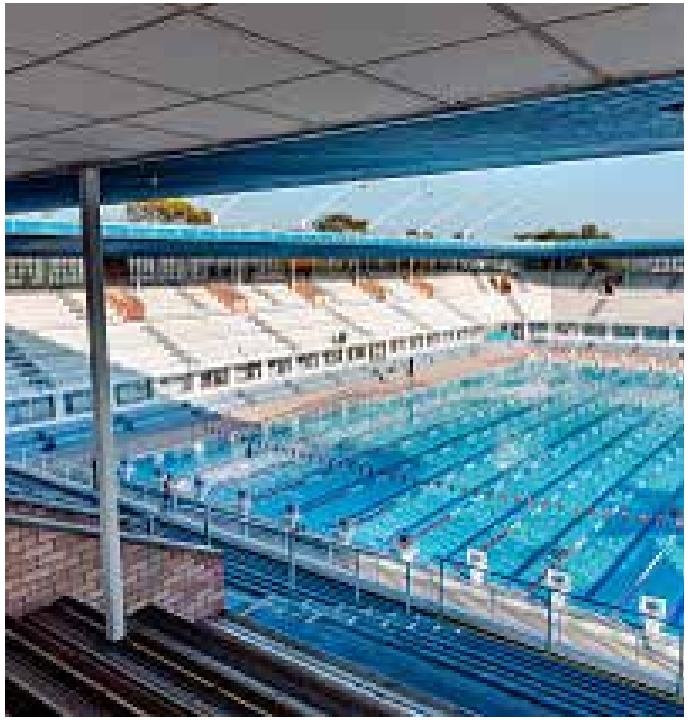
REDESIGN
NEWS



12 CHIEF EXECUTIVE OFFICER

12.1 COUNCIL RECESS PERIOD 2023-24 - DELEGATED AUTHORITY TO THE CHIEF EXECUTIVE OFFICER

Attachments: **Nil**

RECOMMENDATION:

That Council DELEGATES BY ABSOLUTE MAJORITY, pursuant to section 5.42 of the *Local Government Act 1995,* to the Chief Executive Officer, the power to deal with any items of business that may arise between 13 December 2023 and 5 February 2024, and which are not the subject of delegated authority already granted by Council, subject to:

1. **Reports being issued to all Council Members for a period of three business days with Council Members notified by phone prior to the delegated decision being made and no requests for 'call-in' of the matter being received from Council Members;**

2. **Reports being displayed on the City's website for a period of three business days prior to the delegated decision being made;**

3. **A report summarising the items of business dealt with under delegated authority being submitted for information to Council at its Ordinary Meeting to be held on 13 February 2024; and**

4. **A Register of Items Approved under this Delegated Authority is being kept and made available for public inspection on the City's website during the period that the delegation applies.**

PURPOSE OF REPORT:

To obtain Council's approval to deal with some matters not already delegated to the Chief Executive Officer (CEO) arising during the 2023-24 Council recess period.

BACKGROUND:

Council will be in recess after the Ordinary Council Meeting on 12 December 2023 until the Council Briefing on 6 February 2024. Arrangements need to be made to enable urgent items of business that arise during this period to be dealt with by the CEO.

DETAILS:

The Council recess period is from 13 December 2023 to 5 February 2024, inclusive. A Council resolution (absolute majority) is required to allow the CEO to make a decision on matters which may arise during this period for which no delegated authority already exists. Matters which require an absolute majority decision are not able to be delegated, and will be considered at the 13 February 2024 Ordinary Meeting of Council.

Reports relating to decisions proposed to be made using the recess period delegations will be issued to all Council Members for review and comment for a period of three business days. This will allow Council Members to either comment on the proposed decision, and for those comments to be considered prior to any decision being made, or to 'call-in' the matter, thereby preventing the delegation being exercised. If a matter is called in then it would be referred to the 14 February 2024 Ordinary Meeting of Council.

CONSULTATION/ADVERTISING:

There is no statutory requirement for consultation with the community or Council Members in respect to items proposed to be decided under delegated authority during the recess period. Items being processed under delegated authority will be referred to Council Members for comment and 'call-in' for a period of three days prior to the delegated decision being made.

LEGAL/POLICY:

Under Section 5.42 of the *Local Government Act 1995 (*Act*)*, Council may, by absolute majority, delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act, other than those referred to in section 5.43. Section 5.42(2) provides specifically that:

"(2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation*."

Section 5.43 of the Act includes the following:

"5.43 Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

a) any power or duty that requires a decision of an absolute majority of the council;
b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
c) appointing an auditor;
d) acquiring or disposing of any property…
e) …"

RISK MANAGEMENT IMPLICATIONS:

Low: Council approval of the delegation of its power over the recess period is necessary to ensure business continuity for the City. Elected Members will have the opportunity to "call in" any matters proposed to be determined by Administration pursuant to this recess delegation, which mitigates the risk of any decisions being made contrary to Council's position.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

We are open and accountable to an engaged community.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

COMMENTS:

Administration advises that it is aware of one potential item that may arise during the council recess period for which the CEO does not have delegation to determine.

The City's "Register of Delegations, Authorisations and Appointments" provides that Council has delegated the power to accept tenders up to the value of $250,000 to the CEO.

Tender RFT IE216/2022 for Traffic Management is expected to be submitted during the recess period, as the timeframe required to renew the contract is limited a decision will need to be made prior to the end of the recess period.

The procurement is for three + one year and the estimated value is $6 Million. The tender will cover traffic management for all City capital and maintenance works, as well as event management. The major industry provider has exited and this requires Administration to seek tenders beyond the WALGA panel.

Main Roads WA has made changes to the Traffic Management Company Registration Scheme. These changes come into effect on 1 February 2024 (deferred from 1 December 2023) and include the introduction of a new minimum pay rate and entitlements for all traffic management staff. Administration wishes to complete the procurement without delay.

12.2 APPOINTMENT OF COUNCIL MEMBERS AND COMMUNITY REPRESENTATIVES TO ADVISORY GROUPS

Attachments:

1. **DRAFT Sustainability & Transport Advisory Group Terms of Reference ⇩**
2. **Sustainability and Transport Advisory Group nominations - November 2023 - Confidential**

RECOMMENDATION:

That Council:

1. APPROVES the Terms of Reference for the Sustainability and Transport Advisory Group, as at Attachment 1; and

1.1 APPOINTS the following Council Members as Council's representatives Sustainability and Transport Advisory Group for a term expiring on 18 October 2025;

Members:

1. **Cr La Fontaine;**
2. **Cr Wallace**

and the Chair of the Advisory Group will be Cr _____; and

1.2 APPOINTS the following community members to the Sustainability and Transport Advisory Group, as detailed in Confidential Attachment 2;

1. **Applicant 1;**
2. **Applicant 2;**
3. **Applicant 3;**
4. **Applicant 4;**
5. **Applicant 5;**
6. **Applicant 6;**

PURPOSE OF REPORT:

To appoint Council Members and community representatives to the Sustainability and Transport Advisory Group (STAG).

BACKGROUND:

Council Policy Advisory Groups provides that:

1.3 Advisory Groups will operate in accordance with the Terms of Reference approved by Council which provide:

a) A clear statement of objective and the scope of activity to be undertaken;
b) Membership/stakeholder representation;
c) The operational and administrative framework by which activities are to occur.

Nominations were invited in the following ways:

- on the City's website and social media pages; and
- direct correspondence to previous members and members of relevant community groups.

DETAILS:

Sustainability and Transport Advisory Group (STAG)

Nominations were sought for a Sustainability and Transport Advisory Group between September and October 2023 with the following nomination criteria:

- protecting and enhancing the natural and built environment
- facilitating safe and efficient modes of transport
- improving awareness of the rights of vulnerable road users
- encouraging responsible driving and riding.

Since releasing the EOI for the STAG we have commenced a preliminary investigation of the Sustainable Environment Strategy 2019-2024 (SES) as it approaches review and update in 2024.

The SES focusses on environmental sustainability however sustainability is defined by the United Nations as, 'meeting the needs of the present without compromising the ability of future generations to meet their own needs'.

In order to embed sustainability in day-to-day operations and remove ambiguity of what the SES does and does not apply to, it is proposed that the City re-locate the targets of the SES into each relevant Council Priority Strategy and create a new Enhanced Environment Strategy.

Administration recommends appointment of the nominators with particular interest in Sustainability to:

- inform the re-location of targets to the relevant Council Priority Strategy; and
- for the preparation of the Enhanced Environment Strategy.

The STAG would not be involved in advising on neighbourhood traffic and road safety issues. The City is focused on the implementation phase of the Accessible City Strategy 2020-2030. We are also working through a long backlog of identified traffic safety issues and blackspot projects.

The STAG would only consider transport issues from the perspective of achieving our environmental targets already approved by Council in the Accessible City Strategy (e.g. the transition to EVs). The STAG would be engaged on the review and update process of the Accessible City Strategy 2020-2030 when we get closer to its next review date in 2025.

The City received nominations included as **Attachment 2** and we recommend six members (four female, two male) with qualifications, skills and expertise in the environment and sustainability be appointed to the group.

Reconciliation Action Plan Working Group (RAPWG)

In accordance with the City's Advisory Group Policy, a review of the operation of the RAPWG has being conducted.

The City acknowledges the valuable contribution the RAPWG has made over the years with regards to the development of our Reconciliation Action Plans as well as providing more general guidance and direction about Aboriginal and Torres Strait Islander peoples traditions, languages and culture.

Throughout the City's Reconciliation journey and through the delivery of our previous RAPs, the City has strengthened its relationship with our Noongar Elders resulting in the establishment of the City's Boordiya Reference Group.

The Boordiya Reference Group meet a minimum of five times per year with the Mayor and CEO in attendance. The group provide advice to the City on matters of importance to the local Aboriginal and Torres Strait Islander community.

We maintain our commitment to continued consultation with our Elders for guidance and advice on cultural, heritage, social and environmental strategies within the City of Vincent. The Elders also continue to oversees the implementation of our RAPs.

With this in mind, we will be meeting with the former RAP working group members in the coming months to review the future of the group.

Children and Young People Advisory Group (CYPAG)

The Children & Young People Advisory Group (CYPAG) was established in October 2013 to act in an advisory capacity to identify, advocate for and explore ways of addressing the issues and needs of children and young people (up to 25 years of age) in the City.

In 2020, Vincent's Youth Action Plan (YAP) was developed. The plan was informed by extensive community consultation with young people, interested community members, local youth organisations and service providers.

The YAP was reviewed in 2022 when the City engaged the Youth Affairs Council of WA (YACWA) to assist with the development and delivery of a youth-led consultation model where we heard from over 400 young people, parents and service providers.

Nominations were invited for community representatives to become a member of CYPAG. Despite both mass and targeted promotion, including direct contact with qualified representatives from youth organisations, P&C's and active members of the community, only three nominations were received, with two being from the same organisation.

The Youth Action Plan provides a clear direction for the delivery of relevant and meaningful services and support for Vincent's youth. The robust consultation process and periodic review of the plan ensures that it reflects the aspirations and requirements of our youth, ensuring we are delivering the services, programs and events that they have asked us to deliver.

As part of the delivery of the YAP and the broader young people and children portfolio, the City's Community Development team actively participates on a variety of committees, advisory groups, and network panels specific to youth services including the Youth at Risk Network (YARN) and the YMCA's Youth Squad.

It is therefore proposed that we defer the convening of CYPAG until development commences on the next Youth Action Plan in 2026/7.

In the interim, the Community Development team will continue to develop and strengthen our relationships with youth service providers and stakeholders to gain a deeper understanding of the needs and priorities of our young people so that we can continue to clearly identify the key focus areas, current gaps, and actions to address these.

CONSULTATION/ADVERTISING:

Nominations closed 5:00pm on 9 October 2023. Administration undertook an assessment of the nominations in terms of the relevant skills and experience of each applicant. The assessment and recommendations are attached at **Confidential Attachment 2**.

LEGAL/POLICY:

The membership requirements for the Advisory Groups is set out in clause 2.1 of the City's Policy Advisory Groups.

RISK MANAGEMENT IMPLICATIONS:

Low/Medium: There is low risk in the City appointing new Elected Members and community representatives to the City's advisory groups.

STRATEGIC IMPLICATIONS:

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

Connected Community

We have enhanced opportunities for our community to build relationships and connections with each other and the City.

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATION

The proposed Sustainability and Transport Advisory Group's role would be to provide guidance and advice on sustainability initiatives and relevant plans and strategies including the Strategic Community Plan, Sustainable Environment Strategy and Integrated Transport Strategy.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

Nil. Advisory Groups are not paid.

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Terms of Reference

1. OBJECTIVE

The objectives of the Sustainability and Transport Advisory Group (the Advisory Group) are to:

- Facilitate Council Member, stakeholder and/or community input and involvement in the development of the Enhanced Environment Strategy (EES).
- Provide advice and make consensus recommendations to the City relating to the development of the EES.
- Support the City in the development of the EES.

2 MEMBERSHIP

Membership of the Advisory Group shall comprise the following persons as determined by Council:

2.1 Up to four (4) Council Members

2.2 Up to ten (10) Community and Stakeholder Representatives

Up to five (5) Stakeholder Representatives from any one or more of the following backgrounds/categories:

- Demonstrated specialist knowledge, skills, qualifications and/or understanding of sustainability.

2.3 City Officers

The appropriate Executive Director, Manager and/or Officer(s) as determined by the Chief Executive Officer.

3. TERM OF MEMBERS

3.1 The term of membership of the Advisory Group shall be for a for a period of approximately one (1) year. Membership will expire upon adoption of the EES by council.

4. MEMBER ROLES AND RESPONSIBILITIES

4.1 The appropriate Executive Director or delegated Senior City Officer shall be the **Presiding Member** of the Advisory Group meetings, for the purpose of the administration and coordination of the meeting.

4.2 The Presiding Member is responsible for:

- The administration of the Advisory Group and meetings;
- Inducting members and providing an initial briefing on the role, responsibility and operation of the Advisory Group;
- Setting and communicating the meeting agendas;
- Recording member comments on each agenda item and providing a summary at end of each item discussion;
- Circulating draft minutes of meetings to the Chairperson to ratify;
- Circulating final minutes of the meeting to the members;
- Ensuring the Advisory Group operates in accordance with Advisory Group Policy and Code of Conduct at all times; and
- Closing out the Advisory Group once the Objective has been met.

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP
Terms of Reference

4.3 A Council Member (where possible) on the Advisory Group shall be appointed as **Chairperson** by the Council. Otherwise a Senior City Officer will assume the role.

4.4 The Chairperson if responsible for:

- Attending and chairing all meetings.
- Lead the meeting in accordance with the meeting agenda.
- Facilitate engaged participation and collaborative discussion of each agenda item by all members.
- Review and ratify the draft meeting minutes.

4.5 Advisory Group **Members** shall be appointed by Council and are responsible for:

- Attending all meetings;
- Participate and collaborate in agenda item discussions; and
- Review previous meeting minutes ahead of each new meeting.

5. MEETING PROCEDURES

5.1 Meetings

(a) The Advisory Group shall meet quarterly if there is sufficient agenda items. Additional meetings may be convened at the discretion of Presiding Member, in agreement with the Chief Executive Officer.

(b) At the first meeting after convening, the Advisory Group shall determine a Schedule of Meeting dates for the reminder of the year. These dates are to be included in the City's monthly Events Calendar.

5.2 Quorum

A quorum shall be by simple majority plus one.

5.3 Agendas

(a) The relevant Executive Director having responsibility for the Advisory Group will determine the Agenda for each meeting. Members may submit items for consideration and listing on the Agenda.

(b) All meetings shall be confined to items listed on the Agenda.

5.4 Minutes

(a) The relevant Executive Director having responsibility for the Advisory Group, in liaison with the Advisory Group Chairperson, shall be responsible to ensure the preparation and accuracy of the Minutes/meeting notes.

(b) Items considered at the meeting will not be voted upon. The Minutes will record actions and any points of agreement/disagreement. They will not reflect verbatim discussion on issues or matters discussed. At the end of each meeting, the City's Officer in attendance will read out the agreed actions and any points of agreement to the meeting to ensure they accurately reflect the consensus view.

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Terms of Reference

(c) Minutes of the meeting will be prepared and distributed to members within five (5) working days after the date of the meeting.

(d) Advisory Group unconfirmed Minutes are to be reported through relevant Directorate reports with recommendations regarding the views and proposals of the Advisory Group to the next available Ordinary Council Meeting. Minutes not requiring a Council decision will be included on the Information Bulletin. Reports will consider each proposal to ensure it is:

(i) Consistent with the City's established strategic and operational planning and the objective for which the Advisory Group was established.

(ii) Within the City's capacity relevant to staffing, resources and adopted budget and also operational effectiveness and efficiencies.

(iii) Endorsed by Council resolution, where funding from external sources is proposed.

(e) The Minutes shall accurately record the details of any disclosure of interest and the extent of such interest. The Minutes shall also record the times any person who has made a disclosure, has departed and/or re-enters the meeting.

DRAFT

OFFICE USE ONLY	
Responsible Officer	Please use title only
Initial Council Adoption	DD/MM/YYYY
Reviewed / Amended	DD/MM/YYYY
Next Review Date	MM/YYYY

12.3 INFORMATION BULLETIN

Attachments:

1. **Minutes of the Catalina Regional Council - Special Meeting held on 16 November 2023**
2. **Statistics for Development Services Applications as at the end of November 2023**
3. **Register of Legal Action and Prosecutions Monthly - Confidential**
4. **Register of Legal Action - Orders and Notices Quarterly - Confidential**
5. **Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 28 November 2023**
6. **Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current**
7. **Register of Applications Referred to the Design Review Panel - Current**
8. **Register of Petitions - Progress Report - November 2023**
9. **Register of Notices of Motion - Progress Report - November 2023**
10. **Register of Reports to be Actioned - Progress Report - November 2023**
11. **Council Workshop Items since 18 October 2023**
12. **Council Briefing Notes - 14 November 2023**

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated December 2023.

CATALINA Regional Council

Special Meeting of Council

Thursday 16 November 2023

MINUTES

City of Stirling
25 Cedric Street, Stirling WA, 6021

These Minutes were confirmed as a true and correct record of proceedings at a meeting held on 7 December 2023.

Signature: .....
Chair

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MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Jane Cutler	Cr Michael Le Page
City of Joondalup	Cr John Chester Cr Lewis Hutton	Cr Russ Fishwick Cr Phillip Vinciullo
City of Perth	Cr Brent Fleeton	Cr Viktor Ko
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale Cr David Lagan Cr Karlo Perkov	Cr Teresa Olow Cr Rob Paparde
Town of Victoria Park	Cr Claire Anderson	Cr Bronwyn Ife
City of Vincent	Cr Ashley Wallace	Cr Suzanne Worner
City of Wanneroo	Cr Helen Berry Cr Sonet Coetzee	Cr Phil Bedworth Cr Vinh Nguyen

PRESENT

Councillors	Cr Claire Anderson Cr Helen Berry Cr John Chester Cr Sonet Coetzee Cr Brent Fleeton Cr Lewis Hutton Cr Tony Krsticevic Cr Suzanne Migdale Cr Karlo Perkov Cr Ashley Wallace
Alternate Members	Cr Teresa Olow Cr Michael Le Page
Staff	Mr Chris Adams (Chief Executive Officer) Mr Daniel Govus (Senior Governance Advisor – City of Stirling) Ms Regan Clyde (Senior Governance Officer – City of Stirling)
Apologies Councillors	Cr Jane Cutler Cr David Lagan
Leave of Absence	Nil
Absent	Nil
Consultants	Nil
Apologies Participant Councils' Advisers	Mr David MacLennan (City of Vincent) Mr Bill Parker (City of Wanneroo) Mr James Pearson (City of Joondalup) Ms Michelle Reynolds (City of Perth) Mr Gary Tuffin (Town of Cambridge) 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

1. OFFICIAL OPENING

The Chief Executive Officer, Mr Chris Adams, assumed the chair at 5:03pm in order to conduct the meeting until election of a Chair, and formally declared open the Special Meeting of the Catalina Regional Council of 16 November 2023.

The Chief Executive Officer congratulated Councillors on their election to the Catalina Regional Council and wished them well in their deliberations over the next two years.

A formal declaration was verbally made by all Councillors present, and declaration forms were signed to indicate that members agree to abide by the *Local Government (Model Code of Conduct) Regulations 2021.*

2. ELECTION OF CHAIR

In accordance with Clause 4(2) of Schedule 2.3 of the *Local Government Act 1995*, the Chief Executive Officer presided over the conduct of the election of the Chair.

The Chief Executive Officer advised the meeting that he had received three nominations in writing for the position of Chair of Catalina Regional Council, being:

- Councillor Jane Cutler
- Councillor Brent Fleeton
- Councillor Tony Krsticevic

The CEO called for any further nominations. There being none, the CEO declared nominations for Chair closed.

In accordance with Regulation 11A of the *Local Government (Constitution) Regulations 1998*, ballot papers were prepared, with the nominated Councillors listed in alphabetical order. The Chief Executive Officer authenticated each ballot paper by initialling it.

A ballot box was provided to Councillors, and a secret ballot was undertaken.

The Governance Officer oversaw the counting of the votes for Chair by the CEO.

In accordance with Regulation 11F of the Local Government (Constitution) Regulations 1998, the Chair declared Councillor Tony Krsticevic elected as Chair of Catalina Regional Council until 18 October 2025.

Cr Krsticevic made the declaration of office in the prescribed form and assumed the Chair to conduct the remainder of the meeting.

3. ELECTION OF DEPUTY CHAIR

In accordance with Clause 8(2) of Schedule 2.3 of the *Local Government Act 1995*, the Chair presided over the conduct of the election of the Deputy Chair.

The Chair informed the meeting that he had received three nominations in writing for the position of Deputy Chair of Catalina Regional Council, being:

- Councillor Jane Cutler
- Councillor David Lagan
- Councillor Suzanne Migdale

The Chair called for any further nominations. There being none, the Chair declared nominations for Deputy Chair closed.

In accordance with Regulation 11A of the *Local Government (Constitution) Regulations 1998*, ballot papers were prepared, with the nominated Councillors listed in alphabetical order. The Chief Executive Officer authenticated each ballot paper by initialling it.

A ballot box was provided to Councillors, and a secret ballot was undertaken.

The Governance Officer oversaw the counting of the votes for Deputy Chair by the CEO.

In accordance with Regulation 11F of the *Local Government (Constitution) Regulations 1998*, the Chair declared Councillor Suzanne Migdale elected as Deputy Chair of Catalina Regional Council until 18 October 2025.

Cr Migdale made the declaration of office in the prescribed form.

4. APOLOGIES AND LEAVE OF ABSENCE

Nil

5. DISCLOSURE OF INTERESTS

Nil

6. PUBLIC STATEMENT/QUESTION TIME

Nil

7. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil

8. PETITIONS

Nil

9. CONFIRMATION OF MINUTES

Nil

10. ELECTION OF COMMITTEES

10.1 Audit Committee

The Chair called for nominations from elected members for Audit Committee membership.

The following nominations were received:

- Cr Helen Berry
- Cr Jane Cutler
- Cr Lewis Hutton
- Cr Tony Krsticevic
- Cr Suzanne Migdale
- Cr Karlo Perkov

No further nominations were received.

Moved Cr Migdale, Seconded Cr Perkov.

[The recommendation in the agenda]

That in accordance with the provisions of the *Local Government Act 1995*, the following Council members be APPOINTED BY ABSOLUTE MAJORITY to the Audit Committee:

1. **Cr Helen Berry**
2. **Cr Jane Cutler**
3. **Cr Lewis Hutton**
4. **Cr Tony Krsticevic**
5. **Cr Suzanne Migdale**
6. **Cr Karlo Perkov**

(The Chair will be elected at the next Audit Committee Meeting)

The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (12/0).

For: Councillors Anderson, Berry, Chester, Coetzee, Fleeton, Hutton, Krsticevic, Migdale, Le Page, Perkov and Wallace.
Against: Nil.

11. ADMINISTRATION REPORTS AS PRESENTED

11.1 Change of December Ordinary Council Meeting Location

Moved Cr Chester, Seconded Cr Migdale

That the Ordinary Meeting of Council for the Catalina Regional Council that is scheduled for Thursday 7 December 2023 be CHANGED from an online/instantaneous communication meeting to an in-person meeting with the venue of the meeting being the City of Stirling Council Chambers.

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (12/0).

For: Councillors Anderson, Berry, Chester, Coetzee, Fleeton, Hutton, Krsticevic, Migdale, Le Page, Perkov and Wallace.
Against: Nil.

12. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

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

Nil

14. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 5:22pm.

Statistics for Development Applications
As at the end of November 2023

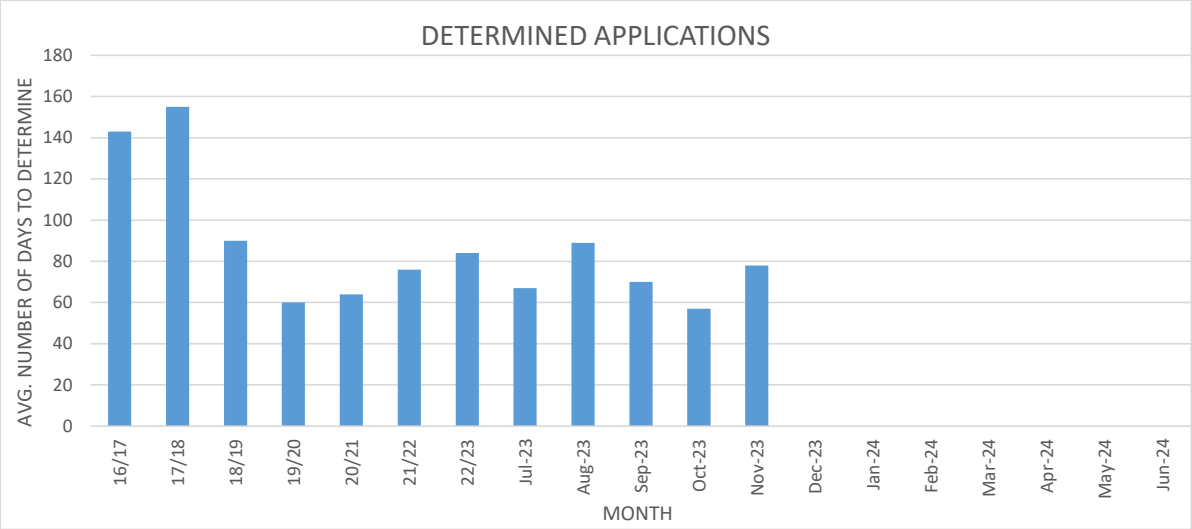
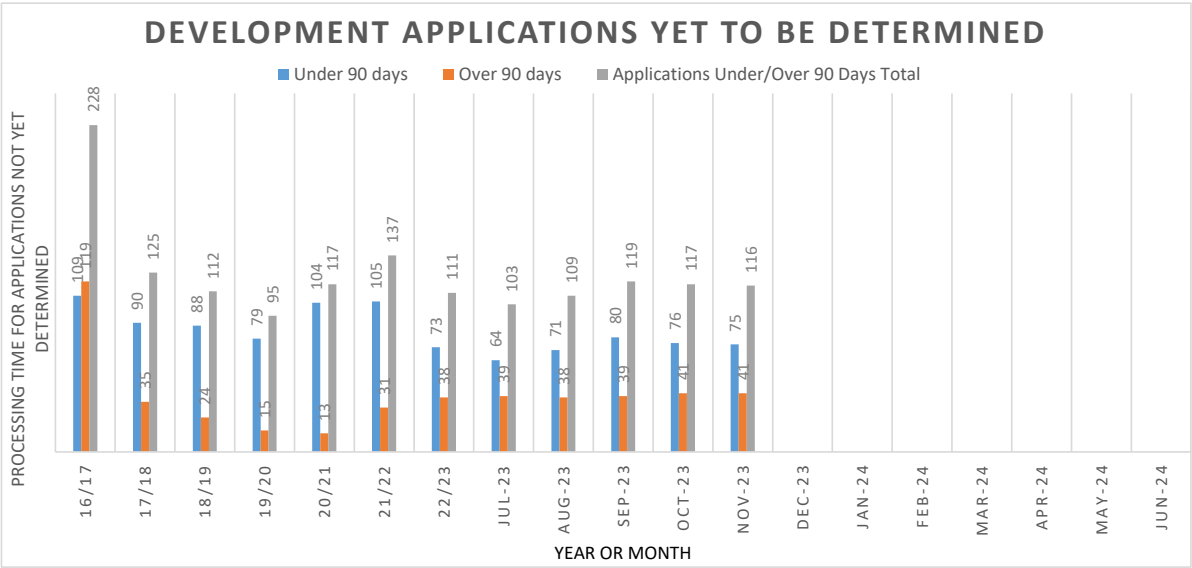


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2022.

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	31	7	14							
Average	143	155	85	60	64	76	84	67	89	70	57	78							
Maximum	924	1008	787	499	268	298	280	301	362	89	89	159							

	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	15	28	18							
Value of Determined DA's *(in millions)*	217	143	417	12.1	66.42	3.43	10.3	237.3							



	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	33	27	24							
DA's to be Determined	103	109	119	117	116							
Value of DA's to be Determined *(in millions)*	268.68	252.92	257.1	260.5	78.1							

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 7 DECEMBER 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 was listed for a directions hearing on 29 September 2023. Within the timeframe specified by the Order, the City and the Applicant lodged their statements of issues, facts and contentions. As at 30 October 2023 – matter has been listed for a final hearing, commencing 18 March 2024. *Representation by: McLeods*

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 7 DECEMBER 2023

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
2.	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. Mediation was scheduled for 24 August 2023 and 8 November 2023, which were both vacated. Mediation has now been rescheduled for 31 January 2024. *Representation by: JDAP Presiding Member*
3.	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 was rescheduled to 10 October 2023 and was subsequently vacated. The matter was listed for a directions hearing on 10 November 2023 to schedule a new date for mediation. This was vacated. The matter has been listed for a directions hearing on 2 February 2024 with the applicant to provide additional information by 11 January 2024. *Representation by: JDAP Presiding Member*
4.	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 application to be reconsidered by no later than 27 October 2023. Following discussions with the applicant, on 22 September 2023, the City lodged proposed Orders by Consent to delay the date by which the application was to be reconsidered. On 22 September the SAT issued orders with the following key dates associated: • 1 December 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. The application was reconsidered by Council at its Ordinary Meeting held on 21 November 2023 and was approved subject to conditions. On 4 December 2023 the SAT confirmed the matter has been withdrawn by the applicant and scheduled directions hearing vacated. **Completed**. *Representation by: Administration*

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 7 DECEMBER 2023

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
5.	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 has been rescheduled for 3 November 2023. Following this Mediation, a Directions Hearing was held on 25 November 2023 where the SAT issued Orders listing the matter for a Directions Hearing on 11 December 2023 to program for a final hearing. *Representation by: Administration*
6.	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. The application was reconsidered by Council at its Ordinary Meeting held on 21 November 2023 and was refused. On 5 December 2023 the SAT confirmed the matter has been withdrawn by the applicant and scheduled directions hearing vacated. **Completed**. *Representation by: Administration*

METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 28 NOVEMBER 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	10 November 2023	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. The application was reconsidered and approved at the DAP meeting on 10 November 2023, against the City's recommendation 3-2. Cr Hallett and Cr Wallace voted to refuse the application. The meeting minutes can be found here.
2.	Nos. 38-44 Brisbane Street, Perth	Rowe Group	Form 1 – Mixed Use Development	2 June 2023	30 November 2023	The application is scheduled to be considered by the JDAP on 30 November 2023. The City has recommended that the application be approved, and the agenda can be viewed here.
3.	Nos. 367-373 Fitzgerald Street and 103 Alma Road, North Perth	Celsius Property	Form 1 – Mixed Use Development	30 June 2023	30 November 2023	The application is scheduled to be considered by the JDAP on 30 November 2023. The City has recommended that the application be approved, and the agenda can be viewed here.

METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 28 NOVEMBER 2023

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
4.	Nos. 384-388, 390 and 392 Oxford Street, Mount Hawthorn	Planning Solutions	Form 1 – Mixed Use Development	6 July 2023	24 November 2023	The application approved at the DAP meeting on 24 November 2023, against the City's recommendation 3-2. Cr Hallett and Cr Castle voted to refuse the application. The meeting minutes can be found here.
5.	No. 168 Scarborough Beach Road, Mount Hawthorn	Rowe Group	Form 1 – Mixed Use Development	22 August 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.

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 28 NOVEMBER 2023

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nil items referred to the Design Review Panel between 6 November – 28 November 2023.				

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Petitions – Progress Report – November 2023**
DIRECTORATE:	**Chief Executive Officer**

DETAILS:

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:
CEO: Chief Executive Officer
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
06/11/2023	A petition with 23 signatures has been received from Andre Rampono of Mt Hawthorn. The petition requests that Council explore op options for improved signage, line marking and road infrastructure, around and approaching the corner of Scarborough Beach Road and Killarney Street, with a view to preventing vehicles driving into and through the one-way street (Killarney Street). An increasing number of cars are driving the wrong way up Killarney Street. Mostly on weekends and more so over the school holiday periods. With the opening of the cafe II Falco - at 214 Scarborough Beach Road, our concern is driver and patrons of the cafe will turn into Killarney Street to access the parking zone along the Mount Hawthorn Primary side of the road, reinforcing the idea that it is a two-way street.	EDIE	Report will be submitted to December 2023 Council Meeting.
04/11/2023	A petition with 12 signatures has been received from Gerald Frichot of North Perth. The petition requests that the parking signpost on the street verge of 18 Ellesmere Street, North Perth be removed for the following reasons: 1. There is no need for it since people very rarely park there. 2. People usually park on Les Lilleyman Reserve because it is safer. 3. The signpost erected is dangerously close to Highlands Rd side street. More than 50 cars per day are now using Ellesmere Street to avoid Green Street and travel at high speed over the hill down to London Street. We recommend a No Right Turn sign in Charles Street would reduce the traffic on Ellesmere Street.	EDIE	Report will be submitted to December 2023 Council Meeting.

CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	**Register of Notices of Motion – Progress Report – November 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 – November 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	Meeting Date	Meeting Type	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion
17.1	21/11/2023	**OCM**	Undertakings relating to the Parking Local Law 2023	**EDIE**	Amendment process commenced.	Amendment to Council by April 2024
10.1	21/11/2023	**OCM**	Advertising of amended policy - Street Trees	**EDIE**	public consultation initiated.	March 2024
9.2	17/10/2023	**OCM**	Amendment to the Municipal Heritage Inventory: 40 Guildford Road, Mount Lawley	**EDSD**	Applicant is considering Council's deferral reasons and request for additional information.	March 2024.
11.4	17/10/2023	**OCM**	Advertising of amended policy – Diversity, Access and inclusion	**EMC&E**	Advertising commenced 26 October 2023. Outcome of advertising report will be presented to Council in early 2024.	Early 2024
9.3	19/09/2023	**OCM**	Community Sporting and Recreation Facilities Fund - Annual and Forward Planning Round Application	**EDIE**	Council endorsed Robertson Park Tennis Precinct Stage 1B Implementation as priority for application to CSRFF 2024/25 forward planning grants round. Submitted 29 September 2023.	Grants to be awarded February 2024.
11.4	19/09/2023	**OCM**	Advertising of New Policy – Child Safe Awareness	**EMC&E**	Advertising commenced 26 October 2023.	Outcome of advertising report will be presented to Council in early 2024.
9.9	22/08/2023	**OCM**	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.
10.1	22/08/2023	**OCM**	Advertising Of New/Amended Policy - Asset Management Policy	**EDIE**	To come back to Council after advertising	The outcome of consultation to be presented

Item	Meeting Date	Meeting Type	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion
						back to Council in December 2023.
10.2	22/08/2023	**OCM**	Harold Street - Black Spot Project	**EDIE**	MRWA contacted in regards City return of prepaid black spot funds. Project investigations initiated.	March 2024
10.4	22/08/2023	**OCM**	Tender - Escooter Shared Scheme Trial	**EDIE**	Launch of EES achieved 12 November 2023. One provider (Bird) has withdrawn from trial. Initial report of first week of operations to Council Workshop November 2023.	August 2024
11.5	22/08/2023	**OCM**	Dual Naming of Warndoolier / Banks Reserve	**EMC&E**	Community consultation to commence after LG elections.	Estimated to be reported back to Council Feb 2024
5.5	04/05/2023	**Audit Committee**	Review of Audit Committee Terms of Reference	**EDSD**	Comprehensive review completed. Deferred to the December Meeting.	Deferred to DecemberAudit Committee
9.5	14/03/2023	**OCM**	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 carried out by the WAPC. To be determined by the Minister.
10.3	14/03/2023	**OCM**	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.
12.4-4.2(1)	14/03/2023	**AGM**	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.	**EDSD**	Administration completed a review of the City's Built Form Policy against the State's Medium Density Code. Commencement of this Code has now been deferred by the State Government to enable them to make changes to their approach to medium density development.	Administration will present this review and the impact to the Built Form Policy to Council once the approach to the approach to medium density development is determined by the State Government.
Motion 4.5	14/03/2023	**AGM**	"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	**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	2024

Item	Meeting Date	Meeting Type	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion
			financial year 2022/23. "" ""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)."""""""" "		has the support of the proposer of the motion.	
12.4-4.11	14/03/2023	**AGM**	"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**	Workshop item 29/11/2024. Info Bulletin Item for OCM December 2023	December 2023
12.4-4.16(3)	14/03/2023	**AGM**	"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:"	**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. Second drop-off day being scheduled.
10.1	13/12/2022	**OCM**	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). Initial works undertaken to address flooding in William Street. Designs finalised for works in Lynton Street.	Anticipated be undertaken during the 2023 - 2024 financial year (funded through the above modelling project); and 2023 - 2024 Annual Budget preparations.
10.4	13/12/2022	**OCM**	Full Median Strip for Angove Street and Woodville Street Intersection	**EDIE**	Workshop item 29/11/2024. Info Bulletin Item for OCM December 2023	December 2023
9.7	26/07/2022	**OCM**	Beaufort Street and Grosvenor Road Pedestrian	**EDSD**	Following the trial, concept plan options for a flexible public plaza are being developed, including investigating the feasibility of	To be presented to Council in late 2023.

Item	Meeting Date	Meeting Type	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion
			Improvement Projects		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.	
9.4	08/03/2022	**OCM**	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
9.7	14/09/2021	**OCM**	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. Previous comments: Final comments not expected until mid-late 2022 early mid late 2023. Statutory Planning Committee anticipated to consider before the end of 2023.	Late 2023

COUNCIL WORKSHOPS

One workshop has been held since 18 October 2023, the items on the agenda were:

- Scarborough Beach Road, Green Street and Brady Street - Blackspot Roundabout project
- Governance Scorecard
- Grosvenor Road Trial Outcomes – Options Analysis
- Children and Young People Advisory Group
- Update on Innovate Reconciliation Action Plan, Reconciliation Action Plan Working Group and Stretch Reconciliation Action Plan
- Sustainability and Transport Advisory Group (STAG) and review the Sustainability Strategy
- Speed Hump Condition Assessment
- Traffic Calming Project Update
- Community Facility Unfunded Priorities
- Update of the Strategic Projects in the Corporate Business Plan 2023/24 – 2026/27
- Update on Vincent Underground Power Program (VUPP)
- Update on North Perth Planning Framework (NPPF)
- Council Capacity Building Program and Decision making Forward Agenda – 2024
- Administration Foyer Upgrades
- Neuron Mobility
- Auckland Street Character Area Nomination

Speed Hump Condition Assessment

As a consequence of a motion arising from the Annual General Electors Meeting, Council at its March 2023 meeting requested a review of speed humps and other interventions in local areas with findings to be presented to a Council Workshop prior to the end of 2023.

Administration presented its findings at the November 2023 Council Workshop with the report included as **Attachment 1**.

Traffic Calming Project Update

At the November 2023 Council Workshop Administration presented an update on various traffic calming projects, the report included as **Attachment 2.**

4.7 SPEED HUMP CONDITION ASSESSMENT

Attachments: **1. A visual condition assessment**

BACKGROUND:

At the 14 March 2023 Ordinary Council Meeting, Council noted and endorsed item 12.4 point 10.

> Motion 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."*

DETAILS:

The Engineering Team has a reactive roads maintenance budget of **$232,849** per year, to maintain kerbing, road pavement, speed humps, raised plateaus, median islands, and other road furniture. The Team is endeavouring to update asset management information and GIS mapping of assets which will allow prioritising planned maintenance works in the annual budget.

In January 2023 the Team undertook a high-level desktop review of all speed humps including raised plateaus within the City of Vincent. It was decided that a full detailed condition survey of speed humps including other traffic interventions such as raised plateaus was required to determine a planned maintenance and renewal program. Talis consultants were already engaged in November 2022 to complete other infrastructure asset condition surveys and had capacity in March 2023 to undertake the speed hump condition survey.

In July 2023 results of the condition assessment by Talis Consultants were received. The information is summarised as detailed within attachment 1. All speed hump and raised plateau information is now mapped within the City Asset Management System.

COMMENT:

Following the condition survey, Administration confirms that there are in total **1,128** speed humps throughout the City of Vincent. It is calculated that the replacement cost for these assets is **$5.5 million** with the majority constructed from Asphalt material.

The condition of all speed humps has been rated as follows –

- Very Good Condition – 9.2%
- Average Condition – 89%
- Very Poor Condition – 1.8%

A speed hump level of service of 'very poor condition' suggests that the device is ineffective and therefore not able to slow traffic speeds as designed.

The Team has started to analyse the need of all 1,128 speed humps, and it is expected that the number of installations may be reduced by around 10% due to factors such as:

- The current placement and location of the Speed Humps.
- Outcomes of the long-term strategic precinct wide traffic modelling which is likely to make some speed humps redundant with new traffic calming measures.
- The implementation of the 40km/h residential speed limit.

Although a short-term decrease in speed humps is likely, longer term the number may increase to address specific residential streets where the 40km/h limit has not influenced driver behaviour and speeding.

DISCUSSION POINTS:

- Need for Planned Maintenance.
- Desired Level of Service.
- 10-year program renewal and replacement cost.

ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:

To note –

1. the outcome of the condition assessment of speed humps as requested through the Annual Meeting of Electors.

2. Further work required to determine an appropriate level of service for speed humps and applicable environment and use criteria.

3. The requirement for operational maintenance funds to complete “Planned” maintenance of all speed humps within the City of Vincent.

4. A 10-year capital renewal and replacement program to address the desired speed hump level of service needs is to be prepared, with works commencing in 2024-2025 financial year.

A visual condition assessment of the City's Road and footpath network was conducted in March 2023. As part of this survey all speed humps were located, and condition rated. In total there are are 1,128 and Figure 1 displays them by material type.

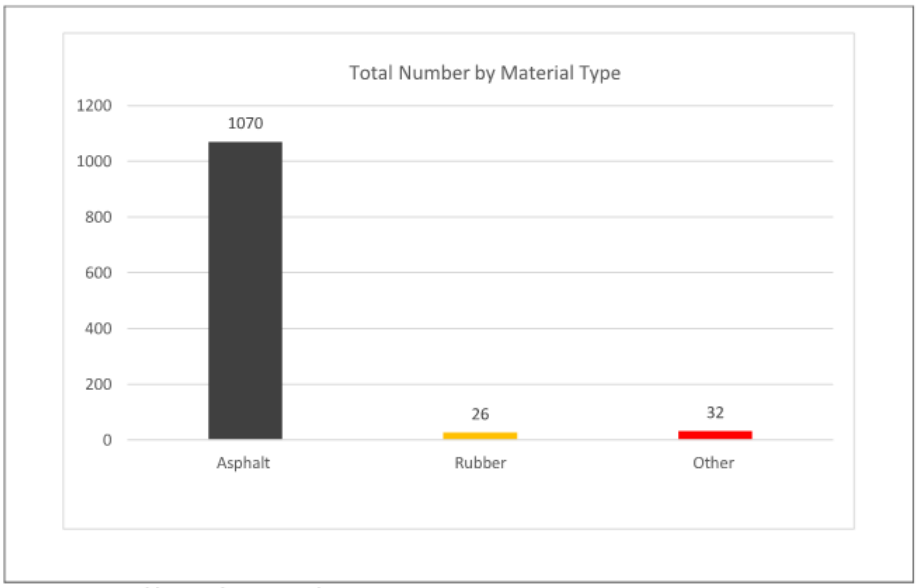
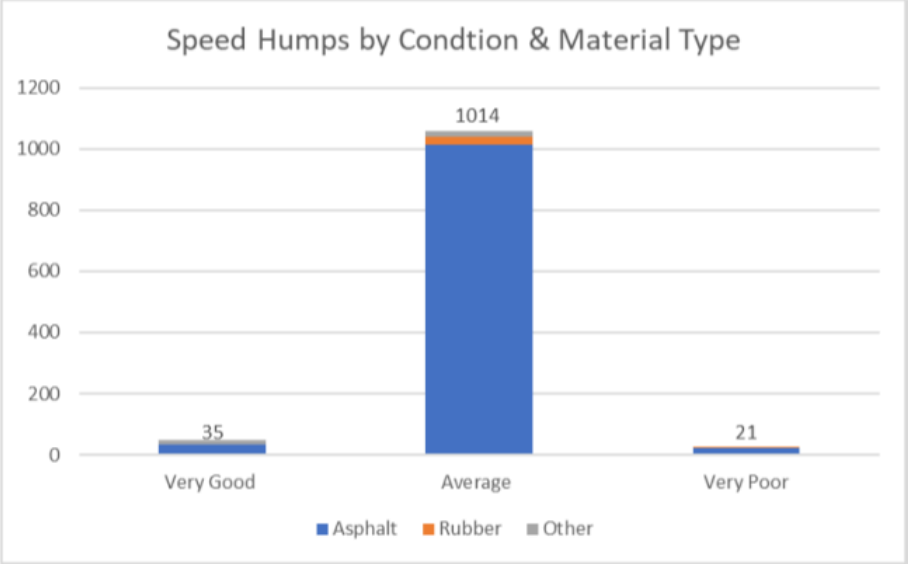


Figure 1 – Speed humps by material type.

Figure 2- All speed humps coloured by material type.

All speed humps were given a condition score from 1- Very Good, 3- Average, and 5- Very Poor.
Note: Functionality was not considered as part of this assessment.

At the time of this survey there were only 21 speed humps there were rated 5- Very Poor



4.8 TRAFFIC CALMING PROJECT UPDATE

Attachments: **Nil**

BACKGROUND:

Administration has an annual capital works allocation of **$125,000** per year for *"Minor Traffic Management Improvement Program",* these funds are municipal funds used for reactive Traffic and Transport project which deals with speeding, community concerns for unsafe roads and other road safety issues which the community requests the City of Vincent to investigate.

Traffic Warrant scoring systems (as per the Austroad Traffic Engineering guidelines) are used to determine if a road requires traffic management intervention. Where a score warrants intervention, the Engineering Team would prepare a concept design and go out for community consultation. If the community is supportive of the concept design, the project and calming device is installed; if not supportive, Administration would take to a Council meeting for final decision on the matter.

If the Traffic Calming warrant score determined there was no need for any intervention, the requesting resident/s would be notified of the outcome.

Planned Traffic and Transport projects which deal with road safety are co-funded or fully funded by Main Roads Western Australia. Funding can be through:

- Federal Blackspot
- State Blackspot
- Low-Cost Urban Road Safety Program

Over 2022-2023 and 2023-2024 financial years, there has been around **$400,000** of funding provided to the City of Vincent from Main Roads WA for Blackspot projects. Blackspot projects have typically been ad hoc, stand-alone projects that have strict funding conditions attached to.

DETAILS:

Currently Administration has over sixty (60) Traffic and Transport requests, some short-term measures, and other longer-term projects. The Engineering Team is currently working on priority Traffic and Transport Projects, some of which are approved Blackspot funding projects due for delivery in 2023-2024.

Local Area Traffic Management Projects include:

- Britannia Road and Matlock Street Traffic Calming.
- Eucla Street and Federation Street Intersection Changes.
- Green Street and Merredin Street Intersection Changes.

Historical Community Consultation and project Information as of June 2023 is available via the below link:
Local Area Traffic Management Projects | The City of Vincent

Blackspot Projects include:

- Brady Street and Tasman Street Blackspot Project
- Beaufort Street and Harold Street Blackspot Project
- Fitzgerald Street and Lawley Street Blackspot Project
- William Street and Forrest Street Blackspot Project
- Fitzgerald and Forrest Street Blackspot Project
- Broome Street and Wright Street Blackspot Project

Historical Community Consultation and project Information as of August 2023 is available via the below link.
Black Spot Program | The City of Vincent

Other Traffic and Transport **Projects** include:

- Angove Street and Woodville Street Intersection Changes
  Historical Community Consultation and project Information as of March 2023 is available via the below link.
  Angove Street and Woodville Street Intersection changes | The City of Vincent

- View Street and Fitzgerald Street Median Island trail.
  Historical Community Consultation and project Information as of April 2022 is available via the below link.
  North Perth Traffic Calming | The City of Vincent

COMMENT:

The Engineering Team (the Team) has been working through the eleven (11) priority Traffic and Transport projects over the last two (2) financial years and obtaining community support on these 'ad hoc' road safety projects has been difficult. The Team is now conducting precinct wide traffic modelling starting with the Mt Lawley area (including Beaufort Street) and will not deliver any ad hoc projects within the 2024-2025 financial year. This is intended to address traffic safety and intervention analysis on a broader scale with the objective to deliver sound and informed project outcomes.

Current update on projects as of November 2023 are below:

- *Britannia Road and Matlock Street* Traffic Calming – Community consultation has been reviewed with community support for a slow point on Britannia Road to slow traffic. Speed humps and cycle lanes were not supported, the Team is finalising the drawings with works due to start in 2024.

- *Eucla Street and Federation Street Intersection Changes* - Community consultation has been reviewed on Option 1 and 2, 67% of the community do not support options 1 or 2 however if one were to be constructed, 51% would choose Option 1.

  This project has come from the Local Member with $25K of funding already received. The Main Roads WA roundabout design at the corner of SBR, Brady St and Green Street plays a key role regarding this project which is expected to assist in deterring "rat running" down Federation Street and Eucla Street. The design for Option 1 is completed and construction is due to start once agreement has been reached with Main Roads WA on timing.

- *Green Street and Merredin Street Intersection Changes* – On hold to see what positive impacts the new Main Roads WA roundabout design at the corner of SBR, Brady St and Green Street brings. The Team continues to receive Community concern regarding safety issues with several crashes witnessed over the last 6 months. The Team will meet with the City of Stirling regarding previous design solutions which is proven to eliminate 95% of crashes but not yet implemented as the City of Stirling were not supportive of the project in 2022.

- *Brady Street and Tasman Street Blackspot Project* - Community consultation has been reviewed with community support for the project. The design is now completed with works starting in early 2024.

- Beaufort Street and Harold Street Blackspot Project – Project cancelled, and funds returned to Main Roads WA. Council minutes for the 22 August 2023 OCM can be found in Minutes of Ordinary Council Meeting - Tuesday, 22 August 2023 (infocouncil.biz)

- Fitzgerald Street and Lawley Street Blackspot Project – Completed.

- William Street and Forrest Street Blackspot Project – Completed.

- Fitzgerald and Forrest Street Blackspot Project - Community consultation has been reviewed with community support for the project. The Team has taken into consideration past Blackspot Project treatments within the area, considered future developments and completed some additional traffic modelling.

  After careful consideration it is determined that negative impacts on the Wesley Street intersection with Fitzgerald Street is highly likely. Wesley Street intersection with Fitzgerald Street has known safety issues and cannot be negatively impacted upon therefore the Fitzgerald and Forrest Street Blackspot Project is recommended not to proceed as designed.

- *Broome Street and Wright Street Blackspot Project* - Community consultation has been reviewed with community support for the project. The design is completed however delays with Western Power works are ongoing and likely result in delivery being pushed into the 2024-2025 financial year.

- *Angove Street and Woodville Street Intersection Changes* - Community consultation has been reviewed with community not supporting the concept design. The Team recommend the design is reviewed to focus on free-flowing traffic which improves accessibility for pedestrians. Council minutes for the 13 December 2022 OCM can be found in Minutes of Ordinary Council Meeting - Tuesday, 13 December 2022 (infocouncil.biz)

- *View Street and Fitzgerald Street Median Island trail* – Community consultation in April 2022 asked the community if the trial was beneficial. There have been mixed responses with around 50% suggesting it has had a negative impact and 30% suggesting is had a positive impact. The Team has reviewed the traffic data from the Main Roads WA crash map site and recommends that there have been significant benefits with over 80% of crashes eliminated, therefore it should remain permanent.

DISCUSSION POINTS:

- View Street and Fitzgerald Street Median Island trail recommended to become permanent.
- Fitzgerald and Forrest Street Blackspot recommended to be cancelled.
- Angove Street and Woodville Street Intersection Changes recommended not to proceed with the trial.

ANTICIPATED OUTCOME FROM COUNCIL WORKSHOP:

Council NOTES:

1. The process for reactive traffic calming requests.
2. Administration's strategic direction for planned Traffic and Transport requests in conducting precinct wide traffic analysis rather than approving ad hoc individual projects.
3. There is no ad hoc Blackspot Projects for delivery in 2024-2025 financial year.
4. Administration will take the opportunity to improve accessibility including pedestrian crossings and footpaths at the Angove Street and Woodville Street intersection.

CITY OF VINCENT

NOTES

Council Briefing

14 November 2023

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NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 14 NOVEMBER 2023 AT 6.00PM

PRESENT:	**Mayor Alison Xamon**	**Presiding Member**
	Cr Ron Alexander	**North Ward**
	Cr Suzanne Worner	**North Ward**
	Cr Nicole Woolf	**North Ward**
	Cr Jonathan Hallett	**South Ward**
	Cr Ashley Wallace	**South Ward**
	Cr Sophie Greer	**South Ward (electronically)**
	Cr Ashlee La Fontaine	**South Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	John Corbellini	**Executive Director Strategy & Development**
	Peter Varris	**Executive Director Infrastructure & Environment**
	Main Bhuiyan	**Acting Chief Financial Officer (left at 7.23pm, after Item 8.9)**
	Jim Siu	**Senior Financial and Projects Analyst (left at 7.20pm during Item 8.7)**
	Karsen Reynolds	**Coordinator Planning Services (left at 7.02pm during Item 5.6)**
	Jay Naidoo	**Executive Manager Development & Design and Strategic Planning (left at 7.02pm during Item 5.6)**
	Jayde Robbins	**Manager City Buildings & Asset Management (left at 7.23pm, after Item 6.2 confidential question)**
	Paul Morrice	**Manager Rangers Services (left at 6.39 during Item 5.7)**
	David Gerrard	**Coordinator Parks Strategy & Project**
	Sarah Hill	**Manager Parks (left at 7.19pm after Item 6.2)**
	Luke McGuirk	**Manager Engineering (left at 7.23pm, after Item 8.9)**
	Joslin Colli	**Executive Manager Corporate Strategy & Development**
	Wendy Barnard	**Council Liaison Officer**

Public: Approximately eighteen members of the public.

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Alison Xamon, 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 Alex Castle is an apology for this Briefing.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following is a summary of questions and submissions received and responses provided at the meeting. This is not a verbatim record of comments made at the meeting.

3.1 David Di Prospero – Item 5.7

- Spoke in support of the recommendation.
- Suggested the land be used for more affordable community housing.

The Presiding Member, Alison Xamon, thanked Mr Di Prospero for his comments.

3.2 Judy Barrows of North Perth – Item 5.3

- Encouraged Council to refuse the application.
- Mentioned precedence surrounding the setback of the property and highlighted discussions with previous Mayor, and mentioned that she was under the impression that there was no precedent.
- Requested written clarification as to where precedence stands as it is being used to compare 80 Auckland Street and 31 Gill Street
- Requested a consultation process which allows at least 6 residents to participate.

Ms Burrows submitted an email following the meeting on the same topic, which is below.

At last nights meeting I raised this issue and was asked to send this question to Governance for a written reply and if different to what the Vincent Planner outlined to me, what the difference is.
By the Vincent Planner:-
I was told that setbacks are decided based on the average of 5 lots either side of a development.
First floor set backs were required at 2 metre or again any precedent.

I was told that Precedence could only be taken from those same 5 properties and only on the same side of the street and could not be assessed based on properties on the opposite side of the street or around the street corner or a build at the rear of the applicants.
Ex Mayor Emma Cole told residents that there was no Precedence.

Question – what is the truth around Precedence in Vincent?

Administration provided the following response:

This query refers to the assessment of street setbacks for the ground floor and upper floor of a house. This relates to assessment against the street setback standards under the City's Policy No. 7.1.1 – Built Form (Clause 5.1). The deemed-to-comply standards for the ground floor and upper floor are:

> ***C5.1.1*** *The primary street setback is to be calculated by averaging the setback of the five adjoining properties, either side of the proposed development.*
>
> ***C5.1.4*** *Walls on upper floors setback a minimum of 2 metres behind the ground floor predominant building line (excluding any porch or verandah), as determined by the City.*

This means that for an assessment against the deemed-to-comply standards:

- *For the purposes of calculating deemed-to-comply primary street setback, it is based on the five adjoining properties on either side of the site. This means that properties on the opposite side of the street, around the corner or at the rear of the site are not used to calculate the deemed-to-comply standard.*
- *The upper floor setback deemed-to-comply standard is 2 meters behind the ground floor predominant building line, not 2 meters behind the calculated deemed-to-comply ground floor setback. The ground floor predominant building line is the minimum setback of the proposed development on the ground floor. For this proposal, the minimum setback is 2.97 metres to the Living Room and all other dwelling portions of the ground floor is setback further. 2.97 metres is the ground floor predominant building line along the length of the Auckland Street frontage for this proposal.*

- *Calculating the deemed-to-comply street setback is the only deemed-to-comply standard in the City's Built Form Policy that requires existing setbacks of dwellings on adjoining properties to inform the deemed-to-comply standard – or 'precedence' as it is referred to in the question.*
- *The method of determining the deemed-to-comply standard for street setback under the City's Built Form Policy replaces the deemed-to-comply standard of the R Codes. This means that the deemed-to-comply street setbacks in the R Codes Volume 1 have been replaced by the City's Built Form Policy and do not apply.*

Where a proposal does not satisfy the deemed-to-comply standard for street setbacks set out in the Built Form Policy, it is required to be assessed against the corresponding design principles of the R Codes and local housing objectives of the Built Form Policy.
In this assessment, a proposal is to demonstrate compliance with these design principles and local housing objectives. These are outcomes focused and is not an assessment of how 'close' or 'far' the proposal is from the calculated deemed-to-comply standard.
One of the design principles for street setback for example requires the consideration of the 'established streetscape'. Unlike for calculating the street setback deemed-to-comply standard, this design principle assessment is not limited to five properties adjoining and requires the consideration of other properties in the streetscape. In other words based on the term used in the question, it requires the consideration of other 'precedence' in the streetscape.

Based on the Built Form Policy the home should be set back 7.7m at ground level and 9.7m on first floor. (Average of connecting 5 homes for "Precedence would be more like 8m+)
Based on R20 Codes the home should be set back 6m at ground level and 8m on first floor.

I would also ask whether the Planning Dept has upheld the integrity promised to residents and therefore also request the recorded transcripts of the original meetings between Planners and Riverstone regarding requirements for this block. The Riverstone representative stated in Council that they were given the large reductions to work from at their first meeting with planners.

Question: What is the truth?

There are no recorded transcripts of meetings.

The City's planning officers regularly have meetings with landowners and builders looking to develop a property and who are seeking advice. The City's planning officers provide general advice in those meetings based on the planning framework and relevant policies. If specific or detailed advice is requested by a landowner or builder then a separate written planning advice request is required to be lodged with the City.

Meetings commonly include an explanation by the City's officers of the two pathways available in assessing a development application, being the deemed-to-comply standards and the design principles and also explaining the difference between these.

As part of these discussions, it is available to a landowner and builder to have intentions to propose a house that seeks a design principles assessment and that does not satisfy the deemed-to-comply standards. The acceptability of which can only be confirmed once a development application is lodged and the City can undertake a full assessment and undertake community consultation as required.

The Presiding Member, Alison Xamon, thanked Ms Barrows for her comments.

3.3 Julian Teles of East Perth – Item 5.1

- Provided context of land topography, surrounding streetscape and the proposed development.
- Encouraged Council to support the officer recommendation

The Presiding Member, Alison Xamon, thanked the speaker for his comments.

3.4 Trish Byrne of Perth – Item 5.7

- Spoke in support of the recommendation.
- Requested information on the City's expectation in reference to the shortest possible extension.

The Presiding Member, Alison Xamon, thanked Ms Byrne for her comments.

3.5 David Hunter of North Perth – Item 5.3

- Mr Hunter encouraged Council to refuse the application.

Mr Hunter submitted the comments below in writing, and spoke to them.

Firstly, congratulations to all those newly appointed in your respective roles. We wish you all the best for the future as you continue to make a difference in the City of Vincent.

My wife and I write to you all as the owners of **31 Gill Street, North Perth**. We write in opposition to the *amended* plans for **80 Auckland Street, North Perth**, which is the property directly to the south. Hopefully everyone is aware of the extensive and complex history with this block and series of events that has lead everyone to this point. All the neighbours affected by this development have vehemently opposed this development, resulting in the unanimous decision made by council on the **20/06/2023** deferring the application;

'To allow the applicant to consider a greater graduation of the development as it transitions to the south. This is both distance from the street horizontally across the development as well as greater articulation of the development in setbacks between the ground floor and upper floor.'

Following a review of the Agenda Briefing and the 'Amended Plans', it is quite clear that the applicant has disrespected this direction as they still try to preserve the large house that they wish to have at the expense of others. The applicant has made it clear that they want to house grandchildren and look after elderly parents as set out in the misleading and factually inaccurate **Altus Report** . Those are emotional considerations, which are important, but has no place in discretionary approvals that affect all neighbours in the immediate vicinity. The onus is on the buyer to research and carry out proper due diligence when purchasing a block and to understand limitations when it comes to **R20 zoning** and other factors.

Here is an excerpt from our legal submission from **Glen McLeod Legal**, to provide some context around some of the discretions being sought;

12. The Proposed Development seeks to vary the deemed-to-comply provisions in relation to the street setback requirements in the following ways, providing for:

*(a) a front setback of 2.95 m, a **67% variation** to the required 7.7 m setback;*

*(b) a porch setback of 2.7 m, a **30% variation** to the required 3.85 m setback;*

*(c) a setback for the walls on the upper floor of 1.12 m between the ground floor building line, a **44%** variation to the required 2 m setback; and*

(d) a northern boundary setback on the ground floor of 1.2m, a 20% variation to the required 1.5m setback.

The applicant has made minimal changes to the setbacks, in particular the northern quadrant of the house that affects us the most. The applicant has moved the upper floor setback in 'Bedroom 3' > **1 cm**. That is beyond insulting as we have fought to protect our asset and have some level of fairness applied to this process. There is absolutely no mention of this important detail anywhere in the Agenda briefing. The other changes are minimal including an unnecessary setback of 0.5 cm off the northern boundary which was not directed by Council. This whole endeavour has consumed the last year of our lives and has a taken a personal toll on the mental and emotional well-being of us as a couple and all we expect are changes consistent with Council direction.

The Agenda briefing also mentions the importance of the **DRP on page 6** as repeated questions have been raised regarding the massive disparity in processing and approval times for certain DA's.

'The City has also been seeking to improve its development assessment practices since 2021 to better inform its decision making. This has included introducing Design Review Panel review of single houses'

If this is the case, please be informed that the DRP still has issues with Bulk and Scale as per page 11 on the Agenda Briefing. The changes have not addressed the Bulk and Scale issues. This is because of the level of discretion being sought and the design of the house, which has a prominent ridgeline on a 2 metre pitched roof, not to mention 0.75m eaves that almost negate the 1.12m setback on the upper floor which is already a 40% concession on the 2metre setback rule.

The Agenda Briefing repeatedly mentions our house at 31 Gill Street as a level of precedence because of the concessions we sought for our approval. Bear in mind, our address is 31 Gill Street and our setback falls into line with the other properties on Gill Street. Our levels of concession were nowhere near what 80 Auckland Street seeks.

We also had the decency and foresight to consult our direct neighbours before we put in our development application. If our design impacted our neighbours we would have changed it, without question. It should also be noted that our Upper Floor size is a modest **49%** of our bottom floor, whilst the upper floor size on 80 Auckland Street is **76 %** of the bottom floor. There is a bulk and scale issue with 80 Auckland street, which is being exacerbated by the 2 metre pitched roof and the 0.75m eaves.

My wife and I are reasonable people and we understand there must be some level of discretion, however, as it stands now, the discretion being sought is still unreasonable and it still affecting the adjoining properties mostly through bulk and scale. There are ways to remedy this and lessen the impact of the design, such as ;

- Enforcing bigger setbacks.
- Designing a house with a flat roof
- Excavating down into the block and transitioning to lower levels as the house moves to the south.

Please consider these facts and we hope to see you all out at the block prior to the Council meeting so you can hear the neighbours collective voice.

The Presiding Member, Alison Xamon, thanked Mr Hunter for his comments.

3.6 Fiona Hunter of North Perth – Item 5.3

- Encouraged Council to refuse the application.
- Mentioned that she believes the agenda report contains inaccurate information.

Mrs Hunter submitted the comments below in writing, and spoke to them.

We have been most upset that comparisons have been made in regard to our build that is currently in progress for a number of reasons that we will speak about when we hopefully meet you all on site. However our biggest issue are the comparisons drawn with the bulk and scale of our property.

Please see attached a comparison of our upper floor footprint at 31 Gill Street compared with 80 Auckland Street.

We have 49% upper floor compared with our ground.
80 Auckland has 76%.

Considering one of the main issues with all adjoining neighbours and residents in the street is bulk and scale this is where the problem lies.

When looking at Bulk and Scale, 80 Auckland have also added 0.75m eaves (highlighted blue) to this which brings their already top heavy home up to over 90% coverage of their ground floor footprint.

***Please note that the DRP has also stated that the Bulk and Scale needs to be further addressed. Also I would like it to be noted that we have a 5m ground floor setback on Gill Street in line with all other Gill Street homes.**

The Presiding Member, Alison Xamon, thanked Ms Hunter for her comments.

3.7 Nicola Barnes of Perth – Item 5.3

- Spoke in support of the application, on behalf of the applicants
- Stated that many alterations have been made to the plans in response to neighbours concerns

The Presiding Member, Alison Xamon, thanked Ms Barnes for her comments.

3.8 Joe Algeri of South Perth – Item 5.3

- Stated he is from Atlus Planning and is representing the applicants
- Spoke in support of the application
- Urged Council to take professional advice, mentioning that visual privacy, overshadowing and height of the propsal all comply.

The Presiding Member, Alison Xamon, thanked Mr Algeri for his comments.

3.9 Pauline Holdaway of Claisebrook – Item 5.7

- Spoke in support of the recommendation.
- Mentioned that the companies requesting extension would have contigency plans in place if their extension is rejected, and notes that there would be no risk to the City if the requested extension is rejected.
- Requested that Council maintain their original expiry date and hold true to the commitments made to the community.

The Presiding Member, Alison Xamon, thanked Ms Holdaway for her comments.

3.10 Ross Ioppolo of Leederville – Item 5.8

- Mentioned that he has doubts about the financial outcomes of the project.
- Encouraged new Council Members to watch previous Council meetings to understand the background of this item
- Urged Council to abandon current process and move to a request for tender process.

The Presiding Member, Alison Xamon, thanked Mr Ioppolo for his comments.

3.11 Dudley Maier of Highgate – Item 5.7

- Spoke in support of the recommendation.
- Requested that more information be included in the report regarding the financial aspect of the land and relocating costs.

Item 5.8

- Urged Council to research extensively before making a decision.

The Presiding Member, Alison Xamon, thanked Mr Maier for his comments.

The following statements were received in writing prior to the meeting.

Kathryn Haykin of North Perth – Item 5.3

We are disappointed in the Administration's determination to recommend a development which seeks such excessive deviation to the setback provisions and which has such strong community objections. Successive briefing papers have lacked balance, omitted pertinent context, disregarded reviews by specialist planning and development lawyers and the DRP and the objections raised by the consulted community.

The applicant's obstinate refusal to incorporate permanent privacy screening between themselves and adjoining neighbours supports the conclusion the design brief is to capture city views from every level at the expense of the amenity of occupants, adjoining propers and neighbourhood. The applicant has been afforded numerous opportunities to present a more respectful design that is sympathetic to the streetscape and which addresses the concerns raised by adjoining neighbours. Instead they have elected not to engage or discuss the issues or to make any material changes.

We note the Administration's assessment that "*The amended proposal would not substantially change the overall development. The site planning and building form remains similar to the previously deferred plans*." We concur with this statement, the design has not materially changed nor has the excessive level of discretion being sought and therefore it is incumbent on the Council to maintain its original position of 20 June 2023.

In making its decision, we implore Council members to:

1) Attend a site visit to meet the impacted residents and see for yourselves the context of the proposed development;
2) Read the reasons set forward for refusing the applicant by Glen McLeod Legal (specialist planning and development lawyers) (Attachment 1);
3) Read the reasons set forward by the community why the development is out of context and should be refused (Attachment 2); and
4) View the online recording of 20 June 2023 Ordinary Meeting to provide context to the reasons for the deferral.

- Public question time where multiple statements were presented regarding the development applicant. Commence at time stamp 1:32 and conclude at 31:51
- Mayor and councillors' debate of item commences at time stamp 49:20

Reason for Deferral

Council's reasons for deferral at the Ordinary Meeting on 20 June 2023 are fully detailed in the online recording. The minuted reasons for deferral, which are included in the briefing paper are an abridged version. The reason for deferral, as voted on by Council was:

> "To allow the applicant to consider a greater graduation of the property as it moves to the south, from both a horizontal, so distance from the street and also vertical, to pick up on Mayor Cole's comments. And also to look at greater articulation of the development, so setbacks between the ground floor and the top floor as well."
>
> (online recording of the Ordinary Meeting https://www.youtube.com/watch?v=TyB-Ha8DJuA at time stamp 1:01:37)

The minor amendments to the current plans under consideration have not addressed the vertical graduation of the property as it moves to the south. Nor do they materially address the other reasons for deferral.

Streetscape

The applicant has again provided a streetscape which claims to be to scale and favourably presents the proposed development as comparable in bulk and scale to the adjoining property at 78 Auckland Street (refer to Fig 1 below). This is manifestly inaccurate.

Administration were advised of this spurious streetscape, but this inaccurate streetscape and conclusions drawn from it by the DRP and Altus has been included in the briefing paper without correction.

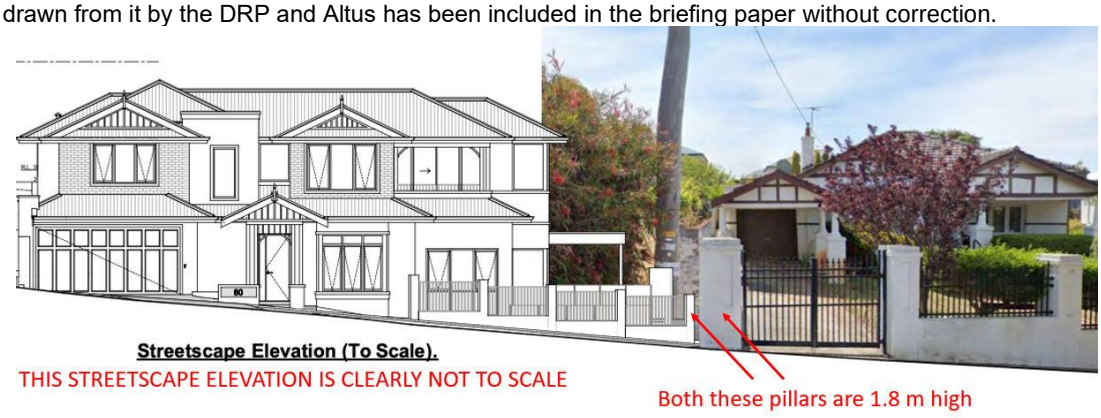

Fig 1. Incorrect streetscape elevation presented to Administration, DRP, Altus and the community during consultation.

Clearly, the proposed 2 storey building with ground floor ceiling heights of 3.5m, on an elevated block will be significantly higher and have a significantly greater bulk and scale than that shown in the applicant's streetscape.

The Altus Planning report draws conclusions based on the grossly inaccurate streetscape presented in Fig 1 (Attachment 6 of the report). These conclusions should be disregarded.

The DRP's comments and its support in relation to 'Context and Character' and 'Aesthetics' have relied on the grossly inaccurate streetscape presented in Fig 1. These should be disregarded.

Inaccurate and Incomplete Information

The briefing paper, including the Applicant's Reconsideration Report, contains factual inaccuracies and conclusions drawn and inferred from incorrect, inaccurate, and incomplete information. This includes:

1. *Administration's reasons for recommending approval of the applicant include "The applicant's proposed outdoor living area would not unduly impact the amenity of the adjoining southern property*". This is completely refuted by the residents of this property. The applicant's proposed outdoor living area is elevated, unscreened and directly overlooks the bay window to our living room. Our privacy concerns were recognised by Mayor Cole in her comments made in the Ordinary Meeting 20 June 2023. We extend an invitation to the Mayor and Councillors to come and see for yourselves the impact this proposed development will have on the adjoining neighbours and the street.

2. Council's reasons for deferral are not stated in full.

3. The term "key changes" is used to describe setback changes to the proposed design of between 4cm and 8cm.

4. Administration's reasons for recommending approval of the application include "*The site planning and aspects of the proposal where discretion is being sought are primarily the result of the irregular lot shape and site characteristics*." This assertion is misleading and fails to provide context that the proposed development is 38% larger than the average new-build house in Perth according to the Australian Bureau of Statistics. The magnitude of the discretion being sought by the applicant is primarily the result of overdevelopment of the site.

5. Administration's reasons for recommending approval of the applicant include "The design response of the proposed development has been guided by adjoining propers to the north and south along Auckland Street. This has informed street setbacks……" This statement is inaccurate. The design does not take into account the 11m street setback of the southern adjoining property (78 Auckland Street), nor does it follow guidance provided by the Government of Western Australia in the R-Codes Explanatory Guidelines which define an appropriate setback for blocks where the pattern varies, as mid-way between that of the adjacent buildings on either side. The proposal only seeks to be "consistent" with 31 Gill Street, which is a corner block. The R-Codes treat corner blocks differently as they are unable to be consistent with the street setback on both adjoining streets. Non corner blocks (e.g. 80
Auckland Street) should not be consistent with corner blocks (e.g. 31 Gill Street).

6. Existing Auckland Street streetscape and existing Auckland Street 2 storey buildings are discussed, but is silent on the context that all have R-20 compliant ground floor setbacks equal to or greater than 6m. Resulting in all second storeys being setback from the street equal to or greater than of 6m.

7. The briefing notes state that in relation to the deemed to comply standard "*a portion of the outdoor living area is located within the street setback area*." This implies an insignificant area, when it is in fact more than 50% of the outdoor living area within the street setback area. The design is so overdeveloped that it can only comply with the outdoor living area requirement by significantly encroaching into the street setback area.

8. Lot creation and site characteristics are discussed, but is silent on the context that:
   - The subject site's 26.2m frontage to Auckland Street is the single largest street frontage on the street by more than 4m;
   - The subject site is elevated 1m higher at the boundary than the neighbouring single storey lot to the South (78 Auckland Street); and
   - The subject site is in a prominent elevated position on the street.

9. Information about a sewer easement on the site is presented as an impediment to development but is silent on the context that the easement and permitted encroachment have no bearing on the actual proposal.

10. DRP's comments in relation to context and character and aesthetics are provided "the addition of a street scape eleva….is positive". However, it is not clear what streetscape the DRP received. This is pertinent as Administration provided community members with a version of the applicant's streetscape (Fig 1) which was grossly inaccurate and not to scale.

11. Administration's response to the DRP includes "the proposed single house has been designed to respond to the primary street setbacks of the adjoining proper". Given the adjoining property on the southern boundary has a street setback of 11m this assertion is very much contested.

12. Page 20 of the briefing notes contains an inaccurate representation of the setbacks along Auckland Street, this has previously been pointed out to Administration. The setbacks shown are not ground floor setbacks, instead they incorrectly show setbacks measured to car ports, verandas. The information shown on this diagram should not be relied upon.

13. The Altus report presents images of varied setbacks (Attachment 5 of the report) but fails to provide the critical context that although the setbacks are varied, they are all R-20 compliant setbacks.

14. Information about the 2018, 2020 and 2021 Lot 80 Auckland Street approvals and the number of community consultation submissions is provided, but is silent on the context of how these community consultations were conducted, who was sent the consultant information, whether there were any conflict of interests (e.g. Lot 31 Gill Street and Lot 80 Auckland Street were owned by the same developer) and how this met with the Councils' guidelines.

15. Planning information about one adjoining property (31 Gill Street) is discussed, but is silent on the context of the other 2 adjoining propers. It is not apparent why planning information regarding 31 Gill Street specifically (a corner block) is relevant to this applicant.

16. The briefing notes state in relation to Auckland Street Character Retention Area that the "*nomination not yet seriously entertained*" This statement is egregious and out of context. Administration fails to provide the details of the nomination and the amount of community support received for the nomination.

17. A comparison with the 2021 Lot 80 Auckland Street approval is provided but is silent on the context that each application assessed on its own merits and that previous approvals do not set any form of precedent (as stated by Mayor Cole).

18. The argument of precedence is used in the Altus report. Mayor Cole has previously addressed precedence in relation to planning and has stated that there is no such thing as precedence and each decision is taken on an individual basis based on its own merit.

Tristan Marshall of North Perth – Item 5.3

As my family and I have been on an extended tour of our beautiful state I have been unable to provide detailed comment on the latest iterations of the planned development under review of 80 Auckland Street . The proposed changes to the design of the building are minimal, do not address the intent of the tribunal and are not considered appropriate by any of the immediate neighbours.

A flat roofed, graduated structure would be far more fitting for this difficult space in an increasingly highly foot trafficked community.

There being no further speakers, Public Question Time closed at approximately 6.36pm.

4 DECLARATIONS OF INTEREST

Cr Nicole Woolf declared an impartiality interest in Item 5.2 No. 12 (Lots: 69 and 80; Plan: 4576) Brookman Street, Perth - Alterations and Additions to Single House Section 31 Reconsideration. The extent of her interest is that a close friend of hers lives next to the proposed development, and her property is mentioned multiple times in the report.

Cr Ashlee la Fontaine declared an impartiality interest in Item 7.4 First Quarter Budget Review 2023-2024. The extent of her interest is that she owns and resides in a property on Forrest Street, North Perth, which is included in one of the items in Attachment 4, Capital Budget including Carry Forward, specifically "Blackspot - Fitzgerald/Forrest North Perth".

5 STRATEGY & DEVELOPMENT

5.7 CONCRETE BATCHING PLANTS RELOCATION PLAN

Attachments:

1. **Relocation of Concrete Batching Plants from Claisebrook - Letter from Mayor to Minister**
2. **No. 1 Linwood Court, Osborne Park - Zoning and Aerial Plan**
3. **Batching Plants and Operations Depot - Location Plan**
4. **Crown Reserve 29320 - Proposed Operations Depot Location Plan**
5. **Letter from Minister for Lands - Management Order Crown Reserve 29320 - Confidential**

RECOMMENDATION:

That Council:

1. ENDORSES the Relocation of the two concrete batching plants from the City of Vincent as per Attachment 1;

2. AUTHORISES the Chief Executive Officer to:

2.1 accept a Management Order of Crown Reserve 29320, Mount Claremont for the relocation of the City of Vincent's Depot operations;

2.2 progress development of a Heads of Agreement with Hanson Australia Pty Ltd that is non-binding in relation to the relocation of Hanson's operations to No. 1 Linwood Court, Osborne Park;

2.3 sign a Development Application as landowner of No. 1 Linwood Court, Osborne Park on an Application for Development Approval to the City of Stirling for the relocation of Hanson's Claisebrook Concrete Batching Plant to No. 1 Linwood Court, Osborne Park;

2.4 obtain any required valuations of No. 1 Linwood Court, Osborne Park; and

2.5 prepare a Business Plan that addresses sections 3.58 and 3.59 of the *Local Government Act 1995* in relation to the relocation of Hanson's Claisebrook operations to No. 1 Linwood Court, Osborne Park and the relocation of the City's Depot operations to Crown Reserve 29320, Mount Claremont; and

3. NOTES that:

3.1 the Heads of Agreement key terms, along with a Business Plan, setting out Hanson's relocation of the City's depot operations to Mount Claremont and the relocation of their Claisebrook operations to the City's current depot site in Osborne Park would be presented to Council in the future for approval:

3.1.1 To determine the key terms of the non-binding Heads of Agreement with Hanson Australia Pty Ltd; and

3.1.2 To approve public notice and in due course thereafter consider submissions on that Business Plan before Council then decides whether or not to dispose of the land for the purposes of section 3.58 (if required) and enter into a major land transaction for the purposes of section 3.59 of the *Local Government Act 1995*;

3.2 Hanson Australia Pty Ltd has indicated that they are applying to the State Government for development approval so they can continue their operations in Claisebrook while they implement the above relocation plan in the shortest period possible. The Western Australian Planning Commission would be the decision maker on this application and the community and City of Vincent would have the opportunity to comment as part of the State Government's process; and

3.3 Holcim (Australia) Pty Ltd has received development approval to relocate from Claisebrook to an existing Holcim site in Welshpool but construction has not commenced and the company has advised it is also applying to the State Government for development approval so they can continue their operations in Claisebrook. The Western Australian Planning Commission would be the decision maker on this application and the community and City of Vincent would have the opportunity to comment as part of the State Government's process.

4. AGREES not to object to the shortest possible extension to Hanson's current planning approval in order to undertake a smooth and orderly relocation of its operations to No. 1 Linwood Court, Osborne Park based on the regional importance of facilitating a high-density mixed-used transit oriented development on its Claisebrook land in line with the City's local Planning Scheme and North Claisebrook Planning Framework (see Attachment 1 – Letter to Planning Minister).

5. OBJECTS in the strongest possible terms to any extension to Holcim's planning approval in Claisebrook as there is no legal, planning nor economic justification which would meet the threshold set by the State Government for the WAPC to consider this development application under its extraordinary planning powers and override the City's approved local planning scheme and local planning framework.

6. AUTHRORISES the Chief Executive Officer to enter into non-binding discussions with Holcim (Australia) Pty Ltd regarding the purchase of No.120 Claisebrook road, Claisebrook to facilitate a high-density mixed-used transit oriented development in accordance with the North Claisebrook Planning Framework.

ADDITIONAL INFORMATION:
In response to questions raised in the public gallery, additional information has been included in the report.

5.3 NO. 80 (LOT: 102; D/P: 413590) AUCKLAND STREET, NORTH PERTH - PROPOSED SINGLE HOUSE SECTION 31 RECONSIDERATION

Ward: North

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Applicant Reconsideration Report
4. 20 June 2023 Council Minutes and Deferred Plans
5. Auckland Street Render and Perspective
6. Summary of Submissions - Administration Response
7. Summary of Submissions - Applicant Response
8. Clause 67 of the Deemed Provisions and Residential Zone Objectives - Administration Assessment
9. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with Section 31 of the *State Administrative Tribunal Act 2004*, SETS ASIDE its decision dated 20 June 2023 and SUBSTITUTES its new decision to, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVE the application for a Single House at No. 80 (Lot: 102; D/P: 413590) Auckland Street, North Perth in accordance with the plans shown in Attachment 2 with the associated determination advice notes in Attachment 8, subject to the following conditions:

1. Development Plans

This approval is for Single House as shown on the approved plans dated 29 May 2023 and 6 October 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

The colours, materials and finishes of the development shall be in accordance with the approved schedule of finishes which forms part of this approval. The development must be finished, and thereafter maintained, in accordance with the schedule provided to and approved by the City, prior to occupation 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 shall be visually impermeable 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. Boundary Walls

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

6. Street Walls and Fences

The gate and/or fencing infill panels above the approved solid portions of wall shall be visually permeable in accordance with the Residential Design Codes, to the satisfaction of the City;

7. Stormwater

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

8. Landscaping

8.1 An updated 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 lodgement of a Building Permit. The plan shall be drawn to a scale of 1:100 and show the following:

- **The location and type of existing and proposed trees and plants;**
- **Spacing between and pot size of proposed trees and plantings;**
- **Low maintenance groundcover and shrubs, such as native *hibberta scandens* (Snake Vine) or *grevillea obstusifolia* (Gin Gin Gem);**
- **Areas to be irrigated or reticulated;**
- **The provision of a minimum 15 percent deep soil and planting areas, as defined by the City's Policy No. 7.1.1 – Built Form; and**
- **The provision of trees to maximise canopy coverage within deep soil and planting areas and within the front setback area. The tree species are to be in accordance with the City's recommended tree species list; and**

8.2 All works shown in the plans as identified in Condition 8.1 above 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; and

9. Car Parking and Access

9.1 The layout and dimensions of all driveways and parking areas shall be in accordance with AS2890.1; and

9.2 All driveways, car parking and manoeuvring area(s) which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City.

CR CASTLE (SUBMITTED IN WRITING)

Can you please confirm the planning timeframe for this application now? Did the SAT process stop the clock, or restart the time? Could a deferral be considered a deemed refusal (and are we then likely to proceed to the 8 Dec hearing?)

MANAGER DEVELOPMENT & DESIGN:
The time for deciding the application is 216 days (as of Council's Ordinary Meeting dated 21 November 2023). This is reflective of agreed timeframes with the applicant.

The commencement of the SAT appeal had the effect of not contributing to these application processing days.

The application has already been taken as a deemed refusal and an application for review lodged with the SAT. If Council was to again defer its consideration of the application, it would not change this. The SAT appeal process would continue, with a directions hearing scheduled for 8 December 2023. The purpose of this directions hearing is to plan how the SAT application will proceed following Council's decision. This may include proceeding to final hearing for a decision by the SAT.

CR CASTLE (SUBMITTED IN WRITING)

Have the applicants continued to engage with the process and do you think they are prepared to discuss any further changes, or do they want Council to just decide on these plans as is?

MANAGER DEVELOPMENT & DESIGN:
Yes the applicant has continued to engage with the application process.

It has been confirmed that the applicant will not consider making any further changes to their proposal and are seeking a decision on the amended plans submitted.

CR CASTLE (SUBMITTED IN WRITING)

A member of the public has mentioned inaccuracies in the Altus report from the applicant – can you shed any light?

MANAGER DEVELOPMENT & DESIGN:
The submission received from the resident detailed several inaccuracies within the applicant's planning report.

These matters have been detailed in and responded to by Administration in its response to submissions received included as Attachment 6 of the officer report. The applicant has also provided a response in Attachment 7.

Several queries related to concerns with specific wording or descriptions within the applicant's planning report.

There were also inaccuracies identified including:

- *Incorrectly stating the amount of submissions received in opposition (three submissions in lieu of nine). This is a factual error and the applicant confirmed and recognised this in their response.*
- *The streetscape elevation prepared not being to scale. Administration raised this with the applicant on the second day of advertising and the applicant provided an updated plan with an accurately scaled streetscape elevation. Community members were emailed once this update was made and the elevation drawing made available on the City's website for viewing.*

Administration has updated the officer report to confirm that the accurate and to scale streetscape elevation is included as Attachment 5 and that the applicant's planning report included as Attachment 3 to the officer report includes the not-to-scale streetscape elevation as initially submitted by the applicant.

CR CASTLE (SUBMITTED IN WRITING)

Can you please clarify if obstruction of view is a valid planning consideration in and of itself, or a factor in considering amenity impact?

MANAGER DEVELOPMENT & DESIGN:

Building height that creates no adverse impact on the amenity of adjoining properties or the streetscape… and where appropriate maintains access to views of significance' is one of the design principles under R Codes Clause 5.1.6 – Building Height.

This means that maintaining access to views of significance can be a planning consideration under the R Codes when there is a design principles assessment required in respect to building height.

The proposal complies with the applicable deemed-to-comply standard in the R Codes. This means there is no design principles assessment applicable and is not relevant for this application.

CR CASTLE (SUBMITTED IN WRITING)

Could you please prepare an alternative for next week on the basis of the amenity impact as a result of the bulk and scale of the development (similar to alternative prepared in June). Noting this is so Councillors have some options prepared for the Council Meeting should the application be refused and not necessarily an indication of how I will vote.

Reasons for the alternative recommendation are:

Despite minor variations to the setbacks as a result of the SAT process, the combined impact of setback variations sought and the bulk and scale of the development will have a negative impact on the streetscape and amenity of the neighbouring properties, in particular 78 Auckland St to the south.

An Alternative Recommendation for refusal is included below.

That Council, in accordance with Section 31 of the State Administrative Tribunal Act 2004, SETS ASIDE its decision dated 20 June 2023 and SUBSTITUTES its new decision to, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSE the application for a Single House at No. 80 (Lot: 102; D/P: 413590) Auckland Street, North Perth for the following reasons:

1. *The proposed development is inconsistent with the objectives of the Residential Zone under the City of Vincent's Local Planning Scheme No. 2, as the proposal does not result in a design that is compatible with, and that enhances the amenity and character of the residential neighbourhood and streetscape. This is because the proposed development that faces the Auckland Street frontage does not offer sufficient setbacks to reduce impacts of building bulk to the street and the amenity of neighbouring properties including No. 78 Auckland Street;*

2. *The proposed development does not satisfy relevant design principles of State Planning Policy 7.3 – Residential Design Codes Volume 1 (R Codes) and local housing objectives of the City's Policy No. 7.1.1 – Built Form (Built Form Policy), including:*

   (a) *Clause 5.1 of the Built Form Policy and Clause 5.1.2 of the R Codes in relation to Primary Street Setback. The development is not set back from the street sufficiently to contribute to, or be consistent with, the established streetscape. The proposed setback from the street results in a building bulk and scale that is not consistent with, and does not contribute to the established streetscape and would adversely affect the amenity of the neighbouring properties including No. 78 Auckland Street; and*

   (b) *Clause 5.1 of the Built Form Policy in relation to Upper Floor Primary Street Setbacks. The front elevation of the development has not been designed and does not offer sufficient setbacks behind the ground floor building line so as to clearly distinguish all upper floors from the ground floor of the dwelling. This adds to the building bulk and scale presented to Auckland Street that is not consistent with, and does not contribute to the established streetscape; and*

3. *Having regard to the reasons above, the proposed development:*

   (a) *Is not physically compatible with its setting nor with adjoining developments (Clause 67(2)(m) of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015); and*

   (b) *Would have an adverse and detrimental impact on the amenity and character of the locality (Clause 67(2)(n) of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.*

ADDITIONAL INFORMATION

All changes that have been made from the plans that were previously deferred by Council are detailed below. The officer report has also been updated to reflect this.

These changes that were not highlighted in the Briefing Session report primarily relate to the setbacks to the primary street (Auckland Street) for every room on the ground and upper floors.

A side by side comparison of the deferred plans and the amended plans, highlighting the areas of change are also included below and appear in the officer report. These have been included to correspond to the reasons for Council's deferral.

- *Setback of the ground floor Alfresco to the southern lot boundary increased from 1.5 metres to 2.8 metres.*
- *Alfresco roof form change from a pitched roof to a flat roof. The former pitched roof had a maximum height of 4.2 metres. The proposed flat roof has a height of 3.1 metres.*
- *Ground floor setbacks from Auckland Street as follows:*
  - *Setback of the Garage to Auckland Street increased from 3.44 metres to 3.48 metres.*
  - *Setback of Staircase to Auckland Street decreased from 4.36 metres to 4.34 metres.*
  - *Setback of Living Room to Auckland Street increased from 2.92 metres to 2.97 metres.*
  - *Setback of Dining Room to Auckland Street increased from 2.92 metres to 3.0 metres.*
  - *Setback of the Alfresco to Auckland Street increased from 3.0 metres to 3.85 metres.*
- *Upper floor setbacks as follows:*
  - *Setback of the upper floor Bed 3 behind the ground floor predominant building line ~~increased~~ decreased from ~~1.34~~ 1.70 metres to 1.66 metres.*
  - *Setback of the upper floor Staircase behind the ground floor predominant building line decreased from 1.44 metres to 1.37 metres.*
  - *Setback of the upper floor Sitting Room behind the ground floor predominant building line increased from 0.67 metres to 1.12 metres.*
  - *Setback of the upper floor Bed 1 behind the ground floor predominant building line increased from 1.29 metres to 1.49 metres.*
  - *Setback of the upper floor Balcony behind the ground floor predominant building line increased from 0.58 metres to 1.0 metre.*
- *Garage width reduced from 6.7 metres to 6.4 metres.*
- *Setback of the ground floor boundary wall of the Garage increased from nil to 0.5 metres to the northern lot boundary.*

1. Further consideration to the graduation of the development as it transitions to the south

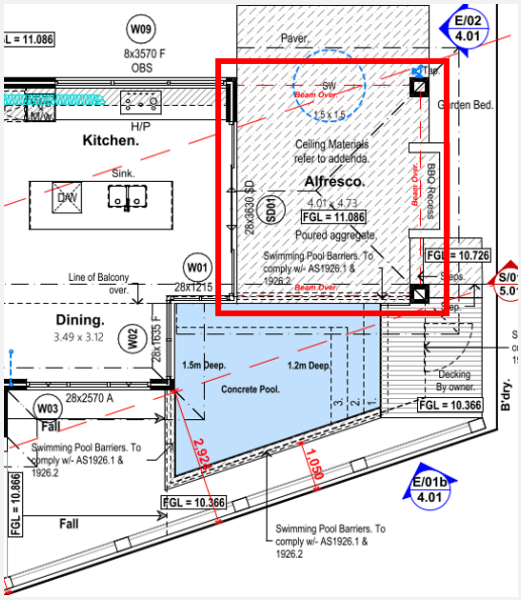

Figure 1 – Deferred Proposal

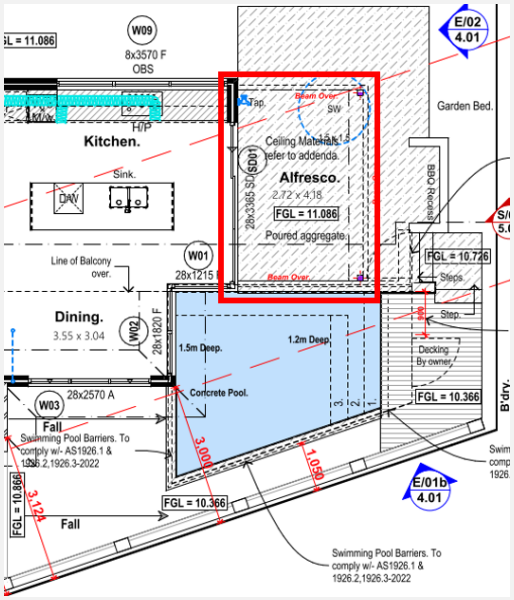

Figure 2 – Amended Proposal

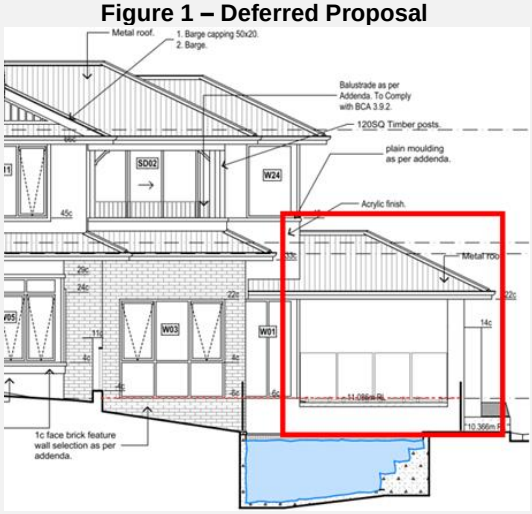

Figure 3 – Deferred Proposal

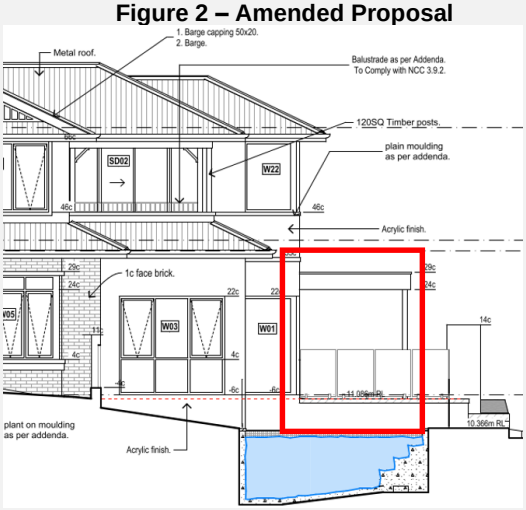

Figure 4 – Amended Proposal

2. Further consideration to the distance from the street horizontally across the development

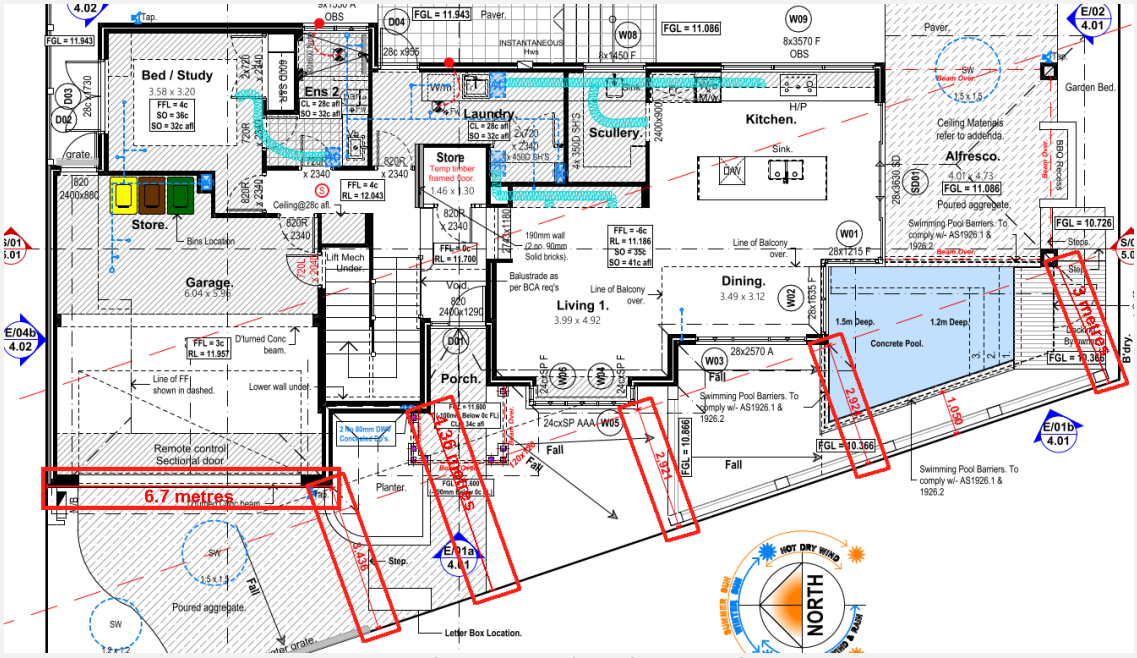

Figure 5 – Deferred Proposal

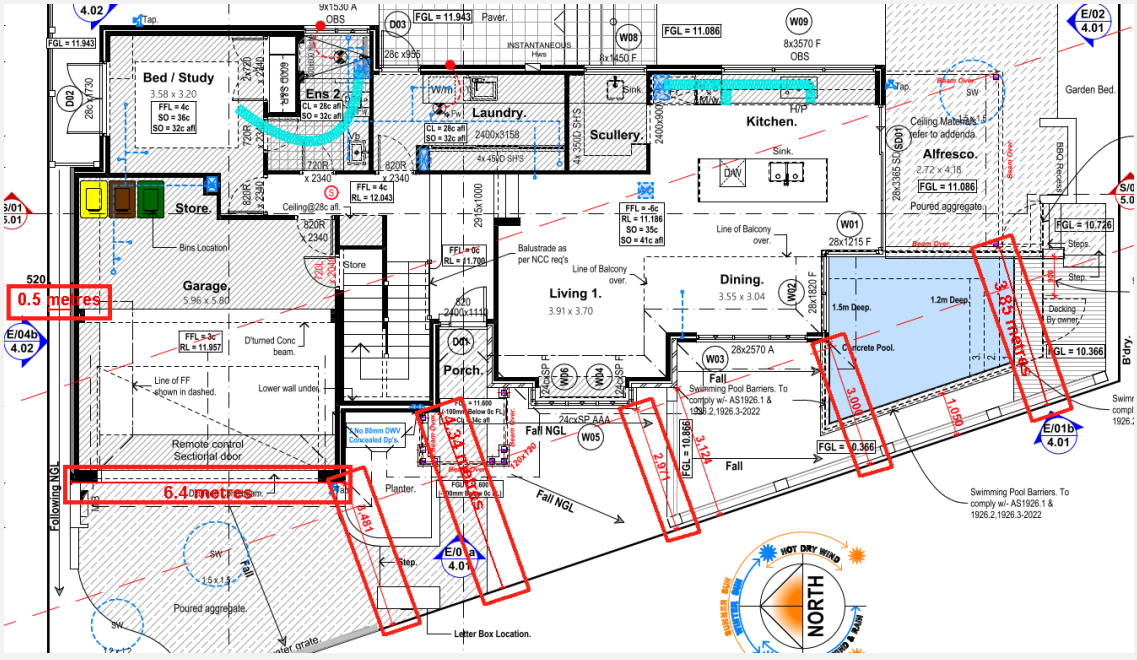

Figure 6 – Amended Proposal

3. Further consideration to providing greater articulation of the development in setbacks between the ground floor and upper floor

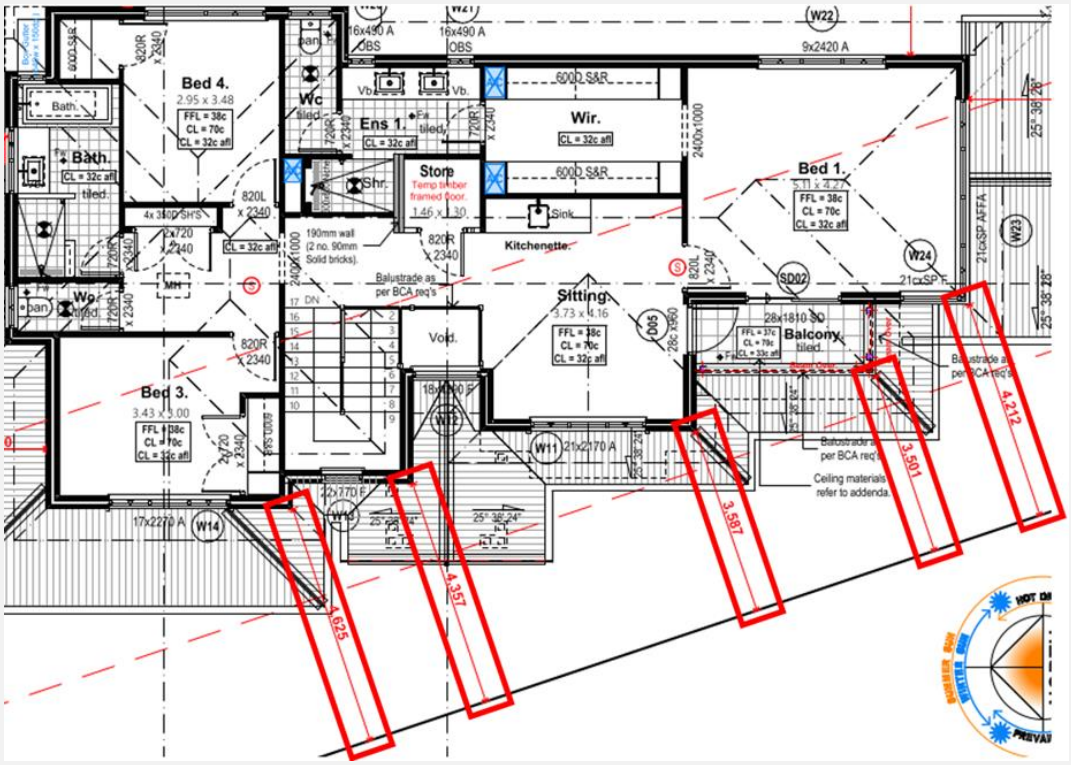

Figure 7 – Deferred Proposal

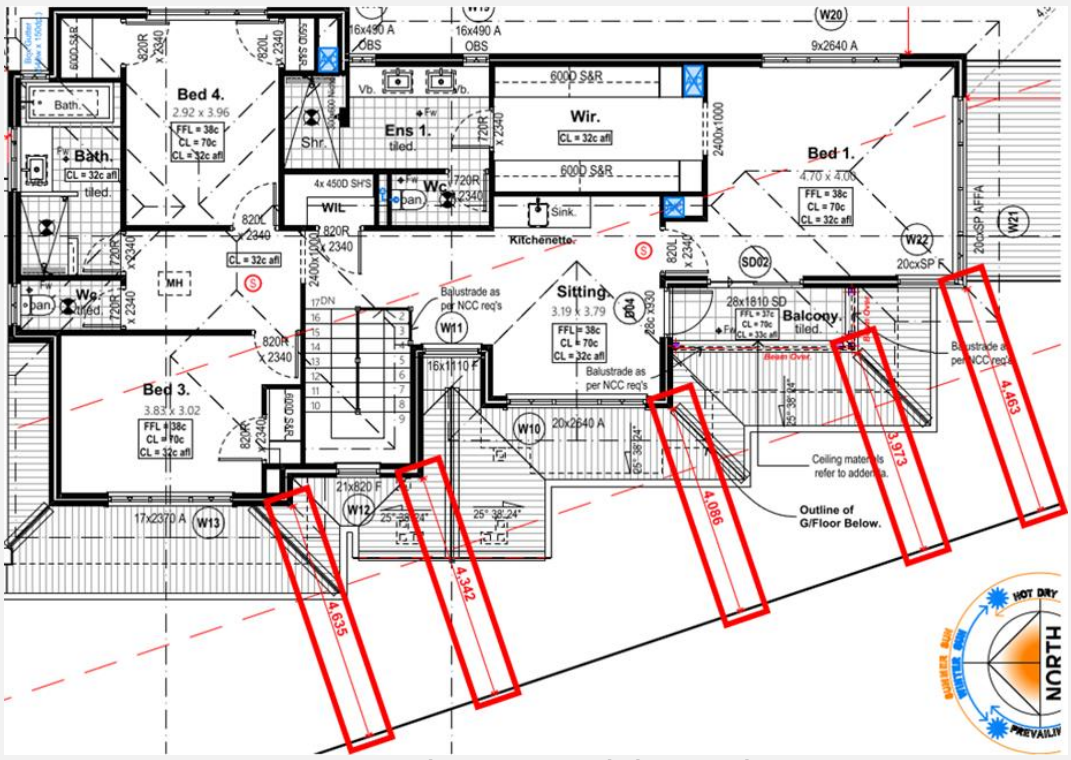

Figure 8 – Amended Proposal

5.1 NO. 46B (LOT: 1; PLAN: 417673) JOEL TERRACE, EAST PERTH - PROPOSED SINGLE HOUSE

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Summary of Submissions - Administration Response
4. Summary of Submissions - Applicant Response
5. Applicant Context and Character Study
6. Administration's Streetscape Review
7. Administration's Height Analysis
8. Administration's Overshadowing Analysis
9. Life Cycle Assessment
10. 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 a Single House at No. 46B (Lot: 1; D/P: 417673) Joel Terrace, East Perth in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 10:

1. Development Plans

This approval is for a Single House as shown on the approved plans dated 29 September 2023. No other development forms part of this approval;

2. Boundary Walls

The surface finish of boundary wall facing No. 56 Joel Terrace, East Perth shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be face brick as shown on the approved plans, to the satisfaction of the City;

3. External Fixtures

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

4. Colours and Materials

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

4.2 The meter box is to be painted the same colour as the wall it is attached so as to not be visually obtrusive, to the satisfaction of the City;

5. Landscaping

5.1 All landscaping works annotated 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; and

5.2 No verge trees shall be removed without the prior written approval of the City. Verge trees shall be retained and protected from damage including unauthorised pruning to the

satisfaction of the City. Prior to any pruning of verge trees, an arborist report shall be prepared by the landowner and submitted to the City;

6. Visual Privacy

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the visual privacy standards of the Residential Design Codes, 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; and

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.

NO QUESTIONS

5.8 OUTCOME OF PUBLIC NOTICE - PROPOSED MAJOR LAND TRANSACTION, LEEDERVILLE

Attachments:
1. **Business Plan - Leederville Car Parks Major Land Transaction**
2. **Proposed Concept and Vision - Appendix 1 of Business Plan - Leederville Car Parks Major Land Transaction**
3. **Head of Agreement Key Terms**
4. **Summary of Submissions - Administration's Comment**
5. **Proposed Additional Public Car Parks in Leederville**

RECOMMENDATION:

That Council:

1. **BY ABSOLUTE MAJORITY, having considered the submissions made, pursuant to Section 3.58 (3) of the *Local Government Act 1995*, PROCEEDS with the Major Land Transaction included in the Business Plan included in Attachments 1 and 2 in accordance with the Key Terms included in Attachment 3 and the Heads of Agreement with Hesperia Pty Ltd, pursuant to Section 3.59 (5) of the *Local Government Act 1995*, for the reason that it would improve the Leederville Town Centre, and AUTHORISES the Mayor and Chief Executive Officer to enter into, sign and seal the transaction documents;**

2. **AUTHORISES and DELEGATES to the Chief Executive Officer the performance of the City's rights, functions and obligations in any signed transaction documents in relation to the agreement that will need to be made between the City and Leederville Asset Pty Ltd as to the plans and specifications for the new multi storey car park to be constructed by Leederville Asset Pty Ltd or its builder on part of the Frame Court site;**

3. **DETERMINES that the City of Vincent Parking Local Law applies to the car park located on the northern and eastern side of No. 164 Oxford Street, Leederville (Oxford Street SIDE Car Park), between the hours of 4:00pm and 7:00am Monday to Friday and on Saturday, Sunday and Public Holidays, and is to be controlled and managed by the City of Vincent as a parking station, subject to the agreement in writing of the owners of that land and pursuant to Clause 1.5(3)(b) of that Local Law;**

4. **DETERMINES that the City of Vincent Parking Local Law applies to the car park located at No. 629 Newcastle Street, Leederville and No. 40 Frame Court, Leederville (Newcastle Street Car Park), and is to be controlled and managed by the City of Vincent as a parking station, subject to the agreement in writing of the owners of that land and pursuant to Clause 1.5(3)(b) of that Local Law;**

5. **AUTHORISES and DELEGATES to the Chief Executive Officer the authority to negotiate and approve agreements between the City of Vincent and the owners for the care, control and management of the Newcastle Street Car Park subject to the following:**

    5.1 The distribution of parking ticket revenue being split after expenses once the City of Vincent has fully recouped the cost of constructing the parking station on that owner's land, until which time all revenue to be retained exclusively by the City of Vincent;

    5.2 Revenue from infringements and any other penalties issued at the Newcastle Street Car Park to be retained exclusively by the City;

    5.3 Specified costs including the construction of the car park (demolition, removal of fences, grading, surfacing, drainage and installation of a crossover, landscaping, line marking, lighting, signage and ticket issuing machines) and replacement of boundary fencing and associated work for No. 40 Frame Court post use as a public car park, to be funded exclusively by the City of Vincent;

    5.4 Specified costs including the maintenance and repair of the car park and crossover surface, drainage, landscaping, line marking, lighting, signage and ticket issuing machines will be split between the City and owners; and

5.5 The owners reserving the right to allow all or part of their land to be used in extraordinary circumstances, subject to notice being provided to the City of Vincent; and

6. NOTES that adequate funding exists in the Cash-in-Lieu of Car Parking Reserve to fund the construction of the parking stations and that funding of this project would be considered by Council as part of the Mid Year and 2023/24 Budget.

ADDITIONAL INFORMATION:
Recommendation 3., which relates to the proposed Newcastle Street Car park, has been updated to include an additional qualifier requested by the Water Corporation as follows:

The use of any portion of 629 Newcastle St as a public carpark (and the associated terms) are subject to final approval from the Water Corporation Executive.

Recommendation 5.5, which relates to the owners rights to close the car park in extraordinary circumstances, has been updated in line with a request by the Water Corporation to refer instead to circumstances 'agreed' between the City of Vincent and Water Corporation.

5.2 NO. 12 (LOTS: 69 AND 80; PLAN: 4576) BROOKMAN STREET, PERTH - ALTERATIONS AND ADDITIONS TO SINGLE HOUSE SECTION 31 RECONSIDERATION

Ward: South

Attachments:
1. Consultation and Location Plan
2. Development Plans
3. Perspectives
4. Heritage Impact Statement
5. 16 May 2023 Council Minutes and Refused Plans
6. 8 September 2023 Superseded Development Plans
7. Summary of Submissions - Applicant Response
8. Summary of Submissions - Administration Response
9. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with Section 31 of the *State Administrative Tribunal Act 2004*, SETS ASIDE its decision dated 16 May 2023 and SUBSTITUTES its new decision to, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVE the application for Alterations and Additions to Single House at No. 12 (Lots: 69 and 80; P: 4576) Brookman Street, Perth in accordance with the plans shown in Attachment 2 with the associated determination advice notes in Attachment 9, subject to the following conditions:

1. Development Plans

This approval is for Alterations and Additions to Single House as shown on the approved plans dated 13 October 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. Boundary Walls

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

4. Colours and Materials

4.1 Prior to the lodgement of a building permit, a schedule providing detailed specifications of the colour and texture of the building materials, consistent with the annotations on the approved plans, must be submitted to, and approved by the City; and

4.2 The development shall be finished, and thereafter maintained, in accordance with the schedule identified in Condition 4.1, prior to occupation of the approved development;

5. Landscaping

5.1 A detailed landscape and reticulation plan for the development site, to the satisfaction of the City, shall be lodged with and approved by the City prior to commencement of the development and show the following:

- **Areas to be irrigated or reticulated;**
- **The location and type of proposed plants including the provision of a minimum of**

one tree on the subject site within the deep soil area; and

5.2 All works shown in the plans as identified in Condition 5.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the approved development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

6. Construction Management Plan

A Construction Management Plan shall be lodged with and approved by the City prior to the issue of a building permit. This plan is to detail how construction (including demolition and/or forward works) will be managed to minimise disruption in the area and shall include:

- **The delivery of and delivery times for materials and equipment to the site;**
- **Parking arrangements for contractors and sub-contractors;**
- **Dilapidation reports of the adjoining properties at Nos. 10 and 14 Brookman Street;**
- **Notification to affected landowners; and**
- **Construction times.**

The approved management plan shall be complied with for the duration of the construction of the development;

7. Vehicle Access and Manoeuvring

7.1 Prior to the lodgement of a Building Permit, amended plans shall be submitted to and approved by the City, showing the garage door to be 3 metres wide, to the satisfaction of the City;

7.2 The layout and dimensions of all parking area shall be in accordance with Australian Standard AS2890.1;

7.3 Car parking areas which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City; and

7.4 Prior to the first occupation or use of the garage, the kerbing and access point to Wellman Street shall be modified to align with the approved garage door. The kerb, bitumen and paving shall be made good at the applicant/owner's expense, to the satisfaction of the City; and

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.

NO QUESTIONS

5.4 GREENTRACK INCENTIVES FOR ENVIRONMENTALLY SUSTAINABLE DESIGNED DEVELOPMENTS

Attachments:
1. **Amended Fees and Charges 2023/2024 (pages 15-16)**
2. **RapidLCA City of Vincent Case Study**

RECOMMENDATION:

That Council:

1. **APPROVES BY ABSOLUTE MAJORITY, in accordance with Section 6.16 of the *Local Government Act 1995,* to adopt the following amendment to the Schedule of Fees and Charges 2022/2023 and as shown in red text in Attachment 1:**

    1.1 To reduce development application fees for Single House and Grouped Dwelling proposals, including alterations and additions, that submit a Lifecycle Assessment Report in accordance with Local Housing Objectives of Policy No. 7.1.1 – Built Form. The development application fee shall be reduced by the cost incurred by the proponent to obtain the Life Cycle Assessment Report, capped at a maximum reduction of $200.00 per development application;

2. **SUPPORTS Administration to implement a trial pre-lodgement consultation service until the end of the 2023/24 financial year for homeowners, developers and designers to receive advice from a member of the City's Design Review Panel on how they can improve energy efficiency in their design; and**

3. **SUPPORTS Administration to implement a Priority Assessment Process where Single House and Grouped Dwelling proposals submit an eligible Lifecycle Assessment Report in accordance with Local Housing Objectives of Policy No. 7.1.1 – Built Form.**

CR WOOLF:
Would like to better understand the length of the queue that would be skipped in the priority assessment stream. Can you please provide some indicative timeframes that an applicant would experience with and without a Lifecycle Assessment?

COORDINATOR PLANNING SERVICES:
When development applications are lodged with the City, Administration triage proposals and may prioritise their assessment dependant on a range of considerations including complexity and proposal type.

The timeframe of when the initial assessments are undertaken range dependant on these factors, anywhere from 7 days for proposals of low complexity to 21 days for applications of greater complexity.

Single House and Grouped Dwellings development applications are often considered to be of greater complexity and the initial assessments are undertaken on-average at 21 days or greater, also dependant on Officer workload at any given time.

The GreenTrack process would prioritise the assessment of Single House and Grouped Dwelling development applications submitted with a LCA report at the time of lodgement. Administration have set an indicative timeframe of first assessment to be undertaken within 7 calendar days from lodgement and any assessment of amended plans and/or additional information to also be undertaken within 7 days of submission. This would effectively reduce the timeframe of first assessment by 2 weeks on-average.

By prioritising the initial assessment and re-assessment of these applications, Administration would seek to reduce the overall processing times which would be tracked over time to monitor the success of the priority assessment stream.

The current average processing time for development applications this financial year is 71 days. Based on these current average processing timeframes, if say a 50 percent uptake occurs, the GreenTrack priority assessment would reduce the total processing timeframes for applicable applications by approximately two weeks, reducing their total average processing time down to 57 days.

Administration notes that this re-prioritisation would increase the processing days of remaining Single House and Grouped Dwelling applications that do not submit a Life Cycle Assessment with their proposal to 85 days, which is still within statutory timeframe of 90 days set out in the Planning and Development (Local Planning schemes) Regulations 2015.

5.5 OUTCOME OF ADVERTISING OF AMENDMENTS TO LOCAL PLANNING POLICY NO. 7.5.22 - CONSULTING ROOMS

Attachments: 1. Draft Amended Local Planning Policy: Consulting Rooms and Medical Centres

RECOMMENDATION:

That Council PROCEEDS with the amendments to Local Planning Policy 7.5.22 – Consulting Rooms, included as Attachment 1, in accordance with Schedule 2, Part 2, Clause 5(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

NO QUESTIONS

5.6 PUBLIC HEALTH PLAN (2020 - 2025) - ANNUAL REVIEW 3

Attachments: 1. Annual Review - Public Health Plan - 2020-2025 - Review 3

RECOMMENDATION:

That Council NOTES the third annual review and progress towards the deliverables within the Public Health Plan 2020 – 2025, at Attachment 1.

At 7.02pm Coordinator Planning Services and Manager Development & Design left the meeting and did not return.

CR WORNER:
Note that the update states all actions are on track, except for one item, what is the ETA of this action?

EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:
*Deliverable 4.3 of the Public Health Plan is to '**Review proposals to introduce new smoke-free environments on City owned land'** and is scheduled for commencement this financial year.*
This project is proposed to commence at the end of this financial year, in mid 2024. Administration will assess new public places/spaces that could become smoke-free within the City. Thereafter, a report will be presented to Council to propose new designated smoke-free areas in accordance with the Local Government Property Local Law, if suitable locations are identified.

6 INFRASTRUCTURE & ENVIRONMENT

6.1 ADVERTISING OF AMENDED POLICY - STREET TREES

Attachments: **1. Proposed Amended Street Tree Policy**
2. Policy No. 2.1.2 - Street Trees

RECOMMENDATION

That Council APPROVES the proposed amendments to the Street Tree Policy, at Attachment 1, for the purpose of community consultation.

CR HALLETT:
Objective, care control and management of trees in thoroughfares – can this objective include the increasing the quantities of trees in thoroughfares?

MANAGER PARKS:
The below amendment has been made to the draft policy objective:

To provide guidance for the planting and management of street trees to maximise canopy coverage within throughfares.

CR WALLACE:
Street tree planting within the road itself. Could the policy be updated to offer guidance on where in-road planting could be included, where verge planting is not possible?

MANAGER PARKS:
Clause 1 of the draft policy states (in summary) that tree planting locations are determined by the City with the intent of providing continuity of canopy. Therefore this would include tree planting within the verge, median or road subject to investigations and consultation.

CR WALLACE:

Item 5 – street tree protection – can we refer to the Australian Standard on this item? Storage of material and debris within the street tree canopy?

MANAGER PARKS:
The Australian Standards for Protection of Trees within Development Sites (AS 4870-2009) predominantly refers to the tree protection zone (TPZ) which is calculated from tree measurements (12 times the trunk diameter at breast height). The TPZ generally correlates to the canopy drip line of the tree.

Given the space constraints within some areas of the City, Administration did not believe it would be feasible to expect exclusion of the TPZ for all developments. It was therefore included in the draft Policy for provision of a protection zone two meters from the base of the tree.

Clause 5(ii) point two has been amended to include that the no building materials are to be stored within the fenced off protection area. Point four which states that building material must not be stored under the canopy has been removed to provide consistency within the policy.

Administration will be providing additional guidance on tree protection for developments within the supporting policy procedures and guidelines.

At 7.19pm Manager Parks left the meeting and did not return.

6.2 RFT IE233/2022 LITIS STADIUM CHANGEROOM REDEVELOPMENT

Attachments:
1. **Evaluation Worksheet RFT IE233-2022 - Confidential**
2. **Project on a Page (POAP) - Litis Stadium Changeroom Development**
3. **Britannia North West Reserve Development Plan - Council Endorsed**
4. **Litis Changeroom Concept & Floor Plan**

RECOMMENDATION:

That Council:

1. **NOTES the outcome of the evaluation process for Tender IE233/2022 Litis Stadium Changeroom Redevelopment; and**

2. **ACCEPTS the tender submission of Schlager Group Pty Ltd for Tender IE233/2022 Litis Stadium Changeroom Redvelopment.**

3. **APPROVE the capital project budget of $1,724,799, as outlined in the 2023/2024 First Quarter Budget Review (November 2023- OCM report) for the Litis Stadium Redevelopment and Floreat Athena Football Clubroom refurbishments;**

4. **ALLOCATE a capital project budget of $1,600,000 in the 2024/2025 annual budget for the delivery of this project and update the 4 year capital works program accordingly.**

CONFIDENTIAL response provided separately

6.3 RFT IE254/2023 INDOOR POOL CHANGE ROOM RENEWALS AT BEATTY PARK LEISURE CENTRE

Attachments:
1. **Evaluation Summary - Confidential**
2. **Project on a Page - Beatty Park Changeroom Upgrade**

RECOMMENDATION:

That Council:

1. **NOTES the outcome of the evaluation process for Tender IE254/2023 Indoor Pool Change Room Renewals at Beatty Park Leisure Centre; and**

2. **ACCEPTS the tender submission of LKS Constructions (WA) Pty Ltd for Tender IE254/2023 Indoor Pool Change Room Renewals at Beatty Park Leisure Centre.**

3. **ALLOCATES an additional $650,000 to be sourced from the 2024/25 Annual Budget to fund the Indoor Changeroom renewal project over two financial years.**

CR HALLETT:
In relation to the reallocation of the funds from 24/25 budget, why was that? Was the estimate significantly less than what was proposed in the submissions?

MANAGER CITY BUILDINGS & ASSET MANAGEMENT:
No the estimate was not less, this project was planned to be delivered over two financial years and therefore the budget was funded over two financial years. A modification has been made to clause 3 of the recommendation, to clarify that $550,000 allocated in the 2024/2025 (4 year capital budget) has been recommended to increase to $650,000 to allow for project contingency bringing the total project budget to $1,300,000 (funded over two years 2023/24 & 2024/25).

7 COMMUNITY & BUSINESS SERVICES

7.1 FINANCIAL STATEMENTS AS AT 30 SEPTEMBER 2023

Attachments: **1. Financial Statements as at 30 September 2023**

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 30 September 2023 as shown in Attachment 1.

CR HALLETT:
Can you clarify cancelled projects of Solar installation in Belgravia and Replace electrical distribution boards in the capital works schedule report as at 30 September 2023.

ACTING CHIEF FINANCIAL OFFICER:
Belgravia Solar Installation project:
The roof structure will need improvements in order to support the solar panels and structures. The project was to be funded by contribution from Belgravia. They have identified other projects they would like to priorities and pursue. In addition, given the current lease terms are for four years, Belgravia does not see any benefit or payback in the short term.

Replacement of Electrical distribution boards:
The electrical distribution board replacement–(part of the asbestos management program) has been completed. The funds have been reallocated to the Miscellaneous asset renewal budget which is used for reactive maintenance and these types of unplanned capital replacements should the need arise.

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 SEPTEMBER 2023 TO 30 SEPTEMBER 2023

Attachments:
1. **Sept 2023 Payment by EFT and Payroll**
2. **Sept 2023 Payments by Direct Debit**
3. **Sept 2023 Payments by Cheques**

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 September 2023 to 30 September 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	$7,591,415.94
Cheques	$240.30
Direct debits, including credit cards	$160,440.49
Total payments for September 2023	**$7,752,096.73**

NO QUESTIONS:

7.3 INVESTMENT REPORT AS AT 30 SEPTEMBER 2023

Attachments: 1. Investment Statistics as at 30 September 2023

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 30 September 2023 as detailed in Attachment 1.

NO QUESTIONS:

7.4 FIRST QUARTER BUDGET REVIEW 2023-2024

Attachments:
1. **Statement of Comprehensive Income 2023/24**
2. **Rate Setting Statement 2023/24**
3. **Reserves 2023/24**
4. **Capital Works Budget 2023/24**

RECOMMENDATION:

That Council BY ABSOLUTE MAJORITY APPROVES the following amendments to the 2023/2024 Annual Budget:

1. **A net decrease in the Operating result of $1,819,530 as per Attachment 1;**

2. **An increase to Cash Backed Reserves of $586,684 as per Attachments 2 and 3;**

3. **A net increase in the Capital Expenditure Budget of $681,538 as per Attachment 4; and**

4. **A net increase in the closing surplus of $1,908,932 resulting in a forecast year end surplus at 30 June 2024 of $1,954,040 as per Attachment 2.**

CR CASTLE (SUBMITTED IN WRITING):

Were the legal fees for the Heads of Agreement etc unbudgeted or in excess of estimates? Why the increase?

EXECUTIVE DIRECTOR STRATEGY AND DEVELOPMENT:
Last year's budget for the Leederville Car Park Redevelopment project was $170,000 but only $90,000 of that was spent by 30 June 2023, as much of the work occurred in July as the Heads of Agreement negotiations were finalised. As a result an additional $60,000 is being requested as part of this first quarter budget review. The remaining $190,000 is being requested on the basis that Council decide to proceed with the Major Land Transaction, in order to develop and finalise the transaction documents.

CR CASTLE (SUBMITTED IN WRITING):
Can you provide detail of the extra legal fees for various land matters?

EXECUTIVE DIRECTOR STRATEGY AND DEVELOPMENT:
The $130,000 is being requested on the basis that should Council decide to proceed with the concrete batching plant relocation plan for Hanson Australia Pty Ltd, with the $100,000 estimated for development of the Heads of Agreement and Business Plan. An additional $30,000 has been requested in order to finalise the Business Plan, though no estimate for this work has been provided and it would be dependent on the submissions received and legal issues that required consideration at that time.

8 CHIEF EXECUTIVE OFFICER

8.1 COUNCIL BRIEFING AND ORDINARY MEETING OF COUNCIL DATES FOR 2024

Attachments: **1. Council Briefing and Ordinary Meeting of Council Dates 2024**

RECOMMENDATION:

That Council:

1. ADOPTS the 2024 monthly cycle of Council Briefings and Ordinary Meetings of Council, each commencing at 6:30pm and held at the City of Vincent Council Chambers, 244 Vincent Street, Leederville, as listed below and shown in the calendar at Attachment 1; and

Council Briefing	Ordinary Meeting of Council
6 February	13 February
12 March	19 March
16 April	23 April
14 May	21 May
11 June	18 June
16 July	23 July
13 August	20 August
10 September	17 September
15 October	22 October
12 November	19 November
3 December	10 December

2. PROVIDES local public notice of the Council Briefing and Ordinary Meeting of Council dates, time and place, as listed in Recommendation 1. above.

NO QUESTIONS:

8.2 APPOINTMENT OF COUNCIL MEMBER AND COMMUNITY REPRESENTATIVES TO THE CITY OF VINCENT AUDIT COMMITTEE

Attachments:
1. **Resume - Applicant 1 - Confidential**
2. **Resume - Applicant 2 - Confidential**
3. **Resume - Applicant 3 - Confidential**

RECOMMENDATION:

That Council:

1. **In accordance with section 7.1A of the *Local Government Act 1995,* APPROVES BY ABSOLUTE MAJORITY the appointment of the following Council Members to the City's Audit Committee for the term 22 November 2023 to the date of the next ordinary local government election, 16 October 2025:**

   Cr _____;

   Cr _____;

   Cr _____;

   Cr _____;

2. **In accordance with section 7.1A of the *Local Government Act 1995,* APPROVES BY ABSOLUTE MAJORITY the appointment of the following three external independent members details contained in Confidential Attachments 1, 2 and 3 to the City's Audit Committee for the term 22 November 2023 to the date of the next ordinary local government election, 16 October 2025:**

   - **Applicant 1;**
   - **Applicant 2;**
   - **Applicant 3;**

NO QUESTIONS:

8.3 APPOINTMENT OF COUNCIL MEMBERS TO CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PANEL

Attachments: **Nil**

RECOMMENDATION:

That Council:

1. APPOINTS the following Council Members to the Chief Executive Officer (CEO) Performance Review Panel for the term 21 October 2023 to the next ordinary local government election, 18 October 2025:

1. **Mayor Xamon Chairperson**
2. **Cr**
3. **Cr**
4. **Cr**

2. NOTES appointed Council Members are required to undertake relevant CEO performance review training course provided by the Western Australian Local Government Association (WALGA), or similar industry recognised training provider, within six months of appointment to the panel.

NO QUESTIONS

8.4 APPOINTMENT OF COUNCIL MEMBERS AND COMMUNITY REPRESENTATIVES TO ARTS ADVISORY GROUP

Attachments:
1. **DRAFT Arts Advisory Group - Terms of Reference**
2. **Arts Advisory Group nominations - November 2023 - Confidential**

RECOMMENDATION:

That Council:

1. **APPROVES the Terms of Reference for the Arts Advisory Group, as at Attachment 1;**

2. **APPOINTS the following Council Members as Council's representatives on the Arts Advisory Group for a term expiring on 18 October 2025.**

   Members:

   1. **Cr _____;**
   2. **Cr _____;**

   and the Chair of the Advisory Group will be Cr _____;

3. **APPOINTS to following community members to the Arts Advisory Group, as detailed in Confidential Attachment 2;**

   1. **Applicant 1;**
   2. **Applicant 2;**
   3. **Applicant 3;**
   4. **Applicant 4;**
   5. **Applicant 5;**
   6. **Applicant 6;**
   7. **Applicant 7;**

NO QUESTIONS

8.5 APPOINTMENT OF COUNCIL MEMBERS TO THE METRO INNER NORTH JOINT DEVELOPMENT ASSESSMENT PANEL

Attachments:
1. **Department of Planning, Lands and Heritage Letter - Local Government Nominations**
2. **Local Government Development Assessment Panel Members - Nomination Form**

RECOMMENDATION:

That Council APPOINTS the following Council Members to represent the City of Vincent on the Inner City North Joint Development Assessment Panel (JDAP) for the period 26 January 2024 to 26 January 2026:

Member:	Alternate Members:
1. Cr	1. Cr
2. Cr	2. Cr

NO QUESTIONS

8.6 APPOINTMENT OF ELECTED MEMBER TO THE METROPOLITAN REGIONAL ROAD SUB-GROUP (CENTRAL)

Attachments:
1. **Metropolitan Regional Road Group WALGA reference information for Elected Members on a Regional Road Group.**
2. **Metropolitan Regional Road Group Policies and Practices.**

RECOMMENDATION:

That Council APPOINTS _____ as the City of Vincent Elected Member representative on the Metropolitan Regional Road Group, Sub-Group (Central) for a term expiring on 18 October 2025.

Sarah left at 7.19pm

NO QUESTIONS

8.7 POLICY DOCUMENT REGISTER AND REVIEW PLAN - PROGRESS UPDATE AND IMPLEMENTATION REVIEW 2023

Attachments:
1. **Policy Document Register and Review Plan (clean)**
2. **Policy Document Register and Review Plan (marked up)**
3. **Policy Review Schedule 2024**
4. **Policy Review Statistics**
5. **Policy Review Summary**

RECOMMENDATION:

That Council:

1. APPROVES the:

1.1 updated Policy Document Register and Review Plan, at Attachment 1; and

1.2 Policy Review Schedule for the remainder of 2024 at Attachment 3; and

2. NOTES the:

2.1 Policy Review Statistics at Attachment 4; and

2.2 Policy Review Summary at Attachment 5

At 7.20pm Senior Financial and Projects Analyst left the meeting and did not return.

NO QUESTIONS

8.8 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 18 OCTOBER 2023

Attachments:
1. **Minutes of the Audit Committee Meeting 18 October 2023**
2. **Attachments to Audit Committee -18 October 2023 - Confidential**

RECOMMENDATION:

That Council:

1. RECEIVES the minutes of the Audit Committee Meeting of 18 October 2023, as at Attachment 1 and Confidential Attachments as at Attachment 2; and

2. APPROVES the recommendations from the Audit Committee as follows:

2.1 RECEIVES the HR Policies and Procedures Audit Report and Use of Assets & Resources Report at Attachment 1;

2.2 ENDORSES the management comments provided by Administration which are included in the Audit Reports at Attachment 2;

3. NOTES :

3.1 the findings and any actions arising from the internal audits will be included in the City's audit log until such time as they are completed; and

3.2 any new or emerging corporate risks, identified as a result of the internal audit findings, will be documented, assessed and managed through the City's Risk Management Framework

NO QUESTIONS

8.9 INFORMATION BULLETIN

Attachments:

1. **Minutes of the Catalina Regional Council meeting held on 19 October 2023**
2. **Statistics for Development Services Applications as at the end of October 2023**
3. **Unrecoverable Parking Infringements Write-Off**
4. **Register of Legal Action and Prosecutions Monthly - Confidential**
5. **Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 6 November 2023**
6. **Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current**
7. **Register of Applications Referred to the Design Review Panel - Current**
8. **Register of Petitions - Progress Report - October 2023**
9. **Register of Notices of Motion - Progress Report - October 2023**
10. **Register of Reports to be Actioned - Progress Report - October 2023**
11. **Council Workshop Items since 7 September 2023**
12. **Council Meeting Statistics**
13. **Council Briefing Notes - 10 October 2023**

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated November 2023.

CR HALLETT:
Register of SAT appeals I note that there was a hearing on Friday for a new mediation date on item number 3 Nos. 41-43 & 45 Angove Street, North Perth, do you have any update on the outcome? What is the status of new application?

EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:
The SAT Appeals register has been updated to confirm that the directions hearing scheduled for 10 November 2023 was vacated and has been rescheduled for 2 February 2024.

The new application is under assessment and is currently awaiting further information from the applicant.

At 7.23pm Manager Engineering left the meeting and did not return.

At 7.23pm Financial Controller left the meeting and did not return.

At 7.23pm Manager City Buildings & Asset Management left the meeting and did not return.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

11.1 UNDERTAKINGS RELATING TO THE PARKING LOCAL LAW 2023

RECOMMENDATION:

That Council:

1. **RESPONDS to the Joint Standing Committee on Delegated Legislation indicating its agreement to the following undertakings in respect to the City of Vincent Parking Local Law 2023:**

   1.1 Provide feedback to the Committee by 27 November 2023, about how Australian Standard 1742.11-1999 and a symbol specified from time to time by Standards Australia for use in the regulation of parking can be accessed by the public free of charge*;*

   1.2 Within 6 months, amend clause 2.16 and correct typographical errors in clauses 1.6 and 2.6(1);

   1.3 Ensure the local law will not be enforced in a manner contrary to Recommendation 1.2;

   1.4 Ensure all consequential amendments arising from Recommendation 1.2 will be made; and

   1.5 Where the local law is made publicly available by the City, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertakings.

2. **AUTHORISES the Chief Executive Officer to provide local public notice in accordance with section 3.12(3) of the *Local Government Act 1995,* for a period of at least 6 weeks, that:**

   2.1 It is proposed to make the City of Vincent *Parking Amendment Local Law 2024* at Attachment 2*;*

   2.2 the purpose of this amendment local law is to amend certain provisions of the City of Vincent *Parking Local Law 2023*;

   2.3 the effect of this amendment local law is to provide further clarity of the requirements that any person parking a vehicle within the City of Vincent is to comply with these provisions;

   2.4 copies of the proposed amendment local law are available for inspection at the City's office, Library and Local History Centre and on its website.

3. **NOTES that in accordance with Section 3.12(3)(b) of the *Local Government Act 1995* a copy of the proposed amendment local law and pubic notice will be provided to the Minister for Local Government;**

4. **NOTES that any submissions received as a result of the public notice provided as set out in recommendation 2 above will be presented to Council for consideration; and**

5. **APPROVES the amended days and times of operation of the Parking Facilities under the care, control and management of the City, as shown in Attachment 3.**

NO QUESTIONS:

12 CLOSURE

There being no further business, the meeting closed at 7.24pm.

12.4 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 7 DECEMBER 2023

Attachments:

1. **Audit Committee Minutes - 7 December 2023**
2. **Audit Commitee Attachments - Confidential**
3. **Financial Statements for the year ended 30 June 2023**
4. **Audit Interim Management Letter - Financial Audit - Confidential**
5. **Audit Management Letter - Information Systems - Confidential**
6. **Annual Financial Audit - Exit brief - Confidential**
7. **Auditor's Opinion - for the year ended 30 June 2023**

RECOMMENDATION:

That Council:

1. **RECEIVES the minutes of the Audit Committee Meeting of 7 December 2023, as at Attachment 1;**

2. **RECEIVES the Auditor's management letters (Financial Audit and Information System Audit) and exit brief, prepared for the year ending 30 June 2023 at Attachment 3, 4 and 5;**

3. **RECEIVES the Audit Opinion for the year ended 30 June 2023 at Attachment 6;**

4. **ADOPTS the Audited Annual Financial Statements for the year ended 30 June 2023 at Attachment 2; and**

5. **ENDORSES the remaining recommendations contained within the Audit Committee minutes of 7 December 2023.**

PURPOSE OF REPORT:

To report to Council the proceedings of the Audit Committee at its meeting held on 7 December 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 three months and comprises of up to three external independent members (one of which is the Audit Committee Chair) and four Elected Members.

DETAILS:

The Chairperson managed the order of agenda items for discussion for the convenience of the meeting and visiting representatives of the Officer of the Auditor General.

6.1 Review of the Audit Committee Terms of Reference

Discussion took place around the proposed new Terms of Reference and an amendment was proposed to update the wording around the quorum.

6.2 Audit Committee Meeting Dates – 2024

The proposed dates for 2024 were discussed, and it was agreed that the in camera session would be held at 4pm, for 15 minutes, followed by the meeting.

6.3 Audit Committee – Forward Agenda 2023

The forward agenda was discussed.

6.4 Review of Risk Appetite and Tolerance Statements and Alignment of Corporate Risks

The risk appetite and tolerance statements were discussed.

6.5 Audited Financial Statements and Management letters for year ended 30 June 2023

Representatives from the Office of the Auditor General presented the Audit Exit Brief as included in attachment 5 and outlined matters arising from the audit of the Annual Financial Statements to 30 June 2023. The Financial Statements and Audit Opinion have been signed by the OAG and are **Attachment 2** and **Attachment 6.**

5.8 Review of the City's Audit Log

The audit log was discussed.

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 7 December 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.

SUSTAINABILITY IMPLICATIONS:

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

PUBLIC HEALTH IMPLICATIONS:

There are no implications to the priority health outcomes of the City's Public Health Plan 2020-2025.

FINANCIAL/BUDGET IMPLICATIONS:

Nil.

CITY OF VINCENT

MINUTES

Audit Committee

7 December 2023

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MINUTES OF CITY OF VINCENT
AUDIT COMMITTEE
HELD AS E-MEETING AND ADMINISTRATION AND CIVIC CENTRE
244 VINCENT STREET, LEEDERVILLE
ON THURSDAY, 7 DECEMBER 2023 AT 4.00PM

PRESENT:	**Cr George Araj**	**Independent External Member (Chair from Item 2)**
	Cr Ron Alexander	**North Ward**
	Mr Baptiste Isambert	**Independent External Member**
	Mayor Alison Xamon	**Mayor**
	Cr Alex Castle	**North Ward**
	Cr Jonathan Hallett	**South Ward**
IN ATTENDANCE:	**David MacLennan**	**Chief Executive Officer**
	Rhys Taylor	**Chief Financial Officer**
	Peter Varris	**A/Chief Audit Executive**
	Peter Ferguson	**Executive Director Information and Communication Technology (left at 4.52pm during Item 6.5)**
	Main Bhuiyan	**Financial Controller**
	Mark Ambrose	**Senior Director, Financial Audit, OAG (from 4.32pm Item 6.5 only)**
	Danielle England	**Audit Manager, Financial Audit, OAG (from 4.32pm Item 6.5 only)**
	Paul Tilbrook	**Associate Director Information Systems, OAG (from 4.32pm Item 6.5 only)**
	Wendy Barnard	**Council Liaison Officer**

1 INTRODUCTION AND WELCOME

In accordance with Clause 3 of Schedule 2.3 of the *Local Government Act 1995*, the Chief Executive Officer is to preside at the meeting until the office of Presiding Member is filled.

The Presiding Member, David MacLennan, declared the meeting open at 4.03pm 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”.

The CEO asked the OAG representatives to leave the meeting while the internal business was conducted.

1A ELECTION OF AUDIT COMMITTEE CHAIRPERSON AND DEPUTY CHAIRPERSON

The CEO called for nominations for Chairperson of the City of Vincent Audit Committee. Mr Araj confirmed his nomination for the position.

COMMITTEE DECISION

Moved: Mr Isambert, Seconded: Mr Araj

That Mr Araj is appointed Chairperson of the Audit Committee.

CARRIED UNANIMOUSLY (8-0)

The CEO called for nominations for a Deputy Chairperson from the Elected Members on the Committee. Mayor Xamon nominated Cr Alexander.

COMMITTEE DECISION

Moved: Mayor Xamon, Seconded: Cr Hallett

That Cr Alexander be appointed Deputy Chairperson of the Audit Committee.

CARRIED UNANIMOUSLY (8-0)

George Araj, having been appointed as Chairperson, took the Chair. The new members introduced themselves.

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Conley Manifis is an apology for this meeting.

3 DECLARATIONS OF INTEREST

Baptiste Isambert declared an impartiality interest. The extent of his interest is that his company is contracted by the Office of the Auditor General.

4 IN CAMERA SESSION

Discussion took place around when this session should be held. It was agreed that a 15 minute session will be held starting at 4pm, after which the meeting will start.

5 CONFIRMATION OF MINUTES

COMMITTEE DECISION

Moved: Cr Alexander, Seconded: Cr Castle

That the minutes of the Audit Committee held on 18 October 2023 be confirmed.

CARRIED (6-0)

For: Cr Alexander, Cr Araj, Mr Isambert, Cr Castle, Cr Hallett and Mayor Xamon

Against: Nil

(Mr Manifis was an apology for the Meeting.)

6 BUSINESS ARISING

6.1 REVIEW OF AUDIT COMMITTEE TERMS OF REFERENCE

Attachments:
1. **Audit Committee Terms of Reference (clean copy)**
2. **Audit Committee Terms of Reference (marked up)**

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

1. APPROVES the:

1.1 amendments to the Audit Committee Terms of Reference as at Attachment 1; and

1.2 name change of the Audit Committee to Audit and Risk Committee.

Moved: Mr Isambert, Seconded: Cr Alexander

That the recommendation be adopted.

AMENDMENT

Moved: Cr Castle, Seconded: Cr Hallett

That the recommendation be amended as follows:

That the Audit Committee recommends to Council that it:

1. APPROVES the:

1.1 amendments to the Audit Committee Terms of Reference as at Attachment 1 subject to the following amendment: *A quorum will ~~consist of a simple majority of committee members~~ be in accordance with section 5.19(1) of the Local Government Act 1995 which is at least 50% of the number of offices (whether vacant or not) of members of the committee and will include, where possible, at least one external independent member. The quorum must be in place at all times during the meeting*.; and

1.2 name change of the Audit Committee to Audit and Risk Committee.

COMMITTEE DECISION ITEM 6.1

1. APPROVES the:

1.1 amendments to the Audit Committee Terms of Reference as at Attachment 1 subject to the following amendment: *A quorum will be in accordance with section 5.19(1) of the Local Government Act 1995 which is at least 50% of the number of offices (whether vacant or not) of members of the committee and will include, where possible, at least one external independent member. The quorum must be in place at all times during the meeting*.; and

1.2 name change of the Audit Committee to Audit and Risk Committee.

CARRIED (6-0)

For: Cr Alexander, Cr Araj, Mr Isambert, Cr Castle, Cr Hallett and Mayor Xamon

Against: Nil

(Mr Manifis was an apology for the Meeting.)

As the OAG representatives were present, the Chair decided that this item be discusssed next.

At 4.32pm the OAG representatives rejoined the meeting and presented information from the audit. Committee members asked questions which were answered.

At 4.32pm Baptiste Isambert left the room due to his declared interest.

6.5 AUDITED FINANCIAL STATEMENTS AND MANAGEMENT LETTERS FOR YEAR ENDED 30 JUNE 2023

Attachments:
1. **Audit Interim Management Letter - Financial Audit - Confidential**
2. **Audit Management Letter - Information Systems - Confidential**
3. **Annual Financial Audit - Exit brief - Confidential**
4. **Auditor's Opinion - for the year ended 30 June 2023**
5. **Financial Statements as at 30 June 2023**

RECOMMENDATION:

That the Audit Committee:

1. **RECEIVES the Auditor's management letters (Financial Audit and Information System Audit) and exit brief, prepared for the year ended 30 June 2023 at Attachments 1, 2 and 3; and**

2. **RECEIVES the Audit Opinion (unsigned) for the year ended 30 June 2023 at Attachment 4; and**

3. **RECEIVES the Audited Annual Financial Statements for the year ended 30 June 2023 at Attachment 5; and**

4. **RECOMMENDS to Council the adoption of the Audited Annual Financial Statements for the year ended 30 June 2023.**

COMMITTEE DECISION ITEM 6.5

Moved: Cr Hallett, Seconded: Cr Castle

That the recommendation be adopted.

CARRIED (5-0)

For: Cr Alexander, Cr Araj, Cr Castle, Cr Hallett and Mayor Xamon

Against: Nil

(Mr Manifis was an apology for the Meeting.)

(Mr Isambert was absent from the Council Chamber and did not vote.)

At 4.52pm Executive Director Information and Communication Technology left the meeting and did not return.
At 5.05pm the OAG representatives left the meeting did not return.
At 5.06pm Baptiste Isambert returned to the meeting.

6.2 AUDIT COMMITTEE MEETING DATES 2024

Attachments: 1. Proposed Audit Committee Dates 2024

RECOMMENDATION:

That the Audit Committee ADOPTS the meeting schedule for 2024 as follows:

Date	Time
Thursday 29 February 2024	4.00pm
Thursday 27 June 2024	4.00pm
Thursday 10 October 2024	4.00pm
Thursday 28 November 2024	4.00pm

COMMITTEE DECISION ITEM 6.2

Moved: Mayor Xamon, Seconded: Cr Castle

That the recommendation be adopted.

.CARRIED (6-0)

For: Cr Alexander, Cr Araj, Mr Isambert, Cr Castle, Cr Hallett and Mayor Xamon

Against: Nil

(Mr Manifis was an apology for the Meeting.)

6.3 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 6.3

Moved: Cr Hallett, Seconded: Cr Alexander

That the recommendation be adopted.

CARRIED (6-0)

For: Cr Alexander, Cr Araj, Mr Isambert, Cr Castle, Cr Hallett and Mayor Xamon

Against: Nil

(Mr Manifis was an apology for the Meeting.)

NOTE: The Committee requested that ICT present on the progress of actions to mitigate OAG findings and to also prepare the City for self assessment, in 2024, against the Australian Signals Directorate's Essential Eight controls.

6.4 REVIEW OF RISK APPETITE AND TOLERANCE STATEMENTS AND ALIGNMENT OF CORPORATE RISKS

Attachments:
1. **Corporate Risk Register 2023**
2. **Risk Management Procedure**
3. **Risk Appetite and Tolerance Statements (tracked changes)**
4. **Risk Appetite and Tolerance Statements (updated)**
5. **Risk Rating Alignment to Appetite and Tolerance**

RECOMMENDATION:

That the Audit Committee recommends to Council that it:

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

2. APPROVES:

2.1 the risk management actions for the high and extreme risks;

2.2 alignment of Corporate Risks to the risk appetite and tolerance ratings; and

2.3 the updated Risk Appetite and Tolerance Statements at Attachment 4

COMMITTEE DECISION ITEM 6.4

Moved: Mayor Xamon, Seconded: Mr Isambert

That the recommendation be adopted.

CARRIED (6-0)

For: Cr Alexander, Cr Araj, Mr Isambert, Cr Castle, Cr Hallett and Mayor Xamon

Against: Nil

(Mr Manifis was an apology for the Meeting.)

(Cr Wallace was absent from the Council Chamber and did not vote.)

NOTE: Business continuity plan testing is to be scheduled.

6.6 REVIEW OF THE CITY'S AUDIT LOG

Attachments:
1. **Audit Log as at 10 October 2023 (from previous meeting)**
2. **Internal Audit Log as at 10 October 2023 (from previous meeting) - Confidential**
3. **Audit Log as at 23 November 2023**
4. **Internal Audit Log as at 23 November 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 6.6

Moved: Cr Hallett, Seconded: Cr Castle

That the recommendation be adopted.

CARRIED (6-0)

For: Cr Alexander, Cr Araj, Mr Isambert, Cr Castle, Cr Hallett and Mayor Xamon

Against: Nil

(Mr Manifis was an apology for the Meeting.)

7 GENERAL BUSINESS

7.1 Use of Assets

In response to a request in the 18 October 2023 meeting for the sample of the vehicle forms not completed to be followed up by HR, the following information is provided.

Vehicle Authorisation Forms

Samples
L Buonomo – Started 03/01/2002
A Bradshaw – Started 06/02/2012
S Taylor – Started 13/03/2017
M Stojanoski – Started 23/05/1995 (provided)
B Bevan – Started 19/03/2023 (provided)

The City has been able to find two out of the 5 vehicle authorisation forms. However, you will find above that many of the sampled employees have been at the City of 10 years or more. The City has substantially improved vehicle authorisation processes in the last four years.

Ghost Employees – Process for Eliminating the Risk

To eliminate the risk of 'ghost employees', the Payroll Services team have put in place the following:

1. Payroll Services team (2 payroll team) will both review pay processing against current employee listing to ensure those employed at that pay period are confirmed employees.
2. Both payroll team members (and HR Support Officer on an Adhoc basis) alternate responsibilities (posting journal, superannuation, updating pay codes/classifications) and portfolios.
3. Payroll Services team ensure new and terminated employees are updated each fortnight to ensure 'current' employee listing is up to date.
4. Payroll Services will investigate any 'employee' with low to no tax deductions through which can be identified in the Final Pay Edit Listing Report to check pays before posting.
5. Review any bank account changes against 'Change Bank Details Form' each fortnight to confirm change request by the employee.
6. Multiple employees (X 2 payroll members, Executive Manager HR, Chief Financial Officer and Financial Controller) all review and approve pays each fortnight.

Due to the new timesheeting system, all employees are required to complete a timesheet which is linked to pay. This would reduce the risk substantially for ghost employees to be paid.

8 NEXT MEETING

29 February 2024

9 CLOSURE

There being no further business the meeting closed at 5.32pm.

These Minutes were confirmed at the 29 February 2024] meeting of the Audit Committee as a true and accurate record of the Audit Committee meeting held on 7 December 2023

Signed: Mr George Araj

Dated

City of Vincent

GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2023

CITY OF VINCENT

City of Vincent

General Purpose Financial Statements

for the year ended 30 June 2023

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Content Overview

The City of Vincent conducts the operations of a local government with the following community vision:

To be a clever, creative and courageous local government.

Principal place of business:
244 Vincent Street (cnr Loftus Street)
Leederville, Western Australia, 6007

OAG AUDITED

City of Vincent

General Purpose Financial Statements

for the year ended 30 June 2023

Local Government Act 1995
Local Government (Financial Management) Regulations 1996

Statement by Chief Executive Officer

The accompanying financial report of the City of Vincent have been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2023 and the financial position as at 30 June 2023.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the 08 day of December 2023

Chief Executive Officer

David MacLennan

OAG AUDITED

City of Vincent

Statement of Comprehensive Income

for the year ended 30 June 2023

	Note	2023 Actual $	2023 Budget $	2022 Actual $
Revenue				
Rates	27,2a	40,162,113	39,910,329	36,824,729
Grants, subsidies and contributions	2a	2,084,168	1,067,601	1,887,483
Fees and charges	2a	23,293,766	21,055,384	19,038,250
Interest revenue	2a	1,683,841	508,000	502,706
Other revenue	2a	1,505,709	1,139,329	1,472,025
		68,729,597	63,680,643	59,725,193
Expenses				
Employee costs	2b	28,271,968	28,802,780	27,833,670
Materials and contracts		21,363,272	21,707,562	27,197,267
Utility charges		1,884,194	1,800,499	1,868,088
Depreciation	10a	11,912,706	12,865,818	11,802,017
Finance costs	2b	545,351	540,835	549,758
Insurance		673,452	647,958	595,012
Other expenditure		1,435,609	1,101,844	1,707,779
		66,086,552	67,467,296	71,553,591
		2,643,045	(3,786,653)	(11,828,398)
Capital grants, subsidies and contributions	2a	1,724,603	3,440,577	2,394,594
Profit on asset disposals		188,773	729,188	140,764
Loss on asset disposals		(744,436)	(516,540)	(131,240)
Share of net profit of associates accounted for using the equity method	22	519,536	–	7,288,446
Revaluation of infrastructure	9a	(4,389,396)	–	–
Profit/(Loss) from sale of Tamala Park Land		978,043	1,848,288	787,429
Change in Equity Local Govt House Trust		1,843	–	1,999
Profit/(Loss) from sale of shares		2,750	–	–
		(1,718,284)	5,501,513	10,481,992
Net result for the period	26a	924,761	1,714,860	(1,346,406)
Other comprehensive income for the period				
Items that will not be reclassified subsequently to profit or loss				
Changes in asset revaluation surplus	17	11,856,050	–	3,340,771
Total other comprehensive income for the period	17	11,856,050	–	3,340,771
Total comprehensive income for the period		12,780,811	1,714,860	1,994,365

This statement is to be read in conjunction with the accompanying notes.

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City of Vincent

Statement of Financial Position

as at 30 June 2023

	Note	2023 Actual $	2022 Actual $
Assets			
Current assets			
Cash and cash equivalents	3	15,330,270	7,585,863
Trade and other receivables	5	3,393,910	2,876,075
Other financial assets	4a	17,140,000	18,511,000
Inventories	6	1,331,138	1,404,305
Other assets	7a	1,389,404	985,826
Assets classified as held for sale	7b	843,000	–
Total current assets		39,427,722	31,363,069
Non-current assets			
Trade and other receivables	5	1,931,326	1,870,712
Other financial assets	4b	40,745	38,902
Inventories	6	41,986	47,017
Investment in associate	22	14,962,895	14,211,418
Property, plant and equipment	8	251,184,398	220,825,236
Infrastructure	9	147,996,166	175,576,047
Right of use assets	11a	–	90,002
Intangible assets	12	127,197	47,370
Other assets	7a	889,298	1,051,797
Total non-current assets		417,174,011	413,758,501
Total assets	26b	456,601,733	445,121,570
Liabilities			
Current liabilities			
Trade and other payables	13	6,921,787	7,193,461
Other liabilities	14	1,669,040	2,027,361
Lease liabilities	11b	–	70,601
Borrowings	15	1,585,417	1,424,524
Employee related provisions	16	5,525,851	5,488,100
Total current liabilities		15,702,095	16,204,047
Non-current liabilities			
Borrowings	15	11,475,705	12,310,595
Employee related provisions	16	538,130	501,936
Total non-current liabilities		12,013,835	12,812,531
Total liabilities		27,715,930	29,016,578
Net assets		428,885,803	416,104,992
Equity			
Retained surplus		110,933,953	115,501,376
Reserve accounts	30	17,193,645	11,701,461
Revaluation surplus	17	300,758,205	288,902,155
Total equity		428,885,803	416,104,992

This statement is to be read in conjunction with the accompanying notes.

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City of Vincent

Statement of Changes in Equity

for the year ended 30 June 2023

	Note	Retained Surplus $	Reserve Accounts $	Revaluation Surplus $	Total Equity $
Balance as at 1 July 2021		116,617,783	11,931,460	285,561,384	414,110,627
Comprehensive income for the period					
Net result for the period		(1,346,406)	–	–	(1,346,406)
Increase/(decrease) in asset revaluation surplus	17	–	–	3,340,771	3,340,771
Total comprehensive income for the period		(1,346,406)	–	3,340,771	1,994,365
Transfers from reserve accounts	30	3,515,319	(3,515,319)	–	–
Transfers to reserve accounts	30	(3,285,320)	3,285,320	–	–
Balance as at 30 June 2022		115,501,376	11,701,461	288,902,155	416,104,992
Balance as at 1 July 2022		115,501,376	11,701,461	288,902,155	416,104,992
Comprehensive income for the period					
Net result for the period		924,761	–	–	924,761
Increase/(decrease) in asset revaluation surplus	17	–	–	11,856,050	11,856,050
Total comprehensive income for the period		924,761	–	11,856,050	12,780,811
Transfers from reserve accounts	30	2,139,142	(2,139,142)	–	–
Transfers to reserve accounts	30	(7,631,326)	7,631,326	–	–
Balance as at 30 June 2023		110,933,953	17,193,645	300,758,205	428,885,803

This statement is to be read in conjunction with the accompanying notes.

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City of Vincent

Statement of Cash Flows

for the year ended 30 June 2023

	Notes	Actual 2023 $	Budget 2023 $	Actual 2022 $
Cash flows from operating activities				
Receipts				
Rates		40,230,993	39,910,329	37,284,569
Operating grants, subsidies and contributions		2,084,168	972,546	2,233,536
Fees and charges		23,186,841	21,055,384	19,074,357
Interest revenue		1,683,841	508,000	502,706
Goods and services tax received		2,941,746	–	1,717,494
Other revenue		1,448,570	1,139,329	1,472,025
Total receipts		71,576,159	63,585,588	62,284,687
Payments				
Employee costs		(28,198,023)	(28,402,780)	(27,339,270)
Materials and contracts		(21,722,945)	(21,523,101)	(28,782,609)
Utility charges		(1,884,194)	(1,790,499)	(1,868,088)
Finance costs		(545,351)	(540,835)	(549,758)
Insurance paid		(673,452)	(647,958)	(595,012)
Goods and services tax paid		(3,498,049)	–	(1,528,890)
Other expenditure		(1,435,609)	(1,086,844)	(1,707,779)
Total payments		(57,957,623)	(53,992,017)	(62,371,406)
Net cash provided by (used in) operating activities	18b	13,618,536	9,593,571	(86,719)
Cash flows from investing activities				
Payments for financial assets at amortised cost		1,360,000	–	522,321
Payments for purchase of property, plant & equipment	8a	(4,986,406)	(11,378,268)	(3,651,218)
Payments for construction of infrastructure	9a	(4,916,576)	(9,106,260)	(5,368,954)
Payments for intangible assets	12	–	–	(60,035)
Capital grants, subsidies and contributions		1,473,209	3,440,577	2,394,594
Proceeds from sale of property, plant & equipment		283,215	1,948,000	442,523
Proceeds from distributions from associates		1,666,668	1,666,666	833,334
Proceeds from the sale of shares		13,750	–	–
Net cash provided by (used in) investing activities		(5,106,140)	(13,429,285)	(4,887,435)
Cash flows from financing activities				
Repayment of borrowings	29a	(1,501,876)	(1,501,877)	(1,265,178)
Payments for principal portion of lease liabilities	29d	(93,992)	(70,602)	(92,839)
Proceeds from new borrowings	29a	827,879	827,879	7,083,333
Net cash flow provided by (used in) financing activities		(767,989)	(744,600)	5,725,316
Net increase /(decrease) in cash held		7,744,407	(4,580,314)	751,162
Cash at beginning of year		7,585,863	5,692,588	6,834,701
Cash and cash equivalents at the end of the year	3,18a	15,330,270	1,112,274	7,585,863

This statement is to be read in conjunction with the accompanying notes.

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City of Vincent

Statement of Financial Activity

for the year ended 30 June 2023

	Note	2023 Actual $	2023 Budget $	2022 Actual $
OPERATING ACTIVITIES				
Revenue from operating activities				
Rates	27	40,162,113	39,910,329	36,824,729
Grants, subsidies and contributions		2,084,168	1,067,601	1,887,483
Fees and charges		23,293,766	21,055,384	19,038,250
Interest revenue		1,683,841	508,000	502,706
Other revenue		1,505,709	1,139,329	1,472,025
Profit on asset disposals		188,773	729,188	140,764
Share of net profit of associates accounted for using the equity method	22	1,499,422	1,848,288	8,077,874
		70,417,792	66,258,119	67,943,831
Expenditure from operating activities				
Employee costs		28,271,968	28,802,780	27,833,670
Materials and contracts		21,363,272	21,707,562	27,197,267
Utility charges		1,884,194	1,800,499	1,868,088
Depreciation		11,912,706	12,865,818	11,802,017
Finance costs		545,351	540,835	549,758
Insurance		673,452	647,958	595,012
Other expenditure		1,435,609	1,101,844	1,707,779
Loss on asset disposals		744,436	516,540	131,240
Loss on revaluation of non-current assets		4,389,396	–	–
		71,220,384	67,983,836	71,684,831
Non-cash amounts excluded from operating activities	28	15,476,813	10,804,882	3,747,058
Amount attributable to operating activities		14,674,221	9,079,165	6,058
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions		1,473,209	3,440,577	2,394,594
Proceeds from disposal of assets		283,215	1,948,000	442,523
Distributions from investments in associates	22	1,666,668	1,666,666	833,334
Proceeds from sale of shares		13,750	–	–
		3,436,842	7,055,243	3,670,451
Outflows from investing activities				
Purchase of property, plant and equipment	8a	(4,986,406)	(11,378,268)	(3,651,218)
Purchase and construction of infrastructure	9a	(4,916,576)	(9,106,260)	(5,368,952)
Payments for intangible assets	12	–	–	(60,035)
		(9,902,982)	(20,484,528)	(9,080,205)
Non-cash amounts excluded from investing activities	28	425,955	–	–
Amount attributable to investing activities		(6,040,185)	(13,429,285)	(5,409,754)
FINANCING ACTIVITIES				
Inflows from financing activities				
Proceeds from borrowings	29a	827,879	827,879	7,083,333
Transfers from reserve accounts	30	2,139,142	5,240,858	3,515,319
		2,967,021	6,068,737	10,598,652
Outflows from financing activities				
Repayment of borrowings	29a	(1,501,876)	(1,501,877)	(1,265,178)
Payments for principal portion of lease liabilities	29d	(93,992)	(70,602)	(92,839)
Transfers to reserves (restricted assets)	30	(7,631,326)	(5,646,083)	(3,285,320)
		(9,227,194)	(7,218,562)	(4,643,337)
Amount attributable to financing activities		(6,260,173)	(1,149,825)	5,955,315
MOVEMENT IN SURPLUS OR DEFICIT				
Surplus or deficit at the start of the financial year	28	6,676,946	5,657,084	6,125,328
Amount attributable to operating activities		14,674,221	9,079,166	6,058
Amount attributable to investing activities		(6,040,185)	(13,429,285)	(5,409,754)
Amount attributable to financing activities		(6,260,173)	(1,149,825)	5,955,315

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City of Vincent

Statement of Financial Activity (continued)

for the year ended 30 June 2023

	Note	2023 Actual $	2023 Budget $	2022 Actual $
Surplus/(deficit) after imposition of general rates	28	9,050,809	157,140	6,676,946

This statement is to be read in conjunction with the accompanying notes.

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 1. Basis of preparation

The financial report comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The Local Government (Financial Management) Regulations 1996 specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero-cost concessionary lease. All right-of-use assets under zero-cost concessionary leases are measured at zero-cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero-cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero-cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

The local government reporting entity

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 31 to these financial statements.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

The following new accounting standards will have application to local government in future years:

- *AASB 2020-3 Amendments to Australian Accounting Standards -Annual Improvements 2018-2020 and Other Amendments*
- *AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date*
- *AASB 2021-7a Amendments to Australian Accounting Standards- Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [general editorials]*
- *AASB 2022-3 Amendments to Australian Accounting Standards -Illustrative Examples for Not-for-Profit Entities accompanying AASB 15*

These amendments have no material impact on the current annual financial report.

New accounting standards for application in future years
The following new accounting standards will have application to local government in future years:

- *AASB 2014-10 Amendments to Australian Accounting Standards-Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*
- *AASB 2020-1 Amendments to Australian Accounting Standards -Classification of Liabilities as Current or Non-current*
- *AASB 2021-2 Amendments to Australian Accounting Standards -Disclosure of Accounting Policies or Definition of Accounting Estimates*
  This standard will result in a terminology change for significant accounting policies
- *AASB 2021-7c Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]*
- *AASB 2022-5 Amendments to Australian Accounting Standards -Lease Liability in a Sale and Leaseback*
- *AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants*
- *AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards*
- *AASB 2022-10 Amendments to Australian Accounting Standards -Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities*
  The amendment may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

Except as described above these amendments are not expected to have any material impact on the financial report on initial application.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 2. Revenue and expenses

(a) Revenue

Contracts with customers

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/ Warranties	Timing of revenue recognition
Grants, subsidies and contributions - Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies and contributions -Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies and contributions -Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	When assets are controlled
Fees and charges - Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	On payment and issue of the licence, registration or approval
Fees and charges - Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	After inspection complete based on a 4 year cycle
Fees and charges - Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Revenue recognised after inspection event occurs
Fees and charges - Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Output method based on regular weekly and fortnightly period as proportionate to collection service
Fees and charges - Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 2. Revenue and expenses (continued)

(a) Revenue (continued)

Fees and charges - Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	On entry or at conclusion of hire
Fees and charges - Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Output method Over 12 months matched to access right
Fees and charges - Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Output method based on provision of service or completion of works
Fees and charges - Sale of stock	Beatty Park kiosk	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Output method based on goods
Fees and charges - Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	When assets are controlled
Fees and charges - Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	When claim is agreed

Consideration from contracts with customers is included in the transaction price.

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

Nature	Contracts with customers Actual	Capital grant/ contributions Actual	Statutory Requirements Actual	Other Actual	Total Actual
For the year ended 30 June 2023					
Rates	–	–	40,162,113	–	40,162,113
Grants, subsidies and contributions	1,907,947	–	–	176,221	2,084,168
Fees and charges	9,924,150	–	11,928,616	1,441,000	23,293,766
Interest revenue	–	–	359,435	1,324,406	1,683,841
Other revenue	–	–	218,702	1,287,007	1,505,709
Capital grants, subsidies and contributions	–	1,546,965	–	177,638	1,724,603
Total	11,832,097	1,546,965	52,668,866	4,406,272	70,454,200
For the year ended 30 June 2022					
Rates	–	–	36,824,729	–	36,824,729
Grants, subsidies and contributions	1,680,642	–	–	206,841	1,887,483
Fees and charges	7,857,140	–	9,899,710	1,281,400	19,038,250
Interest revenue	–	–	323,447	179,259	502,706
Other revenue	–	–	136,149	1,335,876	1,472,025
Capital grants, subsidies and contributions	–	1,970,984	–	423,610	2,394,594
Total	9,537,782	1,970,984	47,184,035	3,426,986	62,119,787

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 2. Revenue and expenses (continued)

(a) Revenue (continued)

	2023 Actual $	2022 Actual $
Interest revenue		
Rate instalment interest	207,925	183,366
Pensioner Deferred Interest	5,335	2,487
Rates penalty interest	146,175	135,107
Interest on reserve funds	497,011	80,469
Other interest earnings	827,395	101,277
Total interest earnings	1,683,841	502,706
Other revenue		
Other revenue		
Reimbursements and recoveries	1,212,290	1,400,454
Other revenue	293,419	71,571
	1,505,709	1,472,025

(b) Expenses

	2023 Actual $	2022 Actual $
Employee costs		
Employee benefit costs	27,701,923	27,240,696
Other employee costs	570,045	592,974
Total employee costs	28,271,968	27,833,670

	Note	2023 Actual $	2022 Actual $
Auditors remuneration			
- Audit of the annual financial report		107,800	106,300
Finance costs			
Borrowings	29a	544,704	547,957
Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss	29d	647	1,801
Total		545,351	549,758

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 3. Cash and cash equivalents

	Note	2023 Actual $	2022 Actual $
Cash at bank and on hand		6,790,270	3,639,619
Term deposits		8,540,000	3,946,244
Total cash and cash equivalents	18a	15,330,270	7,585,863
Held as			
- Unrestricted cash and cash equivalents		6,776,625	5,585,863
- Restricted cash and cash equivalents	18a	8,553,645	2,000,000
Total		15,330,270	7,585,863

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interests.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted financial assets
Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 4. Other financial assets

	Note	2023 Actual $	2022 Actual $
(a) Current assets			
Financial assets at fair value through profit or loss		–	11,000
Financial assets at amortised cost		17,140,000	18,500,000
Total current financial assets		17,140,000	18,511,000
Financial assets at fair value through profit or loss			
Shares in unlisted corporation: North Perth Community Financial Services Ltd		–	11,000
		–	11,000
Financial assets at amortised cost			
Term deposits		17,140,000	18,500,000
		17,140,000	18,500,000
Held as			
- Unrestricted other financial assets at amortised cost		8,500,000	8,798,539
- Restricted other financial assets at amortised cost	18a	8,640,000	9,712,461
Total		17,140,000	18,511,000
(b) Non current assets			
Financial assets at fair value through profit or loss		40,745	38,902
Total non-current financial assets		40,745	38,902
Financial assets at fair value through profit or loss			
Investment in Local Government House Trust - opening balance		38,902	36,903
Movement attributable to fair value increment		1,843	1,999
Investment in Local Government House Trust - closing balance		40,745	38,902

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 29(a) as self supporting loans. Fair value of financial assets at fair value through profit and loss is determined from the net asset value of the units held in the Trust at balance date as compiled by WALGA.

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The City classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierachy (see Note 25 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit or loss

The City has elected to classify the following financial assets at fair value through profit or loss:
- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Council has not elected to recognise as fair value gains and losses through profit or loss.

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 4. Other financial assets (continued)

Impairment and risk
Information regarding impairment and exposure to risk can be found at Note 23.

Note 5. Trade and other receivables

	Note	2023 Actual $	2022 Actual $
Current			
Rates outstanding		752,833	773,811
Sundry debtors		771,063	828,036
GST receivable		835,032	278,729
Receivables for employee related provisions	16	191,032	157,465
Allowance for impairment of receivables		(207,793)	(218,023)
Infringement Debtor		1,350,520	1,275,603
Infringement Debtor impairment allowance		(298,777)	(219,546)
		3,393,910	2,876,075
Non-current			
Rates outstanding		405,372	356,996
Rates outstanding - pensioners		131,383	145,398
Infringement Debtor		1,625,260	1,530,743
Infringement Debtor Impairment allowance		(302,391)	(237,326)
Receivables for employee related provisions	16	71,702	74,901
		1,931,326	1,870,712

The carrying amounts of the trade receivables include receivables which are subject to a factoring arrangement. Under the factoring arrrangement, the City of Vincent has transferred the relevant receivables to the factor in exchange for cash and is prevented from selling or pledging the receivables, late payment and credit risk has been remained with the City of Vincent, therefore the City continues to recognise the transferred assets in their entirety. The amount repayable under the factoring arrangement is presented as a secured borrowing as other loans at Note 15. The City considers that the held to collect business model remains appropriate for these receivables and continues measuring them at amortised cost.

SIGNIFICANT ACCOUNTING POLICIES

Rates and statutory receivables
Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

Trade and other receivables
Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

Other Receivables
Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non financial assets.

Measurement
Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Classification and subsequent measurement

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 5. Trade and other receivables (continued)

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.
Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.
Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

Impairment and risk exposure
Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 23.

Note 6. Inventories

	2023 Actual $	2022 Actual $
Current		
Depot	119,643	124,554
Beatty Park Leisure Centre	67,978	75,475
Tamala Park - Developed land and land under construction *	1,143,517	1,204,276
Total current inventories	1,331,138	1,404,305
Non-current		
Tamala Park - Land held for development *	41,986	47,017
Total non-current inventories	41,986	47,017

SIGNIFICANT ACCOUNTING POLICIES

General
Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale
Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

(*) The City recognised its share of Inventory (Tamala Park Land - Developed land and land under construction) based on its equity in Tamala Park Regional Council prospectively as at 30 June 2023.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 7. Other assets

	2023 Actual $	2022 Actual $
7a Other assets		
Other assets - current		
Deposits and Prepayments	632,217	484,401
Lease Incentives	162,500	162,500
Accrued Income	594,687	338,925
Total other assets - current	1,389,404	985,826
Other assets - non-current		
Lease Incentives	889,298	1,051,797
Total other assets - non-current	889,298	1,051,797
7b Non-current assets held for sale		
Non-current assets held for sale - current		
Land	843,000	–
Total Non-current assets held for sale - current	843,000	–

Land classified as held for sale

During the year Council elected to dispose of vacant land on 25 Sydney Street, North Perth. The land was advertised, and multiple offers were received. The land has since settled in July 2023.

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Non-current assets held for sale

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Non-current assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value heirachy set out in Note 25(i).

Notes to the Financial Statements

for the year ended 30 June 2023

Note 8. Property, plant and equipment

(a) Movements in balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Note	Land $	Buildings $	Total land and buildings $	Furniture and equipment $	Plant and equipment $	Property, Plant and Equipment - Work in Progress $	Total property, plant and equipment $
Balance at 1 July 2021		135,808,000	77,586,750	213,394,750	499,131	4,831,420	2,948,416	221,673,717
Additions		–	1,019,726	1,019,726	18,306	447,196	2,165,990	3,651,218
Disposals		–	(13,758)	(13,758)	–	(413,341)	–	(427,099)
Revaluation increments / (decrements) transferred to revaluation surplus	17	1,662,415	–	1,662,415	–	–	–	1,662,415
Depreciation	10a	–	(4,294,156)	(4,294,156)	(166,351)	(1,274,508)	–	(5,735,015)
Transfers		–	268,417	268,417	20,558	24,432	(313,406)	1
Balance at 30 June 2022		137,470,415	74,566,979	212,037,394	371,644	3,615,199	4,801,000	220,825,237
Comprises:								
Gross balance amount at 30 June 2022		137,470,415	163,720,243	301,190,658	3,764,795	10,935,883	4,801,000	320,692,336
Accumulated depreciation at 30 June 2022		–	(89,153,264)	(89,153,264)	(3,393,151)	(7,320,684)	–	(99,867,099)
Balance at 30 June 2022		137,470,415	74,566,979	212,037,394	371,644	3,615,199	4,801,000	220,825,237
Balance at 1 July 2022		137,470,415	74,566,979	212,037,394	371,644	3,615,199	4,801,000	220,825,237
Additions		–	1,916,779	1,916,779	969,805	741,080	1,358,738	4,986,402
Disposals		–	(419,018)	(419,018)	(4,261)	(252,773)	–	(676,052)
Revaluation increments / (decrements) transferred to revaluation surplus	17	11,494,800	21,346,431	32,841,231	–	–	–	32,841,231
Assets classified as held for sale		(843,000)	–	(843,000)	–	–	–	(843,000)
Depreciation	10a	–	(4,328,388)	(4,328,388)	(281,961)	(998,345)	–	(5,608,694)
Transfers		–	3,824,835	3,824,835	325,071	6,050	(4,522,537)	(366,581)
Other Movements		–	–	–	25,855	–	–	25,855
Balance at 30 June 2023		148,122,215	96,907,618	245,029,833	1,406,153	3,111,211	1,637,201	251,184,398
Comprises:								
Gross balance amount at 30 June 2023		148,122,215	212,804,190	360,926,405	4,877,919	10,193,747	1,637,201	377,635,272
Accumulated depreciation at 30 June 2023		–	(115,896,572)	(115,896,572)	(3,471,766)	(7,082,536)	–	(126,450,874)
Balance at 30 June 2023		148,122,215	96,907,618	245,029,833	1,406,153	3,111,211	1,637,201	251,184,398

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 8. Property, plant and equipment (continued)

(b) Carrying value measurements

Asset class	Fair value hierachy	Valuation technique	Basis of valuation	Date of last valuation	Inputs used
(i) Fair value - Land and buildings					
Land	Level 2 & Level 3	Market and Cost Approach	Independent Valuation	June 2023	Sales evidence of similar assets, estimates of replacement cost, residual value.
Buildings - non-specialised	Level 2 & Level 3	Market and Cost Approach	Independent Valuation	June 2023	Estimates of useful life, pattern of consumption, asset condition, residual value and relationship to the assessed remaining service potential of the depreciable amount.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

(ii) Cost					
Furniture and equipment	N/A	Cost Approach	Not Applicable	N/A	N/A
Plant and equipment	N/A	Cost Approach	Not Applicable	N/A	N/A

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 9. Infrastructure

(a) Movements in balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Note	Infrastructure roads	Infrastructure footpaths	Infrastructure Rights of Way Actual	Infrastructure drainage	Infrastructure Park Development Actual	Infrastructure Car Park Development Actual	Other Infrastructure Assets	Infrastructure Work in Progress	Total infrastructure
		$	$	$	$	$	$	$	$	$
Balance as at 1 July 2021		108,142,561	20,582,102	8,203,758	16,878,106	11,215,514	3,292,254	7,111,535	721,681	176,147,511
Additions		2,374,888	161,545	110,781	67,716	232,181	93,807	1,172,529	1,155,505	5,368,952
(Disposals)		–	–	–	–	–	–	(5,899)	–	(5,899)
Depreciation	10a	(3,100,493)	(732,455)	(208,754)	(241,159)	(836,920)	(243,746)	(570,989)	–	(5,934,516)
Transfers		63,064	–	–	–	216,724	49,211	57,627	(386,626)	–
Assets classified as held for sale		–	–	–	–	–	–	–	–	–
Balance at 30 June 2022		107,480,020	20,011,192	8,105,785	16,704,663	10,827,499	3,191,526	7,764,803	1,490,560	175,576,048
Comprises:										
Gross balance amount at 30 June 2022		150,660,915	32,926,054	11,626,886	29,292,110	18,993,876	8,831,932	16,135,776	1,490,560	269,958,109
Accumulated depreciation at 30 June 2022		(43,180,895)	(12,914,862)	(3,521,101)	(12,587,447)	(8,166,377)	(5,640,406)	(8,370,973)	–	(94,382,061)
Balance at 30 June 2022		107,480,020	20,011,192	8,105,785	16,704,663	10,827,499	3,191,526	7,764,803	1,490,560	175,576,048
Balance as at 1 July 2022		107,480,020	20,011,192	8,105,785	16,704,663	10,827,499	3,191,526	7,764,803	1,490,560	175,576,048
Additions		1,679,253	132,434	–	–	126,408	–	654,082	2,324,401	4,916,578
(Disposals)		–	–	–	–	(27,996)	–	(134,830)	–	(162,826)
Revaluation increments / (decrements) transferred to revaluation surplus	17	(33,780,224)	9,677,049	(2,823,237)	(3,073,843)	612,276	2,116,251	5,431,771	–	(21,839,957)
Revaluation (loss) / reversals transferred to profit or loss		–	–	–	(4,389,396)	–	–	–	–	(4,389,396)
Depreciation	10a	(3,104,214)	(739,137)	(210,251)	(242,402)	(878,904)	(253,760)	(634,988)	–	(6,063,656)
Transfers		853,325	–	–	99,821	77,693	–	268,134	(1,313,743)	(14,770)
Other Movements		–	–	–	–	–	–	(25,855)	–	(25,855)
Assets classified as held for sale		–	–	–	–	–	–	–	–	–
Balance at 30 June 2023		73,128,160	29,081,538	5,072,297	9,098,843	10,736,976	5,054,017	13,323,117	2,501,218	147,996,166
Comprises:										

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Notes to the Financial Statements

for the year ended 30 June 2023

Note 9. Infrastructure (continued)

Gross balance amount at 30 June 2023	119,913,889	47,830,426	9,365,258	17,713,864	18,335,136	7,696,229	19,438,546	2,501,218	242,794,566
Accumulated depreciation at 30 June 2023	(46,785,729)	(18,748,888)	(4,292,961)	(8,615,021)	(7,598,160)	(2,642,212)	(6,115,429)	–	(94,798,400)
Balance at 30 June 2023	73,128,160	29,081,538	5,072,297	9,098,843	10,736,976	5,054,017	13,323,117	2,501,218	147,996,166

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 9. Infrastructure (continued)

(b) Carrying value measurements

Asset class	Fair value hierachy	Valuation technique	Basis of valuation	Date of last valuation	Inputs used
(i) Fair value					
Infrastructure - Roads	Level 3	Cost approach using current replacement cost	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Infrastructure - Footpaths	Level 3	Cost approach using current replacement cost	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Infrastructure - Rights of Way	Level 3	Cost approach using current replacement cost	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Infrastructure - Drainage	Level 3	Cost approach using current replacement cost	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Infrastructure - Park Development	Level 3	Cost approach using current replacement cost	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Infrastructure - Car Park Development	Level 3	Cost approach using current replacement cost	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs
Other Infrastructure Assets	Level 3	Cost approach using current replacement cost	Independent Valuation	June 2023	Construction costs and current condition, residual values and remaining useful life assessments inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of infrastructure using level 3 inputs.

City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 10. Fixed assets

(a) Depreciation

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Building	15 to 80 years
Furniture and equipment	1 to 20 years
Plant and equipment	1 to 27 years
Sealed roads and streets:	
Subgrade structure	not depreciated
Formation	not depreciated
Pavement	60 to 100 years
Seal	
- bituminous seals	20 years
- asphalt surfaces	30 years
Footpaths	5 to 50 years
Water supply and Drainage systems	30 to 120 years
Car park infrastructure:	
Subgrade structure	not depreciated
Other infrastructure	10 to 60 years
Parks infrastructure:	
Reticulation	10 - 30 years
Parks other infrastructure	3 to 80 years
Right of use Asset (plant and equipment)	3 years
Intangible	3 - 5 years

(b) Fully depreciated assets in use

The gross carrying value of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2023 Actual $	2022 Actual $
Buildings	842,600	2,135,800
Furniture and equipment	3,147,074	3,063,707
Plant and equipment	3,188,520	2,762,173
Other property, plant and equipment	345,270	345,270
Infrastructure - Park Development	1,718,500	1,605,300
Infrastructure - Car Park Development	559,927	559,927
Other Infrastructure Assets	744,610	657,582
	10,546,501	11,129,759

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 10. Fixed assets (continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets
Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value (as indicated), less any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value
Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date consistent with *Financial Management Regulation 17A(4).*

Revaluation
The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the City.

At the end of each period, the carrying amount for each asset class is reviewed and, where appropriate, the fair value is updated to reflect current market conditions consistent with *Financial Management Regulation 17A(2)* which requires land, buildings infrastructure, investment properties and vested improvements to be shown at fair value.

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation
The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation
When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

(i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.

(ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation
All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year. Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 12.

Impairment
An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal
Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 11. Leases

(a) Right of use assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year

	Note	Plant & Equipment $	Total $
2022			
Balance at 1 July 2021		209,823	209,823
Depreciation	10a	(119,821)	(119,821)
Balance at 30 June 2022		90,002	90,002
2023			
Balance at 1 July 2022		90,002	90,002
Additions		23,392	23,392
Depreciation	10a	(113,393)	(113,393)
Balance at 30 June 2023		–	–

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

	Note	2023 Actual $	2022 Actual $
Depreciation on right-of-use assets	10a	(113,393)	(119,821)
Finance charge on lease liabilities	29d	(647)	(1,801)
Short-term lease payments recognised as expense		(93,993)	(92,839)
Total amount recognised in the statement of comprehensive income		(208,033)	(214,461)
Total cash outflow from leases		(94,640)	(94,640)

(b) Lease liabilities

Current		–	70,601
Total lease liabilities	29d	–	70,601

The City has a lease relating to plant and equipment (Parking Meters). The lease term is 3 years and has fixed lease payments. The measurement of lease liabilities does not include any future cash outflows associated with leases not yet commenced to which the City is committed.

Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 11. Leases (continued)

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 29(d).

Right-of-use assets - valuation
Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation
Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

	2023 Actual $	2022 Actual $
Council as a lessor		
Lessor - Property, Plant and Equipment Subject to Lease		
The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.		
Less than 1 year	992,184	1,038,681
1 to 2 years	1,007,866	939,858
2 to 3 years	894,866	1,016,514
3 to 4 years	863,011	804,761
4 to 5 years	792,891	825,694
> 5 years	1,467,226	2,366,275
	6,018,044	6,991,783

The City leases buildings to external parties with rentals payable monthly. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets.

SIGNIFICANT ACCOUNTING POLICIES

The City as Lessor
Upon entering into each contract as a lessor, the City assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (eg legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the City applies AASB 15 to allocate the consideration under the contract to each component.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 12. Intangible assets

Intangible assets are as follows:

	2023 Actual $	2022 Actual $
Software		
Non-current		
Computer software development	612,094	324,358
Less: Accumulated amortisation	(484,897)	(276,988)
Total software – net book value	127,197	47,370
Movements in balances of computer software during the financial year are shown as follows:		
Balance at 1 July	47,370	–
Recognition of computer software	206,789	60,035
Amortisation	(126,962)	(12,665)
Balance at 30 June	127,197	47,370
TOTAL INTANGIBLE ASSETS	127,197	47,370

SIGNIFICANT ACCOUNTING POLICIES

Computer software

Costs associated with maintaining software programmes are recognised as an expense as incurred. Development costs that are directly attributable to the design and testing of identifiable and unique software products controlled by the the City are recognised as intangible assets where the following criteria are met:

- it is technically feasible to complete the software so that it will be available for use;
- management intends to complete the software and use or sell it;
- there is an ability to use or sell the software.
- it can be demonstrated how the software will generate probable future economic benefits;
- adequate technical, financial and other resources to complete the development and to use or sell the software are available; and
- the expenditure attributable to the software during its development can be reliably measured.

Directly attributable costs that are capitalised as part of the software include employee costs and an appropriate portion of relevant overheads.

Capitalised development costs are recorded as intangible assets and amortised from the point at which the asset is ready for use.

Information on useful life, amortisation rates and amortisation methods can be found in Note 10.

City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 13. Trade and other payables

	2023 Actual $	2022 Actual $
Current		
Sundry creditors	114,850	3,272,411
Prepaid rates	528,581	494,694
Contribution Liabilities - Bonds	1,724,336	1,589,439
Accrued Expenses	4,554,020	1,836,917
Total current trade and other payables	6,921,787	7,193,461

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities
Financial liabilities are initially recognised at fair value when the City becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables
Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates
Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises income for the prepaid rates that have not been refunded.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 14. Other liabilities

	2023 Actual $	2022 Actual $
(a) Other liabilities		
Current		
Contract liabilities from contracts with customers - Other	564,399	671,324
Capital grant liabilities from transfers for recognisable non financial assets	1,104,641	1,356,035
	1,669,040	2,027,359
Reconciliation of changes in contract liabilities		
Opening balance	671,324	497,633
Additions	564,399	671,324
Revenue from contracts with customers included as a contract liability at the start of the period	(671,324)	(497,633)
	564,399	671,324

The City expects to satisfy the performance obligations from contracts with customers unsatisfied at the end of the reporting period to be satisfied within the next 12 months.

Reconciliation of changes in capital grant/contribution liabilities		
Opening balance	1,356,035	926,511
Additions	669,715	1,356,035
Revenue from capital grant/contributions held as a liability at the start of the period	(921,109)	(926,511)
	1,104,641	1,356,035
Expected satisfaction of capital grant/contribution liabilities		
Less than 1 year	1,104,641	1,356,035
	1,104,641	1,356,035

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract Liabilities

Contract liabilities represent the the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the City's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the City which are yet to be satisfied. Capital grant/contribution liabilities are recognised as income when the obligations in the contract are satisfied.

Fair values for non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 15. Borrowings

	Note	2023 Current $	2023 Non-current $	2023 Total $	2022 Current $	2022 Non-current $	2022 Total $
Secured							
Debentures		1,585,417	11,475,705	13,061,122	1,424,524	12,310,595	13,735,119
Total secured borrowings	29a	1,585,417	11,475,705	13,061,122	1,424,524	12,310,595	13,735,119

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the City of Vincent.

The City of Vincent has complied with the financial covenants of its borrowing facilities during the 2023 and 2022 years.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materiallly different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierachy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 23.

Details of individual borrowings required by regulations are provided at Note 29(a).

Note 16. Employee related provisions

(a) Employee related provisions

	2023 Actual $	2022 Actual $
Current provisions		
Employee benefit provisions		
Annual leave	2,974,049	3,028,075
Long service leave	2,551,802	2,460,025
	5,525,851	5,488,100
Total current employee related provisions	5,525,851	5,488,100
Non-current provisions		
Annual leave	–	–
Long service leave	538,130	501,936
	538,130	501,936
Total non-current employee related provisions	538,130	501,936
Total employee related provisions	6,063,981	5,990,036

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 16. Employee related provisions (continued)

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	Note	2023 $	2022 $
Amounts are expected to be settled on the following basis:			
Less than 12 months after the reporting date		1,212,796	1,198,007
More than 12 months from reporting date		4,851,185	4,792,029
		6,063,981	5,990,036
Expected reimbursements of employee related provisions from other WA local governments included within other receviables	5	262,734	232,366

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits
The City's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

Short-term employee benefits
Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position

Other long-term employee benefits
Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 17. Revaluation surplus

	2023 Opening Balance $	2023 Revaluation Increment $	2023 Revaluation (Decrement) $	Total Movement on Revaluation $	2023 Closing Balance $	2022 Opening Balance $	2022 Revaluation Increment $	2022 Revaluation (Decrement) $	Total Movement on Revaluation $	2022 Closing Balance $
Revaluation surplus - Land	134,591,029	11,494,800	–	11,494,800	146,085,829	134,591,029	–	–	–	134,591,029
Revaluation surplus - Buildings - non-specialised	40,570,952	21,346,431	–	21,346,431	61,917,383	40,570,952	–	–	–	40,570,952
Revaluation surplus - Furniture and equipment	206,609	–	–	–	206,609	206,609	–	–	–	206,609
Revaluation surplus - Plant and equipment	2,948,368	–	–	–	2,948,368	2,948,368	–	–	–	2,948,368
Revaluation surplus - Joint Venture in Mindarie Regional Council	3,647,158	855,305	–	855,305	4,502,463	1,968,802	1,678,356	–	1,678,356	3,647,158
Revaluation surplus - Joint Venture in Tamala Park Regional Council	1,662,944	–	(529)	(529)	1,662,415	529	1,662,415	–	1,662,415	1,662,944
Revaluation surplus - Infrastructure - roads	81,580,765	–	(33,780,224)	(33,780,224)	47,800,541	81,580,765	–	–	–	81,580,765
Revaluation surplus - Infrastructure - footpaths	12,870,701	9,677,049	–	9,677,049	22,547,750	12,870,701	–	–	–	12,870,701
Revaluation surplus - Infrastructure - drainage	3,073,843	–	(3,073,843)	(3,073,843)	–	3,073,843	–	–	–	3,073,843
Revaluation surplus - Infrastructure - other	2,607,101	5,431,771	–	5,431,771	8,038,872	2,607,101	–	–	–	2,607,101
Infrastructure - Rights of Way	5,142,685	–	(2,823,237)	(2,823,237)	2,319,448	5,142,685	–	–	–	5,142,685
Infrastructure - Park Development	–	612,276	–	612,276	612,276	–	–	–	–	–
Infrastructure - Car Park Development	–	2,116,251	–	2,116,251	2,116,251	–	–	–	–	–
	288,902,155	51,533,883	(39,677,833)	11,856,050	300,758,205	285,561,384	3,340,771	–	3,340,771	288,902,155

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 18. Notes to the statement of cash flows

(a) Reconciliation of cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2023 Actual $	2023 Budget $	2022 Actual $
Cash and cash equivalents	3	15,330,270	1,112,274	7,585,863
Restrictions				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents	3	8,553,645	617,274	2,000,000
- Financial assets at amortised cost	4	8,640,000	12,397,174	9,712,461
		17,193,645	13,014,448	11,712,461
The restricted assets are a result of the following specific purposes to which the assets may be used:				
Restricted reserve accounts	30	17,193,645	12,397,174	11,701,461
Shares in unlisted corporation - North Perth Community Financial Services Ltd		–	–	11,000
Payable to Leederville Garden		–	–	–
Contract liabilities from contracts with customers		564,399	–	671,326
Capital grant liabilities from transfers for recognisable non financial assets		1,104,641	–	1,356,035
Total restricted assets		18,862,685	12,397,174	13,739,822

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 18. Notes to the statement of cash flows (continued)

	2023 Actual $	2023 Budget $	2022 Actual $
(b) Reconciliation of Net Result to Net Cash Provided By Operating Activities			
Net result	924,761	1,714,860	(1,346,406)
Non-cash items:			
Depreciation/amortisation	11,912,706	12,865,818	11,802,017
(Profit)/loss on sale of asset	555,663	(212,648)	(9,524)
Share of profits of associates	(519,536)	–	(7,288,446)
Loss on revaluation of fixed assets	4,389,396	–	–
Profit/(Loss) from sale of Tamala Park Land	(978,043)	(1,848,288)	(787,429)
Change in Equity Local Govt House Trust	(1,843)	–	(1,999)
Profit/(Loss) from sale of shares	(2,750)	–	–
Movement in Work-In Progress	174,560	–	–
Changes in assets and liabilities:			
(Increase)/decrease in trade and other receivables	(578,449)	(95,055)	339,608
(Increase)/decrease in inventories	12,407	(6,363)	(4,448)
(Increase)/decrease in other assets	(241,079)	–	(667,584)
Increase/(decrease) in trade and other payables	(271,674)	215,824	(825,528)
Increase/(decrease) in employee related provisions	73,945	400,000	494,399
Increase/(decrease) in other liabilities	(358,319)	–	603,215
Capital grants, subsidies and contributions	(1,473,209)	(3,440,577)	(2,394,594)
Net cash provided by/(used in) operating activities	13,618,536	9,593,571	(86,719)

	2023 Actual $	2022 Actual $
(c) Undrawn borrowing facilities credit standby arrangements		
Credit card limit	60,000	60,000
Total amount of credit unused	60,000	60,000
Loan facilities		
Loan facilities - current	1,585,417	1,424,524
Loan facilities - non-current	11,475,705	12,310,595
Total facilities in use at balance date	13,061,122	13,735,119

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 19. Contingent liabilities

In compliance with the *Contaminated Sites Act 2003*, the City has listed sites to be possible sources of contamination. Details of those sites are:

Mindarie Regional Council (MRC)

The most recent 2021 Mandatory Auditor's Report (MAR) report recommended that further works were required to close out the following:
• The adequacy of the landfill gas monitoring network including confirmation of screening intervals.
• Assessment of the potential for off-site migration of landfill gas particularly with relation to preferential pathways.
• Ongoing assessment of landfill gas and groundwater as part of an ongoing site management plan to inform long term trends and to inform the need or otherwise for mitigation measures.
• The MAR noted further long-term assessment of Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) (in addition to other Contaminant of Potential Concern (COPCs) in groundwater including arsenic, nickel, ammonia, benzene and pathogens) would be appropriate.
The October 2023 MAR reports on those further investigations completed and provides an update on the conditions of the source site and affected site. The MRC MAR report is required by the Department of Water and Environmental Regulation (DWER) in respect of the Tamala Park Waste Management Facility site.

The purpose of the 2023 MAR audit was to:
• Confirm that the investigations undertaken adequately characterized the contamination status of the site.
• Confirm whether potentially significant risks to human health, the environment or environmental values exist on-site or off-site.
• Confirm the suitability of the site for the current and proposed land uses.
• Recommend a site classification under the Contaminated Sites Act 2003

The MAR auditor has determined, based on the analysis contained in the assessed reports, that:
• Source Site: Remains suitable for ongoing use as a Class II landfill, subject to implementation of a site management plan to prevent exposure to landfill gas, soil and groundwater contamination
• Affected Site: Remains suitable for current use as a development "buffer zone". The site is situated to the north of the MRC landfill.

The MAR report summary of findings for the Source and Affected sites are listed below:
Source Site:
• Soil -- No soil investigations were completed in 2021 and 2023
• Groundwater -- Groundwater results indicate impact to aquifer immediately below the landfill. Elevated levels of contaminants were above the relevant drinking water guidelines, some also exceeded the criteria for non-potable water use. No contaminants of potential concern (COPCs) were detected in samples collected from the onsite abstraction bore above the non-potable criteria.
• Landfill gas - The site is considered capable of generating a significant quantity of landfill gases and vapours. Methane was detected at elevated levels in boreholes outside the waste mass and along the northern wall of the landfill. The extraction system appears to be effectively mitigating methane with negligible detections outside of the extraction well network. There are indications of fugitive emissions through damages areas of the cap which would require repair and maintenance.

Affected Site:
• Groundwater results indicate some contaminants above the relevant drinking water guidelines but were below criteria for non-potable water uses. Certain COPCs detected above drinking water criteria were considered to be a reflection of natural site conditions.
• No methane has been recorded in recent events at monitoring wells outside the site boundary.

Site management plan (SMP)
A SMP was developed and received by the MRC in May 2020 and updated in May 2022. The SMP was required to provide a management plan for the site to ensure that potential hazards associated with soil, landfill gas, and groundwater contaminants are appropriately managed for the site's continued use as a landfill facility and leachate management. There are no "results" associated with this SMP, it is an ongoing document that continues to evolve to address the comprehensive management of landfill gas and groundwater in light of the most recent information obtained from periodic tests results.

The October 2023 MAR report concludes that:
• The auditor is satisfied that the information contained in the reviewed repots, considered as a whole, is sufficient to inform the current site and surrounding site condition and restrictions that may be applicable.
• Expectations of concerted effort to improve future reporting and reports to comply with relevant standards and guidelines.
• The assessments were sufficient to define the potential extents and types of contaminated media with an appropriate level of confidence.
• Investigation methodologies were sufficient to assess and manage risk.
• Ongoing assessment of landfill gas and groundwater as part of an ongoing Site Management Plan should be undertaken to inform long term trends and to inform the need or otherwise for mitigation measures.

Based on the above, MRC has no new information indicating that an additional landfill rehabilitation provision is required to address any specific remediation requirements nor do the October 2023 MAR report recommend such action.

City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 20. Capital commitments

	2023 Actual $	2022 Actual $
Capital expenditure commitments		
Contracted for:		
- capital expenditure projects	1,697,460	766,347
- plant & equipment purchases	3,343,010	1,989,585
Total capital expenditure commitments	5,040,470	2,755,932
Payable:		
- not later than one year	5,040,470	2,755,932
Total capital expenditure commitments	5,040,470	2,755,932

The capital expenditure projects outstanding at the end of the current reporting period represent heavy fleet replacement program, construction of a skate park, artwork, North Perth Town Hall renewals, Solar PV for DLGSC building and other various projects.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 21. Related party transactions

	Note	2023 Actual $	2023 Budget $	2022 Actual $
(a) Elected Member Remuneration				
Fees, expenses and allowances to be paid or reimbursed to elected council members.				
Mayor's annual allowance		64,938	66,000	63,354
Deputy Mayor's annual allowance		16,234	16,500	15,838
Meeting attendance fees		222,416	224,160	217,363
Child care expenses		386	4,000	833
Other expenses		14	500	30
Annual allowance for ICT expenses		22,500	22,500	22,500
Travel and accommodation expenses		280	1,000	1,242
Total	21b	326,768	334,660	321,161

	Note	2023 Actual $	2022 Actual $
(b) Key management personnel			
Key Management Personnel (KMP) Compensation Disclosure			
The total of compensation paid to KMP of the City during the year are as follows:			
Short-term employee benefits		850,999	845,757
Post-employment benefits		75,926	79,930
Employee - other long-term benefits		46,713	14,380
Council member costs	21a	326,768	321,161
Total		1,300,406	1,261,228

Short-term employee benefits
These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits
These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

Other long-term benefits
These amounts represent annual leave and long service leave entitlements accruing during the year.

Council member costs
These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 21. Related party transactions (continued)

(c) Transactions with related parties

Transactions between related parties and the City are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

Sale of goods and services	74,859	69,938
Purchase of goods and services	634,566	1,332,404
	709,425	1,402,342
Investments in associates:		
Distributions received from investments in associates	1,666,668	833,334
	1,666,668	833,334
Amounts payable to related parties:		
Trade and other payables	207,295	65,601

Related parties
The City's main related parties are as follows:

i. Key management personnel
Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel and are detailed in Notes 21(a) and 21(b).

ii. Other Related Parties
An associate person of KMP was employed by the City under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the City.

iii. Entities subject to significant influence by the City
An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence.
Significant influence may be gained by share ownership, statute or agreement.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 22. Investment in associates

(a) Investment in associates

Set out in the table below are the associates of the City. All associates are measured using the equity method. Western Australia is the principal place of business for all associates.

	% of ownership interest	2023 $	2022 $
Mindarie Regional Council	8.33	11,059,568	9,668,427
Tamala Park Regional Council*	8.33	3,903,327	4,542,991
		14,962,895	14,211,418

Mindarie Regional Council

The Mindarie Regional Council was formally constituted in December 1987. The City of Vincent (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and / or disposal of waste. City of Vincent is a participant in the Mindarie Regional council and has a one twelfth (1/12) equity in the land and assets of the refuse facility as per the constitution agreement (dated 25 November 1996) that recognises the City as a member of the Mindarie Regional Council.

The City's interest in the MRC joint arrangement is represented by the following breakdown of the joint arrangement's financial position (1/12 share). The valuation as shown below is, at the time of preparation of these statements.

	2023 Actual $	2022 Actual $
Summarised statement of financial position		
Other current assets	64,273,412	50,281,492
Total current assets	64,273,412	50,281,492
Non-current assets	100,324,693	95,598,663
Total non-current assets	100,324,693	95,598,663
Other current liabilities	5,528,381	5,605,777
Total current liabilities	5,528,381	5,605,777
Non-current liabilities	26,354,914	24,253,248
Total non-current liabilities	26,354,914	24,253,248
Net assets	132,714,810	116,021,130
Reconciliation to carrying amounts		
Opening net assets 1 July	116,021,130	23,532,486
Changes in members contributions	–	85,000,000
Profit/(Loss) for the period	6,430,026	(12,651,628)
Other comprehensive income	10,263,654	20,140,272
Closing net assets 1 July	132,714,810	116,021,130
Carrying amount at 1 July	9,668,427	1,961,040
Net Share of Interests in Mindarie Regional Council	535,836	6,029,031
Changes on Revaluation of Non-Current Assets	855,305	1,678,356
Carrying amount at 30 June (Based on audited Financials)	11,059,568	9,668,427
Net Share of Interests in Mindarie Regional Council	535,836	6,029,031
Total	535,836	6,029,031

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 22. Investment in associates (continued)

Tamala Park Regional Council *

The City is a participant (along with the Cities of Perth, Wanneroo, Joondalup, Stirling and the Towns of Victoria Park and Cambridge) in the operation s of Tamala Park Regional Council (TPRC). Tamala Park Regional Council changed to Catalina Regional Council from 1 August 2023. The TPRC was created in 2006 to develop approximately 173 hectares of land for sale immediately north of the land leased by the Mindarie Regional Council. The City of Vincent has a one twelfth (1/12) equity in the assets and liabilities of the development as well as a one twelfth (1/12) equity in the assets and liabilities of TPRC as the operator of the development, and a one twelfth (1/12) share in the asset of the land held for development.

The City's interest in the TPRC joint venture is represented by the following breakdown of the joint venture's financial position (1/12 share).

	2023 Actual $	2022 Actual $
Summarised statement of financial position		
Other current assets	44,873,314	53,079,035
Total current assets	44,873,314	53,079,035
Non-current assets	2,640,157	1,786,027
Total non-current assets	2,640,157	1,786,027
Other current liabilities	559,922	216,487
Total current liabilities	559,922	216,487
Non-current liabilities	113,627	132,683
Total non-current liabilities	113,627	132,683
Net assets	46,839,922	54,515,892
Reconciliation to carrying amounts		
Opening net assets 1 July	54,515,893	54,969,292
Profit/(loss) for the period	1,001,970	(688,875)
Other comprehensive income	(6,353)	–
Changes in members contribution	(8,671,588)	–
Share of associates net profit	–	235,476
Closing net assets 1 July	46,839,922	54,515,893
Carrying Amount at 1 July	4,542,990	4,580,774
Proceeds from Sale of Land	3,170,688	2,524,056
Land Development Expenses	(2,192,645)	(1,736,627)
Proceeds Distribution	(1,666,668)	(833,334)
Net Share of Interests in Tamala Park Regional Council - Retained surplus	83,498	(57,407)
Net Share of Interests in Tamala Park Regional Council - Members Equity	(34,007)	65,527
Net Share of Interests in Tamala Park Regional Council - Revaluation Surplus	(529)	–
Carrying amount at 30 June (Based on audited Financials)	3,903,327	4,542,990
Net Share of Interest in Tamala Park Regional Council - Retained Surplus	83,498	(57,406)
Net Share of Interests in Tamala Park Regional Council - Members Equity	(34,007)	65,527
Net Share of Interests in Tamala Park Regional Council - Revaluation Surplus	(529)	–
Net Share of Tamala Park Land in Tamala Park Regional Council **	(65,790)	1,251,293
Total	(16,828)	1,259,414

(*) *Tamala Park Regional Council changed to Catalina Regional Council from 1 August 2023.

(**) The City recognised its share of Inventory (Tamala Park Land - Developed land and land under construction -Note 6) based on its equity in Tamala Park Regional Council as at 30 June 2023.

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 22. Investment in associates (continued)

SIGNIFICANT ACCOUNTING POLICIES

Investments in associates

An associate is an entity over which the City has significant influence, that is it has the power to participate in the financial and operating policy decisions of the investee but not control or joint control of those policies.

Investments in associates are accounted for using the equity method. The equity method of accounting, is whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the City's share of net assets of the associate. In addition, the City's share of the profit or loss of the associate is included in the City's profit or loss.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 23. Financial risk management

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits, and Treasury bonds held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted average interest rate %	Carrying amounts $	Fixed interest rate $	Variable interest rate $	Non interest bearing $
2023					
Cash and cash equivalents	4.17%	15,330,270	8,540,000	6,785,820	4,450
Financial assets at amortised cost - term deposits	4.77%	17,140,000	17,140,000	–	–
2022					
Cash and cash equivalents	0.92%	7,585,863	3,946,244	544,818	3,094,801
Financial assets at amortised cost - term deposits	2.00%	18,500,000	18,489,000	–	11,000

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 23. Financial risk management (continued)

Sensitivity
Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2023 $	2022 $
Impact of a 1% movement in interest rates on profit or loss and equity *	67,858	5,448

(*) Holding all other variables constant

Borrowings
Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs.
The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings.
Details of interest rates applicable to each borrowing may be found at Note 29(a).

(b) Credit risk

Trade and Other Receivables
The City's major trade and other receivables comprise contractual non-statutory user fees and charges, grants, contributions and reimbursements. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade and other receivables. To measure the expected credit losses, receivables from grants, contributions and reimbursements are separated from other trade receivables due to the difference in payment terms and security.

The expected loss rates are based on the payment profiles of trade and other receivables over a period of 36 months before 1 July 2022 or 1 July 2023 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of users to settle the receivables.

The loss allowance as at 30 June 2023 and 30 June 2022 was determined as follows for trade and other receivables.

	Current $	More than 30 days past due $	More than 60 days past due $	More than 90 days past due $	Total $
30 June 2023					
Trade receivables					
Expected credit loss	3.00%	0.00%	0.00%	42.00%	
Gross carrying amount	296,165	57	664	474,177	771,063
Loss allowance	8,989	–	–	198,804	207,793
Other receivables					
Expected credit loss	10.00%	10.00%	10.00%	22.00%	
Gross carrying amount	157,499	114,820	81,953	2,621,508	2,975,780
Loss allowance	15,750	11,482	8,195	565,740	601,167
30 June 2022					
Trade receivables					
Expected credit loss	0.00%	0.00%	2.00%	46.00%	
Gross carrying amount	341,308	5,767	2,589	478,372	828,036
Loss allowance	–	–	62	217,961	218,023

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 23. Financial risk management (continued)

	Current $	More than 30 days past due $	More than 60 days past due $	More than 90 days past due $	Total $
Other receivables					
Expected credit loss	10.00%	10.00%	10.00%	17.00%	
Gross carrying amount	219,359	116,504	60,862	2,409,620	2,806,345
Loss allowance	21,936	11,650	6,086	417,200	456,872

The loss allowances for trade and other receivables as at 30 June reconcile to the opening loss allowances as follows:

	Trade receivables		Other receivables	
	2023 Actual $	2022 Actual $	2023 Actual $	2022 Actual $
Opening loss allowance as at 1 July	218,023	181,916	456,872	409,506
Increase in loss allowance recognised in profit or loss during the year	(10,229)	36,107	314,415	47,366
Receivables written off during the year as uncollectible	–	–	(170,120)	–
Closing loss allowance at 30 June	207,794	218,023	601,167	456,872

Trade and other receivables are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the City, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on rates and statutory receivables, trade, other receivables and contract assets are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

(c) Liquidity risk

Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 18(c).

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year $	Due between 1 & 5 years $	Due after 5 years $	Total contractual cash flows $	Carrying values $
2023					
Trade and other payables	6,393,206	–	–	6,393,206	6,921,787
Borrowings	1,993,835	7,571,740	5,264,054	14,829,629	13,061,122
Lease liabilities	–	–	–	–	–
	8,387,041	7,571,740	5,264,054	21,222,835	20,100,236
2022					
Trade and other payables	6,698,767	–	–	6,698,767	7,193,461
Borrowings	1,847,337	7,210,560	6,781,508	15,839,405	13,735,119
Lease liabilities	70,601	–	–	70,601	70,601
	8,616,705	7,210,560	6,781,508	22,608,773	20,999,179

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 24. Events occurring after the end of the reporting period

Non-adjusting events after the reporting period.

Sale of Land
The City entered into an agreement on 16 May 2023 for the sale of a parcel of land. The City sold the parcel of land located at 25 (Lot 93) Sydney Street, North Perth for $860,393 with the settlement completed on 25 July 2023. This transaction has resulted in a loss on disposal of $60,804 which will be recognised in the financial year ending 30 June 2024.

Note 25. Other significant accounting policies

a) Goods and services tax (GST)
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification
The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

c) Rounding off figures
All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures
Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures
Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation
The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

g) Fair value of assets and liabilities
Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest revenue
Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy
AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1
Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2
Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3
Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 25. Other significant accounting policies (continued)

techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques
The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

Market approach
Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach
Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets
In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 26. Function and activity

City operations as disclosed in these financial statements encompass the following service orientated functions and activities.

NAME AND OBJECTIVES	DESCRIPTION
GOVERNANCE To provide a decision-making process for the efficient allocation of scarce resources.	Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting council members and ratepayers on matters which do not concern specific local government services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
HEALTH To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.
EDUCATION AND WELFARE To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of child minding centre, playgroup centre and senior citizen centre. Provision and maintenance of home care programs and youth services.
COMMUNITY AMENITIES To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
RECREATION AND CULTURE To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library and other cultural facilities.
TRANSPORT To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
ECONOMIC SERVICES To help promote the local government and its economic wellbeing.	Tourism and area promotion including the maintenance and operation of a caravan park. Provision of services including weed control, vermin control and standpipes. Building Control.
OTHER PROPERTY AND SERVICES To monitor and control operating accounts.	Private works operation, plant repair and costs.

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City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 26. Function and activity (continued)

(a) Income and expenses

	2023 Actual $	2023 Budget $	2022 Actual $
Income excluding grants, subsidies and contributions			
Governance	72,254	66,500	61,776
General purpose funding	42,629,426	40,726,329	37,215,755
Law, order, public safety	216,536	317,306	249,252
Health	315,457	346,605	384,194
Education and welfare	139,315	187,317	145,188
Community amenities	1,089,378	707,273	815,271
Recreation and culture	11,251,668	10,194,207	9,003,479
Transport	10,720,944	9,606,871	8,630,133
Economic services	252,078	508,450	265,499
Other property and services	1,649,318	2,529,660	9,285,802
	68,336,374	65,190,518	66,056,349
Grants, subsidies and contributions			
Governance	48	–	7,200
General purpose funding	1,525,330	763,848	1,632,455
Law, order, public safety	1,140	50,000	1,460
Health	232	60,919	1,259
Education and welfare	84,442	110,950	4,909
Community amenities	111,457	45,994	602,519
Recreation and culture	1,685,660	1,935,258	610,058
Transport	385,701	1,507,054	1,387,459
Economic services	2,426	1,385	726
Other property and services	12,335	32,770	34,031
	3,808,771	4,508,178	4,282,076
Total income	72,145,145	69,698,696	70,338,425
Expenses			
Governance	(3,194,245)	(3,341,981)	(2,885,226)
General purpose funding	(1,256,229)	(887,829)	(632,607)
Law, order, public safety	(5,116,303)	(4,829,171)	(4,499,359)
Health	(1,957,739)	(2,188,227)	(1,617,516)
Education and welfare	(443,452)	(441,371)	(431,556)
Community amenities	(15,437,432)	(17,048,417)	(25,046,299)
Recreation and culture	(26,912,335)	(25,926,147)	(24,612,053)
Transport	(14,173,791)	(9,586,575)	(9,060,757)
Economic services	(707,174)	(796,660)	(618,506)
Other property and services	(2,021,684)	(2,937,458)	(2,280,952)
	(71,220,384)	(67,983,836)	(71,684,831)
Net result for the period	924,761	1,714,860	(1,346,406)

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City of Vincent

Notes to the Financial Statements
for the year ended 30 June 2023

Note 26. Function and activity (continued)

(b) Total assets

	2023 Actual $	2022 Actual $
General purpose funding	53,587,310	31,887,798
Law, order, public safety	4,494,554	4,661,552
Health	4,651,176	5,097,265
Education and welfare	22,787,876	22,446,297
Community amenities	5,212,514	4,948,095
Recreation and culture	150,420,541	152,115,781
Transport	192,321,373	198,693,099
Other property and services	23,126,389	25,271,683
Total assets	456,601,733	445,121,570

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 27. Rating information

Rate type	Basis of valuation	2023 Rate in $	2023 Number of properties	2023 Actual Rateable value	2023 Actual Rate revenue	2023 Actual Interim rates	2023 Actual Back rates	2023 Actual Total revenue	2023 Budget rate revenue	2023 Budget interim rate	2023 Budget back rate	2023 Budget total revenue	2022 Actual Total revenue
			$	$	$	$	$	$	$	$	$	$	$
General Rates													
Rate Description													
Residential	Gross rental valuation	0.08579	10,981	248,447,916	21,314,346	236,972	5,181	21,556,499	21,270,668	120,000	2,500	21,393,168	19,746,748
Other	Gross rental valuation	0.07229	1,626	127,522,443	9,218,598	145,287	121,377	9,485,262	9,150,271	130,000	11,000	9,291,271	8,514,738
Vacant Commercial	Gross rental valuation	0.13791	41	2,587,150	356,794	(11,618)	(4,815)	340,361	363,140	–	–	363,140	337,037
Vacant Residential	Gross rental valuation	0.08191	194	4,616,900	378,170	3,454	35	381,659	381,861	12,000	2,500	396,361	336,946
Total general rates			12,842	383,174,409	31,267,908	374,095	121,778	31,763,781	31,165,940	262,000	16,000	31,443,940	28,935,469
Minimum payment													
Residential	Gross rental valuation	1,335.32	6,098	77,356,652	8,142,781	(54,327)	(3,794)	8,084,660	8,156,135	6,000	1,000	8,163,135	7,582,737
Other	Gross rental valuation	1,288.73	162	1,973,252	208,774	–	–	208,774	208,774	5,000	1,000	214,774	195,323
Vacant Commercial	Gross rental valuation	1,631.65	–	–	–	–	–	–	–	–	–	–	–
Vacant Residential	Gross rental valuation	1,180.00	195	2,054,440	230,100	(3,918)	(1,377)	224,805	219,480	7,000	2,000	228,480	227,228
Total minimum payments			6,455	81,384,344	8,581,655	(58,245)	(5,171)	8,518,239	8,584,389	18,000	4,000	8,606,389	8,005,288
Total general rates and minimum payments			19,297	464,558,753	39,849,563	315,850	116,607	40,282,020	39,750,329	280,000	20,000	40,050,329	36,940,757
								40,282,020				40,050,329	36,940,757
Discounts													
Rates Waived								(119,907)				(140,000)	(116,028)
Total rates								40,162,113				39,910,329	36,824,729

The rate revenue was recognised from the rate record as soon as practicable after the City resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 28. Determination of surplus or deficit

	Note	30 June 2023 Carried Forward	Budget 30 June 2023 Carried Forward	30 June 2022 Carried Forward
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.				
Adjustments to operating activities				
Less: Profit on asset disposals		(188,773)	(729,188)	(140,764)
Net Share of Interest in Associates		(519,536)	–	(7,288,445)
Add: Loss on disposal of assets		744,436	516,540	131,240
Less: Share of net profit of associates and joint ventures accounted for using the equity method		(978,043)	(1,848,288)	(787,429)
Add: Loss on revaluation of fixed assets	9a	4,389,396	–	–
Add: Depreciation	10a	11,912,706	12,865,818	11,802,017
Non-cash movements in non-current assets and liabilities:				
Financial assets at amortised cost		(1,843)	–	(1,999)
Pensioner deferred rates		14,015	–	(9,939)
Employee benefit provisions		39,391	–	15,907
Infringement debtor provisions		65,064	–	26,470
Non-cash amounts excluded from operating activities		15,476,813	10,804,882	3,747,058
(b) Non-cash amounts excluded from investing activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.				
Adjustments to investing activities				
Non cash Capital grants, subsidies and contributions		251,394	–	–
Movement in Work-In Progress		174,561	–	–
Non-cash amounts excluded from investing activities		425,955	–	–
(c) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
Less: Reserve accounts	30	(17,193,645)	(12,397,174)	(11,701,461)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	15	1,585,417	1,607,889	1,424,524
- Current portion of lease liabilities	11	–	–	70,601
Less: Shares transferred from non current to current asset		–	–	(11,000)
Less: Land held for resale		(1,986,519)	–	(1,204,276)
Add: Rates outstanding Non-current		405,372	–	356,996
Add: Other assets Non-current		889,298	–	1,051,797
Add: Infringement debtors transferred to non current asset		1,625,260	1,208,751	1,530,743
Total adjustments to net current assets		(14,674,817)	(9,580,534)	(8,482,076)

continued on next page ...

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 28. Determination of surplus or deficit (continued)

	30 June 2023 Carried Forward	Budget 30 June 2023 Carried Forward	30 June 2022 Carried Forward
Net current assets used in the Statement of Financial Activity			
Total current assets	39,427,722	23,470,959	31,363,069
Less: Total current liabilities	(15,702,095)	(13,733,285)	(16,204,047)
Less: Total adjustments to net current assets	(14,674,817)	(9,580,534)	(8,482,076)
Surplus or deficit after imposition of general rates	9,050,810	157,140	6,676,946

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 29. Borrowing and lease liabilities

(a) Borrowings liabilities

Purpose	Note	Principal at 1 July 2021	New loans During 2021-22	Principal repayments During 2021-22	Actual Principal at 30 June 2022	New loans During 2022-23	Principal repayments During 2022-23	Actual Principal at 30 June 2023	Principal at 1 July 2022	Budget New loans	Budget Principal repayments	Budget Principal at 30 June 2023
Resource Recovery Facility		–	7,083,333	(334,447)	6,748,886	–	(674,912)	6,073,974	6,748,886	–	(674,912)	6,073,974
Strength Equipment- BPLC		–	–	–	–	389,169	(45,078)	344,091	–	389,169	(45,079)	344,090
Underground Car Park Loftus Rec		305,474	–	(260,991)	44,483	–	(44,483)	–	44,483	–	(44,483)	–
Cardio Equipment- BPLC		–	–	–	–	438,710	(32,273)	406,437	–	438,710	(32,273)	406,437
Beatty Park Redevelopment		5,417,204	–	(388,291)	5,028,913	–	(410,152)	4,618,761	5,028,914	–	(410,152)	4,618,762
Loftus Centre Redevelopment		1,335,295	–	(185,744)	1,149,551	–	(197,889)	951,662	1,149,549	–	(197,889)	951,660
246 Vincent Street DLGSC building		858,992	–	(95,705)	763,287	–	(97,089)	666,198	763,287	–	(97,089)	666,198
Total		7,916,965	7,083,333	(1,265,178)	13,735,120	827,879	(1,501,876)	13,061,123	13,735,119	827,879	(1,501,877)	13,061,121
Total Borrowings	15	7,916,965	7,083,333	(1,265,178)	13,735,120	827,879	(1,501,876)	13,061,123	13,735,119	827,879	(1,501,877)	13,061,121

Borrowing Finance Cost Payments

Purpose	Loan number	Institution	Interest Rate	Function and activity	Date final payment is due	Actual for year ending 30 June 2023	Budget for year ending 30 June 2023	Actual for year ending 30 June 2022
Strength Equipment- BPLC	12	WATC*	4.33%	Recreation and culture	10/08/26	(16,624)	(10,894)	–
Loftus Centre Redevelopment	5	WATC*	6.35%	Recreation and culture	01/08/27	(74,333)	(75,380)	(87,695)
246 Vincent Street DLGSC building	2B	WATC*	1.44%	Recreation and culture	03/12/29	(15,652)	(15,763)	(17,710)
Cardio Equipment- BPLC	13	WATC*	4.48%	Recreation and culture	08/08/28	(19,673)	(12,383)	–
Underground Car Park Loftus Rec	6B	WATC*	3.85%	Recreation and culture	01/08/22	(184)	(326)	(8,534)
Beatty Park Redevelopment	10	WATC*	5.49%	Recreation and culture	05/01/32	(297,830)	(299,706)	(322,191)
Resource Recovery Facility	14	WATC*	1.26%	Community amenities	25/08/31	(120,408)	(126,005)	(111,827)
Total						(544,704)	(540,457)	(547,957)
Total Finance Cost Payments						(544,704)	(540,457)	(547,957)

* WA Treasury Corporation

continued on next page ...

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 29. Borrowing and lease liabilities (continued)

(b) New Borrowings - 2022/23

Particulars/Purpose	Institution	Loan Type	Term Years	Interest Rate	Amount Borrowed Actual	Amount Borrowed Budget	Amount (Used) Actual	Amount (Used) Budget	Total Interest & Charges	Actual Balance Unspent
				%	$	$	$	$	$	$
Strength Equipment- BPLC	WATC*	Debenture	4	4.33%	389,169	389,169	389,169	389,169	38,852	–
Cardio Equipment- BPLC	WATC*	Debenture	6	4.48%	438,710	438,710	438,710	438,710	66,427	–
					827,879	827,879	827,879	827,879	105,279	–

* WA Treasury Corporation

(c) Unspent Borrowings

The Council does not have any unspent borrowings for FY2022/23.

(d) Lease liabilities

		Actual				Budget						
Purpose	Note	Principal at 1 July 2021	New leases During 2021-22	Principal repayments During 2021-22	Principal at 30 June 2022	New leases During 2022-23	Principal repayments During 2022-23	Principal at 30 June 2023	Principal at 1 July 2022	New leases During 2022-23	Principal repayments During 2022-23	Principal at 30 June 2023
		$	$	$	$	$	$	$	$	$	$	$
EMV kits for Parking ticket machines		163,440	–	(92,839)	70,601	23,392	(93,992)	–	70,602	–	(70,602)	–
Total lease liabilities	11b	163,440	–	(92,839)	70,601	23,392	(93,992)	–	70,602	–	(70,602)	–

continued on next page ...

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 29. Borrowing and lease liabilities (continued)

(d) Lease liabilities (continued)

Purpose	Lease number	Institution	Lease interest rate	Function and activity	Date final payment is due	Actual for year ending 30 June 2023 $	Budget for year ending 30 June 2023 $	Actual for year ending 30 June 2022 $	Lease term
Purpose									
EMV kits for Parking ticket machines	E6N0162814	Maia Financial	1.60%	Law, order, public safety	03/04/23	(647)	(378)	(1,801)	36 months
Total Finance Cost Payments						(647)	(378)	(1,801)	

Notes to the Financial Statements

for the year ended 30 June 2023

Note 30. Reserve accounts

	2023 Opening Balance Actual $	2023 Transfer to Actual $	2023 Transfer (from) Actual $	2023 Closing Balance Actual $	2023 Opening Balance Budget $	2023 Transfer to Budget $	2023 Transfer (from) Budget $	2023 Closing Balance Budget $	2022 Opening Balance Actual $	2022 Transfer to Actual $	2022 Transfer (from) Actual $	2022 Closing Balance Actual $
Restricted by council												
Asset Sustainability Reserve	5,283,932	3,313,117	(1,333,230)	7,263,819	5,572,478	2,238,552	(3,041,900)	4,769,130	5,749,402	1,650,742	(2,116,212)	5,283,932
Beatty Park Leisure Centre Reserve	102,898	208,291	–	311,189	102,681	201,648	(100,000)	204,329	102,096	802	–	102,898
Cash in Lieu Parking Reserve	1,457,574	50,597	(210,668)	1,297,503	1,429,508	4,359	(893,500)	540,367	1,611,564	12,113	(166,103)	1,457,574
Hyde Park Lake Reserve	163,644	3,425	–	167,069	166,906	1,357	–	168,263	160,649	2,995	–	163,644
Land and Building Acquisition Reserve	301,642	6,174	–	307,816	301,005	2,448	–	303,453	300,049	1,593	–	301,642
Leederville Oval Reserve	96,153	1,352	(25,800)	71,705	95,952	536	(30,000)	66,488	94,885	1,268	–	96,153
Loftus Community Centre Reserve	37,660	104,890	–	142,550	37,581	101,119	–	138,700	37,219	441	–	37,660
Loftus Recreation Centre Reserve	219,341	70,981	(15,930)	274,392	221,069	61,879	(50,000)	232,948	220,496	61,920	(63,075)	219,341
246 Vincent Street Building Reserve	219,307	148	(13,600)	205,855	227,895	59	(220,675)	7,279	311,925	1,532	(94,150)	219,307
Parking Facility and Equipment Reserve	107,182	2,193	–	109,375	106,956	870	–	107,826	106,521	661	–	107,182
Percent for Art Reserve	332,907	40	(48,000)	284,947	335,655	16	(333,700)	1,971	401,577	2,130	(70,800)	332,907
Plant and Equipment Reserve	131	–	–	131	83	–	(83)	–	22,680	118	(22,667)	131
POS reserve - General	653,071	118,386	(190,000)	581,457	653,071	911,084	(190,000)	1,374,155	–	653,071	–	653,071
POS reserve - Haynes Street	195,760	41,568	(150,000)	87,328	196,927	39,699	(150,000)	86,626	159,265	36,495	–	195,760
State Gymnastics Centre Reserve	131,596	15,257	(15,000)	131,853	130,952	13,040	(15,000)	128,992	119,423	12,173	–	131,596
Strategic Waste Management Reserve	29,148	941	–	30,089	45,899	373	–	46,272	1,006,113	5,347	(982,312)	29,148
Tamala Park Land Sales Reserve	1,930,361	1,341,054	–	3,271,415	1,929,100	1,275,852	–	3,204,952	1,093,870	836,491	–	1,930,361
Underground Power Reserve	215,555	2,348,335	(136,914)	2,426,976	215,105	791,376	(216,000)	790,481	211,870	3,685	–	215,555
Waste Management Plant and Equipment Reserve	223,599	4,577	–	228,176	223,128	1,814	–	224,942	221,856	1,743	–	223,599
	11,701,461	7,631,326	(2,139,142)	17,193,645	11,991,951	5,646,081	(5,240,858)	12,397,174	11,931,460	3,285,320	(3,515,319)	11,701,461

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

continued on next page ...

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 30. Reserve accounts (continued)

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Purpose of the reserve
Beatty Park Leisure Centre Reserve	For the major upgrade and redevelopment of the Beatty Park Leisure Centre including the replacement or purchase of major plant, equipment, fixtures and fittings.
Cash in Lieu Parking Reserve	This reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for providing and/or upgrading existing and proposed Transport infrastructure as defined in the City's Parking and Access Policy 7.7.1.
Hyde Park Lake Reserve	For works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds.
Land and Building Acquisition Reserve	To ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes.
Leederville Oval Reserve	For the works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land.
Loftus Community Centre Reserve	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Loftus Recreation Centre Reserve	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
246 Vincent Street Building Reserve	For major building upgrade, maintenance, repairs, renovation and replacement of floorcovering, fixtures and fittings associated with the new Office Building and Land.
Parking Facility and Equipment Reserve	This reserve is for the purchase and replacement of parking ticket machines, provision and improvement of parking information systems, security lighting, improved pathways and associated infrastructure to access parking areas and associated works.
Percent for Art Reserve	This reserve is funded from payment of public art contributions from development applicants and is to be used for the acquisition and provision of Public Art and associated infrastructure.
Plant and Equipment Reserve	For the purchase of replacement plant and equipment associated with City's works.
POS reserve - General	For the future development of public open space in the City.
POS reserve - Haynes Street	For the future development of POS at Haynes Street.
State Gymnastics Centre Reserve	This reserve is for the purpose of capital improvements, including replacing major items of plant and equipment or renewal and modifications to the Centre.
Strategic Waste Management Reserve	Investigation and implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park).
Tamala Park Land Sales Reserve	For future significant/major capital works, infrastructure, project or debt reduction programme for the benefit of the City.
Underground Power Reserve	For the purpose of funding the City's contribution to approved underground power projects.
Waste Management Plant and Equipment Reserve	For the purpose of replacing plant and equipment associated with the City's waste management, minimisation and recycling operations.
Asset Sustainability Reserve	For assisting Council in funding its long term asset management objectives and provide a means to spread the cost of intergenerational assets over multiple years.

City of Vincent

Notes to the Financial Statements

for the year ended 30 June 2023

Note 31. Trust funds

	1 July 2022 Opening Balance $	Amounts received $	Amounts paid $	30 June 2023 Closing balance $
Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:				
Leederville Gardens Inc. Trust *	3,733,236	128,867	–	3,862,103
	3,733,236	128,867	–	3,862,103

(*) The opening balance has been reduced by $201,395 as a result of an investigation performed on the funds held in trust.

City of Vincent

General Purpose Financial Statements

for the year ended 30 June 2023

Insert Independent Auditor's Report here

Auditor General

INDEPENDENT AUDITOR'S REPORT
2023
City of Vincent

To the Council of the City of Vincent

Opinion

I have audited the financial report of the City of Vincent (City) which comprises:

- the Statement of Financial Position as at 30 June 2023, and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Activity for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the City for the year ended 30 June 2023 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2023, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report, or my knowledge obtained in the audit or otherwise appears to be materially misstated.

7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 8489 Perth WA 6849 TEL: 08 6557 7500

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer (CEO) of the City is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the City's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf.

My independence and quality management relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 *Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements*, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the City of Vincent for the year ended 30 June 2023 included in the annual report on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the City to confirm the information contained in the website version.

Sandra Labuschagne
Deputy Auditor General
Delegate of the Auditor General for Western Australia
Perth, Western Australia
8 December 2023

13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)

Nil

15 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

16 URGENT BUSINESS

Nil

17 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

18 CLOSURE